



MUNISIPALITEIT THEEWATERSKLOOF MUNICIPALITY

[18 AUGUSTUS / AUGUST 2025]

KENNISGEWING / NOTICE

RAADSVERGADERING / COUNCIL MEETING

A G E N D A

DATUM / DATE : 27 AUGUSTUS / AUGUST 2025

**PLEK / VENUE : RAADSAAL, MUNISIPALE KANTORE,
CALEDON / COUNCIL CHAMBERS,
MUNICIPAL OFFICES, CALEDON**

TYD / TIME : 14:00

MUNISIPALITEIT THEEWATERSKLOOF

Kantoor van die Munisipale
Bestuurder
Munisipale Kantore
CALEDON

19 Augustus 2025

KENNISGEWING AAN ALLE RAADSLEDE

RAADSVERGADERING VAN DIE THEEWATERSKLOOF MUNISIPALE RAAD

Kennis geskied hiermee dat 'n Raadsvergadering geskeduleer is vir Woensdag, 27 Augustus 2025 om 14:00 in die Raadsaal, Munisipale Kantore, Caledon om die onderstaande agenda te bespreek.

Raadslede se aandag word gevestig op die Gedragskode vir Raadslede, Skedule 7 van die Wysigingswet op Plaaslike Regering: Munisipale Strukture, 2021 (Wet 3 van 2021) en Munisipale Beampies, Skedule 2 van die Wet op Plaaslike Regering: Munisipale Stelsels, 2000 (Wet 32 van 2000).



Cllr WH Wells
SPEAKER

THEEWATERSKLOOF MUNICIPALITY

Office of the Municipal
Manager
Municipal Offices
CALEDON

19 August 2025

NOTICE TO ALL COUNCILLORS

COUNCIL MEETING OF THE THEEWATERSKLOOF MUNICIPAL COUNCIL

Notice is hereby given that a Council Meeting is scheduled for Wednesday, 27 August 2025 at 14:00 in the Council Chambers, Municipal Offices, Caledon, to discuss the undermentioned agenda.

The attention of Councillors is directed to the Code of Conduct for Councillors, Schedule 7 of the Local Government: Municipal Structures Amendment Act, 2021 (Act 3 of 2021) and Municipal Officials, Schedule 2 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000).



Cllr WH Wells
SPEAKER

MUNISIPALITEIT THEEWATERSKLOOF MUNICIPALITY

RAADSVERGADERING / COUNCIL MEETING

AGENDA

[27 AUGUSTUS / AUGUST 2025]

ITEM NO	ITEM BESKRYWING / DESCRIPTION	BLADSY NR / PAGE NO
A.	<u>OPENING: VERWELKOMING / OPENING: WELCOME</u>	
B.	<u>VERKIESING VAN SPEAKER</u> <i>(indien nodig)</i> <u>ELECTION OF SPEAKER</u> <i>(if necessary)</i>	
C.	<u>BYWONINGSREGISTER ATTENDANCE REGISTER</u>	
C.1	Teenwoordig / Present	
C.2	Aansoek(e) om verlof tot afwesigheid / Application(s) for leave of absence	
D.	<u>NOTULES EN/OF VERSLAE VAN DIE UBK VIR KENNISNAME AAN DIE RAAD MINUTES AND/OR REPORTS OF THE EMC FOR COUNCIL'S COGNIZANCE</u>	
D.1	UBK Vergadering – 22 Julie 2025 EMC Meeting – 22 July 2025	
E.	<u>BEKRAGTIGING VAN NOTULES EN/OF VERSLAE VAN DIE RAAD CONFIRMATION OF MINUTES AND/OR REPORTS OF COUNCIL</u>	
E.1	Raadsvergadering – 07 Augustus 2025 Council Meeting – 07 August 2025	
F.	<u>VERKLARINGS EN MEDEDELINGS DEUR DIE SPEAKER / STATEMENTS AND COMMUNICATIONS BY THE SPEAKER</u>	

ITEM NO	ITEM BESKRYWING / DESCRIPTION	BLADSY / PAGE NO
G.	<u>VERKLARINGS EN MEDEDELINGS DEUR DIE UITVOERENDE BURGEMEESTER / STATEMENTS AND COMMUNICATIONS BY THE EXECUTIVE MAYOR</u>	
H.	<u>VOORLEGGINGS / PRESENTATIONS</u>	
H.1	Geen / None	
I.	<u>VERSLAE VOORGELê DEUR DIE DIREKTORAAT TEGNIËSE EN INFRASTRUKTUUR IMPLEMENTERINGSDIENSTE REPORTS SUBMITTED BY THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES</u>	
C218/2025	Reporting on performance of contractors: April - June 2025 [8/2/3/5/5]	1 – 41
C219/2025	Reporting on performance of contractors for July 2025 [8/2/3/5/5]	42 – 72
J.	<u>VERSLAE VOORGELê DEUR DIE DIREKTORAAT GEMEENSKAPSDIENSTE REPORTS SUBMITTED BY THE DIRECTORATE COMMUNITY SERVICES</u>	
C220/2025	Libraries: Assignment agreement regarding the operation of Public Libraries by Municipalities in the Western Cape [17/6/B]	73 – 98
C221/2025	Disaster Management – Annual Report in terms of Section 50 of the Disaster Management Act – 2024/25 [17/4/3]	99 – 117

ITEM NO	ITEM BESKRYWING / DESCRIPTION	BLADSY / PAGE NO
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**K. VERSLAE VOORGELê DEUR DIE DIREKTORAAT
EKONOMIESE ONTWIKKELING EN BEPLANNING
REPORTS SUBMITTED BY THE DIRECTORATE
ECONOMIC DEVELOPMENT AND PLANNING**

C222/2025	Local Economic Development and Tourism: Quarterly Reporting of Performance of Contractors [8/2/3/5/6]	118 – 123
C223/2025	Human and Informal Settlements: Quarterly Reporting of Performance of contractors [8/2/3/5/6]	124 – 142
C224/2025	Human and Informal Settlement: Quarterly Report Greater Grabouw [17/7/4]	143 – 148
C225/2025	Town Planning and Building Control: Quarterly Reporting of performance of contractors [8/2/3/5/6]	149 – 152
C226/2025	Town Planning and Building Control: Zoning Rectification: Erf 156, Villiersdorp [15/3/1; Erf-Villiersdorp]	153 – 168

**L. VERSLAE VOORGELê DEUR DIE DIREKTORAAT
KORPORATIEWEDIENSTE
REPORTS SUBMITTED BY THE DIRECTORATE
CORPORATE SERVICES**

C227/2025	Human Resources: Probation Policy [4/2/B]	169 – 180
C228/2025	Human Resources: Review of Acting Allowance Policy [4/2/3/3]	181 – 193
C229/2025	Administration: Reporting on performance of contractors: April till June 2025 [8/2/3/5/2]	194 – 237
C230/2025	Administration: Ward Committee System: Bi-Annual Performance Report: January – June 2025 [3/4/R]	238 – 246
C231/2025	Administration: Appointment of a new member to the Community Services- and Human Settlements and Planning Portfolio Committee as part of Section 80 Committees which assist the Executive Mayor in performing functions and duties to replace Councillor H Syster [3/3/6]	247 – 249

ITEM NO	ITEM BESKRYWING / DESCRIPTION	BLADSY / PAGE NO
C232/2025	Administration: Appointment of a new member to the Disciplinary Committee of Theewaterskloof Municipal Council to replace Councillor H Syster [3/3/6]	250 – 251
C233/2025	Administration: Nomination of a new member to the Special Committee established in terms of Rule 16(1) of Schedule 7 to replace Councillor M Botes [3/3/6]	252 – 254
M.	<u>VERSLAE VOORGELê DEUR DIE DIREKTORAAT FINANSIES</u> <u>REPORTS SUBMITTED BY THE DIRECTORATE FINANCE</u>	
C234/2025	SCM: Deviation Report for July 2025 [6/3/3/6]	255 – 258
C235/2025	Appointment of Standard Bank of South Africa for the provision of Banking Services for a period of 5 years: (July 2025 – June 2030) [5/15/R]	259 – 264
C236/2025	Financial Report for the month ending July 2025 [5/16/R]	265 – 289
N.	<u>DRINGENDE AANGELEENTHEDE / URGENT MATTERS</u>	
O.	<u>OORWEGING VAN KENNISGEWINGS VAN MOSIES / CONSIDERATION OF NOTICES OF MOTIONS</u>	
P.	<u>OORWEGING VAN KENNISGEWINGS EN VRAE / CONSIDERATION OF NOTICES AND QUESTIONS</u>	
Q.	<u>OORWEGING VAN DRINGENDE MOSIES / CONSIDERATION OF URGENT MOTIONS</u>	
R.	<u>IN-KOMITEEVERGADERING AGENDA-ITEMS VIR BESPREKING</u> <u>IN-COMMITTEE MEETING AGENDA-ITEMS FOR DISCUSSION</u>	
S.	<u>VERDAGING / ADJOURNMENT</u>	

ITEM HEADING

C218/2025 DIRECTORATE TECHNICAL- AND INFRASTRUCTURE IMPLEMENTATION SERVICES: REPORTING ON PERFORMANCE OF CONTRACTORS: APRIL - JUNE 2025

[English version of the report is the original]

FILE NUMBER

8/2/3/5/5

PURPOSE / AIM OF REPORT

To present a report to the Council in terms of the contract and performance management of the Technical- and Infrastructure Implementation Services Departments contractors for the period from April - June 2025 to ensure the municipality receives value for money and that contracts are completed on time and within the approved budget.

BACKGROUND

S116 (2) of the Municipal Finance management Act (No.56 of 2003) states that:

The accounting officer of a municipality or municipal entity must –

1. take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality of municipal entity is properly enforced;
2. monitor on a monthly basis the performance of the contract under the contract or agreement;
3. establish capacity in the administration of the municipality or municipal entity –
 - (i) to assist the accounting officer in carrying out the duties set out in paragraphs (a) and (b); and
 - (ii) to oversee the day-to-day management of the contract or agreement; and
4. regularly report to the Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract

DISCUSSION

Reporting pattern of Technical- and Infrastructure Implementation Services:

Department:	April 2025	May 2025	June 2025
Technical- and Infrastructure Implementation Services	Submitted	Submitted	Submitted

Find attached checklists consisting of the summaries done for the Directorate Technical- and Infrastructure Implementation Services.

No blockages occurred.

COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES

Supported.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Recommendation supported.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Can be found in checklists attached as Annexures. It can be costly to the municipality if reporting is not done correctly.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Chapter 8 Municipal Finance Management Act. 56 of 2003.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY THE TECHNICAL- AND INFRASTRUCTURE IMPLEMENTATION SERVICES COMMITTEE TO THE EMC: 05 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor V Papier, and seconded by Councillor D Jooste it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

PMU

1. TECH01/2022/23: Upgrading of Pine View Park sport ground, Grabouw: *Neil Lyners and Associates*
2. ENG13/2023/24: Upgrading of Pine View Park sport ground, Phase 1: *Katemo General Trading*
3. TECH0/2022/23: Provision of professional services: Eradication of septic tanks at Botrivier: *ROMH Consulting Engineers*.
4. TECH01/2022/23: Provision of professional services: Greyton water & sewer upgrades: *UDS Africa*
5. TECH01/2022/23: Provision of professional services: Grabouw Bulk water phase 5.3: *Lukhozi Consulting Engineers*
6. TECH01/2022/23: Provision of professional services: Gypsey Queen bulk water pipeline: *Engineering Advice & Services*
7. TECH01/2022/23: Provision of professional services: Tesselaarsdal water pipeline: *DELTA BEC*
8. TECH01/2022/23: Provision of professional services: Gypsey Queen bulk sewer pipeline: *Engineering Advice & Services*
9. ENG03/2024/25: Gypsy Queen bulk water and provision: *Asla Construction*
10. TECH01/2022/23: Botrivier WWTW PH 2 provision of professional Services: *Water & Wastewater Engineering*

PROJECT MANAGER: Nigel Kayser		PROJECT CHAMPION: Denver Damons	
Jun-25		Technical Services	
Complete Tender No. & Description		TECH 01/2022/23: Upgrading of Pine View Park sport ground, Grabouw	
SDBIP REF	D355	Funding Source	
Service Provider		Own & MIG	Other
Commencement Date		x	
Completion Date		Not applicable	
Total Contract Amount (Excl VAT)		Value of VO's Approved	
R 1 096 985,50		R1 096 985,50	
Adjusted Contract Amount (Excl VAT)		Project on Time	
R 1 096 985,50		No	
Date of Report		Undetermined at this stage	
30/06/2025			
Report Numbers		June	
29-31		31	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Not applicable to TECH 01/2022/23	
Overall performance including Rand Value in terms of the Empowerment Goals		Not applicable to TECH 01/2022/23	
Overall Performance Incl. quality of work to date		Not applicable to TECH 01/2022/23	
Blockages and Problems		The overall performance and quality of work done by Lyners is of a good quality	
Recommended Action and Resolutions required to unblock blockages & problems		No blockages and problems experienced with this contract	
Actual Amount Paid to Date (Excl VAT)		No actions and resolutions required	
Number of Invoices / Certificates		R 790 649,50	
VOTE NUMBERS		6	
Disputed Invoices / Certificates		73115200121	
		6	
		73115200121	
		none	
		none	

PROJECT MANAGER: <i>Nigel Koyser</i>		PROJECT CHAMPION: <i>Denver Damons</i>	
Jun-25		Technical Services	
Complete Tender No. & Description		Funding Source	
ENG 13/2023/24 Upgrading of Pine View Park sport ground Phase 1, Grabouw		Own & MIG	Other
SDBIP REF	D355	x	
Service Provider		KATEMO GENERAL TRADING	
Commencement Date	16/01/2024	Total Contract Amount (Excl VAT)	Not applicable
	30/06/2025	R7 405 559,94	Value of VO's Approved
Completion Date			
Adjusted Contract Amount (Excl VAT)		Adjusted Completion Date: to be determined	Project on Time
R 7 405 559,94		Undetermined at this stage	No
Date of Report	30/06/2025	April	May
Report Numbers	16-18	16	17
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Special conditions of tender to be met	
Overall performance including Rand Value in terms of the Empowerment Goals		Special conditions of tender to be met	
Overall Performance Incl. quality of work to date		Special conditions of tender to be met	
Blockages and Problems		The contractor failed to complete the works by 25 May 2025. The new completion target date is 11 June	
Recommended Action and Resolutions required to unblock blockages & problems		Action in terms of the contract will be taken should the works not be completed by the end of the 24/25 financial year	
Actual Amount Paid to Date (Excl VAT)		R 5 322 686,90	
Number of Invoices /Certificates		6	
VOTE NUMBERS		73115200121	
Disputed Invoices / Certificates		none	

PROJECT MANAGER: Nigel Kayser		PROJECT CHAMPION: Denver Damons	
Jun-25	Technical Services		Funding Source
Complete Tender No. & Description	TECH 01/2022/23: Botrivier septic tank eradication		Own Other
SDBIP REF	D333	x	
Service Provider	ROMH Consulting Engineers		
Commencement Date	04/06/2024	Total Contract Amount (Excl VAT)	Value of VO's Approved
Completion Date	30/06/2026	R321 365,00	Not applicable
Adjusted Contract Amount (Excl VAT)	R 321 365,00	Adjusted Completion Date	30/06/2026
		Project on Time	no
Date of Report	30/06/2025	April	May
Report Numbers	8-10	8	9
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23
Overall performance including Rand Value in terms of the Empowerment Goals	Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23
Overall Performance Incl. quality of work to date	ROMH consulting has completed the tender documentation and design stage. No further work has been completed		ROMH consulting has completed the tender documentation and design stage. No further work has been completed
Blockages and Problems	The Municipal Manager instructed that own funded projects be suspended. The engineers payment is overdue		The Municipal Manager instructed that own funded projects be suspended. The engineers payment is overdue
Recommended Action and Resolutions required to unblock blockages & problems	Project suspended. Awaiting funding to proceed		Project suspended. Awaiting funding to proceed
Actual Amount Paid to Date (Excl VAT)	R 0,00	R 0,00	R 159 744,00
Number of Invoices /Certificates	0	0	1
VOTE NUMBERS	076012700900	076012700900	076012700900
Disputed Invoices / Certificates	None	None	none

PROJECT MANAGER: Nigel Kayser		PROJECT CHAMPION: Denver Damons	
Jun-25		Technical Services	
Complete Tender No. & Description		TECH 01/2022/23: Greyton water & sewer upgrading	
SDBIP REF	D344		
Service Provider		UDS AFRICA	
Commencement Date	25/04/2024	Total Contract Amount (Excl VAT)	R778 225,00
	30/06/2026		
Adjusted Contract Amount (Excl VAT)		Value of VO's Approved	
R 778 225,00		Not applicable	
Adjusted Completion Date		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
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Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	
R 778 225,00		Undetermined at this stage	
Project on Time		no	
Date of Report: 30/06/2025		Adjusted Completion Date	

PROJECT MANAGER: Nigel Koyser		PROJECT CHAMPION: Denver Damons	
Jun-25	Technical Services		Funding Source
Complete Tender No. & Description	TECH 01/2022/23: Grabouw bulk water pipeline		Own Other
SDBIP REF D354			x
Service Provider	Lukhozi Consulting Engineers		
Commencement Date	25/04/2024	Total Contract Amount (Excl VAT)	Value of VO's Approved
Completion Date	30/06/2026	R354 123,13	Not applicable
Adjusted Contract Amount (Excl VAT)	R 354 123,13	Adjusted Completion Date	Project on Time
		Undetermined at this stage	no
Date of Report	30/06/2025	April	May
Report Numbers	10-12	10	11
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23
Overall performance including Rand Value in terms of the Empowerment Goals	Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23
Overall Performance Incl. quality of work to date	The engineers have completed the tender documentation and design stage. No further work has been completed		The engineers have completed the tender documentation and design stage. No further work has been completed
Blockages and Problems	The Municipal Manager instructed that own funded projects be suspended		The Municipal Manager instructed that own funded projects be suspended
Recommended Action and Resolutions required to unblock blockages & problems	Project suspended. Awaiting funding to proceed		Project suspended. Awaiting funding to proceed
Actual Amount Paid to Date (Excl VAT)	R 0,00	R 0,00	R0,00
Number of Invoices / Certificates	0	0	0
VOTE NUMBERS	077010200330	077010200333	077010200330 077010200333
Disputed Invoices / Certificates	None	None	none

PROJECT MANAGER: Nigel Kayser		PROJECT CHAMPION: Denver Damons	
Jun-25	Technical Services		Funding Source
Complete Tender No. & Description	TECH 01/2022/23 Gypsy Queen bulk water provision		Own Other
SDBIP REF D349			MIG
Service Provider	Engineering Advice & Services		
Commencement Date	10/04/2024	Total Contract Amount (Excl VAT)	Not applicable
Completion Date	30/06/2026	R654 478,00	Value of VO's Approved
Adjusted Contract Amount (Excl VAT)	R 654 478,00	Adjusted Completion Date	Project on Time no
Date of Report	30/06/2025	April	May
Report Numbers	10-12	10	11
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23
Overall performance including Rand Value in terms of the Empowerment Goals	Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23
Overall Performance Incl. quality of work to date	The consultants continue to render work of high quality		The overall performance and quality of work done by EAS is of a good quality
Blockages and Problems	None to report		None to report
Recommended Action and Resolutions required to unblock blockages & problems	None to report		None to report
Actual Amount Paid to Date (Excl VAT)	R 0,00		R 591 595,45
Number of Invoices / Certificates	0		3
VOTE NUMBERS	076010200091		076010200091
Disputed Invoices / Certificates	None		none

PROJECT MANAGER: Nigel Kayser		PROJECT CHAMPION: Denver Damons		Funding Source	
Jun-25	Technical Services		Own		Other
Complete Tender No. & Description	TECH 01/2022/23: Tesselarsdal water pipeline		Not applicable		
SDBIP REF	D342	Service Provider	Delta BEC	x	
Commencement Date	07/06/2024	Total Contract Amount (Excl VAT)	R410 747,00	Value of VO's Approved	
Completion Date	30/06/2026	Adjusted Completion Date		Project on Time	
Adjusted Contract Amount (Excl VAT)	R 410 747,00	Undetermined at this stage		no	
Date of Report	30/06/2025	April	May	Jun	
Report Numbers	8-10	8	9	10	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23
Overall performance including Rand Value in terms of the Empowerment Goals	Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23		Not applicable to TECH 01/2022/23
Overall Performance Incl. quality of work to date	Delta BEC has completed the design and tender stage. No further work has been undertaken		Delta BEC has completed the design and tender stage. No further work has been undertaken		Delta BEC has completed the design and tender stage. No further work has been undertaken
Blockages and Problems	The Municipal Manager instructed that own funded projects be suspended		The Municipal Manager instructed that own funded projects be suspended		The Municipal Manager instructed that own funded projects be suspended
Recommended Action and Resolutions required to unblock blockages & problems	Project suspended. Awaiting funding to proceed		Project suspended. Awaiting funding to proceed		Project suspended. Awaiting funding to proceed
Actual Amount Paid to Date (Excl VAT)	R 0,00		R 0,00		R200 778,00
Number of Invoices / Certificates	0		0		2
VOTE NUMBERS	077010100321 077010100322 077010100323 None		077010100321 077010100322 077010100323 None		077010100321 077010100322 077010100323 none
Disputed Invoices / Certificates					

PROJECT MANAGER: Nigel Koyser		PROJECT CHAMPION: Denver Damons	
Jun-25	Technical Services		Funding Source
Complete Tender No. & Description	TECH 01/2022/23 Gypsy Queen bulk sewer provision		Own Other
SDBIP REF D349	Engineering Advice & Services		MIG
Service Provider			
Commencement Date	10/04/2024	Total Contract Amount (Excl VAT)	Value of VO's Approved
Completion Date	30/06/2026		Not applicable
Adjusted Contract Amount (Excl VAT)	R 889 476,00	Adjusted Completion Date	Project on Time
			no
Date of Report	30/06/2025	April	May
Report Numbers	10-12	10	11
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Not applicable to TECH 01/2022/23	Not applicable to TECH 01/2022/23
Overall performance including Rand Value in terms of the Empowerment Goals		Not applicable to TECH 01/2022/23	Not applicable to TECH 01/2022/23
Overall Performance Incl. quality of work to date	The consultants continue to render work of high quality	The quality of work and overall performance of EAS is of a good quality	The quality of work and overall performance of EAS is of a good quality
Blockages and Problems	None to report	None to report	None to report
Recommended Action and Resolutions required to unblock blockages & problems	None to report	None to report	None to report
Actual Amount Paid to Date (Excl VAT)	R 0,00	R 735 133,21	R 1 290 476,02
Number of Invoices /Certificates	0	2	4
VOTE NUMBERS	076010200091	076010200091	076010200091
Disputed Invoices / Certificates	None	None	none

PROJECT MANAGER: Nigel Koyser	PROJECT CHAMPION: Denver Damons	
Jun-25	Technical Services	
Complete Tender No. & Description	Funding Source	
ENG 03/2024/25: Gypsy Queen bulk water & sewer service provision	Own	Other
GSDBIP REF D349	MIG	
Service Provider	ASLA CONSTRUCTION	
Commencement Date	02/04/2025	
Completion Date	02/10/2025	
Adjusted Contract Amount (Excl VAT)	Total Contract Amount (Excl VAT)	Value of VO's Approved
R 8 062 940,00	R 8 062 940,00	Not applicable
Date of Report	Adjusted Completion Date	Project on Time
30/06/2025	Undetermined at this stage	no
Report Numbers	April	May
1-3	1	2
Indicate the Empowerment Goals that were set for this contract in terms of Clause 1(a) of the SCM Policy	As per contract ENG 03/2024/25, special conditions of tender	
Overall performance including Rand Value in terms of the Empowerment Goals	As per contract ENG 03/2024/25, special conditions of tender	
Overall Performance Incl. quality of work to date	No performance to measure yet Construction has not started	No performance to measure yet Construction has not started
Blockages and Problems	None to report	The contractor has suffered two incidents of violence at the site camp. Gunshots were fired on the evening of the 14th of May and two of their bakkies were stolen and later found torched at off site
Recommended Action and Resolutions required to unblock blockages & problems	None to report	Delays will be treated in terms of the contract
Actual Amount Paid to Date (Excl VAT)	R 0,00	R 1 324 282,15
Number of Invoices /Certificates	0	3
VOTE NUMBERS		
Disputed Invoices /	76010200091	76010200091
	None	None

PROJECT MANAGER: Nigel Kayser		PROJECT CHAMPION: Denver Damons			
Jun-25	Technical Services				Funding Source
Complete Tender No. & Description	TECH 01/2022/23: BOTTRIVIER WWTW PH 2 PROVISION OF PROFESSIONAL SERVICES				Own Other
SDBIP REF D339	Water & Wastewater Engineering				x x
Service Provider					
Commencement Date	30/06/2025	Total Contract Amount (Excl VAT)	R5 361 305,00	Value of VO's Approved	Not applicable
Completion Date	30/06/2028				
Adjusted Contract Amount (Excl VAT)	R 5 361 305,00	Adjusted Completion Date	Undetermined at this stage		Project on Time Yes
Date of Report	30/06/2025	April	May	Jun	
Report Numbers	?			1	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy					
Overall performance Including Rand Value in terms of the Empowerment Goals	Not applicable				
Overall Performance Incl. quality of work to date	The engineer has rendered work of good quality to date				
Blockages and Problems	Objections from the neighbouring community				
Recommended Action and Resolutions required to unblock blockages & problems	None to report				
Actual Amount Paid to Date (Excl VAT)	R1 707 982,55				
Number of Invoices /Certificates	2				
VOTE NUMBERS					
Disputed Invoices / Certificates	76010700900 none				

ELECTRICITY

1. ELEC01/2023/24: Tender for labour cost: Standby and maintenance in Theewaterskloof Area, electrical department: New contract: *Greyton area: Greyton Electrical*
2. ELEC01/2023/24: Tender for labour cost: Standby and maintenance in Theewaterskloof Area, electrical department: New contract: *Riviersonderend: Greyton Electrical*
3. TECH01/2022/23: Upgrading of MV and LV electrical projects in TWK: *Lyners Consulting Eng.*
4. ELEC02/2023/24: Tender for medium voltage switchgear maintenance and emergency repair work for Theewaterskloof Area, Electrical Department 3 Year contract TWK area: *De Kock & Cronje*
5. TECH01/2022/23: Electrification of informal houses Riemvasmaak Caledon: *Lyners Consulting Eng.*
6. ELEC04/2024/25: Electrification of informal houses Riemvasmaak, Caledon: Adenco Construction
7. TECH01/2022/23: Cost of study NERSA: Lyners Consulting

Contract Manager Directorate		M Theunissen		Electrical Services		Contract Owner		M Redelinghuys	
Complete Tender No. & Description		Tender for Labour cost, Standby and Maintenance in TWK area (Greyton) Year 1						Funding Source	
Service Provider		Greyton Electrical							
Commencement Date		10-Nov-23	Total Contract Amount (Vat excl.)		RS22 500,00	24/25	Value of Expansions Approved (Vat excl.)		R0,00
Completion Date		30-Jun-26							
Adjusted Contract Amount				Adjusted Completion Date				Project on Time	
Date of Report		30 April 2025		31 May 2025		30 June 2025			
Report Numbers		18		19		20			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Local Contractor		Local Contractor		Local Contractor		Local Contractor 100%	
Overall performance Including Rand Value in terms of the Empowerment Goals		Good		Good		Good		Good	
Overall Performance Incl. quality of work to date		Good		Good		Good		Good	
Blockages and Problems		None		None		None		None	
Recommended Action and Resolutions required to unblock blockages & problems									
Actual Amount Paid to Date (Vat excl.)		R 404 818,86		R 451 121,99		R 485 513,44			
Number of Invoices / Certificates		6		7		8			
Disputed Invoices / Certificates		None		None		None			

Contract Manager Directorate		M Theunissen		Electrical Services		Contract Owner		M Redelinghuys	
Complete Tender No. & Description		Tender for Labour cost, Standby and Maintenance in TWK area (RSE) Year 2							
Service Provider		Greyton Electrical							
Commencement Date		10-Nov-23		Total Contract Amount (Vat excl.)		R513 000 (24/25)		Value of Expansions Approved (Vat excl.)	
Completion Date		30-Jun-26						R0,00	
Adjusted Contract Amount				Adjusted Completion Date				Project on Time	
								YES	
Date of Report		30 April 2025		31 May 2025		30 June 2025			
Report Numbers		18		19		20			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Local Contractor		Local Contractor		Local Contractor		Local Contractor 100%	
Overall performance including Rand Value in terms of the Empowerment Goals		Good		Good		Good		Good	
Overall Performance Incl. quality of work to date		Good		Good		Good		Good	
Blockages and Problems		None		None		None		None	
Recommended Action and Resolutions required to unblock blockages & problems									
Actual Amount Paid to Date (Vat excl.)		R 244 405,49		R 277 788,75		R 311 602,67			
Number of Invoices /Certificates		6		7		8			
Disputed Invoices / Certificates		None		None		None			

Contract Manager Directorate		M Theunissen		Electrical Services		Contract Owner		M Redelinghuys	
Complete Tender No. & Description		TECH01/2022/23 Appointment of Consulting Eng for Tender ELEC 01/2024/25 Upgrading of MV and LV electrical networks in TWK munic						Funding Source	
Service Provider		Lyners Consulting Eng						Own	Other
Commencement Date		08-May-24	Total Contract Amount (Vat incl.)	R749 085,30	Value of Expansions Approved (Vat excl.)	R0,00			
Completion Date		30-Jun-25							
Adjusted Contract Amount		Adjusted Completion Date		30-Jun-25	Project on Time	YES			
Date of Report		30 April 2025		31 May 2025		30 June 2025			
Report Numbers		g	g		10				
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		In terms of TECH 01	In terms of TECH 01	In terms of TECH 01	In terms of TECH 01				
Overall performance including Rand Value in terms of the Empowerment Goals		Good	Good	Good	Good				
Overall Performance Incl. quality of work to date		The Consultant's performance has been satisfactory to date	The Consultant's performance has been satisfactory to date	The Consultant's performance has been satisfactory to date	The Consultant's performance has been satisfactory to date				
Blockages and Problems		None	None	None	None				
Recommended Action and Resolutions required to unblock blockages & problems									
Actual Amount Paid to Date (Vat excl.)		R 374 542,65		R 374 542,65		R 374 542,65			
Number of Invoices /Certificates		1	1		1		1		
Disputed Invoices / Certificates		None	None		None		None		

Contract Manager Directorate		M Theunissen		Electrical Services		Contract Owner		M Redelinghuys	
Complete Tender No. & Description		Medium Voltage Switchgear maintenance and Emergency repair work				Funding Source		Own Other	
Service Provider		De Kock & Cronje				OWN			
Commencement Date		01-Nov-23 30-Jun-26		Total Contract Amount (Vat excl.)		R360 000 (24/25)		Value of Expansions Approved (Vat excl.)	
Completion Date								R0.00	
Adjusted Contract Amount				Adjusted Completion Date				Project on Time YES	
Date of Report		30 April 2025		31 May 2025		30 June 2025			
Report Numbers		18		19		20			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Specialized work		Specialized work		Specialized work			
Overall performance including Rand Value in terms of the Empowerment Goals		No Work Done		No Work Done		No Work Done			
Overall Performance Incl. quality of work to date									
Blockages and Problems									
Recommended Action and Resolutions required to unblock blockages & problems									
Actual Amount Paid to Date (Vat excl.)		R 0,00		R 0,00		R 0,00			
Number of Invoices /Certificates		0		0		0			
Disputed Invoices / Certificates		None		None		None			

Contract Manager Directorate		M Theunissen		Electrical Services		Contract Owner		M Redelinghuys	
Complete Tender No. & Description		Electrification of informal houses Riemvasmaak Caledon							
Service Provider		Adenca Construction							
Commencement Date		19-Mar-25		Total Contract Amount (Vat incl.)		R3 647 339,15		Value of Expansions Approved (Vat excl.)	
Completion Date		30-Jun-25						R0,00	
Adjusted Contract Amount				Adjusted Completion Date		30-Jun-25		Project on Time	
Date of Report		30 April 2025		31 May 2025		30 June 2025		YES	
Report Numbers		8		9		10			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		In terms of TECH 01		In terms of TECH 01		In terms of TECH 01			
Overall performance including Rand Value in terms of the Empowerment Goals		Good		Good		Good			
Overall Performance Incl. quality of work to date		The Consultant's performance has been satisfactory to date		The Consultant's performance has been satisfactory to date		The Consultant's performance has been satisfactory to date			
Blockages and Problems		None		None		None			
Recommended Action and Resolutions required to unblock blockages & problems									
Actual Amount Paid to Date (Vat excl.)		R 0,00		R 848 070,00		R 2 092 383,04			
Number of Invoices /Certificates		0		1		3			
Disputed Invoices / Certificates		None		None		None			

Contract Manager Directorate		M Theunissen		Contract Owner		M Redelinghuys	
		Electrical Services		Funding Source			
Complete Tender No. & Description		TECH01/2022/23 Appointment of Consulting Eng for Tender ELEC 04/2024/25 Electrification Informal houses in Riemvasmaak Caledon					
Service Provider		Lyners Consulting Eng					
Commencement Date		19-Jul-24	Total Contract Amount (Vat incl.)	R3 567 383,00	Value of Expansions Approved (Vat excl.)	R0,00	
Completion Date		30-Jun-27					INEP
Adjusted Contract Amount		Adjusted Completion Date		30-Jun-25	Project on Time		
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		8	9		10		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		In terms of TECH 01	In terms of TECH 01		In terms of TECH 01		
Overall performance including Rand Value in terms of the Empowerment Goals		Good	Good		Good		
Overall Performance Incl. quality of work to date		The Consultant's performance has been satisfactory to date	The Consultant's performance has been satisfactory to date		The Consultant's performance has been satisfactory to date		
Blockages and Problems		None	None		None		
Recommended Action and Resolutions required to unblock blockages & problems							
Actual Amount Paid to Date (Vat excl.)		R 285 850,72		R 285 850,72		R 405 804,49	
Number of Invoices / Certificates		1	1		2		
Disputed Invoices / Certificates		None	None		None		

Contract Manager Directorate		M Theunissen		Electrical Services		Contract Owner		M Redelinghuys	
								Funding Source	
Complete Tender No. & Description				Cost of Supply study Nersa				Own	Other
Service Provider				Lyners Consulting Eng				OWN	
Commencement Date		03-Oct-24		Total Contract Amount (Vat incl.)	R637 870,00	Value of Expansions Approved (Vat excl.)		R0,00	
Completion Date		30-Jun-25							
Adjusted Contract Amount				Adjusted Completion Date	30-Jun-25		Project on Time	YES	
Date of Report		30 April 2025		31 May 2025		30 June 2025			
Report Numbers		g		g		10			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		In terms of TECH 01		In terms of TECH 01		In terms of TECH 01			
Overall performance including Rand Value in terms of the Empowerment Goals		Good		Good		Good			
Overall Performance Incl. quality of work to date		The Consultant's performance has been satisfactory to date		The Consultant's performance has been satisfactory to date		The Consultant's performance has been satisfactory to date			
Blockages and Problems		None		None		None			
Recommended Action and Resolutions required to unblock blockages & problems									
Actual Amount Paid to Date (Vat excl.)		R 0,00		R 574 083,00		R 637 870,00			
Number of Invoices / Certificates		0		1		2			
Disputed Invoices / Certificates		None		None		None			

WTW, WWTW & SOLID WASTE

1. ENG10/2023/24: Upgrade of Villiersdorp WTW: *Inenzo Water*
2. TECH01/2022/23: Provision of professional service relating to the upgrade of Botrivier WWTW: *Waste & Wastewater Engineering*
3. ENG01/2023/24: Provision of services: Taking of water and sewage samples, analysing and monitoring in Theewaterskloof Area: *AL Abbott and Associates*
4. TECH01/2022/23: Provision of services: Upgrading and expansion of the Villiersdorp Water Treatment: *Bigen Africa Services (Pty) Ltd*

SOLID WASTE

1. TECH01/2022/23: Appointment of consultant for various engineering and groundwater projects: *Jan Palm Consulting Engineers (JPCE) **Finished***
2. ENG05/2023/24: Provision of recycling services in Grabouw and Villiersdorp until June 2026: *Enviro Care*
3. ENG06/2023/24: Provision of recycling services in Grabouw and Villiersdorp until June 2026: *TWK Recycling*
3. Waste Disposal Agreement between ODM, Overstrand and TWK: *Overberg District Municipality*
4. Transport of containerized municipal solid waste and chipping of garden waste for the period from 1 July 2024 till 30 June 2027: *Enviroserve*
5. ENG07/2024/25: Leasing of various plant and equipment for Caledon landfill site for the period from date of appointment until 30 June 2025: *Aqua Transport*
6. ENG07/2024/25: Leasing of various plant and equipment for Caledon landfill site for the period from date of appointment until 30 June 2025: *Ekene Investments CC*

Quarterly Report: April 25 - June 25

PROJECT MANAGER:		Hegans Martinus		PROJECT CHAMPION:		Denver Damons	
SOBIP REF:		Financial Services				Funding Source	
Complete Tender No. & Description		UPGRADE OF VILLIERSDORP WTW				Own Other	
Service Provider		INENZO WATER					
Commencement Date		07-Feb-24		Total Contract Amount		R 16 727 381,59	
Completion Date		30-Jun-25		Value of VO's Approved		0	
Adjusted Contract Amount		Adjusted Completion Date				Project on Yes	
Date of Report		30 April 2025		30 May 2025		30 June 2025	
Report Numbers		15,16,17		Collaboration Number:		Collaboration Number:	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 21(a) of the SCM Policy		The Contract must, where reasonable possible, source 100% unskilled labour from the benefitting community. The contractor must appoint a CLO to assist with the recruiting of local labor. Sub-contracting: For the electrical work the tenderer must make use of a local sub – contractor. If the service provider intends making use of any other subcontractors during the execution of this contract, such subcontractors must be based in the Theewaterskloof municipal jurisdiction. The onus is on the contractor to ensure that the selected subcontractor can perform the subcontracted work in terms of the contract.		The Contract must, where reasonable possible, source 100% unskilled labour from the benefitting community. The contractor must appoint a CLO to assist with the recruiting of local labor. Sub-contracting: For the electrical work the tenderer must make use of a local sub – contractor. If the service provider intends making use of any other subcontractors during the execution of this contract, such subcontractors must be based in the Theewaterskloof municipal jurisdiction. The onus is on the contractor to ensure that the selected subcontractor can perform the subcontracted work in terms of the contract.		The Contract must, where reasonable possible, source 100% unskilled labour from the benefitting community. The contractor must appoint a CLO to assist with the recruiting of local labor. Sub-contracting: For the electrical work the tenderer must make use of a local sub – contractor. If the service provider intends making use of any other subcontractors during the execution of this contract, such subcontractors must be based in the Theewaterskloof municipal jurisdiction. The onus is on the contractor to ensure that the selected subcontractor can perform the subcontracted work in terms of the contract.	
Overall performance including Rand Value in terms of the Empowerment Goals		The CLO and local labor were appointed. Local electrical and civil company was appointed.		The CLO and local labor were appointed. Local electrical and civil company was appointed.		The CLO and local labor were appointed. Local electrical and civil company was appointed.	
Overall Performance Incl. quality of work to date		Civil contractor has completed the platforms and plinths to 90%, finalising the road works. The Mechanical contractor is finalising the procurement and manufacture of all mechanical equipment, instalment to commence. The project completion time was revised due to the extension of time granted to the contractor.		Civil contractor has completed the platforms and plinths to 90%, finalising the road works. The Mechanical contractor is finalising the procurement and manufacture of all mechanical equipment, instalment to commence. The project completion time was revised due to the extension of time granted to the contractor.		Civil contractor has completed the platforms and plinths to 90%, finalising the road works. The Mechanical contractor is finalising the procurement and manufacture of all mechanical equipment, instalment to commence. The project completion time was revised due to the extension of time granted to the contractor.	
Blockages and Problems		None		None		None	
Recommended Action and		N/A		N/A		N/A	
Actual Amount Paid to Date		R 15 889 929,60		R 16 369 860,07		R 16 369 860,07	
Number of Invoices /Certificates		11		12		12	
Disputed Invoices / Certificates		No		No		No	

Quarterly Report: April 25 - June 25

PROJECT MANAGER:		Hegans Marthinus		PROJECT CHAMPION:		Denver Damons	
SDBIP REF:		Financial Services		Funding Source		Own Other	
Complete Tender No. & Description		TECH 01/2022/23 PROVISION OF PROFESSIONALSERVICE RELATING TO THE UPGRADE OF BOTTRIVIER WWTW					
Service Provider		WATER & WASTEWATER ENGINEERING					
Commencement Date		26-Jan-23		Total Contract Amount		R 7 732 006,24	
Completion Date		30-Jun-25		Value of VO's Approved		0	
Adjusted Contract Amount		Adjusted Completion Date		Project on		Yes	
Date of Report		30 April 2025		30 May 2025		30 June 2025	
Report Numbers		15,16,17		Collaboration Number:		Collaboration Number:	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		2 % of Professional Fees to be paid into LED account for bursaries		2 % of Professional Fees to be paid into LED account for bursaries		2 % of Professional Fees to be paid into LED account for bursaries	
Overall performance including Rand Value in terms of the Empowerment Goals		2% to be billed with project closer.		2% to be billed with project closer.		2% to be billed with project closer.	
Overall Performance Incl. quality of work to date		Designing and documentation for phase 2. Tender served at BAC. Tender was advertised on the 8th of November 2024 and will closed on the 13th of December 2024. Tender is currently at evaluation phase. Tenders served at BAC and the tender was referred to accounting officer. Commencement of contractor appointment is still outstanding due to administrative compliance		Designing and documentation for phase 2. Tender served at BAC. Tender was advertised on the 8th of November 2024 and will closed on the 13th of December 2024. Tender is currently at evaluation phase. Tenders served at BAC and the tender was referred to accounting officer. Commencement of contractor appointment is still outstanding due to administrative compliance		Designing and documentation for phase 2. Tender served at BAC. Tender was advertised on the 8th of November 2024 and will closed on the 13th of December 2024. Tender is currently at evaluation phase. Tenders served at BAC and the tender was referred to accounting officer. Commencement of contractor appointment is still outstanding due to administrative compliance	
Blockages and Problems		None		None		None	
Recommended Action and Resolutions required to unblock blockages & problems		N/A		N/A		N/A	
Actual Amount Paid to Date		R 2 774 731,97		R 2 816 205,57		R 2 816 205,57	
Number of Invoices /Certificates		9		10		10	
Disputed Invoices / Certificates		No		No		No	

Quarterly Report: April 25 - June 25

PROJECT MANAGER:		Hegans Marthinus		PROJECT CHAMPION:		Denver Damons	
SDBIP REF: N/A		Financial Services		Denver Damons		Ending Source	
Complete Tender No. & Description		PROVISION OF SERVICES: Taking of Water and Sewage Samples, Analysing, and Monitoring it in Botrivier, Caledon, Tesselarsdal, Genadendal, Grabouw, Greyton, Riviersonderend and Villiersdorp from date of appointment to 2023 to 30 June 2026		Own		Other	
Service Provider		A.L. ABBOTT AND ASSOCIATES (PTY) LTD		17111075410, 016011790252			
Commencement Date		01-Dec-23					
Completion Date		30-Jun-26		Total Contract Amount		Value of VO's Approved	
				R 2 666 163,03		0	
Adjusted Contract Amount		N/A		Adjusted Completion Date		N/A	
						Project on Time: YES	
Date of Report		30 April 2025		30 May 2025		30 June 2025	
Report Numbers		16,17,18		Collaboration Number:		Collaboration Number:	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Skills transfer and interpretation of analysis results and taking of samples. Analysis interpretation and inspection findings discussed in Lab report.		Skills transfer and interpretation of analysis results and taking of samples. Analysis interpretation and inspection findings discussed in Lab report.		Skills transfer and interpretation of analysis results and taking of samples. Analysis interpretation and inspection findings discussed in Lab report.	
Overall performance including Rand Value in terms of the Empowerment Goals		8 hours @ R350.00/h = R 2 800.00		8 hours @ R350.00/h = R 2 800.00		8 hours @ R350.00/h = R 2 800.00	
Overall Performance Incl. quality of work to date		This contract aid in Blue and Green Drop water quality monitoring compliance. Satisfactory - Sampling, Testing and provision of results is done according to contract.		This contract aid in Blue and Green Drop water quality monitoring compliance. Satisfactory - Sampling, Testing and provision of results is done according to contract.		This contract aid in Blue and Green Drop water quality monitoring compliance. Satisfactory - Sampling, Testing and provision of results is done according to contract.	
Blockages and Problems		NONE		NONE		NONE	
Recommended Action and		N/A		N/A		N/A	
Actual Amount Paid to Date		R 693 824,36		R 738 855,71		R 738 855,71	
Number of Invoices /Certificates		57		65		65	
Disputed Invoices / Certificates		Yes		Yes		Yes	

Quarterly Report: April 25 - June 25

PROJECT MANAGER:		Hegans Marthinus		PROJECT CHAMPION:		Denver Damoms	
SDBIP REF: N/A		Financial Services		PROVISION OF SERVICES: Upgrading and Expansion of the Villiersdorp Water Treatment Works		Funding Source:	
Complete Tender No. & Description		Bigen Africa Services (Pty) Ltd		21-Oct-24		Own	
Service Provider		Total Contract Amount		R 7 007 870,00		Other	
Commencement Date		30-Jun-27		Value of VO's Approved		#####	
Completion Date		N/A		0			
Adjusted Contract Amount		N/A		N/A			
Date of Report		30 April 2025		30 May 2025		31 December 2024	
Report Numbers		5,6,7		Collaboration Number:		Collaboration Number:	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		2 % of Professional Fees to be paid into LED account for bursaries		2 % of Professional Fees to be paid into LED account for bursaries		2 % of Professional Fees to be paid into LED account for bursaries	
Overall performance including Rand Value in terms of the Empowerment Goals		2% to be billed with project closer.		2% to be billed with project closer.		2% to be billed with project closer.	
Overall Performance Incl. quality of work to date		Currently doing Project management and supervision on ENG 10/2022/23 The Upgrade and expansion of Villiersdorp Water Treatment Works.		Currently doing Project management and supervision on ENG 10/2022/23 The Upgrade and expansion of Villiersdorp Water Treatment Works.		Currently doing Project management and supervision on ENG 10/2022/23 The Upgrade and expansion of Villiersdorp Water Treatment Works.	
Blockages and Problems		NONE		NONE		NONE	
Recommended Action and Resolutions required to unblock blockages & problems		In terms of condition of contract.		In terms of condition of contract.		In terms of condition of contract.	
Actual Amount Paid to Date		R 1 124 583,00		R 1 124 583,00		R 1 124 583,00	
Number of Invoices		1		1		1	
Disputed Invoices / Certificate		Yes		Yes		Yes	

PROJECT MANAGER:		Jeremy Prins		PROJECT CHAMPION:		Denver Damons	
SDBIP REF: NA		Financial Services				Finding Source	
Complete Tender No. & Description		ENG 05/2022/23: PROVISION OF RECYCLING SERVICE IN CALEDON, GREYTON & RIVIERSONDEREND FROM 1 MARCH 2024 TO 30 JUNE 2026				Own	Other
Service Provider		ENVIROCARE				15510175690	15510475690
Commencement Date		01-Mar-24	Total Contract Amount	R 7 097 892,22	Value of VO's Approved		
Completion Date		30-Jun-26			0		
Adjusted Contract Amount		N/A	Adjusted Completion Date	N/A	Project on Time: NO		
Date of Report		APR	MAY	JUNE			
Report Numbers		16 17 18	Collaboration Number:		Collaboration Number:		
Indicate the Empowerment Goals that were set for this contract in		<i>local labour</i>	<i>local labour</i>	<i>local labour</i>			
Overall performance including							
Overall Performance Incl. quality		GOOD	GOOD	GOOD			
Blockages and Problems		0	0	0			
Recommended Action and		0	0	0			
Actual Amount Paid to Date		R 1 078 115,60	R 1 142 977,60	R 1 148 977,60			
Number of Invoices /Certificates		16	17	18			
Disputed Invoices / Certificates		0	0	1			

PROJECT MANAGER:		Jeremy Prins		PROJECT CHAMPION:		Denver Damams		Funding Source	
SDBIP REF:NA NA				Financial Services				Own Other	
Complete Tender No. & Description		ENG 05/2022/23: PROVISION OF RECYCLING SERVICE IN GRABOUW & VILLIERSDORP FROM 1 MARCH 2024 UNTIL 30 JUNE 2026						15510275690	
Service Provider		TWK RECYCLING						15510375690	
Commencement Date		01-Mar-24		Total Contract Amount		R 4 791 089,68		Value of VO's Approved	
Completion Date		30-Jun-26						0	
Adjusted Contract Amount		N/A		Adjusted Completion Date		N/A		Project on Time: NO	
Date of Report		APR		MAY		JUNE			
Report Numbers		13 14 15							
Indicate the Empowerment Goals that were set for this contract in		Collaboration Number:		Collaboration Number:		Collaboration Number:			
Overall performance including									
Overall Performance Incl. quality		GOOD		GOOD		GOOD		GOOD	
Blockages and Problems		NONE		NONE		NONE		NONE	
Recommended Action and		NONE		NONE		NONE		NONE	
Actual Amount Paid to Date		R 606 169,04		R 779 231,20		R 1 020 458,90			
Number of Invoices /Certificates		13		14		15		15	
Disputed Invoices / Certificates		0		0		0		0	

PROJECT MANAGER:		Jeremy Prins		PROJECT CHAMPION:		Denver Damons		Funding Source	
SDBIP REF: N/A		Financial Services						Own	Other
Complete Tender No. & Description		Karwyderskraal Waste Disposal SLA						15611095550	
Service Provider		ODM							
Commencement Date		#REF!	Total Contract Amount		R 2 800 000,00		Value of VO's Approved		0
Completion Date		14-Apr-74							
Adjusted Contract Amount		Adjusted Completion Date						Project on	
								Yes	
Date of Report		APR		MAY		JUNE			
Report Numbers		102 103 104		Collaboration Number:		Collaboration Number:			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Skills transfer for the operation of a Regional Landfill Site.		Skills transfer for the operation of a Regional Landfill Site.		Skills transfer for the operation of a Regional Landfill Site.			
Overall performance including Rand Value in terms of the Empowerment Goals		Overall performance is good. A Regional Monitoring committee meeting was held to discuss the facilities compliance against external audit that was conducted.		Overall performance is good. A Regional Monitoring committee meeting was held to discuss the facilities compliance against external audit that was conducted.		Overall performance is good. A Regional Monitoring committee meeting was held to discuss the facilities compliance against external audit that was conducted.			
Overall Performance Incl. quality of work to date		good		good		good			
Blockages and Problemes		None		None		None			
Recommended Action and		n/a		n/a		n/a			
Actual Amount Paid to Date		R 3 213 989,72		R 3 213 989,72		R 3 776 681,97			
Number of Invoices /Certificates		102		103		103			
Disputed Invoices / Certificates		0		0		0			

