

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

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Notice is hereby given that an **ORDINARY MEETING** of the **MUNICIPAL COUNCIL** of Knysna Municipality will be held in the Municipal Council Chamber on **THURSDAY, 30 OCTOBER 2025 at 10:00** to consider the business set forth in the attached agenda.

Kennis geskied hiermee dat 'n **GEWONE VERGADERING** van die **MUNISIPALE RAAD** van Knysna Munisipaliteit in die Munisipale Raadsaal op **DONDERDAG, 30 OKTOBER 2025 om 10:00** gehou sal word ten einde sake soos uiteengesit in die aangehegte agenda te oorweeg.

Ibhunga lika**MASIPALA** waseKnysna lazisa ngomthetho okwisolotya 19(b) wenkqubo mgaqo olawula oMasipala, 32 of 2000, njengoko utshintshiwe, **NGOLWESINE, NGOMHLA WE 30 EYEDWARHA 2025** ngentsimibi ye **10:00** umba iyakuba lushishino oluchazwekwi agenda.

CLLR M S WILLEMSE
The Speaker
Die Speaker
Usomlomo

DR. LULAMILE MAPHOLOBA
Municipal Manager
Munisipale Bestuurder
Mphathi kaMasipala

Date : 20 October 2025

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A G E N D A

1. **OPENING AND WELCOMING**
2. **SILENT PRAYER**
3. **ATTENDANCE OF MEMBERS**
 - 2.1 **COUNCILLORS PRESENT**
 - 3.2 **COUNCILLOR WITH LEAVE**
 - 3.3 **COUNCILLORS WITHOUT LEAVE**
4. **NOTING THE PROVISIONS OF SCHEDULE 1 (CODE OF CONDUCT FOR COUNCILLORS) OF THE LOCAL GOVERNMENT MUNICIPAL SYSTEMS ACT, 32 OF 2000 AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**
5. **DISCLOSURE OF INTERESTS BY COUNCILLORS**
6. **LONG SERVICE AWARDS**

None
7. **INTRODUCTION OF NEWLY APPOINTED STAFF**

None

8. **CONFIRMATION AND ADOPTION OF MINUTES**

8.1 **MINUTES OF THE SPECIAL COUNCIL MEETING: 31 JULY 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 31 July 2024, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Thursday, 31 July 2025 at 9:00
In the Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr M Willemse [KIM]
Executive Mayor, Cllr T Matika [ANC]
Deputy Executive Mayor, Cllr M Gericke [PBI]
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC]
Cllr Bester, P [DA]
Cllr Campbell, S [KIM]
Cllr Charlie, B [PA]
Cllr Davis, L V [DA]
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA]
Cllr Stroebe, H [DA] (*MSTeams*)
Cllr Tsengwa, A [ANC]
Cllr Tyokolo, L [DA]
Cllr Vanston, C [DA]
Cllr Van Schalkwyk, A [DA] (*MSTeams*)
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Martin, R	Director : Integrated Human Settlements
Dunywa, A	Director: Planning and Development
Nzuzo, M	Acting Director : Infrastructure Services
Julies, C	Director: Financial Services
Douglas, J	Director: Community Services
Botha, C	Manager: Administration
Botha, M	Legal Advisor
Campher, E	MPAC Administrator
Lakay, J	Head : Council Committees and Cllr Support
Gwayi, Z	Committee Officer

AUDIT COMMITTEE

None

PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

2. SILENT PRAYER

Cllr L Davis opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Twenty Councillors present
One Vacancy – Ward 3

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

None

4. NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL

The Speaker drew the attention of Councillors to the Schedule 1 of the Local Government: Municipal Systems Act, 2000.

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. DISCLOSURE OF INTERESTS BY COUNCILLORS

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

Whips Caucus from 9:15 to 9:31.

Democratic Alliance caucus from 9:38 to 9:51.

SC01/07/25 MONTHLY & QUARTERLY BUDGET STATEMENT – JUNE 2025

This item was discussed fourth.

UNANIMOUSLY RESOLVED

- [a] That Council notes the Section 71 Monthly Budget Statement and Section 52 Quarterly Budget Statement as at 30 June 2025;
- [b] That Council notes that the Section 71 Monthly Budget Statement and Section 52 Quarterly Budget Statement as at 30 June 2025 was submitted to the Executive Mayor, the National Treasury and the Western Cape Provincial Treasury on 14 July 2025 which is before the 10th working day after the end of June 2025; and
- [c] That Council notes that the Section 71 Monthly Budget Statement and Section 52 Quarterly Budget Statement as at 30 June 2025 has been published on the municipal website.

File Number: 9/1/2/10

Execution: Director: Financial Services

SC02/07/25 QUARTERLY WITHDRAWAL REPORT: QUARTER 4 OF 2024/2025

This item was discussed first.

UNANIMOUSLY RESOLVED

- [a] That the Quarterly Withdrawal Report for the quarter ending June 2025 be noted; and
- [b] That a copy of the Quarterly Withdrawal Report was submitted to the Western Cape Provincial Treasury and the Auditor-General on 14 July 2025.

File Number: 9/1/2/10
Execution: Director: Financial Services

SC03/07/25 ADDENDUM: AMENDED PERFORMANCE AGREEMENT OF CHIEF FINANCIAL OFFICER FOR THE 2024/2025 FINANCIAL YEAR

This item was discussed second.

UNANIMOUSLY RESOLVED

- [a] That Council notes the amended 2024/2025 Performance Agreement of the Chief Financial Officer based on the latest 2024/2025 adjustments budget;
- [b] That a copy of the Amended 2024/2025 Performance Agreement be published on the Knysna municipal website; and
- [c] That Council notes that the amended 2024/2025 Performance Agreement will be communicated to the MEC for Local Government, Environmental Affairs, and Development Planning in the Province and the National Minister for Co-operative Governance and Traditional Affairs; and

File Number: 9/1/1/1
Execution: Municipal Manager

SC04/07/25 2024/2025 QUARTER 4 NON-FINANCIAL PERFORMANCE ASSESSMENT REPORT FOR THE PERIOD 1 APRIL 2025 – 30 JUNE 2025

This item was discussed third.

UNANIMOUSLY RESOLVED

- [a] That this updated Quarter 4 Performance Assessment Report as at 30 June 2025 is submitted to Council for noting;
- [b] That Council notes the content of the Quarter 4 Performance Assessment Report;
- [c] That a copy of the Noted Section 52(d) Report will be placed on the Knysna municipality website for public information; and
- [d] That a copy of the noted Section 52(d) Report will be submitted to National Treasury and the Western Cape Provincial Treasury.

File Number: 15/2/6/1/3
Execution: Municipal Manager

SC05/07/25 AUTHORISATION TO BRING LAND USE APPLICATIONS IN RESPECT OF ERVEN 3534, 568, 571 AND RE/1343 KNYSNA

This item was discussed as an In Committee item.

UNANIMOUSLY RESOLVED

- [a] That Council notes the report;
- [b] That Council authorises the Municipal Manager to sign the relevant powers of attorney to bring land use applications in respect of erven 3534, 568, 571 and Re/1343 Knysna, so that they can be used as office space; and
- [c] That Council authorises the waiver of any fees pertaining to the land use application processes for erven 3534, 568, 571 and Re/1343 Knysna.

File Number : 9/1/2/14
Execution : Director: Corporate Services
Properties Department

7.A MOTIONS OF EXIGENCY

7A.1 CLLR S CAMPBELL : REPORT ON SEWAGE PUMPS

UNANIMOUSLY RESOLVED

- [a] That the Municipal Manager be instructed to provide Council with a full report at the Council Meeting on 7 August 2025 on the sewage pumps, belonging to the municipality that are currently in the possession of a company in the industrial area.
- [b] That the full report shall include the following information:
 - [i] How many pumps are there?
 - [ii] How many have been repaired?
 - [iii] How many have not been repaired?
 - [iv] What steps have been taken to retrieve these pumps?
- [c] That the Municipal Manager takes all lawful steps to retrieve the repaired pumps as a matter of urgency.
- [d] That the Municipal Manager takes all lawful steps to ensure that the remaining pumps are repaired as a matter of urgency.

7A.2 CLLR S SABBAGH : NOTICE IN TERMS OF SECTION 139 : RESPONSE

UNANIMOUSLY RESOLVED

That the Speaker and Cllr S Sabbagh arrange a meeting after the Special Council Meeting held on 31 July 2025, to discuss the letter received from MEC Bredell as well as the response to the MEC from the Municipality.

7B ADJOURNMENT

The Speaker thanked everyone and the meeting concluded at 13:10.

Approved

.....
Cllr. M Willemse
Speaker

.....
Date

-oOo-

8.2 **MINUTES OF THE SPECIAL COUNCIL MEETING: 4 AUGUST 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 4 August 2024, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Monday, 4 August 2025 at 9:00
On MSTeams

COUNCILLORS IN ATTENDANCE

Speaker, Cllr M Willemse [KIM]
Executive Mayor, Cllr T Matika [ANC]
Deputy Executive Mayor, Cllr M Gericke [PBI]
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC]
Cllr Bester, P [DA]
Cllr Campbell, S [KIM]
Cllr Davis, L V [DA]
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA]
Cllr Stroebel, H [DA]
Cllr Tsengwa, A [ANC]
Cllr Tyokolo, L [DA]
Cllr Vanston, C [DA]
Cllr Van Schalkwyk, A [DA]
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Martin, R	Director : Integrated Human Settlements
Dunywa, A	Director: Planning and Development
Wesso, R	Director : Infrastructure Services
Julies, C	Director: Financial Services
Douglas, J	Director: Community Services
Botha, C	Manager: Administration
Botha, M	Legal Advisor
Lakay, J	Head : Council Committees and Cllr Support

AUDIT COMMITTEE

None

PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

2. SILENT PRAYER

Cllr C Vanston opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Nineteen Councillors present
One Vacancy – Ward 3

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

Cllr Charlie, B [PA]

4. NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL

The Speaker drew the attention of Councillors to the Schedule 1 of the Local Government: Municipal Systems Act, 2000.

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. DISCLOSURE OF INTERESTS BY COUNCILLORS

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

SC01/08/25 REQUEST FOR COUNCIL TO RESCIND A CLAUSE IN THE 2025-2026 AMENDED VIREMENT POLICY APPROVED BY COUNCIL 05 JUNE 2025 WITH THE 2025-26 MTREF BUDGET

UNANIMOUSLY RESOLVED

- [a] That Council rescind clause 4.13 of the virement policy and replace it with the old 2024-25 virement policy to allow processing of virements by 1 August 2025:

~~2025-2026~~

- 4.13. No virements to be processed in the first quarter of the financial year, January and February

~~2024-2025~~

- 4.13. No virements are permitted in the first month or the final month of the financial year without the express agreement of the Chief Financial Officer and the Municipal Manager

File Number: 9/1/2/10

Execution: Director: Financial Services

SC02/08/25 REQUEST FOR COUNCIL TO APPROVE VIREMENT OF 9.1 MILLION FOR THE BULK PURCHASES – ELECTRICITY AS WELL AS LEASING OF PROPERTY FOR TAXI HOLDING

UNANIMOUSLY RESOLVED

- [a] That the total virements in the amount of R9,538,125 for bulk Purchases: Electricity and Outstanding Payment to Transnet SOC Ltd Erf 1341 Knysna, as per the attached line items "Virement Detail", be approved;
- [b] That a detailed report on the reasons for the electricity budget shortfall and an action plan to prevent this in future, be submitted to the Infrastructure Services Committee Meeting, for consideration; and
- [c] That a full report on the taxi holding facility and a full review of the process that led to the unbudgeted lease agreement, be submitted to the Community Services Committee Meeting, for consideration.

File Number: 9/1/2/10

Execution: Director: Financial Services

7. **ADJOURNMENT**

The Speaker thanked everyone and the meeting concluded at 10:02.

Approved

.....
Cllr. M Willemse
Speaker

.....
Date

-oOo-

8.3 **MINUTES OF THE ORDINARY COUNCIL MEETING: 7 AUGUST 2025**

RECOMMENDATION

That the minutes of the Ordinary Council meeting held on 7 August 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

M I N U T E S

OF AN ORDINARY MEETING
OF THE
MUNICIPAL COUNCIL OF KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Thursday, 7 August 2025
at 09:00
in the Council Chamber and on Youtube

COUNCILLORS IN ATTENDANCE

Executive Mayor, Cllr Matika, T [ANC]
Deputy Executive Mayor, Cllr Gericke, M [PBI]
Speaker, Cllr Willemse, M S [KIM]
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC]
Cllr Bester, P [DA]
Cllr Campbell, M [KIM]
Cllr Charlie, L [PA]
Cllr Davis, L [DA]
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA]
Cllr Stroebel, H [DA]
Cllr Tyokolo, L [DA]
Van Schalkwyk, A [DA]
Cllr Vanston, C [DA]
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Dunywa, A	Director: Planning and Development
Julies, C	Director: Financial Services
Martin, R	Director: Integrated Human Settlements
Wesso, R	Director: Infrastructure Services
Van Wyk, I	Acting Director: Community Services
Botha, C	Manager: Administration
Phillips, L	Manager: Human Resources
Campher, E	MPAC Co-ordinator
Louw, A	Chief Audit Executive
Botha, M	Acting Manager: Legal Services
Gwayi, Z	Senior Committee Officer
Xibiya, N	Senior Committee Officer
Smit, S	Human Resource : Intern
Petersen N	Human Resource : Intern
Manuel, A	Human Resource : Intern

1. OPENING AND WELCOMING

The Speaker welcomed Councillors, officials and members of the public to the meeting in the Council Chamber whereafter a roll call confirmed the attendees as mentioned above.

2A. SILENT PRAYER

Cllr W Willemse opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Twenty (20) Councillors present
One Vacancies – Wards 3

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

None

3.4 Officials Present

As above

3.5 Members of the Audit Committee Present

The meeting was live-streamed on YouTube.

3.6 Members of the Public Present

The meeting was live-streamed on YouTube.

4. **NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL**

The Speaker drew the attention of Councillors to the Schedule 1 of the Local Government : Municipal Systems Act, 2000.

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. **DISCLOSURE OF INTERESTS**

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. **LONG SERVICE AWARDS**

None

7. **INTRODUCTION OF NEWLY APPOINTED STAFF**

M Netshivhodza	Artisan Plumber	Community Services
Z Dyonta	General Assistant	Infrastructure Services
S Falithenjwa	General Assistant	Infrastructure Services
MD Tamboer	General Assistant	Infrastructure Services
MW Ennes	General Assistant	Infrastructure Services
LM Nohana	General Assistant	Infrastructure Services
SE Biyela	Artisan Plumber	Infrastructure Services

June 2025

NP Skosana	Senior Clerk: Public Participation	Corporate Services
Sfiso Jan Shili	Artisan: Plumbing	Infrastructure Services
Ntombekhaya Tembu-		
Makuyekwe	Process Controller	Infrastructure Services
Phumela Lindiwe		
Kedama-Nyati	Process Controller	Infrastructure Services
Yamkela Sizwe		
Camagu	General Assistant	Infrastructure Services
Sandiswa Booi	IHS Officer	HIS
BB Miso	Technician: Electrical Engine	Infrastructure Services
R Fredericks	General Assistant	Infrastructure Services

Whips break from 09:14 to 09:47.

8. **CONFIRMATION AND ADOPTION OF MINUTES**

8.1 **MINUTES OF THE ORDINARY COUNCIL MEETING: 30 MAY 2025**

UNANIMOUSLY RESOLVED

Cllr L Davids proposed seconded by Cllr Vanston,

That the minutes of the Ordinary Council meeting held on 30 May 2025, be confirmed as a true reflection of the proceedings.

8.2 **MINUTES OF THE CONTINUATION OF THE ORDINARY COUNCIL MEETING: 5 JUNE 2025**

UNANIMOUSLY RESOLVED

Cllr J White proposed, seconded by Cllr C Vanston,

That the minutes of the Continuation of the Ordinary Council meeting held on 5 June 2025, be confirmed as a true reflection of the proceedings.

8.3 **MINUTES OF THE SPECIAL COUNCIL MEETING: 26 JUNE 2025**

UNANIMOUSLY RESOLVED

Cllr L Davids proposed, seconded by Cllr J White,

That the minutes of the Special Council meeting held on 26 June 2025, be confirmed as a true reflection of the proceedings.

8.4 **MINUTES OF THE SPECIAL COUNCIL MEETING: 4 JULY 2025**

UNANIMOUSLY RESOLVED

Cllr J White proposed, seconded by Cllr C Vanston,

That the minutes of the Special Council meeting held on 4 July 2025, be confirmed as a true reflection of the proceedings.

8.5 **MINUTES OF THE SPECIAL COUNCIL MEETING: 18 JULY 2025**

UNANIMOUSLY RESOLVED

Cllr M Gericke proposed, seconded by Cllr W Grootboom,

That the minutes of the Special Council meeting held on 18 July 2025, be confirmed as a true reflection of the proceedings.

9. EXECUTION LIST

UNANIMOUSLY RESOLVED

That the Execution list for the Council Meeting Committee meetings held on 29 January 2025, 31 March 2025, 8 April 2025 and 15 May 2025, be noted.

10. STATEMENTS AND COMMUNICATIONS OF THE SPEAKER

10.1 REPORT ON MEETINGS/FUNCTIONS ATTENDED BY THE SPEAKER, CLLR MARK SYDNEY WILLEMSE

UNANIMOUSLY RESOLVED

That the report from the Speaker be noted with regard to functions, meetings and workshops attended for the period 29 May 2025 to 18 July 2025 be noted.

File Number : 9/1/1/1

Execution : Office of the Speaker

11. STATEMENTS AND COMMUNICATIONS OF THE EXECUTIVE MAYOR

11.1 FUNCTIONS, MEETINGS & WORKSHOPS ATTENDED BY THE EXECUTIVE MAYOR/S

UNANIMOUSLY RESOLVED

That the report from the Executive Mayor with regard to functions, meetings and workshops attended, for the period of June – July 2025 , be noted.

File Number : 9/1/1/1

Execution : Office of the Executive Mayor

11.2 STATEMENTS AND COMMUNICATIONS BY THE DEPUTY EXECUTIVE MAYOR

UNANIMOUSLY RESOLVED

That the report from the Deputy Executive Mayor regarding functions, meetings and workshops attended for the period 29 May to 18 July 2025 be noted.

11.3 REPORTS FROM REPRESENTATIVES ON THE GARDEN ROUTE DISTRICT MUNICIPALITY

No reports were received at the time of compilation of the agenda.

11.4 REPORTS FROM REPRESENTATIVES ON THE SALGA WORKING GROUPS

No reports were received at the time of compilation of the agenda.

11.5 REPORTS FROM COUNCILLORS REPRESENTING OUTSIDE BODIES AND ORGANISATIONS

No reports were received at the time of compilation of the agenda.

At this point in the meeting the Speaker requested that item 17.1 be dealt first.

17.1 NOTICE OF MOTION FOR THE REMOVAL OF THE EXECUTIVE MAYOR FROM OFFICE

Proposal

That the Notice of Motion for the Removal of the Executive Mayor, Councillor Cllr T Matika.

Proposer: Cllr W Grootboom

Seconder: Cllr B Charlie

The Speaker called the matter to a vote.

Against proposal	Abstained from voting
Cllr M Willemse	Cllr P Bester
Cllr A Tsengwa	Cllr L Davis
Cllr M Gericke	Cllr V Schalkwayk
Cllr K Andrews	Cllr S Sabbagh
Cllr R Arends	Cllr H Stroebe
Cllr M Khumelwana	Cllr L Tyokolo
Cllr N Louw	Cllr C Vanston
Cllr T Matika	Cllr J White
Cllr P Petros	
Cllr S Campbel	
Not present at time of voting	
In favour of proposal	
Cllr B Charlie	
Cllr W Grootboom	
Did not vote	

Cllr Grootboom's recommendation to Remove Executive Mayor did not carry.

12. ITEMS FOR CONSIDERATION

12.1 RECOMMENDATIONS FROM THE MAYORAL COMMITTEE: 17 JULY 2025

**ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE
MEETING HELD ON 10 JUNE 2025**

**IS01/06/25 REQUEST FOR COUNCIL APPROVAL – ASSISTANCE BY WESTERN
CAPE DEPARTMENT OF RURAL DEVELOPMENT TO FUND AND
EMPLEMENT FEASIBILITY STUDIES FOR FORESTRY VILLAGES ON
BEHALF OF KNYSNA MUNICIPALITY**

UNANIMOUSLY RESOLVED

That Council approves the request for assistance from the Western Cape Department of Rural Development to conduct feasibility studies on the provision of service to the forestry villagers.