PROJECT MANAGER:		Jeremy Prins		PROJECT CHAMPION:		Denver Damoms	
SDBIP REF: N/A		Financial Services				Finding Source	
Complete Tender No. & Description		TRANSPORT OF CONTAINERISED MUNICIPAL SOLID WASTE AND CHIPPING OF GARDEN WASTE FOR THE PERIOD FROM 1 JULY 2024 TILL FURTHER NOTICE				Own	Other
Service Provider		Enviroserv Waste Management				015510175680,	015510275680,
Commencement Date	01-Feb-25	Total Contract Amount	R28 686 981,90 exl Vat	Value of VO's Approved	0		
Completion Date	30-Jan-27						
Adjusted Contract Amount	N/A	Adjusted Completion Date	N/A			Project on Tim: NO	
Date of Report		APR	MAY	JUNE			
Report Numbers	3 4 5	Collaboration Number:		Collaboration Number:		Collaboration Number:	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	Teaching TWK employees/staff at Waste Facilities how to Separate Green Waste / how to Manage and Control to do proper separation an chipping	Teaching TWK employees/staff at Waste Facilities how to Separate Green Waste / how to Manage and Control to do proper separation an chipping	Teaching TWK employees/staff at Waste Facilities how to Separate Green Waste / how to Manage and Control to do proper separation an chipping			
Overall performance including Rand Value in terms of the Empowerment	Making use of Local Drivers as far as possible and available.	Making use of Local Drivers as far as possible and available.		Making use of Local Drivers as far as possible and available.			
Overall Performance Incl. quality of work to date	Service was good	Service was good		Service was good			
Blockages and Problems	None	None		None			
Recommended Action and	None	None		None			
Actual Amount Paid to Date	R 1 313 385,28	R 1 811 344,90		R 2 198 325,89			
Number of Invoices /Certificates	3	4		5			
Disputed Invoices / Certificates	0	0		0			

PROJECT MANAGER:		Jeremy Prins		PROJECT CHAMPION:		Denver Damons	
SDBIP REF: N/A		Financial Services		Finding Source		Own Other	
Complete Tender No. & Description		ESTABLISHMENT AND HIRING OF DIGGER		01551118400			
Service Provider		AQUA TRANSPORT					
Commencement Date		15-Apr-25		Value of VO's Approved		0	
Completion Date		30-Jun-25		Total Contract Amount		R142370,00 exl Vat	
Adjusted Contract Am		N/A		Adjusted Completion Date		N/A	
		APR		MAY		JUNE	
Date of Report		1 2		Collaboration Number:		Collaboration Number:	
Indicate the Empowerment Goals		local labour		local labour		local labour	
Overall performance							
Overall Performance		Service from May to June was good					
Blockages and		None		0		0	
Recommended		0		0		0	
ual Amount Paid to D		R0		R 0,00		R 0,00	
Number of Invoices		0		0		1	
ited Invoices / Certifi		0		0		0	

Quarterly | April -June 2025

PROJECT MANAGER:		Jeremy Prins		PROJECT CHAMPION:		Denver Damoms	
SDBIP REF: N/A		Financial Services		Finding Source		Own Other	
Complete Tender No. & Description		HIRING OF DOZER AND TIPPER		0155118400			
Service Provider		Ekene Investment					
Commencement Date		15-Apr-25	Total Contract Amount	R710217,00 exl Vat	Value of VO's Approved	0	
Completion Date		30-Jun-25					
Adjusted Contract Amount		N/A	Adjusted Completion Date	N/A	Project on Tim: NO		

Date of Report	APR	MAY	JUNE
Report Numbers	Collaboration Number:		
Indicate the Empowerment Goals	local labour	local labour	local labour
Overall performance			
Overall Performance	Service from May to June was good		
Blockages and	None	0	0
Recommended	0		
ual Amount Paid to D	R0,00	R 0,00	R 0,00
Number of Invoices		1	0
ted Invoices / Certifi		0	0

CIVIL

1. 20 Year contract: Overberg Water: Overberg Water Board
2. Addendum Provision of Professional services – section 78 assessment – Caledon Purified Water: *Engineering advice and services Western Cape*
3. TECH01/2022/23: Provisional professional services: Water Services Development: *IX Engineers*
4. JL01/2024/25: Health and safety representative for Department Technical and Infrastructure Implementation Services from date of appointment until 30 June 2025: *Safe working Practice SA CC*
5. ENG05/2024/25: Bulk raw water pipe replacement of Genadendal Berglyn phase 2: Diges Group CC
6. ENG08/2024/25: The web based remote monitoring of all water and sewage infrastructure in the Theewaterskloof area for a three year period: *Bigetron*
7. TECH01/2022/23: *IX Engineers*

PROJECT MANAGER:		Lester Parnell		PROJECT CHAMPION:		Denver Demons	
		Technical Services				Funding Source	
						Own Other	
Complete Tender No. & Description		20 Year Contract: Overberg Water					
Service Provider		Overberg Water					
Commencement Date		13-12-2010		Total Contract Amount		Value of VO's Approved	
Completion Date		n/a		R 21 400 000,00		None	
Adjusted Contract Amount		None		Adjusted Completion Date		Project on Time	
		30 April 2025		31 May 2025		30 June 2025	
Date of Report		Collaboration Number: 10		Collaboration Number: 11		Collaboration Number: 12	
Report Numbers		10,11,12					
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/A		N/A		N/A	
Overall performance including Rand Value in terms of the Empowerment Goals		N/A		N/A		N/A	
Overall Performance Incl. quality of work to date		Overall performance and deliverables is gradually increasing with specific focus on communication and resource sharing		Overall performance and deliverables has been reached in terms of the contract with regards to quality and delivery. Overberg water is currently supplying Caledon, Myddleton with SANS 241 drinking water.		Overall performance and deliverables is good.	
Blockages and Problems		None		None		None	
Recommended Action and Resolutions required to unblock blockages & problems		Quarterly meeting held to discuss SLA and how to improve on the desired deliverables.		Quarterly meeting held to discuss SLA and how to improve on the desired deliverables.		None required	
Actual Amount Paid to Date		R15 505 857,15		R16 505 857,15		R 18 650 653,26	
Number of Invoices /Certificates		14		14		16	
Disputed Invoices / Certificates		no		no		no	

PROJECT MANAGER:		Lester Parnell		PROJECT CHAMPION:		Denver Damons	
		Technical Services		Funding Source			
Complete Tender No. & Description		ADDENDUM PROVISION OF PROFESSIONAL SERVICES - SECTION 78 ASSESSMENT - CALEDON PURIFIED WATER					
Service Provider		ENGINEERING ADVICE AND SERVICES WESTERN CAPE					
Commencement Date		01-Jul-24	Total Contract Amount	R 200 000,00	Value of VO's Approved	None	
Completion Date		30-Jun-25					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	yes	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		10,11,12	Collaboration Number: 10	Collaboration Number: 11	Collaboration Number: 12		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/A	N/A	N/A	N/A		
Overall performance including Rand Value in terms of the Empowerment Goals		N/A	N/A	N/A	N/A		
Overall Performance incl. quality of work to date		Phase 2 of the project is completed and submitted for Council's approval	Phase 2 of the project is completed and approved by Council	Project successfully completed. Overberg Water is the recommended service provider for water to Caledon.			
Blockages and Problems		None	None	None			
Recommended Action and Resolutions required to unblock blockages & problems		Quarterly meeting held to discuss SLA and how to improve on the desired deliverables.	None for May	None for June			
Actual Amount Paid to Date		R0,00	R0,00	R 200 000,00			
Number of Invoices /Certificates		0	0	1			
Disputed Invoices / Certificates		no	no	no	na		

PROJECT MANAGER:		Lester Parnell		PROJECT CHAMPION:		Denver Damons		Funding Source	
		Technical Services						Own	Other
Complete Tender No. & Description		JL 01/2024/25 Health and Safety Representative For Department Technical and Infrastructure Implementation Services From Date of Appointment Until 30 June 2025							
Service Provider		Safe Working Practice SA CC							
Commencement Date		06-08-2024		Total Contract Amount		R 39 000,00		Value of VO's Approved	
Completion Date		30-06-2025						None	
Adjusted Contract Amount		None		Adjusted Completion Date		None		Project on Time	
		30 April 2025		31 May 2025		30 June 2025			
Date of Report		Collaboration Number: 7		Collaboration Number: 8		Collaboration Number: 9			
Report Numbers		1,2,3							
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/A		N/A		N/A			
Overall performance including Rand Value in terms of the Empowerment Goals		N/A		N/A		N/A			
Overall Performance Incl. quality of work to date		Overall performance is good.		Overall performance is good.		Overall performance is good.			
Blockages and Problems		None		None		None			
Recommended Action and Resolutions required to unblock blockages & problems		None required		None required		None required			
Actual Amount Paid to Date		R12 200,00		R14 100,00		R 16 000,00			
Number of Invoices / Certificates		4		5		6			
Disputed Invoices / Certificates		no		no		no			

PROJECT MANAGER:		Lester Parnell		PROJECT CHAMPION:		Denver Damans		
		Technical Services				Funding Source		
						Own WSG Other		
Complete Tender No. & Description		ENG 05/2024/25 : BULK RAW WATER PIPE REPLACEMENT OF GENADENDAL BERGLYN PHASE 2						
Service Provider		DIGES group						
Commencement Date		06-08-2024	Total Contract Amount	R 1 373 964,03	Value of VO's Approved	R271 709,00	None	
Completion Date		30-06-2025						
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time			yes
Date of Report		30 April 2025		31 May 2025		30 June 2025		
Report Numbers		Collaboration Number: 4		Collaboration Number: 5		Collaboration Number: 6		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		100% LOCAL LABOUR, SUB-CONTRACTOR, MATERIALS		100% LOCAL LABOUR, SUB-CONTRACTOR, MATERIALS		100% LOCAL LABOUR, SUB-CONTRACTOR, MATERIALS		
Overall performance including Rand Value in terms of the Empowerment Goals		Performance Satisfactory - R 611 826,17		Performance Satisfactory - R 611 826,17		Performance Satisfactory - R 730 686		
Overall Performance Incl. quality of work to date		Overall performance is Satisfactory.		Overall performance is Satisfactory.		Overall performance is Satisfactory.		
Blockages and Problems		None		Delay in manufacturing and delivery of Pipes and fittings		Delay in manufacturing and delivery of Pipes and fittings		
Recommended Action and Resolutions required to unblock blockages & problems		None required		Contractor had to continually followed up on the delivery		Contractor had to continually followed up on the delivery		
Actual Amount Paid to Date		R390 823,57		R703 530,04		R 1 026 941,41		
Number of Invoices /Certificates		1		2		4		
Disputed Invoices / Certificates		no		no		no		

PROJECT MANAGER:		Lester Parnell		PROJECT CHAMPION:		Denver Damons		Funding Source	
		Technical Services						Own	Other
Complete Tender No. & Description		ENG08/2024/25 - THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A THREE-YEAR PERIOD							
Service Provider		FLOTIRON							
Commencement Date		21/12/2021		No direct budget allocated. Departments TECH and COMM SERV. make use of operational votes for water and sanitation.		Value of VO's Approved		None	
Completion Date		20-Jul-05		Total Contract Amount					
Adjusted Contract Amount		None		Adjusted Completion Date		None		Project on Time	
								yes	
Date of Report		31 May 2025		30 June 2025		30 July 2025			
Report Numbers		1, 2, 3		Collaboration Number: 1		Collaboration Number: 2		Collaboration Number: 3	
Indicate the Empowerment Goals that were set for this		N/A		N/A		N/A			
Overall performance including Rand Value in terms of the		N/A		N/A		N/A			
Overall Performance Incl. quality of work to date		No work done		No work done					
Blockages and Problems		No work done		No work done					
Recommended Action and Resolutions required to unblock blockages & problems		n/a		n/a		n/a			
Actual Amount Paid to Date		R0,00		R0,00		R 0,00			
Number of Invoices /Certificates		0		0		0			
Disputed Invoices / Certificates		no		no		no			

PROJECT MANAGER:		Lester Parnell		PROJECT CHAMPION:		Denver Damons	
		Technical Services		Funding Source			
Complete Tender No. & Description		TECH01/2022/23					
Service Provider		IX Engineers					
Commencement Date		30/06/2025	Total Contract Amount	R 850 000,00	Value of VO's Approved	None	
Completion Date		n/a					
Adjusted Contract Amount		None	Adjusted Completion Date	30-Jun-25	Project on Time	yes	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		10.11.12	Collaboration Number: 10	Collaboration Number: 11	Collaboration Number: 12		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/A	N/A	N/A	N/A		
Overall performance including Rand Value in terms of the Empowerment Goals		N/A	N/A	N/A	N/A		
Overall Performance Incl. quality of work to date		Project is in line with performance agreement	Overall performance is good. IX have completed the WSDP Performance Audit within the contracted timeframe and submitted it to the Department of Water and Sanitation. IX have also commenced with the Water Service Development Plan for completion 30 June 2025.	Overall performance and deliverables is good			
Blockages and Problems		None	None	None			
Recommended Action and Resolutions required to unblock blockages & problems		Monthly meetings is held to keep updated with the progress and to address shortcomings.	None	None required			
Actual Amount Paid to Date		R225 112,50	R225 113,50	R 624 886,50			
Number of Invoices /Certificates		3	3	4			
Disputed Invoices / Certificates		no	no	no			

A HENDRICKS

1. TECH01/2022/23: Provision of professional services: Proposed access upgrade for the refuse transfer station and materials recovery facility, Caledon Phase 1: *Neil Lyners and Associates (Pty) Ltd*

PROJECT MANAGER:		Ashley Hendricks		PROJECT CHAMPION:		Denver Damans	
		Technical Services		Funding Source			
Complete Tender No. & Description		TECH 01/2022/23 - Provision of Professional Services: Proposed Access Upgrade for the Refuse Transfer Station and Materials Recovery Facility, Caledon (Phase 1)				Own	Other
Service Provider		Neil Lyners and Associates (Pty) Ltd.					
Commencement Date		11-Jun-25	Total Contract Amount	92434,78 (Excl. VAT)	Value of VO's Approved	None	
Completion Date		28-Jun-25					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	Yes	
Date of Report		30 June 2025		Collaboration Number:		Collaboration Number:	
Report Numbers		1					
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		None was set as the amount and services does not justify the implementation of any empowerment goals than skills transfer.					
Overall performance including Rand Value in terms of the Empowerment Goals		Satisfactory - R 0.00					
Overall Performance Incl. quality of work to date		Satisfactory					
Blockages and Problems		None					
Recommended Action and Resolutions required to unblock blockages & problems		N/A					
Actual Amount Paid to Date		R92 434,78					
Number of Invoices / Certificates		1					
Disputed Invoices / Certificates		0					

ITEM TITLE

42

**C219/2025 DIRECTORATE TECHNICAL SERVICES: REPORTING ON
PERFORMANCE OF CONTRACTORS FOR JULY 2025**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/5

PURPOSE OF REPORT

KPI 213 of the SDBIP for the Directorate Technical- and Infrastructure Services determines the following:

Compile a report on the performance of service providers applicable to the Directorate and submit to Council monthly.

To present a report to Council in terms of the contract and performance management of the contractors for the Directorate Technical- and Infrastructure Implementation Services for July 2025 to ensure the municipality receives value for money and the contracts are completed on time and within the approved budget.

BACKGROUND

S116 (2) of the Municipal Finance management Act (No. 56 of 2003) states that:

The accounting officer of a municipality or municipal entity must -

1. take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality of municipal entity is properly enforced;
2. monitor on a monthly basis the performance of the contract under the contract or agreement;
3. establish capacity in the administration of the municipality or municipal entity –
 - (i) to assist the accounting officer in carrying out the duties set out in paragraphs (a) and (b); and
 - (ii) to oversee the day-to-day management of the contract or agreement; and
4. regularly report to Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract.

DISCUSSION

Reporting pattern of Technical Services

Department	July 2025
Technical Services	Submitted

Find attached checklists consisting of the summaries done for Technical Services:

Tender no	Service Provider	Blockages	Reason
		No Blockages	

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Supports the recommendation.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Can be found in checklists attached as Annexures. It can be costly to the municipality if reporting is not done correctly.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Chapter 8 Municipal Finance Management Act. 56 of 2003.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that the Council takes cognisance of the report regarding the performance of service providers for the month of July 2025 for the Directorate Technical- and Infrastructure Implementation Services.

PMU

1. ENG13/2023/24: Upgrading of Pine View Park sport ground, Phase 1: *Katemo General Trading*
2. TECH0/2022/23: Provision of professional services: Eradication of septic tanks at Botrivier: *ROMH Consulting Engineers*.
3. TECH01/2022/23: Provision of professional services: Greyton water & sewer upgrades: *UDS Africa*
4. TECH01/2022/23: Provision of professional services: Grabouw Bulk water phase 5.3: *Lukhozi Consulting Engineers*
5. TECH01/2022/23: Provision of professional services: Gypsey Queen bulk water pipeline: *Engineering Advice & Services*
6. TECH01/2022/23: Provision of professional services: Tesselaarsdal water pipeline: *DELTA BEC*
7. TECH01/2022/23: Provision of professional services: Gypsey Queen bulk sewer pipeline: *Engineering Advice & Services*
8. ENG03/2024/25: Gypsy Queen bulk water and provision: *Asla Construction*
9. TECH01/2022/23: Botrivier WWTW PH 2 provision of professional Services: *Water & Wastewater Engineering*
10. ENG 11/2024/25: Upgrading of Botrivier WWTW Phase 2: *JVZ Construction*

Project Name	ENG 13/2023/24: Upgrading of Pine View Park sport ground, Phase 1						Report No.	19	Date of Report	31/07/2025
Contract Number	ENG 13/2023/24	Service Provider	Katemo General Trading							
SDBIP Ref No.	D285	mSCOA Confiq Code (vote no.)	073115200121	Total Awarded Contract Amount (Vat excl.)	R7 405 559,94	Commencement Date	16/01/2024	Original Completion Date	16/12/2024	
Project on Time?	Yes	Extension of time granted ? - days	no	Adjusted Completion Date	16/12/2024	Value of VO's approved	R 0,00	Value of Expansions approved (Vat excl.)	none	
Adjusted Contract Value with Expansions Included(Vat excl.)	R 7 405 559,94	Number of Invoices/Certificates	8	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date(Vat Excl.)	R6 028 472,47	Date of Practical Completion Certificate	16/12/2024	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Special conditions of tender to be met								
Overall performance including Rand Value in terms of the Empowerment Goals		Special conditions of tender to be met								
Overall performance including quality of work to date		The quality of work to date is of an acceptable standard								
Blockages and problems experienced		Slow progress of the contractor in completing the scope of works								
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible										
Directorate	Technical Services :PMU			Contract Owner		Denver Damons	Contract Manager		Nigel Kayser	

Project Name	TECH 01/2022/23: Provision of professional services: Eradication of Septic Tanks at Botrivier					Report No.	14	Date of Report	31/07/2025
Contract Number	TECH 01/2022/23	Service Provider ROMH Consulting Engineers							
SDBIP Ref No.		mSCOA Config Code (vote no.)	076012700901	Total Awarded Contract Amount (Vat excl.)	R321 365,00	Commencement Date	04/06/2024	Original Completion Date	30/06/2026
Project on Time?	Yes	Extension of time granted ? - days	not applicable	Adjusted Completion Date	Undetermined at this stage	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)	Not applicable
Adjusted Contract Value with Expansions included (Vat excl.)	N/a	Number of Invoices/Certificates	1	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R159 744,00	Date of Practical Completion Certificate	Not yet known
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy									
Overall performance including Rand Value in terms of the Empowerment Goals	Not applicable to TECH 01/2022/23								
Overall performance including quality of work to date	ROMH consulting has completed the tender documentation and design stage. No further work has been completed								
Blockages and problems experienced	The Municipal Manager instructed that own funded projects be suspended. The engineers payment is overdue								
Actions and resolutions required (and by when) to unblock problems and assure completion on time - If possible	Project suspended. Awaiting funding to proceed								
Directorate	Technical Services :PMU	Contract Owner	Denver Damons	Contract Manager	Nigel Kayser				

Project Name	TECH 01/2022/23: Provision of professional services: Greyton water & sewer upgrades					Report No.	16	Date of Report	31/07/2025
Contract Number	TECH 01/2022/23	Service Provider	UDS Africa						
SDBIP Ref No.		mSCOA Config Code (vote no.)	077010500324	Total Awarded Contract Amount (Vat excl.)	R778 225,00	Commencement Date	25/04/2024	Original Completion Date	30/06/2026
Project on Time?	No	Extension of time granted ? - days	not applicable	Adjusted Completion Date	Undetermined at this stage	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)	Not applicable
Adjusted Contract Value with Expansions included (Vat excl.)	N/a	Number of Invoices/Certificates	1	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R223 938,00	Date of Practical Completion Certificate	Not yet known
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy Not applicable to TECH 01/2022/23									
Overall performance including Rand Value in terms of the Empowerment Goals Not applicable to TECH 01/2022/23									
Overall performance including quality of work to date UDS Africa consulting has completed the tender documentation and design stage. No further work has been completed									
Blockages and problems experienced The Municipal Manager instructed that own funded projects be suspended. The Engineers payment is overdue									
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible Project suspended. Awaiting funding to proceed									
Directorate	Technical Services :PMU		Contract Owner	Denver Damons	Contract Manager		Nigel Kayser		

Project Name	TECH 01/2022/23: Provision of professional services: Grabouw bulk water Phase 5.3					Report No.	16	Date of Report	31/07/2025
Contract Number	TECH 01/2022/23	Service Provider	Lukhozi Consulting Engineers						
SDBIP Ref No.		mSCOA Config Code (vote no.)	077010200333	Total Awarded Contract Amount (Vat excl.)	R354 123,13	Commencement Date	25/04/2024	Original Completion Date	30/06/2026
Project on Time?	No	Extension of time granted ? - days	not applicable	Adjusted Completion Date	Undetermined at this stage	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)	Not applicable
Adjusted Contract Value with Expansions included (Vat excl.)	N/a	Number of Invoices/Certificates	0	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R0,00	Date of Practical Completion Certificate	Not yet known
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Not applicable to TECH 01/2022/23							
Overall performance including Rand Value in terms of the Empowerment Goals		Not applicable to TECH 01/2022/23							
Overall performance including quality of work to date		The engineers have completed the tender documentation and design stage. No further work has been completed							
Blockages and problems experienced		The Municipal Manager instructed that own funded projects be suspended							
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible		Project suspended. Awaiting funding to proceed							
Directorate	Technical Services :PMU		Contract Owner		Denver Damons		Contract Manager		Nigel Kayser

Project Name	TECH 01/2022/23: Provision of professional services: Gypsy Queen bulk water pipeline					Report No.	16	Date of Report	31/07/2025
Contract Number	TECH 01/2022/23	Engineering Advice & Services							
SDBIP Ref No.	D349	mSCOA Conflig Code (vote no.)	076010200091	Total Awarded Contract Amount (Vat)	R654 478,00	Commencement Date	10/04/2024	Original Completion Date	30/06/2026
Project on Time?	Yes	Extension of time granted ? - days	not applicable	Adjusted Completion Date	Undetermined at this stage	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)	Not applicable
Adjusted Contract Value with Expansions Included(Vat excl.)	N/a	Number of Invoices/Certificates	3	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date(Vat Excl.)	R591 595,45	Date of Practical Completion Certificate	Not yet known
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Not applicable to TECH 01/2022/23							
Overall performance including Rand Value in terms of the Empowerment Goals		Not applicable to TECH 01/2022/23							
Overall performance including quality of work to date		The overall performance and quality of work done by EAS is of a good quality							
Blockages and problems experienced		None to report							
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible		None to report							
Directorate	Technical Services :PMIU		Contract Owner		Denver Damons		Contract Manager		Nigel Kayser

Project Name	TECH 01/2022/23: Provision of professional services: Tesselaarsdal water pipeline						Report No.	16	Date of Report	31/07/2025
Contract Number	TECH 01/2022/23	Service Provider	DELTA BEC							
SDBIP Ref No.	D342	mSCOA Config Code (vote no.)	077010100323	Total Awarded Contract Amount (Vat)	R410 747,00	Commencement Date	07/06/2024	Original Completion Date	30/06/2026	
Project on Time?	Yes	Extension of time granted ? - days	not applicable	Adjusted Completion Date	Undetermined at this stage	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)	Not applicable	
Adjusted Contract Value with Expansions Included (Vat excl.)	N/a	Number of Invoices/Certificates	2	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R200 778,00	Date of Practical Completion Certificate	Not yet known	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy										
Not applicable to TECH 01/2022/23										
Overall performance including Rand Value in terms of the Empowerment Goals										
Not applicable to TECH 01/2022/23										
Overall performance including quality of work to date										
Delta BEC has completed the design and tender stage. No further work has been undertaken										
Blockages and problems experienced										
The Municipal Manager instructed that own funded projects be suspended										
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible										
Project suspended. Awaiting funding to proceed										
Directorate	Technical Services :PMU			Contract Owner	Denver Damons	Contract Manager	Nigel Kayser			

Project Name	TECH 01/2022/23: Provision of professional services: Gypsy Queen bulk sewer pipeline						Report No.	17	Date of Report	31/07/2025
Contract Number	TECH 01/2022/23	Service Provider	Engineering Advice & Services							
SDBIP Ref No.	D349	mSCOA Config Code (vote no.)	076010200091	Total Awarded Contract Amount (Vat excl.)	R1 428 006,50	Commencement Date	10/04/2024	Original Completion Date	30/06/2026	
Project on Time?	Yes	Extension of time granted ? - days	not applicable	Adjusted Completion Date	Undetermined at this stage	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)	Not applicable	
Adjusted Contract Value with Expansions included (Vat excl.)	N/a	Number of Invoices/Certificates	4	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R1 290 476,02	Date of Practical Completion Certificate	Not yet known	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy										
Not applicable to TECH 01/2022/23										
Overall performance including Rand Value in terms of the Empowerment Goals										
Not applicable to TECH 01/2022/23										
Overall performance including quality of work to date										
The quality of work and overall performance of EAS is of a good quality										
Blockages and problems experienced										
None to report for July										
Actions and resolutions required (and by when) to unblock problems and assure completion on time - If possible										
None to report										
Directorate	Technical Services :PMU		Contract Owner		Denver Damons		Contract Manager		Nigel Kayser	

Project Name	ENG 03/2024/25: Gypsy Queen bulk water and sewer provision					Report No.	4	Date of Report	31/07/2025
Contract Number	ENG 03/2024/25	Service Provider Asla Construction							
SDBIP Ref No.	D349	mSCOA Confiq Code (vote no.)	076010200091	Total Awarded Contract Amount (Vat excl.)	R8 062 939,98	Commencement Date	02/04/2025	Original Completion Date	02/10/2025
Project on Time?	No	Extension of time granted ? - days	not applicable	Adjusted Completion Date	N/A	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)	Not applicable
Adjusted Contract Value with Expansions included (Vat excl.)	N/a	Number of Invoices/Certificates	3	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R1 324 282,12	Date of Practical Completion Certificate	02/10/2025
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy									
As per contract ENG 03/2024/25, special conditions of tender									
Overall performance including Rand Value in terms of the Empowerment Goals	No performance to measure yet								
Overall performance including quality of work to date	Construction has not started								
Blockages and problems experienced	None to report for July								
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible									
Directorate	Technical Services :PMU	Contract Owner	Denver Damons	Contract Manager	Nigel Kayser				

Project Name	TECH 01/2022/23: BOTRIVIER WWWTW PH 2 PROVISION OF PROFESSIONAL SERVICES				Report No.	2	Date of Report	31/07/2025	
Contract Number	TECH 01/2022/23	Service Provider	WATER & WASTEWATER ENGINEERING						
SDBIP Ref No.		mSCOA Confiq Code (vote no.)	76011700900	Contract Amount (Vat excl.)	R6 165 501,00	Commencement Date	30/06/2025	Original Completion Date	30/06/2028
Project on Time?	Yes	Extension of time granted ? - days	not applicable	Adjusted Completion Date	N/A	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)	Not applicable
Adjusted Contract Value with Expansions included(Vat excl.)	N/a	Number of Invoices/Certificates	1	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date(Vat Excl.)	R304 710,53	Date of Practical Completion Certificate	N/A
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Not applicable							
Overall performance including Rand Value in terms of the Empowerment Goals		Not applicable							
Overall performance including quality of work to date		The engineer has rendered work of good quality to date							
Blockages and problems experienced		None to report for July							
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible		None to report							
Directorate	Technical Services :PMU			Contract Owner		Denver Damons	Contract Manager		Nigel Kayser

Project Name	ENG 11/2024/25: Upgrading of Botrivier WWTW Phase 2					Report No.	1	Date of Report	31/07/2025
Contract Number	ENG 11/2024/25	Service Provider JVZ Construction			Total Awarded Contract Amount (Vat excl.)	R33 072 043,00	Commencement Date	1-Aug-25	Original Completion Date
SDBIP Ref No.		mSCOA Config Code (vote no.)			Adjusted Completion Date	N/A	Value of VO's approved	Not applicable	Value of Expansions approved (Vat excl.)
Project on Time?	Yes	Extension of time granted ? - days	not applicable		Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date(Vat Excl.)	R0,00	Date of Practical Completion Certificate
Adjusted Contract Value with Expansions included(Vat excl.)	N/a	Number of Invoices/Certificates	0						31/07/2026
Date of Final Completion certificate									
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy									
As per contract ENG 11/2024/25, special conditions of tender									
Overall performance including Rand Value in terms of the Empowerment Goals	No performance to measure yet								
Overall performance including quality of work to date	Construction has not started								
Blockages and problems experienced									
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible									
Directorate	Technical Services : PMU			Contract Owner	Denver Damons	Contract Manager	Nigel Kayser		

ELECTRICITY

1. ELEC01/2023/24: Tender for labour cost: Standby and maintenance in Theewaterskloof Area, electrical department: New contract: *Greyton area: Greyton Electrical*
2. ELEC01/2023/24: Tender for labour cost: Standby and maintenance in Theewaterskloof Area, electrical department: New contract: *Riviersonderend: Greyton Electrical*
3. TECH01/2022/23: Upgrading of MV and LV electrical projects in TWK: *Lyners Consulting Eng.*
4. ELEC02/2023/24: Tender for medium voltage switchgear maintenance and emergency repair work for Theewaterskloof Area, Electrical Department 3 Year contract TWK area: *De Kock & Cronje*
5. TECH01/2022/23: Electrification of informal houses Riemvasmaak Caledon: *Lyners Consulting Eng.*
6. ELEC04/2024/25: Electrification of informal houses Riemvasmaak, Caledon: Adenco Construction
7. TECH01/2022/23: Cost of study NERSA: Lyners Consulting

Project Name	TENDER FOR LABOUR COST , STANDBY AND MAINTENANCE IN THE WATERSKLOOF AREA, ELECTRICAL DEPARTMENT New (contract 3 Years (24/25) Greyton Area					Report No.	21	Date of Report	31-Jul-25
Contract Number	ELEC 01/2023/24	Service Provider	Greyton Electrical						
SDBIP Ref No.		mSCOA Config Code	01/7510/5/7558/0	Total Awarded	Adjusted	Commencement	10-Nov-23	Original Completion	30-Jun-26
Project on Time?	YES	Extension of time granted ? - days		Completion Date		Value of VO's approved		Value of Expansions approved (Vat excl.)	
Adjusted Contract Value with Expansions Included (Vat excl.)	R 612 425,00	Number of Invoices/Certificates	11	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R594 892,19	Date of Practical Completion Certificate	30-Jun-26
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy									
Local Contractor									
Overall performance including Rand Value in terms of the Empowerment Goals									
None									
Overall performance including quality of work to date									
None									
Blockages and problems experienced									
N/A									
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible									
Current Budget R522500									
Directorate	Electrical Department			Contract Owner		Z Benjamin		Contract Manager	Z Benjamin

Project Name	TENDER FOR LABOUR COST , STANDBY AND MAINTENANCE IN THE WATERSKLOOF AREA, ELECTRICAL DEPARTMENT New contract 3 Years (24/25) RSE Area					Report No.	21	Date of Report	31-Jul-25
Contract Number	ELEC 01/2023/24	Service Provider	Greyton Electrical						
SDBIP Ref No.		mSCOA Config Code (vote no.)	01/7510/4/7558/0	Total Awarded Contract Amount Adjusted		Commencement Date	10-Nov-23	Original Completion Date	30-Jun-26
Project on Time?	YES	Extension of time granted ? - days		Completed Date		Value of VO's approved		Value of Expansions approved (Vat excl.)	
Adjusted Contract Value with Expansions		Number of Invoices/Certificates	11	Disputed Invoices/ Certificates (Y/N)		Actual Amount Paid to Date (Vat Excl.)	R392 350,87	Date of Practical Completion	30-Jun-26
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy									
Overall performance including Rand Value in terms of the Empowerment Goals		Local Contractor							
Overall performance including quality of work to date		None							
Blockages and problems experienced		None							
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible		N/A							
		Adjustment Budget Feb 2025 - R455 500,00							
Directorate	Electrical Department			Contract Owner	Z Benjamin		Contract Manager	Z Benjamin	

Project Name	Upgrading of MV and LV electrical projects in TWK					Report No.	1	Date of Report	30-Sep-24
Contract Number	TECH 01/2022/23	Service Provider	Lyners Consulting Eng						
SDBIP Ref No.		mSCOA Config Code (vote no.)	07/7510/1/0020/0 // 07/7510/1/0020/1 // 07/7510/1/0020/2 // 07/7510/3/0020/3			Total Awarded Contract Amount (Vat excl.)	R749 085,30	Commencement Date	8-May-24
Project on Time?	YES	Extension of time granted 7 - days				Adjusted Completion Data		Value of VO's approved	
Adjusted Contract Value with Expansions Included (Vat excl.)		Number of Invoices/Certificates	1			Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R374 542,65
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy As per special conditions of TECH01/2022/23									
Overall performance Including Rand Value in terms of the Empowerment Goals	None								
Overall performance Including quality of work to date	None								
Blockages and problems experienced	None								
ACTIONS AND REQUIREMENTS REQUIRED (and by whom) to unblock problems and assure completion on time, if possible	None								
Directorate	Electrical Department	Contract Owner	M Redelinghuys	Contract Manager	M Theunissen				

TENDER FOR MEDIUM VOLTAGE SWITCHGEAR MAINTENANCE AND EMERGENCY REPAIRWORK FOR THEEWATERSKLOOF AREA, ELECTRICAL DEPARTMENT New contract 3 Years (24/25) TWK area		Report No.		21		Date of report		31-Jul-25			
Contract Number	ELEC 02/2023/24	Service Provider		De Kock & Cronje							
SDBP Ref No.		mSCOA Config Code (vote no.)	01/7510/0/7558/0; 01/7510/1/7558/0; 01/7510/3/7558/0; 01/7510/4/7558/0; 01/7510/5/7558/0		Total Awarded Contract Amount (Vat Incl.)	R360 000 in current budget available(24/25)		Commencement Date	26-Sep-23	Original Completion Date	30-Jun-26
Project on Time?	YES	Extension of time granted 7 - days			Adjusted Completion Date	Value of VO's approved		Value of Expansions approved (Vat excl.)			
Adjusted Contract Value with Expansions		Number of Invoices/Certificates			Disputed Invoices/ Certificates (V/N)	Actual Amount Paid to Date(Vat Excl.)		Date of Practical Completion		30-Jun-26	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		None Specialised work									
Overall performance including Rand Value in terms of the Empowerment Goals		None									
Overall performance including quality of work to date		None									
Blockages and problems experienced		Only emergency work. No Funding									
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible		N/A									
Directorate	Electrical Department	Contract Owner		Z Benjamin		Contract Manager		Z Benjamin			

Project Name	Electrification of informal houses Riemvasmaak Caledon						Report No.	1	Date of Report	30-Sep-24
Contract Number	TECH 01/2022/23	Service Provider	Lyners Consulting Eng							
SDBIP Ref No.		mSCOA Config Code (vote no.)	07/7510/0/0020/0 // 07/7510/0/0020/1	Total Awarded Contract Amount (Vat excl.)	R3 567 383.00	Commencement Date	19-Jul-24	Original Completion Date	30-Jun-27	
Project on Time?	YES	Extension of time granted ? - days		Adjusted Completion Date		Value of VO's approved		Value of Expansions approved (Vat excl.)		
Adjusted Contract Value with Expansions included (Vat excl.)		Number of Invoices/Certificates	1	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R285 850.72	Date of Practical Completion Certificate	30-Jun-27	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy										
As per special conditions of TECH01/2022/23										
Overall performance including Rand Value in terms of the Empowerment Goals			None							
Overall performance including quality of work to date			None							
Blockages and problems experienced			None							
Actions and resolutions required (and by whom) to unblock problems and assure completion on time, if possible			None							
Directorate	Electrical Department		Contract Owner		M Redelinghuys		Contract Manager		M Theunissen	

Project Name	Electrification of informal houses Riemvasmaak Caledon					Report No.	1	Date of Report	30-Apr-25
Contract Number	ELEC 04/2024/25	Service Provider	Adenco Construction						
SDBIP Ref No.		mSCOA Config Code (vote no.)	07/7510/0/0020/0 // 07/7510/0/0020/1	Total Awarded Contract Amount (Vat excl.)	R3 647 339,15	Commencement Date	19 Mrt 2025	Original Completion Date	30-Jun-25
Project on Time?	YES	Extension of time granted ? - days		Adjusted Completion Date		Value of VO's approved		Value of Expansions approved (Vat excl.)	
Adjusted Contract Value with Expansions included (Vat excl.)		Number of Invoices/Certificates		Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date(Vat Excl.)	R0,00	Date of Practical Completion Certificate	30-Jun-25
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy As per special conditions of ELEC 04/2024/25									
Overall performance including Rand Value in terms of the Empowerment Goals None									
Overall performance including quality of work to date None									
Blockages and problems experienced None									
Actions and resolutions required (and when) to unblock problems and assure completion on time - If possible None									
Directorate	Electrical Department	Contract Owner	M Redelinghuys	Contract Manager	M Theunissen				

Project Name	(Cost of Supply study Nersa					Report No.	1	Date of Report	30-Apr-25
Contract Number	TECH 01/2022/23	Service Provider	Lyners Consulting Eng						
SDBIP Ref No.		mSCOA Config Code (vote no.)	01/7510/0/7558/0	Total Awarded Contract Amount (Vat excl.)	R637 870.00	Commencement Date	3-Oct-24	Original Completion Date	30-Jun-25
Project on Time?	YES	Extension of time granted ? - days		Adjusted Completion Date		Value of VO's approved		Value of Expansions approved (Vat excl.)	
Adjusted Contract Value with Expansions included (Vat excl.)		Number of Invoices/Certificates		Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R0,00	Date of Practical Completion Certificate	30-Jun-25
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy			As per special conditions of TECH01/2022/23						
Overall performance including Rand Value in terms of the Empowerment Goals			None						
Overall performance including quality of work to date			None						
Blockages and problems experienced			None						
ACTIONS AND RESOLUTIONS REQUIRED (and when) to unblock problems and assure satisfaction, as known - if added here			None						
Directorate	Electrical Department	Contract Owner	M Redelinghuys	Contract Manager	M Theunissen				

WTW, WWTW & SOLID WASTE

1. ENG01/2023/24: Provision of services: Taking of water and sewage samples, analysing and monitoring in Theewaterskloof Area: *AL Abbott and Associates*

SOLID WASTE

1. ENG05/2023/24: Provision of recycling services in Grabouw and Villiersdorp until June 2026: *Enviro Care*
2. ENG06/2023/24: Provision of recycling services in Grabouw and Villiersdorp until June 2026: *TWK Recycling*
3. Waste Disposal Agreement between ODM, Overstrand and TWK: *Overberg District Municipality*
4. Transport of containerized municipal solid waste and chipping of garden waste for the period from 1 July 2024 till 30 June 2027: *Enviroserve*

Project Name	PROVISION OF SERVICES: Taking of Water and Sewage Samples, Analysing, and Monitoring in Botrivier, Caledon, Tesselaarsdal, Genadendal, Grabouw, Greyton, Riviersonderend and Villiersdorp from date of appointment to 2023 to 30 June 2026										Report No	19	Date of Report	30-Jul-25
Contract Number	ENG 01/2023/24	Service Provider	A.L. ABBOTT AND ASSOCIATES											
SDBIP Ref No	n/a	Funding Source	Own Funds	Contract Amount no contingency , Vat excl.	R 2 666 163,03	Commencement Date	1-Dec-23	Original Completion Date	30-Jun-26					
Project on Time?	Yes	Extension of time granted ? - days		Adjusted Completion Date	n/a	Slippage by Service Provider (+ or -days)		Projected Completion Date	30-Jun-26					
Contract Value without contingency	R 2 666 163,03	Value of VO's approved	R 0,00	Adjusted Value	n/a	Anticipated cost not included in contract		Projected Completion Cost						
Number of Invoices/Certificates	91	Disputed Invoices/ Certificates (Y/N)	Yes	Actual Amount Paid to Date(Vat Excl.)	2 600 300,71	Date of Practical Completion Certificate	n/a	Date of Final Completion Certificate	30-Jun-26					
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy														
Overall performance Including Rand Value in terms of the Empowerment Goals		8 hours @ R350,00/h = R 2 800,00												
Overall performance Including quality of work to date		This contract aid in Blue and Green Drop water quality monitoring compliance. Satisfactory - Sampling, Testing and provision of results is done according to contract.												
Blockages and problems experienced		NONE												
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible		N/A												
Directorate		Technical Services		Project Manager	Hegans Marthinus	Project Champion		Denver Damons						

Project Name	ENG 05/2023/24 PROVISION OF RECYCLING SERVICES IN GRABOUW AND VILLIERSDORP UNTIL 30 JUNE 2026						Report No	16	Date of Report	31-Jul-25
Contract Number	ENG 05/2023/24	EVIRO CARE								
SDBIP Ref No	PROVISION OF	Service Provider	Own Funds	Contract Amount no	R 7 097 892,22	Commencement	1-Mar-24	Original Completion	30-Jun-26	
Project on Time?	Yes	Funding Source		Adjusted Completion	n/a	Slippage by Service		Projected	30-Jun-26	
Contract Value		Extension of time	R 0,00	Adjusted Value	n/a	Anticipated cost not		Projected	N/A	
Number of Invoices/Certificates	16	Value of VO's		Actual Amount Paid to Date(Vat Excl.)	R 1 148 977,60	Date of Practical Completion Certificate	n/a	Date of Final Completion Certificate	30-Jun-26	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy										
Overall performance Including Rand Value in terms of the Empowerment Goals										
Overall performance Including quality of work to date										
Blockages and problems experienced										
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible										
Directorate	Technical Services	Project Manager	Jeremy Prins	Project Champion	Denver Damons					

Project Name	ENG 05/2023/24 PROVISION OF RECYCLING SERVICES IN GRABOUW AND VILLIERSDORP UNTIL 30 JUNE 2026						Report No	16	Date of Report	31-Jul-25
Contract Number	ENG 05/2023/24	Service Provider	TWK Recycling				Commencement	1-Mar-24	Original Completion	30-Jun-26
SDBIP Ref No		Funding Source		Own Funds	Contract Amount no	23/24: R 4 791	Slippage by Service		Projected	30-Jun-26
Project on Time?	Yes	Extension of time			Adjusted Completion	n/a	Anticipated cost not		Projected	N/A
Contract Value		Value of VO's	R 0,00		Adjusted Value	n/a	Date of Practical		Date of Final	
Number of Invoices/Certificates	16	Disputed Invoices/ Certificates (Y/N)			Actual Amount Paid to Date(Vat Excl.)	R 1 020 458,90	Completion Certificate	n/a	Completion Certificate	30-Jun-26
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy										
Overall performance including Rand Value in terms of the Empowerment Goals										
Make use of local labour										
Overall performance including quality of work to date										
Bidder start in March and performance was monitor .										
Blockages and problems experienced										
Payment must be 30 days invoice received										
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible										
Directorate	Technical Services		Project Manager		Jeremy Prins		Project Champion		Denver Damons	

WASTE DISPOSAL AGREEMENT BETWEEN ODM, OVERSTRAND AND TWK										Report No	74	Date of Report	31-Jul-25
OVERBERG DISTRICT MUNICIPALITY													
Project Name	SLA	Service Provider	Own Funds	Contract Amount no	2025/26: R 3 400 000	Commencement Date	15-Apr-19	Original Completion	14-Apr-74				
Contract Number	n/a	Funding Source	Extension of time granted	Adjusted Completion Date	n/a	Slippage by Service		Projected	14-Apr-74				
SDBIP Ref No	Yes	Value of VO's approved	n/a	Adjusted Value	R 0,00	Anticipated cost not included in contract	n/a	Projected Completion Cost	R2 700,00 (24/25)				
Contract Value without contingency	R 0,00	Disputed Invoices/ Certificates (Y/N)		Actual Amount Paid to Date(Vat Excl.)	R 0,00	Date of Practical Completion Certificate	n/a	Date of Final Completion Certificate	14-Apr-74				
Number of Invoices/Certificates	104	Skills transfer for the operation of a Regional Landfill Site.											
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy													
Overall performance including Rand Value in terms of the Empowerment Goals													
Overall performance is good. A Regional Monitoring committee meeting was held to discuss the facilities compliance against external audit that was conducted.													
Overall performance including quality of work to date													
Waste Disposal for was good.													
No invoice was submitted for May 2025													
Blockages and problems experienced													
Consultation toward none submission of invoices													
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible													

Overall performance is good. A Regional Monitoring committee meeting was held to discuss the facilities compliance against external audit that was conducted.

Waste Disposal for was good.

No invoice was submitted for May 2025

Consultation toward none submission of invoices

Project Name	TRANSPORT OF CONTAINERISED MUNICIPAL SOLID WASTE AND CHIPPING OF GARDEN WASTE FOR THE PERIOD FROM 1 FEB 2024 TILL 30 JUNE 2027					Report No	6	Date of Report	31-Jul-25
Contract Number	Deviations: TRANSPORT OF CONTAINERISED MUNICIPAL SOLID WASTE AND CHIPPING OF GARDEN WASTE FOR THE PERIOD FROM 1 JULY 2024 TILL 30 JUNE 2027	Service Provider	ENVIROSERVE						
SDBIP Ref No		Funding Source	Own Funds	Contract Amount no	R 28 686 981,90	Commencement	1-Feb-25	Original Completion	30-Jun-27
Project on Time?	Yes	Extension of time		Adjusted Completion	n/a	Slippage by Service		Projected	30-Jun-27
Contract Value	R 28 686 981,90	Value of VO's	R 0,00	Adjusted Value	n/a	Anticipated cost not		Projected	R 20 000 000,00
Number of Invoices/Certificates	5	Disputed Invoices/ Certificates (Y/N)		Actual Amount Paid to Date(Vat Excl.)	R 4 917 714,11	Date of Practical Completion Certificate	n/a	Date of Final Completion Certificate	30-Jun-27
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy									
Teaching TWK employees/staff at Waste Facilities how to Separate Green Waste / how to Manage and Control to do proper separation and chipping									
Overall performance including Rand Value in terms of the Empowerment Goals									
Making use of Local Drivers as far as possible and available.									
Overall performance including quality of work to date									
Monthly meetings are held to ensure service is being delivered seamlessly.									
Blockages and problems experienced									
NONE									
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible									
Payment 30 day after service has been delivered									
Directorate	Technical Services	Project Manager	Jeremy Prins	Project Champion	Henk Mathee				

CIVIL

1. 20 Year contract: Overberg Water: Overberg Water Board
2. ENG08/2024/25: The web based remote monitoring of all water and sewage infrastructure in the Theewaterskloof area for a three-year period: *Bigetron*
3. Three (3) year SLA: Groenland Water Users Association – Provision of baulk raw water to Grabouw: Groenland Water Users

Project Name	20 Year Contract: Overberg Water 2024 - 2025						Report No.	1	Date of Report	31/07/2025
Contract Number	OVERBERG WATER BOARD									
SDBIP Ref No.	20 Year Contract: Overberg Water	Service Provider	mSCOA Config Code (vote no.)	17010050711	Total Awarded Contract Amount (Vat excl.)	R24 967 000.00	Commencement Date	13-12-2010	Original Completion Date	12/2030
Project on Time?	YES	Extension of time granted ? - days	N/A	Adjusted Completion Date	n/a	Value of VO's approved	Value of Expansions approved (Vat excl.)			
Adjusted Contract Value with Expansions Included(Vat excl.)	n/a	Number of Invoices/Certificates		Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date(Vat Excl.)	R0,00	Date of Practical Completion Certificate	n/a	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy										
Overall performance including Rand Value in terms of the Empowerment Goals										
Overall performance including quality of work to date										
Overall performance and deliverables is gradually increasing with specific focus on communication and resource sharing. Invoice for June 2025 not yet recieved.										
Blockages and problems experienced										
Actions and resolutions required (and by when) to unblock problems and assure completion on time - if possible										
Directorate		TECHNICAL SERVICES		Contract Owner		DENVER DAMONS		Contract Manager		LESTER PARNELL

Project Name	ENG08/2024/25 - THE WEB BASED REMOTE MONITORING OF ALL WATER AND SEWAGE INFRASTRUCTURE IN THE THEEWATERSKLOOF AREA FOR A THREE-YEAR PERIOD					Report No.	3	Date of Report	31/07/2025
Contract Number	3 Year Contract: Year 2024/25	Service Provider	BIGETRON						
SDBP Ref No.	n/a	mSCOA Config Code (vote no.)	Various Water Distribution Votes Various Sewer Network Votes Various Water and Sanitation Capital Votes	Total Awarded Contract Amount (Vat excl.)	No direct budget allocated. Departments TECH and COMM SERV. make use of operational votes for water and sanitation.	Commencement Date	25/03/2025	Original Completion Date	30/06/2028
Project on Time?	YES	Extension of time granted ? - days	N/A	Adjusted Completion Date	n/a	Value of VO's approved		Value of Expansions approved (Vat excl.)	
Adjusted Contract Value with Expansions included (Vat excl.)	n/a	Number of Invoices/Certificates	0	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date (Vat Excl.)	R0,00	Date of Practical Completion Certificate	n/a
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy									
Overall performance including Rand Value in terms of the Empowerment Goals		N/A							
Overall performance including quality of work to date		Although a lot of quotations have been requested from the different towns, no physical work have been completed for July 2025							
Blockages and problems experienced		No work have been completed for July 2025							
Actions and resolutions required (and by when) to unblock problems and assure		No work have been completed for July 2025							
Directorate			TECHNICAL SERVICES	Contract Owner	DENVER DAMONS	Contract Manager	LESTER PARNELL		

Project Name	Three Year SLA - Groenland Water Users Association - Provision of Bulk Raw Water to Grabouw					Report No.	1	Date of Report	31/07/2015
Contract Number	3 year SLA	Service Provider	Groenland Water Users						
SDBIP Ref No.	n/a	mSCOA Confiq Code (vote no.)	17010050711	Total Awarded Contract Amount (Vat excl.)	R1 200 000,00	Commencement Date	12-Nov-24	Original Completion Date	12-Nov-27
Project on Time?	YES	Extension of time granted ? - days	N/A	Adjusted Completion Date	n/a	Value of VO's approved		Value of Expansions approved (Vat excl.)	
Adjusted Contract Value with Expansions Included(Vat excl.)	n/a	Number of Invoices/Certificates	1	Disputed Invoices/ Certificates (Y/N)	No	Actual Amount Paid to Date(Vat Excl.)	R92 558,30	Date of Practical Completion Certificate	n/a
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy									
Overall performance including Rand Value in terms of the Empowerment Goals			N/A						
Overall performance including quality of work to date			Overall performance and deliverables is good						
Blockages and problems experienced			Not applicable for July 2025						
Actions and resolutions required (and by when) to unblock problems and assure completion on time - If possible			Quarterly meeting held to discuss SLA and how to improve on the desired deliverables.						
Directorate	TECHNICAL SERVICES		Contract Owner		DENVER DAMONS		Contract Manager		LESTER PARNELL

Denver Damons
DEPUTY DIRECTOR TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

ITEM TITLE

**C220/2025 DIRECTORATE COMMUNITY SERVICES: DEPARTMENT
LIBRARIES: ASSIGNMENT AGREEMENT REGARDING THE
OPERATION OF PUBLIC LIBRARIES BY MUNICIPALITIES IN THE
WESTERN CAPE**

[English version of the report is the original]

FILE NUMBER

17/6/B

PURPOSE OF REPORT

The purpose of this item is to present the Portfolio Committee and Council with the 3-year Assignment Agreement regarding the operation of public libraries by the Municipality, for consideration.

BACKGROUND

The introduction of the Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated in section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution), and section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution) it is the intention to assign to the municipality all or part of the administration of a function.

DISCUSSION

This Assignment aims to solve the VAT issue going forward, this Assignment Agreement will consolidate the decades long practical co-operation and co-funding regarding libraries between the Department and the Municipality in a legal co-operation, ensuring the ongoing execution of functions on the government level where it is best performed.

This Assignment Agreement stipulates the following in respect of the assigned functions:

- the role and responsibilities of the Municipality.
- the roles and responsibilities of the Department; and
- the funding arrangements for the Municipality in respect of the assigned functions.

The commencement date for the assignment will be the date on which the assignment is brought into operation by a proclamation issued in accordance with section 36 of the Provincial Constitution and section 126(c) of the Constitution.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per current status quo.

LEGAL IMPLICATIONS (ITEM AUTHOR)

- Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.
- Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).
- Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

1. It is recommended that the Community Services Portfolio Committee, EMC and Council acknowledges the Executive Assignment based on the legislation below.
 - 1.1. Western Cape Public Library Services Act, 2025 (Act 1 of 2025) enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.
 - 1.2. Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).
 - 1.3. Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)

**RECOMMENDATION BY THE COMMUNITY SERVICES COMMITTEE TO EMC:
05 AUGUST 2025**

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor H Linnerts and seconded by Councillor D Jacobs, it was recommended as follows:

1. The Community Services Portfolio Committee acknowledged the Executive Assignment based on the legislation below.
2. That the EMC and Council acknowledge the Executive Assignment based on the legislation below:

- 2.1. **Western Cape Public Library Services Act, 2025 (Act 1 of 2025)** enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.
- 2.2. **Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).**
- 2.3. **Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)**

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor Y van Tonder and seconded by Councillor H Linnerts, it was recommended as follows:

1. **The EMC noted the Executive Assignment based on the legislation below.**
2. **It is recommended that Council noted the Executive Assignment based on the legislation below:**
 - 2.1 **Western Cape Public Library Services Act, 2025 (Act 1 of 2025)** enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.
 - 2.2 **Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).**
 - 2.3 **Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)**

RECOMMENDATION TO COUNCIL:

It is recommended that Council noted the Executive Assignment based on the legislation below:

1. **Western Cape Public Library Services Act, 2025 (Act 1 of 2025)** enables the Provincial Minister of Cultural Affairs and Sport, in terms of a written agreement as contemplated.
2. **Section 36 of the Constitution of the Western Cape, 1997 (Act 1 of 1998) (the Provincial Constitution).**
3. **Section 126 of the Constitution of the Republic of South Africa, 1996, (the Constitution)**

**ASSIGNMENT AGREEMENT REGARDING THE OPERATION OF PUBLIC LIBRARIES BY
MUNICIPALITIES IN THE WESTERN CAPE**

Entered into by and between

**THE WESTERN CAPE GOVERNMENT VIA ITS DEPARTMENT OF CULTURAL AFFAIRS AND
SPORT**

(Represented by Mr Ricardo Mackenzie, in his capacity as Provincial Minister of
Cultural Affairs and Sport, and Mr Guy Redman, in his capacity as Head of the
Department of the Department of Cultural, Affairs and Sport Department, both
duly authorised hereto)

(hereinafter referred to as "the Department")

and

THEEWATERSKLOOF MUNICIPALITY

(Represented by **Mr. L.M. DE BRUYN**, in his capacity as Mayor of the
THEEWATERSKLOOF MUNICIPALITY and **Mr. WALTER HENDRICKS**, in his capacity as
the Municipal Manager of the **THEEWATERSKLOOF MUNICIPALITY**, both duly
authorised hereto)

(hereinafter referred to as "the Municipality")

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PREAMBLE:

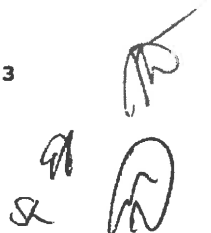
- A. WHEREAS** library services, other than national libraries, resort under the functional area of exclusive provincial legislative competence in terms of Schedule 5A of the Constitution;
- B. AND WHEREAS** section 126 of the Constitution of the Republic of South Africa and section 36 of the Constitution of the Western Cape 1 of 1998, provide for the assignment of functions such as library services from the provincial governments to municipalities;
- C. AND WHEREAS** the Department has determined that certain functions related to public library services may be more effectively performed at the municipal level;
- D. AND WHEREAS** the Municipality has agreed to accept such assignment of certain functions related to library services in accordance with applicable laws;
- E. AND WHEREAS** section 126 of the Constitution, section 36 of the Western Cape Constitution 1 of 1998 and section 5 of the Western Cape Public Library Services Act, 2025 (Act 1 of 2025), require the Department and Municipality to conclude an assignment agreement which sets out the extent of such assignment of the library services;

NOW THEREFORE THE PARTIES AGREE AS FOLLOWS:**1. DEFINITIONS AND INTERPRETATION**

- 1.1. The headings of the clauses in this Agreement are for the purposes of convenience and reference only and shall not be used in the interpretation of, nor to modify or amplify the terms of this Agreement or any clause hereof.

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- 1.2. In this Agreement, unless a contrary intention clearly appears words importing -
- 1.2.1. any one gender includes the other gender;
 - 1.2.2. the singular includes the plural and vice versa; and
 - 1.2.3. natural persons include created entities (corporate or non-corporate) and vice versa.
- 1.3. If any provision in a definition is a substantive provision conferring rights or imposing obligations on any party, effect shall be given to it as if it were a substantive clause in the body of the Agreement, notwithstanding that it is only contained in the interpretation clause.
- 1.4. When any number of days is prescribed in this Agreement, it shall be reckoned as calendar days, exclusive of the first and inclusive of the last day.
- 1.5. A reference to "writing" or "written" includes any non-transitory form of visible reproduction of words (including e-mail).
- 1.6. Any phrase introduced by the terms "including", "include", "in particular" or any similar expression will be construed as illustrative and will not limit the sense of the words preceding those terms and they will be deemed to be followed by the words "without limitation".
- 1.7. Notwithstanding any other provision of this Agreement, the use of general terms or phrases in this Agreement shall not be construed or interpreted by reference to any specific examples or items listed immediately prior to such general terms. For the avoidance of doubt, the general terms used in this Agreement shall be interpreted according to their ordinary and usual meaning and shall not be limited or restricted by the *eiusdem generis* rule or any similar principle of construction.

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- 1.8. The rule of construction that a contract shall be interpreted against the Party responsible for the drafting or preparation of it shall not apply to this Agreement.
- 1.9. Expressions defined in this Agreement shall bear the same meanings in any annexure hereto which does not contain its own definitions.
- 1.10. Any annexures attached hereto form part of this Agreement.
- 1.11. In the event of any conflict between the provisions of this Agreement and any annexures hereto, or any other document incorporated by reference to this Agreement, save to the extent expressly stated to the contrary, such conflict will be resolved by giving precedence to such different parts of this Agreement in the following order of precedence:
- 1.11.1. first, the terms and conditions of this Agreement;
 - 1.11.2. second, annexures and schedules to this Agreement; and
 - 1.11.3. third, any other documents incorporated by reference.
- 1.12. This Agreement supersedes and replaces any previous oral and/or written agreements, understandings, representations, promises or assurances relating to the same subject matter.
- 1.13. The following terms shall have the meanings assigned to them hereunder and cognate expressions shall have a corresponding meaning, namely—
- 1.13.1. **"Act"** means the Western Cape Public Library Services Act, 2025 (1 of 2025);
 - 1.13.2. **"Agreement"** means this assignment agreement as contemplated in section 126 of the Constitution, section 36 of the Western Cape Constitution, and section 5 of the Act, and including the annexures and any such addenda thereto as may be concluded between the Parties;

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- 1.13.3. **"Business Day"** means any day other than a Saturday, Sunday or statutory public holiday in the Republic of South Africa;
- 1.13.4. **"Calendar Day"** means any day of the week, including a Saturday, Sunday or statutory public holiday in the Republic of South Africa;
- 1.13.5. **"Calendar Month"** means the period running from the first day of a month on a calendar until the last day of that month;
- 1.13.6. **"Commencement Date"** means 01 July 2025, notwithstanding the date of signature hereof;
- 1.13.7. **"Confidential Information"** means all information or data which is imparted or obtained under or in connection with this Agreement (whether before or after the Commencement Date) in confidence (whether in writing, verbally or by any other means and whether directly or indirectly) by one Party to the other in relation to each Party's business and/or the performance of each Party's rights and obligations in terms of this Agreement;
- 1.13.8. **"Constitution"** means the Constitution of the Republic of South Africa, 1996;
- 1.13.9. **"Data Protection Legislation"** means any and all applicable laws including without limitation the Protection of Personal Information Act, 2013 ("POPIA"), relating to the protection of Personal Information in force in the Republic of South Africa;
- 1.13.10. **"Department"** means the Western Cape Government via its Department of Cultural Affairs and Sport;

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1.13.11. **"Financial Contribution"** means all funding provided by the Department to the Municipality for the exclusive use in the operation of Public Library Services, which may include —

1.13.11.1. The Department's grants/allocations for Public Library Services, the calculation of which is in the sole discretion of the Department; and

1.13.11.2. Any other funding contribution by the Department towards the rendering of the Public Library Services function which shall be agreed upon by the Parties annually;

1.13.12. **"Force Majeure"** means any of the following events or circumstances:

1.13.12.1. War, whether declared or not, civil war, civil violence, riots and revolutions, acts of sabotage, coup;

1.13.12.2. Natural disasters including but not limited to violent storms, cyclones, earthquakes, tidal waves, floods, destruction by lightning;

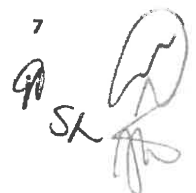
1.13.12.3. Explosions and fires;

1.13.12.4. Boycotts, strikes and lock-outs of all kinds, go-slows and work stoppages; or

1.13.12.5. Acts of authority, whether lawful or unlawful, apart from acts from which the Party seeking relief has assumed the risk by virtue of any other provisions of this Agreement; which directly causes any Party to be unable to comply with all or a material part of its obligations under this Agreement;

- 1.13.13. **"Law"** means the law governing the Agreement and shall be the laws of the Republic of South Africa;
- 1.13.14. **"Library Material"** means library material as defined in section 1 of the Act;
- 1.13.15. **"Municipality"** means the **Theewaterskloof Municipality**, established in terms of the Local Government: Municipal Structures Act, 1998 (Act 117 of 1998), read with the Province of the Western Cape: Provincial Gazette 5588 dated 22 September 2000;
- 1.13.16. **"Party"** means individually, the Department or the Municipality and together the "Parties" to this Agreement identified herein;
- 1.13.17. **"Promotional Material"** means materials in support of relevant marketing material;
- 1.13.18. **"Programmes"** means specific projects planned and executed by the Municipality relating to Public Library Services, when required in conjunction with the Department, and vice versa;
- 1.13.19. **"Public Library"** means a public library as defined in section 1 of the Act, and which in this instance is: *Bereaville, Botrivier, Caledon, Genadendal, Grabouw, Greyton, Oostergloed, Pineview, Riviersonderend, Tesselaarsdal, Villiersdorp*;
- 1.13.20. **"Public Library Services"** means public library services as defined in section 1 of the Act, and managed and provided by the Municipality in terms of this Agreement;
- 1.13.21. **"Termination Date"** means 30 June 2028; and
- 1.13.22. **"Western Cape Library Service"** means the provincial Library Service, which is a directorate of the Department.

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1.13.22. **"Western Cape Library Service"** means the provincial Library Service, which is a directorate of the Department.

2. PURPOSE, SCOPE AND DURATION

- 2.1 The purpose of this Agreement is to assign to the Municipality the provision of Public Library Services, which may include, the establishment, control, and operation of Public Libraries. Such assignment is intended to ensure the efficient and effective delivery of Public Library Services to the public in accordance with applicable laws and standards.
- 2.2 The assignment contemplated in this Agreement shall be effected in accordance with section 126 of the Constitution of the Republic of South Africa, 1996, read together with section 36 of the Constitution of the Western Cape, 1 of 1998, and section 5 of the Act.
- 2.3 The assignment shall be limited to the scope detailed in this Agreement.
- 2.4 The Agreement will commence on the Commencement Date, notwithstanding the date of signature, and terminate, unless otherwise agreed in writing between the Parties, on the Termination Date.

3. FUNDING AND RESOURCE ALLOCATION

- 3.1 The Department shall make an annual Financial Contribution to the Municipality in respect of the Public Library Services, subject to the Department's annual budgeting processes. Furthermore, the Municipality shall make an annual financial contribution to supplement the Department's Financial Contribution, subject to available funds.
- 3.2 The Financial Contribution will be recorded in a distinct transfer payment agreement between the Parties for matters such as staffing, operations, maintenance, library upgrades, information and computer technology, furniture and equipment. Any transfer of funds between the Department



and the Municipality will be agreed upon between the Parties in writing and will relate to specific programme-related projects and/or activities that will be detailed in an annual municipal business plan and will be subject to the availability of funds.

- 3.3 The Financial Contributions of the Department and Municipality will annually be finalised by them through negotiations, and subject to the statutory approvals and other internal approval applicable to each, before the commencement of their respective financial years.
- 3.4 Additional to the direct Financial Contribution stipulated in this Agreement, the Department may, subject to the availability and annual appropriation of funds by the Provincial Parliament in terms of the Appropriation Act, provide for other products, services and other resources it is able to deliver for the Public Library Services.
- 3.5 The agreed financial contributions and other resource allocations shall be set out in the documents attached hereto as "Annexure A" and "Annexure B", respectively. These annexures shall be reviewed and updated on an annual basis, and the updated versions shall be incorporated into this Agreement each year, thereby replacing the preceding year's "Annexure A" and "Annexure B" in their entirety.
- 3.6 In the event of collaboration in respect of any Programmes, each Party shall be responsible for funding as agreed to in writing by the Parties.

4. OBLIGATIONS OF THE MUNICIPALITY

- 4.1 The Public Library Service functions assigned in terms of this Agreement, which the Municipality accepts and hereby undertakes to do, are the following:
- 4.1.1 Perform the Public Library Services so assigned to it in terms of this Agreement;

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- 4.1.2 In the execution of the Public Library Services, comply with the Act, and any other relevant laws;
- 4.1.3 Partly fund the rendering of the Public Library Services, as may be required;
- 4.1.4 Ensure the provision of the Public Library Services only at Public Libraries registered in terms of this Act within its municipal boundaries;
- 4.1.5 From its own approved budget as well as the Financial Contribution received from the Department, be responsible to make available -
 - 4.1.5.1 the premises in respect of the Public Libraries, which will include the maintenance and day-to-day running thereof; and
 - 4.1.5.2 the necessary staff to run and manage the Public Libraries.
- 4.1.6 Be responsible for all operating expenditure associated with the day-to-day running and management of the Public Libraries;
- 4.1.7 Subject to the regulations, prescribed in accordance with section 10 of the Act, determine reasonable tariffs for fines and fees applicable to a Public Library;
- 4.1.8 Determine library hours that best serves the needs of the community;
- 4.1.9 Ensure that the Public Library Services are rendered by competent and qualified staff where possible;
- 4.1.10 Provide adequate security measures at all Public Libraries operated by it, within the confines of available funding;

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- 4.1.11 Ensure adequate insurance on the Library Material of the Department in use in the Public Libraries, as well as any other equipment and resources on loan from the Department;
- 4.1.12 Pay to the Department any proceeds on insurance claims contemplated in clause 4.1.111 above on Departmental losses as a result of break-ins, vandalism, flood, fire or any other incident (acts of God), within 10 (ten) Calendar Days of receipt of the money in the Municipality's bank account;
- 4.1.13 Ensure that when a Public Library under its control is temporarily closed, adequate security is maintained to ensure the safekeeping of the stock and equipment in such Public Library.
- 4.1.14 Annually pay by 1 February every year to the Department all monies received from borrowers (the public) in respect of lost and damaged Library Material which belonged to the Department, with respect to the previous calendar year;
- 4.1.15 Enable Public Library staff to be professionally capacitated by attending relevant staff training opportunities arranged by the Municipality, within the confines of available funding, or arranged by the Western Cape Library Service;
- 4.1.16 Use its best endeavours, in line with available funding, to ensure that there will be no disruption or discontinuation of Public Library Services;
- 4.1.17 In the event of the need arising to permanently close a Public Library providing the Public Library Services, follow and comply with the process as set out in the Act to cease operations at the Public Library;

- 4.1.18 Ensure that any resources and property that is on loan from the Department to the relevant Public Library be returned if it permanently ceases to operate;
- 4.1.19 Participate in lending and borrowing Library Material provided by the Western Cape Library Service as part of the interlibrary loan service;
- 4.1.20 Ensure that regular and *ad hoc* reporting on library statistics, library activities and other requested input from the Department, is done as requested;
- 4.1.21 Ensure that any permanent changes to the functional use of library spaces align with the Public Library's mission and community needs;
- 4.1.22 Ensure that Public Library membership is administrated according to the '*Guidelines for Library Membership*' issued by the Western Cape Library Service; and
- 4.1.23 Ensure relevant and well-maintained collections of Library Material, in collaboration with the Western Cape Library Service.
- 4.2 The obligations in this clause 4 are subject to the Act and regulations issued under it.

5. OBLIGATIONS OF THE DEPARTMENT

- 5.1 The Department hereby undertakes to do the following:
 - 5.1.1 The selection, procurement, professional preparation and processing of new Library Material, provided that the acquisition of the material shall reasonably comply with the departmental procedures, and that the Department shall ensure that an annual budget for Library Materials be made available to procure such Library Material for registered Public Libraries;

- 5.1.2 The allocation and distribution of Library Material to Public Libraries on loan from the Western Cape Library Service;
- 5.1.3 The handling and processing of returned Library Material from Public Libraries and the redistribution thereof;
- 5.1.4 Asset management as per the Asset Management Policy pertaining to Library Material;
- 5.1.5 The processing of special requests and interlibrary loans;
- 5.1.6 Where required, provide equipment on loan to Public Libraries;
- 5.1.7 The provision of a Library Information Management System;
- 5.1.8 Support the promotion of Public Libraries and relevant Promotional Material;
- 5.1.9 Where applicable and possible, provide Information Communication Technology equipment and technical support as part of the Rural Library Connectivity Project;
- 5.1.10 Where required, provide professional guidance and support in respect of the establishment and management of Public Libraries;
- 5.1.11 If possible, where required, and in line with the Municipality's strategies, plans, policies and procedures, build the capacity of the Municipality's Public Library Service by providing training and skills development;
- 5.1.12 Financial assistance in respect of the building or upgrading of Public Libraries in communities which, in the opinion of the Department, have no or inadequate Public Library Services, provided that the Department will retain the right to determine which Public Libraries within the Western Cape shall be co-

financed within the limits of the Department's budget allocation for this purpose; and

5.1.13 Provide Financial assistance to the Municipality relating to the rendering of the Public Library Service.

5.2 The responsibilities as described in clause 5.1 herein shall be executed in consultation with the Municipality.

6. SHARED OBLIGATIONS

6.1 Reasonable notice will be provided when either Party proposes to collaborate with the other on ad hoc Programmes.

6.2 The Parties will consider all proposals as contemplated in clause 6.1 and provide timely feedback regarding such proposals.

6.3 When collaborating on Programmes relating to the delivery of Library Services, the Parties will continuously liaise with each other on the implementation.

7. SELECTION OF LIBRARY MATERIAL

7.1 The Parties hereby agree that the Municipality can make recommendations for the selection of Library Material, by *inter alia* participating in the Department's Materials Selection activities.

7.2 The Department undertakes to consider requests submitted in accordance with the Department's Book Selection Policy from all registered Public Libraries in the municipal area, dependant on available funding and provincial stock building needs and principles.

8. LIBRARY STAFF AND ASSETS

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- 8.1 It is expressly recorded that the staff employed at the Public Library are employed by the Municipality, and that they are therefore under the managerial supervision and control of the Municipality.
- 8.2 It is further expressly recorded that all existing immovable and movable property including libraries built with co-funding from the Department, excluding Library Material and equipment on loan from the Western Cape Library Service as per existing and future agreements, is the property of the Municipality.

9. INDEMNITY

The Municipality specifically and expressly indemnifies the Department against any action which may be instituted or lodged by any third party against the Department for any loss suffered by any third party as a direct result of any wilful or negligent act or omission committed by the Municipality, its workers or contractors in the implementation of this Agreement. The Municipality will ensure that it complies with all relevant laws and internal requirements to authorise the issue of the indemnity before the Commencement Date.

10. LIAISON BETWEEN THE PARTIES

- 10.1 Each Party shall avail itself for meetings at the reasonable written request of any other Party to discuss any matters pertaining to the implementation of, compliance with or interpretation of this Agreement.
- 10.2 The following persons, their nominees or successors in title, shall act as the contact liaisons for all matters pertaining to this Agreement:

For the Department	:	The Director: WC Library Service
Phone number	:	021 483 2273
Fax number	:	021 419 7541
Email	:	Cecilia.Sani@westerncape.gov.za

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For the Municipality : The Director: Community Services
 (Acting) : Mr. Nathan Arendse
 Phone number : 071 107 9220
 Email : nathanar@twk.gov.za

10.3 The Parties may establish a steering committee to oversee the Parties' collaboration as envisaged in this Agreement to monitor the implementation of the Agreement and report to their respective executive and administrative principals.

10.4 The steering committee may not amend the Agreement.

11. DATA PROTECTION

11.1 Each Party is the custodian of its own data. Each Party wishes to use, exchange and share such data with the other Party in the execution of this Agreement.

11.2 Each Party shall take all reasonable and appropriate precautions necessary (having regard to the requirements of applicable Laws and the Parties' obligations under this Agreement) to preserve the integrity of the data and to prevent any unauthorised access, use, corruption or loss of the data in its possession or under its control or that of its employees and/or representatives.

11.3 Each Party shall perform its obligations under this Agreement utilising security technologies and techniques in accordance with applicable Laws, good industry practice and the applicable Party's policies, including those relating to the prevention and detection of inappropriate use or access of Infrastructure or information.

11.4 The Parties acknowledges that in performing its obligations under this Agreement, it may be exposed to personal information of a 'Data Subject' as defined in POPIA.

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- 11.5 The Parties record that all data provided to the other, or to which the other may be exposed, shall remain at all times the sole property of such Party, shall constitute Confidential Information and as such, both Parties shall comply with all Data Protection Legislation including this clause 11 (Data Protection).

12. DISPUTES

- 12.1 Any dispute, which arises between the Parties in connection with the interpretation of, or giving effect to this Agreement, shall be resolved by the Parties amicably through consultation and negotiation.
- 12.2 Should a dispute remain unresolved, the provisions of section 41 to section 45 of the Intergovernmental Relations Framework Act 13 of 2005, shall apply.

13. LIMITATION OF LIABILITY

- 13.1 Notwithstanding anything contained in this Agreement, the Parties' maximum liability shall be limited to the extent of their commitment in financial terms as described in this Agreement.
- 13.2 Neither Party shall be liable to the other for any indirect or consequential loss or damage, including without limitation, loss of profit, revenue, anticipated savings, business transactions or goodwill or other contracts whether arising from negligence or breach of contract.
- 13.3 This clause 13 will remain in full force and effect notwithstanding termination or expiration of this Agreement.

14. BREACH AND TERMINATION

- 14.1 Either Party (the "Aggrieved Party") may terminate this Agreement, and consequently the assignment contemplated in this Agreement, with

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immediate effect, in whole or in part, upon written notice to the other if the other Party (the "Defaulting Party"):

- 14.1.1 breaches any term of this Agreement and fails to remedy such breach, or if the breach is not capable of remedy, fails to implement remedial action acceptable to the Aggrieved Party, within 14 (fourteen) Calendar Days of having been given written notice, requiring that such breach be remedied; or
 - 14.1.2 has made any incorrect or untrue statement or representation in connection with this Agreement, or its financial affairs, or as a result of a significant change in its strategic and operational plans, or any particulars thereof.
- 14.2 Notwithstanding clause 14.1, either Party may terminate this Agreement, and consequently the assignment contemplated in this Agreement, with immediate effect:
- 14.2.1 upon 90 (ninety) Calendar Days' written notice to the other; or
 - 14.2.2 upon written notice in accordance with clause 21 (Force Majeure).
- 14.3 During the 90 (ninety) Calendar Day notice period in subclause 14.2.1, the Parties will negotiate and conclude an agreement, before the Agreement terminates, setting out the terms and conditions for –
- 14.3.1 continuation of the Public Library Services by the Municipality after the termination of the assignment in this Agreement; or
 - 14.3.2 the assumption of responsibility by the Department for the Public Library Services which have been terminated by the Municipality; or
 - 14.3.3 the closure of the Public Library as per the provisions of the Act.

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15. ENTIRE AGREEMENT

- 15.1 This Agreement constitutes the entire agreement between the Parties.
- 15.2 The Parties agree that no representations, either verbal or written, made by either Party during the tenure of this Agreement shall be of any force or effect unless agreed to by both Parties, reduced to writing, and annexed hereto as an addendum.
- 15.3 This Agreement replaces any other previous verbal or written agreements entered in between the Parties regarding this subject matter.

16. NO WAIVER

- 16.1 No waiver of any of the terms and conditions of this Agreement shall be binding unless expressed in writing and signed by the Party giving the same, and any such waiver shall be affected only in the specific instance and for the purpose given.
- 16.2 No failure or delay on the part of any Party in exercising any right, power or privilege precludes any other or further exercising thereof or the exercising of any other right, power or privilege.
- 16.3 No indulgence, leniency or extension of time which any Party (hereafter "the Grantor") may grant or show any other Party, shall in any way prejudice the Grantor or preclude the Grantor from exercising any of its rights in terms of this Agreement.

17. NOTICES AND DOMICILIUM

- 17.1 The Parties choose as their *domicilia citandi et executandi* the following addresses—

THE DEPARTMENT

For the Department : The Head of Department
 Address : 7th Floor, Protea Assurance Building.

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Greenmarket Square, Cape Town

Fax number : 021 419 7541

E-mail address : Cecilia.Sani@westerncape.gov.za

THE MUNICIPALITY

For the Municipality : The Municipal Manager
c/o The Director: Community Services

Address : 6 Plein Street , CALEDON , 7230

E-mail address : mm@twk.gov.za

17.2 Either Party hereto shall be entitled from time to time by written notice to the other Party, to vary its *domicilium* to any other physical address.

17.2 Any notice required or permitted to be given in terms of this Agreement shall be valid and effective only if in writing and if received or deemed to have been received by the addressee.

17.3 Any notice given by one Party to the other ("the addressee") which—

17.3.1 if delivered by hand to a responsible person during normal business hours, and in respect of which receipt has been acknowledged under signature of a duly authorised or responsible person, shall be deemed, unless the contrary is proved, to have been duly received by the addressee on the date of delivery;

17.3.2 if transmitted by facsimile or e-mail to a Party at its facsimile or e-mail address, as the case may be, shall be deemed, unless the contrary is proved, to have been received within 12 (twelve) hours of transmission where it is transmitted during normal business hours or within 12 (twelve) hours of the first Business Day after it is transmitted where it is transmitted outside those business hours; and

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17.3.3 if posted by prepaid registered post to the addressee's *domicilium* it shall be deemed to have been received by the addressee on the eighth (8th) Calendar Day following the date of such posting.

17.4 In the event that a Party should move premises or change address, it shall forthwith notify the other Party in writing accordingly at its *domicilium* address and such change shall be implemented only upon receipt of notice in writing by the other Party of such change. A notice shall also be necessary in respect of a new or changed telefax number.

18. NO AGENCY RELATIONSHIP

18.1 It is recorded that the Parties do not intend this Agreement to create, or to have the consequences of, a legal relationship of principal and agent or partnership between them, and that the employees or agents of the Department are not the employees of the Municipality and vice versa.

18.2 No Party shall have the authority, or purport to have the authority, to bind another Party by any representations, statements or agreements in any manner whatsoever.

19. CO-OPERATION AND GOOD FAITH

19.1 The Parties undertake to, at all times, render to each other every possible assistance and to extend to each other the maximum co-operation for the purposes of attaining the objectives of this Agreement.

19.2 The Parties shall, at all times, consult with each other in the utmost good faith and the affairs between them shall be administered and promoted by the highest degree of integrity.

20. FORCE MAJEURE

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- 20.1 In an event of Force Majeure, the Parties shall take all reasonable steps to mitigate the consequences of such event upon the performance of their respective obligations under this Agreement.
- 20.2 The affected Party shall promptly notify the other in writing. The affected Party shall take all reasonable measures in order to continue to perform in terms of this Agreement.
- 20.3 Should the event of Force Majeure continue for a period of 60 (sixty) consecutive Calendar Days, the other Party shall be entitled to terminate this Agreement with immediate effect upon written notice to the affected Party.

21. CONFIDENTIALITY

- 21.1. Except as otherwise provided in this clause 21, all Confidential Information shall be treated by the Parties as confidential (whether in writing, verbally or by any other means and whether directly or indirectly by one Party to the other). Neither Party shall reveal or otherwise disclose such Confidential Information to any third party without the prior written consent of the other Party and shall take all reasonable steps and precautions to ensure that such information remains strictly confidential and that any third party does not obtain access thereto or knowledge thereof. The foregoing restrictions shall not apply to the disclosure of necessary Confidential Information to employees, agents or contractors of the Parties. Any third party that may become privy to such Confidential Information shall first undertake in writing to protect the confidential nature thereof.
- 21.2 The confidential undertaking in this clause 21 shall not apply in respect of Confidential Information within the public domain or a Party's knowledge at the commencement of this Agreement or to disclosure required to satisfy the order of a Court of competent jurisdiction, or to comply with the provisions of any law or regulation in force from time to time (including, but not limited to, the provisions of the Promotion of Access to Information Act, 2000 (Act 2 of 2000), read with the regulations thereto, and the Protection of Personal Information Act, 2013 (Act 4 of 2013).

Handwritten signature and initials in the bottom right corner of the page.

FOR THE DEPARTMENT:

Signed at on this day of 2025 in the presence of the undersigned witnesses.

.....
WITNESS

.....
Mr. Ricardo Mackenzie on behalf of the Department, being duly authorised thereto

.....
WITNESS

.....
Mr. Guy Redman on behalf of the Department, being duly authorised thereto

FOR THE MUNICIPALITY:

Signed at CAKESON on this 26 day of JUNE 2025 in the presence of the undersigned witnesses.

.....
WITNESS

.....
Executive Mayor Alderman **Lincoln de Bruyn** on behalf of the Municipality being duly authorised thereto

.....
WITNESS

.....
Mr. Walter Hendricks on behalf of the Municipality being duly authorised thereto



ITEM TITLE

**C221/2025 DIRECTORATE COMMUNITY SAFETY: DISASTER
MANAGEMENT – ANNUAL REPORT IN TERMS OF SECTION 50
OF THE DISASTER MANAGEMENT ACT – 2024/25**

[English version of the report is the original]

FILE NUMBER

17/4/3

PURPOSE OF REPORT

The purpose of this report is to present the 2024/25 Annual Report of the Theewaterskloof Disaster Risk Management Centre to Council.

BACKGROUND

In accordance with Section 50 of the Disaster Management Act, No 57 of 2002, it requires that the Disaster Risk Management Center of a municipality must submit a report annually to the municipal Council on:

- Its activities during the year,
- The result of the center's monitoring of prevention and mitigating initiatives,
- Disasters that occurred during the year in the area of the municipality
- The classification, magnitude, and severity of those disasters,
- The effect they had,
- Particular problems that were experienced in dealing with disasters and generally implementing the DM Act, the DM Framework of the Province and the DM Framework of the Municipality,
- The way in which problems were addressed with any recommendations,
- Progress with the preparation and regular updating in terms of Section 52 and 53 of Disaster Management Plans and Strategies and
- Evaluation of the implementation of such plans.

DISCUSSION

The annual report covers the period from 01 July 2024 to 30 June 2025 in compliance with Section 50 of the Disaster Management Act, No 57 of 2002. The annual report provides an overview of activities and a reflection on the activities undertaken by the Disaster Risk Management Centre of Theewaterskloof Municipality. With the limited capacity and resources of the TWK DRMC, it functioned effectively under the period of review. It responds to major disaster events and provides relief for those affected by the disasters.

The structure of the annual report follows the components of the annual report as outlined in Section 50 of the DMA as well as the template for annual reporting supplied by the National Disaster Management Centre.

The TWK DRMC works with all stakeholders to ensure the management, coordination, and response to disaster incidents. During the reporting year, we remain to provide support and assistance to those affected, and to coordinate disaster incidents such as floods, fires, and droughts.

We do see, and experience an incline in disaster events, the compounded impact on our people, governance, and the broader economy, and it requires us to build a risk avoidance culture within Theewaterskloof. Disasters are costly and it can take years to recover from them. Credible risk identification and risk assessments are very important in the preparation of any possible disaster events. We do have disaster management capacity contains, and it becomes a challenge to deal with the increasing number and magnitude of disaster events we experienced over the past year.

The Annual Report gave an overview of the activities of the DRMC during the period of reporting, the responses to disaster incidents, major incidents of disasters occurred, plans and strategies that were drafted and submitted and highlights of the year.

The Annual Report is attached to this Item as Annexure A.

COMMENTS: LEGAL SERVICES

In support of the recommendation from the Author.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING (HUMAN SETTLEMENT)

Noted.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Supported.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)

Support the recommendation to Council.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (PUBLIC SAFETY)

Noted.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per the approved budget for Disaster Risk Management activities

LEGAL IMPLICATIONS (ITEM AUTHOR)

The municipality draws its legislative mandate from the Disaster Management Act 57 of 2002 as amended. Below are some of the main legislative requirements including:

- The Constitution of the Republic of South Africa, 1996
- Disaster Management Act (Act 57 of 2002)
- Disaster Management Amended Act (Act 16 of 2015)
- Western Cape Disaster Management Framework 2010
- Fire Brigade Services Act (Act 99 of 1987)
- Municipal Systems Act (Act 32 of 2000)
- Municipal Finance Management Act (Act 56 of 2003)
- Intergovernmental Relations Framework (Act 13 of 2005)

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is therefore recommended that Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.

**RECOMMENDATION BY THE COMMUNITY SERVICES COMMITTEE TO EMC:
05 AUGUST 2025**

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor H Linnerts and seconded by Councillor D Jacobs, it was recommended as follows:

That Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.

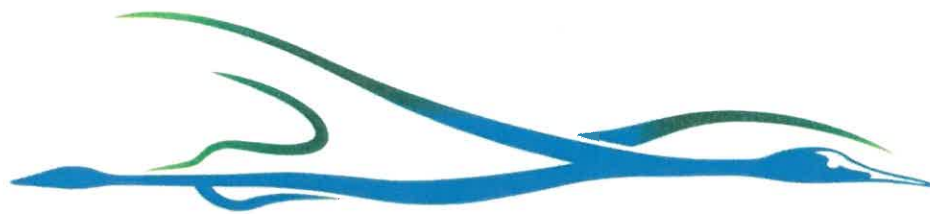
RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks and seconded by Councillor H Linnerts, it was recommended as follows:

That Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.

RECOMMENDATION TO COUNCIL:

It is therefore recommended that Council accepts the Annual Report for the Theewaterskloof DRMC that is submitted in terms of Section 50 (1) of the Disaster Management Act, No 57 of 2002.



Theewaterskloof
Municipality

**THEEWATERSKLOOF
DISASTER RISK MANAGEMENT CENTRE**

Annual Report 2024/25

Contents

1	FOREWORD AND OVERVIEW:	2
2	INTRODUCTION:	2
3	PART 1: NARRATIVE REPORT:	2
3.1	MAJOR ACTIVITIES FOR THE YEAR:	2
3.1.1	Human Resources and Organisational Design:	2
3.1.2	Facilities and infrastructure:	3
3.1.3	Response to Incidents:	3
3.1.4	Projects: Disaster Risk Assessment:	3
3.1.5	General Activities during the Reporting Period:	4
3.2	MONITORING, PREVENTION & MITIGATION INITIATIVES:	4
3.2.1	Winter Readiness Plan:	4
3.2.2	UNDRR International Disaster Risk Reduction Day: Error! Bookmark not defined.	
3.3	EMERGENCY EXERCISES:	5
3.4	MAJOR INCIDENTS AND DISASTERS THAT OCCURRED:	5
3.5.1	Unlawful land occupation leads to vulnerability and high-risk conditions:	8
3.5	RECOMMENDATIONS:	8
3.6	PROGRESS WITH PLANS & STRATEGIES:	8
3.7	BEST PRACTICE	8
4	STRUCTURED REPORT:	0
4.1	KPA 1: INTEGRATED INSTITUTIONAL CAPACITY FOR DISASTER RISK MANAGEMENT...	0
4.2	KPA 2: DISASTER RISK ASSESSMENT	0
4.3	KPA 3: DISASTER RISK REDUCTION	1
4.4	KPA 4: RESPONSE AND RECOVERY	2
4.5	ENABLER 1: INFORMATION MANAGEMENT AND COMMUNICATION	4
4.6	ENABLER 2: EDUCATION, TRAINING, PUBLIC AWARENESS AND RESEARCH	4
4.7	ENABLER 3: FUNDING ARRANGEMENTS FOR DISASTER RISK MANAGEMENT	5

1 FOREWORD AND OVERVIEW:

This document herewith presents the Annual Report for the Disaster Risk Management Centre of Theewaterskloof Municipality for the period **1 July 2024 to 30 June 2025**, in compliance with Section 50 of the Disaster Management Act, No 57 of 2002. The report provides an overview of activities undertaken by Disaster Risk Management, during the period under review.

The Disaster Risk Management functioned effectively under the period of review. From the ongoing daily assessment of incidents and subsequent relief requests to support affected communities, to ongoing risk assessment and multifaceted disaster risk reduction initiatives, to response coordination and support for major events, incidents, and disasters.

2 INTRODUCTION:

The structure of this annual report follows the components of the annual report as outlined in Section 50 of the Disaster Management Act, No 57 of 2002 as well as the template for annual reporting supplied by the National Disaster Management Centre.

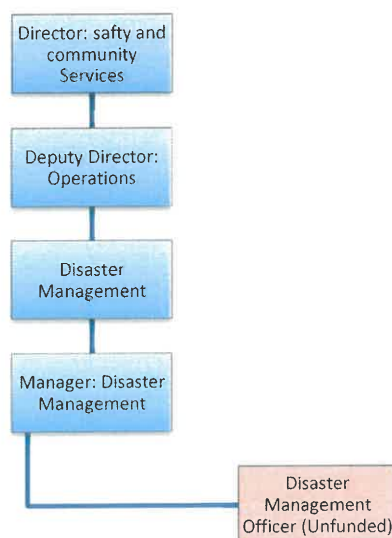
3 PART 1: NARRATIVE REPORT:

3.1 MAJOR ACTIVITIES FOR THE YEAR:

3.1.1 Human Resources and Organisational Design:

The Theewaterskloof Disaster Risk Management Centre (TWK DRMC) and Overberg District Municipality have a Service Level Agreement to Support Theewaterskloof Municipality in any events of disasters.

Theewaterskloof Municipality is also a member of the Greater Overberg Fire Protection Agency. The organizational design of TWK Disaster Risk Management Centre is:



The Director Community Services were appointed by Council Resolution C169/2022 of 27 October 2022, as the Head of the Theewaterskloof Municipal Disaster Management Centre, in terms of Section 45 of the Disaster Management Act, No 57 of 2002.

The Manager: Disaster Management will still need to perform the operational functions of the said Act.

3.1.2 Facilities and infrastructure:

The Disaster Risk Management Centre is established at the Head Office in Caledon, Plein Street 22, Caledon, and operationally function from the Caledon Town Hall building.

3.1.3 Response to Incidents:

During 2024/2025 period of reporting, the Disaster Risk Management Centre was involved in dealing with several storm damages, flood incidents and fires.

This included frontal storm systems that hit the Theewaterskloof area causing major flood damages to municipal infrastructure, informal settlements and private properties.

In terms of responses to the above-mentioned incidents, temporary relief in the form of food parcels, blankets and emergency housing kits were issued to assist the affected communities.

Damages which incurred from the flooding to municipal infrastructure were reported to the Overberg District Municipal Disaster Management Centre, which act as agent and pass on to the Western Cape Provincial Disaster Management Centre. Funding applications for damages which were occur to municipal infrastructure were submitted to apply for the necessary funding for the repairs of damaged municipal infrastructure.

3.1.4 Projects: Disaster Risk Assessment:

The current risk assessment, which was facilitated and undertaken by a service provider, appointed by the Western Cape Provincial Disaster Management Centre, were done with the cooperation of the Overberg District Disaster Management Centre, and the other municipalities in the Overberg region (Overstrand, Swellendam and Cape Agulhas). Representatives from Theewaterskloof take part in several engagements to finalize the disaster risk assessment..

The risk assessment confirmed 24 hazards that could impact the Theewaterskloof Municipality ranging on a risk rating from **Extreme High to Low**.

The top five hazards being identified were:

1. Civil Unrest(conflict),
2. Structural Fires (Informal settlements)
3. Sewage and Drainage spillages
4. Wildfires
5. Floods

3.1.5 General Activities during the Reporting Period:

General activities during the year of reporting include:

1. Updating existing and creating additional Standard Operating Procedures (SOPS), Policies, Plans, Frameworks and Reports to be aligned with the DMA, such as:
 - Review of the Disaster Management Plan
 - Disaster Risk Management Assessment
 - Compiling of a Disaster Management Policy
 - Compiling of a Disaster Management Framework
 - Compiling of a Disaster Operations Manual
 - Develop a Fire Management Plan
 - Conducting a Disaster Risk Management Assessment
 - Appointment of a Head Disaster Management Centre
 - Develop a Disaster Management Plan for each Directorate.
 - Managing the SLA with Overberg District Fire Protection Services
 - Establish a Community Liaison Forum for Fire Services
2. Engagements with Working on Fire to establish a partnership agreement: Engagements with **Working on Fire** (WoF) to establish a *Memorandum of Agreement* (MoA) to have the advantages and benefits of services that WoF offer and can provide to the TWK DRMC with the following activities:
 - Post fire rehabilitation
 - Partner assistance
 - Base assistance
 - Road maintenance
 - Patrolling and fence maintenance
 - Erosion control
 - Assist with environmental clean-up projects
 - Fire awareness initiatives

3

3.2 MONITORING, PREVENTION & MITIGATION INITIATIVES:

During the period under review, preventative and mitigation measures were conducted and include:

- a disaster risk assessment,
- assistance with advising on event safety and emergency plans,
- ensuring adequate inter-organizational cooperation and communication,
- adequate deployment of public safety personnel when and where needed.

Other initiatives include:

3.2.1 Winter Readiness Plan:

4

Winter readiness sessions were held with internal departments and role players of the Overberg district, in preparation of the winter season starting in July 2024. These sessions were held to develop a program which is assigned to help prevent, alleviate, and mitigate the impact of the winter weather circumstances, seeing that the Theewaterskloof area experiences several storms and flash floods during the winter season.

The purpose of the Winter Readiness Plan is to provide a guideline stipulating the procedures to identify and respond to winter specific threats and incidents in a coordinated effort.

3.3 EMERGENCY EXERCISES:

No full-scale exercises took place under the period of review. The following desktop exercises were done:

- Winter Readiness Sessions:

The developing of programs which is assigned to help prevent, alleviate, and mitigate the impact of flooding and storm incidents.

- Summer Season Fire Plan:

In collaboration of other stakeholders, develop plans to prevent, alleviate and mitigate the impact of veld fires in the Theewaterskloof region.

3.4 MAJOR INCIDENTS AND DISASTERS THAT OCCURRED:

From JULY 2024 – JUNE 2025 the TWK DRMC was involved in responding to and coordinating response to:

Storm and Flooding Incidents:

- No major flooding storms occurred during the period July 2024 - June 2025
- Heavy wind storms did occur during the period and did caused some dam
- Throughout the Theewaterskloof Municipal area a total of 10 rain and windstorms occurred which resulted in infrastructure and flooded roadways as well as damage to properties (formal and informal),
- In addition to the above-mentioned incidents reported the following also occurred: blocked drains, fallen trees, roofs blown off, and damage to vehicles, roadways, overhead power lines and poles, and power outages.

Notable flooding incidents occurred in various towns during the reporting period. No major flooding incidents occurred during the period and rains occurred as normal through the season.

Grabouw:

After the season rainfall, many of the prone flooding areas and especially low-lying areas were affected.

- Molteno Park
- Hillside
- Selwyn Jansen Street
- Iraq Service Site
- Nontsinga

Botriver:

- informal areas

Caledon:

- the access road to Riemvasmaak got flooded during some rain storms , but subsided soon afterwards.

Geo Volkwyn Street, Bergsig	Water blockages due to blocked catchpit. No damage. Standby team address this situation.	The streets and stormwater team will embark on regular routine stormwater maintenance.
Riemvasmaak C99 and C104	No damage with only two areas where sandbags were provided to prevent water from getting in the informal settlement.	The streets and stormwater team will embark on regular routine stormwater maintenance.

Villiersdorp:

The streets that were identified to be flood-prone and experienced flooding as result of inadequate stormwater infrastructure are:

- Disa Street
- Protea Street

- Watsonia Street
- Buitenkant Street
- Ham Street
- Cemetery at Vilko
- Informal Settlements

Stormwater channels were cleaned sandbags provided to households in flood-prone areas.

Greyton Genadendal:

- All gravel roads were prone for water damage , and were assisted direct afterwards.
- The Scholtz river seem to be very challenging and flooding still occur during rain storms , technical staff assist to all aspects after all storms.

3.5 PARTICULAR PROBLEMS:

3.5.1 Unlawful land occupation leads to vulnerability and high-risk conditions:

When land is invaded, it jeopardises emergency and basic service delivery; it stretches the Theewaterskloof Municipalities resources; and it prevents progressive integrated development to manage rapid urbanisation. Many invaded open spaces are reserved for future housing projects. Vulnerable people are often also asked by unscrupulous individuals to pay for 'plots' which are in most cases unsuitable for any sort of settlement. It is therefore crucially important that land invasions do not jeopardise existing urban development programmes. Often, invaded land is unsuitable for human habitation which could lead to years of litigation. Illegal land invasions also threaten the Theewaterskloof Municipality's housing and informal settlement upgrade programmes.

3.5 RECOMMENDATIONS:

A clear national strategy to deal with the complexity of rapid urbanization and informal settlements is long outstanding and should urgently be addressed by the various spheres of government.

3.6 PROGRESS WITH PLANS & STRATEGIES:

The Disaster Risk Management Centre drafted new plans, framework, conducted risks assessments and draft manuals and a policy during the period of review:

- Section 30 NEMA Control of Emergency Incidents SOP
- Review Disaster Management Plan
- Disaster Risk Management Assessment
- Disaster Management Policy
- Disaster Management Framework
- Disaster Operations Manual
- Fire Management Plan
- Disaster Management Plan for each Directorate
- Bi-annual reports – Managing the SLA with Overberg District Municipality

3.7 BEST PRACTICE

The following best practices can be highlighted:

- Mapping of incidents, emergencies & disasters to assist with preparedness and response activities.
- Standardised emergency operational procedures.
- Standardised Incident situational reporting / emergency / Disaster Response and Reporting.
- Standardised Emergency/Disaster Co-ordination.

Theewaterskloof DMRC is also part of the Overberg District Safety Forum who collectively address all safety and security related matters, and also any disaster and emergency

related matters. It is considered as a best practice for other municipalities who can engaged on a district level to work together as a collective.