File Number: 9/1/2/1
Execution: Manager: PMU

**IS02/06/25 REPORT ON MISA TECHNICAL ASSISTANCE TO KNYSNA
MUNICIPALITY**

UNANIMOUSLY RESOLVED

- [a] That Council note the technical assistance provided by MISA to the Knysna municipality for a period of two (2) years, from 1 April 2025 until 31 March 2027; and
- [b] That the MISA experts, through the Director Infrastructure Services, submit monthly reports to the S80 Committee relating to the type and frequency of the assistance to the Knysna Municipality.

File Number: 9/1/2/1
Execution: Director: Infrastructure Services

IS03/06/25 REPORT ON WATER QUALITY AND SEWER EFFLUENT QUALITY

UNANIMOUSLY RESOLVED

That Council formally note the findings and recommendations contained in the report on water quality and sewer effluent quality.

File Number: 9/1/2/1
Execution: Director: Infrastructure Services
Manager: Water & Sewer

IS04/06/25 EXPENDITURE REPORT ON GRANT FUNDS END APRIL 2025

UNANIMOUSLY RESOLVED

- [a] That the procurement of the remaining contracts currently between the Bid Evaluation Committee (BEC) and the Bid Adjudication Committee (BAC) be finalized and awarded as soon as possible;
- [b] That the appeal period be limited to a maximum of 14 days;
- [c] That the Director : Infrastructure Services compile a plan where the grant funding will be spent and that the plan be submitted to a subsequent meeting of the Committee, for consideration';
- [d] That the Municipal Manager and CFO address all challenges in the tender process in order to streamline the tender process; and
- [e] That the Municipality allocate budgets for critical vacancies within the Project Management Office.

File Number: 9/1/2/1
Execution: Director: Infrastructure Services
Manager: PMU

IS05/06/25 ELECTRICAL & MECHANICAL DEPARTMENT CAPITAL PROJECT REPORT FROM MARCH TO APRIL 2025

UNANIMOUSLY RESOLVED

That the contents of the Electrical & Mechanical Department Capital Project report from March to April 2025 be noted.

File Number: 9/1/2/1
Execution: Manager Electro Technical

IS09/06/25 REPORT OF THE ROADS, TRANSPORT & STORM WATER & BUILDING MAINTENANCE DIVISION (RTSBMD) FOR JULY – APRIL 2025

UNANIMOUSLY RESOLVED

- [a] That the report on Roads, Transport & Storm Water and Buildings maintenance division (RTSBMD) for July 2024 – April 2025, be noted; and
- [b] That Council fills the vacancies as critical.

File Number: 9/1/2/1
Execution: Director: Infrastructure Services
Manager: Public Works

**ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON
11 JUNE 2025**

**C02/06/25 PROPOSAL TO NAME THE KNYSNA LIBRARY ACTIVITIES HALL AFTER
MRS. PARKES**

UNANIMOUSLY RESOLVED

- [a] That the report on proposal to name the Knysna Library Activities Hall after Mrs. Parkes, be noted;
- [b] That Council approves that the Knysna Library's Activities Hall be named after Mrs. Margaret Parkes; and
- [c] That it be noted that it is within Council's competence to resolve on this matter.

**C04/06/25 GRASS CUTTING CYCLES PER WARD IN GREATER KNYSNA
MUNICIPAL AREA**

UNANIMOUSLY RESOLVED

- [a] That the report on the grass cutting cycles per ward in Greater Knysna Municipal Area be noted; and
- [b] That the prioritization of funds on grass cutting for the Parks and Recreation department, be approved.

File Number 9/1/2/5
Execution: Director Community Services
 Manager: Parks and Recreation

C05/06/25 PROGRESS REPORT ON THE HOMELESS SHELTER

UNANIMOUSLY RESOLVED

That the progress report of Homeless Shelter, be noted.

File Number: 9/1/2/5
Execution: Director: Community Services

**ITEMS SUBMITTED TO THE PLANNING, ECONOMIC DEVELOPMENT & TOURISM
COMMITTEE MEETING HELD ON 12 JUNE 2025**

**P03/06/25 ENVIRONMENTAL PERFORMANCE REPORT QUARTER 4: APRIL & MAY
2025**

UNANIMOUSLY RESOLVED

- [a] That the Environmental Management Department Performance Report for Quarter 4: April and May 2025, be noted; and
- [b] That Administration Investigate if there is a Policy to prevent building of homes in the river flood lines throughout the Greater Knysna Municipal Area and should there not be such a policy, that a Draft Policy be sent to the Mayoral Committee Meeting.

File Number: 9/1/2/13
Execution: Municipal Manager
Director: Planning, Economic Development & Tourism
Manager: Environmental Management

P08/06/25 DRAFT ECONOMIC DEVELOPMENT STRATEGY

UNANIMOUSLY RESOLVED

- [a] That the Draft Economic Development Strategy be noted; and
- [b] That the Draft Economic Development Strategy be approved.

File Number: 9/1/2/13
Execution: Director: Planning, Economic Development & Tourism
Manager: Economic Development

P09/06/25 DRAFT INFORMAL TRADING DEVELOPMENT STRATEGY

UNANIMOUSLY RESOLVED

- [a] That the Draft Informal Trading Development Strategy, be noted;
- [b] That the draft Informal Trading Development Strategy be approval;
- [c] That the formalization and demarcation of additional trading spaces in Nelson Street, be approved;
- [d] That the establishment of an Informal Trading Internal Steering Committee comprising of the following internal departments be appointed and that the comments from the relevant departments on their roles within the Committee be submitted to the Mayoral Committee:
 - a. Solid Waste Department
 - b. Law Enforcement Services
 - c. Water and Sanitation Services

- d. Roads and Stormwater
- e. Fire Services
- f. Land Use Management; and

[e] That Council approve the following proposed trading permit periods:

- a. 3 months
- b. 6 months
- c. 12 months

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
Manager: Economic Development

P11/06/25 REPORT ON THE TERMS OF REFERENCE FOR THE GARDEN ROUTE INVESTMENT CONFERENCE 2025

UNANIMOUSLY RESOLVED

- [a] That the Report on the Terms of Reference for the Garden Route Investment Conference 2025, be noted; and
- [b] That the Terms of Reference for the Garden Route Investment Conference 2025 hereby be supported for consideration.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
Manager: Economic Development

P12/06/25 ADDENDUM: APPOINTMENT OF INTERNAL MEMBER AND DEPUTY CHAIRPERSON TO THE MUNICIPAL PLANNING TRIBUNAL

UNANIMOUSLY RESOLVED

That the item on the Addendum: Appointment of Internal Member and Deputy Chairperson to the Municipal Planning Tribunal, be withdrawn and a Comprehensive report regarding the Compliance in terms of members of the Municipal Planning Tribunal be submitted to a Special Planning, Economic Development & Tourism Committee Meeting, for consideration.

P13/06/12 REPORT ON ALLEGED UNLAWFUL INFILLING ACTIVITIES ON ERF 1316, RE/1352, AND RE/1146, KNYSNA

UNANIMOUSLY RESOLVED

That the report on the alleged unlawful infilling activities on Erf 1316, RE/1352 and RE/1146, Knysna, be noted.

File Number: 9/1/2/5

Execution: Director: Planning, Economic Development & Tourism
Manager: Land Use Management

P14/06/25 REPORT ON THE STATUS OF THE AMENDMENT OF THE KNYSNA MUNICIPALITY REGULATION OF BUILDING AESTHETICS AND HERITAGE BY-LAW AND OUTDOOR ADVERTISING BY-LAW

UNANIMOUSLY RESOLVED

- [a] That the report on the status of the amendment of the Knysna Municipality: Regulation of Building Aesthetics and Heritage By-law (2021), be noted; and
- [b] That the report on the status of the amendment of the Knysna Municipality: Regulation of Outdoor Advertising By-law (2021), be noted.

File Number: 9/1/2/13
Execution: Municipal Manager
Director: Planning, Economic Development & Tourism
Manager: Building Control

ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 18 JUNE 2025 (CORPORATE SERVICES ITEMS)

F&G06/06/25 RISK MANAGEMENT PROGRESS REPORT : QUARTER: JANUARY-MARCH 2025

UNANIMOUSLY RESOLVED

- [a] That the Council to ensure the efficiency and effectiveness of the risk management is embedded in the institution; and
- [b] That the quarter 3 review of Strategic Risk Register, be approved.

File Number: 9/1/2/9
Execution: Director: Corporate Services

F&G07/06/25 REVIEW OF HUMAN RESOURCE POLICIES – INTERNSHIP POLICY, OVERTIME AND STANDBY POLICY AND SUBSISTENCE AND TRAVEL POLICY

UNANIMOUSLY RESOLVED

- [a] That the reviewed Internship, Overtime and Standby and Subsistence and Travel Policy, be noted;
- [b] That the Internship Policy, be approved;
- [c] That the Overtime and Standby Policy, be approved;
- [d] That the Subsistence and Travel policy, be approved;
- [e] That reports from Councillors in terms of the Subsistence and Travel Policy, be submitted to the Director : Corporate Services to be

incorporated in the quarterly report for Administration Services, for consideration; and

- [f] That the presentation be made by the Manager : Human Resources on the amendments to the policies mentioned in [b], [c] and [d] at the Ordinary Council Meeting scheduled for 7 August 2025, be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services

F&G08/06/25 APPLICATION FOR LEASE RENEWAL FOR T3430 BONGANI VILLAGE WATER TOWER FOR TELECOMMUNICATIONS TOWER ON A PORTION OF ERF 15865, KNYSNA

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the application to consider the lease renewal application by IHS Towers South Africa Pty Ltd for a portion of Erf 15865, Knysna, be noted;
- [b] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that these sites are deemed not needed to provide the minimum level of basic Municipal Services; and
- [c] That the Municipal Council grants approval for the lease renewal for a period of 9 years and 11 months with the following conditions;
- I. That the rental amount be R1 681,88 per month;
 - II. That the annual escalation be 10%;
 - III. That all arrear amounts on account number 1-00243-000-31-6 and all related accounts to be paid up to date prior to the signing of the new lease agreement;
 - IV. That the applicant do the necessary Land Use Applications; and
 - V. Report back item should be tabled at the next Section 80 with regards to the signing of the new lease and payment of account.

File Number: C.13

Execution: Director Corporate Services

Manager: Legal Services

Head: Properties

F&G09/06/25 REPORT BACK ON CHURCH APPLICATIONS – UNITING REFORMED CHURCH OF SOUTH AFRICA

UNANIMOUSLY RESOLVED

- [a] That the report back and annexure regarding the outstanding information of the approval relating to the Uniting Reformed Church of South Africa, be noted;

-
- [b] That the approval of erven 8249 and 8250, Knysna to be alienated to the Uniting Reformed Church of South Africa in terms of the Management of Immoveable Property Policy, be confirmed; and
 - [c] That the sale amount of erven 8249 and 8250, Knysna be determined in terms of the Management of Immoveable Property Policy.

File Number: 7/2/1/2
Execution: Director: Corporate Services
Acting Head: Properties

F&G10/06/25 REQUEST TO RESCIND THE APPROVAL FOR THE LEASING OF A PORTION OF ERF 214 AND APPLICATION TO APPROVE THE LEASING OF A PORTION OF THE REMAINDER OF ERF 215, KNYSNA FOR GARDENING PURPOSES

UNANIMOUSLY RESOLVED

- [a] That the report and annexures regarding the request for the approval related to Erf 214, Knysna be changed to a portion of the remainder of Erf 215, Knysna for vegetable gardening purposes, be noted;
- [b] That Council rescinds the following decisions taken at its meeting dated 30 March 2022:
 - [a] That the report and annexure regarding the request for a lease agreement on a portion of Erf 214, Knysna for vegetable gardening purposes, be noted;*
 - [b] That the advertising of the intended leasing of the unutilized portion of Erf 214 Knysna, be noted;*
 - [c] That it be noted that no comments and or objections were received during the advertising period;*
 - [d] That in terms of Section 34(1)(b) of the Asset Transfer Regulations the Municipal Council approve the right to use, control or manage the relevant portion of Erf 214 measuring 10 000m², Knysna for gardening purpose may be granted;*
 - [e] That the proposed portion of Erf 214 Knysna be leased a nominal amount of R500 at an annual escalation of 10%;*
 - [f] That the applicant be informed that they will be solely responsible for all costs for the establishment of the vegetable garden on a portion of Erf 214, Knysna;*
 - [g] That the portion of Erf 214 Knysna will be for the purpose of establishing a vegetable garden for Community benefit;*
 - [h] That the lease will be for a period of 9 years and 11 months;*

- [i] That all risks should be transferred to the applicant once approval is granted for the portion of Erf 214, Knysna;*
- [j] That the Acting Municipal Manager enter into a 9 year and 11 months' lease agreement for the portion of Erf 214, Knysna for the establishment of a vegetable garden;*
- [k] That should the property be utilised for anything other than community garden, a market related rental will be charged; and*
- [l] That should the property be utilised for anything other than a community garden, the municipality reserves the right to terminate the lease."*
- [c] That the Municipal Manager cancel the lease agreement entered into by and between Knysna Municipality and the Ward 4 Community Garden during June 2022 which gave the Ward 4 Community Garden permission to use ±10 000 square meters of a portion of Erf 214, Knysna for community vegetable garden purposes;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that a portion of the remainder of Erf 215, Knysna, is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That a below market-related tariff be proposed, as the Ward 4 Community Garden will be delivering a valuable service to the community and registered as an NPO;
- [f] That the Municipal Manager advertise the intended leasing of a portion of the remainder of Erf 215, Knysna, for a period of 9 years and 11 months for community vegetable garden purposes, subject to an 18-month notice period cancellation clause if needed by the Municipality;
- [g] That the applicant be informed that they will be solely responsible for all costs for the establishment of the vegetable garden on a portion of the remainder of Erf 215, Knysna; and
- [h] That a follow up item be submitted after the public participation process.

File Number: 7/2/1/2

Execution: Director: Corporate Services
Manager: Legal Services

F&G11/06/25 APPLICATION TO LEASE A PORTION OF ERF 3517, SEDGEFIELD (NSRI BOAT HOUSE AT THE MYOLI BEACH PARKING) AND THE APPROVAL OF BUILDING ALTERATIONS

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the leasing of portion of Erf 3517, Sedgefield, be noted;
- [b] That a below market-related tariff be proposed, as the NSRI is delivering a service to the community and registered as an NPO;
- [c] That the Municipal Manager advertise the intended leasing of a portion (including the extended portion) of Erf 3517, Sedgefield for boat house purposes for a period of 9 years and 11 months;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms the relevant portion (including the extended portion) of Erf 3517, Sedgefield, is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That the applicant be responsible for all costs related to leasing of a portion of Erf 3517, Sedgefield;
- [f] That the Municipal Manager be authorised to give a power of attorney for the submission of building plans (and any application for land use permission as may be required) to affect the alterations to extend the existing boathouse; and
- [g] That a follow up item be submitted after the public participation process.

File Number: 7/2/1/2
Execution: Director: Corporate Services

F&G12/06/25 APPLICATION TO RENEW LEASE AGREEMENT OF SEDGEFIELD BOWLING CLUB – A PORTION OF ERF 2058, SEDGEFIELD

UNANIMOUSLY RESOLVED

- [a] That the report and annexure's regarding the request for the renewal of the lease agreement entered into by and between Knysna Municipality and Sedgefield Bowling Club for the leasing of a portion of Erf 2058, Sedgefield, be noted;
- [b] That the request for the renewal of the lease after its expiration is approved for 9 years and 11 months from 1 June 2026 to 30 April 2036;
- [c] That a below market-related tariff be determined, as the Sedgefield Bowling Club is delivering a service to the community and is a Sporting Body;
- [d] That the request for additional space **not be approved**;

- [e] That the Municipal Manager advertise the intended leasing of a portion of Erf 2058, Sedgefield at a below market rate for sporting purposes;
- [f] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that the area in question, on a portion of Erf 2058, Sedgefield, is deemed not needed to provide the minimum level of basic Municipal Services;
- [g] That the applicant be responsible for all costs related to leasing of a portion of Erf 2058, Sedgefield; and
- [h] That a follow up item be submitted after the public participation process.

File Number: 7/2/1/2

Execution: Director: Corporate Services

F&G13/06/25 REPORT BACK ON APPLICATION FOR LEASE AGREEMENT – FOR A PORTION OF ERF 1316, KNYSNA BUTTING ERF 3556, KNYSNA

UNANIMOUSLY RESOLVED

- [a] That the report and additional annexure's regarding the request for lease agreement on a portion of Erf 1316, Knysna, be noted;
- [b] That the advertising of the intended leasing of a portion of Erf 1316, Knysna to the owner of Erf 3556, Knysna be noted;
- [c] That it be noted that no comments or objections were received during the advertising period;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms a portion of Erf 1316, Knysna is deemed not needed to provide the minimum level of basic Municipal Services; and
- [e] That the application only be considered by the committee after the remedial/mitigation measure in response to the pre-compliance notice have been implemented.

File Number: 7/1/2/5

Execution: Municipal Manager

Director: Corporate Services

F&G14/06/25 REPORT ON PROPERTY DISPUTE WITH GARDEN ROUTE DISTRICT MUNICIPALITY

UNANIMOUSLY RESOLVED

- [a] That the contents of the report pertaining to the dispute pertaining to the registration of ownership of the properties be noted;

- [b] That the administration solicit further assistance from the Western Cape Provincial Government with the facilitation of the dispute;
- [c] That the administration reports back to the following meeting regarding the progress of the dispute;
- [d] That Council confirms that Knysna Municipality is not indebted to the Garden Route District Municipality for free office rental;
- [e] That any agreement for the utilisation of Municipal premises for office accommodation by the Garden Route District Municipality be tabled to Knysna Council for consideration; and
- [f] That if any negotiations with the Garden Route District Municipality are conducted the following Councillors and officials, be included:
 - Executive Mayor
 - Chairperson of Finance and Governance Committee
 - Municipal Manager
 - Director : Corporate Services
 - Chief Financial Officer
 - Acting Manager : Legal Services
 - Cllrs S Campbell, N Louw and S Sabbagh.

File Number: 9/1/2/9
Execution: Director Corporate Services
Acting Manager: Legal Services

**ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING
HELD ON 19 JUNE 2025 (FINANCE ITEMS)**

F&G01/06/25 YEAR END DEADLINES/AFS PREPARATION PLAN 2024/2025

UNANIMOUSLY RESOLVED

That the Year-End Deadlines/AFS Preparation plan 2024/2025, be noted.

File Number: 9/1/2/10
Execution: Director: Financial Services

F&G02/06/25 MONTHLY BUDGET STATEMENT – APRIL 2025

UNANIMOUSLY RESOLVED

- [a] That the Section 71 Monthly Budget Statement as at 30 April 2025, be noted;
- [b] That it be noted that the Section 71 Monthly Budget Statement as at 30 April 2025 was submitted to the Executive Mayor, the National Treasury and the Western Cape Provincial Treasury on 15 May 2025, being the 10th working day after the end of April 2025; and

- [c] That it be noted that the Section 71 Monthly Budget Statement as at 30 April 2025 has been published on the municipal website.

File Number: 9/1/2/10
Execution: Director: Financial Services

F&G03/06/25 REPORT ON FRUITLESS AND WASTEFUL EXPENDITURE FOR JULY 2024 TO MAY 2025

UNANIMOUSLY RESOLVED

- [a] That the report on fruitless and wasteful expenditure for July 2024 to May 2025, be noted; and
- [b] That the fruitless and wasteful expenditure as per Annexure A be submitted to MPAC for investigation.

File Number: 9/1/2/10
Execution: Municipal Manager
Director: Financial Services
Manager Expenditure

F&G04/06/25 MONTHLY BUDGET STATEMENT – MAY 2025

UNANIMOUSLY RESOLVED

- [a] That the Section 71 Monthly Budget Statement as at 31 May 2025, be noted;
- [b] That it be noted that the Section 71 Monthly Budget Statement as at 31 May 2025 was submitted to the Executive Mayor, the National Treasury and the Western Cape Provincial Treasury on 13 June 2025, being the 10th working day after the end of May 2025; and
- [c] That it be noted that the Section 71 Monthly Budget Statement as at 31 May 2025 has been published on the municipal website.