4 STRUCTURED REPORT:

NAME OF THE DISASTER MANAGEMENT	Theewaterskloof Municipality						
NAME OF THE PROVINCE	Western Cape						
PERIOD OF REPORTING	JULY 2024 – JUNE 2025						
4.1 KPA 1: INTEGRATED INSTITUTIONAL CAPACITY FOR DISASTER RISK MANAGEMENT							
1. Details about the appointment of the Head of the Municipal Disaster Management	Mr Wilfred Solomons-Johannes; Director Community Services was appointed as Head: Disaster Management by Council Resolution C169/2022 of 27 October 2022.						
2. Details of the establishment of the DMRC	The TWK DMRC has been a official part of the organizational structure of the Theewaterskloof Municipality. The TWK DMRC consists of the: • Head of Municipal Disaster Management Centre • Manager Disaster Management • Support staff for operational purposes						
3. Existing coordinating structures	WC Provincial Disaster Management Advisory Forum – Quarterly meetings WC Provincial Heads of Disaster Management Centre – Quarterly meetings Overberg District Safety Forum – Quarterly meetings						
4. Capacity development	Memorandum of Agreement in progress with Working on Fire to partner with WoF and establish additional capacity.						
5. Volunteer development plans	Agreement with Genadendal Volunteer Corps.						
4.2 KPA 2: DISASTER RISK ASSESSMENT							
1. Number of risks identified.	A Comprehensive Disaster Risk Assessment was undertaken, and 24 risks have been identified.						
2. DISASTER RISK ASSESSMENT – INDICATIVE DISASTER RISK PROFILE	<table border="1"> <tr> <td>Town</td><td>Current Priority Risks</td></tr> <tr> <td>Grabouw</td><td>1. Civil Unrest – Protect Actions</td></tr> <tr> <td>Botrivier</td><td></td></tr> </table>	Town	Current Priority Risks	Grabouw	1. Civil Unrest – Protect Actions	Botrivier	
Town	Current Priority Risks						
Grabouw	1. Civil Unrest – Protect Actions						
Botrivier							

	Caledon Villiersdorp Greyton/Genadendal Riviersonderend	2. Infrastructure failure (sewerage and water mains pipe burst) 3. Flooding & Storms 4. Fires (formal & informal, wildfires) 5. Overpopulation 6. Rapid Urbanization 7. Rapid Unlawful land occupation and land invasions
4.3 KPA 3: DISASTER RISK REDUCTION		
1. Current status of Disaster Management Plan and integration thereof with IDP	Current status of Disaster Management Plan and integration thereof with IDP has been in existence since 2018 and is currently under review.	
2. Priorities established where vulnerable communities are specified, and efforts made to reduce impact of disasters.	Informal settlement communities are the most vulnerable to multiple hazards. Flooding and fire risk is used with other vulnerability indicators to prioritise upgrading of informal areas. Consideration to establish a Flooding Task Team and a Fire Task Team to reduce the impact of disasters. A programme has been introduced of installing smoke alarms in ECD Centres. Consider establishing a Joint Incident Team for the purpose to ensure unified and effective interdisciplinary/inter service co-operation and operations, especially during the response phase of incidents, emergencies or disasters occurring within the TWK municipal area.	
3. Plans with regard to risk reduction	Responsibilities for disaster risk reduction in respective of internal line functions are developed for each Directorate and Department.	
4. Mechanisms adapted to monitor disasters	Daily, weekly, monthly, quarterly, and annual reporting of incident statistics. Media reports and communication on municipal communication platforms conducted on an ongoing basis.	
5. Details of research conducted, if any.	None completed during the period under review.	

4.4 KPA 4: RESPONSE AND RECOVERY	
1. Types of early warnings in place and mechanisms applied	Access to the Impact –Based Severe Weather Warning System of SA Weather Service and forwarding messages to relevant stakeholders internally and externally. SMS, WhatsApp groups and email notification systems to key stakeholders and role-players in place. Media is regularly used to broadcast early warnings of hazards to the public.
2. Method of applied to assess, classify, declare, and review disasters	Council has delegated the authority to the Executive Mayor to institute the declaration process of a local state of disaster in collaboration with the Head of DRMC.
3. Operation applied in response to disasters that occurred	In major incidents which have the potential to escalate to disasters, the Disaster Operations Centre is mobilised where senior decision-makers from the affected and involved services are convened to analyse the situation, develop possible courses of action, decide on the best problem-solving strategy, implement the strategy, and monitor and review the execution of the strategy.
4. Disaster reviews, if any, and reports compiled	Incident debriefs takes place on a regular basis following the aftermath of a disaster or an emergency incident, or for that matter an emergency exercise.
5. Standard of communication mechanism	A Two-way Radio communication system is in progress and supplemented with cell phone and landline voice communications and electronic intra- and internet-based communication. An Operational Command Centre (OCC) has been established with a 24/7 toll-free number.
6.1 Available resources	INTERNAL RESOURCES: - Human Resources: - A standby roster in place that provides operational staff during major incident management. - Fleet: - Several staff have access to essential user scheme vehicles. Council-owned vehicles. - Equipment:

	Emergency generators and emergency lighting, water tankers. Dependent on Overberg District Municipality - Fire Services on any firefighting equipment and vehicles. • Facilities: The DMRC operates from Caledon, and the OCC. EXTERNAL RESOURCES: Considerable additional resources are available from the Overberg District Municipality as well as from provincial and national organs of state as well as parastatals. Additional resources can be accessed / contracted through emergency procurement measures if required.
7. Mechanisms applied with regard to use of volunteers in operations	Challenges: • Our operations are being hampered by supply chain management in terms of delays with regards to RFQ's. • SCM – delay in processes, or lack of communication. • Relatively low stock levels regarding stores items (Refreshments & consumables) • Corporate – Lack of Capital and Operational Budget for improvements and new projects. • Insufficient training budget.
8. Details of incident management	Incident management is done in accordance with line-function procedures.
9. Media management approach engaged	A Communications Plan is in place during disaster incidents to deal with the media. Designated spokespersons are on standby and available at all times and maintain a quick turnaround time on media enquiries. Policy and political issues are referred to higher political and corporate levels. • Media Reports • Emergency notifications • Early warnings • Situation reports • Social media updates

10. In case of disaster incidents, brief details of relief and recovery applied.	Impact assessments during or after incidents determine the relief and recovery measures that will be instituted, including Gift of the Givers and similar institutions.
11. Contingency plans with respect to response and recovery	DRM Plans are activated as applicable.

4.5 ENABLER 1: INFORMATION MANAGEMENT AND COMMUNICATION	
1. Current status of information management system	An application is currently in place for residents to log and track any service requests / emergencies via the application – The Collab Citizen App , this app also allows for constant updates on service delivery interruptions to be sent to the public.
2. Ability of the system to collect and capture data	Yes, it is integrated with the municipality record management system.
3. Support system in place	Yes, it is supported by the service provider, Business Engineering.
4.6 ENABLER 2: EDUCATION, TRAINING, PUBLIC AWARENESS AND RESEARCH	
1. Education and training activities of the centre in respect to disaster management (Education development applied and number of people trained)	Training conducted: SCM emergency training Asset Management Safety training Contract Management Emergency notifications Drafting Situation Reports Early warning notifications Challenges: Staff component is very small and is reliable on internal training. Recommendation: Motivate for more support staff. Accredited training in disaster management principles

2. Public awareness campaigns convened and the level of participation. Period JULY 2024 – JUNE 2025	Projects	Areas
	Disaster Management Risk Assessments	4 workshops attended
	Various Disaster Risk Reduction Campaigns directed through the media.	All areas
4.7 ENABLER 3: FUNDING ARRANGEMENTS FOR DISASTER RISK MANAGEMENT		
1. Expenditures incurred during the year JULY 2024 – JUNE 2025	Capital Expenditure: expenditure incurred within the approved budget by Council. Operating Budget: expenditure incurred within the approved budget by Council.	
2. Funding mechanism applied or adopted	Internal budget only	
3. Recommendations on funding mechanism	Measures are in place to address the problem of ensuring appropriate co-funding by National and Provincial Government; in the event of large-scale disasters.	

ITEM TITLE

**C222/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT LOCAL ECONOMIC DEVELOPMENT AND
TOURISM: QUARTERLY REPORTING OF PERFORMANCE OF
CONTRACTORS**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/6

PURPOSE OF REPORT

To present a report to the Accounting Officer in terms of the contract and performance management of the Directorate: Economic Development and Planning Contractors (Local Economic Development and Tourism) for the quarter April to June 2025.

BACKGROUND

Section 116(2) of the Municipal Finance Management Act, 2003 (Act 56 of 2003) states that the accounting officer of a municipality or municipal entity must:

1. Take all reasonable steps to ensure that a contract or agreement procured through the Supply Chain Management Policy of the municipality or municipal entity is properly enforced;
2. Monitor on a monthly basis the performance of the contract under the contract agreement;
3. Establish capacity in the administration of the municipality or municipal entity-
 2. To assist the accounting officer in carrying out the duties set out in paragraphs(a) and (b); and
 3. To oversee the day-to-day management of the contract agreement; and
4. Regularly report to Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract.

DISCUSSION

The following reporting templates of contracts are attached to this document:

Neil Lyners and Assoications (RF) (Pty) LTD

- April to June 2025

i. April

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

**RECOMMENDATION FROM ECONOMIC DEVELOPMENT COMMITTEE TO EMC:
06 AUGUST 2025**

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor PJ Stander and seconded by Councillor V Papier, it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

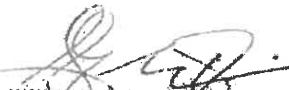
It is recommended that Council takes cognisance of the report.

QUARTERLY CONTRACT REPORTING
(APRIL - JUNE 2025)

Type of Document/ Tipe document: Quarterly Contract Reporting

Document prepared by/Dokument voorberei deur:

Name/ Naam: **STALIN GOVENDER**


.....
(Signature/ Handtekening)

30/06/2025
.....
DATE/DATUM

Document checked By/Dokument nagesien deur:
(Manager: Local Economic Development)

Name/Naam: **ELANA LOTRIET**


.....
(Signature/ Handtekening)

30.06.2025
.....
DATE/DATUM

Document verified by/Dokument verifieer deur:
(Deputy Director: Economic Development & Planning)

Name/Naam: **KAYALAHKE NONTSHIZA**


.....
(Signature/ Handtekening)

30/06/2025
.....
DATE/DATUM

Document supported by/Dokument ondersteun deur:
(Acting Director: Economic Development & Planning)

Name/Naam: **Enrico Shortles**


.....
(Signature/ Handtekening)

30/6/2025
.....
DATE/DATUM

Document signed by/Dokument onderteken deur
(Municipal Manager / Munisipale Bestuurder and / or Delegated Authority)

Name/Naam: **WALTER HENDRICKS**


.....
(Signature/ Handtekening)

7.7.2025
.....
DATE/DATUM

Contract Manager	Stalin Govender	Contract Owner	KE Nontshiza
Directorate	Planning & Economic Development		Funding Source
Complete Tender No. & Description	LED 01/2024/2025_ Upgrading Of The Villiersdorp Transport Hub - Phase 3A		Own
Service Provider	Nkutowala Construction		Other
Commencement Date	19-May-25	Total Contract Amount (Vat excl.)	R1,516,709.70
Completion Date	30-Jun-25	Value of Expansions Approved (Vat excl.)	R0.00
Adjusted Contract Amount	R 0.00	Adjusted Completion Date	None
Date of Report	01 July 2025	Project on Time	No
Report Numbers	1	:	:
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	Transfer of skills - A maximum of 30% of the total value of the tender will be allocated to subcontracting opportunities for local contractors. For the unskilled labour portion of the tender, the contractor is required to employ 100% local labour.		
Overall performance including Rand Value in terms of the Empowerment Goals	A subcontractor was appointed by the main contractor and has completed the site clearance, as well as portions of the subbase and base layering, to the value of R104,000.00. In addition, the cost of local labour for this portion amounts to R44,880.00, with a total of 10 local labourers employed to date.		
Overall Performance Incl. quality of work to date	Based on the work that has been completed, which current status stands at site establishment, clearance, earthworks, subbase- and base layering. It is up to standard. As of 30 June 2025, the estimated project completion is around 60%.		
Blockages and Problems	1) Prolonged periods of continuous heavy rainfall in June have caused significant delays to the project. Due to this challenge, construction could not be completed by 30 June 2025, which marks the end of the financial year for the municipality. As a result, the contractor is unable to proceed until the funding matter is resolved internally. As of 1 July 2025, the project remains incomplete, leading to various challenges and risks. For example, the unfinished site cannot be used by the taxi association and its members, which may result in community unrest, further vandalism of the site, and theft of unused materials such as bricks and concrete blocks intended for paving, channelling, and kerbing. 2) The Invoice from the main contractor of R723 614.50 that was submitted to Creditors Unit on 18 June 2025 for payment has not yet been paid and no official letter has been issued to the main contractor regarding late payment.		
Recommended Action and Resolutions required to unblock blockages & problems	1) The LED Department to engage with the Director: Economic Development & Planning to resolve this challenge with the Financial Services Directorate and provide a way forward. 2) The Creditors Unit must provide official communicate to clarify challenges regards payment and identify the possible payment timeframe.		
Actual Amount Paid to Date (Vat excl.)	R0.00 (0% of grant allocation)		
Number of Invoices /Certificates	1		
Disputed Invoices / Certificates	N/A	N/A	N/A

QUARTELY CONTRACT REPORTING

(April-June 2025)

Type of Document/ Tipe document: Quarterly Contract Reporting**Document prepared by/Dokument voorberei deur:**Name/Naam: **Busisiwe Fadana**

(Signature/Handtekening)

23/07/2025
DATE/DATUM**Document checked by/Dokument nagesien deur:****(Manager: Local Economic Development)**Name/Naam: **ELANA LOTRIET**

(Signature/Handtekening)

23/07/2025
DATE/DATUM**Document verified by/ document verifieer deur:****(Deputy Director : Economic Development & Planning)**Name/Naam: **KAYALAKHE NONTSHIZA**

(Signature/Handtekening)

28/07/2025
DATE/DATUM**Document supported by/Dokument ondersteun deur:**
(Director : Economic Development & Planning)Name/Naam: **Namso Baliso**

(Signature/Handtekening)

23/07/2025
DATE/DATUM**Document signed by/Dokument onderteken deur****(Municipal Manager / Waarnemende Munisipale Bestuurder and / or Delegated Authority)**Name/Naam: **WALTER HENDRICKS**

(Signature/Handtekening)

23.7.2025
DATE/DATUM

Contract Manager Directorate	Busisiwe Fodana	Planning & Economic Development	Contract Owner	Kayalakhle Nontshiza	Funding Source
Complete Tender No. & Description	BF01/2023/24			Own	Other
Service Provider	URBAN ECON DEVELOPMENT ECONOMIST				
Commencement Date	09/04/2024	Total Contract Amount (Vat excl.)	R198 720,00	Value of Expansions Approved (Vat excl.)	Not Required
Completion Date	30/06/2024	Adjusted Completion Date	30/03/2025	Project on Time	No
Adjusted Contract Amount	R 0,00				
Date of Report	22 July 2025				
Report Numbers	5				
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	No empowerment goals set out in this contract due to the nature and scope of work of services procured. E.g consulting services				
Overall performance including Rand Value in terms of the Empowerment Goals	(R0.00) - not applicable due to the nature and scope of work of contracted services.				
Overall Performance Incl. quality of work to date	Work and performance is of good standard.				
Blockages and Problems	None				
Recommended Action and Resolutions required to unblock blockages & problems	NONE				
ACTUAL AMOUNT PAID TO DATE (VAT EXC)	R 198 720,00				
Number of Invoices / Certificates	1				
Disputed Invoices / Certificates	N/A				
	N/A				

ITEM TITLE

**C223/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT HUMAN AND INFORMAL SETTLEMENTS:
QUARTERLY REPORTING OF PERFORMANCE OF
CONTRACTORS**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/6

PURPOSE OF REPORT

To present a report to the Council in terms of the contract and performance management of the Directorate: Economic Development and Planning Contractors (Human and Informal Settlements) for the quarter April to June 2025.

BACKGROUND

Section 116(2) of the Municipal Finance Management Act, 2003 (Act 56 of 2003) states that the accounting officer of a municipality or municipal entity must:

1. Take all reasonable steps to ensure that a contract or agreement procured through the Supply Chain Management Policy of the municipality or municipal entity is properly enforced;
2. Monitor on a monthly basis the performance of the contract under the contract agreement;
3. Establish capacity in the administration of the municipality or municipal entity-
 - i. To assist the accounting officer in carrying out the duties set out in paragraphs(a) and (b); and
 - ii. To oversee the day-to-day management of the contract agreement; and
4. Regularly report to Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract.

DISCUSSION

The following Human Settlements templates of contracts are attached to this document:

- i. Asla Construction
- ii. Neil Lyners
- iii. Rhandzo Projects (Pty) Ltd
- iv. Batsini (Pty) Ltd

- v. Iliso Construction (Pty) Ltd
- vi. Engineering Advice and Services Western Cape (Pty) Ltd
- vii. Safeworking Construction
- viii. Kruger and Blignaut
- ix. IX Engineers
- x. Moreki Distributors

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

The ineffective management of contracts can jeopardize the expenditure pattern of the organisation and also create a scenario where the municipality does not get value for money.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY HUMAN SETTLEMENTS AND PLANNING COMMITTEE TO EMC: 06 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman C Clayton, and seconded by Councillor P Stander, it was recommended as follows:

1. **The Human Settlements and Planning Committee resolved that local empowerment must be encouraged and that everyone must be mindful of the CSI of contractors.**
2. **That Council takes cognisance of the report.**

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

1. **The EMC resolved that local empowerment must be encouraged and that everyone must be mindful of the CSI of contractors.**
2. **That Council takes cognisance of the report.**

RECOMMENDATION TO COUNCIL:

126

It is recommended:

- 1. That the Council resolves that local empowerment must be encouraged and that everyone must be mindful of the CSI of contractors.**
- 2. That Council takes cognisance of the report.**

QUARTERLY CONTRACT REPORTING

Type of Document/ Tipe document: Contract report: April - June 2025

Document prepared by/Dokument voorberei deur:

Name: Naam: **S Nomdolo**

.....
(Signature/Handtekening)

21/07/2025
DATE/DATUM

Document checked and supported by/Dokument nagesien deur:

(Manager Human/Informal Settlement)

Name/Naam: **W Moses**

.....
(Signature/Handtekening)

21/07/2025
DATE/DATUM

Document verified by/Dokument verifieer deur:

(Acting Deputy Director: Human & Informal Settlement)

Name/Naam: **KE Nontshiza**

.....
(Signature/Handtekening)

21/07/2025
DATE/DATUM

Document Supported by/Dokument ondersteun deur:

(Director Economic Development & Planning)

Name/Naam: **N Baliso**

.....
(Signature/Handtekening)

21/07/2025
DATE/DATUM

Document Signed by/Dokument verifieer deur:

(Municipal Manager / Munisipale Bestuurder)

Name/Naam: **W Hendricks**

.....
(Signature/Handtekening)

22.7.2025
DATE/DATUM

PROJECT MANAGER:		L. Lirholi		PROJECT CHAMPION:		KE Nantshozo	
Complete Tender No. & Description		IMPLEMENTATION		Funding Source		Other	
Service Provider		DEV/2021/22: APPOINTMENT OF A HOUSING IMPLEMENTING AGENT TO FACILITATE AND DRAFT A FUTURE HOUSING DEVELOPMENT PLAN FOR THE TOWN OF VILLIERSDORP (BERGENDAL) PHASE 1 - IMPLEMENTATION OF DESTINY FARM PHASE 1 - BERGENDAL ASLA CONSTRUCTION		Own		Housing Grant	
Commencement Date	01/12/2022	Total Contract Amount	R 30 996 091,00	Value of VO's Approved		None	
Completion Date	31/12/2023	Adjusted Completion Date		31/03/2024		Yes	
Adjusted Contract Amount	R 30 996 091,00	30/04/2025	31/05/2025	Project on Time	30/06/2025		
Date of Report		26	27		28		
Report Numbers							
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCA Policy		The Project to provide work opportunities as part of the Expanded Public Works Program (EPWP) and assist in the local economic development by using local service providers for their material procurement.		The Project to provide work opportunities as part of the Expanded Public Works Program (EPWP) and assist in the local economic development by using local service providers for their material procurement.			
Overall performance including Rand Value in terms of the Empowerment Goals		Overall performance is satisfactory. Project has provided 20 Expanded Public Works Program (EPWP) work opportunities that are working as general workers for the project.		Overall performance is satisfactory. Project has provided 20 Expanded Public Works Program (EPWP) work opportunities that are working as general workers for the project.			
Overall Performance Incl. quality of work to date		The quality of work is satisfactory, the project is on time and works completed comply with the standards and specifications stipulated on the contract document. Practical Completion of the project has been reached. (Project to be completed once families are moved)		The quality of work is satisfactory, the project is on time and works completed comply with the standards and specifications stipulated on the contract document. Practical Completion of the project has been reached. (Project to be completed once families are moved)			
Blockages and Problems		The 5 families are still in the way although the project has been completed for what was open to be constructed and its operational. There is R1,6 million funds left for the completion of the roads where the families refused to move.		The 5 families are still in the way although the project has been completed for what was open to be constructed and its operational. There is R1,6 million funds left for the completion of the roads where the families refused to move.			
Recommended Action and Resolution required to unblock blockages & problems		The municipality will consider the 5 families first on the 208 sites in Destiny Farm Phase 2 once completed and the road in Phase 1: Bergendal will be completed.		The municipality will consider the 5 families first on the 208 sites in Destiny Farm Phase 2 once completed and the road in Phase 1: Bergendal will be completed.			
Actual Amount Paid to Date	R 28 974 507,53		R 28 974 507,53		R 28 974 507,53		
Number of Invoices / Certificates	18		18		18		
Disputed Invoices / Certificates	None		None		None		

PROJECT MANAGER:		L. Lutholi		PROJECT CHAIRMAN:		KF Nontshwa	
Complete Tender No. & Description		IMPLEMENTATION		Funding Source			
Service Provider		DEVELOPMENT OF A HOUSING IMPLEMENTING AGENT TO FACILITATE AND DRAFT A FUTURE HOUSING DEVELOPMENT PLAN FOR THE TOWN OF VILLIERSDORP (DESTINY FARM) PHASE2 - IMPLEMENTATION OF DESTINY FARM PHASE 2 - DESTINY FARM (708)		Own		Other	
Commencement Date		24/07/2024		Housing Grant			
Completion Date		31/12/2024		None			
Adjusted Contract Amount		R 108 492 010.70		Value of VO's Approved		None	
Date of Report		30/04/2025		31/05/2025		30/06/2025	
Report Numbers		15		16		17	
Indicate the Employment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		The Project to provide work opportunities as part of the Expanded Public Works Program (EPWP) and assist in the local economic development by using local service providers for their material procurement.		The Project to provide work opportunities as part of the Expanded Public Works Program (EPWP) and assist in local economic development by using local service providers for their material procurement.		The Project to provide work opportunities as part of the Expanded Public Works Program (EPWP) and assist in local economic development by using local service providers for their material procurement.	
Overall performance including Road Value in terms of the Employment Goals		Overall performance is satisfactory. Project has provided 23.1 planned Public Works Program (EPWP) work opportunities that are working as general workers for the project.		Overall performance is satisfactory. Project has provided 23 Expanded Public Works Program (EPWP) work opportunities that are working as general workers for the project.		Overall performance is satisfactory. Project has provided 23 Expanded Public Works Program (EPWP) work opportunities that are working as general workers for the project.	
Overall Performance Incl. quality of work to date		The quality of work is satisfactory; the project is on time and works completed comply with the standards and specifications stipulated on the contract document. Practical completion earmarked for 30 June 2025.		The quality of work is satisfactory; the project is on time and works completed comply with the standards and specifications stipulated on the contract document. Practical completion earmarked for 30 June 2025.		The quality of work is satisfactory; the project is on time and works completed comply with the standards and specifications stipulated on the contract document. Practical completion earmarked for 30 June 2025.	
Blockages and Problems		One formal house located on where pond 5 must be constructed are refusing to move resulting in the delay of the project.		One formal house located where pond 5 is to be constructed is refusing to move, resulting in a delay of the project.		One formal house located where pond 5 is to be constructed is refusing to move resulting in a delay of the project.	
Recommended Action and Resolutions required to unblock blockages & problems		Municipality will consider the occupants of the houses first on the 500 houses to be built on phase 2a of the project. Then the pond will be completed.		The municipality will consider the occupants of the houses first on the 500 houses to be built in phase 2a of the project. After that, the pond will be completed.		The municipality will consider the occupants of the houses first on the 500 houses to be built in phase 2a of the project. After that, the pond will be completed.	
Actual Amount Paid to Date		R 92 006 932.32		R 92 006 932.32		R 92 006 932.32	
Number of Invoices /Certificates		5		12		12	
Disputed Invoices / Certificates		None		None		None	

PROJECT MANAGER:		L. Lithodi		PROJECT CHAMPION:		KE Nontshwa		Funding Source	
PLANNING									
DEV 03/2024/25 APPOINTMENT OF A CONTRACTOR TO CONSTRUCT 48 HOUSING UNITS IN DE SLOVO, RIVERSHORE/REND									
Complete Tender No. & Description									
Service Provider		FANISA VC CONSTRUCTION & PROJECTS							
Commencement Date		01/05/2025		Total Contract Amount		R 7,168,555.20		Value of VOs Approved	
Completion Date		31/03/2026						None	
Adjusted Contract Amount		R 0.00		Adjusted Completion Date				Project on Time	
Date of Report		30/04/2025		31/05/2025		30/05/2025		Yes	
Report Numbers		N/A		N/A		N/A		1	
Indicate the empowerment status that we set for this contract in terms of clause 1(a) of the SCM Policy		N/A		N/A		100% of unskilled labourers will be recruited from the benefiting community, sand and security services will be procured within Thesewaterskloof municipality boundaries.			
Overall performance including Rand Value in terms of the Empowerment Goals		N/A		N/A		None to report. Contractor to establish.			
Overall Performance Incl. quality of work to date		N/A		N/A		Building Plans all submitted, contractor to still establish.			
Blockages and Problems		N/A		N/A		Await establishment of the contractor. There are 3 beneficiaries whose names are under scrutiny.			
Recommended Action and Resolutions required to unblock blockages & problems		N/A		N/A		The issue is currently dealt with by the Department of Human Settlements.			
Actual Amount Paid to Date		None		None		R 0.00			
Number of Invoices / Certificates		None		None		None			
Disputed Invoices / Certificates		None		None		None			

PROJECT MANAGER:		L Lthoi		PROJECT CHAMPION:		KE Nantshira	
PLANNING				Funding Source			
Complete Tender No. & Description				DEV 01/2021/22 APPOINTMENT OF A HOUSING IMPLEMENTING AGENT TO INVESTIGATE THE BEST SOLUTION TO UNBLOCK THE INFORMAL SETTLEMENTS OF PHUKOMA, GONWE PARK, WEST SIDE, LOWER WEST SIDE, AND PROTEA HEIGHTS FOR THE TOWN OF VILLERSDOORP (GREATER VILLERSDOORP)			
Service Provider				ASIA CONSTRUCTION			
Commencement Date		15/05/2025		Total Contract Amount		Value of VO's Approved	
Completion Date		30/06/2025		R 5,271,001.00		None	
Adjusted Contract Amount		R 0.00		Adjusted Completion Date		Project on Time	
Date of Report		30/04/2025		31/05/2025		30/06/2025	
Report Numbers		N/A		N/A		I	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/A		N/A		Empowerment goals not applicable for Planning Project	
Overall performance including Brand value in terms of the Empowerment Goals		N/A		N/A		Good.	
Overall Performance Incl. quality of work to date		N/A		N/A		Good. The conceptual layout has been developed. Environmental Process started with Applicability checklist.	
Blockages and Problems		N/A		N/A		None.	
Recommended Action and Remediation required to unblock blockages & problems		N/A		N/A		None.	
Actual Amount Paid to Date		None		None		R 0.00	
Number of Invoices / Certificates		None		None		None	
Disputed Invoices / Certificates		None		None		None	

PROJECT MANAGER:		L. Lithoi		PROJECT CHAMPION:		KE Nantshisa		PLANNING		Funding Source	
Complete Tender No. & Description		TECH 01/2022/23 APPOINTMENT OF CIVIL ENGINEERING CONSULTANT FOR THE CALEDON: RENEWABLES INSTU UPGRADING OF INFORMAL SETTLEMENT PROGRAMME (USP)									
Service Provider		ENGINEERING ADVICE AND SERVICES WESTERN CAPE (PTY) LTD									
Commencement Date		16/02/2023									
Completion Date		30/06/2025									
Adjusted Contract Amount		R 2,813,500.00		Adjusted Completion Date		Yes		29/06/2028		Project on Time	
Date of Report		30/04/2025						31/05/2025		30/06/2025	
Report Numbers		25						26		27	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the NCM Policy		Empowerment goals not applicable. Professional services contract.						Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall performance including land value in terms of the Empowerment Goals		Empowerment goals not applicable. Professional services contract.						Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall Performance incl. quality of work to date		Good. The topographic layout as well as the services report has been developed. The preliminary and detailed designs have been completed. The flood line survey and study has been completed. Environmental Authorization approved.						Good. The topographic layout as well as the services report has been developed. The preliminary and detailed designs have been completed. The flood line survey and study has been completed. Environmental Authorization approved.		The tender for phase 1A has been advertised and a certificate will be requested for the works. Phase 1B will be done once endorsement is received from C/A/Ab.	
Blockages and Problems		DEA/14 commented on the LUPA application regarding the amended layout and requires the comment to be addressed by the planner and the municipality.						LUPA 14 commented on the LUPA application regarding the amended layout and requires the comment to be addressed by the planner and the municipality.		DEADP requires an amendment to the EA due to the increased footprint.	
Recommended Action and Resolutions required to unblock blockages & problems		The municipality will start with phase 1 of the project which is not affecting the Environmental Authorization (EA) approval and in line with the LUPA approval. The Tender will be advertised on 30 May 2025.						The municipality will start with phase 2 of the project which is not affecting the Environmental Authorization (EA) approval and in line with the LUPA approval. The Tender will be advertised on 30 May 2025.		TWC Municipality to appoint an EAP to proceed with amendment process of the Section 245 process.	
Actual Amount Paid to Date		R 2,260,000.00						R 2,260,000.00		R 1,260,000.00	
Number of Invoices / Certificates		6						6		6	
Disputed Invoices / Certificates		None						None		None	

PROJECT MANAGER:		L. Litholi		PROJECT CHAMPION:		KE Nontshiza		Funding Source	
Complete Tender No. & Description		PLANNING		Own		Other		Housing Grant	
TECH 01/2023/23 PROVISION OF PROFESSIONAL CONSULTING SERVICES FOR GRABOW: GREATER GRABOW 7000 HOUSING PROJECT		ENGINEERING, ADVICE AND SERVICES WESTERN CAPE (PTY) LTD		Value of VO's Approved		None		None	
Service Provider		R 10 080 000,00		Project on Time		Yes		30/06/2025	
Commencement Date	10/06/2023	Total Contract Amount		30/06/2028		23		23	
Completion Date	30/06/2025	Adjusted Completion Date		31/05/2025		22		23	
Adjusted Contract Amount	R 10 080 000,00	30/06/2025		31/05/2025		22		23	
Date of Report		30/06/2025		31/05/2025		22		23	
Report Numbers		21		22		23		23	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall performance incl. quality of work to date		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Blockages and Problems		The Environmental Authorization (EA) pre-application public participation in progress. The town planning process is in progress. The preliminary and detailed designs have been completed. The Project Feasibility Report for Gypsy Queen has been approved. The Contract between TWK and Department of Infrastructure still to be concluded. Erf 313 Feasibility study has been submitted to Western Cape Department of Infrastructure.		The Environmental Authorization (EA) pre-application public participation in progress. The town planning process is in progress. The preliminary and detailed designs have been completed. The Project Feasibility Report for Gypsy Queen has been approved. The Contract between TWK and Department of Infrastructure still to be concluded. Erf 313 Feasibility study has been submitted to Western Cape Department of Infrastructure.		The Environmental Authorization (EA) pre-application public participation in progress. The town planning process is in progress. The preliminary and detailed designs have been completed. The Project Feasibility Report for Gypsy Queen has been approved. The Contract between TWK and Department of Infrastructure still to be concluded. Erf 313 Feasibility study has been submitted to Western Cape Department of Infrastructure.		The Environmental Authorization (EA) pre-application public participation in progress. The town planning process is in progress. The preliminary and detailed designs have been completed. The Project Feasibility Report for Gypsy Queen has been approved. The Contract between TWK and Department of Infrastructure still to be concluded. Erf 313 Feasibility study has been submitted to Western Cape Department of Infrastructure.	
Recommended Action and Resolutions required to unblock blockages & problems		The bulk infrastructure for Sijonjoniwe and Extension of Roodakke requires R200 million.		The bulk infrastructure for Sijonjoniwe and Extension of Roodakke requires R200 million.		The bulk infrastructure for Sijonjoniwe and Extension of Roodakke requires R200 million.		The bulk infrastructure for Sijonjoniwe and Extension of Roodakke requires R200 million.	
Actual Amount Paid to Date		R 4 639 242,51		R 4 639 242,51		R 4 639 242,51		R 4 639 242,51	
Number of Invoices / Certificates		4		7		7		7	
Disputed Invoices / Certificates		None		None		None		None	

PROJECT MANAGER:		L. Liholi		PROJECT CHAIRMAN:		KE Nontshaba		Funding Source	
Complete Tender No. & Description		IMPLEMETATION		Own		Other		Housing Grant	
Service Provider		RUKUKULO PROJECTS (PTY) LTD		Value of VO's Approved		None			
Commencement Date		30/07/2024		R 5 437 840.00					
Completion Date		26/03/2025							
Adjusted Contract Amount		R 6 513 408.00		Adjusted Completion Date		30/06/2025		Project on Time	
Date of Report		30/04/2025		31/05/2025		30/06/2025		No	
Report Numbers		10		11		12			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		The project to provide work opportunities as part of the Expanded Public Works Program (EPWP) and assist in the local economic development by using local service providers for their material procurement.		The project to provide work opportunities as part of the Expanded Public Works Program (EPWP) and assist in the local economic development by using local service providers for their material procurement.		The project to provide work opportunities as part of the Expanded Public Works Program (EPWP) and assist in the local economic development by using local service providers for their material procurement.			
Overall performance including Band Value in terms of the Empowerment Goals		Contractor has appointed 15 local labourers in line with the Expanded Public Works Program (EPWP) guidelines.		Contractor has appointed 15 local labourers in line with the Expanded Public Works Program (EPWP) guidelines.		Contractor has appointed 15 local labourers in line with the Expanded Public Works Program (EPWP) guidelines.			
Overall Performance incl. Quality of work to date		Contractor has established on site and has completed placing slabs for 21 units.		Contractor has established on site and has completed placing slabs for 21 units.		Contractor has established on site and has completed placing slabs for 21 units.			
Blockages and Problems		1 Occupant is blocking the construction of 2 units in hillside project. The staircase design does not comply with SANS.		1 Occupant is blocking the construction of 2 units in hillside project. The staircase design does not comply with SANS. The contractor is very slow in the construction of the houses.		The municipality is planning on completing the residential unit and since they have finished the upgrade into the new housing units, they will advise one of the residents to move the person currently occupying the structure in the way. The municipality will meet with engineers and contractor to resolve staircase design.			
Recommended Action and Resolutions required to unblock blockages & problems									
Actual Amount Paid to Date		R 2 462 767.51		R 5 244 686.61		R 5 244 686.61			
Number of Invoices /Certificates		3		7		7			
Disputed Invoices / Certificates		None		None		None			

PROJECT MANAGER:		PROJECT CHAMPION:		KE Nontshiza	
		IMPLEMENTATION		Funding Source	
Complete Tender No. & Description		03/2024/25 APPOINTMENT OF A CONSTRUCTION HEALTH AND SAFETY AGENT FOR THE GRABOUW HILLSIDE 32 HOUSING PROJECT		Own	Other
Service Provider		SAFE WORKLINE PRACTICE SA CC		Housing Grant	
Commencement Date		02/10/2024		None	
Completion Date		30/06/2025			
Adjusted Contract Amount		R 29 900,00		Value of VO's Approved	
Adjusted Completion Date		30/04/2025		Project on Time	
Date of Report		31/05/2025		30/06/2025	
Report Numbers		7		8	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall performance including Risk Value in terms of the Empowerment Goals		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall Performance incl. quality or work to date		Current performance of the service provider is satisfactory, monthly health and safety audits conducted, and reports submitted.		Current performance of the service provider is satisfactory, monthly health and safety audits conducted, and reports submitted.	
Blockages and Problems		None		None	
Recommended Action and Resolutions required to unblock blockages & problems		None		None	
Actual Amount Paid to Date		R 30 700,00		R 30 700,00	
Number of Invoices / Certificates		2		5	
Disputed Invoices / Certificates		None		None	

PROJECT MANAGER:		L. Litholi		IMPLEMENTATION		PROJECT CHAMPION:		KE Nonethezo	
Complete Tender No. & Description		TECH 01/2022/23 PROVISION OF CONSULTING SERVICES FOR GRABOUH: ROODAKKE D54 CIVIL ENGINEERING SERVICES							
Service Provider		BLISO CONSULTING (PTY) LTD							
Commencement Date		03/02/2025		Total Contract Amount		R 546 500,00		Value of VO's Approved	
Completion Date		30/06/2026						None	
Adjusted Contract Amount		R 546 500,00		Adjusted Completion Date		N/A		Project on Time	
Date of Report		30/04/2025		31/05/2025		30/06/2025		Yes	
Report Numbers		3		4		5			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall performance including Rand Value in terms of the Empowerment Goals		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall Performance incl. quality of work to date		The quality of work is satisfactory. Detailed designs and tender completed on the 11th of April 2025.		The quality of work is satisfactory. Detailed designs and tender completed on the 11th of April 2025.		The quality of work is satisfactory. Detailed designs and tender completed on the 11th of April 2025.		The quality of work is satisfactory. Detailed designs and tender completed on the 11th of April 2025. The report was submitted and closed. Currently being processed.	
Blockages and Problems		Availability of Bid Specification Committee for the Tender, the tender has been ready for bid since invitation committee for more than 3 weeks with no quorum available.		None		None		None	
Recommended Action and Resolutions required to unblock blockages & problems		None		None		None		None	
Actual Amount Paid to Date		R 0,00		R 262 200,00		R 262 200,00		R 262 200,00	
Number of Invoices / Certificates		0		2		2		2	
Disputed Invoices / Certificates				None		None		None	

PROJECT MANAGER:		PROJECT CHAMPION:		KE Nontshito	
PLANNING					
TECH 01/2022/23 PROVISION OF PROFESSIONAL CONSULTING SERVICES FOR THE BOTSWANA BEAUMONT HOUSING PROJECT					
Service Provider		M ENGINEERS (PTY) LTD			
Commencement Date		10/08/2023		Total Contract Amount	
Completion Date		30/06/2025		R 2 984 477,00	
Adjusted Contract Amount		R 3 581 372,44		Value of VO's Approved	
Date of Report		30/04/2025		30/06/2025	
Report Numbers		21		22	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall performance including final Value in terms of the Empowerment Goals		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall Performance Incl. quality of work to date		Good. The inception meeting took place on the 18th of August 2023. First draft works programme prepared. The Environmental Authorization application has been submitted to the Department of Environmental Affairs and Development Planning. Comments received from Overberg District Municipality and Cape Nature to be addressed. Preliminary design has been submitted.		Good. The inception meeting took place on the 18th of August 2023. First draft works programme prepared. The Environmental Authorization application has been submitted to the Department of Environmental Affairs and Development Planning. Comments received from Overberg District Municipality and Cape Nature to be addressed. Preliminary design has been submitted.	
Blockages and Problems		Environmental Authorization Outstanding.		Environmental Authorization Outstanding.	
Recommended Action and Resolutions required to address blockages & problems		The municipality is engaging with DEAP on outstanding Authorizations.		The municipality is engaging with DEAP on outstanding Authorizations.	
Actual Amount Paid to Date		R 360 000,00		R 360 000,00	
Number of Invoices / Certificates		2		2	
Disputed Invoices / Certificates		None		None	

PROJECT MANAGER:		L. Imoli		PROJECT CHAIRMAN:		KE Nontlezo		Funding Source	
		PLANNING						Other	
Complete Tender No. & Description		TECH 01/2022/23 APPOINTMENT OF PROFESSIONAL CONSULTANT SERVICES FOR BOTRIVER: BEAUMONT TEMPORARY RESIDENTIAL ACCOMMODATION (TPA) PHASE 1A B-GRADE UPGRADE TO A-GRADE SERVICES							
Service Provider		ENGINEERING ADVICE AND SERVICES WESTERN CAPE (PTY) LTD							
Commencement Date		29/01/2025		Total Contract Amount		R 799 600,00		Value of VO's Approved	
Completion Date		30/06/2026						None	
Adjusted Contract Amount		R 799 600,00		Adjusted Completion Date		31/05/2025		Project on Time	
Date of Report		30/04/2025						30/06/2025	
Report Numbers		3		4		5			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall performance including Band Value in terms of the Empowerment Goals		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall Performance incl. quality of work to date		The quality of work is satisfactory. Prelim Design Completed.		The quality of work is satisfactory. Prelim Design Completed.		The quality of work is satisfactory. Prelim Design Completed.		The quality of work is satisfactory. Prelim Design Completed.	
Blockages and Problems		None		None		None		None	
Recommended Action and Resolutions required to unlock blockages & problems		None		None		None		None	
Actual Amount Paid to Date		R 212 000,00		R 212 000,00		R 212 000,00		R 212 000,00	
Number of Invoices / Certificates		1		1		1		2	
Disputed Invoices / Certificates		None		None		None		None	

PROJECT MANAGER:		L. Lihlahi		PROJECT CHAMPION:		RC Nontshiza		Funding Source	
Complete Tender No. & Description		TECH 01/2022/23 APPOINTMENT OF PROFESSIONAL CIVIL ENGINEERING CONSULTANT SERVICES FOR GREYTON ERF 595 HOUSING PROJECT		PLANNING		Own		Other	
Service Provider		IK ENGINEERS (PTY) LTD		Value of VO's Approved		Project on Time		Housing Grant	
Commencement Date		6/05/2023		R 2 599 477,62		None			
Completion Date		30/06/2025							
Adjusted Contract Amount		R 2 861 578,21		Adjusted Completion Date		30/06/2025		Yes	
Date of Report		30/04/2025		31/05/2025		30/06/2025			
Report Numbers		21		22		23			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.			
Overall performance incl. quality of work to date		Good. Inception meeting took place on the 6th of September 2023. The detailed design has been started.		Good. Inception meeting took place on the 6th of September 2023. The detailed design has been started.		Good. Inception meeting took place on the 6th of September 2023. The detailed design has been started.			
Blockages and Problems		Environmental Authorization and Land Use Approval outstanding.		Environmental Authorization and Land Use Approval outstanding.		Environmental Authorization and Land Use Approval outstanding.			
Recommended Action and Resolutions required to unblock blockages & problems		The eThekweni Municipality will engage with Department of Environmental Affairs and Planning (DEADP).		The eThekweni Municipality will engage with Department of Environmental Affairs and Planning (DEADP).		The eThekweni Municipality will engage with Department of Environmental Affairs and Planning (DEADP).			
Actual Amount Paid to Date		R 969 327,42		R 969 327,42		R 1 703 163,58			
Number of Invoices / Certificates		4		4		5			
Disputed Invoices / Certificates		None		None		None			

PROJECT MANAGER:		L. Lithoi		PROJECT CHAMPION:		KE Nontshiza	
		PLANNING				Funding Source	
Complete Tender No. & Description		TECH 01/2023/23 APPOINTMENT OF PROFESSIONAL CONSULTANT SERVICES FOR GRABOUW: HILLSIDE 321 HOUSING PROJECT PHASE 2				Own	
Service Provider		NEIL LYNEB AND ASSOCIATES (PTY) LTD				Housing Grant	
Commencement Date		01/02/2024					
Completion Date		30/06/2025				None	
Adjusted Contract Amount		R 626,842.00		Value of VOTs Approved			
		Adjusted Completion Date		30/06/2026		Project on Time	
Date of Report		30/04/2025		31/05/2025		30/06/2025	
Report Numbers		14		15		16	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall performance including Band Value in terms of the Empowerment Goals		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.		Empowerment goals not applicable. Professional services contract.	
Overall Performance incl. quality of work to date		Good. Inception meeting took place on the 30th of February 2024. Review of the designs done by Element Consulting Engineers on the project commenced. The tender document has been received by the municipality and circulating for internal comments. The tender document was advertised on the 13th of December 2024.		Good. Inception meeting took place on the 30th of February 2024. Review of the designs done by Element Consulting Engineers on the project commenced. The tender document has been received by the municipality and circulating for internal comments. The tender document was advertised on the 13th of December 2024.		Good. The tender advertised previously has been cancelled. The tender for phase 2A has been advertised and closing on the 18th of July 2025.	
Blockages and Problems		The implementation of the 32 housing units directly impacts the implementation of phase 2, completion of the 32 units required to unblock civils.		The implementation of the 32 housing units directly impacts the implementation of phase 2, completion of the 32 units required to unblock civils.		The implementation of the 32 housing units directly impacts the implementation of phase 2, completion of the 32 units required to unblock civils.	
Recommended Action and Resolutions required to unblock blockages & problems		The municipality is accelerating the implementation of the 32 housing units in phase 2 to ensure the start of the project of phase 2A and phase 2B.		The municipality is accelerating the implementation of the 32 housing units in phase 2 to ensure the start of the project of phase 2A and phase 2B.		The municipality is accelerating the implementation of the 32 housing units in phase 2 to ensure the start of the project of phase 2A and phase 2B.	
Actual Amount Paid to Date		R 67,536.00		R 67,536.00		R 67,536.00	
Number of Invoices / Certificates		1		1		1	
Disputed Invoices / Certificates		None		None		None	

PROJECT MANAGER:		W. Moses		PROJECT CHAMPION:		KE Nontshira	
Complete Tender No. & Description		IMPLEMENTATION		Funding Source		Other	
Service Provider		MONEKI DISINFECTION		Own		Housing Grant	
Completion Date		19/04/2023		Value of VO's Approved		None	
Adjusted Contract Amount		R 1 395 038,00		N/A		Project on Time	
Date of Report		30/06/2023		31/05/2023		30/06/2023	
Report Numbers		15		12		18	
Indicate the Employment Goals that were set for this contract in terms of Clause 2(d) of the SCM Policy		Employment goals not applicable to a project of this nature		Employment goals not applicable to a project of this nature		Employment goals not applicable to a project of this nature	
Overall performance including Band Value in terms of the Employment Goals		Employment goals not applicable to a project of this nature		Employment goals not applicable to a project of this nature		Employment goals not applicable to a project of this nature	
Overall Performance incl. quality of work to date		Current performance of the contractor is satisfactory.		Current performance of the contractor is satisfactory.		Current performance of the contractor is satisfactory.	
Blockages and Problems		Insufficient operational funding to provide additional chemical toilets in the various informal settlements.		None.		None.	
Recommended Action and Resolution problems		Funding approval was granted in the adjustment budget for 10 additional toilets. The additional toilets were delivered to New Hope, Marko, Melrose and Lower West Side respectively.		Funding approval was granted in the adjustment budget for 10 additional toilets. The additional toilets were delivered to New Hope, Marko, Melrose and Lower West Side respectively.		Funding approval was granted in the adjustment budget for 10 additional toilets. The additional toilets were delivered to New Hope, Marko, Melrose and Lower West Side respectively.	
Actual Amount Paid to Date		R 1 501 218,00		R 1 501 218,00		R 1 506 304,00	
Number of Invoices / Certificates		71		71		75	
Disputed Invoices / Certificates		None		None		None	

PROJECT MANAGER:		PROJECT CHAMPION:		FUNDING SOURCE	
W Mosket		K. Nontshiza		Own	
PLANNING		Other		Housing Grant	
Complete Tender No. & Description WV 03/2021/22 APPLICATION FOR THE RECTIFICATION OF OWNERSHIP OF 21 PROPERTIES IN TERMS OF THE REGISTRATION OF DEEDS ACT 47 OF 1937, AND REPRESENTATION IN AN ACTIVE EVICTION COURT CASE RELATE TO ONE OF THE 21 PROPERTIES					
Service Provider		KRUGER & BLUGMAUT		None	
Contract Completion Date		R 118,608.00		Value of VO's Approved	
Completion Date		R 118,608.00		N/A	
Adjusted Contract Amount		Adjusted Completion Date		Project on Time	
Date of Report		30/04/2025		30/06/2025	
Report Numbers		45		47	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		Empowerment goals not applicable to a project of this nature.		Empowerment goals not applicable to a project of this nature.	
Overall performance including "and Value in terms of the Empowerment Goals		Empowerment goals not applicable to a project of this nature.		Empowerment goals not applicable to a project of this nature.	
Overall Performance incl. quality of work so far		Service Provider is providing a satisfactory service		Service Provider is providing a satisfactory service	
Blockages and Problems		None.		None.	
Recommended Action and Resolutions required to unblock blockages & problems		The agreement to the funding agreement entered by the Provincial Department of Infrastructure has not yet been provided to the municipality		The agreement to the funding agreement entered by the Provincial Department of Infrastructure has not yet been provided to the municipality.	
Actual Amount Paid to Date		R 0.00		R 0.00	
Number of Invoices / Certificates		0		0	
Disputed Invoices / Certificates		None		None	

ITEM TITLE

**C224/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT HUMAN AND INFORMAL SETTLEMENT:
QUARTERLY REPORT GREATER GRABOUW**

[English version of the report is the original]

FILE NUMBER

17/7/4

PURPOSE OF REPORT

To present to council a progress status report for the on the Greater Grabouw project for the fourth quarter for the period from 01 April 2025 – 30 June 2025.

BACKGROUND

Greater Grabouw Project consists of +-7000 opportunities and funding for the pre-planning of the project was approved in 2017 by the Provincial Department of Human Settlements.

The approximate 7000 opportunities have been split into 10 land portions

New Housing Developments (A grade services)	In-situ / Interim Services
Gypsy Queen Erf 8078	Lost City Erf R/5175
Farm R/9/313	Beverley Hills Erf 4233
Rooidakke Farm 4/301	Waterworks Erf RE/793
Erf 1314	Erf RE/505
	Rooidakke Farm 1/292
	Siyanyanzela Farm 295

The 10 identified land parcels are split into 3 workable pockets namely:

1. Grabouw East consisting of:

- 1.1 Gypsy Queen Erf 8078 (15.5 ha)
- 1.2 FARM R/9/313 (5,4 ha)
- 1.3 Lost City ERF R/5175 (2,5 ha)
- 1.4 Beverley Hills ERF 4233(14,4 ha)
- 1.5 Waterworks Erf RE/793(7.2 ha)
- 1.6 Erf RE/505(1.1 ha)

2. Grabouw North West consisting:

- 2.1. Rooidakke Farm 4/301(44.2 ha)
- 2.2. Erf 1314(0.6 ha)
- 2.3. Rooidakke Farm 1/292(85.3 ha)

3. Grabouw South West consisting:

- 3.1. Siyanyanzela FARM 295 (67.5 ha) Super blocking

DISCUSSION

Project Overview Analysis: Eastern Corridor

Erf Number & Description	Size of Pocket (ha)	Developable area (ha)	Current Status	Proposed Services	Estimated Total Units Developable	Proposed Services	Bulk Infrastructure Costs (excl VAT)	Total Cost (excl VAT)
Farm R/9/313	5.4	3.21	Unoccupied land	Full Services	166	R10 233 878	R2 598 400	R12 832 278
Erf R/5175 Lost City	2.5	0.25	Invaded land	Toilet & tap per unit	11	R234 444	R0	R234 444
Erf 4233 Beverley Hills	14.4	3.60	Partially invaded	Toilet & tap per unit	162	R3 452 716	R1 981 952	R5 434 668
Erf 8078 Gypsy Queen	15.5	7.60	Unoccupied land	Full Services	369	R23 514 786	R12 264 112	R35 778 898
Erf Re/793 Waterworks	7.2	6.12	Invaded land	Toilet & tap per unit	275	R5 861 092	R480 704	R6 341 796
Erf Re/505	1.1	0.77	Invaded land	Full Services	40	R2 465 995	R0	R2 465 995
TOTAL					1 023	R45 762 910	R17 325 168	R63 088 078

Project Overview Analysis: Western Corridor

Erf Number & Description	Size of Pocket (ha)	Developable area (ha)	Current Status	Proposed Services	Estimated Total Units Developable	Development Cost (excl VAT)	Bulk Infrastructure Costs (excl VAT)	Total Cost (excl VAT)
Farm 295 Siyanyanzela	67.5	33.08	Invaded land	In-Situ Services	1489	R94 887 578	R15 151 136	R110 038 714
Farm 1/292 Rooidakke	85.3	59.71	Invaded land	In-Situ Services	2687	R165 653 194	R40 100 032	R205 753 226
Farm 4/301 Rooidakke	44.2	30.94	Partially invaded	Full Services	1504	R92 721 401	R17 733 184	R110 454 585
Erf 1314	0.6	0.42	Unoccupied land	Full Services	42	R2 440 924	R0	R2 440 924
TOTAL					5722	R355 703 097	R72 984 352	R428 687 449

Tables are based on available baseline information in order to calculate estimations and projections.

CURRENT STATUS AND CHALLENGES

Eastern Side

Erf Number & Description	Current Status	Challenges
Farm R/9/313	Project Feasibility Report submitted to the Western Cape Department of Infrastructure and Approved for the detailed designs	None
Erf R/5175 Lost City	Parcel of land categorised as non-developable due to rock out crop.	Land Invasion and rock outcrop
Erf 4233 Beverly Hills	Parcel of land categorised as non-developable due to rock out crop.	Land Invasion and rock outcrop
Erf 8078 Gypsy Queen	Geotechnical Investigation completed. Constrains layout completed. Environmental sensitive areas identified. Conceptual Layout completed. Preliminary Civil Engineering Services have completed will be work shopped with the Theewaterskloof internal departments. Environmental Authorisation has been	Objections from EGRRA regarding the proposed development.

	approved. Land Use Planning Application still has outstanding approval. Project Implementation Readiness Report to be submitted in September 2025.	
Erf Re/793 Waterworks	Environmental studies are in progress in this parcel of land and geotechnical investigation are completed. The conceptual layout has been developed.	Rock outcrops and existing structures.
Erf Re/505	Geotechnical Investigation completed. The conceptual layout is currently being compiled.	Land Invasion

Western Side

Erf Number & Description	Current Status	Challenges
Farm 295 Siyanyanzela	Environmental studies are in progress in this parcel. Geotechnical Investigation has been carried out. The Preliminary Engineering services have been completed. The Project Feasibility Report to be submitted to Western Cape Department of Infrastructure.	Land Invasion and funding for bulk infrastructure upgrade.
Farm 1/292 Rooidakke	Environmental studies are in progress in this parcel. Geotechnical Investigation has been carried out. The Preliminary Engineering services have been completed. The Project Feasibility Report to be submitted to Western Cape Department of Infrastructure.	Land Invasion
Farm 4/301 Rooidakke	Environmental studies are in progress in this parcel. The geotechnical	Land Invasion

	Investigation has been carried out. The Preliminary Engineering services have been completed. The Project Feasibility Report to be submitted to Western Cape Department of Infrastructure.	
Erf 1314	Environmental studies are in progress in this parcel. Geotechnical Investigation has been carried out. The Preliminary Engineering services have been completed and are circulating for internal comment.	Land Invasion

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

Human Settlements Development Grant.

LEGAL IMPLICATIONS (ITEM AUTHOR)

National Housing Code.
The Constitution of the Republic of South Africa.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the quarterly report on the Greater Grabouw project.

RECOMMENDATION BY HUMAN SETTLEMENTS AND PLANNING COMMITTEE TO EMC: 06 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman C Clayton, and seconded by Councillor P Stander, it was recommended as follows:

That Council takes cognisance of the quarterly report on the Greater Grabouw project.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Alderman S Fredericks, and seconded by Councillor H Linnerts, it was recommended as follows:

That Council takes cognisance of the quarterly report on the Greater Grabouw project.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the quarterly report on the Greater Grabouw project.

ITEM TITLE

**C225/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT TOWN PLANNING AND BUILDING CONTROL:
QUARTERLY REPORTING OF PERFORMANCE OF
CONTRACTORS**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/6

PURPOSE OF REPORT

To present a report to the Council in terms of the contract and performance management of the Directorate: Economic Development and Planning Contractors (Town Planning) for the quarter April to June 2025.

BACKGROUND

Section 116(2) of the Municipal Finance Management Act, 2003 (Act 56 of 2003) states that the accounting officer of a municipality or municipal entity must:

1. Take all reasonable steps to ensure that a contract or agreement procured through the Supply Chain Management Policy of the municipality or municipal entity is properly enforced;
2. Monitor on a monthly basis the performance of the contract under the contract agreement;
3. Establish capacity in the administration of the municipality or municipal entity-
 - i. To assist the accounting officer in carrying out the duties set out in paragraphs(a) and (b); and
 - ii. To oversee the day-to-day management of the contract agreement; and
4. Regularly report to Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract.

DISCUSSION

The following reporting Town Planning template of contracts are attached to this document:

- a. ESRI South Africa

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

150

Not applicable.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Not applicable.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

**RECOMMENDATION BY HUMAN SETTLEMENTS AND PLANNING COMMITTEE
TO THE EMC: 06 AUGUST 2025**

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor P Stander and seconded by Councillor TP Lemina, it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

QUARTERLY CONTRACT REPORTING

Type of Document/ Tipe document: Contract report: April - June 2025

Document checked and supported by/Dokument nagesien deur: Manager
Town Planning

Name/Naam: **E Shortles**



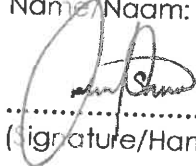
.....
 (Signature/Handtekening)

10/7/2025

 DATE/DATUM

Document verified by/Dokument verifieer deur
(Deputy Director: Human & Informal Settlement)

Name/Naam: **KE Nontshiza**



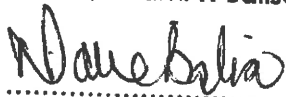
.....
 (Signature/Handtekening)

10/07/2025

 DATE/DATUM

Document Supported by/Dokument ondersteun deur
(Director: Economic Development & Planning)

Name/Naam: **N Baliso**



.....
 (Signature/Handtekening)

10/07/2025

 DATE/DATUM

Document Signed by/Dokument verifieer deur
(Municipal Manager / Munisipale Bestuurder)

Name/Naam: **W Hendricks**



.....
 (Signature/Handtekening)

14/7/2025

 DATE/DATUM

Contract Manager	E Shortles		Contract Owner	K Nontshiza	
Directorate	Financial Services			Funding Source	
Complete Tender No. & Description	CAPPED GEOGRAPHIC INFORMATION SYSTEM (GIS) ENTERPRISE LICENSE AGREEMENT AND SUPPORT/MAINTANANCE FROM 01 JANUARY 2025 TO 30 JUNE 2025			Own	Other
Service Provider	ESRI SOUTH AFRICA			OWN	
Commencement Date	01-Jan-25	Total Contract Amount (Vat excl.)	R360 181,00	Value of Expansions Approved (Vat excl.)	R0,00
Completion Date	30-Jun-25				
Adjusted Contract Amount	R 360 181,00	Adjusted Completion Date	N/A		Project on Time YES
Date of Report	06 May 2025		05 June 2025		02 July 2025
Report Numbers	<u>4</u>		<u>5</u>		<u>6</u>
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	Transfer of skills		Transfer of skills		Transfer of skills
Overall performance including Rand Value in terms of the Empowerment Goals	In process		In process		In process
Overall Performance Incl. quality of work to date	1. The performance of the service provider is satisfactory.		1. The performance of the service provider is satisfactory.		1. The performance of the service provider is satisfactory.
Blockages and Problems	1. No operational problems experience during April 2025.		1. No operational problems experience during May 2025.		1. No operational problems experience during June 2025.
Recommended Action and Resolutions required to unblock blockages & problems	1. No actions required.		1. No actions required.		1. No actions required.
Actual Amount Paid to Date (Vat excl.)	R 297 781,00		R 297 781,00		R 297 781,00
Number of Invoices /Certificates	1		1		1
Disputed Invoices / Certificates	None		None		None

ITEM TITLE

**C226/2025 DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING:
DEPARTMENT TOWN PLANNING AND BUILDING CONTROL:
ZONING RECTIFICATION: ERF 156, VILLIERSDORP**

[English version of the report is the original]

FILE NUMBER

15/3/1; ERF-VILLIERSDORP

PURPOSE OF REPORT

To consider the amendment of Council's approved zoning maps, specifically pertaining to the zoning of Erf 156, Villiersdorp.

BACKGROUND

Theewaterskloof Municipality appointed CK Rumboll and Partners, through a tender process, to update the outdated zoning maps to reflect the Theewaterskloof Municipality Zoning Scheme Regulations categories, as approved and promulgated on 13 May 2011, as well as to establish zoning maps for areas, under the jurisdiction of the municipality, where these maps do not exist. These zoning maps were finalised in January 2014. Council then approved the updated zoning maps on 24 April 2014 (refer to **Annexure A**).

DISCUSSION

1. With the updating of zoning maps process, CK Rumboll, the Consultant appointed by Council, classified the zoning of Erf 156, Villiersdorp, to Business Zone, which was not in line with the land use activity on site. The incorrect zoning was discovered by the municipality when the owner indicated their intention to sell their land unit. The zone should have been Single Residential Zone 1.
2. There are existing previously approved building plans dating back to 1995, which indicate the existing structure on site as a residential dwelling (see Annexure B).
3. Given the zoning scheme and zoning maps were adopted by the Council, any rectification of zoning cannot be handled through administrative action by a municipal official. A Council decision is required to rectify the zoning.
4. It is not foreseen that the change of the zoning of Erf 156, Villiersdorp, will have a negative impact on surrounding property owners or the broader community, as the current land use activities will remain unchanged.
5. It should also be emphasised that no additional land use rights will be established other than what is exercised on the property.

COMMENTS FROM THE DIRECTORATE FINANCE

154

Recommendation supported.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

Recommendation is supported.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Supported for submission.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

No financial implications identified for the Municipality.

LEGAL IMPLICATIONS (ITEM AUTHOR)

1. Spatial Planning Land Use Management Act. 2013 (Act No. 16 of 2013) (SPLUMA);
2. Western Cape Land Use Planning Act, 2014 (Act No. 3 of 2014) (LUPA);
3. Theewaterskloof Municipality: By-law on Municipal Land Use Planning, 2022;
4. Theewaterskloof Municipality Zoning Scheme By-law, 2020; and
5. Theewaterskloof Municipality Spatial Development Framework; 2020

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

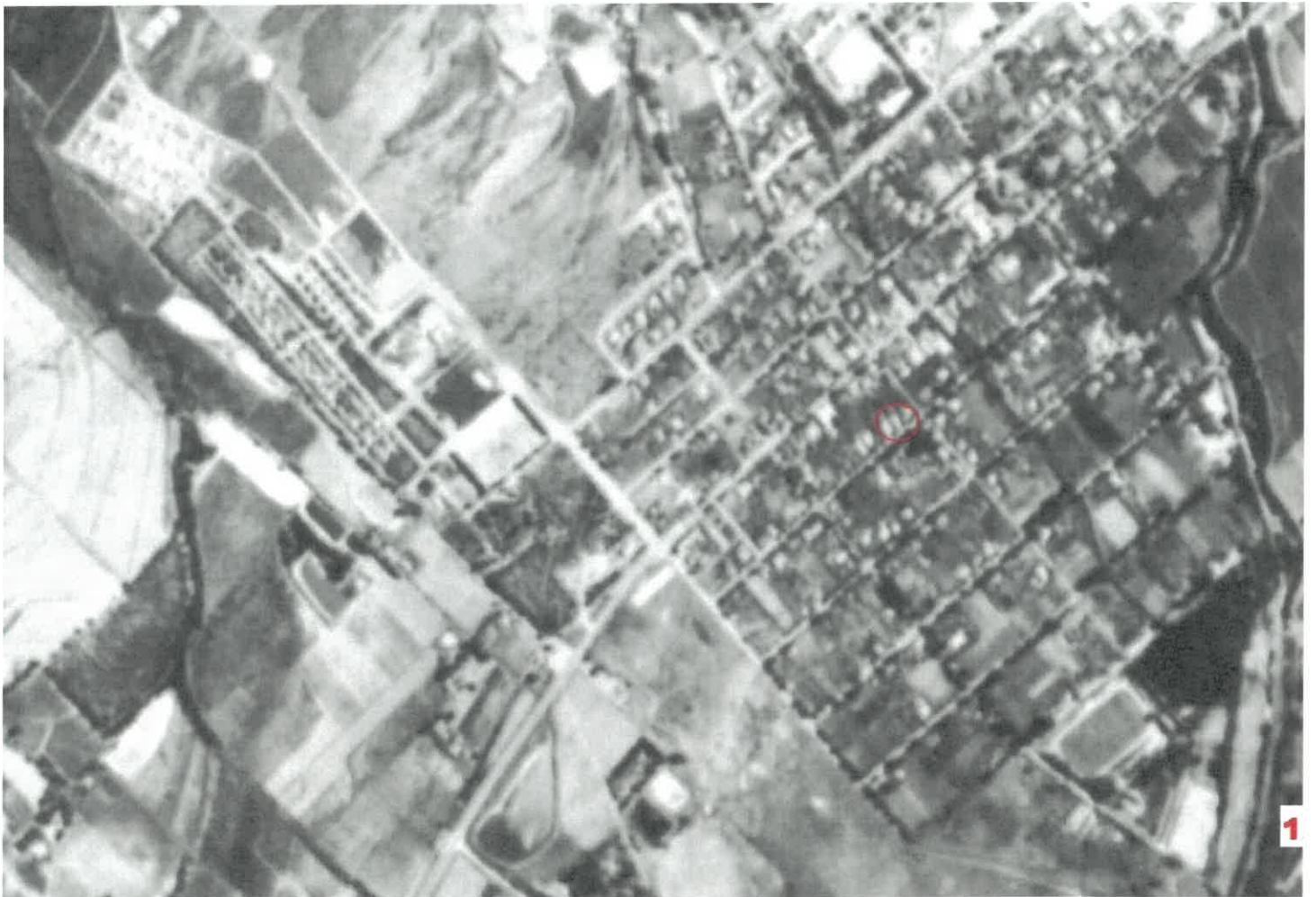
No risk implication identified for the Municipality.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

In consideration of the above, it is recommended that Council approves the rectification of the zoning of Erf 156, Villiersdorp, from Business Zone 1 to Single Residential Zone 1.



156



Annexure A

ITEM OPSKRIF/ITEM HEADING

DIRECTORATE DEVELOPMENT SERVICES : PLANNING : THE DEVELOPMENT OF UNIFORMED ZONING MAPS FOR THE JURISDICTION OF THEEWATERSKLOOF MUNICIPALITY

DIREKTORAAT ONTWIKKELINGSDIENSTE : BEPLANNING : DIE ONTWIKKELING VAN EENVORMIGE SONERINGSKAARTE VIR DIE REGSGEBIED VAN THEEWATERSKLOOF MUNISIPALITEIT

[English version of the report is the original/ Engelse weergawe van die verslag is die oorspronklike]

ITEM DATUM/ITEM DATE

2014-04-02

LêER NOMMER/FILE NUMBER

15/1/4/R

DOEL VAN VERSLAG/PURPOSE / AIM OF REPORT

The Theewaterskloof Integrated Zoning Scheme Regulations (TWK IZSR) was approved and formally promulgated on 13 May 2011 and accordingly published in Government Gazette 6875. In order to further the implementation of the new TWK IZSR the Theewaterskloof Municipality (TWK) has identified the need to compile a set of Integrated Zoning Scheme Maps based on the new Zoning Scheme Categories as provided for in the TWK IZSR.

DOEL VAN VERSLAG

Die Theewaterskloof Geïntegreerde Soneringskema-regulasies (TWK GSSR) is goedgekeur en amptelik op 13 Mei 2011 afgekondig en in Staatskoerant 6875 gepubliseer. Ten einde die implementering van die nuwe TWK GSSR te bevorder, het Theewaterskloof Munisipaliteit (TWK) die behoefte geïdentifiseer om 'n stel Geïntegreerde Soneringskema-kaarte op te stel wat gegrond is op die nuwe Soneringskema-kategorieë soos in die TWK GSSR bepaal.

AGTERGROND/BACKGROUND

The current available Zoning Maps for the Theewaterskloof Municipality reflects the Section 7(2) Zoning Scheme Regulation Categories for respectively Grabouw and Villiersdorp whilst the remainder of the remainder of the Municipal Area reflects the Section 8 Scheme Regulation Categories.

As part of the drafting of TWK IZSR Zoning Maps were compiled and last updated during 2005 / 2006 for the main towns / settlements within in the Municipal Area. These maps currently reflect the applicable Zoning Scheme Regulation Categories as mentioned above and had to be updated and converted to reflect the TWK IZSR Categories.

In addition to the above there currently does not exist Zoning Maps for the rural area of TWK. As a result, Theewaterskloof Municipality appointed CK Rumboll and Partners – Planning through a tender process.

AGTERGROND

Die huidige beskikbare Soneringskaarte vir die Theewaterskloof Munisipaliteit weerspieël die Artikel 7(2) Soneringskema-regulasiekategorieë vir onderskeidelik Grabouw en Villiersdorp, terwyl die res van die oorblywende Munisipale Gebied die Artikel 8 Skema-regulasiekategorieë weergee.

As deel van die opstel van die TWK is GSSR Soneringskaarte opgestel en laas in 2005 / 2006 vir die hoofdorpe / nedersettings binne die Munisipale Gebied bygewerk. Hierdie kaarte weerspieël tans die toepaslike Soneringskema-regulasiekategorieë soos hierbo genoem en moes bygewerk word en omgeskakel word om die TWK GSSR Kategorieë te weerspieël.

Benewens bogenoemde bestaan daar tans nie Soneringskaarte vir die landelike gebied van TWK nie. Gevolglik het Theewaterskloof Munisipaliteit vir CK Rumboll and Partners – Planning deur 'n tenderproses aangestel.

BESPREKING/DISCUSSION

1. CK Rumboll and Partners – Planning were appointed to undertake the following:
 - 1.1. Update the existing 2005 / 2006 zoning Maps for the main towns / settlements including:
 - Grabouw
 - Bot River
 - Caledon
 - Villiersdorp
 - Riviersonderend
 - Greyton
 - Genadendal

The scope of work related to the demarcated Municipal Area of TWK.

- 1.2. Convert the existing 2005 / 2006 Zoning Maps for the main towns / settlements to the TWK IZSR Categories using the zoning category conversion table drafted as part of the promulgated TWK IZSR.
- 1.3. Compile an up to date land use Base Map for the rural area of TWK reflecting the new TWK IZSR Categories. Reference to the Rural Area of TWK referred to all the land parcels not included in any of the Maps for towns as listed above.
2. The concept zoning maps were finalised in June 2013 and various public open days for the introduction of the draft maps took place during the weeks of 3 – 11 June 2013 for the towns and during the week of 15-17 July 2013 for the farms in the various towns. This entire exercise included a formal public advertisement process which allowed land owners to view their zonings; separate notices highlighting the dates of the public open days were also included into every land owner's municipal account to ensure fair participation.
(Please refer to Addendum A for a copy of the advertisement).
3. Formal notices were sent to all land owners whose land use were not in accordance with the zonings allocated, verifying the old and new allocated TWK IZSR zoning of their property on the available maps. If in the opinion of a land owner the zoning has not been determined correctly, they had to notify the Theewaterskloof Municipality in writing accordingly; and motivate why the identified zoning was deemed to be wrong. The motivation had to be accompanied with applicable documentation such as title deeds, existing approval documents for rezoning, departures, consent uses, subdivision, restrictive title conditions removed, as well as building plans approved.

4. These letters were sent out during the period between 1 October 2013 and 31 January 2014. A period of 30 days was given for responses.
5. Various comments and confirmations were received and addressed by the Planning Department in conjunction with the appointed service providers whom in turn updated the draft zoning maps and land use lists accordingly.
6. The final maps and land use lists were updated and will the maps be tabled during decision making.
7. The project delivered the following to the TWK Municipality:
 - A set of AO/A1 Maps (depending on scale legibility) of the TWK IZSR This includes maps for the individual towns as identified as well as the Rural Area.
 - 3x copies of DVDs/CDs with GIS spatial database (datum WGS84 ESRI shape files) of the above.
 - Metadata that will provide field descriptions for the data.

BESPREKING

1. CK Rumboll and Partners – Planning is aangestel om die volgende te onderneem:
 - 1.1. Opdatering van die bestaande 2005 / 2006 Soneringskaart vir die hoofdorpe / nedersettings, met inbegrip van:
 - Grabouw
 - Botrivier
 - Caledon
 - Villiersdorp
 - Riviersonderend
 - Greyton
 - Genadendal

Die werksbestek verbonde aan die afgebakende Munisipale Gebied van TWK.

- 1.2. Omskakeling van die bestaande 2005 / 2006 Soneringskaart vir die hoofdorpe/ nedersettings na die TWK GSSR Kategorieë deur gebruik van die soneringskategorie-omskakelingstabel wat as deel van die afgekondigde TWK GSSR opgestel is.
- 1.3. Opstel van 'n bygewerkte grondgebruikbasiskaart vir die landelike gebied van TWK wat die nuwe TWK SGGR Kategorieë weerspieël. Verwys na die Landelike Gebied van TWK waarna in al die grondpakkette verwys word wat nie in enige van die Kaarte vir dorpe soos hierbo genoem, ingesluit is nie.
2. Die konsepsoneringskaart is in Junie 2013 afgehandel en verskeie ope dae vir die bekendstelling van die konsepkaart het gedurende die weke van 3 – 11 Junie 2013 vir die dorpe en gedurende die week van 15-17 Julie 2013 vir die plase in die onderskeie dorpe plaasgevind. Hierdie hele oefening het 'n formele openbare adverteringsproses ingesluit wat grondeienaars in staat gestel het om hul sonerings te sien; aparte kennisgewing wat die datums van die openbare ope dae aangedui het, is ook in elke grondeienaar se munisipale rekening ingesluit om billike deelname te verseker.

(Verwys asseblief na Addendum A vir 'n afskrif van die advertensie).

3. Formele kennisgewings is aan alle grondeienaars wie se grondgebruik nie met die toegewysde sonerings ooreengestem het nie, gestuur, wat die ou en nuwe toegewysde TWK GSSR sonering van hul eiendom op die beskikbare kaarte uiteengesit het. Indien die grondeienaar van mening was dat die sonering nie korrek bepaal is nie, moes hulle die Theewaterskloof Munisipaliteit skriftelik diensooreenkomstig in kennis stel; en motiveer hoekom die geïdentifiseerde sonering foutief geag is. Die motivering moes vergesel wees van toepaslike dokumentasie soos die titelaktes, bestaande goedkeuringdokumente vir hersonering, afwykings, vergunningsgebruike, onderverdeling, beperkende titelvoorwaardes verwyder, asook goedgekeurde bouplanne.
4. Hierdie briewe is gedurende die tydperk tussen 1 Oktober 2013 en 31 Januarie 2014 uitgestuur. 'n Tydperk van 30 dae is vir terugvoering toegelaat.
5. Verskeie kommentare en bevestigings is ontvang en deur die Beplanningsafdeling in samewerking met die aangestelde diensverskaffers aangespreek, wat op hulle beurt die konsepsoneringskaarte en grondgebruiklyste daarvolgens bygewerk het.
6. Die finale kaarte en grondgebruiklyste is bygewerk en die kaarte sal tydens besluitneming ter tafel gelê word.
7. Die projek het die volgende aan die TWK Munisipaliteit gelewer:
 - 'n Stel A0/A1 Maps (afhangende van skaalleesbaarheid) van die TWK GSSR. Dit sluit kaarte vir die individuele dorpe soos geïdentifiseer, sowel as die Landelike Gebied in.
 - 3x afskrifte van DVD's/CD's met GIS ruimtelike databasis (datum WGS84 ESRI vormlêers) van bogenoemde.
 - Metadata wat veldbeskrywings vir die data sal voorsien.

KOMMENTAAR: DIREKTORAAT KORPORATIEWE DIENSTE/COMMENTS:
DIRECTORATE CORPORATE SERVICES

KOMMENTAAR: DIREKTORAAT TEGNIESE DIENSTE/COMMENTS:
DIRECTORATE TECHNICAL SERVICES

KOMMENTAAR: DIREKTORAAT ONTWIKKELINGS DIENSTE/COMMENTS:
DIRECTORATE DEVELOPMENT SERVICES

Supported/ Gesteun

KOMMENTAAR: DIREKTORAAT FINANSIELE DIENSTE/COMMENTS:
DIRECTORATE FINANCIAL SERVICES

KOMMENTAAR: DIREKTORAAT OPERASIES/COMMENTS: DIRECTORATE
OPERATIONS

KOMMENTAAR: DORPSBESTUURDER/COMMENTS: TOWN MANAGER:
CALEDON/BOTRIVIER/TESELAARSDAL

KOMMENTAAR: DORPSBESTUURDER/COMMENTS: TOWN MANAGER: GRABOUW

KOMMENTAAR: DORPSBESTUURDER/COMMENTS: TOWN MANAGER: VILLIERSDORP

KOMMENTAAR: DORPSBESTUURDER/COMMENTS: TOWN MANAGER: RIVIERSONDEREND

KOMMENTAAR: DORPSBESTUURDER/COMMENTS: TOWN MANAGER: GREYTON/GENADENDAL

KOMMENTAAR: WYKSKOMITEE/COMMENTS: WARD COMMITTEE

KOMMENTAAR: INTERNE OUDIT/COMMENTS: INTERNAL AUDIT

KOMMENTAAR VAN DIREKTORAAT/COMMENTS FROM DIRECTORATE

KOMMENTAAR: KANTOOR VAN DIE MM/COMMENTS: OFFICE OF THE MM

ADDISIONELE KOMMENTAAR VAN ITEM OUTEUR/ADDITIONAL COMMENTS FROM ITEM AUTHOR

- The Service Provider will do a presentation of the Zoning Maps when the item is considered by Council.
- No extra comments are requested from other Directorates, due to the fact that the maps only fulfill a legal requirement.

BYKOMENDE KOMMENTAAR VAN ITEM-OUTEUR

- Die Diensverskaffer sal 'n aanbieding van die Soneringskaart doen wanneer die item deur die Raad oorweeg word.
- Geen ekstra kommentaar is van ander Direkorate aangevra nie, as gevolg van die feit dat die kaart bloot 'n wetlike vereiste nakom.

WETLIKE VERANTWOORDELIKHEID/LEGAL RESPONSIBILITIES

To address Section 10 of the Ordinance (No 15 of 1985)/

Om Artikel 10 van die Ordonnansie (Nr. 15 van 1985) aan te spreek

FINANSIELE VERANTWOORDELIKHEID/FINANCIAL RESPONSIBILITIES

Because Municipalities are singularly dependent on their rates and tax base as their main source of income, it will assist to tax the properties accordingly.

By rectifying illegal zonings and illegal land uses will lead to the correct levying of the rates and taxes, and will make a contribution to the financial viability of the Theewaterskloof Municipality.

It will also assist in the data cleansing process, because the zonings (on which the value of properties are based) will now take place to ensure accurate data throughout the TWK jurisdiction).

FINANSIËLE IMPLIKASIES

Aangesien Munisipaliteite afhanklik is van erfbelasting en dienstegeldbasis as hul hoofbron van inkomste, sal dit help om eiendomme dienooreenkomstig te belas.

Die regstel van onwettige sonerings en onwettige grondgebruike sal die korrekte heffing van erfbelasting en dienstegelde tot gevolg hê en sal 'n bydrae tot die finansiële volhoubaarheid van die Theewaterskloof Munisipaliteit lewer.

Dit sal ook bydra tot die datasuiweringsproses, aangesien die sonerings (waarop die waarde van eiendomme gegrond is) nou sal plaasvind om akkurate data regoor die TWK regsgebied te verseker).

KOMMUNIKASIE VERANTWOORDELIKHEID/COMMUNICATION RESPONSIBILITIES

Information will be conveyed through the newspapers./
Inligting sal in die koerante gepubliseer word

AANBEVELING/RECOMMENDATION

It is recommended :

That Council accepts the Zoning Maps according to Section 10 of Ordinance 15 of 1985 for the total area of jurisdiction of Theewaterskloof Municipality.

Report compiled by the Manager: Town Planning Mrs E de Kock.

AANBEVELING

Daar word aanbeveel :

Dat die Raad die Soneringskaarte ooreenkomstig Artikel 10 van Ordonnansie 15 van 1985 vir die totale regsgebied van Theewaterskloof goedkeur.

Verslag opgestel deur die Bestuurder: Dorpsbeplanning mev. E de Kock.

RECOMMENDATION FROM MANAGEMENT**RECOMMENDATION BY MANAGEMENT : 11 APRIL 2014**

It is recommended :

- 1. That Council accepts the Zoning Maps according to Section 10 of Ordinance 15 of 1985 for the total area of jurisdiction of Theewaterskloof Municipality.**
- 2. That a Workshop be scheduled at 11:00 on 24 April 2014 in order to discuss this matter in detail before it is submitted to Council for approval.**

Agenda-item be referred to the next Council Workshop.

AANBEVELING VAN BESTUUR : 11 APRIL 2014

Daar word aanbeveel :

1. Dat die Raad die Soneringskaarte ooreenkomstig Artikel 10 van Ordonnansie 15 van 1985 vir die totale regsgebied van Theewaterskloof goedkeur.

2. Dat 'n Werkswinkel geskeduleer word om 11:00 op 24 April 2014 ten einde die aangeleentheid in detail te bespreek voordat dit aan die Raad voorgele word vir goedkeuring.

Agenda-item verwys na die eersvolgende Raadsvergadering.

RECOMMENDATION FROM PORTFOLIO

RECOMMENDATION FROM EMC

RECOMMENDATION FROM COUNCIL

RESOLVED BY COUNCIL : 24 APRIL 2014

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor KIJ Papier, and seconded by Councillor M Mathews, it was resolved as follows:

1. Council accepts the Zoning Maps according to Section 10 of Ordinance 15 of 1985 for the total area of jurisdiction of Theewaterskloof Municipality.

For finalization by the Director : Development Services, Mr. HM Gxoyiya.

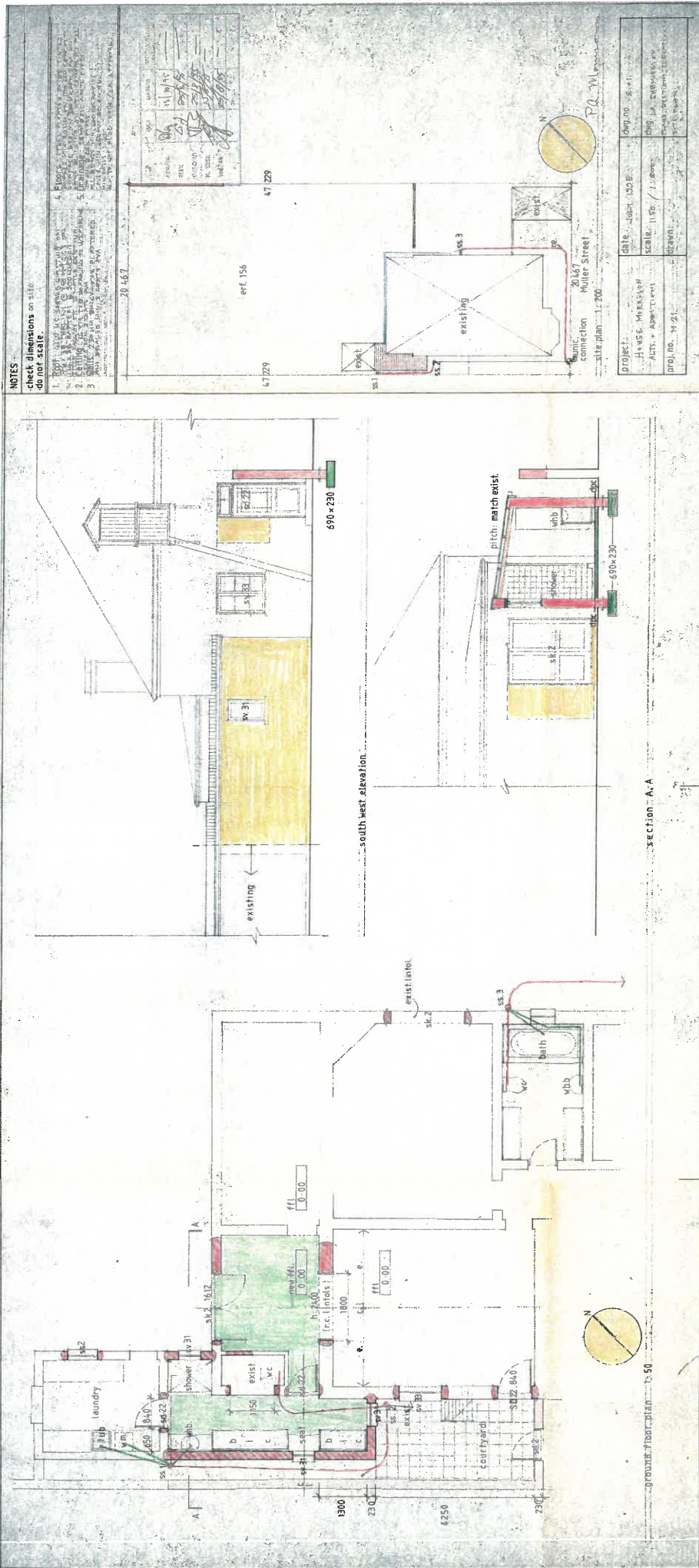
BESLUIT DEUR RAAD : 24 APRIL 2014

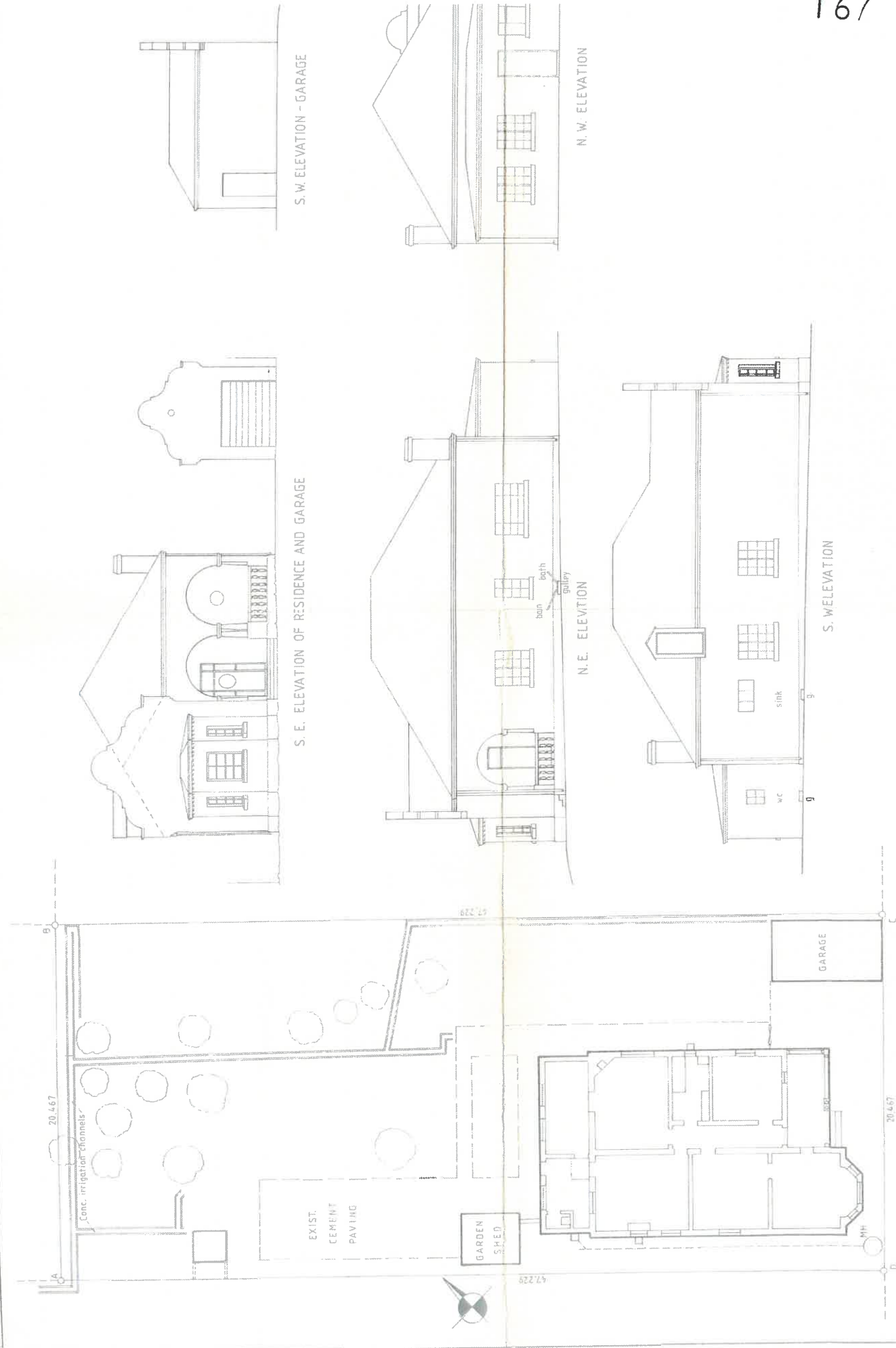
Nadat die Voorsitter geleentheid aan die Raadslede gegee het, en die Item behoorlik bespreek is, word op aanbeveling van Raadslid KIJ Papier, gesekondeer deur Raadslid M Mathews, as volg besluit :

1. Die Raad keur die Soneringskaarte ooreenkomstig Artikel 10 van Ordonnansie 15 van 1985 vir die totale regsgebied van Theewaterskloof goed.

Vir afhandeling deur die Direkteur : Ontwikkelingsdienste, Mnr. HM Gxoyiya.

Annexure B

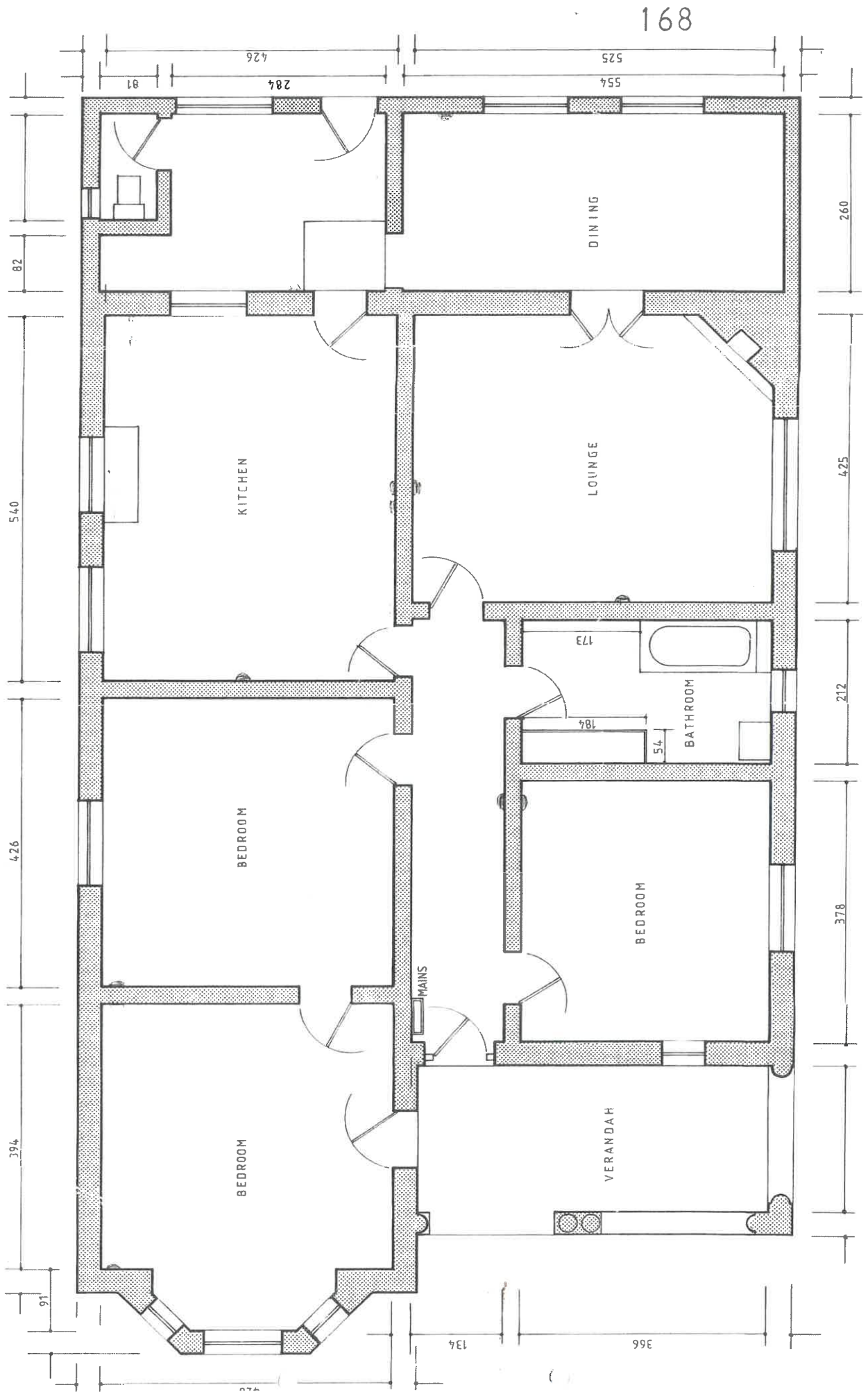




EXIST. RESIDENCE AND GARAGE ON ERF 156, MULLER STREET VILLIERSDORP, CAPE PROVINCE

SITE PLAN





SCALE: 1:50

ITEM TITLE

169

**C227/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT HUMAN
RESOURCES: PROBATION POLICY**

[English version of the report is the original]

FILE NUMBER

4/2/B

PURPOSE OF REPORT

To submit the Draft Probation Policy to Council for consideration of approval.

BACKGROUND

All newly appointed employees as well as those employees who are promoted following a recruitment process are appointed on a probation period of 6 months.

The probation period aims to evaluate the employee's suitability and performance before granting them permanent status.

The duration of probation ranges from three months to six months and during this time employees receive guidance, training, and feedback to improve their performance.

DISCUSSION

Currently the Employer does not have a policy in place to formally regulate the probation process and as a result a policy was developed in consultation with organized labour.

The draft probation policy was discussed at the HR Policy Working Group meeting on 24 March 2025 and supported by the Local Labour Forum on 24 April 2025 as part of the consultation process.

COMMENTS FROM THE DIRECTORATE FINANCE

Support the recommendation from the author.

COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES

Support Recommendation from Author as well as the Adoption of Policy.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

The recommendation is supported

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Supported.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)

Support the recommendation to Council.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

None.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Local Government Municipal Systems Act, 2000 (Act 32 of 2000)
Municipal Staff Regulations.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council approves the Draft Probation Policy.

RECOMMENDATION BY MANAGEMENT TO A COUNCIL WORKSHOP: 23 MAY 2025

It is recommended that Council approves the Draft Probation Policy.

RECOMMENDATION BY WORKSHOP TO COUNCIL: 30 JULY 2025

It is recommended:

1. That Council notes that the Draft Probation Policy is not applicable to temporary workers and EPWP workers.
2. That 6.7 of the Draft Probation Policy be amended to read as follows:

“If after expiry of an employee’s initial probation assessment the director believes that the employee’s performance does not meet the required standards, the probation period may be extended for a maximum of 12 months, or the employee may be dismissed provided that:”

3. That Council approves the Draft Probation Policy with the amendment as indicated in point 2 above.

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That 6.7 of the Draft Probation Policy be amended to read as follows:

“If after expiry of an employee’s initial probation assessment the director believes that the employee’s performance does not meet the required standards, the probation period may be extended for a maximum of 12 months, or the employee may be dismissed provided that:”

2. That Council approves the Draft Probation Policy with the amendment as indicated in point 1 above.



DRAFT PROBATION POLICY

Control Sheet

Policy Title	Probation Policy
File Reference	HR/01/AA02
Objectives	To establish guidelines for the employer and newly appointed employees to serve a probation period of employment within a particular post in order to establish whether the employee is suitable for permanent employment within the Municipality.
Version	1 st
Policy Owner	Director Corporate Services
PAF Consultation date	N/A
Council Approval Ref	
Date of approval	
Effective date	

Revision frequency	As and when required
Policy revision date	
Official responsible for revision	Senior Manager Human Resources
Applicable Legislation	Labour Relations Act (Act 66 of 1995) Employment Equity Act (Act 55 of 1998) Local Government Municipal Staff Regulations
Related Policies	Employment Equity Policy Recruitment and Selection Policy
Implementation	Municipal Manager All Directors

TABLE OF CONTENTS

1. INTRODUCTION	3
2. LEGAL FRAMEWORK	3
3. DEFINITIONS AND TERMS	3
4. POLICY OBJECTIVES	3 -
5. RESPONSIBILITIES OF ROLE PLAYERS.....	4
6. APPOINTMENT ON PROBATION	5
7. COMPLETION OF PROBATION PERIOD.....	5 -
8. UNDERPERFORMANCE DURING PROBATION.....	6
9. TRANSFER OF EMPLOYEE DURING PROBATION.....	7
10. IMPLEMENTATION AND MONITORING.....	7

1. INTRODUCTION

A newly appointed employee should be subject to a period of assessment regarding performance within the relevant post to establish whether the incumbent satisfies the requirements of the job for possible permanent appointment.

This policy is therefore applicable to any permanent employee who is newly appointed in a post at the Municipality, including promoted employees and employees promoted in terms of the Rapid Promotion Scheme (refer to definitions) with the exception of the Municipal Manager and Managers reporting directly to the Municipal Manager who are appointed in terms of a performance contract.

2. LEGISLATIVE FRAMEWORK

- 2.1 Labour Relations Act (Act 66 of 1995)
- 2.2 Basic Conditions of Employment Act (Act 75 of 1997)
- 2.3 Municipal Systems Act (Act 32 of 2000)
- 2.4 Municipal Staff Regulations

3. DEFINITIONS OF TERMS

- 3.1 **Employer** refers to Theewaterskloof Municipality.
- 3.2 **Employee** refers to an individual who, through following the full recruitment and selection process, is appointed in a permanent position at the Municipality (definition applicable to this policy only).
- 3.3 **Probation period** refers to the initial period of employment during which the employee's performance is tested to determine his/her suitability in terms of the requirements of the post.
- 3.4 **Line manager** refers to the head of division or manager who is responsible for the management of a division.
- 3.5 **Director** refers to the senior manager who is directly responsible to the Municipal Manager and appointed in terms of Section 56 and 57 of the Municipal Systems Act.
- 3.6 **Transferred employee** refers to an existing employee who has moved from one post to another that is similar in pay, responsibility and organisational level.
- 3.7 **Promoted employee** refers to an employee of the Municipality who has been appointed in a post which is higher in pay, responsibility and/or organisational level than his/her previous post and was appointed in the higher post (full recruitment process followed).
- 3.8 **Leave** refers to all types of leave as per the Municipality's Leave Policy.

4. POLICY OBJECTIVES

The main objectives of the policy are to:

- 4.1 To establish guidelines for the employer and newly appointed employees to serve a probation period of employment within a particular post in order to establish whether the employee is suitable for permanent employment within the Municipality;

- 4.2 To outline the importance of identifying the employee's areas of poor or under- performance in order to attempt to correct such performance; and
- 4.3 To increase employee retention and to lead to a positive impact on work productivity and quality during the employee's career at the Municipality.

5. RESPONSIBILITIES OF ROLE-PLAYERS

5.1 The Line Manager:

The employee's line manager or his/her delegate shall:

- 5.1.1 Inform the staff member within the first two (2) weeks of appointment of the performance requirements of the post;
- 5.1.2 Assess, on a monthly basis, the progress and performance of the employee appointed on probation;
- 5.1.3 Provide the employee with feedback on his/her performance on a monthly basis according to the criteria and job requirements of the post;
- 5.1.4 Advise the employee of any aspects that he/she is considered to be failing to meet.

5.2 The Director:

The director of the Directorate in which the post exists, shall:

- 5.2.1 Review the evaluation conducted by the line manager on a monthly basis before submission to the Human Resources division;
- 5.2.2 Determine whether or not to extend a probation period in terms of under-performance or poor performance;

5.3 The Municipal Manager:

The Municipal Manager shall:

- 5.3.1 Complete the probation assessments of employees reporting directly to him/her.

5.4 The Human Resources Division:

The Human Resources division shall:

- 5.4.1 Distribute probation assessments to the relevant line managers at the start of each month;
- 5.4.2 Provide guidance / advice to the relevant line manager and director if a case of underperformance is brought to the division's attention during the probation period;
- 5.4.3 At the end of the probation period provide the line manager or director with the leave history of the employee to ensure that the full probation period was completed (refer to clause 6.2);

- 5.4.4 Upon successful completion of a probation period and upon recommendation from the director and/or Municipal Manager for permanent appointment, supply written confirmation to the employee of his/her permanent appointment.

6. APPOINTMENT ON PROBATION

- 6.1 The appointment of an employee as per this policy shall be effective on a minimum probation period of six (6) months.
- 6.2 The period of probation must exclude the number of days for which leave has been taken by the employee during the period of probation or any extension thereof.
- 6.3 The appointment letter the employee receives shall indicate that the appointment is subject to the successful completion of the probation period related to the post.
- 6.4 The probation period will be for a period of six (6) consecutive months and will be applied to newly permanently appointed employees including promoted employees (full recruitment process followed).
- 6.5 The line manager must inform the employee within the first two (2) weeks of employment of the performance requirements of the post which will be monitored during the probation period. If an employee's performance is unsatisfactory during the probation period, the line manager must advise the employee of any aspects that the employee is considered to be failing to meet.
- 6.6 If, after the expiry of an employee's probation the director is convinced that the employee's performance is satisfactory for the post he/she occupies, the appointment shall be confirmed by the relevant Director after consultation with the Manager Human Resources.
- 6.7 If, after expiry of an employee's initial probation assessment the director believes that the employee's performance does not meet the required standards, the probation period may be extended or the employee may be dismissed provided that:
- 6.7.1 The employee has been given a reasonable period of time for reasonable assessment, training, guidance and counselling; and
 - 6.7.2 The employee's performance continues to be unsatisfactory after a reasonable period has been given to the employee to improve his/her performance.