File Number: 9/1/2/10
Execution: Director: Financial Services

F&G05/06/25 AUDITOR GENERAL CONSOLIDATED GENERAL REPORT ON LOCAL GOVERNMENT 2023-2024 AUDIT OUTCOMES

UNANIMOUSLY RECOMMENDED

That the Auditor General's Consolidated General Report on Local Government 2023-2024 Audit Outcomes, be noted.

File Number: 9/1/2/10
Execution: Director: Financial Services

F&G06/06/25 PLANNED AUCTION: DISPOSAL OF MOVABLE AND IMMOVABLE MUNICIPAL ASSETS

RECOMMENDED BY MAJORITY

- [a] That the report with regard to the planned auction : disposal of movable and immovable municipal assets, be noted;
- [b] That both the Council Resolutions, attached as Annexure A and Annexure B to the agenda of the Finance and Governance agenda dated 19 June, be noted;
- [c] That it be noted that the auction is provisionally scheduled to take place in September 2025;
- [d] That it be noted that Erf 3534 has been removed from the auction list; and
- [e] That it be noted that after the auction, the council's approval is required before the highest bid can be accepted.

File Number: 9/1/2/10

Execution: Director: Financial Services

ITEMS SUBMITTED TO THE SPECIAL COMMUNITY SERVICES COMMITTEE MEETING HELD ON 2 JULY 2025

SC01/06/25 ADVERSE WEATHER INCIDENT REPORT FOR 8- 10 JUNE 2025

UNANIMOUSLY RECOMMENDED

That the incident report caused by the adverse weather conditions for 8 -10 June 2025, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

SC03/06/25 MUNICIPAL WASTE PARTNERSHIP FACILITATED BY THE GREATER KNYSNA BUSINESS CHAMBER (GKBC)

UNANIMOUSLY RESOLVED

That the Report on the Municipal Waste Partnership facilitated by the Greater Knysna Business Chamber (GKBC), be withdrawn and that Coco Solutions and the panel of transactional advisors make a presentation at the next Community Services Committee Meeting.

File Number: 9/1/2/5

Execution: Director: Community Services

Acting Manager: Waste Management

SC04/06/25 PROPOSAL FOR THE EXECUTIVE ASSIGNMENT OF THE LIBRARY FUNCTION TO THE MUNICIPALITY

UNANIMOUSLY RESOLVED

That the Proposal for the Executive Assignment of the Library function to the Municipality, be withdrawn and that the Director : Community Services arrange a meeting with all relevant role players, including SALGA and thereafter a Workshop be held prior to 20 July 2025.

File Number: 9/1/2/5

Execution: Director: Community Services

SC05/06/25 HYDRANT MAINTENANCE REPORT KARATARA

UNANIMOUSLY RESOLVED

- [a] That the report on Fire Maintenance in Karatara, be noted;
- [b] That the Directorate of Infrastructure & Community Services conduct an assessment to evaluate the need for the installation of additional or new fire hydrants; and
- [c] That Sedgefield Fire Department includes Smutsville in an assessment to evaluate the need for installation of additional or new for fire hydrant.

File Number: 9/1/2/5

Execution: Director: Community Services

SC06/06/25 REINSTATEMENT OF FIRE BRIGADE RESERVE FORCE UNDER THE FIRE BRIGADE ACT SERVICES ACT NO. 99 OF 1987

UNANIMOUSLY RESOLVED

- [a] That the Report on the Establishing a Reserve Force for within the Fire Department, be noted; and
- [b] That budgetary provision be made in the next fiscal year to improve talent retention.

File Number: 9/1/2/5

Execution: Director: Community Services

SC07/06/25 FINAL FOURTH (4TH) GENERATION AIR QUALITY MANAGEMENT PLAN DEVELOPMENT

UNANIMOUSLY RESOLVED

- [a] That the contents of the Final Draft Fourth (4th) Generation Air Quality Management Plan, be noted; and
- [b] That the 4th Generation Air Quality Management Plan be submitted to Council for approval and adoption.

File Number: 9/1/2/5
Execution: Director: Community Services
Acting Manager: Solid Waste

At this point in the meeting the Speaker requested that we deal with item 13.3.

C13/08/25 REPORT ON WATER & SEWER PUMPS IN RESPONSE TO MOTION OF EXIGENCY MOVED BY CLLR CAMPBELL

UNANIMOUSLY RESOLVED

- [a] That the report on water & sewer pumps in response to motion of exigency moved by Cllr Campbell be noted;
- [b] That the Municipal Manager takes all lawful steps to retrieve the pumps as a matter of urgency;
- [c] That the MPAC be mandated to investigate T22/2022 which relates to SNR and submit a comprehensive report to Council; and
- [d] That all necessary steps be taken with consequence management and a report be submitted to Council.

File number: 9/1/2/1
Execution: Municipal Manager
Director: Infrastructure Services

Body break at 11:46- 12:05

ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING HELD ON 3 JULY 2025

IHS01/07/25 INTEGRATED HUMAN SETTLEMENTS: ALTERNATIVE ON-SITE SANITATION TECHNOLOGIES FOR KNYSNA INFORMAL SETTLEMENTS

UNANIMOUSLY RESOLVED

- [a] That the Integrated Human Settlements: Alternative On-Site Sanitation Technologies for Knysna Informal Settlements Report, be noted;
- [b] That the presentation by IH Academy on the Bio Separator, be noted;
- [c] That Council supports the piloting of alternative sanitation technologies, including the Bio Separator, in selected informal settlements;
- [d] That the Directorate IHS commence a procurement process to appoint service providers for the pilot projects in accordance with the SCM policy;
- [e] That members of the S80 Committee and relevant officials (IHS, Water & Sanitation, Public Health, and Environmental Management) undertake a learning site visit to George Municipality;

-
- [f] That a technical and Ward Committee consultation process be initiated to identify appropriate pilot sites;
 - [g] That in partnership with Asivikelane and technology provider (s) be formally considered to facilitate implementation, training, and monitoring; and
 - [h] That a progress report be submitted quarterly to the Portfolio Committee for Human Settlements.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Human Settlements Officer

IHS02/07/25 SUBMISSION OF THE BUSINESS PLAN FOR 2024/25 FINANCIAL YEAR: APRIL 2025

UNANIMOUSLY RESOLVED

- [a] That the Report on the Submission of the Business Plan for 2024/25 Financial Year for April 2025, be noted; and
- [b] That Council take note of the 2024/5 Housing Business Plan as approved by the Western Cape Department of Infrastructure.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Acting Manager: Projects and Housing Finance

IHS03/07/25 INTEGRATED HUMAN SETTLEMENTS MONTHLY REPORT FOR THE PERIOD APRIL 2025

UNANIMOUSLY RESOLVED

- [a] That the Integrated Human Settlements Monthly Report for the period April 2025, be noted; and
- [b] That the contents of the report be noted in respect of related project implementation for the period end April 2025 relative to the approved WCDoHS Business Plan 2024/25FY.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Acting Manager: Projects and Housing Finance

IHS04/07/25 INTEGRATED HUMAN SETTLEMENTS: PREPARATION OF A HUMAN SETTLEMENTS SECTOR PLAN

UNANIMOUSLY RESOLVED

- [a] That Council notes the process towards preparation of a Human Settlements Sector Plan and approves tabling of the plan for public participation;

- [b] That the Directorate IHS presents the draft Sector Plan to the SDF Councillors workshop;
- [c] That consultation workshops be scheduled with the Ward Committees and Housing Stakeholders; and
- [d] That the Directorate arrange a Housing Indaba with the private sector and relevant stakeholders to exhibit the Greater Knysna Housing development investment opportunities.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Manager: Human Settlements

IHS05/07/25 INTEGRATED HUMAN SETTLEMENTS MONTHLY REPORT: PIPELINE PROJECTS

UNANIMOUSLY RESOLVED

- [a] That the report on the Housing Pipeline Projects as registered with the Western Cape Department of Infrastructure, be noted; and
- [b] That Council approves the list of housing pipeline projects.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Acting Manager: Projects and Housing Finance

IHS06/07/25 INTEGRATED HUMAN SETTLEMENTS: CONDITION SURVEY AND MAINTENANCE OF CONCRETE TOILETS

UNANIMOUSLY RESOLVED

- [a] That the Report on the Integrated Human Settlements: Condition Survey and Maintenance of Concrete toilets, be noted; and
- [b] That Council approve the virement of R50,000 originally allocated for additional blue toilets to be added to the toilet rectification programme.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Senior Manager: Human Settlements

IHS07/07/25 SUBMISSION ON INCOMPLETE HOUSES UNDER T47/2021/22

UNANIMOUSLY RESOLVED

That the progress that has been made on the incomplete houses under T47/2021/22, be noted.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Project Coordinator: Integrated Human Settlements

**ITEMS SUBMITTED TO THE SPECIAL PLANNING, ECONOMIC DEVELOPMENT AND
TOURISM COMMITTEE MEETING HELD ON 15 JULY 2025**

See In committee minutes.

**ITEMS SUBMITTED TO THE SPECIAL INFRASTRUCTURE SERVICES COMMITTEE
MEETING HELD ON 17 JULY 2025**

**SIS01/07/25 REPORT ON THE BROKEN STREETLIGHTS THROUGHOUT THE
GREATER KNYSNA AREA**

UNANIMOUSLY RESOLVED

- [a] That the report on the broken streetlights throughout the Greater Knysna Area be noted;
- [b] That the approved budget of R2,800,000-00 be divided to allow R2,000,000-00 for streetlights to be ring-fenced and R800,000-00 be made available for the repairs and maintenance of Traffic Lights;
- [c] That a report be provided with a costing of the actual faulty globes and the cost of replacement of each defective streetlight;
- [d] That the repairs on the streetlights be implemented with immediate effect; and
- [e] That the Electrical Department commence with the numbering of all streetlight poles across the Greater Knysna Area, as this will assist in determining the total number of poles and their precise locations, rather than relying on house numbers.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services

**SIS02/07/25 REPORT ON THE BROKEN TRAFFIC LIGHT ON THE CORNER OF MAIN
AND LONG STREET**

UNANIMOUSLY RESOLVED

- [a] That the report on the broken traffic light on the corner of Main and Long Street, be noted;
- [b] That anyone responsible for the deliberate damage to Traffic Lights be held accountable for the full cost of repairs; and
- [c] That the repairs on the traffic Lights be implemented with immediate effect.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services

SIS03/07/25 REPORT ON WATER AND SANITATION PUMPS

UNANIMOUSLY RESOLVED

- [a] That the contents of the report on water and sewer pumps, be noted;
- [b] That the Municipal Manager, CFO and Director : Infrastructure Services be authorised to take all necessary measures to retrieve all pumps and equipment from the service provider in the shortest time possible; and
- [c] That a report on measures to be taken in [b] above, be reported on at the Special Council Meeting scheduled for Friday, 18 July 2025.

File Number: 9/1/2/1

Execution: Director: Infrastructure Services

ITEMS SUBMITTED TO THE SPECIAL FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 22 JULY 2025

See In committee minutes.

13. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

C01/08/25 APPOINTMENT OF MEMBERS TO THE DISCIPLINARY BOARD IN TERMS OF THE FINANCIAL MISCONDUCT REGULATIONS

UNANIMOUSLY RESOLVED

- [a] That the correspondence from the National Treasury be noted;
- [b] That the correspondence from the Provincial Treasury be noted;
- [c] That Council appoint, Mr. A. Enos and Ms. L. Bathgate to the Municipal Disciplinary Board for a period of three years;
- [d] That should one or all of the above recommended candidates not accept the appointment, that candidate 3 and 4 be appointed; and
- [e] That members not in the employment of a government institution be remunerated, as a member of the audit committee.

File Number : 9/1/1/1

Execution : Municipal Manager
 Chief Audit Executive

C02/08/25 FILLING OF VACANCIES: GRANT-IN-AID COMMITTEE

UNANIMOUSLY RESOLVED

- [a] That the report on the replacement of Members of the Grant-In-Aid Committee, be noted;

Cllr J White proposed, seconded by Cllr S Sabbagh,

- [b] That the vacancies be replaced with the following Cllrs:

Cllr C Vanston (DA); and
Cllr M Gericke (PBI)

File Number: 9/1/1/1
Execution: Director Corporate Services
Manager: Administration

**C04/08/25 REPORT ON CASE 2025-128173 MNCEDISI SKOSANA // MEC //
CHAIRPERSON OF ELECTORAL COMMISSION // MUNICIPAL MANAGER
// KNYSNA MUNICIPALITY & OTHERS**

UNANIMOUSLY RESOLVED

- [a] That the Report on Case 2025-128173: Mncedisi Skosana v MEC, Chairperson of Electoral Commission & Others, be noted;
- [b] That the Notice of Motion with annexures, under Case 2025-128173, enclosed as **Annexure “A”**, be noted;
- [c] That Council provides a mandate to the Municipal Manager for an appointment of an attorney for the matter to be opposed on behalf of the 3rd and 4th respondents, insofar as it relates to the relief sought against the 3rd and 4th respondents; and
- [d] That should the applicant withdraw the relief sought against the 3rd and 4th respondent, that the mandate of the attorneys be terminated.

File Number: 9/1/2/9
Execution: Municipal Manager
Director: Corporate Services
Acting Manager: Legal Services

14. ITEMS FOR NOTING

THE MAYORAL COMMITTEE NOTED THE FOLLOWING RESOLUTIONS: 17 JULY 2025

**ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE MEETING
HELD ON 10 JUNE 2025**

**IS06/06/25 REPORT ON THE OPERATIONS AND MAINTENANCE FOR WATER AND
SEWER – MARCH AND APRIL 2025**

UNANIMOUSLY RESOLVED

That the contents of the report on the operations and maintenance for water and sewer – March and April 2025, be noted.

File Number: 9/1/2/1
Execution: Director: Infrastructure Services
Manager: Water & Sewer

IS07/06/25 PROJECTS PROGRESS REPORT- MARCH TO APRIL 2025

UNANIMOUSLY RESOLVED

That the contents of the report with regard to Projects Progress Report – March to April 2025, be noted.

File Number: 9/1/2/1
Execution: Director: Infrastructure Services
Manager: PMO

IS08/06/25 ELECTRICAL & MECHANICAL SERVICES KNYSNA MUNICIPAL FLEET FROM MARCH AND APRIL 2025

UNANIMOUSLY RESOLVED

- [a] That the report on the Electrical and Mechanical Services Knysna municipal fleet from March and April 2025 be noted; and
- [b] That the Director : Infrastructure Services (Electrical & Mechanical) compile a business plan for Municipal Infrastructure Grant (MIG) funding to replace the failing fleet.

File Number: 9/1/2/1
Execution: Director: Infrastructure Services
Manager: Electrical & Mechanical Services

ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 11 JUNE 2025

C01/06/25 REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR APRIL 2025 TO MAY 2025

UNANIMOUSLY RESOLVED

- [a] That the Report on Municipal Health and Environmental Services for April 2025 to May 2025, be noted; and
- [b] That internal capacity within the community Services Directorate be enhanced to deal with environmental health compliance matters and to serve as the primary point of contact with the Garden Route District Municipality

File Number: 9/1/2/5
Execution: Director: Community Services

C03/06/25 REPORT OF THE LIBRARIES AND MUSEUMS: MARCH TO APRIL 2025

UNANIMOUSLY RESOLVED

That the Report on the Libraries and Museums for March to April 2025, be noted.

File Number: 9/1/2/5
Execution: Director: Community Services
Manager: Libraries

C06/06/25 PUBLIC SAFETY MONTHLY REPORT FEBRUARY- APRIL 2025

UNANIMOUSLY RESOLVED

That the report on Public Safety for February- April, be noted.

File Number: 9/1/2/5
Execution: Director: Community Services

C07/06/25 DEPARTMENTAL REPORT: SOCIAL DEVELOPMENT & SPECIAL PROGRAMMES

UNANIMOUSLY RESOLVED

That the departmental report of the Social Development and Special Programmes unit, be noted.

File Number: 9/1/2/5
Execution: Director: Community Services

ITEMS SUBMITTED TO THE PLANNING, ECONOMIC DEVELOPMENT AND TOURISM MEETING HELD ON 12 JUNE 2025

P01/06/25 ECONOMIC DEVELOPMENT DEPARTMENT PERFORMANCE REPORT QUARTER 4: APRIL - MAY 2025

UNANIMOUSLY RESOLVED

That the Economic Development Department Performance Report for Quarter 4: April to May 2025, be noted.

File Number: 9/1/2/13
Execution: Director: Planning, Economic Development and Tourism
Manager: Economic Development

P02/06/25 EXPANDED PUBLIC WORKS PROGRAMME PERFORMANCE REPORT FOR QUARTER 4: APRIL – MAY 2025

UNANIMOUSLY RESOLVED

That the Expanded Public Works Programme Performance Report for the Quarter 4: April to May 2025, be noted.

File Number: 9/1/2/13
Execution: Director: Planning, Economic Development & Tourism
Manager: Economic Development

P04/06/25 DRAFT CLIMATE CHANGE ADAPTATION PLAN 2025

UNANIMOUSLY RESOLVED

That the Draft Climate Change Adaptation Plan for 2025, be noted.

File Number: 9/1/2/13
Execution: Municipal Manager
Director: Planning, Economic Development & Tourism
Manager: Environmental Management

P05/06/25 BUILDING CONTROL REPORT FOR THE PERIOD OF: APRIL – 27 MAY 2025

UNANIMOUSLY RESOLVED

That the Building Control Division Performance Report for the period April to 27 May 2025, be noted.

File Number: 9/1/2/13
Execution: Director: Planning, Economic Development and Tourism
Manager: Building Control

P06/06/25 LAND USE MANAGEMENT DIVISION APRIL 2025 – 27 MAY 2025

UNANIMOUSLY RESOLVED

That the Land Use Management Departmental report for the period April 2025 to May 2025 be noted.

File Number: 9/1/2/13
Execution: Manager: Land Use Management

P07/06/25 PROGRESS REPORT: KNYSNA MSDF AMENDMENT AND SEDGEFIELD LSDF COMPILATION

UNANIMOUSLY RESOLVED

That the Progress Report for the Knysna MSDF Amendment and Sedgefield LSDF compilation for Phase 5 (Achieving Support), be noted.

File Number: 15/2/6/1/3/1
Execution: Director: Planning, Economic Development & Tourism
Manager: Land Use Management

P10/06/25 DRAFT COASTAL MANAGEMENT BY-LAW

UNANIMOUSLY RESOLVED

That the Draft Coastal Management By-law, be noted.

File Number: 9/1/2/13
Execution: Municipal Manager

Director: Planning, Economic Development & Tourism
Manager: Environmental Management

**ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING
(CORPORATE SERVICES) HELD ON 18 JUNE 2025**

F&G01/06/25 PUBLIC PARTICIPATION MONTHLY REPORT APRIL & MAY 2025

UNANIMOUSLY RESOLVED

- [a] That the report of the Public Participation Unit for April & May 2025 as received from the Director: Corporate Services be noted;
- [b] That the Municipal Manager embark on a realignment process of the participants of the CWP Programme and that a report be submitted to the next meeting of the Finance and Governance Committee Meeting, for consideration; and
- [c] That a representative from COGTA be invited to the next Finance and Governance Committee Meeting to present to the committee, matters with regard to financing and payment of the participants of the CWP Programme.

File Number: 9/1/2/9

Execution: Director: Corporate Services
Manager: Public Participation

F&G02/06/25 MONTHLY REPORT ON LEGAL MATTERS: 1 APRIL – 31 MAY 2025

UNANIMOUSLY RESOLVED

That the Quarter 3 Report on Legal Matters for the period 1 April – 31 May 2025, be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services

F&G03/06/25 ICT SECTION 80 REPORT FOR JUNE 2025

UNANIMOUSLY RESOLVED

That the report on ICT for June 2025, be noted.