7. COMPLETION OF PROBATION PERIOD

- 7.1 The delegated authority shall confirm the appointment of the employee after completion of the probation period if:
- 7.1.1 The employee's performance during the probation period was satisfactory (the employee was awarded at least 66% for each probation assessment); and
 - 7.1.2 The employee complied with all the conditions of the probation appointment.
- 7.2 On submission of the final probation report and upon approval of the delegated authority, the Human Resources Division shall notify the employee in writing of his/her permanent appointment.
- 7.3 Should the delegated authority not recommend appointment after completion of the initial probation period, he/she must refer to the Manager: Human Resources in writing that:

7.3.1 The service of the employee be terminated, subject to the stipulations of paragraphs 8 and 9 of Schedule 8 of the Labour Relations Act (Act 66 of 1995) as amended (*refer to clause 8.2*)

7.4 If an employee on probation works beyond the initial probation period without being evaluated and informed of the permanent appointment or extension of the probation period, the employee will be regarded as having successfully completed the probation requirements.

8. UNDERPERFORMANCE DURING PROBATION

During the initial probation period, the relevant line manager and director (in terms of their delegated powers) must express in writing to the Manager: Human Resources should they be of the opinion that the incumbent does not perform up to standard in terms of his/her job requirements.

The Manager: Human Resources shall as a result advise the line manager and director as to the necessary steps (refer to clause 8.1 and 8.2) to initiate in order to provide guidance or training to the incumbent, or to conduct further investigation.

8.1 Extension of the probation period

8.1.1 Should the relevant line manager be of the opinion that the employee's performance does not meet the required standards of the post, he/she may after consultation with the Manager: Human Resources, recommend to extend the probation period on the basis of performance and provided that the extension is not disproportionate to the legitimate purpose that the employer seeks to achieve.

The performance of the employee should be assessed on an ongoing basis during the probation period to ensure that shortcomings in performance are identified and the necessary corrective action taken immediately.

8.1.2 The employee on probation is entitled to be given reasonable evaluation, instruction, training, guidance and/or counselling where necessary to enable him/her to render satisfactory performance.

8.1.3 Should an employee not meet the required performance standard(s) or is alleged to be incompetent for the post during the probation period, the line manager must advise the employee on aspects in which he/she does not meet the required performance standards of the post or is alleged to be incompetent and record such detail on the prescribed form.

The line manager and director must furthermore supply written reason to the employee as to why an extension of the probation period is necessary and the terms thereof. Areas of under-performance must be indicated on the probation record form.

8.1.4 The period of probation excludes the number of days for which leave has been taken by the staff member during the period of probation or any extension thereof. It is the responsibility of the relevant line manager to obtain the employee's leave record from the Human Resources Division and to ensure that the probation period less leave taken amounts to six (6) months.

8.2 Termination of employment based on incapacity and/or poor performance during the probation period

8.2.1 In dealing with poor performance or incapacity issues in this regard, the provision of fair labour practice indicated in the Labour Relations Act shall be adhered to.

8.2.2 The relevant director may, after thorough investigation of reports, approve termination of employment of an employee based on incapacity and/or under-performance after sufficient reasons have been recorded in writing for termination.

8.2.3 For posts on levels T13 and above, the relevant director shall motivate and give reasons in writing to the Municipal Manager as to why permanent appointment of the specific incumbent is not recommended. The report to the Municipal Manager should contain results of monthly probation reports, evidence of support and/or training provided to the employee for improvement of performance, and any written correspondence to the employee regarding the probation period and/or extension thereof.

8.2.4 The Municipal Manager may approve the termination (on post levels T13 and above) of an incumbent in terms incompetence after satisfactory consultation with the relevant report(s) from the Directorate in which the post exists.

8.2.5 An employee may not be dismissed for unsatisfactory performance unless the employer has provided the employee with appropriate evaluation, instruction, training, guidance and/or counselling. Furthermore, reasonable time for improvement should have been provided to the employee before dismissal is considered. The procedure leading to dismissal should include an investigation to establish reasons for the unsatisfactory performance and the employer should consider other ways, short of dismissal, to remedy the matter.

9. TRANSFER OF EMPLOYEE DURING PROBATION

An employee may be considered for transfer into another post should the employee still be under probation in his/her current post.

10. IMPLEMENTATION AND MONITORING

The policy will be implemented and become effective on the 1st of the month following Council's approval.

APPROVED BY COUNCIL:

EFFECTIVE DATE:

ITEM TITLE

181

**C228/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT HUMAN
RESOURCES: REVIEW OF ACTING ALLOWANCE POLICY**

[English version of the report is the original]

FILE NUMBER

4/2/3/3

PURPOSE OF REPORT

To submit the revised Acting Allowance Policy to Council for consideration of approval.

BACKGROUND

The Local Government: Municipal Systems Act (Act 32 of 2000), specifically section 54A(1) outlines that the municipal council appoints both a municipal manager and an acting municipal manager with the required skills, expertise, competencies, and qualifications.

Clauses 6.4 and 6.5 of our current approved Acting Allowance Policy stipulate the following:

4. *If the Municipal Manager is absent for a period of 1 to 5 working days, the Municipal Manager must appoint a competent person who complies with the requirements as set out in S2A(a) to act as Municipal Manager during the time of absence.*
- 6.5 If the Municipal Manager is absent for a period of more than 5 working days or the post becomes vacant, the Council must appoint a competent person who complies with the requirements as set out in S2A(a) to act as Municipal Manager during the time of absence.

The above-mentioned clauses are in contradiction with the Local Government Municipal Systems Act and therefore must be deleted from the Acting Allowance policy.

DISCUSSION

The proposed amendments to the Acting Allowance Policy were also discussed at the HR Policy Working Group meeting on 24 March 2025. The amendments were supported by the Local Labour Forum on 24 April 2025 as part of the consultation process.

COMMENTS FROM THE DIRECTORATE FINANCE

None.

COMMENTS FROM THE DIRECTORATE CORPORATE SERVICES

The reviewed policy is supported. It is however important that any person that acts in any position must meet all qualifications and criteria for the position.

COMMENTS FROM THE DIRECTORATE TECHNICAL AND INFRASTRUCTURE IMPLEMENTATION SERVICES

The recommendation is supported.

COMMENTS FROM THE DIRECTORATE ECONOMIC DEVELOPMENT AND PLANNING

Supported.

COMMENTS FROM THE DIRECTORATE COMMUNITY SERVICES (OPERATIONAL)

Support the recommendation to Council.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

None.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Local Government: Municipal Systems Act, 2000 (Act 32 of 2000)
Municipal Staff Regulations.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council approves the amendments to the Acting Allowance policy.

RECOMMENDATION BY MANAGEMENT TO A COUNCIL WORKSHOP: 23 MAY 2025

1. Management resolved that the following be added to the policy:

- 1.1. Point 7.5: To adhere to protocols, the Deputy Director(s) in the relevant Directorate will act automatically in the position on a rotation basis.

1.2. Point 7.6: In the absence of the Municipal Manager, the five (5) Directors will act on a rotation basis.

2. It is recommended that Council approves the amendments to the Acting Allowance Policy.

RECOMMENDATION BY WORKSHOP TO COUNCIL: 30 JULY 2025

It is recommended:

1. That 6.4 and 6.5 of the Acting Allowance Policy be deleted as it is in contradiction with the Municipal Systems Act, 2000.
2. That 6.6 becomes 6.4 in the Acting Allowance Policy.
3. That Council approves the Acting Allowance Policy with the amendments as per point 1. and 2. above.

RECOMMENDATION TO COUNCIL:

It is recommended:

1. That 6.4 and 6.5 of the Acting Allowance Policy be deleted as it is in contradiction with the Municipal Systems Act, 2000.
2. That 6.6 becomes 6.4 in the Acting Allowance Policy.
3. That Council approves the Acting Allowance Policy with the amendments as per point 1. and 2. above.



ACTING ALLOWANCE POLICY

Control Sheet

Policy Title	Acting Allowance Policy
File Reference	HR/01/AA01
Objectives	The object of this policy is to provide a uniform legal standard to regulate the appointment of staff in acting positions. In doing so, the policy addresses the issue of appointing staff in acting positions on the one hand and on the other deals with the payment of an acting allowance when applicable.
Version	1 st
Policy Owner	Director Corporate Services
PAF Consultation date	N/A
Council Approval Ref	C170/2023
Date of approval	07 November 2023
Effective date	07 November 2023
Revision frequency	As and when required

Policy revision date	24 April 2025
Official responsible for revision	Senior Manager Human Resources
Applicable Legislation	Labour Relations Act (Act 66 of 1995) Employment Equity Act (Act 55 of 1998) Municipal Systems Act (Act 32 of 2000) Regulations on Minimum Competency Levels Local Government Municipal Staff Regulations
Related Policies	Employment Equity Policy Scare Skills Policy Ref: Appointment and Retention
Implementation	Municipal Manager All Directors

TABLE OF CONTENTS

1. PREAMBLE	1
2. OBJECTIVES OF POLICY	2
3. LEGAL FRAMEWORK	3
4. SCOPE OF POLICY	4
5. THE PRINCIPLES OF ACTING	5
6. ACTING AS MUNICIPAL MANAGER	6
7. ACTING AS DIRECTOR.....	7
8. ACTING IN ALL OTHER POSTS.....	8
9. PAYMENT AND AUTHORIZATION OF AN ACTING ALLOWANCE.....	9
10. GUIDELINES TO BE CONSIDERED.....	10
11. ACTING IN HORIZONTAL POSTS	11
12. ACTING ACROSS DEPARTMENTS	12
13. POLICY REVIEW AND REPORTING.....	13
14. IMPLEMENTING AND MONITORING.....	14
15. COMMUNICATION.....	15
16. PENALTIES	16
17. DISPUTE RESOLUTION.....	17
18. AUTHORITY	18

1. PREAMBLE

- 1.1 Theewaterskloof Municipality accepts that from time to time an employee may not be available to discharge his/her duties and responsibilities in terms of the contract of employment.
- 1.2 Further to the above the Municipality recognise that from time to time there would be a need to appoint another appropriately skilled and experienced employee to discharge the duties of another employee who is absent to ensure that the disruption of services is minimised. The latter is to take place within a framework, having regard not only for the Labour Relations Act, but also other applicable legislation, inclusive of the MFMA, the Local Government Municipal Staff Regulations as well as collective agreements.

2. OBJECTIVES OF POLICY

- 2.1 The objective of this policy is to provide a uniform legal standard to regulate the appointment of staff in acting positions.
- 2.2 In doing so, the policy addresses the issue of appointing staff in acting positions on the one hand and on the other deals with the payment of an acting allowance when applicable.

3. LEGAL FRAMEWORK

- 3.1 Labour Relations Act, 66 of 1995;
- 3.2 Local Government: Municipal Systems Act, 2000, (Act 32 of 2000)
- 3.3 Local Government: Municipal Finance Management Act, (Act 56 of 2003)
- 3.4 Conditions of Service Collective Agreement for the Western Cape Division of the SALGBC.
- 3.5 Regulations on Minimum Competency Levels
- 3.6 Local Government Municipal Staff Regulations

4. SCOPE OF POLICY

- 4.1 This policy applies to all employees except workers appointed under the EPWP programme.

5. THE PRINCIPLES OF ACTING

- 5.1 An employee is deemed to be acting in another post when he/she has been authorised in writing by the Municipal Manager or delegated authority to act in a more senior post, as per the approved system of Delegations, subject thereto that the post to be acted in, is an approved permanent post on the staff establishment and is budgeted for.
- 5.2 Unless indicated otherwise in the appointment to the acting post, a staff member of a municipality who is acting in a higher post in the same municipality must continue to perform the duties of the post that the staff member ordinarily occupies during the acting

period, unless it is impractical. In such instances, a request to deviate must be submitted to the Manager: Human Resources for consideration.

- 5.3 An employee may only act in a post that is equivalent to or one grade higher than the post that the employee ordinarily occupies, unless it is impractical and in such instances a request to deviate must be submitted to the Manager Human Resources for consideration.
- 5.4 An employee who act in a position that is classified as an Essential User Scheme and where there is no pool vehicle available shall be remunerated on an ad-hoc basis for all official kilometres travelled with his / her private vehicle according to the AA-tariffs during the period of acting.

6. ACTING AS MUNICIPAL MANAGER

- 6.1 The Municipal Council must appoint a competent person to act as Municipal Manager under circumstances as prescribed during the absence of the Municipal Manager, in terms of delegation and in terms of section 54A of the Local Government: Municipal Systems Act, 2000, Act 32 of 2000 as well as in terms of a collective agreement or applicable policies.
- 6.2 Section 2 “A person appointed as municipal manager in terms of subsection 1 must at least have the skills, expertise competencies and qualifications as prescribed”
- 6.3 Section 2A (a) “A person appointed in terms of subsection (1)(b) may not be appointed to act for a period that exceeds three (3) months.
(b) A municipal council may, in special circumstances and on good cause shown, apply in writing to the MEC for local government to extend the period of appointment contemplated in paragraph (a), for a further period that does not exceed three months.”

(Note) *[Clause 6.4 and 6.5 must be deleted – in contradiction with the Municipal Systems Act, 2000]*

- 6.4 If the Municipal Manager will be absent for a period of 1 to 5 working days, the Municipal Manager must appoint a competent person who complies with the requirements as set out in S2A(a) to act as Municipal Manager during the time of absence.
- 6.5 If the Municipal Manager will be absent for a period of more than 5 working days or the post become vacant, Council must appoint a competent person who complies with the requirements as set out in S2A(a) to act as Municipal Manager during the time of absence.
- 6.6 An acting allowance equal to the difference between the pensionable salary of the Municipal Manager and the employee acting in the post will be paid to the employee for the period of acting, subject to relevant regulations and collective agreements.

7. ACTING AS DIRECTOR

- 7.1 The Municipal Council must after consultation with the Municipal Manager, appoint a staff member to act as a Senior Manager / Director who was appointed in terms of S56 of the Municipal Systems Act in the event of any absence from work and subject to the following:

- 7.2 Section (1)(b) "A person appointed in terms of paragraph (a)(i) must at least have the skills, expertise competencies and qualifications as prescribed"
- 7.3 Section (1) (c) "A person appointed in terms of paragraph (a) (ii) may not be appointed to act for a period that exceeds three months:
Provided that a municipal council may, in special circumstances and on good cause shown, apply in writing to the MEC for local government to extend the period of appointment contemplated in paragraph (a), for a further period that does not exceed three months."
- 7.4 The salary component for determining the acting allowance of an employee acting as Senior Manager / Director will be determined by law or a collective agreement as amended from time to time.

8. ACTING IN ALL OTHER POSTS

- 8.1 The Senior Manager / Director or delegated authority may appoint an appropriately skilled employee in writing to act in any other funded post on his/her approved organisational structure as and when it is deemed necessary for operational efficiency.
- 8.2 The Manager: Human Resources must authorise the payment, subject to budgetary provision, of an acting allowance to an employee acting in the more senior post.
- 8.3 The acting allowance payable is calculated in terms of the Collective Agreement on Conditions of Service for the Western Cape Division of the South African Local Government Bargaining Council (SALGBC) which prescribes that:

"Acting allowance equal to the difference between his/her pensionable salary and the commencing notch of the salary scale of the post in which he is acting shall be paid to the employee for the period of acting."

- 8.4 The appointment to act in a post must be:
- a) with the consent of the employee;
 - b) in writing; and
 - c) authorised by the Municipal Manager or the person to whom this functions is delegated.
- 8.5 The employee appointed to act in a post must have the requisite competencies to be able to perform the duties associated with the post.
- 8.6 In electing an employee to act in a post, the following must be considered:
- a) The relevant requirements of the post and that employee's performance;
 - b) The municipality's developmental needs; and
 - c) The municipality's employment equity policy and plan.

- 8.7 An employee may only be appointed in an position for a period not exceeding three months.
- 8.8 Despite clause 8.7, the Municipal Manager, or his or her delegate, may extend the period in clause 8.7 for a further period of three (3) months, if there is a justifiable reason to do so.
- 8.9 Where an employee has acted for a continuous period of three (3) months or longer, he/she will qualify for an acting allowance while on paid leave.
- 8.10 Any further extensions made under clause 8.9 shall not exceed a period of nine (9) consecutive months, where after the post must be advertised and filled on a competitive basis.
- 8.11 The performance of an employee appointed to act in a post must be assessed in terms of the staff regulations in order to enhance organisational efficiency, effectiveness and accountability.

9. PAYMENT AND AUTHORIZATION OF AN ACTING ALLOWANCE IS FURTHER SUBJECT TO THE FOLLOWING:

- 9.1 The payment of the acting allowance is subject to approval by the Manager: Human Resources.
- 9.2 An acting allowance is only payable when an employee is required to act for a minimum of ten (10) consecutive working days including public holidays and compulsory closing of offices.
- 9.3 Acting allowances will be paid out the month after the period of acting has ended.
- 9.4 The higher post must be a vacant post and budgeted for (funded) or a filled post where the current incumbent will be absent from work for more than ten days.
- 9.5 No acting allowance will be payable for periods less than ten (10) working days, inclusive of public holidays, which fall on a normal working day.
- 9.6 The acting incumbent shall be appointed in writing by the Municipal Manager or delegated authority to the acting position prior to the commencement of the acting period.
- 9.7 The key performance areas, for which the acting incumbent will be responsible, shall be clearly defined in writing.
- 9.8 The latter requires that a job description exists for the current incumbent's post in which acting is proposed to take place.
- 9.10 The acting incumbent shall sign a suitable undertaking committing to and assuming all the responsibilities normally associated with the post
- 9.11 The payment of such acting allowance shall further be subject to the proviso that the preferred employee meets the minimum criteria for the position.

9.12 In very special cases where a need arises to extend the acting period beyond the periods prescribed by this policy, it is made a specific condition of such further acting periods that no expectation is created or that eligibility exists for placement.

9.13 The period of acting shall not unreasonably be stopped or interrupted resulting in non-payment of an acting allowance.

10. THE FOLLOWING GUIDELINES ARE TO BE CONSIDERED PRIOR TO MAKING A DECISION TO APPOINT A PERSON IN AN ACTING POSITION

10.1 Consideration should be given as to whether an official, more senior to the post concerned, can absorb all or part of the critical duties and responsibilities associated to the post; and or whether any other persons are interested and have capacity to perform the duties.

10.2 The possibility of spreading the workload of the post amongst other employees operating at the same level;

10.3 The need for supervision over sub-ordinates

10.4 The need to maintain the daily output associated with the post

11. ACTING IN A HORIZONTAL POST

11.1 Only the Municipal Manager may approve applications for acting in a horizontal post. The Director or his delegated authority must submit a written motivation to the Manager: Human Resources for consideration and recommendation to the Municipal Manager to consider the approval of horizontal acting.

11.2 The remuneration for acting in a horizontal post will be based on 25 % of the basic salary of the person who acts in the post.

12. ACTING ACROSS DEPARTMENTS

12.1 The Line Manager must as a first option determine if there is any suitably qualified employee in his / her own department to act in a horizontal or higher post before seeking approval from The Municipal Manager or delegated authority to appoint an employee from another department to act. Such recommendation to the Municipal Manager or his delegated authority must be accompanied with comments and inputs from both Unions.

13. POLICY REVIEW AND REPORTING

13.1 This policy document shall be reviewed when deemed necessary - especially if there are changes in collective agreements or legislation.

14. IMPLEMENTATION AND MONITORING

14.1 This policy will be implemented and effective once approved by Council.

15. COMMUNICATION

- 15.1 This policy will be communicated to all Municipal employees using the full range of communication methods available to the municipality.

16. PENALTIES

- 16.1 Non-compliance to any of the stipulations contained in this policy will be regarded as misconduct, which will be dealt with in terms of the Disciplinary Code.

17. DISPUTE RESOLUTION

- 17.1 Any dispute arising from this policy due to ambiguous wording or phrasing must be referred as a dispute to the South African Local Government Bargaining Council (SALGBC) only after the internal processes were followed.
- 17.2 Where there is a conflict between the Main Collective Agreement and the Municipal Staff Regulations the Collective Agreement will prevail.

18. AUTHORITY

Council Approval:

Date: _____

ITEM HEADING

**C229/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: REPORTING ON PERFORMANCE OF
CONTRACTORS: APRIL TILL JUNE 2025**

[English version of the report is the original]

FILE NUMBER

8/2/3/5/2

PURPOSE / AIM OF REPORT

To present a report to the Council in terms of the contract and performance management of the Directorate Corporate Services contractors for the period from April 2025 to June 2025 to ensure the municipality receives value for money and that contracts are completed on time and within the approved budget.

BACKGROUND

S116 (2) of the Municipal Finance management Act (No.56 of 2003) states that:

The accounting officer of a municipality or municipal entity must –

1. take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality of municipal entity is properly enforced;
2. monitor on a monthly basis the performance of the contract under the contract or agreement;
3. establish capacity in the administration of the municipality or municipal entity –
 - (i) to assist the accounting officer in carrying out the duties set out in paragraphs (a) and (b); and
 - (ii) to oversee the day-to-day management of the contract or agreement; and
4. regularly report to Council of the municipality or the board of directors of the entity, as may be appropriate, on the management of the contract or agreement and the performance of the contract.

DISCUSSION

Report pattern of the Directorate Corporate Services:

Department:	April 2025	May 2025	June 2025
Corporate Services	Submitted	Submitted	Submitted

Find attached checklists consisting of the summaries done for the Directorate Corporate Services.

No blockages occurred.

FINANCIAL RESPONSIBILITIES

Can be found in checklists attached as Annexures. It can be costly to the municipality if reporting is not done correctly.

LEGAL RESPONSIBILITIES

Chapter 8 Municipal Finance Management Act. 56 of 2003.

RISK MANAGEMENT IMPLICATION

Not applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY THE CORPORATE SERVICES COMMITTEE TO THE EMC: 05 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, on a proposal by Councillor J Smit, and seconded by Councillor M Botes, it was recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION BY THE EMC TO COUNCIL: 14 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

REPORTING ON PERFORMANCE OF CONTRACTORS : ADMINISTRATION

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services		Funding Source			
Complete Tender No. & Description		KOR01/2024/25 [Translation of documentation from Afrikaans to English and vice versa for TWK Municipality for the period from 01 July 2024 to 30 June 2025]				Own X	Other
Service Provider		Arina Wilson					
Commencement Date		01/07/2024	Total Contract Amount	Unknown - depends on the number of documents/words translated	Value of VO's Approved		
Completion Date		30/06/2025				None	
Adjusted Contract Amount		None	Adjusted Completion Date		None		
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		10		11		12	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a		N/a		N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a		N/a		N/a	
Overall Performance Incl. quality of work to date		Translation services rendered by Arina Wilson is satisfactory.		Translation services rendered by Arina Wilson is satisfactory.		Translation services rendered by Arina Wilson is satisfactory.	
Blockages and Problems		N/a		N/a		N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a		N/a		N/a	
Actual Amount Paid to Date		R12,944.40		R13,664.40		R16,144.80	
Number of Invoices / Certificates		10		11		12	
Disputed Invoices / Certificates		0		0		0	

M. Faul 15/01/2025
 17/07/2025

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services		Funding Source			
Complete Tender No. & Description		COR01/2023/24: The appointment of a service provider for an on-site support service for the electronic records document management system for Theewaterskloof Municipality from 01 October 2023 until 30 June 2023		Own		Other X	
Service Provider		Business Engineering					
Commencement Date		01/10/2023	Total Contract Amount		Year 2: R61,397.35 + R7,139.20 + R7,139.20 + R26,473.00 per month and annual licensing fees. Year3+: CPI + 1%	Value of VO's Approved	
Completion Date		30/06/2023				None	
Adjusted Contract Amount		None	Adjusted Completion Date		None	Project on Time	
		30 April 2025			31 May 2025	30 June 2025	
Date of Report		19			20	21	
Report Numbers		N/a			N/a		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a			N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a			N/a		
Overall Performance Incl. quality of work to date		Consultant was appointed to render the support services to TWK on a weekly basis. Training is done on request. Annual maintenance of Collaborator system and servers is done by the back-office in Gauteng. Overall performance of BE is satisfactory.			Consultant was appointed to render the support services to TWK on a weekly basis. Training is done on request. Annual maintenance of Collaborator system and servers is done by the back-office in Gauteng. Overall performance of BE is satisfactory.		
Blockages and Problems		N/a			N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a			N/a		
Actual Amount Paid to Date		R1,928,218.90			R2,036,692.65	R2,145,166.40	
Number of Invoices / Certificates		79			84	89	
Disputed Invoices / Certificates		0			0	0	

198
Maree/2023
15/10/2023

M/15 for 2025
M/15 for 2025

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		COR06/2023/24 [Maintenance Agreement for Bizhub 8958 photocopy machines at the following office : Records Section in the Directorate Corporate Services]		Own X		Other	
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/12/2023	Total Contract Amount	Cost per copy = R0.0596	Value of VO's Approved	None	
Completion Date		30/06/2026					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		17	18	19			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a			
Overall performance Including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a			
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.			
Blockages and Problemes		N/a	N/a	N/a			
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a			
Actual Amount Paid to Date		R25,307.52	R27,221.78	R30,983.63			
Number of Invoices /Certificates		14	15	16			
Disputed Invoices / Certificates		0	0	0			

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Corporate Services		Mareelize Faul	
Complete Tender No. & Description		H00002250 - April to June 2025 [Maintenance Agreement for Bizhub B227 photocopy machines at the following office : Riviersonderend Traffic Services in the Directorate Community Services]							
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA							
Commencement Date		01/04/2025		Total Contract Amount		Cost per copy = R0.0850		Value of VO's Approved	
Completion Date		30/06/2025						None	
Adjusted Contract Amount		None		Adjusted Completion Date		None		Project on Time	
		30 April 2025		31 May 2025		30 June 2025		N/A	
Date of Report		Report Numbers		3		4		5	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a		N/a		N/a		N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a		N/a		N/a		N/a	
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a		N/a		N/a		N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a		N/a		N/a		N/a	
Actual Amount Paid to Date		R354.06		R410.08		R533.83		R533.83	
Number of Invoices /Certificates		2		3		4		4	
Disputed Invoices / Certificates		0		0		0		0	



 15/07/2025
 200

mfawc 15/07/2025

PROJECT MANAGER:		GW Hermanus	PROJECT CHAMPION:		Marelize Faul	
		Corporate Services			Funding Source	
Complete Tender No. & Description		COR02/2022/23 [Maintenance Agreement for Bizhub B227 photocopy machines at the following office : MIG Section in the Directorate Technical- and Infrastructure Implementation Services, Caledon]				
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA				
Commencement Date		01/11/2022	Total Contract Amount	Cost per copy = R0.0680	Value of VO's Approved	None
Completion Date		30/06/2025				
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A
Date of Report		30 April 2025	31 May 2025	30 June 2025		
Report Numbers		30	31	32		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a		
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		
Blockages and Problems		N/a	N/a	N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a		
Actual Amount Paid to Date		R2,527.22	R2,573.83	R2,604.33		
Number of Invoices /Certificates		30	31	32		
Disputed Invoices / Certificates		0	0	0		

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services		Funding Source			
Complete Tender No. & Description		COR02/2022/23 [Maintenance Agreement for Bizhub B287 photocopy machines at the following office : SCM Section in the Directorate Finance, Caledon]		Own X		Other	
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/11/2022	Total Contract Amount	Cost per copy = R0.0670	Value of VO's Approved	None	
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025		30 June 2025		
Report Numbers		30		31	32		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a	N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a	N/a		
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request. (No account for November 2023)	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		
Blockages and Problems		N/a	N/a	N/a	N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a	N/a		
Actual Amount Paid to Date		R14,772.29		R15,119.25	R15,571.76		
Number of Invoices /Certificates		29		30	31		
Disputed Invoices / Certificates		0		0	0		

202
M/Faul
19/04/2025

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services		Funding Source			
Complete Tender No. & Description		COR 02/2022/23 [Maintenance Agreement for Bizhub B367 photocopy machines at the following office : Records Section - Transferred from Coledon Town Office]		Own X		Other	
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/11/2022		Value of VO's Approved		None	
Completion Date		30/06/2025		Total Contract Amount		Cost per copy = R0.0660	
Adjusted Contract Amount		None		Adjusted Completion Date		None	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		30		31		32	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a		N/a		N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a		N/a		N/a	
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a		N/a		N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a		N/a		N/a	
Actual Amount Paid to Date		R27,950.15		R28,591.32		R29,192.11	
Number of Invoices /Certificates		30		31		32	
Disputed Invoices / Certificates		0		0		0	

M. Faul
16/01/2025

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		COR02/2022/23 [Maintenance Agreement for Bizhub B227 photocopy machines at the following office : Debt Collection in the Directorate Finance, Grabouw Town Office]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/11/2022	Total Contract Amount		Cost per copy =R0.0680	Value of VO's Approved	
Completion Date		30/06/2025				None	
Adjusted Contract Amount		None	Adjusted Completion Date		None	Project on Time	
		30 April 2025			31 May 2025	30 June 2025	
Report Numbers		30			31	32	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a			N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a			N/a	
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a	N/a			N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a			N/a	
Actual Amount Paid to Date		R14,064.61			R14,840.91	R15,826.93	
Number of Invoices /Certificates		30			31	32	
Disputed Invoices / Certificates		0			0	0	

204

15/07/2025

M. Faul

M/aurc
15/01/2025

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services		Funding Source			
Complete Tender No. & Description		H0002250 - April 2025 - June 2025 [Maintenance Agreement for Bizhub B227 photocopier machines at the following office : 1. Botrivier Town Office]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount	Cost per copy = R0.0850	Value of VO's Approved	None	
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		31 January 2025	28 February 2025		31 March 2025		
Report Numbers		3	4		5		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a	N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a	N/a		
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a	N/a	N/a	N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a	N/a		
Actual Amount Paid to Date		R1,221.40		R1457.76		R1,965.08	
Number of Invoices /Certificates		3	4		5		
Disputed Invoices / Certificates		0	0		0		

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
Complete Tender No. & Description		H000250 - April 2025 - June 2025 [Maintenance Agreement for Bizhub B287 photocopy machines at the following offices : 1. Villiersdorp Town Office and 2. Human Settlements in the Directorate Economic Development and Planning]				Own XOther	
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025		Total Contract Amount		Value of VO's Approved	
Completion Date		30/06/2025		Cost per copy = R0.0810		None	
Adjusted Contract Amount		None		Adjusted Completion Date		None	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		3		4		5	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a		N/a		N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a		N/a		N/a	
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a		N/a		N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a		N/a		N/a	
Actual Amount Paid to Date		R3,789.24		R4,429.84		R6,200.43	
Number of Invoices /Certificates		5		7		9	
Disputed Invoices / Certificates		0		0		0	

M/Faulc
19/07/2025
206

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
Complete Tender No. & Description		H0002250 - April 2025 - June 2025 [Maintenance Agreement for Bizhub C558 photocopy machine at the following office : Administration Section in the Department Corporate Services]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount		Value of VO's Approved		None
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date		None		Project on Time
Date of Report		30 April 2025	31 May 2025		30 June 2025		
Report Numbers		3	4		5		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request. No invoice for June 2025.	
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R21,206.90	R21,801.19		R21,801.19		
Number of Invoices /Certificates		3	4		4		
Disputed Invoices / Certificates		0	0		0		

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		H0002250 - April - June 2025 [Maintenance Agreement for Bizhub B367 photocopy machines at the following office : 1. Grabouw Town Office; 2. Office of the Municipal Manager; 3. Directorate Finance (Director's Office); 4. Riviersonderend Town Office; and 5. Creditors Section in the Directorate Finance]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount	Cost per copy = R0.0770	Value of VO's Approved	None	
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		3	4	5			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a			
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a			
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.			
Blockages and Problems		N/a	N/a	N/a			
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a			
Actual Amount Paid to Date		R7,727.16	R9,517.46	R12,876.35			
Number of Invoices /Certificates		15	20	25			
Disputed Invoices / Certificates		0	0	0			

15/07/2025
M. Faul

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		H0002250 - April 2025 - 30 June 2025[Maintenance Agreement for Bizhub B367 photocopy machines at the following office : 1. Villiersdorp Resource Centre; 2. Housing Section in the Directorate Economic Development and Planning, Villiersdorp; 3. Income Section in the Directorate Finance, Head Office and 4. Fines Office in the Directorate Community Services, Grabouw]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount		Cost per copy = R0.0770	Value of VO's Approved	
Completion Date		30/06/2025				None	
Adjusted Contract Amount		None	Adjusted Completion Date		None	Project on Time	
Date of Report		30 April 2025	31 May 2025		30 June 2025		
Report Numbers		3	4		5		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.			Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R4,158.67	R5,361.11		R7,180.55		
Number of Invoices /Certificates		12	16		20		
Disputed Invoices / Certificates		0	0		0		

15/07/2025
M. Faul

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		COR02/2022/23 (November 2022 - June 2025) [Maintenance Agreement for Bizhub B227 photocopy machines at the following office :1. Grabouw Library; 2. Pineview Library and 3. Genadendal Library]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/11/2022	Total Contract Amount	Cost per copy = R0.0680	Value of VO's Approved	None	
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		30	31	32			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a			
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a			
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.			
Blockages and Problems		N/a	N/a	N/a			
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a			
Actual Amount Paid to Date		R3,791.67	R3,868.84	R3,967.92			
Number of Invoices /Certificates		85	88	91			
Disputed Invoices / Certificates		0	0	0			

15/07/2025
M. Faul
210

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		COR02/2022/23 (November 2022 - June 2025) [Maintenance Agreement for Bizhub B367 photocopy machines at the following office : Registration Section, Traffic Services - Directorate Community Services, Caledon]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/11/2022	Total Contract Amount	Cost per copy = R0.0660	Value of VO's Approved	None	
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		30	31	32			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a	N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a	N/a		
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a	N/a	N/a	N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a	N/a		
Actual Amount Paid to Date		R5,412.97	R5,580.03	R5,722.57			
Number of Invoices /Certificates		30	31	32			
Disputed Invoices / Certificates		0	0	0			

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16/07/2025

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		H0002250 - April 2025 - June 2025 (Maintenance Agreement for Bizhub B227 photocopy machines at the following libraries : 1. Riviersonderend Library (Buitekant Street); 2. Riviersonderend Library (Alfa Road & Lelie Way); 3. Greyton Library; 4. Caledon Library; 5. Botrivier Library; 6.Tesselaarsdal Library and 7. Villiersdorp Library)					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount	Cost per copy = R0.0850	Value of VO's Approved	None	
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		3	4	5			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a			
Overall performance Including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a			
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request. March 2025 no invoice for Botrivier Library.			
Blockages and Problems		N/a	N/a	N/a			
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a			
Actual Amount Paid to Date		R3,098.17	R3,834.52	R4,453.01			
Number of Invoices /Certificates		20	27	34			
Disputed Invoices / Certificates		0	0	0			

212

15/07/2025

mfau

PROJECT MANAGER:		Reynold Stevens		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		H0002250 - April 2025 - June 2025 [Maintenance Agreement for Bizhub B367 photocopy machines at the following offices : 1. Town Planning and Building Control in the Directorate Economic Development and Planning; 2. Debt Collection, Caledon in the Directorate Finance; and 3. Traffic Services, Villiersdorp in the Directorate Community Services]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount		Cost per copy = R0.070	Value of VO's Approved	
Completion Date		30/06/2025				None	
Adjusted Contract Amount		None	Adjusted Completion Date		None	Project on Time	
Date of Report		30 April 2025	31 May 2025		30 June 2025		
Report Numbers		3	4		5		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R1,626.22		R2,019.48		R2,726.75	
Number of Invoices /Certificates		9		12		15	
Disputed Invoices / Certificates		0		0		0	

213

15/06/2025
M. Faul

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		H0002250 - April 2025 - June 2025 [Maintenance Agreement for Bizhub B450i photocopier machines at the following office : 1. Caledon Town Office				Own X	
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA				Other	
Commencement Date		01/04/2025		Total Contract Amount		Value of VO's Approved	
Completion Date		30/06/2025		Cost per copy = R0.0720		None	
Adjusted Contract Amount		None		Adjusted Completion Date		None	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		3		4		5	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a		N/a		N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a		N/a		N/a	
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a		N/a		N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a		N/a		N/a	
Actual Amount Paid to Date		R1,755.87		R2,206.46		R2,955.80	
Number of Invoices /Certificates		3		4		5	
Disputed Invoices / Certificates		0		0		0	


 15/06/2025
 214

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		H0002250 - April 2025 - June 2025 [Maintenance Agreement for Bizhub C300i photocopy machines at the following office : 1. Records Section, Head Office, Caledon]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount		Cost per copy = R0.0780 (black & white) & R0.430 (colour)	Value of VO's Approved	
Completion Date		30/06/2025				None	
Adjusted Contract Amount		None	Adjusted Completion Date		None	Project on Time	
Date of Report		30 April 2025	31 May 2025		30 June 2025		
Report Numbers		3	4		5		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R12,023.29	R13,786.31		R19,720.32		
Number of Invoices /Certificates		3	4		5		
Disputed Invoices / Certificates		0	0		0		

MF/2025/04/2025

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		COR02/2022/23 [Maintenance Agreement for Bishub B367 photocopy machines at the following offices : 1. Directorate Corporate Services, Head Office, Caledon 2. Directorate Technical and Infrastructure Implementation Services, Head Office, Caledon, and 3. Public Safety (Corporate Office), Head Office, Caledon					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/11/2022		Total Contract Amount		Value of VO's Approved	
Completion Date		30/06/2025		Cost per copy = R0.0630		None	
Adjusted Contract Amount		None		Adjusted Completion Date		Project on Time	
		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		29		30		31	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a		N/a		N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a		N/a		N/a	
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a		N/a		N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a		N/a		N/a	
Actual Amount Paid to Date		R26,331.96		R26,996.54		R27,888.56	
Number of Invoices /Certificates		87		90		93	
Disputed Invoices / Certificates		0		0		0	

216
MPLC
16/04/2025

MFauc
15/07/2025

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services		Funding Source			
Complete Tender No. & Description		COR06/2023/2024 [Maintenance Agreement for Bizhub B367 photocopy machines at the following offices : 1. Greyton Town Office; 2. Genadendal Town Office; 3. Human Settlements, Grabouw; 4. Human Resources, Head Office, Caledon; 5. Electrical Services, Head Office, Caledon and 6. Motor Registration and Licensing, Grabouw		Own X		Other	
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/10/2024		Value of VO's Approved		None	
Completion Date		31/12/2024		Total Contract Amount		Cost per copy = R0.0670	
Adjusted Contract Amount		None		Adjusted Completion Date		None	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		16		17		18	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a		N/a		N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a		N/a		N/a	
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request. No invoice received for Grabouw Motor Registration and Licensing for August 2024 - copy cost too low to issue an invoice.		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	
Blockages and Problems		N/a		N/a		N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a		N/a		N/a	
Actual Amount Paid to Date		R22,180.94		R23,104.62		R24,666.65	
Number of Invoices / Certificates		95		101		107	
Disputed Invoices / Certificates		0		0		0	

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services		Funding Source			
Complete Tender No. & Description		H0002250 - April 2025 - June 2025 [Maintenance Agreement for Bizhub B287 photocopy machine at the following office: Bereaerville Library]					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount	Cost per copy = R0.0780	Value of VO's Approved	None	
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		3	4	5			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a			
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a			
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request. No invoice for September 2024	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request. No invoice for November 2024.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 hours. Toners supplied on request. No invoice for June 2025			
Blockages and Problems		N/a	N/a	N/a			
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a			
Actual Amount Paid to Date		R5.29	R8.17	R8.17			
Number of Invoices /Certificates		3	4	4			
Disputed Invoices / Certificates		0	0	0			

218
15/07/2025
M. Faul

19/07/2025
Mfawc

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Morelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		H0002250 - April 2025 - June 2025 (Maintenance Agreement for Bizhub B367 photocopy machine at the following office: Sustainable Development (Directorate Community Services)					
Service Provider		Minolco (Pty) Ltd t/a Konica Minolta SA					
Commencement Date		01/04/2025	Total Contract Amount	Cost per copy = R0.0710	Value of VO's Approved	None	
Completion Date		30/06/2025					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		1	1	2			
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a			
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a			
Overall Performance Incl. quality of work to date		Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.	Maintenance services rendered by Konica Minolta is satisfactory. Service calls are attended to within 8 working hours. Toners supplied on request.		
Blockages and Problems		N/a	N/a	N/a	N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a	N/a		
Actual Amount Paid to Date		R208.08	R308.25	R409.55			
Number of Invoices /Certificates		3	4	5			
Disputed Invoices / Certificates		0	0	0			

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Marelize Faul	
		Corporate Services				Funding Source	
Complete Tender No. & Description		COR01/2024/25 - Supply and delivery of photocopy paper to various Municipal and Traffic Offices of Theewaterskloof Municipality from 01 July 2024 to 30 June 2027 (Tender awarded on 27/02/2025)					
Service Provider		OFFICE FOR YOU (PTY) LTD					
Commencement Date		01/07/2024	Total Contract Amount		A4 white photocopy paper = R77.60 per ream (Vat excl) for Caledon & Grabouw and R79.40 per ream (VAT excl) for other towns.	Value of VO's Approved	
Completion Date		30/06/2027				None	
Adjusted Contract Amount		None	Adjusted Completion Date		None	Project on Time	
						30 June 2025	
Date of Report						1	
Report Numbers						N/a	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy						N/a	
Overall performance including Rand Value in terms of the Empowerment Goals						N/a	
Overall Performance Incl. quality of work to date						Services rendered by Office for You (Pty) Ltd is satisfactory.	
Blockages and Problemes						N/a	
Recommended Action and Resolutions required to unblock blockages & problems						N/a	
Actual Amount Paid to Date						R108,103.45	
Number of Invoices /Certificates						4	
Disputed Invoices / Certificates						0	

220
15/07/2025
M/Faul

**REPORTING ON PERFORMANCE OF
CONTRACTORS :
OFFICE OF THE DIRECTOR**

PROJECT MANAGER:		GW HERMANUS		PROJECT CHAMPION:		WYNANDA VAN ZYL	
		Corporate Services				Funding Source	
Complete Tender No. & Description		MTN CONTRACT MODEMS (R99)				Own X	
Service Provider		MTN t/a ISANGO ELECTRONICS CC REG NR CK 19990892923				Other	
Commencement Date		01/07/2018	Total Contract Amount	R99 PER MONTH PER CONTRACT	Value of VO's Approved	None	
Completion Date		ongoing month to month					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30/04/2025		30/05/2025		30/06/2025	
Report Numbers		1		2		3	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		N/A	N/A		N/A		
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R 145,064.00		R 145,658.00		R 146,252.00	
Number of Invoices / Certificates		254		260		255	
Disputed Invoices / Certificates		0		0		0	

PROJECT MANAGER:		GW HERMANUS		PROJECT CHAMPION:		WYNANDA VAN ZYL	
		Corporate Services				Funding Source	
Complete Tender No. & Description		MTN CONTRACT MTNCHOICE (R369)				Own X	Other
Service Provider		MTN t/a ISANGO ELECTRONICS CC REG NR CK 19990892923				None	
Commencement Date		01/07/2018	R369 PER MONTH PER CONTRACT		Value of VO's Approved		
Completion Date		ongoing month to month	Total Contract Amount				
Adjusted Contract Amount		None	Adjusted Completion Date		None		Project on Time N/A
Date of Report		30/04/2025		30/05/2025		30/06/2025	
Report Numbers		1	2		3		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		N/A	N/A		N/A		
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R 148,124.00	R 149,969.00		R 151,814.00		
Number of Invoices /Certificates		312	317		322		
Disputed Invoices / Certificates		0	0		0		

PROJECT MANAGER:		GW HERMANUS		PROJECT CHAMPION:		WYNANDA VAN ZYL	
		Corporate Services				Funding Source	
Complete Tender No. & Description		MTN COONTRACT HUAWEI P8 LITE R269					
Service Provider		MTN t/a ISANGO ELECTRONICS CC REG NR CK 19990892923					
Commencement Date		01/07/2018	Total Contract Amount	R269 PER MONTH PER CONTRACT	Value of VO's Approved	None	
Completion Date		ongoing month to month					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30/04/2025		30/05/2025		30/06/2025	
Report Numbers		1		2		3	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		N/A	N/A		N/A		
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R 149,371.00		R 151,254.00		R 153,137.00	
Number of Invoices /Certificates		316		323		330	
Disputed Invoices / Certificates		0		0		0	

PROJECT MANAGER:		GW HERMANUS	PROJECT CHAMPION:		WYNANDA VAN ZYL
		Corporate Services		Funding Source	
Complete Tender No. & Description		MTN CONTRACT NOKIA 503 (R89)		Own X	Other
Service Provider		MTN t/a ISANGO ELECTRONICS CC REG NR CK 19990892923			
Commencement Date		01/07/2018	R89 PER MONTH PER CONTRACT	Value of VO's Approved	None
Completion Date		ongoing month to month			
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time
Date of Report		30/04/2025	30/05/2025	30/06/2025	
Report Numbers		1	2	3	
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a	N/a	
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a	N/a	
Overall Performance Incl. quality of work to date		N/A	N/A	N/A	
Blockages and Problems		N/a	N/a	N/a	
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a	N/a	
Actual Amount Paid to Date		R 22,585.00	R 22,852.00	R 23,119.00	
Number of Invoices /Certificates		179	182	185	
Disputed Invoices / Certificates		0	0	0	

PROJECT MANAGER:		G.W. HERMANUS		PROJECT CHAMPION:		WYNANDA VAN ZYL	
		Corporate Services		Funding Source			
Complete Tender No. & Description		833100900, CALEDON. 0834110471, VILLIERSDORP		Own X		Other	
Service Provider		VODACOM					
Commencement Date		01/07/2018	Total Contract Amount		R395.24 PER MONTH PER CONTRACT - CALEDON; R353.84 PER MONTH PER CONTRACT - VILLIERSDORP		None
Completion Date		ongoing month to month					
Adjusted Contract Amount		None	Adjusted Completion Date		None		N/A
Date of Report		30/04/2025	30/05/2025		30/06/2025		
Report Numbers		1	2		3		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		N/A	N/A		N/A		
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R 76,313.00	R 77,062.88		R 59,288.66		
Number of Invoices /Certificates		136	138		140		
Disputed Invoices / Certificates		0	0		0		

PROJECT MANAGER:		GW HERMANUS		PROJECT CHAMPION:		WYNANDA VAN ZYL	
		Corporate Services				Funding Source	
Complete Tender No. & Description		MTN CONTRACT NOKIA 503 (R79)				Own X	
Service Provider		MTN t/a ISANGO ELECTRONICS CC REG NR CK 19990892923				Other	
Commencement Date		01/07/2018	Total Contract Amount	R79 PER MONTH PER CONTRACT	Value of VO's Approved	None	
Completion Date		ongoing month to month					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30/04/2025		30/05/2025	30/06/2025		
Report Numbers		1		2	3		
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy		N/a	N/a		N/a		
Overall performance including Rand Value in terms of the Empowerment Goals		N/a	N/a		N/a		
Overall Performance Incl. quality of work to date		N/A	N/A		N/A		
Blockages and Problems		N/a	N/a		N/a		
Recommended Action and Resolutions required to unblock blockages & problems		N/a	N/a		N/a		
Actual Amount Paid to Date		R 122,120.00		R 123,779.00	R 125,438.00		
Number of Invoices /Certificates		1315		1336	1357		
Disputed Invoices / Certificates		0		0	0		

REPORTING ON PERFORMANCE OF CONTRACTORS : HUMAN RESOURCES

PROJECT MANAGER:		C Fisher		PROJECT CHAMPION:		J Amansure	
Complete Tender No. & Description		COR03/2022/23		Corporate Services		Funding Source	
Service Provider		Ayanda Mbanga Communication (Pty) Ltd.				Own Other	
Commencement Date		01-Jul-23		Total Contract Amount		R 1 882 646,30	
Completion Date		30-Jun-25		Value of VO's Approved		None	
Adjusted Contract Amount		N/A		Adjusted Completion Date		N/A	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		1		2		3	
Overall Performance Incl. quality of work to date		Current performance is satisfactory. Service Provider comply with SLA conditions		Current performance is satisfactory. Service Provider comply with SLA conditions		Current performance is satisfactory. Service Provider comply with SLA conditions	
Blockages and Problems		None		None		None	
Recommended Action and Resolutions required to unblock blockages & problems		None		None		None	
Actual Amount Paid to Date		60 718,22		19 836,34		R 0,00	
Number of Invoices /Certificates		3047934; 3047935; 3047989; 3047990; None		30480901; 3048156; 3048169; 30481701		None	
Disputed Invoices / Certificates		None		None		None	



04/7/2025

PROJECT MANAGER:	A Madyosi		PROJECT CHAMPION:	J Amansure	
	Financial Services				Funding Source
Complete Tender No. & Description	Supply and Servicing of 60 Sanitation bins in the Municipality's female ablution facilities for a period from 01 March 2025 until 30 June 2025.				Own Other
Service Provider	Bladest Steiner (PTY) LTD				Own Funds
Commencement Date	01-Mar-25	Total Contract Amount	R 16 100,00	Value of VO's Approved	N/A
Completion Date	30-Jun-25				
Adjusted Contract Amount	N/A	Adjusted Completion Date	N/A	Project on Time	Yes
Date of Report	30 April 2025		31 May 2025		30 June 2025
Report Numbers	2		Collaboration Number:		Collaboration Number:
Indicate the Empowerment Goals that were set for this contract in terms of Clause 2(a) of the SCM Policy	No Empowerment Goals were set for this contract.		No Empowerment Goals were set for this contract.		No Empowerment Goals were set for this contract.
Overall performance including Rand Value in terms of the Empowerment Goals	There is no performance evaluation in place in terms of the Empowerment Goals. There were no Empowerment Goals set for this contract.		There is no performance evaluation in place in terms of the Empowerment Goals. There were no Empowerment Goals set for this contract.		There is no performance evaluation in place in terms of the Empowerment Goals. There were no Empowerment Goals set for this contract.
Overall Performance Incl. quality of work to date	Satisfactory		Satisfactory		Satisfactory
Blockages and Problems	None		None		None
Recommended Action and Resolutions required to unblock blockages & problems	None		None		None
Actual Amount Paid to Date	R 6 440,00		R 9 660,00		R 12 880,00
Number of Invoices /Certificates	2		3		4
Disputed Invoices / Certificates	N/A		N/A		N/A

4/7/25

REPORTING ON PERFORMANCE OF CONTRACTORS : INFORMATION TECHNOLOGY

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Christopher Bloemfontein	
Complete Tender No. & Description		H0000095 06/ZM/24 - Wispernet 200MB Fibre Internet					
Service Provider		Wispernet					
Commencement Date		01/07/2024		Total Contract Amount		Value of VO's Approved	
Completion Date		30/09/2024		Deviation N/A		None	
Adjusted Contract Amount		None		Adjusted Completion Date		None	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		7		8		9	
Overall performance including Blockages and Problems		Current performance is satisfactory. Service		Current performance is satisfactory. Service		Current performance is satisfactory. Service provider	
Recommended Action and Actual Amount Paid to Date		None		None		None	
Number of Invoices / Certificates		R 10,580.00		R 12,420.00		R 12,420.00	
Disputed Invoices / Certificates		1		1		1	
		None		None		None	

GB
14/07/25

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Christopher Bloemfontein	
Complete Tender No. & Description		H0000096106/ZM/24 - Wispernet 100MB Fibre Internet				Funding Source	
Service Provider		Wispernet				Own X	
Commencement Date		01/07/2024		Total Contract Amount		Other	
Completion Date		30/09/2024		Deviation N/A		Value of VO's Approved	
						None	
Adjusted Contract Amount		None		Adjusted Completion Date		Project on Time	
						N/A	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		7		8		9	
Overall performance including quality of							
Blockages and Problems		None		Current performance is satisfactory. Service		Current performance is satisfactory. Service provider	
				None		None	
Recommended Action and Resolutions		None		None		None	
Actual Amount Paid to Date		R 7,820.00		R 8,970.00		R 8,970.00	
Number of Invoices /Certificates		1		1		1	
Disputed Invoices / Certificates		None		None		None	

OB 14/07/25

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Christopher Bloemfontein	
Complete Tender No. & Description		Corporate Services					
Service Provider		Riaan Jordaan Marketing (PTY) LTD					
Commencement Date	01/07/2024	Total Contract Amount		Deviation N/A		Value of VO's Approved	
Completion Date	30/06/2025						None
Adjusted Contract Amount	None	Adjusted Completion Date					Project on Time N/A
Date of Report	30 April 2025		31 May 2025				30 June 2025
Report Numbers	7		8				9
Overall performance including:		Current performance is satisfactory. Service		Current performance is satisfactory. Service		Current performance is satisfactory. Service provider	
Blockages and Problems	None		None				None
Recommended Action and Actual Amount Paid to Date	None		None				None
Number of Invoices /Certificates	R 4,520.94 1		R 4,520.94 1				R4,520.94 1
Disputed Invoices / Certificates	None		None				None


 14/07/25

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Christopher Bloemfontein	
Complete Tender No. & Description		H0000087 01J104 - Internet Connection - TWK Comms					
Service Provider		TWK Communications					
Commencement Date		01/07/2024		Total Contract Amount		Value of VO's Approved	
Completion Date		30/09/2024		Deviation N/A		None	
Adjusted Contract Amount		None		Adjusted Completion Date		None	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		7		8		9	
Overall performance		Current performance is satisfactory. Service		Current performance is satisfactory. Service		Current performance is satisfactory. Service provider	
Blockages and Problems		None		None		None	
Recommended Action and		None		None		None	
Actual Amount Paid to Date		R 54,679.62		R 49,990.50		R 49,990.50	
Number of Invoices		3		3		3	
Disputed Invoices / Certificate		None		None		None	

CPH
14/07/25

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Christopher Bloemfontein	
		Corporate Services				Funding Source	
Complete Tender No. & Description		RT15 Transversal Contract - VOIP Services				Own X Other	
Service Provider		Cell C					
Commencement Date		05/10/2022	Total Contract Amount	R 1,000,000.00	Value of VO's Approved	None	
Completion Date		30/06/2026					
Adjusted Contract Amount		None	Adjusted Completion Date	None	Project on Time	N/A	
Date of Report		30 April 2025	31 May 2025	30 June 2025			
Report Numbers		7	8	9			
Overall performance including Blockages and Problems		Current performance is satisfactory. Service provider	Current performance is satisfactory. Service provider	Current performance is satisfactory. Service provider			
Recommended Action and Actual Amount Paid to Date		None	None	None			
Number of Invoices / Certificates		R 6,369.28	R 6,433.51	R 6,312.53			
Disputed Invoices / Certificates		1	1	1			
		None	None	None			

ABW
14/07/25

PROJECT MANAGER:		GW Hermanus		PROJECT CHAMPION:		Christopher Bloemfontein	
Complete Tender No. & Description		Corporate Services					
Service Provider		Cell C					
Commencement Date		05/10/2022		Total Contract Amount		R 1,000,000.00	
Completion Date		30/06/2026		Value of VO's Approved		None	
Adjusted Contract Amount		None		Adjusted Completion Date		None	
Date of Report		30 April 2025		31 May 2025		30 June 2025	
Report Numbers		7		8		9	
Overall performance including, Blockages and Problems		Current performance is satisfactory. Service		Current performance is satisfactory. Service		Current performance is satisfactory. Service provider	
Recommended Action and Actual Amount Paid to Date		None		None		None	
Number of Invoices / Certificates		R 59,457.20		R 59,457.20		R 59,457.20	
Disputed Invoices / Certificates		1		1		1	
		None		None		None	

OBW
14/07/25

ITEM TITLE

**C230/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: WARD COMMITTEE SYSTEM: BI-ANNUAL
PERFORMANCE REPORT: JANUARY – JUNE 2025**

[English version of the report is the original]

FILE NUMBER

3/4/R

AIM OF REPORT

To provide Council with a performance report in respect of performance by Ward Committees in the Theewaterskloof Municipality between January and June 2025.

BACKGROUND

Ward Committees play an active and important role to enhance participatory governance in Theewaterskloof Municipality, and it has become increasingly important in the management of ward committees to:

- Demonstrate the involvement of ward committees in the affairs of the Council.
- Be able to effectively monitor and evaluate the performance of local ward committees in the Theewaterskloof Municipal area.

It is important for ward committees not only to attend scheduled ward committee meetings, but also to be actively involved in the affairs of Council and also to be the link between Council and the Community. Ward Committee members need to fulfil their role in terms of mandate meetings on a quarterly basis.

DISCUSSION

This report includes the performance of Ward Committees for the period from January to June 2025 in respect of the Ward Committee Official meetings held, Ward Councillor Report Back Meetings and Ward Committee Mandate Meetings attended during the period as well as Ward Committee vacancies, Ward Committee Operational Plans submitted and other public participation activities.

1. Ward Committee Official Meetings

A number of 18 Ward Committee meetings took place for the reporting period.

Ward nr	Meeting Dates	Number of meetings (JAN – JUNE 2025)	PREVIOUS REPORTING (JUL – DEC 2024)	PERFORMANCE RATING Exceptional (3+ meetings) Met Target (2 meetings) 1 or less (Underperformance)
1	26 February 2025 22 May 2025	2	3	Decline, but Met Target
2	20 February 2025 20 May 2025 19 June 2025	3	3	Exceptional Performance
3	18 February 2025 22 May 2025	2	4	Decline, but Met Target
4	18 February 2025 22 May 2025 31 June 2025	3	4	Decline, but Exceptional performance
5	18 February 2025 22 May 2025	2	4	Decline, but Met Target
6	20 February 2025 22 May 2025	2	3	Decline, but Met Target
7	26 February 2025 22 May 2025	2	3	Decline, but Met Target
8	None	0	0	Decline, but Met Target
9	24 February 2025 22 May 2025	2	4	Decline, but Met Target
10	None	0	0	Underperformance
11	None	0	1	Decline, Underperformance
12	None	0	1	Decline, Underperformance
13	None	0	1	Decline, Underperformance
14	None	0	1	Decline, Underperformance
TOTAL NUMBER OF MEETINGS		18	33	Decline in performance

Ward Committee meetings should take place on a bi-monthly basis. For the six months, all ward committees should have met at least 2 times. 28 meetings should have taken place in the 14 wards for the reporting period. Instead, only 18 meetings took place.

Safety and Crime has been identified by the Grabouw Ward Councillors as one of the reasons that the meetings are almost never a quorum.

The following challenges have been identified:

- People table issues/ items without resolutions.
- There is no feedback or consideration for Decisions made/ taken at ward committee meetings.
- Transport is an issue.
- Challenge for farm communities.
- Community has lost interest in the Ward committee system.
- Financially it is not viable to have ward committees.
- Lack of service delivery is also a problem.

It is recommended that a ward committee summit with all Ward committees is held before the end of term to do an assessment regarding what works, and what does not.

THE FOLLOWING WARDS MET THE CRITERIA AND PERFORMED WELL IN TERMS OF THE POLICY FOR WARD COMMITTEES:

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6
- Ward 7
- Ward 9

THE FOLLOWING WARDS IS HOWEVER A CONCERN:

- Ward 8
- Ward 10
- Ward 11
- Ward 12
- Ward 13
- Ward 14

2. WARD COMMITTEE VACANCIES

The following vacancies exist in the different wards

WARD NR	SECTOR	GEOGRAPHICAL AREA	TOTAL VACANCIES	REMEDIAL STEPS
1	0	0	0	
2	0	Boschmanskloof to	1	Council to add

		be added again to ward committee		Boschmanskloof to the composition of Ward 2 The position to be filled by 30 September 2025
3		Tesselaarsdal	1	Position to be filled by 31 August 2025
4			0	
5			0	
6			0	
7			0	
8	Religion	Siyanyanzela 2 Kgotsong Rooidakke Zola and Marikana	5	Fill sectoral vacancies by means of communication to the vacant Sectors by 31 August 2025 Fill vacancy by means of Ward committee member election in the Geographical areas by 30 September 2025
9			0	
10			0	Ward Committee fully established
11	Grabouw Marjorette		1	Fill sectoral vacancy by means of communication to

				the vacant Sector by 31 August 2025
12	Grabouw Taxi Association	Melrose Place	2	Fill sectoral vacancy by means of communication to the vacant Sector by 31 August 2025 Geographical area by September 2025
13	Little Folks Grabouw Taxis		2	Fill sectoral vacancies by means of communication to the vacant Sectors by 31 August 2025
14		Pineview North	1	Fill vacancy by means of Ward committee member elections in the Geographical area by September 2025
TOTAL VACANCIES			13 We had 25 vacancies in the previous reporting period	Should these vacancies not be filled, Council will have to review the composition of each ward again to a minimum of 6 Members per committee

3. Ward Councillor Report Back Initiatives

1 Ward Councillor report back initiative should take place per quarter.

21 Ward Councillor Report back meetings took place as follows:

WARD NR	DATE	NUMBER OF MEETINGS (JAN– JUNE 2025)	PREVIOUS REPORTING (JUL – DEC 2024)	COMPLIANT/ NOT COMPLIANT
1	27 January 2025 9 June 2025	2	0	Compliant
2	28 January 2025 9 June 2025 13 June 2025	3	0	Exceptional Performance
3	12 February 2025 (but lack of attendance) 11 June 2025	1	0	Non-Compliant Meeting should've been rescheduled
4	13 February 2025 17 June 2025	2	0	Compliant
5	5 February 2025 10 June 2025	2	0	Compliant
6	11 February 2025 18 June 2025	2	0	Compliant
7	6 February 2025 18 June 2025	2	0	Compliant
8	5 February 2025 (but lack of attendance)	0	0	Non-Compliant. No meeting during the period
9	4 February 2025 17 June 2025	2	0	Compliant
10	No Meeting	0	0	Non-compliant No meeting during the period
11	4 February 2025 (but lack of attendance) 11 June 2025	1	0	Non-Compliant
12	6 February 2025 17 June 2025	2	0	Compliant
13	11 February 2025 9 June 2025	2	0	Compliant
14	12 February 2025 (lack of attendance)	0	0	Non-Compliant

TOTAL NUMBER OF WARD COUNCILLOR REPORT BACK MEETINGS	21	0	28 Meetings should have taken place.
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4. WARD COMMITTEE MANDATE MEETINGS

3 Ward Committee Member Mandate meetings took place as follows:

Ward nr	Meeting Dates	NUMBER OF MEETINGS (JULY – NOV 2023)	PREVIOUS REPORTING (JAN – JUNE 2023)	IMPROVEMENT/
1	27 March 2025	1	0	Non-Compliant
2	NONE	0	3	Non-Compliant
3	NONE	0	0	Non-compliant
4	NONE	0	0	Non-Compliant
5	4 February 2025	1	3	Non-compliant
6	NONE	0	0	Non-compliant
7	25 March 2025	1	0	Non-Compliant
8	NONE	0	0	Non-compliant
9	NONE	0	0	Non-Compliant
10	NONE	0	0	Non-compliant
11	NONE	0	0	Non-compliant
12	NONE	0	0	Non-compliant
13	NONE	0	0	Non-compliant
14	NONE	0	0	Non-compliant
TOTAL NUMBER OF MANDATE MEETINGS		3	6	Overall non- compliant

It is a huge concern that although the ward committees developed Ward Committee Operational Plans, and that the ward committee members indicated ward committee mandate meeting dates, they do not adhere to it. The ward councillors are therefore requested to enforce their oversight in terms of the implementation of these Ward Committee Operational Plans. If Ward Committee members don't communicate to their constituency and request them for inputs, they are not fulfilling their role as the official public participation structure of the Theewaterskloof Municipality.

5, WARD COMMITTEE OPERATIONAL PLANS

The following Ward Committee Operational Plans were submitted to the Provincial Department Public Participation:

- Ward 1
- Ward 2
- Ward 3
- Ward 4
- Ward 5
- Ward 6
- Ward 7
- Ward 9

The following Ward Committee Operational Plans are still outstanding:

- Ward 8
- Ward 10
- Ward 11
- Ward 12
- Ward 13
- Ward 14

6. OTHER FORMS OF PUBLIC PARTICIPATION

- a. Draft Budget Public Participation meetings per Town were scheduled during April 2025 as per the Public Participation Plan 2024/ 2025.

FINANCIAL RESPONSIBILITIES

As per budget allocation.

LEGAL RESPONSIBILITIES

- The Constitution of RSA
- Local Government: Municipal Finance Management Act No 56 of 2003
- Local Government: Municipal Structures Act No 117 of 1998
- Local Government: Municipal Systems Act No 32 of 2000
- Theewaterskloof Municipality Ward Committee Policy

RISK MANAGEMENT IMPLICATION

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended:

1. That Council notes the bi-annual report on the performance of Ward Committees in Theewaterskloof Municipality for the period January to June 2025.
2. That Council Resolution C95/2025 point 2 and 3 be rescinded as the filling of all the vacancies in Wards is not concluded and Ward 10 is not fully established.
3. That Boschmanskloof be added as geographical area to Ward 2 composition and that the election process be started to fill this vacancy.
4. That all the outstanding sectoral ward committee vacancies be filled by 31 August 2025.
5. That all the outstanding geographical ward committee vacancies be filled by 30 September 2025.
6. That the composition of ward committees be reviewed by October 2025 should all the vacancies on ward committees not been filled.
7. That the bi-annual report be presented at Ward Committee meetings for discussion on the performance after submission to Council.

ITEM TITLE

C231/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT ADMINISTRATION: APPOINTMENT OF A NEW MEMBER TO THE COMMUNITY SERVICES- AND HUMAN SETTLEMENTS AND PLANNING PORTFOLIO COMMITTEE AS PART OF THE SECTION 80 COMMITTEES WHICH ASSIST THE EXECUTIVE MAYOR IN PERFORMING FUNCTIONS AND DUTIES TO REPLACE COUNCILLOR H SYSTER

[English is the original version of the report]

FILE NUMBER

3/3/6

PURPOSE OF REPORT

That Council considers the appointment of a new member of the Community Services- and Human Settlements and Planning Portfolio Committee of Council to replace Councillor H Syster.

BACKGROUND

Council appoints the following Councillors as Committee Members of the following Portfolio Committees per Council Resolution C116/2025 during a Council Meeting held on 29 May 2025:

- 1. Council takes cognizance of the nominations for representatives and secondi for all the Section 80 Committees received from all the political parties within the Theewaterskloof Municipal Council:**

Community Services Committee (5 members)

Councillor Y van Tonder - Chairperson – full-time Councillor
Councillor D Jacobs
Councillor H Linnerts
Councillor H Syster

Alderman MR Nongxaza

Secundi: Councillor M Gana (for the Coalition)

Secundi: Councillor M Shale (for the Opposition)

Human Settlements and Planning Committee (5 members)

Alderman S Fredericks - Chairperson – full-time Councillor
Councillor PJ Stander
Alderman CC Clayton
Councillor H Syster

Alderman D Appel

Secundi: Councillor D Jooste (for the Coalition)

Secundi: Councillor TP Lemina (for the Opposition)

DISCUSSION

During the Council Meeting of 07 August 2025 Council was informed per Council Resolution C188/2025 that Councillor H Syster ceased to hold office as a Councillor in the Municipality due to termination of his party membership of the Patriotic Alliance.

The IEC also declared Councillor C Smith as a newly elected Councillor who replaces Councillor H Syster.

Councillor H Syster was a Member of the Community Services- and Human Settlements and Planning Portfolio Committee and needed a new Member to be elected for these Committees to replace Councillor H Syster.

FINANCIAL IMPLICATIONS

None.

LEGISLATIVE IMPLICATIONS

None.

RISK MANAGEMENT IMPLICATIONS

Not applicable.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that Council appoints the following Councillor as a Member of the Community Services- and Human Settlements and Planning Portfolio Committee of Council to replace Councillor H Syster:

Community Services Committee (5 members)

Councillor Y van Tonder - Chairperson – full-time Councillor

Councillor D Jacobs

Councillor H Linnerts

Alderman MR Nongxaza

Alderman / Councillor

Secundi: Councillor M Gana (for the Coalition)

Secundi: Councillor M Shale (for the Opposition)

Human Settlements and Planning Committee (5 members)**Alderman S Fredericks - Chairperson – full-time Councillor****Councillor PJ Stander****Alderman CC Clayton****Alderman D Appel****Alderman/Councillor****Secundi: Councillor D Jooste (for the Coalition)****Secundi: Councillor TP Lemina (for the Opposition)**

ITEM TITLE

**C232/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: APPOINTMENT OF A NEW MEMBER TO THE
DISCIPLINARY COMMITTEE OF THEEWATERSKLOOF
MUNICIPAL COUNCIL TO REPLACE COUNCILLOR H SYSTER**

[English is the original version of the report]

FILE NUMBER

3/3/6

PURPOSE OF REPORT

That Council considers the appointment of a new Member of the Disciplinary Committee of Theewaterskloof Municipal Council to replace Councillor H Syster.

BACKGROUND

Council appoints the following Councillors as Members of the Disciplinary Committee per Council Resolution C117/2025 during a Council Meeting held on 29 May 2025:

DISCIPLINARY COMMITTEE OF THEEWATERSKLOOF MUNICIPALITY**Members:**

Councillor PJ Stander [Chairperson]
Alderman S Fredericks [Prosecutor]
Councillor H Linnerts [Member of the Committee]
Councillor T Zimmermann [Member of the Committee]
Councillor H Syster [Member of the Committee]

Secundi's:

Councillor J Smit [Secundi for Chairman]
Councillor J Smit [Secundi for Prosecutor]
Councillor J Smit [Secundi for Member of the Committee – for the Coalition]
Councillor MR Nongxaza [Secundi for Member of the Committee – for the Opposition]

DISCUSSION

During the Council Meeting of 07 August 2025 Council was informed per Council Resolution C188/2025 that Councillor H Syster ceased to hold office as a Councillor in the Municipality due to termination of his party membership of the Patriotic Alliance.

The IEC also declared Councillor C Smith as a newly elected Councillor who replaces Councillor H Syster.

Councillor H Syster was a Member of the Disciplinary Committee of Theewaterskloof Municipal Council and needed a new Member to be appointed for the Disciplinary Committee to replace Councillor H Syster.

FINANCIAL IMPLICATIONS

None.

LEGISLATIVE IMPLICATIONS

None.

RISK MANAGEMENT IMPLICATIONS

Not applicable.

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that Council appoints the following Councillor as a Member of the Disciplinary Committee of Theewaterskloof Municipal Council to replace Councillor H Syster:

Members:

**Councillor PJ Stander [Chairperson]
Alderman S Fredericks [Prosecutor]
Councillor H Linnerts [Member of the Committee]
Councillor T Zimmermann [Member of the Committee]**

Alderman/Councillor [Member of the Committee]

Secundi's:

**Councillor J Smit [Secundi for Chairman]
Councillor J Smit [Secundi for Prosecutor]
Councillor J Smit [Secundi for Member of the Committee – for the Coalition]
Councillor MR Nongxaza [Secundi for Member of the Committee – for the Opposition]**

ITEM TITLE

**C233/2025 DIRECTORATE CORPORATE SERVICES: DEPARTMENT
ADMINISTRATION: NOMINATION OF A NEW MEMBER TO THE
SPECIAL COMMITTEE ESTABLISHED IN TERMS OF RULE 16(1)
OF SCHEDULE 7 TO REPLACE COUNCILLOR M BOTES**

[English is the original version of the report]

FILE NUMBER

3/3/6

PURPOSE OF REPORT

That Council considers the nomination of a new Member to the Special Committee established in terms of Rule 16(1) of Schedule 7 to replace Councillor M Botes.

BACKGROUND**FEEDBACK BY THE SPEAKER – COUNCIL MEETING OF 25 FEBRUARY 2025:**

The Special Committee must consist out of 5 Councillors as per the Portfolio Committee representation.

The membership representation on the Special Committee will be 3 Members from the Coalition side and 2 Members from the Opposition side.

The 5 Members will elect the Chairperson during their first meeting.

Council nominates the following Councillors as Members of the Special Committee established in terms of Rule 16(1) of Schedule 7 per Council Resolution CIC13/2025 during a Council Meeting held on 25 February 2025:

Members from the Coalition:

**Councillor P Stander
Councillor H Linnerts
Councillor M Botes**

Members from the Opposition:

**Alderman DA Appel
Alderman MR Nongxaza**

DISCUSSION

On 18 August 2025 the Speaker received an email from Councillor M Botes tendering her resignation as a Member of the Special Committee established in terms of Rule 16(1) of Schedule 7.

LEGISLATIVE IMPLICATIONS

253

Code of Conduct for Councillors – Schedule 7

FINANCIAL IMPLICATIONS

None

RISK MANAGEMENT IMPLICATIONS

Not applicable

RECOMMENDATION BY ITEM AUTHOR TO COUNCIL:

It is recommended that Council nominates the following Councillor as a Member of the Special Committee established in terms of Rule 16(1) of Schedule 7 to replace Councillor M Botes:

Members from the Coalition:

Councillor P Stander
Councillor H Linnerts

Alderman/ Councillor

Members from the Opposition:

Alderman DA Appel
Alderman MR Nongxaza

From: Lizell Kilowan
Sent: Monday, August 18, 2025 14:44
To: Marelize Faul
Subject: FW: Resignation from dscliplinary committee

Marelize

Herewith the resignation of Cllr Botes

Lizell

From: Michelle Botes <michellebotes8@gmail.com>
Sent: Monday, 18 August 2025 11:09
To: Weldon Wells <wwells@twk.gov.za>
Cc: Lizell Kilowan <lizellsa@twk.gov.za>; Derick Appel <derickappel2016@gmail.com>; derrickappel2016@gmail.com
Subject: Resignation from dscliplinary committee

Good morning Speaker

Herewith please accept my resignation as a member of the special committee.
Thank you.

Yours in governance

Michelle Botes
Councillor Ward 5
Theewaterskloof Municipality
michellebotes8@gmail.com
062 347 3367

ITEM HEADING

255

**C234/2025 DIRECTORATE FINANCE: SUPPLY CHAIN MANAGEMENT:
DEVIATION REPORT FOR JULY 2025**

[English version of the report is the original]

FILE NUMBER

6/3/3/6

PURPOSE / AIM OF REPORT

To present a report to Council consisting of the reasons for deviating in terms of subparagraphs 36(1)(a) and (b) of the SCM Policy for the month of July 2025.

BACKGROUND

(1) The Accounting Officer may –

- a) dispense with the official procurement processes established by this Policy and to procure any required goods or services through any convenient process, which may include direct negotiations, but only –
 - (i) in an emergency; (An emergency is an unforeseeable sudden event with harmful or potential harmful consequences for the municipality which requires urgent action to address.)

Circumstances that warrant emergency dispensation, includes but are not limited to –

- a) the possibility of human injury or death,
- b) the prevalence of human suffering or deprivation of rights,
- c) the possibility of damage to property, or suffering and death of livestock and animals, the interruption of essential services, including transportation and communication facilities or support services critical to the effective functioning of the municipality as a whole, the possibility of serious damage occurring to the natural environment,
- d) the possibility that failure to take necessary action may result in the municipality not being able to render essential community service,
- e) the possibility that the security of the state could be compromised.

The prevailing situation, or imminent danger, should be of such a scale and nature that it could not readily be alleviated by interim measures, in order to allow time for the formal tender process.

- (i) if such goods or services are produced or available from a single source or sole provider only (as per definition);

- (ii) for the acquisition of special works of art or historical objects where specifications are difficult to compile;
 - (iii) acquisition of animals for zoos and/or nature and game reserves; or
 - (iv) in any other exceptional case where it is impractical or impossible to follow the official procurement processes;
 - (v) ad-hoc repairs to plant and equipment where it is not possible to ascertain the nature or extent of the work required in order to call for bids; and
- b) ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely of a technical nature.

DISCUSSION

The report in terms of subparagraph 36(1)(a) can be found attached. Also note that the Accounting Officer did not ratify minor breaches of the procurement process in terms of subparagraph 36(1)(b).

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per attachment.

LEGAL IMPLICATIONS (ITEM AUTHOR)

Regulation 36 of the Supply Chain Management Policy.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

Not Applicable.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council takes cognisance of the report.

RECOMMENDATION BY THE FINANCE COMMITTEE TO COUNCIL: 18 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council takes cognisance of the report.

RECOMMENDATION TO COUNCIL:

It is recommended that Council takes cognisance of the report.

ITEM HEADING

C235/2025 DIRECTORATE FINANCE: APPOINTMENT OF STANDARD BANK OF SOUTH AFRICA FOR THE PROVISION OF BANKINGS SERVICES FOR A PERIOD OF 5 YEARS – (JULY 2025 – JUNE 2030)

[English version of the report is the original]

FILE NUMBER

5/15/R

PURPOSE / AIM OF REPORT

To request Council's approval for the appointment of Standard Bank South Africa, for the provision of banking services for the period 01 July 2025 – 30 June 2030, a period of five years.

BACKGROUND

Every municipality must open and maintain at least one bank account in the name of the municipality according to Chapter 3, Section 7(1) of the MFMA 2003.

Standard Bank South Africa is currently the service provider for provision of banking services to the municipality until 30 June 2025.

The following processes had to be completed before the adjudication of the tender could be finalized.

The specification meeting to approve tender was held on 05 November 2025. The invitation to the tender was advertised on the Municipal Website, Notice Boards and E-tender on Friday, 15 November 2024 and in the local newspaper on Thursday, 14 November 2024. Four (4) tenders were received on closing date Friday, 24 January 2025 from the following bidders, Absa, Nedbank, FNB and Standard Bank.

Bid Evaluation – 13 May 2025

Bid Adjudication – 20 May 2025

Appeal Period – 21 days after award 23 June 2025

Chapter 4 Section 33(1)(a)(i)(aa), (bb) – 09 June 2025

Response received from PT – 24 July 2025

A deviation is currently in place for a further three months until the process of appointing a new service provider for a period of five years is concluded.

DISCUSSION

Name of Bidder	Interest Rate on Credit Balances	All Inclusive Estimated Tendered Amount "R"	All Inclusive Estimated Corrected Tendered Amount "R"
Nedbank	6.75%	R 2 139 586.13	R 5 944 623.87
Standard Bank	7.40%	R 4 333 908 .91	R 4 333 908.70
FNB	3%	R 5 675 825.70	R 7 620 622.76
ABSA	6.25%	R 371 538 894.88	R 9 119 737.31

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

None.

LEGAL IMPLICATIONS (ITEM AUTHOR)

None.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended:

1. That Council approves the appointment of Standard Bank for the "Provision of Banking services for the period from 01 July 2025 to 30 June 2030 for the estimated amount of R 4 333 908.70.
2. That a service level agreement will be entered into between the Municipality and Standard Bank, the Municipal Manager will sign the contract on behalf of the Municipality.

RECOMMENDATION BY THE FINANCE COMMITTEE TO COUNCIL: 18 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

1. That Council approves the appointment of Standard Bank for the "Provision of Banking services for the period from 01 July 2025 to 30 June 2030 for the estimated amount of R 4 333 908.70.
2. That a service level agreement will be entered into between the Municipality and Standard Bank, the Municipal Manager will sign the contract on behalf of the Municipality.

RECOMMENDATION TO COUNCIL:

261

It is recommended:

- 1. That Council approves the appointment of Standard Bank for the "Provision of Banking services for the period from 01 July 2025 to 30 June 2030 for the estimated amount of R 4 333 908.70.**
- 2. That a service level agreement will be entered into between the Municipality and Standard Bank, the Municipal Manager will sign the contract on behalf of the Municipality.**



Private Bag X9165
CAPE TOWN
8000

Reference number: 24/2/31/15

Enquires: D Cronje

Chief Financial Officer
Theewaterskloof Municipality
Caledon Head Office
6 Plein Street
Caledon

For attention: P. Mabhena

COMMENTS SUBMITTED BY PROVINCIAL TREASURY TO THE THEEWATERSKLOOF MUNICIPALITY IN TERMS OF SECTION 33(1) OF THE LOCAL GOVERNMENT: MUNICIPAL FINANCE MANAGEMENT ACT (ACT 56 OF 2003) (MFMA) – TENDER: FIN 05/2024/2025: PROVISION OF BANKING SERVICES.

Your correspondence dated 9 July 2025, indicating the Theewaterskloof Municipality's intention to enter a contract for the provision of banking services, has reference.

The contract, which imposes financial obligations beyond the three-year medium-term expenditure framework from its commencement date (1 July 2025), has an estimated total value of R4.33 million (inclusive of VAT). The contract period spans five financial years, from 2025/26 to 2029/30.

The Municipality's attention is drawn to the following consideration:

Financial Implications

- The total estimated cost of the contract over the five-year period ending 30 June 2030 is R4.33 million. An amount of R3.02 million has been budgeted over the 2025/26 Medium-Term Revenue and Expenditure Framework (MTREF) under *Expenditure: Operational Cost – Bank Charges, Facility and Card Fees: Bank Accounts and Third-Party Expenditure*. This allocation sufficiently covers the projected contract value of approximately R2.45 million over the MTREF period (2025/26 to 2027/28).
- The Municipality's budget projections are further deemed credible and in line with the proposed pricing schedule. Furthermore, the proposed CPI of 6 per cent is within the target CPI range.
- For the 2024/25 financial year, the Municipality budgeted R1.08 million under the bank charges line item and the actual performance as at the end of June 2025 was R726 698. The proposed pricing schedule reflected in year one of R768 819.84 compares well with the current performance and is well below the budget of 2024/25.

- The Municipality should thoroughly consider the financial carry-through implications beyond the MTREF to ensure the affordability and sustainability of the contract. The Municipality should also ensure that the funding model is resolved for the contract's full duration. The accountability for ensuring that funds are available for the duration of the contract resides with the Accounting Officer (or the delegated official).
- Furthermore, the Municipality should ensure timely payment of contractual fees to avoid the accrual of interest or penalties, particularly considering the existing financial constraints.
- The Municipality did not make provision for this contract in the final 2025/26 MTREF A1 Schedule: SA33, as required by the Municipal Budget and Reporting Regulations (MBRR).
- The Municipality must ensure alignment with the MBRR budget formatting guidelines in future by ensuring that all contracts with future budgetary implications are accurately captured and accounted for in the Municipality's budget. This will provide stakeholders with a transparent view of the Municipality's costs.
- The Municipality's 2024/25 procurement plan includes this tender process.

Supply Chain Management

- Section 33 of the Local Government: Municipal Finance Management Act (Act 56 of 2003) (MFMA) requires that when a Municipality intends to enter into an agreement that will extend beyond the three (3) years covered in the annual budget, it must embark on a process to invite comments from the local community, which requires consideration. *The Municipality must obtain the views and recommendations from both the National Treasury and Provincial Treasury.*
- In terms of Section 116 of the MFMA, a contract or agreement procured through the SCM unit of the Municipality must be in writing, stipulate the terms and conditions of the contract or agreement, which must include provisions for the termination of the contract or agreement in the case of non or underperformance and dispute resolution mechanisms. An ongoing periodic review of the contract or agreement must be performed for contracts of this nature.
- In terms of Section 33 (1) (a), the Municipality adequately provided for how the contract will be funded and managed by the Municipality.
- Furthermore, the Accounting Officer must take all reasonable steps to ensure that a contract or agreement procured through the SCM policy of the Municipality is properly enforced and monitored monthly based on performance of the contractor.
- The Banks Act (Act 94 of 1990) is relevant to the banking services process, as it ensures that municipalities contract only with legally authorised and regulated financial institutions. This safeguards public funds and promotes compliance with national financial legislation.
- Section 7(3)(b) of the MFMA and SCM Regulation 30 (3) prohibits the Municipality from procuring banking services from any bank that is not registered under the Bank Act, 1990 (Act No. 94 of 1990) and in addition, that the advertising period does not exceed more than sixty (60) days.
- SCM regulation 30 (1) stipulates that a contract for municipal banking services must be procured through competitive bids; must be consistent with section 7 of the Act; and may not be for a period of more than five years at a time.

- SCM regulation 30(2) stipulates that the process of procuring a contract for banking services must commence at least nine months before the end of an existing contract.
- SCM regulation 30 (3) stipulates that the closure date for the submission of bids may not be less than 60 days from the date on which the advertisement is placed in a newspaper in terms of clause 22(1). Bids must be restricted to banks registered in terms of the Banks Act, 1990 (Act No. 94 of 1990).
- MFMA Circular 61, which provides guidance on the mandatory compliance, reporting and control procedures that must be adhered to when a new banking service provider is appointed, and where a new primary bank account is to be established.
- The Circular further emphasises the need for proper authorisation through a council resolution and the submission of prescribed documentation to the National Treasury, Provincial Treasury and the Auditor-General, which is critical in ensuring transparency, continuity of financial operations and for the safeguarding of public funds. The Municipality is further reminded that any changes to its banking account details must be coordinated through National Treasury to ensure timeous update on the Central Supplier Database (CSD) are correctly reflected.
- In terms of MFMA Circular 62, all extensions may not exceed 15 – 20 per cent of the original contract amount or exceed the original contractual period as stipulated in Section 33 of the MFMA, unless the prescribed procedures were followed.
- It must be noted that the procurement of the banking services must for all intents and purposes, give effect to the five pillars of procurement as per Section 217 of the Constitution.
- Overall, based on the information made available from a supply chain management perspective, the Municipality has complied with the requirements of **Section 33**.

The Municipality is advised to carefully monitor contractual performance throughout the implementation period, and to ensure that any breach of contract, or of the SCM policy and/ or applicable legislative framework, results in appropriate remedial measures being pursued.

Please ensure that all documentation associated with the contract and tender process is retained for record-keeping and audit purposes.

Yours sincerely,



MR D CRONJE
MFMA COORDINATION
PROVINCIAL TREASURY



ITEM HEADING

**C236/2025 DIRECTORATE FINANCE: FINANCIAL REPORT FOR THE MONTH
ENDING JULY 2025**

[English version of the report is the original]

FILE NUMBER

5/16/R

PURPOSE / AIM OF REPORT

The purpose of this report is to inform the Council on the current financial state as of 31 July 2025.

BACKGROUND

Attached is the **Financial Report** for the month of July 2025, which reflects the implementation of the budget, and the state of the municipality's financial affairs.

The Financial Report consists of the following:

1. Executive Summary
2. Capital Expenditure
3. Operating Revenue and Expenditure
4. Cash and Investments
5. Borrowings
6. Grants
7. Debtors
8. Creditors

DISCUSSION

As per attached report.

FINANCIAL IMPLICATIONS (ITEM AUTHOR)

As per attached report.

LEGAL IMPLICATIONS (ITEM AUTHOR)

In terms of Section 71 of the Municipal Finance Management Act, act 56 of 2003, the monthly Financial Report for the period ended 31 July 2025 is submitted to Council which reflects the implementation of the budget and the financial state of affairs of the municipality.

RISK MANAGEMENT IMPLICATION (ITEM AUTHOR)

None.

RECOMMENDATION BY ITEM AUTHOR:

It is recommended that Council notes the Monthly Budget Statement, Performance and supporting documentation as of 31 July 2025.

RECOMMENDATION BY THE FINANCE COMMITTEE TO COUNCIL: 18 AUGUST 2025

After the Chairperson had given the Councillors an opportunity, and the item had been thoroughly discussed, it was unanimously recommended as follows:

That Council notes the Monthly Budget Statement, Performance and supporting documentation as of 31 July 2025.

RECOMMENDATION TO COUNCIL:

It is recommended that Council notes the Monthly Budget Statement, Performance and supporting documentation as of 31 July 2025.

BUDGET STATEMENT

JULY 2025



THEEWATERSKLOOF MUNICIPALITY

In-Year Report of the Municipality

Prepared in terms of Section 71 of the Local Government: Municipal Finance Management Act (56/2003) and Municipal Budget and Reporting Regulations, Government Gazette 32141, 17 May 2009.

2025/2026 FINANCIAL YEAR

Contents

GLOSSARY	1
PART 1 – IN-YEAR REPORT	2
Section 1 - EXECUTIVE SUMMARY	2
PART 2 – SUPPORTING DOCUMENTATION	4
Section 2 - CAPITAL EXPENDITURE	4
Section 3 - OPERATING REVENUE AND EXPENDITURE	8
Section 4 - CASH AND INVESTMENTS	12
Section 5 - BORROWINGS	14
Section 6 - GRANTS	15
Section 7 - DEBTORS	16
Section 8 - CREDITORS	20
Section 9 – QUALITY CERTIFICATION	21

GLOSSARY

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

Budget – The financial plan of the Municipality.

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

Cash flow statement – A statement showing when actual cash will be received and spent by the Municipality. Cash payments do not always coincide with budgeted expenditure 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.

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

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

MIG – Municipal Infrastructure Grant.

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

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

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

Unauthorised expenditure – Generally, is spending without, or more than, an approved budget.

Vote – One of the main segments into which a budget of a municipality is divided.

PART 1 – IN-YEAR REPORT

SECTION 1 - EXECUTIVE SUMMARY

Introduction

In terms of Section 71 of the Municipal Finance Management Act, Act 56 of 2003 the Budget Statement for the period ended 31 July 2025 is submitted to Council which reflects the implementation of the budget and the financial state / position of the municipality.

This report presents a summary of the actual results compared to the budget.

Section 54 of the MFMA requires the mayor to consider the Section 71 report and take appropriate action to ensure that the approved budget is implemented in accordance with the SDBIP.

It should be noted that the C-Schedule does not align to the related data strings and transactional detail encapsulated in the financial system. The matter has been reported to the system vendor and is still work in progress to address alignment issues. Differences will therefore be noted between some of the tables in the C-Schedule, Section 71 monthly budget monitoring report and the related data strings.

A summary of the operating revenue and expenditure and capital expenditure is presented in the following table: -

Particulars	Capital Expenditure	Operating Revenue	Operating Expenditure
Original Budget	88 830 340	922 836 484	884 103 200
Actual Result (YTD)	4 068	137 710 769	32 416 540
Variance	88 826 272	785 125 715	851 686 660
Variance %	100%	85%	96%

Operating revenue currently reflects a variance of 85% and operating expenditure a variance of 96%.

Particulars	Budget	Adjustment Budget	Jul-25	TOTAL	YTD % Spent
Operating Expenditure (excl non Cash)	828 210 667	828 210 667	29 558 504	29 558 504	4%
Operating Expenditure (Non Cash)	55 892 533	55 892 533	2 858 036	2 858 036	5%
Total Operating Expenditure	884 103 200	884 103 200	32 416 540	32 416 540	4%
Operating Income	922 836 484	922 836 484	137 710 769	137 710 769	15%
TELEPHONE	755 250	755 250	4 730	4 730	1%
STREETLIGHTS	9 539 515	9 539 515	189 360	189 360	2%
FUEL	10 392 950	10 392 950	228 456	228 456	2%
Repair & Maintenance (Excl Road Surfaces & Networks)	144 810 349	144 810 349	7 411 474	7 411 474	5%
Contracted Services - Maintenance of Infrastructure Assets (Road Surfaces)	2 042 000	2 042 000	-	-	0%
Other Materials - Maintenance Materials (Road Surfaces)	1 288 975	1 288 975	129 760	129 760	10%
Other Materials - Maintenance Materials (Networks)	539 455	539 455	151 754	151 754	28%
GRANTS INCOME	104 497 000	104 497 000	6 504 000	6 504 000	6%
Equitable Shares Income	150 030 000	150 030 000	47 020 000	47 020 000	31%
GRANTS EXPENDITURE	104 497 000	104 497 000	817 396	817 396	1%
Equitable Shares Expenditure	74 340 569	74 340 569	6 195 047	6 195 047	8%
Equitable Shares Expenditure Free Basic Services	75 689 431	75 689 431	5 554 360	5 554 360	7%
PAYROLL	300 853 959	300 853 959	22 194 377	22 194 377	7%
OVERTIME	6 532 764	6 532 764	701 732	701 732	11%
STANDBY	3 985 172	3 985 172	541 240	541 240	14%
EMPLOYEE RELATED COST (Non cash)	4 449 216	4 449 216	37 921	37 921	1%
Capital Expenditure (Water)	12 280 971	12 280 971	4 068	4 068	0%
Capital Expenditure (Sewer)	24 387 029	24 387 029	-	-	0%
Capital Expenditure (Fleet)	6 400 000	6 400 000	-	-	0%
Capital Expenditure (Office Equipment)	474 000	474 000	-	-	0%
Capital Expenditure Sub Total	43 542 000	43 542 000	4 068	4 068	0%
Capital Expenditure (Housing) (TWK)	45 288 340	45 288 340	-	-	0%
Capital Expenditure Housing Sub Total	45 288 340	45 288 340	-	-	0%
Capital Expenditure (Total)	88 830 340	88 830 340	4 068	4 068	0%
Investments			15 650 505		
Bank			-297 833		
Loans			146 259 758		
Tenders Approved			-		

PART 2 – SUPPORTING DOCUMENTATION

SECTION 2 - CAPITAL EXPENDITURE

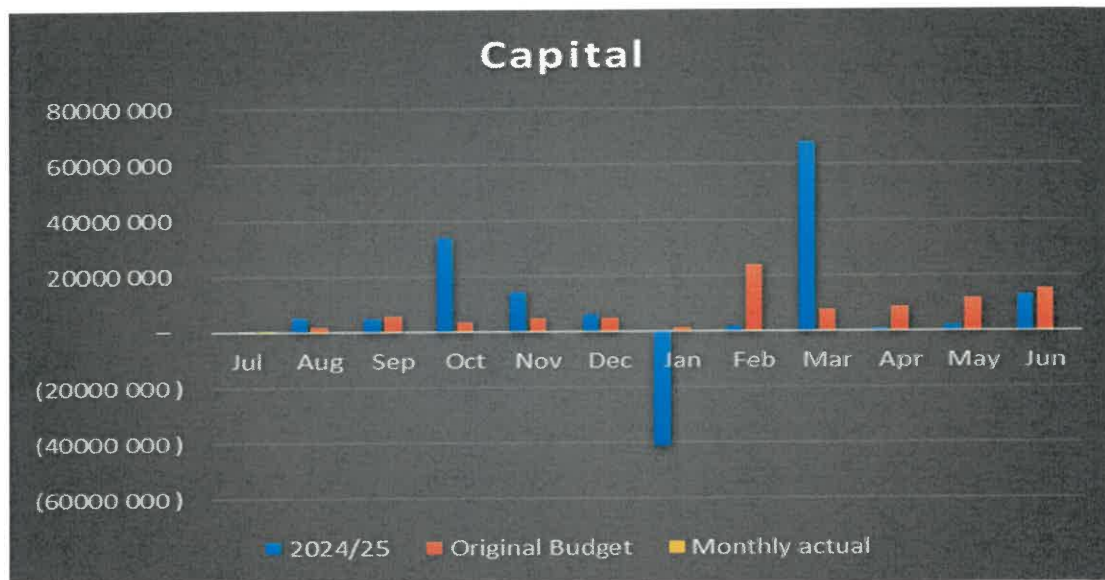
WC031 Theewaterskloof - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M01 July

Vote Description	2024/25	Budget Year 2025/26							
	Preliminary Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Multi-Year expenditure appropriation									
Vote 1 - Directorate Finance	-	-	-	-	-	-	-	-	-
Vote 2 - Community Services	1 424	-	-	-	-	-	-	-	-
Vote 3 - Corporate services	-	-	-	-	-	-	-	-	-
Vote 4 - Electricity	2 916	-	-	-	-	-	-	-	-
Vote 5 - Economic Development and Planning	75 639	37 079	37 079	-	-	119	(119)	-100%	37 079
Vote 6 - Office of the Municipal Manager	-	-	-	-	-	-	-	-	-
Vote 7 - Housing	-	-	-	-	-	-	-	-	-
Vote 8 - Technical and Infrastructure Implementation Services	-	-	-	-	-	-	-	-	-
Vote 9 - Public safety	-	-	-	-	-	-	-	-	-
Vote 10 - Road transport	-	-	-	-	-	-	-	-	-
Vote 11 - Sport and recreation	-	-	-	-	-	-	-	-	-
Vote 12 - Waste management	-	-	-	-	-	-	-	-	-
Vote 13 - Waste water management	2 317	13 594	13 594	-	-	44	(44)	-100%	13 594
Vote 14 - Water	10 013	-	-	-	-	-	-	-	-
Vote 15 - Directorate Development and Community Services	-	-	-	-	-	-	-	-	-
Total Capital Multi-year expenditure	92 308	50 673	50 673	-	-	163	(163)	-100%	50 673
Single Year expenditure appropriation									
Vote 1 - Directorate Finance	45	110	110	-	-	0	(0)	-100%	110
Vote 2 - Community Services	8 187	6 400	6 400	-	-	21	(21)	-100%	6 400
Vote 3 - Corporate services	403	364	364	-	-	1	(1)	-100%	364
Vote 4 - Electricity	125	-	-	-	-	-	-	-	-
Vote 5 - Economic Development and Planning	1 887	8 209	8 209	-	-	26	(26)	-100%	8 209
Vote 6 - Office of the Municipal Manager	-	-	-	-	-	-	-	-	-
Vote 7 - Housing	-	-	-	-	-	-	-	-	-
Vote 8 - Technical and Infrastructure Implementation Services	-	-	-	-	-	-	-	-	-
Vote 9 - Public safety	-	-	-	-	-	-	-	-	-
Vote 10 - Road transport	-	-	-	-	-	-	-	-	-
Vote 11 - Sport and recreation	-	-	-	-	-	-	-	-	-
Vote 12 - Waste management	-	-	-	-	-	-	-	-	-
Vote 13 - Waste water management	3 472	10 793	10 793	-	-	35	(35)	-100%	10 793
Vote 14 - Water	2 040	12 281	12 281	4	4	39	(35)	-90%	12 281
Vote 15 - Directorate Development and Community Services	-	-	-	-	-	-	-	-	-
Total Capital single-year expenditure	16 158	38 157	38 157	4	4	123	(119)	-97%	38 157
Total Capital Expenditure	108 466	88 830	88 830	4	4	286	(281)	-99%	88 830
Capital Expenditure - Functional Classification									
Governance and administration	8 562	6 874	6 874	-	-	22	(22)	-100%	6 874
Executive and council	-	-	-	-	-	-	-	-	-
Finance and administration	8 562	6 874	6 874	-	-	22	(22)	-100%	6 874
Internal audit	-	-	-	-	-	-	-	-	-
Community and public safety	77 908	45 288	45 288	-	-	146	(146)	-100%	45 288
Community and social services	65	-	-	-	-	-	-	-	-
Sport and recreation	939	-	-	-	-	-	-	-	-
Public safety	8	-	-	-	-	-	-	-	-
Housing	76 896	45 288	45 288	-	-	146	(146)	-100%	45 288
Health	-	-	-	-	-	-	-	-	-
Economic and environmental services	1 114	-	-	-	-	-	-	-	-
Planning and development	629	-	-	-	-	-	-	-	-
Road transport	485	-	-	-	-	-	-	-	-
Environmental protection	-	-	-	-	-	-	-	-	-
Trading services	20 882	36 668	36 668	4	4	118	(114)	-97%	36 668
Energy sources	3 040	-	-	-	-	-	-	-	-
Water management	12 052	12 281	12 281	4	4	39	(35)	-90%	12 281
Waste water management	5 789	24 387	24 387	-	-	78	(78)	-100%	24 387
Waste management	-	-	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional Classification	108 466	88 830	88 830	4	4	286	(281)	-99%	88 830
Funded by:									
National Government	25 783	27 537	27 537	-	-	89	(89)	-100%	27 537
Provincial Government	12 327	44 700	44 700	-	-	144	(144)	-100%	44 700
District Municipality	55	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (monetary allocations) (Nat/ Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educ Institutions)	-	-	-	-	-	-	-	-	-
Transfers recognised - capital	38 165	72 237	72 237	-	-	232	(232)	-100%	72 237
Borrowing	(2 632)	10 000	10 000	4	4	32	(28)	-87%	10 000
Internally generated funds	72 933	6 593	6 593	-	-	21	(21)	-100%	6 593
Total Capital Funding	108 466	88 830	88 830	4	4	286	(281)	-99%	88 830

WC031 Theewaterskloof - Supporting Table SC12 Monthly Budget Statement - capital expenditure trend - M01 July

Month	2024/25	Budget Year 2025/26							
	Preliminary Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	% spend of Original Budget
R thousands									
Monthly expenditure performance trend									
July	12	286	286	4	4	286	(281)	-98,6%	0%
August	5 263	1 861	1 861	-	-	2 146	-	-	-
September	4 586	5 417	5 417	-	-	7 564	-	-	-
October	33 850	3 323	3 323	-	-	10 886	-	-	-
November	14 465	4 806	4 806	-	-	15 693	-	-	-
December	5 978	4 812	4 812	-	-	20 505	-	-	-
January	(41 212)	1 468	1 468	-	-	21 973	-	-	-
February	1 688	23 684	23 684	-	-	45 657	-	-	-
March	68 076	7 674	7 674	-	-	53 331	-	-	-
April	672	8 716	8 716	-	-	62 048	-	-	-
May	1 993	11 521	11 521	-	-	73 569	-	-	-
June	13 095	15 261	15 261	-	-	88 830	-	-	-
Total Capital expenditure	108 466	88 830	88 830	4					

The **Total Capital Expenditure** for the year-to-date amounts to R 4 thousand against the original budget of R 89 million and the percentage spend is 0% when compared to the budget. The year-to-date expenditure compared to planned expenditure amounts to 1% (an underspent of 99%).



The following table indicates the spending per project and per funding source.