File Number: 9/1/2/10

Execution: Director: Corporate Services
Manager: Information Technology

F&G04/06/25 HUMAN RESOURCE QUARTERLY REPORT FOR THE MONTH OF APRIL 2025 TO MAY 2025

UNANIMOUSLY RESOLVED

- [a] That the Committee note the report on the Human Resource Section of April 2025 to May 2025; and
- [b] That a report on the critical vacancies in terms of Section 154 Intervention be submitted to the next Finance and Governance Committee Meeting, for consideration.

File Number: 9/1/2/8
Execution: Director: Corporate Services
Manager: Human Resources

F&G05/06/25 REPORT OF THE ADMINISTRATIVE SERVICES SECTION (COUNCILLOR & COMMITTEES SUPPORT, RECORDS & ARCHIVES, AUXILLARY SERVICES AND CUSTOMER CARE

UNANIMOUSLY RESOLVED

That the report from the Manager: Administration Services, be noted.

File Number: 9/1/2/9
Execution: Director: Corporate Services
Manager: Administration Services

ITEMS SUBMITTED TO THE FINANCE AND GOVERNANCE COMMITTEE MEETING (FINANCE ITEMS) HELD ON 19 JUNE 2025

None

ITEMS SUBMITTED TO THE SPECIAL COMMUNITY SERVICES COMMITTEE MEETING HELD ON 2 JULY 2025

SC02/06/25 SOLID WASTE MANAGEMENT MONTHLY REPORT

UNANIMOUSLY RESOLVED

That the Solid Waste Management Monthly Report, be noted.

File Number: 9/1/2/5
Execution: Director: Community Services
Acting Manager: Solid Waste

ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING HELD ON 3 JULY 2025

None

ITEMS SUBMITTED TO THE SPECIAL PLANNING, ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE MEETING HELD ON 15 JULY 2025

See In Committee Minutes

ITEMS SUBMITTED TO THE SPECIAL INFRASTRUCTURE SERVICES COMMITTEE MEETING HELD ON 17 JULY 2025

None

ITEMS SUBMITTED TO THE SPECIAL FINANCE AND GOVERNANCE COMMITTEE MEETING HELD ON 22 JULY 2025

See In committee minutes

9. **ITEMS SUBMITTED DIRECTLY TO THE EXECUTIVE MAYOR**

No items were received at time of compilation of the agenda.

10. **REPORTS SUBMITTED DIRECTLY TO THE MAYORAL COMMITTEE**

No items were received at time of compilation of the agenda.

11. **NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER**

No items were received at time of compilation of the agenda.

15. **IN COMMITTEE ITEMS (SEE SEPARATE AGENDA)**

16. Consideration of Questions

17. Considerations of Motions

17.1 The item was dealt with first.

18. Consideration of Motions of Exigency

18.1 **FIRE DISASTER IN SMUTSVILLE: 4 AUGUST 2025**

UNANIMOUSLY RESOLVED

- [a] That Council note that six (6) families lost their homes and all belongings during the fire disaster of Sunday, 3 August 2025;
- [b] That Council resolves to assist the six (6) affected families with disaster housing materials and assistance; and
- [c] That Council urgently make provision for the necessary materials needed to assist the affected fire victims.

19. ADJOURNMENT

The Speaker thanked everyone for their contribution and the meeting be adjourned at 13:45.

Approved :

Cllr. M S Willemse

.....
Speaker

-oOo-

.....
Date

8.4 **MINUTES OF THE SPECIAL COUNCIL MEETING: 22 AUGUST 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 22 August 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Friday, 22 August 2025 at 9:00
In the Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr M Willemse [KIM]
Executive Mayor, Cllr T Matika [ANC]
Deputy Executive Mayor, Cllr M Gericke [PBI]
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC] (*MSTeams*)
Cllr Bester, P [DA]
Cllr Campbell, S [KIM]
Cllr Charlie, B [PA]
Cllr Davis, L V [DA] (*MSTeams*)
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Nohana, L [ANC]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA]
Cllr Tsengwa, A [ANC]
Cllr Tyokolo, L [DA]
Cllr Vanston, C [DA] (*MSTeams*)
Cllr Van Schalkwyk, A [DA]
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Dunywa, A	Director: Planning and Development
Wesso, R	Director : Infrastructure Services
Jagaysor, A	Acting Director: Financial Services
Bezuidenhout, C	Manager : Communications
Botha, C	Manager: Administration
Botha, M	Legal Advisor
Lakay, J	Head : Council Committees and Cllr Support
Campher, E	MPAC Coordinator
Xibiya, N	Committee Officer (for attendance register)

AUDIT COMMITTEE

None

PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

2. SILENT PRAYER

Cllr B Charlie opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Twenty Councillors present

3.2 Councillors Absent with Leave

Cllr Stroebel, H [DA]

3.3 Councillors absent without Leave

None

4. NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL

The Speaker drew the attention of Councillors to the Schedule 1 of the Local Government: Municipal Systems Act, 2000.

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. DISCLOSURE OF INTERESTS BY COUNCILLORS

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

EFF Caucus 9:08 until 9:19

ANC caucus from 9:41 to 10:00.

SC01/08/25 MPAC: REPORT ON THE INVESTIGATION OF IRREGULAR EXPENDITURE IDENTIFIED BY THE AUDITOR-GENERAL DURING THE 2022/2024 FINANCIAL YEAR

This item was discussed In Committee.

Proposal 1

- [a] That Council notes the irregular expenditure of R11 529 030.24;*
- [b] The Municipal Manager be instructed to recover the full contract amount from Megaflow;*
- [c] That Megaflow be reported to National Treasury as a restricted or defaulter supplier;*
- [d] That Megaflow and the relevant member of the Close Corporation be reported to the South African Police Services, in terms of PRECA; and*
- [e] That the Municipal Manager submit quarterly progress reports to Council on the recovery of the funds and the criminal case against Megaflow and the relevant member of the Close Corporation.*

Proposer : Cllr J White
Seconder : Cllr B Charlie

In favour of proposal	Against proposal
Cllr J White	Cllr T Matika
Cllr C Vanston	Cllr A Tsengwa
Cllr A Van Schalkwyk	Cllr M Khumelwana
Cllr P Bester	Cllr L Nohana
Cllr L Tyokolo	Cllr K Andrews
Cllr S Sabbagh	
Cllr B Charlie	
Cllr W Grootboom	

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

Cllr S Campbell	
Cllr M Willemse	
Not present at time of voting	
Cllr L Davis	
Cllr P Petros	
Did not vote	
None	
Abstained from voting	
Cllr N Louw	
Cllr M Gericke	
Cllr R Arends	

Proposal 2

That the report on the investigation of irregular expenditure identified by the Auditor-General during the 2022/2023 financial year be referred back and that a full detailed report be submitted to Council for consideration.

Proposer : Cllr T Matika
Seconder : Cllr N Tsengwa

In favour of proposal	Against proposal
Cllr T Matika	Cllr J White
Cllr A Tsengwa	Cllr C Vanston
Cllr M Khumelwana	Cllr A Van Schalkwyk
Cllr L Nohana	Cllr P Bester
	Cllr L Tyokolo
	Cllr S Sabbagh
	Cllr B Charlie
	Cllr W Grootboom
	Cllr S Campbell
	Cllr M Willemse
Not present at time of voting	Cllr L Davis
Cllr K Andrews	
Cllr P Petros	
Did not vote	
None	
Abstained from voting	
Cllr N Louw	
Cllr M Gericke	
Cllr R Arends	

The proposal of Cllr J White was carried.

RESOLVED BY MAJORITY

- [a] That Council notes the irregular expenditure of R11 529 030.24;
- [b] The Municipal Manager be instructed to recover the full contract amount from Megaflow;
- [c] That Megaflow be reported to National Treasury as a restricted or defaulter supplier;
- [d] That Megaflow and the relevant member of the Close Corporation be reported to the South African Police Services, in terms of PRECA; and
- [e] That the Municipal Manager submit quarterly progress reports to Council on the recovery of the funds and the criminal case against Megaflow and the relevant member of the Close Corporation.

File Number: 9/1/2/14
Execution: Municipal Manager
CFO

SC02/08/25 MPAC: REPORT ON THE INVESTIGATION INTO THE IRREGULAR APPOINTMENT OF MUSETHO LAW INC

This item was discussed In Committee

Democratic Alliance caucus from 11:48 to 12:03.

Proposal 1

- [a] *That Council notes the Report on the investigation into the irregular appointment of Musetho Law Inc to conduct a forensic investigation into T25/2023/2024.*
- [b] *That Council resolves that the appointment of Musetho Law Inc was unlawful and irregular.*
- [c] *That Council resolves that the Municipal Manager be instructed to report the conduct of Musetho Law Inc to the Legal Practice Council.*
- [d] *That Council resolves to instruct the Municipal Manager to report Musetho Law Inc to National Treasury as a restricted/ defaulter supplier.*
- [e] *That Council resolves that the Municipal Manager be instructed to defend any legal action instituted by Musetho Law Inc for the payment in respect of services rendered.*
- [f] *That Council reaffirms its decision of 8 April 2025.*

Proposer : Cllr J White
Seconder : Cllr S Campbell

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

In favour of proposal	Against proposal
Cllr J White	Cllr T Matika
Cllr C Vanston	Cllr A Tsengwa
Cllr A Van Schalkwyk	Cllr M Khumelwana
Cllr P Bester	Cllr L Nohana
Cllr L Tyokolo	Cllr K Andrews
Cllr S Sabbagh	Cllr N Louw
Cllr S Campbell	Cllr M Gericke
Cllr M Willemse	Cllr R Arends
	Cllr P Petros
Not present at time of voting	
Cllr L Davis	
Did not vote	
None	
Abstained from voting	
Cllr B Charlie	
Cllr W Grootboom	

Proposal 2

- [a] That Council notes the Report on the investigation into the irregular appointment of Musetho Law Inc to conduct a forensic investigation into T25/2023/2024.
- [b] That Council resolves that the appointment of Musetho Law Inc was unlawful and irregular.
- [c] That Council resolves that the Municipal Manager be instructed to defend any legal action instituted by Musetho Law Inc for the payment in respect of services rendered.

Proposer : Cllr T Matika
 Seconder : Cllr N Louw

In favour of proposal	Against proposal
Cllr T Matika	Cllr J White
Cllr A Tsengwa	Cllr C Vanston
Cllr M Khumelwana	Cllr A Van Schalkwyk
Cllr L Nohana	Cllr P Bester
Cllr K Andrews	Cllr L Tyokolo
Cllr N Louw	Cllr S Sabbagh
Cllr M Gericke	Cllr S Campbell
Cllr R Arends	Cllr M Willemse
Cllr P Petros	
Not present at time of voting	
None	

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

Did not vote	
None	
Abstained from voting	
Cllr B Charlie	
Cllr W Grootboom	

The recommendation of Cllr T Matika was carried.

RESOLVED BY MAJORITY

- [a] That Council notes the Report on the investigation into the irregular appointment of Musetho Law Inc to conduct a forensic investigation into T25/2023/2024;
- [b] That Council resolves that the appointment of Musetho Law Inc was unlawful and irregular; and
- [c] That Council resolves that the Municipal Manager be instructed to defend any legal action instituted by Musetho Law Inc for the payment in respect of services rendered.

File Number: 9/1/2/14
Execution: Municipal Manager
CFO

SC03/08/25 MPAC: REPORT ON FINDINGS OF THE AUDITOR-GENERAL DURING THE AUDIT PERFORMED FOR THE 2023/2024 FINANCIAL ON THE SECURITY TENDER T25/2023/2024 PROVISION OF PHYSICAL SECURITY AND THE INVESTIGATION OF MUSETHO LAW INC

This item was discussed In Committee

UNANIMOUSLY RESOLVED

That the report on findings of the Auditor-General during the audit performed for the 2023/2024 financial year on the Security Tender T25/2023/2024 for provision of physical security and the investigation of Musetho Law Inc, be referred to the Special Council Meeting scheduled for 29 August 2025, for consideration.

SC04/08/25 MPAC REPORT ON THE FRUITLESS AND WASTEFUL EXPENDITURE IN RESPECT OF THE TRAINING COST FOR MINIMUM COMPETENCY

This item was discussed In Committee

UNANIMOUSLY REOLVED

That the report on the fruitless and wasteful expenditure in respect of the training cost for minimum competency, be referred to the Special Council Meeting scheduled for 29 August 2025 and that proof of submission of the letter addressed to Ms Phumla Makoma be submitted to Council for consideration.

File Number: 9/1/2/10
Execution: Municipal Manager
Director Financial Services

SC05/08/25 REVISION OF MIG DPIP FOR 2025/2026 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

That the final 2025/2026 Municipal Infrastructure Grant (MIG) Detailed Project Implementation Plan (DPIP) for submission to the Department of Cooperative Governance (CoGTA), be approved.

File Number: 9/1/2/1
Execution: Director : Infrastructure Services
Manager: PMU

SC06/08/25 ROLL-OVER ADJUSTMENT BUDGET 2025/2026 (AUGUST 2025)

UNANIMOUSLY RESOLVED

- [a] That Council approves the 2025/2026 Roll-Over Adjustments Budget;
- [b] That the Capital Budget by Directorate, Department and per Capital Project, included in Appendix 1 of the August 2025 Roll-Over Adjustments Budget Report, be approved by Council;
- [c] That the reasons for the committed roll-overs, included in Appendix 2 of the August 2025 Roll-Over Adjustments Budget Report, be approved by Council;
- [d] That Schedules B1 to B10, included in Appendix 3 of the August 2025 Roll-Over Adjustments Budget Report, be approved by Council;
- [e] That Council takes note that no taxes and tariffs are affected by the approval of this Roll-Over Adjustments Budget;
- [f] That the Service Delivery Budget Implementation Plan (SDBIP) be adjusted accordingly;
- [g] That the August 2025 Roll-Over Adjustments Budget Report for 2025/2026 be submitted to the National Treasury and the Western Cape Provincial Treasury; and
- [h] That the August 2025 Roll-Over Adjustments Budget Report for 2025/2026 be published on the municipal website and relevant print media.

File Number: 9/1/2/10
Execution: Director: Financial Services

7. ADJOURNMENT

The Speaker thanked everyone and the meeting concluded at 13:48.

Approved

.....
Cllr. M Williemse
Speaker

.....
Date

-oOo-

8.5 **MINUTES OF THE SPECIAL COUNCIL MEETING: 29 AUGUST 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 29 August 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Friday, 29 August 2025 at 8:02
In the Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr M Willemse [KIM]
Executive Mayor, Cllr T Matika [ANC]
Deputy Executive Mayor, Cllr M Gericke [PBI] (*MSTeams*) (*from 08:33 in Chambers*)
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC]
Cllr Bester, P [DA]
Cllr Campbell, S [KIM] (*MSTeams*)
Cllr Charlie, B [PA]
Cllr Davis, L V [DA]
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Nohana, L [ANC]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA] (*MSTeams*)
Cllr Tsengwa, A [ANC]
Cllr Tyokolo, L [DA]
Cllr Vanston, C [DA]
Cllr Van Schalkwyk, A [DA] (*MSTeams*)
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Dunywa, A	Director: Planning and Development
Wesso, R	Director : Infrastructure Services
Douglas, J	Director: Community Services
Julies, C	Director: Financial Services
Martin, R	Director: Integrated Human Settlements
Botha, C	Manager: Administration and Acting Manager: IDP, PM & IGR
Botha, M	Acting Manager: Legal Services
Burger, T	Committee Officer
Xibiya, N	Committee Officer
Campher, E	MPAC Coordinator
Mphahla, S	ICT

AUDIT COMMITTEE

None

PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

2. SILENT PRAYER

Cllr B Charlie opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Twenty Councillors present

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

Cllr Stroebel, H [DA]

4. NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL

The Speaker drew the attention of Councillors to the Schedule 1 of the Local Government: Municipal Systems Act, 2000.

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. DISCLOSURE OF INTERESTS BY COUNCILLORS

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

SC01/08/25 MPAC: REPORT ON FINDINGS OF THE AUDITOR-GENERAL DURING THE AUDIT PERFORMED FOR THE 2023/2024 FINANCIAL ON THE SECURITY TENDER T25/2023/2024 PROVISION OF PHYSICAL SECURITY AND THE INVESTIGATION OF MUSETHO LAW INC

UNANIMOUSLY RESOLVED

That the Report on findings of the Auditor-General during the Audit performed for the 2023/2024 Financial Year on the Security Tender T25/2023/2024 Provision of Physical Security and the Investigation of Musetho Law Inc be withdrawn and submitted to a following Council meeting.

File Number: 9/1/2/14
Execution: Municipal Manager
CFO

SC02/08/25 MPAC REPORT ON THE FRUITLESS AND WASTEFUL EXPENDITURE IN RESPECT OF THE TRAINING COST FOR MINIMUM COMPETENCY

UNANIMOUSLY RESOLVED

That the MPAC Report on the Fruitless and Wasteful expenditure in respect of the Training Cost for Minimum Competency be withdrawn until such time as the Municipal Manager receives feedback from Ms Phumla Makoma whereafter the item will be submitted to the Municipal Council.

File Number: 9/1/2/10
Execution: Municipal Manager
Director: Financial Services

SC03/08/25 PROPOSAL FOR THE EXECUTIVE ASSIGNMENT OF THE LIBRARY FUNCTION TO THE MUNICIPALITY

UNANIMOUSLY RESOLVED

[a] That the Proposal for the Executive Assignment of the Library function to the Municipality, be noted;

-
- [b] That Council considers and approves the assignment of the library function to the municipality;
 - [c] That Council notes the financial implications of approving the proposal for the assignment of the library function; and
 - [d] That the Municipal Manager be authorised to sign the Assignment Agreement for the Executive Assignment of the library function.

File Number: 9/1/2/5

Execution: Director: Community Services

SC04/08/25 MUNICIPAL WASTE PARTNERSHIP FACILITATED BY THE GREATER KNYSNA BUSINESS CHAMBER (GKBC)

UNANIMOUSLY RESOLVED

That the Report on the Municipal Waste Partnership facilitated by the Greater Knysna Business Chamber (GKBC), be withdrawn until such time as a comprehensive report can be provided.

File Number: 9/1/2/5

Execution: Director: Community Services

Acting Manager: Waste Management

SC05/08/25 VIREMENT OF FUNDS LIFE GUARDING SERVICES

UNANIMOUSLY RESOLVED

That Council approve the virement of R 1 257 140.00 from security services to cover lifeguarding expenditure for the 2025/2026 financial year.

File Number: 9/2/1/5

Execution: Director: Community Services

SC06/08/25 2025/2026 IDP/BUDGET/PMS AND BUDGET TIME-SCHEDULE OF KEY DEADLINES IN PREPARATION FOR THE 2026/2027 INTEGRATED DEVELOPMENT PLAN (IDP)/BUDGET AND ORGANISATIONAL PERFORMANCE MANAGEMENT SYSTEM (OPMS)

UNANIMOUSLY RESOLVED

That Council approves the time-schedule, with the condition that the IDP/Budget/OPMS process be advertised for public comments and input prior to the formal implementation of the time-schedule.

File Number: 15/2/6/1/3

Execution: Municipal Manager

SC07/08/25 REAPPOINTMENT: ESTABLISHMENT OF THE MUNICIPAL VALUATION APPEAL BOARD

Cllr Arends stepped out at 08:37

Cllr Arends returned at 08:44

DA Caucus from 08:46 until 09:02

Proposal 1

[b] That Council recommends the following persons for re-appointment as per section 60 of the MPRA, as members of the Knysna Municipal Valuation Appeal Board for a period of 1 (one) year;

- [i] Mr. CM Muller - member of the Municipal Valuation Appeal Board;
- [ii] Mr. S Neufeld - member of Municipal Valuation Appeal Board;
- [iii] Mr T Mandosela – member of the Municipal Valuation Appeal Board; and
- [iv] Mr V Grootboom – member of the Municipal Valuation Appeal Board.

Proposer : Cllr T Matika
Seconder : Cllr A Tsengwa

In favour of proposal	Against proposal
Cllr K Andrews	Cllr P Bester
Cllr R Arends	Cllr L Davis
Cllr M Khumelwana	Cllr S Sabbagh
Cllr T Matika	Cllr L Tyokolo
Cllr L Nohana	Cllr A van Schalkwyk
Cllr P Petros	Cllr C Vanston
Cllr A Tsengwa	Cllr J White
Cllr M Gericke	Cllr S Campbell
Cllr B Charlie	Cllr M Willemse
Cllr W Grootboom	
Cllr N Louw	
Not present at time of voting	
Did not vote	
Abstained from voting	

Proposal 2

That the recommendations remain as is with Mr Perino Pama as Chairman of the Board.