THEEWATERSKLOOF MUNICIPALITY											
CAPITAL PROGRAMME 2025 - 2026											
VOTE	PROJECT	TOWN	FUNCTION	SOURCE OF FINANCE	BUDGET 2025 - 2026	ACTUAL EXPENDITURE THIS PERIOD	COMMITMENTS	ACTUAL YEARTODATE EXPENDED	YEARTODATE CASH FLOW PROJECTION	AVAILABLE BUDGET	% OF BUDGET AVAILABLE
WATER RESERVOIRS & RETICULATION											
077011300331	Upgrade of Villiersdorp Water Treat Works (WTTW)	Villiersdorp	Water: Treatment Works	MIG	3 150 362	-	-	-	10 126	3 150 362	100%
077011300332				Capital out of Revenue	4 130 609	-	-	-	13 277	4 130 609	100%
077010000340	Smart meter replacement	Whole of Municipality	Water: Distribution	Loans	5 000 000	4 068	-	4 068	16 071	4 995 932	100%
				Subtotal	12 280 971	4 068	-	4 068	39 474	12 276 903	100%
SEWERAGE											
076011700900	Upgrading of Botrivier Waste Water Treatment Works (WWTW) P	Botrivier	Sewerage: Treatment Works	MIG	13 594 457	-	-	-	43 696	13 594 457	100%
076010200090	Upgrading of Grabouw Gypsy Queen Bulk Sewer and Water Provision	Grabouw	Sewerage: Networks	MIG	10 792 572	-	-	-	34 690	10 792 572	100%
				Subtotal	24 387 029	-	-	-	78 386	24 387 029	100%
TWK HOUSING											
072111300110	Greater Villiersdorp UISP (2600)	Villiersdorp	Human Settlements	Informal Settlement Grant	5 621 000	-	-	-	18 067	5 621 000	100%
072111501213	Greyton Portion of Erf 595: Detailed Planning	Greyton/ Genadendal	Human Settlements	Human Settlement Grant	10 000 000	-	-	-	32 143	10 000 000	100%
072111700112	Botrivier Beaumont Services Ph1(272) Ph2(774)	Botrivier	Human Settlements	Human Settlement Grant	2 000 000	-	-	-	6 429	2 000 000	100%
072111101213	Caledon Riemvasmaak (811) increased to (1014)	Caledon	Human Settlements	Informal Settlement Grant	6 119 000	-	-	-	19 668	6 119 000	100%
072111700113	Botrivier Beaumont (1046) IRDP Services Ph2(774)	Botrivier	Human Settlements	Informal Settlement Grant	10 400 000	-	-	-	33 428	10 400 000	100%

THEEWATERSKLOOF MUNICIPALITY											
CAPITAL PROGRAMME 2025 - 2026											
VOTE	PROJECT	TOWN	FUNCTION	SOURCE OF FINANCE	BUDGET 2025 - 2026	ACTUAL EXPENDITURE THIS PERIOD	COMMITMENTS	ACTUAL YEARTODATE EXPENDED	YEARTODATE CASH FLOW PROJECTION	AVAILABLE BUDGET	% OF BUDGET AVAILABLE
TWK HOUSING											
072111200113	Grabouw- Hillside Tops	Grabouw	Human Settlements	Capital out of Revenue	288 170	-	-	-	926	288 170	100%
072111200114	Greater Grabouw	Grabouw	Human Settlements	Capital out of Revenue	300 170	-	-	-	965	300 170	100%
072111301242	Villiersdorp Destiny Farm (1133)	Villiersdorp	Human Settlements	Informal Settlement Grant	10 560 000	-	-	-	33 942	10 560 000	100%
				Subtotal	45 288 340	-	-	-	145 568	45 288 340	100%
FLEET											
073113000124	Upgrading of Fleet	Whole of Municipality	Fleet	Loans	5 000 000	-	-	-	16 071	5 000 000	100%
073113000127	Purchase of Fleet	Whole of Municipality	Fleet management	Capital Replacement Reserve	1 400 000	-	-	-	4 500	1 400 000	100%
				Subtotal	6 400 000	-	-	-	20 571	6 400 000	100%
OFFICE EQUIPMENT											
071110900540	Furniture and Office Equipment (New)	Administration	Corporate Services	Capital out of Revenue	364 000	-	-	-	1 170	364 000	100%
071520901550	Machinery and Equipment (New)	Administration	Asset Management	Capital out of Revenue	50 000	-	-	-	161	50 000	100%
071520900470	Computer Equipment (New)	Administration	Asset Management	Capital out of Revenue (Donations)	50 000	-	-	-	161	50 000	100%
071520900541	Furniture and Office Equipment (New)	Administration	Asset Management	Capital out of Revenue	10 000	-	-	-	32	10 000	100%
				Subtotal	474 000	-	-	-	1 524	474 000	100%
GRAND TOTAL CAPITAL BUDGET					88 830 340	4 068	-	4 068	286 523	88 826 272	100%

SECTION 3 - OPERATING REVENUE AND EXPENDITURE

Financial Performance (revenue and expenditure by municipal vote)

The municipal votes are in accordance with the GFS classification.

WC031 Theewaterskloof - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M01

Vote Description	2024/25	Budget Year 2025/26							
	Preliminary Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Revenue by Vote									
Vote 1 - Directorate Finance	344 458	332 267	332 267	99 612	99 612	28 882	70 730	244,9%	332 267
Vote 2 - Community Services	23 966	48 458	48 458	548	548	634	(87)	-13,6%	48 458
Vote 3 - Corporate services	1 097	6 746	6 746	221	221	514	(293)	-57,0%	6 746
Vote 4 - Electricity	153 697	192 659	192 659	16 709	16 709	23 646	(6 937)	-29,3%	192 659
Vote 5 - Economic Development and Planning	86 615	59 759	59 759	146	146	4 848	(4 702)	-97,0%	59 759
Vote 6 - Office of the Municipal Manager	-	-	-	-	-	-	-	-	-
Vote 7 - Housing	-	-	-	-	-	-	-	-	-
Vote 8 - Technical and Infrastructure Implementation Services	23 077	29 613	29 613	0	0	12	(12)	-99,4%	29 613
Vote 9 - Public safety	-	-	-	-	-	-	-	-	-
Vote 10 - Road transport	-	-	-	-	-	-	-	-	-
Vote 11 - Sport and recreation	-	-	-	-	-	-	-	-	-
Vote 12 - Waste management	45 740	64 932	64 932	4 211	4 211	23 707	(19 497)	-82,2%	64 932
Vote 13 - Waste water management	46 477	66 373	66 373	6 655	6 655	23 427	(16 772)	-71,6%	66 373
Vote 14 - Water	101 989	122 030	122 030	9 610	9 610	25 090	(15 480)	-61,7%	122 030
Vote 15 - Directorate Development and Community Services	-	-	-	-	-	-	-	-	-
Total Revenue by Vote	827 117	922 836	922 836	137 711	137 711	130 761	6 950	5,3%	922 836
Expenditure by Vote									
Vote 1 - Directorate Finance	100 241	105 568	105 568	4 276	4 276	7 609	(3 334)	-43,8%	105 568
Vote 2 - Community Services	176 088	187 874	187 874	10 263	10 263	13 109	(2 846)	-21,7%	187 874
Vote 3 - Corporate services	64 641	90 148	90 148	4 024	4 024	4 093	(69)	-1,7%	90 148
Vote 4 - Electricity	134 665	182 675	182 675	2 181	2 181	2 209	(28)	-1,3%	182 675
Vote 5 - Economic Development and Planning	34 326	42 397	42 397	2 504	2 504	4 071	(1 567)	-38,5%	42 397
Vote 6 - Office of the Municipal Manager	8 346	9 713	9 713	764	764	734	29	4,0%	9 713
Vote 7 - Housing	-	-	-	-	-	-	-	-	-
Vote 8 - Technical and Infrastructure Implementation Services	18 367	25 414	25 414	1 105	1 105	1 941	(836)	-43,1%	25 414
Vote 9 - Public safety	-	-	-	-	-	-	-	-	-
Vote 10 - Road transport	-	-	-	-	-	-	-	-	-
Vote 11 - Sport and recreation	-	-	-	-	-	-	-	-	-
Vote 12 - Waste management	61 940	80 162	80 162	2 067	2 067	3 598	(1 531)	-42,5%	80 162
Vote 13 - Waste water management	70 091	67 499	67 499	3 072	3 072	3 530	(458)	-13,0%	67 499
Vote 14 - Water	100 479	92 654	92 654	2 161	2 161	6 670	(4 510)	-67,6%	92 654
Vote 15 - Directorate Development and Community Services	-	-	-	-	-	-	-	-	-
Total Expenditure by Vote	769 183	884 103	884 103	32 417	32 417	47 566	(15 149)	-31,8%	884 103
Surplus/ (Deficit) for the year	57 933	38 733	38 733	105 294	105 294	83 195	22 099	26,6%	38 733

Unauthorized expenditure by year end would occur either for the Municipality as a whole if the budget "Total Expenditure by vote" or if any of the individual budgets for any specific votes were overspent.

Financial Performance (revenue and expenditure)

WC031 Theewaterskloof - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M01 July

Description	2024/25	Budget Year 2025/26							
	Preliminary Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Revenue									
Exchange Revenue									
Service charges - Electricity	149 588	170 078	170 078	16 374	16 374	14 545	1 830	13%	170 078
Service charges - Water	97 964	103 720	103 720	9 340	9 340	8 786	554	6%	103 720
Service charges - Waste Water Management	45 007	49 742	49 742	6 548	6 548	5 846	702	12%	49 742
Service charges - Waste management	44 413	46 549	46 549	4 147	4 147	4 126	21	1%	46 549
Sale of Goods and Rendering of Services	4 482	26 616	26 616	323	323	2 139	(1 816)	-85%	26 616
Agency services	7 805	8 417	8 417	9	9	12	(3)	-24%	8 417
Interest	-	-	-	-	-	-	-	-	-
Interest earned from Receivables	24 801	27 661	27 661	1 839	1 839	2 494	(655)	-26%	27 661
Interest from Current and Non Current Assets	3 319	6 169	6 169	-	-	82	(82)	-100%	6 169
Dividends	-	-	-	-	-	-	-	-	-
Rent on Land	-	-	-	-	-	-	-	-	-
Rental from Fixed Assets	2 060	2 076	2 076	169	169	36	133	365%	2 076
Licence and permits	71	76	76	2	2	6	(4)	-63%	76
Special rating levies	-	-	-	-	-	-	-	-	-
Operational Revenue	4 638	4 055	4 055	61	61	131	(70)	-54%	4 055
Non-Exchange Revenue									
Property rates	161 351	173 070	173 070	50 338	50 338	19 723	30 615	155%	173 070
Surcharges and Taxes	1 884	-	-	-	-	-	-	-	-
Fines, penalties and forfeits	4 487	27 812	27 812	479	479	478	1	0%	27 812
Licence and permits	-	-	-	-	-	-	-	-	-
Transfers and subsidies - Operational	163 986	182 290	182 290	47 020	47 020	66 338	(19 318)	-29%	182 290
Interest	4 020	4 554	4 554	285	285	343	(57)	-17%	4 554
Fuel Levy	-	-	-	-	-	-	-	-	-
Operational Revenue	5 568	12 003	12 003	775	775	1 516	(741)	-49%	12 003
Gains on disposal of Assets	(192)	114	114	-	-	10	(10)	-100%	114
Other Gains	-	5 546	5 546	-	-	423	(423)	-100%	5 546
Discontinued Operations	-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)	725 252	850 549	850 549	137 711	137 711	127 036	10 675	8%	850 549
Expenditure By Type									
Employee related costs	278 022	315 821	315 821	23 475	23 475	24 912	(1 437)	-6%	315 821
Remuneration of councillors	13 148	15 017	15 017	1 106	1 106	1 186	(79)	-7%	15 017
Bulk purchases - electricity	102 897	139 207	139 207	299	299	0	299	71659%	139 207
Inventory consumed	37 660	41 790	41 790	478	478	2 562	(2 084)	-81%	41 790
Debt impairment	146 067	116 591	116 591	-	-	9 594	(9 594)	-100%	116 591
Depreciation and amortisation	32 800	35 541	35 541	2 820	2 820	2 141	679	32%	35 541
Interest	22 117	47 551	47 551	2	2	647	(645)	-100%	47 551
Contracted services	58 174	60 429	60 429	314	314	2 522	(2 208)	-88%	60 429
Transfers and subsidies	5 293	12 080	12 080	-	-	833	(833)	-100%	12 080
Irrecoverable debts written off	-	0	0	-	-	-	-	-	0
Operational costs	73 005	94 466	94 466	3 922	3 922	3 129	793	25%	94 466
Losses on Disposal of Assets	0	64	64	-	-	-	-	-	64
Other Losses	-	5 546	5 546	-	-	39	(39)	-100%	5 546
Total Expenditure	769 183	884 103	884 103	32 417	32 417	47 566	(15 149)	-32%	884 103
Surplus/(Deficit)	(43 932)	(33 554)	(33 554)	105 294	105 294	79 470	25 824	0	(33 554)
Transfers and subsidies - capital (monetary allocations)	36 869	72 237	72 237	-	-	3 725	(3 725)	(0)	72 237
Transfers and subsidies - capital (in-kind)	64 996	50	50	-	-	-	-	-	50
Surplus/(Deficit) after capital transfers & contributions	57 933	38 733	38 733	105 294	105 294	83 195	22 099	0	38 733
Income Tax	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after income tax	57 933	38 733	38 733	105 294	105 294	83 195	22 099	0	38 733
Share of Surplus/Deficit attributable to Joint Venture	-	-	-	-	-	-	-	-	-
Share of Surplus/Deficit attributable to Minorities	-	-	-	-	-	-	-	-	-
Surplus/(Deficit) attributable to municipality	57 933	38 733	38 733	105 294	105 294	83 195	22 099	0	38 733
Share of Surplus/Deficit attributable to Associate	-	-	-	-	-	-	-	-	-
Intercompany/Parent subsidiary transactions	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	57 933	38 733	38 733	105 294	105 294	83 195	22 099	0	38 733

The year-to-date revenue is 15% of the original budget of R 923 million. The expenditure is 32% below the year-to-date budget.

Councillors and staff benefits

WC031 Theewaterskloof - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M01 July

Summary of Employee and Councillor remuneration	2024/25	Budget Year 2025/26							
	Preliminary 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	11 519	13 349	13 349	978	978	1 085	(107)	-10%	13 349
Pension and UIF Contributions	—	—	—	—	—	—	—	—	—
Medical Aid Contributions	141	102	102	8	8	8	1	7%	102
Motor Vehicle Allowance	227	240	240	16	16	11	5	44%	240
Cellphone Allowance	1 260	1 326	1 326	105	105	83	22	27%	1 326
Housing Allowances	—	—	—	—	—	—	—	—	—
Other benefits and allowances	—	—	—	—	—	—	—	—	—
Sub Total - Councillors	13 148	15 017	15 017	1 106	1 106	1 186	(79)	-7%	15 017
% increase		14,2%	14,2%						14,2%
Senior Managers of the Municipality									
Basic Salaries and Wages	4 260	7 439	7 439	472	472	363	109	30%	7 439
Pension and UIF Contributions	11	13	13	4	4	0	4	1083%	13
Medical Aid Contributions	—	—	—	—	—	—	—	—	—
Overtime	—	—	—	—	—	—	—	—	—
Performance Bonus	187	656	656	—	—	9	(9)	-100%	656
Motor Vehicle Allowance	499	752	752	56	56	31	24	77%	752
Cellphone Allowance	94	130	130	12	12	5	6	113%	130
Housing Allowances	—	—	—	—	—	—	—	—	—
Other benefits and allowances	39	152	152	8	8	11	(2)	-21%	152
Payments in lieu of leave	—	—	—	—	—	—	—	—	—
Long service awards	—	—	—	—	—	—	—	—	—
Post-retirement benefit obligations	—	—	—	—	—	—	—	—	—
Entertainment	—	—	—	—	—	—	—	—	—
Scarcity	—	—	—	—	—	—	—	—	—
Acting and post related allowance	—	—	—	—	—	—	—	—	—
In kind benefits	—	—	—	—	—	—	—	—	—
Sub Total - Senior Managers of Municipality	5 089	9 143	9 143	552	552	420	132	31%	9 143
% increase		79,6%	79,6%						79,6%
Other Municipal Staff									
Basic Salaries and Wages	188 499	222 004	222 004	16 231	16 231	17 731	(1 501)	-8%	222 004
Pension and UIF Contributions	31 279	38 083	38 083	2 771	2 771	3 105	(334)	-11%	38 083
Medical Aid Contributions	10 753	11 630	11 630	913	913	926	(13)	-1%	11 630
Overtime	11 249	6 533	6 533	702	702	589	112	19%	6 533
Performance Bonus	—	—	—	—	—	—	—	—	—
Motor Vehicle Allowance	10 896	13 278	13 278	959	959	1 228	(269)	-22%	13 278
Cellphone Allowance	812	1 061	1 061	74	74	92	(18)	-20%	1 061
Housing Allowances	1 827	1 075	1 075	92	92	85	7	8%	1 075
Other benefits and allowances	10 217	7 880	7 880	822	822	568	254	45%	7 880
Payments in lieu of leave	2 845	500	500	91	91	30	61	200%	500
Long service awards	1 661	1 780	1 780	38	38	132	(94)	-71%	1 780
Post-retirement benefit obligations	—	2 669	2 669	—	—	—	—	—	2 669
Entertainment	—	—	—	—	—	—	—	—	—
Scarcity	—	—	—	—	—	—	—	—	—
Acting and post related allowance	2 896	185	185	232	232	6	226	3727%	185
In kind benefits	—	—	—	—	—	—	—	—	—
Sub Total - Other Municipal Staff	272 933	306 678	306 678	22 923	22 923	24 492	(1 569)	-6%	306 678
% increase		12,4%	12,4%						12,4%
Total Parent Municipality	291 170	330 838	330 838	24 582	24 582	26 098	(1 516)	-6%	330 838
		13,6%	13,6%						13,6%
Unpaid salary, allowances & benefits in arrears:									
Total Municipal Entities									
TOTAL SALARY, ALLOWANCES & BENEFITS	291 170	330 838	330 838	24 582	24 582	26 098	(1 516)	-6%	330 838
% increase		13,6%	13,6%						13,6%
TOTAL MANAGERS AND STAFF	278 022	315 821	315 821	23 475	23 475	24 912	(1 437)	-6%	315 821

The payroll report is required by section 66 of the MFMA. Payday is split into three companies, namely permanent, councillors and temporary workers. The active permanent employees on the system are 645, council members 28 and temporary workers on the system are 103. The active permanent employees include 9 new employees and 2 resignations. The council members include 1 new member and 1 resignation. The active temporary workers include 3 new employees and 59 contracts that expired for the month of July 2025.

The total Salary, allowances & benefits for managers and staff amounts to R 23 million for the month. Overtime for July 2025 amounts to R 702 thousand.

Expenditure on Repairs & Maintenance by asset class

WC031 Theewaterskloof - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M01

Description	2024/25	Budget Year 2025/26						
	Preliminary Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %
R thousands								
Repairs and maintenance expenditure by Asset Class/Sub-class								
Infrastructure	90 460	104 798	104 798	6 452	6 452	6 965	513	7,4%
Roads Infrastructure	25 615	28 898	28 898	1 891	1 891	2 077	186	9,0%
Roads	25 615	28 849	28 849	1 891	1 891	2 074	183	8,8%
Road Furniture	—	48	48	—	—	3	3	100,0%
Storm water Infrastructure	73	210	210	—	—	18	18	100,0%
Drainage Collection	—	10	10	—	—	1	1	100,0%
Storm water Conveyance	73	200	200	—	—	17	17	100,0%
Electrical Infrastructure	12 395	15 283	15 283	869	869	1 209	340	28,1%
LV Networks	12 395	15 283	15 283	869	869	1 209	340	28,1%
Water Supply Infrastructure	17 187	21 459	21 459	1 390	1 390	1 767	376	21,3%
Dams and Weirs	—	25	25	—	—	2	2	100,0%
Water Treatment Works	5 247	7 235	7 235	375	375	484	109	22,5%
Distribution	11 940	14 199	14 199	1 015	1 015	1 281	265	20,7%
Sanitation Infrastructure	31 844	34 231	34 231	2 169	2 169	1 790	(379)	-21,2%
Pump Station	1	145	145	—	—	12	12	100,0%
Reticulation	23 419	25 773	25 773	1 576	1 576	1 215	(361)	-29,7%
Waste Water Treatment Works	8 424	8 313	8 313	593	593	563	(30)	-5,3%
Solid Waste Infrastructure	3 347	4 718	4 718	133	133	105	(28)	-26,7%
Landfill Sites	3 347	4 713	4 713	133	133	105	(28)	-26,7%
Waste Drop-off Points	—	5	5	—	—	—	—	—
Rail Infrastructure	—	—	—	—	—	—	—	—
Coastal Infrastructure	—	—	—	—	—	—	—	—
Capital Spares	—	—	—	—	—	—	—	—
Information and Communication Infrastructure	—	—	—	—	—	—	—	—
Capital Spares	—	—	—	—	—	—	—	—
Community Assets	11 565	13 998	13 998	725	725	887	162	18,3%
Community Facilities	11 391	13 604	13 604	722	722	870	148	17,0%
Halls	1 384	1 834	1 834	103	103	119	16	13,7%
Museums	—	10	10	—	—	1	1	100,0%
Libraries	13	—	—	—	—	—	—	—
Cemeteries/Crematoria	107	909	909	—	—	18	18	100,0%
Public Open Space	8 244	9 630	9 630	590	590	682	92	13,5%
Nature Reserves	1 632	1 104	1 104	30	30	43	13	30,7%
Public Ablution Facilities	8	82	82	—	—	5	5	100,0%
Taxi Ranks/Bus Terminals	3	35	35	—	—	3	3	100,0%
Sport and Recreation Facilities	174	394	394	2	2	17	15	85,8%
Indoor Facilities	—	—	—	—	—	—	—	—
Outdoor Facilities	174	394	394	2	2	17	15	85,8%
Heritage assets	—	—	—	—	—	—	—	—
Other Heritage	—	—	—	—	—	—	—	—
Investment properties	18	40	40	—	—	3	3	100,0%
Revenue Generating	—	—	—	—	—	—	—	—
Non-revenue Generating	18	40	40	—	—	3	3	100,0%
Improved Property	18	40	40	—	—	3	3	100,0%
Other assets	8 128	11 352	11 352	347	347	757	410	54,2%
Operational Buildings	7 290	10 533	10 533	322	322	710	389	54,7%
Municipal Offices	7 205	10 278	10 278	320	320	709	389	54,9%
Workshops	84	256	256	1	1	1	(1)	-128,1%
Housing	839	818	818	26	26	47	22	46,0%
Social Housing	839	818	818	26	26	47	22	46,0%
Biological or Cultivated Assets	—	—	—	—	—	—	—	—
Biological or Cultivated Assets	—	—	—	—	—	—	—	—
Intangible Assets	9 527	9 905	9 905	18	18	82	64	77,9%
Servitudes	—	—	—	—	—	—	—	—
Licences and Rights	9 527	9 905	9 905	18	18	82	64	77,9%
Computer Software and Applications	9 527	9 905	9 905	18	18	82	64	77,9%
Computer Equipment	—	—	—	—	—	—	—	—
Computer Equipment	—	—	—	—	—	—	—	—
Furniture and Office Equipment	143	206	206	13	13	17	4	25,2%
Furniture and Office Equipment	143	206	206	13	13	17	4	25,2%
Machinery and Equipment	1 462	764	764	3	3	20	17	87,1%
Machinery and Equipment	1 462	764	764	3	3	20	17	87,1%
Transport Assets	4 918	7 618	7 618	136	136	276	140	50,8%
Transport Assets	4 918	7 618	7 618	136	136	276	140	50,8%
Land	—	—	—	—	—	—	—	—
Land	—	—	—	—	—	—	—	—
Zoo's, Marine and Non-biological Animals	—	—	—	—	—	—	—	—
Zoo's, Marine and Non-biological Animals	—	—	—	—	—	—	—	—
Living resources	—	—	—	—	—	—	—	—
Mature	—	—	—	—	—	—	—	—
Immature	—	—	—	—	—	—	—	—
Total Repairs and Maintenance Expenditure	126 222	148 681	148 681	7 693	7 693	9 007	1 314	14,6%

SECTION 4 - CASH AND INVESTMENTS

Cash Flow

Table C7 includes the balance of the Cashbook and Current Investment Deposits.

WC031 Theewaterskloof - Table C7 Monthly Budget Statement - Cash Flow - M01 July

Description	2024/25	Budget Year 2025/26							
	Preliminary Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
CASH FLOW FROM OPERATING ACTIVITIES									
Receipts									
Property rates	149 082	164 590	164 590	9 793	9 793	18 756	(8 963)	-48%	164 590
Service charges	265 235	307 731	307 731	23 977	23 977	27 472	(3 495)	-13%	307 731
Other revenue	23 566	56 218	56 218	1 919	1 919	4 548	(2 629)	-58%	56 218
Transfers and Subsidies - Operational	189 864	166 497	166 497	47 868	47 868	55 499	(7 631)	-14%	166 497
Transfers and Subsidies - Capital	77 999	72 237	72 237	5 656	5 656	24 079	(18 423)	-77%	72 237
Interest	6 135	9 391	9 391	324	324	783	(458)	-59%	9 391
Dividends	-	-	-	-	-	-	-		-
Payments									
Suppliers and employees	(606 299)	(643 794)	(643 794)	(93 849)	(93 849)	(51 631)	42 219	-82%	(643 794)
Interest	(21 623)	(24 274)	(24 274)	(3 203)	(3 203)	-	3 203		(24 274)
Transfers and Subsidies	(8 123)	(12 080)	(12 080)	-	-	(1 007)	(1 007)	100%	(12 080)
NET CASH FROM/(USED) OPERATING ACTIVITIES	75 837	96 516	96 516	(7 516)	(7 516)	78 500	86 016	110%	96 516
CASH FLOWS FROM INVESTING ACTIVITIES									
Receipts									
Proceeds on disposal of PPE	678	50	50	-	-	-	-		50
Decrease (increase) in non-current receivables	-	-	-	-	-	-	-		-
Decrease (increase) in non-current investments	(1 047)	(692)	(692)	-	-	(58)	58	-100%	(692)
Payments									
Capital assets	(124 363)	(88 780)	(88 780)	(4)	(4)	(286)	(281)	99%	(88 780)
NET CASH FROM/(USED) INVESTING ACTIVITIES	(124 731)	(89 422)	(89 422)	(4)	(4)	(343)	(339)	99%	(89 422)
CASH FLOWS FROM FINANCING ACTIVITIES									
Receipts									
Short term loans	-	-	-	-	-	-	-		-
Borrowing long term/financing	-	10 000	10 000	-	-	-	-		10 000
Increase (decrease) in consumer deposits	659	391	391	55	55	33	22	69%	391
Payments									
Repayment of borrowing	(21 298)	(21 257)	(21 257)	(3 858)	(3 858)	-	3 858		(21 257)
NET CASH FROM/(USED) FINANCING ACTIVITIES	(20 640)	(10 866)	(10 866)	(3 803)	(3 803)	33	3 836	1177%	(10 866)
NET INCREASE/(DECREASE) IN CASH HELD	(69 534)	(3 773)	(3 773)	(11 323)	(11 323)	78 189			(3 773)
Cash/cash equivalents at beginning:	85 916	11 736	11 736	17 627	17 627	11 736			17 627
Cash/cash equivalents at month/year end:	16 383	7 964	7 964	6 304	6 304	89 926			13 855

Cash/cash equivalents at the month/year end:**6 303 828**

Unspent grants

5 686 604

Contribution CRR

-

Sinking Fund Investment

-

Net cash & cash equivalents

617 223**COST COVERAGE RATIO**

Formula: Cash/cash equivalents / Fixed monthly operating expenditure

* Fixed monthly operating expenditure exclude Debt Impairment, Depreciation and asset impairment and housing operating grants expenditure

Cash/cash equivalents

617 223

Fixed Monthly Operating Expenditure (budget)

59 523 360

Cost coverage ratio

0 days

Working Capital ratio

1

Investments

The municipality has an amount of R 15 million on call deposits and Sanlam Share Investment of R 274 thousand as illustrated in the table below.

The municipality's bank account per bank statement reflects a negative balance as at the end of July 2025.

WC031 Theewaterskloof - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M01 July

Investments by maturity Name of institution & investment ID	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate %	Expiry date of investment	Opening balance	Interest to be realised	Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands	Yrs/Months										
Municipality											
Sanlam	Semi-Annually	-	Yes	Variable		-	274	-	-	-	274
Standard bank 78805570005	Monthly	Call Deposit	Yes	Variable	7,25%	31 July 2025	13 313	74	(6 267)	6 896	14 017
Standard bank 78805570006	Monthly	Call Deposit	Yes	Variable	7,25%	31 July 2025	1 908	8	(557)	-	1 360
Municipality sub-total							15 495	83	(6 824)	6 896	15 651
TOTAL INVESTMENTS AND INTEREST							15 495	83	(6 824)	6 896	15 651

SECTION 5 - BORROWINGS

THEEWATERSKLOOF MUNICIPALITY							
Summary of external loans for the month: July 2025							
Lending Institution	Loan number	Percentage	Maturity Date	Balance 01/07/2025	Interest paid	Repayments	Balance 31/07/2025
		%	D/M/Y	(R'000)	(R'000)	(R'000)	(R'000)
DBSA	102807/1-3	9,47	30/6/2028	2 945	138	366	2 579
DBSA	103108/1-2	11,38	30/9/2028	3 516	–	–	3 516
DBSA	103313/1	9,85	31/3/2029	8 407	–	–	8 407
DBSA	103817/3	11,06	21/12/2030	6 079	333	373	5 706
STANDARD BANK	272400572/537632	12,22	30/6/2026	1 612	111	506	1 106
STANDARD BANK	000600694	6,63	30/06/2025	825	31	825	(0)
STANDARD BANK	000600703	8,26	28/6/2030	3 382	158	250	3 132
STANDARD BANK	000600712	9,76	29/6/2035	5 465	301	157	5 308
STANDARD BANK	000682253	10,79	30/12/2036	4 237	267	103	4 135
STANDARD BANK	000682253	10,79	30/12/2036	3 581	214	82	3 498
STANDARD BANK	000682253	10,79	30/12/2036	3 992	239	92	3 900
STANDARD BANK	000682253	10,79	30/12/2036	1 026	61	24	1 003
STANDARD BANK	000748692	10,58	30/06/2027	3 205	207	625	2 580
STANDARD BANK	000748692	10,58	30/06/2027	1 672	84	254	1 417
STANDARD BANK	000748736	10,99	29/06/2028	3 531	219	315	3 216
STANDARD BANK	000748754	11,6	30/06/2032	8 955	577	388	8 567
STANDARD BANK	000748754	11,6	30/06/2032	1 420	103	69	1 351
STANDARD BANK	000748773	12,27	30/06/2037	8 951	620	165	8 787
STANDARD BANK	000748773	12,27	30/06/2037	141	9	2	139
ABSA	40-7908-8994	10,79	27/6/2027	3 426	185	617	2 809
ABSA	3050777789	9,19	30/6/2026	673	31	214	459
ABSA	3050777763	9,62	30/6/2029	1 854	91	169	1 685
ABSA	3052887574	9,19	30/6/2027	1 297	60	237	1 061
ABSA	3054670983	8,66	30/10/2026	4 551	–	–	4 551
ABSA	3054671133	9,19	30/10/2028	2 953	–	–	2 953
ABSA	3054671256	9,89	30/10/2031	1 508	–	–	1 508
ABSA	3058757317	10,53	30/06/2028	995	54	123	872
ABSA	3058757317	10,53	30/06/2028	4 792	252	579	4 214
ABSA	3058757341	11,59	30/06/2033	2 347	137	84	2 263
ABSA	3058757341	11,59	30/06/2033	6 336	369	226	6 110
ABSA	3058757325	12,32	30/06/2038	48 119	2 987	709	47 410
NEDBANK	05 / 78310356050	10,45	30/06/2034	2 088	108	68	2 020
Total				153 882	7 947	7 623	146 260

Outstanding loans at the end of July 2025 amount to R 146 million, a total of R 15,5 million was paid towards the loans of which R 7,6 million was paid in interest and R 7,9 million towards redemption. Long-term liabilities resulting from finance leases are excluded from the above table.

SECTION 6 - GRANTS

WC031 Theewaterskloof - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M01 July

Description	2024/25	Budget Year 2025/26							
	Preliminary 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:	148 101	157 991	157 991	11 775	11 775	65 070	(53 295)	-81,9%	157 991
Local Government Equitable Share	140 900	150 030	150 030	11 749	11 749	65 070	(53 320)	-81,9%	150 030
Expanded Public Works Programme (Schedule 5B)	1 548	1 930	1 930	5	5	-	5		1 930
Local Government Financial Management Grant (Schedule 5B)	1 785	1 900	1 900	20	20	-	20		1 900
Municipal Infrastructure Grant (Schedule 5B)	3 280	4 131	4 131	-	-	-	-		4 131
Integrated National Electrification Programme (Schedule 5B)	357	-	-	-	-	-	-		-
Water Services Infrastructure Grant	230	-	-	-	-	-	-		-
	-	-	-	-	-	-	-		-
Provincial Government:	11 157	24 295	24 295	792	792	1 268	(476)	-37,5%	24 295
Community Development Workers	86	113	113	-	-	-	-		113
Human Settlement Development	1 488	2 080	2 080	-	-	173	(173)	-100,0%	2 080
Informal Settlements	-	10 000	10 000	-	-	833	(833)	-100,0%	10 000
Library Service	8 908	10 307	10 307	792	792	112	680	607,0%	10 307
Maintenance of Main Roads	94	145	145	-	-	12	(12)	-100,0%	145
Municipal Water Resilience Grant	-	1 650	1 650	-	-	138	(138)	-100,0%	1 650
Thusong Centre	33	-	-	-	-	-	-		-
Financial Management Capacity Building Grant	549	-	-	-	-	-	-		-
District Municipality:	212	-	-	-	-	-	-		-
Safety Project Grant	212	-	-	-	-	-	-		-
Other grant providers:	-	4	4	-	-	0	(0)	-100,0%	4
Public Contributions and Donations	-	4	4	-	-	0	(0)	-100,0%	4
	-	-	-	-	-	-	-		-
Total operating expenditure of Transfers and Grants:	159 470	182 290	182 290	12 567	12 567	66 338	(53 772)	-81,1%	182 290
Capital expenditure of Transfers and Grants									
National Government:	25 783	27 537	27 537	-	-	-	-		27 537
Municipal Infrastructure Grant (Schedule 5B)	21 868	27 537	27 537	-	-	-	-		27 537
Integrated National Electrification Programme (Municipal Grant)	2 380	-	-	-	-	-	-		-
Water Services Infrastructure Grant	1 535	-	-	-	-	-	-		-
	-	-	-	-	-	-	-		-
Provincial Government:	9 643	44 700	44 700	-	-	3 725	(3 725)	-100,0%	44 700
Human Settlements	2 639	10 000	10 000	-	-	833	(833)	-100,0%	10 000
Informal Settlements	6 375	34 700	34 700	-	-	2 892	(2 892)	-100,0%	34 700
Regional socio economic projects (RSEP)	629	-	-	-	-	-	-		-
	-	-	-	-	-	-	-		-
District Municipality:	55	-	-	-	-	-	-		-
Safety Project Grant	55	-	-	-	-	-	-		-
	-	-	-	-	-	-	-		-
Other grant providers:	-	-	-	-	-	-	-		-
	-	-	-	-	-	-	-		-
Total capital expenditure of Transfers and Grants	35 480	72 237	72 237	-	-	3 725	(3 725)	-100,0%	72 237
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS	194 951	254 527	254 527	12 567	12 567	70 063	(57 497)	-82,1%	254 527

Expenditure for the provision of free basic services from the Equitable Share Grant is incurred monthly. Expenditure in respect of the Finance Management Grant and MIG, are incurred in accordance with business plans. Expenditure in respect of the Low-Cost Housing is once off payments and are done in accordance with claims submitted to either Provincial or National Government.

SECTION 7 - DEBTORS

The schedules were compiled in line with how figures are currently reflecting on the financial system.

WC031 Theewaterskloof - Supporting Table SC3 Monthly Budget Statement - aged debtors - M01 July

Description	Budget Year 2025/26									
	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total	Total over 90 days
R thousands										
Debtors Age Analysis By Income Source										
Trade and Other Receivables from Exchange Transactions - Water	11 145	4 175	3 252	2 420	2 426	2 887	11 247	46 573	84 125	65 552
Trade and Other Receivables from Exchange Transactions - Electricity	11 496	2 437	413	151	112	128	554	1 606	16 896	2 551
Receivables from Non-exchange Transactions - Property Rates	49 980	4 292	3 414	1 221	1 143	1 796	7 366	17 926	87 139	29 453
Receivables from Exchange Transactions - Waste Water Management	7 711	2 453	1 884	1 353	1 381	1 731	8 442	50 171	75 126	63 078
Receivables from Exchange Transactions - Waste Management	5 051	2 906	2 269	1 552	1 591	1 861	9 818	56 030	81 077	70 852
Receivables from Exchange Transactions - Property Rental Debtors	123	34	16	12	8	7	101	555	857	683
Interest on Arrear Debtor Accounts	2 360	3 050	3 755	2 320	2 325	3 186	14 130	71 059	102 185	93 020
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	-	-	-	-	-	-	-	-	-	-
Other	(7 942)	431	454	172	153	252	1 004	2 951	(2 525)	4 532
Total By Income Source	79 925	19 778	15 457	9 200	9 138	11 847	52 663	246 872	444 880	329 720
Preliminary Audit Outcome 2024/25 - totals only	36 391	19 863	9 921	9 760	12 087	7 947	51 446	242 357	388 772	323 598
Debtors Age Analysis By Customer Group										
Organs of State	9 800	1 476	540	198	157	153	2 163	2 912	17 399	5 584
Commercial	44 948	3 235	3 638	858	691	582	4 544	11 691	70 187	18 366
Households	22 268	11 346	10 688	7 722	7 827	8 908	43 314	205 557	317 631	273 328
Other	2 909	3 722	591	422	462	2 205	2 641	26 712	39 664	32 442
Total By Customer Group	79 925	19 778	15 457	9 200	9 138	11 847	52 663	246 872	444 880	329 720

Reason for a negative on "Other" under Debtors Age Analysis by Income Source:

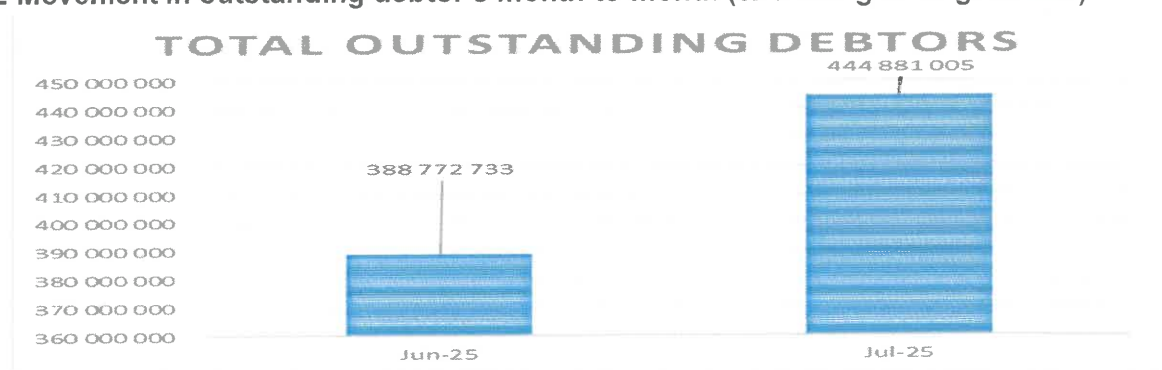
A significant portion of the credit balance under Debtors Age Analysis by Income Source "Other (0-30)" consists of payments in advance that are captured as part of the debtor's system. These advance payments are recorded as credits on the relevant consumer accounts until such time as the associated charges become due.

In addition to standard advance payments, the credit balance is also increased by consumers who choose to pay their annual rates and other municipal charges ahead of the official due date. These early payments are also processed and reflected as payments in advance within the system, further contributing to the credit total reflected under the "Other" category.

7.1 Debtors as at 31 July 2025

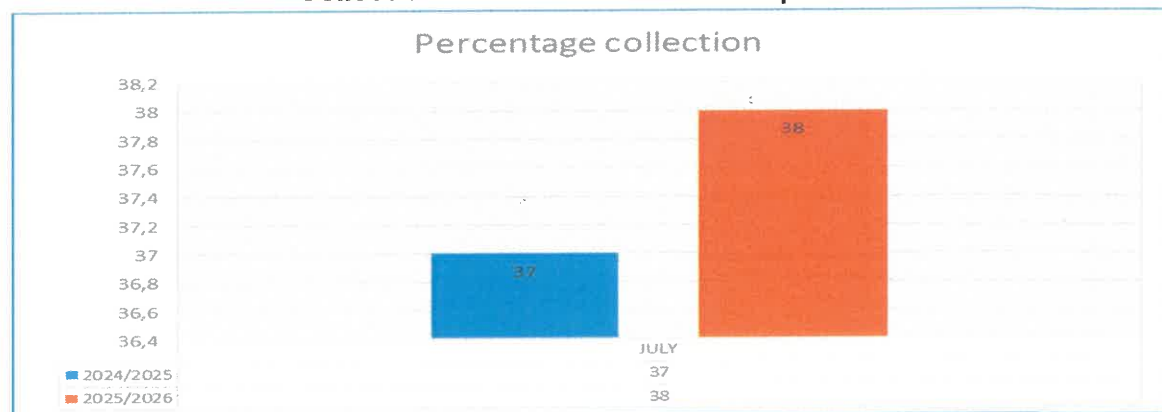
The total debtors outstanding as at 31 July 2025 is R 445 million, which represents a 14% difference from the previous month.

7.2 Movement in outstanding debtor's month-to-month (excluding arrangements)



7.3 Collection Ratio

Collection Ratio Year-on-Year Comparison



The revenue collection rate for Theewaterskloof municipality, as at 31 July 2025 is 38% which is 1% higher than the same period last year.

The reasons and challenges are as follows:

- An amount of R 3 million remained in arrears from a single consumer account. This outstanding debt had not been settled due to an ongoing dispute between the debtor and Theewaterskloof Municipality. As a result of the unresolved dispute, the matter was escalated and subsequently handed over to a legal team comprising an attorney and an advocate. The case was prepared to be addressed and resolved through court proceedings. At the time of reporting, the outstanding amount had not yet been recovered, pending the outcome of the legal process.
- In July 2025, the municipality implemented higher tariffs as approved for the 2025/2026 financial year. These tariff increases were part of the annual budget process aimed at aligning service charges with inflation and operational costs. The increase in tariffs negatively affected the revenue collection rate for the period. While the levies for July 2025 were calculated based on the newly approved, higher tariffs, a significant portion of the payments received during the month corresponded to the lower tariff rates from the 2024/2025 financial year.

- Ratepayers were given two options for the payment of rates for the 2025/2026 financial year:
 - Annual payment option: One full payment for the entire financial year, payable within three months (by October 2025) from the levy date.
 - Monthly instalments: Twelve equal monthly instalments, with levies charged at the beginning of each month.

The total annual rates levied at the end of July 2025 amounted to R 39 million. Although the full annual amount was levied in July 2025, this amount was charged in advance for the entire year. This timing difference is likely to negatively impact the collection rate for July, as the full annual amount is reflected in the levies, while actual payments received continue to follow the monthly instalment pattern or are deferred under the annual payment option.

Total outstanding Annual Rates

Item	Amount
Total Outstanding	R 44 145 434
Arrangement	R 1 385 175
Total Outstanding (Annual Rates)	R 45 530 609

Credit Control Actions for the period ending 31 July 2025:

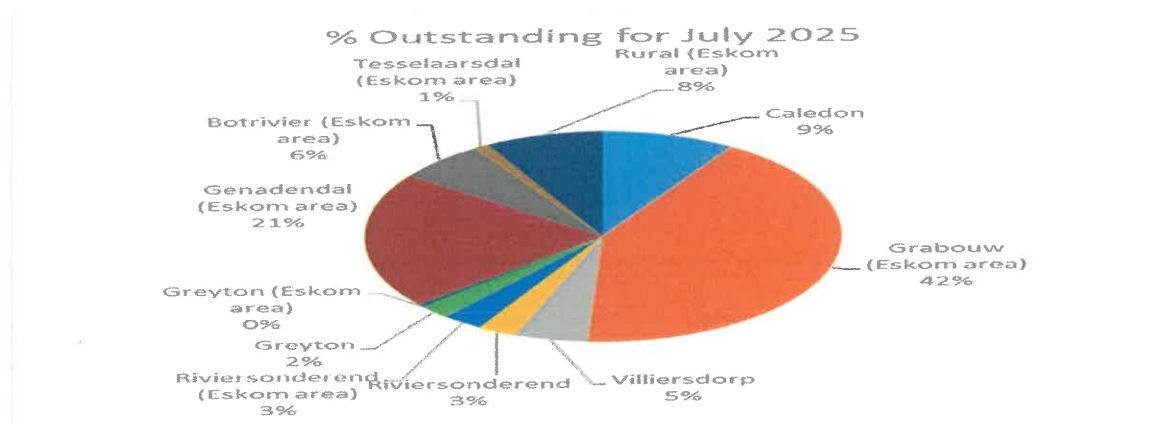
During the reporting period ending 31 July 2025, no credit control actions were undertaken. This temporary pause was necessary due to year-end financial processes that occupied a significant portion of the month.

As part of the annual financial procedures, the financial system underwent critical year-end closing operations. During this time, all credit control and related transactional activities were suspended, as the system did not permit processing of such transactions while the year-end close was in progress.

Credit control operations are scheduled to resume in August 2025, following the completion of the year-end processes and the full restoration of system functionality.

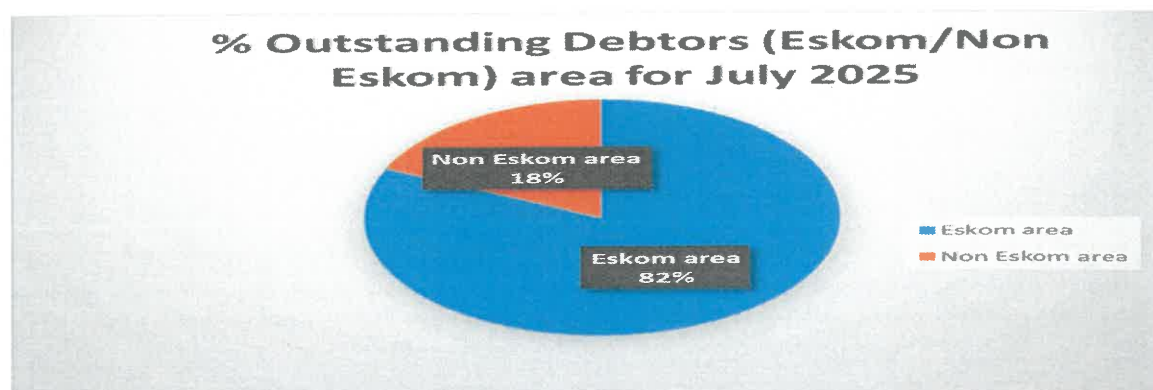
7.4 Outstanding debt per town as at 31 July 2025:

July 2025		
Town	Amount outstanding for July 2025	% Outstanding for July 2025
Caledon	R 39 532 322	9%
Grabouw (Eskom area)	R 185 952 775	42%
Villiersdorp	R 21 097 450	5%
Riversonderend	R 11 557 601	3%
Riversonderend (Eskom area)	R 12 707 248	3%
Greyton	R 10 026 008	2%
Greyton (Eskom area)	R 1 768 469	0,4%
Genadendal (Eskom area)	R 94 014 401	21%
Botrivier (Eskom area)	R 26 596 888	6%
Tesselaarsdal (Eskom area)	R 3 346 413	1%
Rural (Eskom area)	R 38 281 431	9%
Total	R 444 881 006	100%



7.5 Outstanding debt for Eskom area (where no electricity meters can be blocked) against non-Eskom areas as at 31 July 2025:

July 2025		
Town	Amount outstanding for July 2025	% Outstanding for July 2025
Eskom area	R 362 667 624	82%
Non-Eskom area	R 82 213 381	18%
Total	R 444 881 005	100%



SECTION 8 - CREDITORS

WC031 Theewaterskloof - Supporting Table SC4 Monthly Budget Statement - aged creditors - M01 July

Description	Budget Year 2025/26								Total
	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	
R thousands									
Creditors Age Analysis By Customer Type									
Bulk Electricity	—	—	—	—	—	—	—	—	—
Bulk Water	—	—	—	—	1	—	—	—	1
PAYE deductions	—	—	—	—	—	—	—	—	—
VAT (output less input)	—	—	—	—	—	—	—	—	—
Pensions / Retirement deductions	—	—	—	—	—	—	—	—	—
Loan repayments	—	—	—	—	—	—	—	—	—
Trade Creditors	1 159	1 109	372	49	—	0	89	52	2 830
Auditor General	—	110	734	84	127	66	10 052	—	11 173
Other	6	—	1	—	—	—	39	47	94
Medical Aid deductions	—	—	—	—	—	—	—	—	—
Total By Customer Type	1 166	1 219	1 106	133	128	66	10 180	99	14 097

Partial creditor payments were made for July 2025.

The following amount of R 104 million is outstanding after trade creditors and Eskom invoices/arrangements and accruals have been included:

WC031 Theewaterskloof - Supporting Table SC4 Monthly Budget Statement - aged creditors - M01 July

Description	Budget Year 2025/26								Total
	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	
R thousands									
Creditors Age Analysis By Customer Type									
Bulk Electricity	—	15 348	4 010	2 924	2 858	2 831	20 878	32 274	81 122
Bulk Water	—	—	—	—	1	—	—	—	1
PAYE deductions	—	—	—	—	—	—	—	—	—
VAT (output less input)	—	—	—	—	—	—	—	—	—
Pensions / Retirement deductions	—	—	—	—	—	—	—	—	—
Loan repayments	—	—	—	—	—	—	—	—	—
Trade Creditors	(10 486)	4 491	372	49	—	0	89	17 247	11 761
Auditor General	—	110	734	84	127	66	10 052	—	11 173
Other	6	—	1	—	—	—	39	47	94
Medical Aid deductions	—	—	—	—	—	—	—	—	—
Total By Customer Type	(10 480)	19 949	5 116	3 058	2 985	2 897	31 057	49 568	104 150

Reason for a negative on the "Trade creditors" for 0 – 30 days:

The payments amounting to R 12 million were made against the trade creditor's account, but the afore mentioned journal will be done on the 8th August 2025.

The tenders awarded for July 2025 are as follows:

Contract Reference	Contract Description	Awarded to	Operational/ Capital	Total value of contract	2025/26	2026/27	2027/28
COR 03/2024/25	The appointment of an advertising agency for the period from July 2025 to 30 June 2028	Ayanda Mbanga Communications (Pty) Ltd	Operational	Rates	R -	R -	R -

SECTION 9 – QUALITY CERTIFICATION

I, W Hendricks, the municipal manager of Theewaterskloof Municipality, hereby certify that – (mark as appropriate)

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

For the month of July 2025 has been prepared in accordance with the Municipal Finance Management Act and regulations made under the Act.

Print name: Walter Hendricks

Municipal Manager of Theewaterskloof Municipality (WC031)

Signature: 

Date: 11.08.2025

Print Name: Paul Mabhena

Chief Financial Officer of Theewaterskloof Municipality (WC031)

Signature: 

Date: 11.08.2025