In favour of proposal	Against proposal
Cllr P Bester	Cllr K Andrews
Cllr L Davis	Cllr R Arends
Cllr S Sabbagh	Cllr M Khumelwana
Cllr L Tyokolo	Cllr T Matika
Cllr A van Schalkwyk	Cllr L Nohana

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

Cllr C Vanston	Cllr P Petros
Cllr J White	Cllr A Tsengwa
Cllr S Campbell	Cllr M Gericke
Cllr M Willemse	Cllr B Charlie
	Cllr W Grootboom
	Cllr N Louw
Not present at time of voting	
Did not vote	
Abstained from voting	

Proposer : Cllr J White
Seconder : Cllr S Campbell

The recommendation of Cllr T Matika was carried.

RESOLVED BY MAJORITY

- [a] That content of the report be noted; and
- [b] That Council recommends the following persons for re-appointment as per section 60 of the MPRA, as members of the Knysna Municipal Valuation Appeal Board for a period of 1 (one) year;
- [i] Mr. CM Muller - member of the Municipal Valuation Appeal Board;
 - [ii] Mr. S Neufeld - member of Municipal Valuation Appeal Board;
 - [iii] Mr T Mandosela – member of the Municipal Valuation Appeal Board;
 - [iv] Mr V Grootboom – member of the Municipal Valuation Appeal Board.

File Number: 9/1/2/10
Execution: Director: Financial Services
Manager: Revenue Services

SC08/08/25 STRUCTURING OF THE MUNICIPAL COUNCIL: APPOINTMENT OF MEMBERS TO COMMITTEES

UNANIMOUSLY RESOLVED

- [a] That the report regarding the appointment of members to Committees be noted;
- [b] That the Portfolio Committees constituted on 12 March 2025 and 8 April 2025, be confirmed as follows :

Planning Economic Development and Tourism Committee

Chairperson : Cllr M Gericke (member of the Mayoral Committee)

(appointed on 1 April 2025)
Members : Cllr P Petros
Cllr N Louw
Cllr W Grootboom
Cllr JG White
Cllr S Sabbagh
Cllr S Campbell

Finance and Governance Portfolio Committee

Chairperson : Cllr K Andrews (member of the Mayoral Committee)
(appointed on 3 March 2025)
Members : Cllr M Khumelwana
Cllr B Charlie
Cllr N Louw
Cllr S Campbell
Cllr S Sabbagh
Cllr L Tyokolo

Integrated Human Settlements Portfolio Committee

Chairperson : Cllr N Louw (member of the Mayoral Committee)
(appointed on 3 March 2025)
Members : Cllr M Khumelwana
Cllr B Charlie
Cllr R Arends
Cllr P Petros
Cllr L Davis
Cllr H Stroebel

- [c] That in terms of Section 79 of the Local Government: Municipal Structures Act, 1998, as amended, the Portfolio Committees as envisaged in Section 80 of the Act mentioned herein, be reconstituted as follows:

Community Services Committee

Chairperson: Cllr P Petros (member of the Mayoral Committee)
(appointed on 8 August 2025)
Members: Cllr B Charlie
Cllr L Nohana (vacancy) (ANC)
Cllr M Gericke
Cllr A Van Schalkwyk
Cllr C Vanston
Cllr R Arends

Infrastructure Services Committee

Chairperson: Cllr R Arends (member of the Mayoral Committee)
(appointed on 8 August 2025)
Members: Cllr W Grootboom
Cllr N Louw
Cllr A Tsengwa (vacancy) (ANC)

Cllr M Gericke (vacancy) (*PBI*)
Cllr P Bester
Cllr C Vanston

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services

7. ADJOURNMENT

The Speaker thanked everyone and the meeting concluded at 09:16.

Approved

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Cllr. M Willemse
Speaker

.....
Date

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8.6 **MINUTES OF THE SPECIAL COUNCIL MEETING: 11 SEPTEMBER 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 11 September 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Thursday, 11 September 2025 at 14:00
In the Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr M Willemse [KIM]
Executive Mayor, Cllr T Matika [ANC] (*MSTeams*)
Deputy Executive Mayor, Cllr M Gericke [PBI]
Cllr Andrews, K [ANC] (*MSTeams*)
Cllr Arends, R [ANC]
Cllr Bester, P [DA] (*MSTeams*)
Cllr Campbell, S [KIM] (*MSTeams*)
Cllr Charlie, B [PA]
Cllr Davis, L V [DA] (*MSTeams*)
Cllr Grootboom, W [PA]
Cllr Khumelwana, M [ANC] (*MSTeams and Council Chamber at 14:50*)
Cllr Louw, N [EFF] (*MSTeams*)
Cllr Nohana, L [ANC]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA] (*MSTeams*)
Cllr Stroebel, H [DA]
Cllr Tsengwa, A [ANC] (*from 14:13*)
Cllr Tyokolo, L [DA]
Cllr Vanston, C [DA] (*MSTeams*)
Cllr Van Schalkwyk, A [DA]
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Dunywa, A	Director: Planning and Development
Maree, S	Acting Director : Infrastructure Services
Michaels, M	Acting Director: Financial Services
Van Wyk, I	Acting Director: Community Services
Petuna, L	Acting Director : Integrated Human Settlements
Botha, C	Manager: Administration Services
Louw, A	Chief Audit Executive
Lakay, J	Head : Council Committees and Cllr Support
Xibiya, N	Committee Officer
Adams, G	IT Technician

AUDIT COMMITTEE

Jacobs, J	Audit Committee Chairperson
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PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

2. SILENT PRAYER

Cllr H Stroebel opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Twenty One Councillors present

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

None

4. NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS AND CODE FOR ETHICAL LEADERSHIP AS ADOPTED BY COUNCIL

The Speaker drew the attention of Councillors to the Schedule 1 of the Local Government: Municipal Systems Act, 2000.

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors and the Code for Ethical Leadership, be noted.

5. DISCLOSURE OF INTERESTS BY COUNCILLORS

UNANIMOUSLY RESOLVED

That it be noted that no Councillors and Officials declared any interest in matters in the Agenda.

6. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

SC01/09/25 AUDIT COMMITTEE OVERSIGHT REPORT TO COUNCIL

UNANIMOUSLY RESOLVED

- [a] That the Council notes the oversight report of the Audit Committee for the period 01 May 2025 to 31 July 2025;
- [b] That the detailed recommendations as made in the oversight reports be adopted by Council and implemented by management;
- [c] That the report be submitted to MPAC for monitoring implementation of recommendations; and
- [d] That all highlighted matters mentioned, be submitted to the relevant Section 80 Committee meetings, for discussion.

File Number: 9/1/2/14
Execution: Municipal Manager
All Directors
Manager: IDP
Chief Risk Officer
MPAC Co-ordinator

SC02/09/25 AUDIT COMMITTEE MEMBERS TERM EXPIRATION

UNANIMOUSLY RESOLVED

- [a] That Council notes the contract expiration dates of Ms.'s: Bolton and Shaw; and
- [b] That the term of the above members, be extended for a further 3 year period, from 01 January 2026 to 31 December 2028.

File Number: 9/1/2/14
Execution: Municipal Manager
Chief Audit Executive

SC03/09/25 AMENDMENT NOTICE OF THE DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF DIFFERENT MEMBERS OF MUNICIPAL COUNCILS – 2024/2025

UNANIMOUSLY RESOLVED

- [a] That the content of the report on the Amendment Notice of the Determination of Upper Limits of Salaries, Allowances and Benefits of Different Members of Municipal Councils 2024/2025, be noted; and
- [b] That the amendments to Government Gazette No 5446 dated 21 October 2024 as set out in the SALGA Circular 39/2025 dated 3 September 2025, be noted.

File Number: 9/1/2/14

File Number

Execution: Municipal Manager
 Director: Corporate Services
 Manager : Administration

7. ADJOURNMENT

The Speaker thanked everyone and the meeting concluded at 15:05.

Approved

.....
Cllr. M Willemse
Speaker

.....
Date

-oOo-

8.7 **MINUTES OF THE SPECIAL COUNCIL MEETING: 15 OCTOBER 2025**

RECOMMENDATION

That the minutes of the Special Council meeting held on 15 October 2025, be confirmed.

KNYSNA LOCAL MUNICIPALITY

MINUTES

OF A SPECIAL MEETING
OF THE
KNYSNA MUNICIPALITY
WHICH WAS HELD ON
Wednesday, 15 October 2025 at 9:00
In the Council Chambers

COUNCILLORS IN ATTENDANCE

Speaker, Cllr M Willemse [KIM]
Executive Mayor, Cllr Matika, T [ANC]
Deputy Executive Mayor, Cllr Gericke, M [PBI]
Cllr Andrews, K [ANC]
Cllr Arends, R [ANC]
Cllr Bester, P [DA]
Cllr Campbell, S [KIM]
Cllr Charlie, B [PA]
Cllr Davis, L V [DA] (virtual)
Cllr Grootboom, W [PA] (virtual)
Cllr Khumelwana, M [ANC]
Cllr Louw, N [EFF]
Cllr Nohana, L [ANC]
Cllr Petros, P [ANC]
Cllr Sabbagh, S [DA]
Cllr Stroebel, H [DA] (virtual)
Cllr Tsengwa, N [ANC]
Cllr Tyokolo, L [DA] (virtual)
Cllr Van Schalkwyk, A [DA] (virtual)
Cllr Vanston, C [DA]
Cllr White, J [DA]

OFFICIALS IN ATTENDANCE

Mapholoba, L	Municipal Manager
Boyce, M	Director: Corporate Services
Dunywa, A	Director: Planning and Development
Martin, R	Director : Integrated Human Settlements
Julies, C	Director: Financial Services
Maree, S	Acting Director: Infrastructure Services
Douglas, J	Director : Community Services (virtual)
Botha, C	Acting Manager : IDP and Performance
Kalani, J	Manager : Public Participation
Parry, R	Manager : Water and Sewer
Louw, A	Chief Audit Executive
Bezuidenhout, C	Manager : Communications
Mackenzie, E	Acting Manager : Waste Management
Campher, E	MPAC Co-ordinator
Botha, M	Acting Manager: Legal Services
Bezuidenhout, C	Manager : Communications
Lakay, J	Head : Council Committees and Cllr Support
Kilimani, S	Senior Clerk : Records

AUDIT COMMITTEE

The meeting was streamed live on YouTube.

PUBLIC MEMBERS

The meeting was streamed live on YouTube.

1. OPENING AND WELCOMING

The Speaker welcomed Councillors and officials to the meeting and confirmed that Councillors and the officials as recorded above, were present.

2. SILENT PRAYER

Cllr N Louw opened the meeting with a prayer.

3. ATTENDANCE OF MEMBERS

3.1 Councillors Present

Twenty One Councillors present

3.2 Councillors Absent with Leave

None

3.3 Councillors absent without Leave

None

4. NOTING OF THE PROVISIONS OF THE CODE OF CONDUCT FOR COUNCILLORS

The Speaker drew the attention of Councillors to the Schedule 1 of the Local Government: Municipal Systems Act, 2000.

UNANIMOUSLY RESOLVED

That the Code of Conduct for Councillors, be noted.

5. DISCLOSURE OF INTERESTS BY COUNCILLORS

UNANIMOUSLY RESOLVED

No Councillor disclosed any interest.

6. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

ANC Caucus from 9:18 to 9:37.

C01/10/25 RECONSTITUTION OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC): REPLACEMENT OF CLLR ARENDSE

Proposal 1

[a] remain as is

[b] That in terms of Section 3.6 of the MPAC Terms of Reference, Cllr N Tsengwa be appointed as an MPAC member.

Proposer : Cllr T Matika

Seconder : Cllr P Petros

In favour of proposal	Against proposal
Cllr L Nohana	Cllr P Bester
Cllr A Tsengwa	Cllr L Davis
Cllr M Gericke	Cllr A Van Schalkwyk
Cllr K Andrews	Cllr S Sabbagh
Cllr R Arends	Cllr H Stroebe
Cllr B Charlie	Cllr L Tyokolo
Cllr W Grootboom	Cllr C Vanston
Cllr M Khumelwana	Cllr J White
Cllr N Louw	Cllr S Campbell
Cllr T Matika	Cllr M Willemse
Cllr P Petros	
Not present at time of voting	
None	
Did not vote	
None	

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

Abstained from voting	
None	

Proposal 2

[a] remain as is

[b] That in terms of Section 3.6 of the MPAC Terms of Reference, Cllr J White be appointed as an MPAC member.

Proposer : Cllr P Bester
Seconder : Cllr S Sabbagh

In favour of proposal	Against proposal
Cllr P Bester	Cllr L Nohana
Cllr L Davis	Cllr A Tsengwa
Cllr E Maxim	Cllr M Gericke
Cllr S Sabbagh	Cllr K Andrews
Cllr H Stroebe	Cllr R Arends
Cllr L Tyokolo	Cllr B Charlie
Cllr C Vanston	Cllr W Grootboom
Cllr J White	Cllr M Khumelwana
Cllr S Campbell	Cllr N Louw
Cllr M Willemse	Cllr T Matika
	Cllr P Petros
Not present at time of voting	
None	
Did not vote	
None	
Abstained from voting	
None	

The proposal of Cllr T Matika was carried.

RESOLVED BY MAJORITY

[a] That the report regarding the reconstitution of the MPAC be noted.

[b] That in terms of Section 3.6 of the MPAC Terms of Reference, Cllr N Tsengwa be appointed as an MPAC member.

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services

Manager: Administration

**SC02/10/25 REPORT ON THE DISPUTE AND SUBSEQUENT LITIGATION MATTER
BETWEEN KNYSNA MUNICIPALITY AND SNR ELECTRICAL, T 22/2022/23**

Dealt with as the first item.

A break was held from 10:01 to 10:11.

UNANIMOUSLY RESOLVED

- [a] That the Report on the Contractual Dispute with SNR Electrical under T 22/2022/23, be noted;
- [b] That the Legal Proceedings instituted by Knysna Municipality under Case 2025-174690 against SNR Electrical and KAW, be noted;
- [c] That Annexures A – U be noted;
- [d] That Council approves the proposal settlement of an amount of R 1 060 927 to be paid to KAW for the return of the equipment;
- [e] That the proposed settlement be made an order of court;
- [f] That Council mandates the Infrastructure Directorate to cover the settlement amount to the value of R 1 060 927, to be paid to the attorneys for KAW;
- [g] That Council mandates the Infrastructure Directorate to cover the balance of what is due and payable to SNR Electrical; and
- [h] That this matter be referred to MPAC for further investigation;
- [i] That Council notes the Draft Settlement Agreement and Draft Order from Mamatela Attorneys Inc circulated to Councillors under separate cover.

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services
Acting Manager: Legal Services

**SC03/10/2025 REPORT ON THE OVERSIGHT VISIT BY THE SELECT COMMITTEE
MANDATED BY THE NCOP**

UNANIMOUSLY RESOLVED

- [a] That this report be noted by Council;
- [b] That Council notes the recommendations of the Select Committee to the National Council of Provinces, stipulated *infra (i-vii)*:
 - i. **Not support** the invocation of Section 139(1)(c) of the Constitution in Knysna Local Municipality.

-
- ii. **Support the municipality** through structured and coordinated interventions in terms of **Section 154 of the Constitution**, involving:
- The Western Cape Provincial Government,
 - The Department of Cooperative Governance and Traditional Affairs,
 - SALGA
 - The Municipal Infrastructure Support Agent.
- iii. **Strengthen technical and financial support** in line with the **Water Services Act** and other relevant legislation to address water, sanitation, and infrastructure challenges.
- iv. **Promote intergovernmental dispute resolution** to reduce litigation costs and improve cooperation.
- v. **Enhance public participation** through a stakeholder engagement strategy developed by the Executive Mayor.
- vi. **Conduct follow-up oversight** during the 2026 Parliamentary Second Term to assess progress.
- vii. **Provide administrative and resource support** to the municipality through relevant National and Provincial Departments; and
- [c] That Council notes that the annexed report tabled by the Select Committee to the NCOP was adopted by majority vote on 26 September 2025.

File Number: 9/1/2/1
Execution: Municipal Manager, CFO & Directors
Acting Senior Manager: IDP/PM/IGR

SC04/10/2025 APPROVAL OF TEMPORARY HUMAN RESOURCES REQUIREMENTS AND ORGANOGRAM IMPACT FOR THE EXECUTIVE MAYOR'S SERVICE DELIVERY RECOVERY AND INNOVATION ACTION PLAN

Proposal 1

That the matter with regard to the approval of temporary human resources requirements and organogram impact for the Executive Mayor's service delivery recovery and innovation action plan, be referred to the Ordinary Council Meeting scheduled for 31 October 2025, together with the proposed macro-structure, for consideration.

Proposer : Cllr S Campbell
Seconder : Cllr J White

In favour of proposal	Against proposal
Cllr P Bester	Cllr L Nohana
Cllr L Davis	Cllr A Tsengwa
Cllr E Maxim	Cllr M Gericke
Cllr S Sabbagh	Cllr K Andrews
Cllr H Stroebel	Cllr R Arends
Cllr L Tyokolo	Cllr B Charlie
Cllr C Vanston	Cllr W Grootboom
Cllr J White	Cllr M Khumelwana

ORDINARY MUNICIPAL COUNCIL MEETING
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Cllr S Campbell	Cllr N Louw
Cllr M Willemse	Cllr T Matika
	Cllr P Petros
Not present at time of voting	
None	
Did not vote	
None	
Abstained from voting	
None	

Proposal 2

- [a] That Council notes the urgent human resources and structural requirements as identified in the Executive Mayor's Service Delivery Recovery and Innovation Action Plan.
- [b] That Council approves the temporary appointment of **five (5) plumbers and fifteen (15) assistants** on a three-month fixed-term contract.
- [c] That Council approves the advertisement and appointment of **four (4) millwright and four (4) technician interns** on a 12-month internship programme.
- [d] That Council notes the re-prioritisation of the **Expanded Public Works Programme (EPWP)** and the assignment of a dedicated EPWP driver.
- [e] That the recommendations [e], [f] and [g] of the original report submitted to Council on 15 October 2025, be resubmitted to Council with all legal and financial implications, for consideration :
- [e] *That Council approves the **interim adjustments to the organogram** for a period of three (3) months, effective immediately, which include:*
- *The appointment of an Interim Area Manager for Sedgefield.*
 - *The splitting of the Water & Sanitation unit into two separate teams, each with a designated manager.*
 - *The temporary movement of the PMU section to the IHS Department.*
 - *The temporary movement of the Public Works function to the Community Services directorate.*
- [f] *Mandates the Municipal Manager, in consultation with the Director: Corporate Services, to implement these appointments and structural changes in strict compliance with the Municipal Systems Act, Labour Relations Act, and all other relevant HR policies and labour legislation.*

[g] Directs that a review of the organogram and the efficacy of these interim measures be conducted and reported to Council after the initial 3-month intervention period.

[h] That the correspondence to the NCOP dated 10 October 2025, annexed hereto, be noted.

Proposer : Cllr M Gericke

Seconder : Cllr N Louw

In favour of proposal	Against proposal
Cllr L Nohana	Cllr P Bester
Cllr A Tsengwa	Cllr L Davis
Cllr M Gericke	Cllr A Van Schalkwyk
Cllr K Andrews	Cllr S Sabbagh
Cllr R Arends	Cllr H Stroebe
Cllr B Charlie	Cllr L Tyokolo
Cllr W Grootboom	Cllr C Vanston
Cllr M Khumelwana	Cllr J White
Cllr N Louw	Cllr S Campbell
Cllr T Matika	Cllr M Willemse
Cllr P Petros	
Not present at time of voting	
None	
Did not vote	
None	
Abstained from voting	
None	

The proposal of Cllr M Gericke was carried.

RESOLVED BY MAJORITY

- [a] That Council notes the urgent human resources and structural requirements as identified in the Executive Mayor's Service Delivery Recovery and Innovation Action Plan.
- [b] That Council approves the temporary appointment of **five (5) plumbers and fifteen (15) assistants** on a three-month fixed-term contract.
- [c] That Council approves the advertisement and appointment of **four (4) millwright and four (4) technician interns** on a 12-month internship programme.
- [d] That Council notes the re-prioritisation of the **Expanded Public Works Programme (EPWP)** and the assignment of a dedicated EPWP driver.

- [e] That the recommendations [e], [f] and [g] of the original report submitted to Council on 15 October 2025, be resubmitted to Council with all legal and financial implications, for consideration :

*[e] That Council approves the **interim adjustments to the organogram** for a period of three (3) months, effective immediately, which include:*

- The appointment of an Interim Area Manager for Sedgefield.*
- The splitting of the Water & Sanitation unit into two separate teams, each with a designated manager.*
- The temporary movement of the PMU section to the IHS Department.*
- The temporary movement of the Public Works function to the Community Services directorate.*

[f] Mandates the Municipal Manager, in consultation with the Director: Corporate Services, to implement these appointments and structural changes in strict compliance with the Municipal Systems Act, Labour Relations Act, and all other relevant HR policies and labour legislation.

[g] Directs that a review of the organogram and the efficacy of these interim measures be conducted and reported to Council after the initial 3-month intervention period.

- [f] That the correspondence to the NCOP dated 10 October 2025, annexed hereto, be noted.

File Number: 9/1/2/1
Execution: Municipal Manager
CFO
All Directors

SC05/10/25 REPORT TO COUNCIL ON THE DEVIATIONS EXPENDITURE INCURRED BY THE MUNICIPALITY FROM 01 JULY 2025/26 TILL 30 SEPTEMBER 2025/26 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

- [a] That Council note the total of **R9 409 400.65** deviations expenditure approved by the Accounting Officer from the 01 July 2025/26 to 30 September 2025/26 Financial year;
- [b] That Council note the reasons associated with the approval of the deviations are in line with approved Municipal SCM policy and SCM regulations;
- [c] That Council note the deviation register for the first quarter for 2025/26 financial year and make appropriate recommendations where applicable;

- [d] That Council note that deviations do not meet the criteria to be recorded as irregular expenditure, since they could not be avoided.

File Number: 9/1/2/10

Execution: Director: Financial Services

7. **ADJOURNMENT**

The Speaker thanked everyone and the meeting concluded at 13:47.

Approved

.....
Cllr. M Willemse
Speaker

.....
Date

-oOo-

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
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9. EXECUTION LIST

SPECIAL COUNCIL MEETING			
THURSDAY, 15 MAY 2025			
SC03/05/25 REPORT ON KNYSNA AND RHEENENDAL WATER EMERGENCY			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the Report on the Knysna and Rheenendal Water Emergency, be noted; [b] That Council note the emergency water situation that was announced on 14 May 2025, and subsequent to the Declaration of Emergency that the JOC be activated; [c] That the actions taken to resolve the emergency water situation in the towns of Knysna and Rheenendal, be noted; and [d] That the Handover Report from MegaFlow to SNR Electrical be submitted to the next Infrastructure Services Section 80, and that the delay of the report and the contract be investigated.	Dir: Infrastructure	Close-out Report submitted to Infrastructure Services Committee Meeting held on 14 August 2025.	
ORDINARY COUNCIL MEETING			
FRIDAY, 30 MAY 2025			
C15/05/25 REPORT ON KNYSNA MUNICIPALITY ACTION PLAN – DIRECTIVES AND NON-COMPLIANCE NOTICES			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the Report on the Knysna Municipality Action Plan: Directives and Non-Compliance Notices, be noted; [b] That Council approves the Knysna Municipality Action Plan for Directives and Non-Compliance Notices as per the attached Annexure A; [c] That Council approves the budget requirements to ensure implementation of the KM: Action Plan for Directives and Non-Compliance Notices; and	Dir: Infrastructure		Ongoing

ORDINARY MUNICIPAL COUNCIL MEETING
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[d]	That progress on implementation of the Action Plan be reported to the Infrastructure S80 and Community Services Committees monthly.		Action Plan implementation to be submitted to the Section 80 Committees.	
CONTINUATION OF THE ORDINARY COUNCIL MEETING				
THURSDAY, 5 JUNE 2025				
IS10/04/25 REPORT ON MOU – KNYSNA: THESEN ISLAND: CIRCUIT BREAKER REPLACEMENT				
RESOLUTION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>				
[a]	That the Report on the MOU between Knysna: Thesen Island: Breaker replacement, be noted; and	Manager: PMU		
[b]	That the MOU be denied until a formal MOU is concluded with the Greater Knysna Business Chamber.			
C01/04/25 REPORT ON MUNICIPAL HEALTH AND ENVIRONMENTAL SERVICES FOR JANUARY 2025 TO FEBRUARY 2025				
RESOLUTION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>				November 2025
[a]	That the Report on Municipal Health and Environmental Services for January 2025 to February 2025, be noted;	Dir: Community Services	In progress. To be reported on at next Section 80 Committee Meeting in November 2025.	
[b]	That an integrated plan on environmental health matters, specifically concerns raised by the District Municipality in their report, be developed and submitted to a subsequent Community Services Committee, for consideration;			
[c]	That the administration develop an Integrated Waste Management Plan to address matters of concern and that the plan be submitted to the Community Services Committee, for consideration; and			
[d]	That an inter-departmental report on all environmental issues and pollution be submitted to the next Community Services Committee, for consideration.			

ORDINARY MUNICIPAL COUNCIL MEETING
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C02/04/25 DEPARTMENTAL STATUS REPORT: SOCIAL DEVELOPMENT & SPECIAL PROGRAMMES			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the report on the Social Development and Special Programmes from Community Services for the period February to March 2025, be noted; [b] That a Special Community Services Committee Meeting be scheduled, on a date to be determined by the Chairperson, to consider a report on the Homeless Shelter; and [c] That an Integrated Action Plan on proposal of all the special events, be submitted to the next Community Services Committee, for consideration.	Dir: Community Services	In progress. To be reported on at next Section 80 Committee Meeting in November 2025.	November 2025
P03/04/25 ENVIRONMENTAL PERFORMANCE REPORT QUARTER 3: JANUARY, FEBRUARY, MARCH 2025			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the Environmental Management Department Performance Report for Quarter 3: January to March 2025, be noted; and [b] That an update regarding the SANPARKS investigation at the site close to Food Lovers Market, be submitted to the Special Planning, Economic Development and Tourism meeting, for consideration.	Dir: Planning, Economic Development & Tourism	A S80 item will be submitted which provides an update on erf 1316 adjacent to Food Lovers Market.	6 November 2025
P06/04/25 PROPOSED EXTENSION OF THE TERM OF APPOINTMENT OF THE KNYSNA MUNICIPAL PLANNING TRIBUNAL			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>RESOLVED BY MAJORITY</u> [a] That, the following external members to the Knysna Municipal Planning Tribunal, in terms of Section 71(1)(b) of the Knysna Municipality: Spatial Planning and Land Use Management By-law (2021), , be reappointed for a further 4 months from 1 June 2025 until 29 September 2025 in terms of Section 73(1)(b):	Dir: Planning, Economic Development & Tourism	An item will serve "in committee" before Council on 30 October 2025 for the appointment of members to serve on the KMPT.	30 October 2025

ORDINARY MUNICIPAL COUNCIL MEETING
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• Ludolph Gericke • Daniel Andries Lambrechts • Neale Perring [b] That, Council considers the appointment of the following internal members to the Knysna Municipal Planning Tribunal, in terms of Section 71(1)(a) of the Knysna Municipality: Spatial Planning and Land Use Management By-law (2021), be reappointed for a further 4 months from 1 June until 29 September 2025 in terms of Section 73(1)(b): • Pamela Booth • Randolph Daames • Charles Chordnum [c] That, in terms of Section 72(10) of the Knysna Municipality: Spatial Planning and Land Use Management By-law (2021), Council considers the designation and reappointment of the following members of the Knysna Municipality Tribunal for a further 4 months from 1 June 2025 until 29 September 2025: (a) Chairperson: Ludolph Gericke (b) Deputy Chairperson: Pamela Booth [d] That the Municipal Manager affects the publication of a Notice in the Provincial Gazette of its decision in respect of the members of the Knysna Municipal Planning Tribunal. [e] That the Director Planning, Economic Development and Tourism Informed the Committee that an addendum will be presented in the next Section 80 to address the vacancy created by the resignation of one of Knysna Municipal Planning Tribunal Members, with the aim of replacing the current vacant position.			
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ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

IHS04/05/25 STRATEGIC SERVICE DELIVERY PARTNERSHIP WITH ASIVIKELANE			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the Report on the Strategic Service Delivery Partnership with Asivikelane, be noted; [b] That Council endorse the establishment of a formal partnership with Asivikelane; [c] That Council authorise the Municipal Manager to enter into a Memorandum of Understanding with Asivikelane Campaign; and [d] That a quarterly report be submitted to the Integrated Human Settlements Committee on progress.	Dir: IHS		
IHS06/05/25 TITLE DEEDS PROGRAMME, KNYSNA MUNICIPALITY			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the Report on the Title Deeds Program, Knysna Municipality, be noted; [b] That Council take note of the progress on the work done on the Title Deeds; [c] That Council support continued collaboration with the Free-Market Foundation and Khaya Lam; [d] That the Directorate conduct an audit of outstanding Title Deeds for all housing projects (pre- and post-1994) in the Greater Knysna; and [e] That a comprehensive report on the reconciliation of the Grant Funding, be submitted to the next Integrated Human Settlements Committee Meeting.	Dir: IHS		

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

F&G01/04/25 ORGANISATIONAL REDESIGN: MACRO-ORGANISATIONAL STRUCTURE			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the matter be held over to the next Council meeting; and [b] That the Speaker is mandated to obtain an independent legal opinion regarding the legality of the number of directorates reporting to the Municipal Manager and legal clarity on the appointment of managers reporting directly to the Municipal Manager.	Dir: Corporate Services	Speaker has been assisted with the appointment of a SP. Opinion has been obtained for tabling to Council.	31 July 2025
F&G07/04/25 REPORT ON AUCTIONING OF MUNICIPAL OWNED PROPERTIES			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>RESOLVED BY MAJORITY</u>			
[a] That the report on the auctioning of municipal properties, be noted; [b] That the Municipal Council resolve to remove the following properties from the auction list: i) Erf 3534, Knysna; [c] That the reserve prices for the auction properties be set as follows: i) Erf 160, Buffalo Bay to be R 5 250 000; ii) Erf 2463, Knysna to be R2 200 000; [d] That the final offers will be tabled to Council for consideration before the acceptance thereof.	Dir: Corporate Services	Auction of ERF 160 has been concluded. Auction of ERF 2463 will be concluded at the next municipal auction. CFO to confirm next date for asset disposal auction.	N/A TBD

ORDINARY MUNICIPAL COUNCIL MEETING
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M07/05/25 DISCUSSION DOCUMENT ON THE REVIEW OF THE WHITE PAPER ON LOCAL GOVERNMENT			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[e] That this Discussion Document on the Review of the White Paper on Local Government, be noted;	Senior Manager: Integrated Development Plan/Institutional Performance Management/Inter-Governmental Relations		
[f] That the Discussion Document on Review White Paper on Local Government, be discussed; and			
[g] That the Mayoral Committee makes recommendation(s) to Council on the Discussion Document on Review of White Paper on Local Government.			
[h] That a workshop to be held in June for the Discussion Document on the Review of the White Paper on Local Government, DCOGTA to be invited to the workshop.			
		Workshop to be arranged by the Speaker.	
C02/05/25 AUDIT COMMITTEE OVERSIGHT REPORT TO COUNCIL			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the Audit Committee Oversight Report, be noted;	CAE	[a] Completed	
[b] That the Committee recommends this report to the Council for implementation of specific recommendations under each section, by management;		[b] Refer to [c] of resolution	
[c] The following specific recommendations are made: i. That the municipality develops a policy register which tracks the last review and intended review dates of policies' ii. The Committee recommends that Ms. Labuschagne be considered in the appointment as the independent risk committee chairperson; iii. The Committee further advises that Management submit detailed reports and supporting evidence to MPAC to enable effective investigations; and		[c] i. DC to respond ii. Appointment has been made. iii. CFO to respond	

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[d] That Council refers the Oversight Report to MPAC for monitoring implementation of recommendations.		[d] Report to be tabled at next MPAC.	
SPECIAL COUNCIL MEETING			
THURSDAY, 26 JUNE 2025			
SC03/06/25 ADOPTION OF THE FINAL DRAFT SEDGEFIELD LOCAL SPATIAL DEVELOPMENT FRAMEWORK (LSDF)			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the public comments received during the April and May 2025 opportunity for public comment BE NOTED .	Manager: Land Use Management	A Council Workshop date needs to be confirmed with the Speaker on the MSDF and LSDF. The MSDF and LSDF will then be tabled before Council thereafter.	31 July 2025
[b] That the presentation on the draft Sedgefield Local Spatial Development Framework (LSDF), be noted;			
[c] That the public participation process be extended for a further 30 days and thereafter the LSDF be submitted to the Planning, Economic Development and Tourism Committee, for consideration.			
SC04/06/25 IDP AMENDMENT : ADOPTION OF THE FINAL DRAFT AMENDED KNYSNA MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK (MSDF)			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the public comments received during the April and May opportunity for public comment BE NOTED .	Manager: Land Use Management	A Council Workshop needs to be confirmed with the Speaker on the MSDF and LSDF. The MSDF and LSDF will then be tabled before Council thereafter.	31 July 2025
[b] That the presentation on the draft Knysna Municipal Spatial Development Framework (MSDF), be noted;			
[c] That the public participation process be extended for a further 30 days and thereafter the MSDF be submitted to the Planning, Economic Development and Tourism Committee, for consideration.			

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SC06/06/25 SERVICE LEVEL AGREEMENT BETWEEN KNYSNA MUNICIPALITY AND GARDEN ROUTE DISTRICT MUNICIPALITY RE: REGIONAL WASTE MANAGEMENT FACILITY			
RESOLUTION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report on the service level agreement between Knysna Municipality and Garden Route District Municipality with regard to the Regional Waste Management Facility, be withdrawn and that a workshop be arranged on a date to be determined by the Speaker.	Municipal Manager	Workshop held on 28 August 2025.	August 2025
SPECIAL COUNCIL MEETING			
THURSDAY, 31 JULY 2025			
7A.1 <u>CLLR S CAMPBELL: REPORT ON SEWAGE PUMPS</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the Municipal Manager be instructed to provide Council with a full report at the Council Meeting on 7 August 2025 on the sewage pumps, belonging to the municipality that are currently in the possession of a company in the industrial area. [b] That the full report shall include the following information: [i] How many pumps are there? [ii] How many have been repaired? [iii] How many have not been repaired? [iv] What steps have been taken to retrieve these pumps? [c] That the Municipal Manager takes all lawful steps to retrieve the repaired pumps as a matter of urgency. [d] That the Municipal Manager takes all lawful steps to ensure that the remaining pumps are repaired as a matter of urgency.	MM / Infrastructure / Legal Services	A comprehensive report on the contractual dispute with the service provider and the subsequent litigation matter served before Council on 15 October 2025 per item SC02/10/25.	N/A

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SPECIAL COUNCIL MEETING			
MONDAY, 4 AUGUST 2025			
SC02/08/25 <u>REQUEST FOR COUNCIL TO APPROVE VIREMENT OF 9.1 MILLION FOR THE BULK PURCHASES – ELECTRICITY AS WELL AS LEASING OF PROPERTY FOR TAXI HOLDING</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the total virements in the amount of R9,538,125 for bulk Purchases: Electricity and Outstanding Payment to Transnet SOC Ltd Erf 1341 Knysna, as per the attached line items “Virement Detail”, be approved;	Director Infrastructure / Director Community Services / CFO		
[b] That a detailed report on the reasons for the electricity budget shortfall and an action plan to prevent this in future, be submitted to the Infrastructure Services Committee Meeting, for consideration;			
[c] That a full report on the taxi holding facility and a full review of the process that led to the unbudgeted lease agreement, be submitted to the Community Services Committee Meeting, for consideration.			
		[c] A report will be submitted in due course re the Taxi holding Bay.	November 2025
ORDINARY COUNCIL MEETING			
THURSDAY, 7 AUGUST 2025			
IS04/06/25 <u>EXPENDITURE REPORT ON GRANT FUNDS END APRIL 2025</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the procurement of the remaining contracts currently between the Bid Evaluation Committee (BEC) and the Bid Adjudication Committee (BAC) be finalized and awarded as soon as possible;	Director Infrastructure / Project Management Unit		
[b] That the appeal period be limited to a maximum of 14 days;			
[c] That the Director : Infrastructure Services compile a plan where the grant funding will be spent and that the plan be submitted to a subsequent meeting of the Committee, for consideration'			
[d] That the Municipal Manager and CFO address all challenges in the tender process in order to streamline the tender process;			

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[e]	That the Municipality allocate budgets for critical vacancies within the Project Management Office.			
P03/06/25 ENVIRONMENTAL PERFORMANCE REPORT QUARTER 4: APRIL & MAY 2025				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
UNANIMOUSLY RESOLVED				
[a]	That the Environmental Management Department Performance Report for Quarter 4: April and May 2025, be noted; and	Director Planning & Development / Environmental Manager	The need for a specific policy may not be necessary due to the following reasons. The National Environmental Management Act (Act No. 107 of 1998) controls the building of any structure within or adjacent to a water course, i.e river, wetland, lake or stream. As such the Knysna Municipality cannot authorize any structure without prior approval of the National or Provincial Department. This legislation would apply to individual erven and larger development applications submitted to Building Control and Town Planning. For strategic planning documents, such as MSDF and LSDF, disaster management risk data is available for incorporation into such strategic documents. Within the Knysna Municipality, buffer strips have been indicated/mapped along watercourses in such documents. High risk areas have also been indicated. Site specific hydraulic and hydrological modelling is still required in certain areas to determine 1:100 year flood lines on the ground.	6 November 2025
[b]	That Administration Investigate if there is a Policy to prevent building of homes in the river flood lines throughout the Greater Knysna Municipal Area and should there not be such a policy, that a Draft Policy be sent to the Mayoral Committee Meeting.			

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P09/06/25 <u>DRAFT INFORMAL TRADING DEVELOPMENT STRATEGY</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the Draft Informal Trading Development Strategy, be noted; [b] That the draft Informal Trading Development Strategy be approval; [c] That the formalization and demarcation of additional trading spaces in Nelson Street, be approved; [d] That the establishment of an Informal Trading Internal Steering Committee comprising of the following internal departments be appointed and that the comments from the relevant departments on their roles within the Committee be submitted to the Mayoral Committee: g. Solid Waste Department h. Law Enforcement Services i. Water and Sanitation Services j. Roads and Stormwater k. Fire Services l. Land Use Management; and [e] That Council approve the following proposed trading permit periods: a. 3 months b. 6 months c. 12 months	Director Planning & Development / Manager LED	Implementation of the informal trading strategy commenced in August 2025. 1. A letter of noncompliance was issued to all the informal traders and closed on the 26th September. Induction of the informal trading committee was set for the last week of September as well as by-law workshop for all the traders however both sessions had to be postponed due to the non-cooperation of the informal traders committee.	Ongoing
P12/06/25 <u>ADDENDUM: APPOINTMENT OF INTERNAL MEMBER AND DEPUTY CHAIRPERSON TO THE MUNICIPAL PLANNING TRIBUNAL</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
That the item on the Addendum: Appointment of Internal Member and Deputy Chairperson to the Municipal Planning Tribunal, be withdrawn and a Comprehensive report regarding the Compliance in terms of members of the	Director Planning & Development / Manager Land Use	An item will serve "in committee" before Council on 30 October 2025 for the appointment of members to serve on the KMPT.	30 October 2025

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Municipal Planning Tribunal be submitted to a Special Planning, Economic Development & Tourism Committee Meeting, for consideration.		Management, Planning & Dev.		
F&G08/06/25 APPLICATION FOR LEASE RENEWAL FOR T3430 BONGANI VILLAGE WATER TOWER FOR TELECOMMUNICATIONS TOWER ON A PORTION OF ERF 15865, KNYSNA				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>				
[a] That the report and annexure's regarding the application to consider the lease renewal application by IHS Towers South Africa Pty Ltd for a portion of Erf 15865, Knysna, be noted; [b] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that these sites are deemed not needed to provide the minimum level of basic Municipal Services; and [c] That the Municipal Council grants approval for the lease renewal for a period of 9 years and 11 months with the following conditions; VI. That the rental amount be R1 681,88 per month; VII. That the annual escalation be 10%; VIII. That all arrear amounts on account number 1-00243-000-31-6 and all related accounts to be paid up to date prior to the signing of the new lease agreement; IX. That the applicant do the necessary Land Use Applications; and X. Report back item should be tabled at the next Section 80 with regards to the signing of the new lease and payment of account.		Director Corporate Services / Properties / Manager Properties	Finance confirmed arrear amounts up to date. New lease agreement being drafted. Report back item will be tabled once new lease have been signed.	2025-11-12
F&G10/06/25 REQUEST TO RESCIND THE APPROVAL FOR THE LEASING OF A PORTION OF ERF 214 AND APPLICATION TO APPROVE THE LEASING OF A PORTION OF THE REMAINDER OF ERF 215, KNYSNA FOR GARDENING PURPOSES				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>				
[a] That the report and annexures regarding the request for the approval related to Erf 214, Knysna be changed to a portion of the remainder of Erf 215, Knysna for vegetable gardening purposes, be noted;			Intended lease was advertised with closing date 26 September 2025.	2025-11-12

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[b] That Council rescinds the following decisions taken at its meeting dated 30 March 2022: “[a] That the report and annexure regarding the request for a lease agreement on a portion of Erf 214, Knysna for vegetable gardening purposes, be noted; [b] That the advertising of the intended leasing of the unutilized portion of Erf 214 Knysna, be noted; [c] That it be noted that no comments and or objections were received during the advertising period; [d] That in terms of Section 34(1)(b) of the Asset Transfer Regulations the Municipal Council approve the right to use, control or manage the relevant portion of Erf 214 measuring 10 000m², Knysna for gardening purpose may be granted; [e] That the proposed portion of Erf 214 Knysna be leased a nominal amount of R500 at an annual escalation of 10%; [f] That the applicant be informed that they will be solely responsible for all costs for the establishment of the vegetable garden on a portion of Erf 214, Knysna; [g] That the portion of Erf 214 Knysna will be for the purpose of establishing a vegetable garden for Community benefit; [h] That the lease will be for a period of 9 years and 11 months; [i] That all risks should be transferred to the applicant once approval is granted for the portion of Erf 214, Knysna; [j] That the Acting Municipal Manager enter into a 9 year and 11 months’ lease agreement for the portion of Erf 214, Knysna for the establishment of a vegetable garden;	Director Corporate Services / Manager Properties	Report back item to be submitted to next Section 80 dated 11 November 2025	
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<i>[k] That should the property be utilised for anything other than community garden, a market related rental will be charged; and</i> <i>[l] That should the property be utilised for anything other than a community garden, the municipality reserves the right to terminate the lease."</i> [c] That the Municipal Manager cancel the lease agreement entered into by and between Knysna Municipality and the Ward 4 Community Garden during June 2022 which gave the Ward 4 Community Garden permission to use ±10 000 square meters of a portion of Erf 214, Knysna for community vegetable garden purposes; [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that a portion of the remainder of Erf 215, Knysna, is deemed not needed to provide the minimum level of basic Municipal Services; [e] That a below market-related tariff be proposed, as the Ward 4 Community Garden will be delivering a valuable service to the community and registered as an NPO; [f] That the Municipal Manager advertise the intended leasing of a portion of the remainder of Erf 215, Knysna, for a period of 9 years and 11 months for community vegetable garden purposes, subject to an 18-month notice period cancellation clause if needed by the Municipality; [g] That the applicant be informed that they will be solely responsible for all costs for the establishment of the vegetable garden on a portion of the remainder of Erf 215, Knysna; and [h] That a follow up item be submitted after the public participation process.			
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F&G11/06/25 APPLICATION TO LEASE A PORTION OF ERF 3517, SEDGEFIELD (NSRI BOAT HOUSE AT THE MYOLI BEACH PARKING) AND THE APPROVAL OF BUILDING ALTERATIONS			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[h] That the report and annexure's regarding the leasing of portion of Erf 3517, Sedgfield, be noted,	Director Corporate Services / Manager Properties	Intended lease was advertised with closing date 26 September 2025.	2025-11-12
[i] That a below market-related tariff be proposed, as the NSRI is delivering a service to the community and registered as an NPO;		Report back item to be submitted to next Section 80 dated 11 November 2025	
[j] That the Municipal Manager advertise the intended leasing of a portion (including the extended portion) of Erf 3517, Sedgfield for boat house purposes for a period of 9 years and 11 months;			
[k] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms the relevant portion (including the extended portion) of Erf 3517, Sedgfield, is deemed not needed to provide the minimum level of basic Municipal Services;			
[l] That the applicant be responsible for all costs related to leasing of a portion of Erf 3517, Sedgfield;			
[m] That the Municipal Manager be authorised to give a power of attorney for the submission of building plans (and any application for land use permission as may be required) to affect the alterations to extend the existing boathouse; and			
[g] That a follow up item be submitted after the public participation process.			
F&G12/06/25 APPLICATION TO RENEW LEASE AGREEMENT OF SEDGEFIELD BOWLING CLUB – A PORTION OF ERF 2058, SEDGEFIELD			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the report and annexure's regarding the request for the renewal of the lease agreement entered into by and between Knysna Municipality and		Intended lease was advertised with closing date 26 September 2025.	2025-11-12

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Sedgefield Bowling Club for the leasing of a portion of Erf 2058, Sedgefield, be noted, [b] That the request for the renewal of the lease after its expiration is approved for 9 years and 11 months from 1 June 2026 to 30 April 2036; [c] That a below market-related tariff be determined, as the Sedgefield Bowling Club is delivering a service to the community and is a Sporting Body; [d] That the request for additional space <u>not be approved</u>; [e] That the Municipal Manager advertise the intended leasing of a portion of Erf 2058, Sedgefield at a below market rate for sporting purposes, [f] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that the area in question, on a portion of Erf 2058, Sedgefield, is deemed not needed to provide the minimum level of basic Municipal Services; [g] That the applicant be responsible for all costs related to leasing of a portion of Erf 2058, Sedgefield; and [h] That a follow up item be submitted after the public participation process.	Director Corporate Services / Manager Properties	Report back item to be submitted to next Section 80 dated 11 November 2025	
F&G14/06/25 REPORT ON PROPERTY DISPUTE WITH GARDEN ROUTE DISTRICT MUNICIPALITY			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the contents of the report pertaining to the dispute pertaining to the registration of ownership of the properties be noted; [b] That the administration solicit further assistance from the Western Cape Provincial Government with the facilitation of the dispute; [c] That the administration reports back to the following meeting regarding the progress of the dispute;	Director Corporate Services	A meeting is set down for 22 October at 14h00 in the Knysna Municipal Council Chambers. Follow-up item to be tabled at meeting scheduled for 11 December 2025	2025-11-12

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[d] That Council confirms that Knysna Municipality is not indebted to the Garden Route District Municipality for free office rental; and [e] That any agreement for the utilisation of Municipal premises for office accommodation by the Garden Route District Municipality be tabled to Knysna Council for consideration; [f] That if any negotiations with the Garden Route District Municipality are conducted the following Councillors and officials, be included: - Executive Mayor - Chairperson of Finance and Governance Committee - Municipal Manager - Director : Corporate Services - Chief Financial Officer - Acting Manager : Legal Services - Cllrs S Campbell, N Louw and S Sabbagh.			
F&G03/06/25 REPORT ON FRUITLESS AND WASTEFUL EXPENDITURE FOR JULY 2024 TO MAY 2025			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>			
[a] That the report on fruitless and wasteful expenditure for July 2024 to May 2025, be noted. [b] That the fruitless and wasteful expenditure as per Annexure A be submitted to MPAC for investigation.	CFO		
F&G06/06/25 PLANNED AUCTION: DISPOSAL OF MOVABLE AND IMMOVABLE MUNICIPAL ASSETS			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>RESOLVED BY MAJORITY</u>			
[a] That the report with regard to the planned auction : disposal of movable and immovable municipal assets, be noted.	CFO		

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[b] That both the Council Resolutions, attached as Annexure A and Annexure B to the agenda of the Finance and Governance agenda dated 19 June, be noted. [c] That it be noted that the auction is provisionally scheduled to take place in September 2025. [d] That it be noted that Erf 3534 has been removed from the auction list. [e] That it be noted that after the auction, the council's approval is required before the highest bid can be accepted.			
SC03/06/25 MUNICIPAL WASTE PARTNERSHIP FACILITATED BY THE GREATER KNYSNA BUSINESS CHAMBER (GKBC)			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the Report on the Municipal Waste Partnership facilitated by the Greater Knysna Business Chamber (GKBC), be withdrawn and that Coco Solutions and the panel of transactional advisors make a presentation at the next Community Services Committee Meeting.	Director Community Services / Manager Waste Management	KRMS Consulting and Co-Co waste to energy presented the Waste to Energy concept at the Council Workshop that was scheduled for Thursday, 28 August 2025.	28 August 2025
SC04/06/25 PROPOSAL FOR THE EXECUTIVE ASSIGNMENT OF THE LIBRARY FUNCTION TO THE MUNICIPALITY			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the Proposal for the Executive Assignment of the Library function to the Municipality, be withdrawn and that the Director : Community Services arrange a meeting with all relevant role players, including SALGA and thereafter a Workshop be held prior to 20 July 2025.	Director Community Services / Manager Libraries, Arts, Culture & Heritage	A Council Workshop was held on 28 August 2025 where this matter was discussed and recommendations made to Council.	Finalised
SC07/06/25 FINAL FOURTH (4TH) GENERATION AIR QUALITY MANAGEMENT PLAN DEVELOPMENT			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the contents of the Final Draft Fourth (4th) Generation Air Quality Management Plan, be noted; and	Director Community Services /	Plan was submitted to Council	Finalised

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[b]	That the 4 th Generation Air Quality Management Plan be submitted to Council for approval and adoption.	Environmental Officer		
C13/08/25 <u>REPORT ON WATER & SEWER PUMPS IN RESPONSE TO MOTION OF EXIGENCY MOVED BY CLLR CAMPBELL</u>				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>				
[a]	That the report on water & sewer pumps in response to motion of exigency moved by Cllr Campbell be noted.	Municipal Manager / Director Integrated Human Settlements / Director Corporate Services / Manager Legal Services	A comprehensive report on the contractual dispute with the service provider and the subsequent litigation matter served before Council on 15 October 2025 per item SC02/10/25. Matter has been referred to MPAC for investigation.	N/A
[b]	That the Municipal Manager takes all lawful steps to retrieve the pumps as a matter of urgency.			
[c]	That the MPAC be mandated to investigate T22/2022 which relates to SNR and submit a comprehensive report to Council.			
[d]	That all necessary steps be taken with consequence management and a report be submitted to Council.			
IHS01/07/25 <u>INTEGRATED HUMAN SETTLEMENTS: ALTERNATIVE ON-SITE SANITATION TECHNOLOGIES FOR KNYSNA INFORMAL SETTLEMENTS</u>				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>				
[a]	That the Integrated Human Settlements: Alternative On-Site Sanitation Technologies for Knysna Informal Settlements Report, be noted;	Director Integrated Human Settlements / IHS Manager		
[b]	That the presentation by IH Academy on the Bio Separator, be noted;			
[c]	That Council supports the piloting of alternative sanitation technologies, including the Bio Separator, in selected informal settlements;			
[d]	That the Directorate IHS commence a procurement process to appoint service providers for the pilot projects in accordance with the SCM policy;			

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[e]	That members of the S80 Committee and relevant officials (IHS, Water & Sanitation, Public Health, and Environmental Management) undertake a learning site visit to George Municipality;			
[f]	That a technical and Ward Committee consultation process be initiated to identify appropriate pilot sites;			
[g]	That in partnership with Asivikelane and technology provider (s) be formally considered to facilitate implementation, training, and monitoring; and			
[h]	That a progress report be submitted quarterly to the Portfolio Committee for Human Settlements.			
IHS04/07/25 INTEGRATED HUMAN SETTLEMENTS: PREPARATION OF A HUMAN SETTLEMENTS SECTOR PLAN				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>				
[a]	That Council notes the process towards preparation of a Human Settlements Sector Plan and approves tabling of the plan for public participation;	Director Integrated Human Settlements / Manager IHS		
[b]	That the Directorate IHS presents the draft Sector Plan to the SDF Councillors workshop;			
[c]	That consultation workshops be scheduled with the Ward Committees and Housing Stakeholders; and			
[d]	That the Directorate arrange a Housing Indaba with the private sector and relevant stakeholders to exhibit the Greater Knysna Housing development investment opportunities.			
SIS03/07/25 REPORT ON WATER AND SANITATION PUMPS				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>				
[a]	That the contents of the report on water and sewer pumps, be noted;			N/A

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[b]	That the Municipal Manager, CFO and Director: Infrastructure Services be authorised to take all necessary measures to retrieve all pumps and equipment from the service provider in the shortest time possible;	Municipal Manager / Director Infrastructure / Director Corporate Services / Legal Services	A comprehensive report on the contractual dispute with the service provider and the subsequent litigation matter served before Council on 15 October 2025 per item SC02/10/25.	
[c]	That a report on measures to be taken in [b] above, be reported on at the Special Council Meeting scheduled for Friday, 18 July 2025.			
F&G01/06/25 PUBLIC PARTICIPATION MONTHLY REPORT APRIL & MAY 2025				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>		Director Corporate Services / Manager Public Participation	COGTA is scheduled to address Council as part of the current agenda. Internal discussions for the functional handover of the CWP has commenced.	2025-10-30
[a]	That the report of the Public Participation Unit for April & May 2025 as received from the Director: Corporate Services be noted;			
[b]	That the Municipal Manager embarks on a realignment process of the participants of the CWP Programme and that a report be submitted to the next meeting of the Finance and Governance Committee Meeting, for consideration;			
[c]	That a representative from COGTA be invited to the next Finance and Governance Committee Meeting to present to the committee, matters with regard to financing and payment of the participants of the CWP Programme.			
F&G04/06/25 HUMAN RESOURCE QUARTERLY REPORT FOR THE MONTH OF APRIL 2025 TO MAY 2025				
RECOMMENDATION TO BE ACTIONED		OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u>		Director Corporate Services / Manager Human Resources	Implemented. Critical Vacancies in terms of Section 154 are tabled as part of the Section 80 Report.	Ongoing
[a]	That the Committee note the report on the Human Resource Section of April 2025 to May 2025;			
[b]	That a report on the critical vacancies in terms of Section 154 Intervention be submitted to the next Finance and Governance Committee Meeting, for consideration.			

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

SPECIAL COUNCIL MEETING			
FRIDAY, 22 AUGUST 2025			
SC01/08/25 MPAC: REPORT ON THE INVESTIGATION OF IRREGULAR EXPENDITURE IDENTIFIED BY THE AUDITOR-GENERAL DURING THE 2022/2024 FINANCIAL YEAR			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>RESOLVED BY MAJORITY</u> [a] That Council notes the irregular expenditure of R11 529 030.24; [b] The Municipal Manager be instructed to recover the full contract amount from Megaflow; [c] That Megaflow be reported to National Treasury as a restricted or defaulter supplier; [d] That Megaflow and the relevant member of the Close Corporation be reported to the South African Police Services, in terms of PRECA; and [e] That the Municipal Manager submit quarterly progress reports to Council on the recovery of the funds and the criminal case against Megaflow and the relevant member of the Close Corporation.	CFO		
SC03/08/25 MPAC: REPORT ON FINDINGS OF THE AUDITOR-GENERAL DURING THE AUDIT PERFORMED FOR THE 2023/2024 FINANCIAL ON THE SECURITY TENDER T25/2023/2024 PROVISION OF PHYSICAL SECURITY AND THE INVESTIGATION OF MUSETHO LAW INC			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the report on findings of the Auditor-General during the audit performed for the 2023/2024 financial year on the Security Tender T25/2023/2024 for provision of physical security and the investigation of Musetho Law Inc, be referred to the Special Council Meeting scheduled for 29 August 2025, for consideration.	CFO		

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

SC04/08/25 <u>MPAC REPORT ON THE FRUITLESS AND WASTEFUL EXPENDITURE IN RESPECT OF THE TRAINING COST FOR MINIMUM COMPETENCY</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY REOLVED</u> That the report on the fruitless and wasteful expenditure in respect of the training cost for minimum competency, be referred to the Special Council Meeting scheduled for 29 August 2025 and that proof of submission of the letter addressed to Ms Phumla Makoma be submitted to Council for consideration.	CFO		
SPECIAL COUNCIL MEETING			
FRIDAY, 29 AUGUST 2025			
SC01/08/25 <u>MPAC: REPORT ON FINDINGS OF THE AUDITOR-GENERAL DURING THE AUDIT PERFORMED FOR THE 2023/2024 FINANCIAL ON THE SECURITY TENDER T25/2023/2024 PROVISION OF PHYSICAL SECURITY AND THE INVESTIGATION OF MUSETHO LAW INC</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the Report on findings of the Auditor-General during the Audit performed for the 2023/2024 Financial Year on the Security Tender T25/2023/2024 Provision of Physical Security and the Investigation of Musetho Law Inc be withdrawn and submitted to a following Council meeting.	CFO		
SC02/08/25 <u>MPAC REPORT ON THE FRUITLESS AND WASTEFUL EXPENDITURE IN RESPECT OF THE TRAINING COST FOR MINIMUM COMPETENCY</u>			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
That the MPAC Report on the Fruitless and Wasteful expenditure in respect of the Training Cost for Minimum Competency be withdrawn until such time as the Municipal Manager receives feedback from Ms Phumla Makoma whereafter the item will be submitted to the Municipal Council.	CFO		

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

SC04/08/25 MUNICIPAL WASTE PARTNERSHIP FACILITATED BY THE GREATER KNYSNA BUSINESS CHAMBER (GKBC)			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> That the Report on the Municipal Waste Partnership facilitated by the Greater Knysna Business Chamber (GKBC), be withdrawn until such time as a comprehensive report can be provided.	Director Community Services	Matter was withdrawn.	
SPECIAL COUNCIL MEETING			
THURSDAY, 11 SEPTEMBER 2025			
SC01/09/25 AUDIT COMMITTEE OVERSIGHT REPORT TO COUNCIL			
RECOMMENDATION TO BE ACTIONED	OFFICIAL(S)	STATUS OF EXECUTION	DUE DATE
<u>UNANIMOUSLY RESOLVED</u> [a] That the Council notes the oversight report of the Audit Committee for the period 01 May 2025 to 31 July 2025; [b] That the detailed recommendations as made in the oversight reports be adopted by Council and implemented by management; [c] That the report be submitted to MPAC for monitoring implementation of recommendations; [d] That all highlighted matters mentioned, be submitted to the relevant Section 80 Committee meetings, for discussion.	Chief Executive Audit	[a] Completed [b] Actions in process of being implemented and tracked as part of the audit committee resolutions register. [c] Reports to be tabled at MPAC [d] CFO and DC these were specific to the shift system and the grant spending.	

RECOMMENDATION

That the Execution list for the Council Meeting Committee meetings held on 30 April 2025, 15 May 2025, 30 May 2025, 5 June 2025, 26 June 2025, 4 July 2025, 18 July 2025, 31 July 2025, 4 August 2025, 7 August 2025, 22 August 2025, 29 August 2025 and 11 September 2025, be noted

10. STATEMENTS AND COMMUNICATIONS OF THE SPEAKER

10.1 REPORT ON MEETINGS/FUNCTIONS ATTENDED BY THE SPEAKER,

REPORT FROM THE OFFICE OF THE SPEAKER FOR 18 JULY 2025 TO 17 OCTOBER 2025

	TOPIC	SUMMARY
15 August 2025	Renaming of the Activity room in the Knysna Library	It was an absolute honour to attend the renaming of the activity room in the Knysna Library in honour of Margaret Parks 100 th Birthday.
15 – 17 September 2025	Speakers Forum	I attended the Speakers Forum. Attendance Register and Minutes can be obtained from my office.
3 October 2025	Pledge Square Awareness Meeting	The Executive Mayor and myself were invited to Pledge Square for a very informative awareness meeting around Pledge Square
17 October 2025	Commander Steve Eriksens Funeral	Commander Steve Eriksen contributed greatly to Knysna and it was my privilege to attend his funeral.

RECOMMENDATION FROM THE SPEAKER

That the report from the Speaker with regard to functions, meetings and workshops attended for the period 18 July 2025 to 17 October 2025, be noted.

File Number: 9/1/1/1

Execution: Office of the Speaker

11.1

**FUNCTIONS, MEETINGS & WORKSHOPS ATTENDED
BY THE EXECUTIVE MAYOR/S**

REPORT FROM THE EXECUTIVE MAYOR AUGUST TO OCTOBER 2025

	TOPIC	SUMMARY
04 August 2025	Livestock Meeting with Small Scale Farmers	We meet with different stakeholders and famers to look at the livestock rooming around a forum Was established
05 August 2025	Meken Group Presentation	Presentation on how to assist the municipality with the BFI application for infrastructure challenges of Knysna
08 August 2025	MEC Bredell Visit	We had a closed meeting with MEC on challenges of Knysna
13 August 2025	Meeting with NYDA	NYDA meeting with mayor to see how we can collaborate for youth activities going forward
23 August 2025	People & Plant Medicine SA invitation	Attend invite on people plant medicine workshop in Knysna
28 August 2025	Invited by the Smutsville Community - ward 1	Regarding the housing issue
01 September 2025	Western Cape provincial department visit – Infrastructure	We gave presentation on status of our infrastructure challenge and site visit at our wastewater treatment
03 September 2025	Site Visit – in Hornlee ward 11	Site visit in Hornlee regarding houses issues
05 September 2025	Internal MAYCO meeting (briefing on the sec 139)	Internal MAYCO meeting (briefing on the sec 139)
06 September 2025	Knysna Yacht Club Opening	Join the opening of Yacht season
19 September 2025	SALGA engagement on Section 139(1) c	
23 September 2025	Committee on Cooperative Governance & Public Administration (NCOP) Section 139 c	NCOP visit Knysna to meet with different stake holder regarding dissolving Knysna council section 139 c
24 September 2025	Heritage Daye Celebration - Hornlee Civic Hall	Invited to attend in celebration of Heritage Day

ORDINARY MUNICIPAL COUNCIL MEETING
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24 September 2025	Recovery Program (RAP) Addiction	Invited to attend the RAP programme in Hornlee
25 September 2025	Opening of the Milkwood Square Centre	I was invited to the opening of which I have attended with the Deputy Mayor
26 September 2025	Site Visit in ward 3	Site visit at on of the reservoir that is always empty
27 September 2025	Pledge Nature Reserve	Celebrating world Tourism Day
08 October 2025	LED Incubator Handover	Handing over different tools and equipment to different SMMEs
08 & 09 October 2025	Salga Provincial meeting Mayors and Speakers	Provincial Members Assembly in George.
10 October 2025	Meeting with Child Welfare Councillor ward 7 and council speaker	Having a briefing and status that closing on the Dorothy Brosters
17 October 2025	Funeral of the late Commander Steve Eriksen	Funeral of the late Commander Steve Eriksen
20 October 2025	Site Visit – Elegant Pump Station in ward 7	Regarding the sewage spillage effecting some houses
21 October 2025	Council Workshop	Community Partnership Policy Suite Post-Retirement Medical Aid Grant-In-Aid Policy Review
21 October 2025	Meeting with Rheenendal community and AfriForum	Regarding the challenges community safety

- The Executive Mayor had various appointments with constituents during this period; please feel free to inquire at the office of the Executive Mayor for a copy of the diary.
- In some of the engagements I have send the deputy Mayor to represent the office of the mayor.

RECOMMENDATION FROM THE DEPUTY EXECUTIVE MAYOR

That the report from the Executive Mayor regarding functions, meetings and workshops attended for the period August to October 2025 be noted.

File Number: 9/1/1/1.

Execution: Office of the Executive Mayor

11.2 STATEMENTS AND COMMUNICATIONS BY THE DEPUTY EXECUTIVE MAYOR

FUNCTIONS, MEETINGS & WORKSHOPS ATTENDED BY THE DEPUTY EXECUTIVE MAYOR

REPORT FROM THE DEPUTY EXECUTIVE MAYOR 19 JULY 2025 TO 17 OCTOBER 2025

	TOPIC	SUMMARY
23 July 2025	Knysna Bowling Club	I was invited by the Knysna Bowling Club to attend their centenary celebration.
7 August 2025	Rheenendal Primary School	A really fulfilling handover ceremony of sponsorship of Sports Equipment for the children in Rheenendal.
18 August 2025	Africa Skills	I attended a workshop held by Africa Skills Development, LED is something close to my heart.
19 August 2025	PCF	I attended a very informative PCF on behalf of the Executive mayor
12 September 2025	Standard Bank Certificate handing over	It was truly an honour to be a part of the Certificate handover ceremony for our Small Businesses sponsored by Standard Bank
14 September 2025	Knysna Heroes Youth Empowerment Festival	I attended the launch of the Knysna United Youth Inaugural event. The youth came together to implement the first of many Youth Development Programmes
16 – 20 September 2025	Tourism Leadership Conference	This conference was extremely informative for Greater Knysna. Please review the correspondence in my office.
24 September 2025	Presidential Visit	President Cyril Ramaphosa was in Oudtshoorn for Heritage Day. I attended this wonderful event on behalf of the Mayor.
25 September 2025	Opening of the Milkwood Square Centre	I joined the Mayor at the opening at the Milkwood Square Centre
8 October 2025	SMME Handover Ceremony	Small Business Development is one of my core focus, this was definitely an event that I was looking forward to the most.

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

14 October 2025	Councillor Season School	Any development opportunity for a Councillor to attend, should absolutely be a must!
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My core focus as the Deputy Mayor is to ensure that we increase Knysna Tourism trade by promoting our town in various way, I feel that this is pivotal to Local Economic development and will increase job opportunities in the future.

- The Deputy Executive Mayor had various appointments with constituents during this period; please feel free to inquire at the office of the Deputy Mayor for a copy of the diary.

RECOMMENDATION FROM THE DEPUTY EXECUTIVE MAYOR

That the report from the Deputy Executive Mayor regarding functions, meetings and workshops attended for the period 19 July 2025 to 17 October 2025 be noted.

File Number: 9/1/1/1.

Execution: Office of the Deputy Executive Mayor

11.3 REPORTS FROM REPRESENTATIVES ON THE GARDEN ROUTE DISTRICT MUNICIPALITY

No reports were received at the time of compilation of the agenda.

11.4 REPORTS FROM REPRESENTATIVES ON THE SALGA WORKING GROUPS

No reports were received at the time of compilation of the agenda.

11.5 REPORTS FROM COUNCILLORS REPRESENTING OUTSIDE BODIES AND ORGANISATIONS

No reports were received at the time of compilation of the agenda.

12. ITEMS FOR CONSIDERATION

12.1 RECOMMENDATIONS FROM THE MAYORAL COMMITTEE: 22 OCTOBER 2025

ITEMS FOR CONSIDERATION

MEMBERS ARE REMINDED THAT THE RELEVANT AGENDAS OF THE PORTFOLIO COMMITTEES CONTAINED THE REPORTS AND SHOULD THUS BE USED AS THE SOURCE DOCUMENTATION WHEN NOTING THE RESOLUTIONS BELOW.

ITEMS SUBMITTED TO THE SPECIAL INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING HELD ON 6 AUGUST 2025

SIHS01/07/25 PROGRESS ON ERF 339, FISHERHAVEN

RECOMMENDATION OF THE MUNICIPAL MANAGER

- [a] That the Progress on the feasibility study, concept designs and planning for Erf 3339, Fisherhaven, be noted;
- [b] That Council support the continued engagement with National and Provincial Treasury;
- [c] That the draft design and feasibility be shared with the Applicants via a public consultation and official communication channels; and
- [d] That the Development proposals be shared with the Provincial DOI (Housing) to mobilise further support.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements

ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 13 AUGUST 2025

SC01/08/25 REPORT ON MUNICIPAL HEALTH & ENVIRONMENTAL SERVICES FOR: MAY, JUNE AND JULY 2025

UNANIMOUSLY RECOMMENDED

- [a] That the report on Municipal Health and Environmental services for May, June and July 2025 from Garden Route District Municipality, be noted; and
- [b] That it be noted that all comments and requests for more information from this item shall be incorporated in future reports from the Community Services Department

File Number: 9/1/2/5

Execution: Director: Community Services

SC03/08/25 AUDIT ON ALL WASTE FACILITIES WITHIN THE GREATER KNYSNA

UNANIMOUSLY RECOMMENDED

- [a] That Council take a note of the contents of the external audit conducted on all waste facilities within the greater Knysna;
- [b] That Council notes the closure and cost implications of the Old Place tip site due to its damaging effect to the environment;
- [d] That a clear management plan be compiled with regard to the closure and cost implications of the Old Place tip site due to its damaging effect to the environment;
- [e] That a call for proposals for a waste management facility be compiled; and
- [f] That a comprehensive report to be submitted to a special section 80 to be arranged within the next two weeks.

File Number: 9/1/2/5

Execution: Director: Community Services

Acting Manager: Waste Management

SC04/08/25 SOLID WASTE MANAGEMENT MONTHLY REPORT JUNE 2025

UNANIMOUSLY RECOMMENDED

That the Solid Waste Management Monthly Report for July 2025, be noted

File Number: 9/1/2/5

Execution: Acting Manager: Solid Waste

SC05/08/25 SECURITY RELATED INCIDENT REPORT MAY/ JUNE 2025

UNANIMOUSLY RECOMMENDED

- [a] That Council notes the report on security related incidents reported from May- June 2025; and
- [b] That an Integrated Municipal Safety Plan be developed and submitted to Committee for consideration.

File Number: 9/1/2/5

Execution: Director: Community Services

SC06/08/25 FAIRVIEW SATELLITE LIBRARY OPERATING HOURS

UNANIMOUSLY RECOMMENDED

- [a] That the Report on the Fairview Satellite Library Operating Hours, be noted, and

- [b] That Council approves that the Fairview satellite library operate on Thursdays only from 08h00 to 17h00.

Cllr C Vanston recorded her vote against the above recommendation.

File Number: 9/1/2/5
Execution: Director: Community Services
Manager: Libraries

SC07/08/25 LIBRARY & MUSEUMS MONTHLY REPORT MAY/ JUNE 2025

UNANIMOUSLY RECOMMENDED

That the contents of the report with regard to Library and Museums Monthly Report for May/June 2025, be noted.

File Number: 9/1/2/5
Execution: Director: Community Services
Director: Infrastructures

SC08/08/25 DEPARTMENTAL REPORT: SOCIAL DEVELOPMENT AND SPECIAL PROGRAMMES

UNANIMOUSLY RECOMMENDED

- [a] That Council notes the report on the programmes for the department social development & Special programmes; and
- [b] That Council allocate 5 % of the MIG Funding to Community Services for the Social Development programmes and that the Infrastructure Services (PMU) Directorate include same in their submission to Province.

File Number: 9/1/2/5
Execution: Director: Community Services
Acting Manager: Social Development & Special Programmes

SC09/08/25 PROGRESS REPORT ON THE HOMELESS SHELTER

UNANIMOUSLY RECOMMENDED

That the progress report on the Homeless Shelter, be noted.

File Number: 9/1/2/5
Execution: Director: Community Services
Acting Manager: Social Development & Special Programmes

SC10/08/25 GRASS CUTTING CYCLES PER WARD IN GREATER KNYSNA MUNICIPAL AREA

UNANIMOUSLY RECOMMENDED

That the report to inform Council on the grass cutting cycles per ward in Greater Knysna Municipal Area be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

SC11/08/25 RENEWAL OF MEMORANDUM OF UNDERSTANDING (MOU)- SAFE HUB INITIATIVE

UNANIMOUSLY RECOMMENDED

- [a] That Council approves the **renewal of the MOU** between Knysna Municipality and AMANDLA Social Enterprises for the operation of the Safe Hub subject to the amendments that will be made;
- [b] That the Municipal Manager be authorized to sign the renewed MOU on behalf of Knysna Municipality, subject to legal vetting;
- [c] That the Community Service Directorate continues to oversee implementation; and
- [d] That the Occupancy certificate be submitted to the next Committee meeting, for noting.

File Number: 9/1/2/5

Execution: Director: Community Services

SC12/08/25 WOMEN'S DAY CELEBRATIONS: 9 AUGUST 2025

UNANIMOUSLY RECOMMENDED

That the report on the Womens Day Celebrations within the Greater Knysna which is scheduled for 30th August 2025, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

Acting Manager: Social Development & Special Programmes

ITEMS SUBMITTED TO THE PLANNING ECONOMIC DEVELOPMENT & TOURISM COMMITTEE MEETING HELD ON 14 AUGUST 2025

P04/08/25 ENVIRONMENTAL REPORT AQUATIC SPECIALIST IMPACT ASSESSMENT FOR BIGAI RIVER

UNANIMOUSLY RECOMMENDED

- [a] That the Aquatic Specialist Impact Assessment for Bagai River be noted; and

-
- [b] That the Committee undertake a public engagement with the affected communities together with the consultants on the environmental impact assessment for Biagi River on a date to be confirmed by the Chairperson.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
Manager: Economic Development

P07/08/25 PROPOSED AMENDMENTS OF THE KNYSNA MUNICIPALITY: SPATIAL PLANNING & LAND USE MANAGEMENT BY-LAW (2021)

MAJORITY RECOMMENDED

That the item on the Proposed Amendments of the Knysna Municipality: Spatial Planning & Land Use Management By-Law (2021), be withdrawn and that the amended By-law indicating assessments concluded, inclusive of relevant track changes and appropriate legislative prescripts and case law, be submitted to a Workshop arranged by the Speaker.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
Manager: Land Use Management

Cllr S Sabbagh & Cllr J White requested their votes be recorded against the recommendation

P08/08/25 IDP AMENDMENT: ADOPTION OF THE FINAL DRAFT AMENDED KNYSNA MUNICIPAL SPATIAL DEVELOPMENT FRAMEWORK (MSDF)

UNANIMOUSLY RECOMMENDED

- [a] That the public comments received during the April and May opportunity for public comment **BE NOTED**;
- [b] That Council provincial assessment received on the Draft Amended Knysna MSDF **BE NOTED**;
- [c] That the 2024/2025 Knysna Municipal Spatial Development Framework (MSDF) **BE ADOPTED** as part of the 2025/2026 Integrated Development Plan (IDP), in terms of Section 6(9) of the Knysna Municipality: Spatial Planning & Land Use Management Bylaw (2021), read together with Section 34(b) of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000);
- [d] That a notice regarding the approval of the 2024/2025 Knysna MSDF, **BE PLACED** in the Provincial Gazette, in terms of Section 20(1) of the Spatial Planning and Land Use Management Act, 2013 (Act 16 of 2013);
- [e] That a notice regarding the approval of the 2024/2025 SDF, **BE PLACED** on the official website and Facebook page of the municipality,

and local press, in terms of Section 6(9) of the Knysna Municipality: Spatial Planning & Land Use Management Bylaw (2021);

- [f] That the approved Amended Knysna MSDF as part of the 2022-2027 Integrated Development Plan **BE SUBMITTED** to the office of the MEC for Local Government in the Western Cape in accordance with Section 32 of the Municipal System Act 32 of 2000;
- [g] That the adopted Amended Knysna MSDF be **MADE PUBLIC** by distribution to local libraries and be placed on the municipal website;
- [h] That administration advertise the maps and capital expenditure framework on the Municipal Website for 30 (thirty) days whereafter it be submitted to a Council Workshop and a subsequent Council Meeting; and
- [i] That a special Mayoral Committee meeting be arranged where comments from the public are presented.

File Number : 15/2/6/1/3/1

Execution : Director: Planning & Economic Development
Manager: Land Use Management

P09/08/25

ADOPTION OF THE FINAL DRAFT SEDGEFIELD LOCAL SPATIAL DEVELOPMENT FRAMEWORK (LSDF)

UNANIMOUSLY RECOMMENDED

- [a] That the public comments received during the April and May 2025 opportunity for public comment **BE NOTED**;
- [b] That Council provincial assessment received on the Draft Sedgefield LSDF **BE NOTED**;
- [c] That the 2025 Sedgefield Local Spatial Development Framework (LSDF) **BE ADOPTED** in terms of Section 10 of the Knysna Municipality: Spatial Planning & Land Use Management By-law (2021);
- [d] That a notice regarding the adoption of the 2025 Sedgefield LSDF, **BE PLACED** in the local press and Provincial Gazette, in terms of Section 10(2) of the Knysna Municipality: Spatial Planning & Land Use Management By-law (2021);
- [e] That the approved Amended Sedgefield LSDF **BE SUBMITTED** to the office of the MEC for Local Government in the Western Cape in accordance with Section 32 of the Municipal System Act 32 of 2000;
- [f] That the adopted Sedgefield LSDF be **MADE PUBLIC** by distribution to local libraries and be placed on the municipal website;
- [g] That administration advertise the maps and capital expenditure framework on the Municipal Website for 30 (thirty) days whereafter it be

submitted to a Council Workshop and a subsequent Council Meeting;
and

- [h] That a special Mayoral Committee meeting be arranged where comments from the public are presented.

File Number: 15/2/6/1/3/1

Execution: Director: Planning & Economic Development
Manager: Land Use Management

**ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE MEETING
HELD ON 14 AUGUST 2025**

**IS01/08/25 REPORT ON THE OPERATIONS AND MAINTENANCE FOR WATER AND
SEWER – MAY AND JUNE 2025**

UNANIMOUSLY RECOMMENDED

- [a] That the Report on the Operations and Maintenance for Water and Sewer for the period May and June be noted;
- [b] That the Report replacement of faulty water with estimated timelines and progress report of installations;
- [c] That the Report on water produced per month versus water billed to determine water losses;
- [d] That Vacancy Report must add when posts will be advertised, progress on interviews and projected time to fill vacancies;
- [e] The Report on Masterplans timeline and progress;
- [f] That the Report on progress to recover water and sewerage pumps from SNR, first report due at Mayoral;
- [g] The Report on action taken to address challenges in the department;
and
- [h] The Report on funding applications submitted and progress/outcome.

File Number: 9/1/2/1

Execution: Manager: Water & Sewer

**IS02/08/25 REPORT ON THE SEDGEFIELD DESALINATION PLANT & KNYSNA
REVERSE OSMOSIS PLANT**

UNANIMOUSLY RECOMMENDED

- [a] That Council note the report on the Sedgfield Desalination Plant and the Knysna Reverse Osmosis Plant;
- [b] An investigation to be done conducted in conjunction with MISA to determine the viability of the Knysna Reverse Osmosis Plant; and

- [c] That the Report on alternative water sources be submitted.

File Number: 9/1/2/1

Execution: Manager: Water & Sewer

**IS03/08/25 REPORT OF THE ROADS, TRANSPORT & STORM WATER & BUILDINGS
MAINTENANCE DIVISION (RTSBMD) UP TO JUNE 2025**

UNANIMOUSLY RECOMMENDED

- [a] That the Report on Roads, Transport & Storm & Buildings Maintenance Division (RTSBMD) up to June 2025, be noted;
- [b] That the RAMS report Knysna and Sedgefield's Road conditions be submitted, with recommendations of remedial work required and estimated costs;
- [c] Identify funding sources and report on application progress; and
- [d] That the Report on Vacancy and add when posts will be advertised, progress on interviews and projected time to fill vacancies.

File Number: 9/1/2/1

Execution: Manager: Public Works

**IS04/08/25 CLOSE-OUT REPORT ON COUNCIL EQUIPMENT FROM MESSRS
MEGAFLOW**

UNANIMOUSLY RECOMMENDED

- [a] That Council note no formal close-out report was received from the contractor and that none of the staff involved with the contractor is in the employment of Knysna Municipality;
- [b] That the report regarding Megaflo, be noted;
- [c] That the millwright and electrician positions be filled as per council resolution dated 09/12/2023; and
- [d] That the Close-Out Report on Council Equipment from MESSRS Megaflo be referred for investigation to Internal Audit.

File Number: 9/1/2/1

Execution: Manager Water & Sewer

**IS05/08/25 NATIONAL JOINT DROUGHT COORDINATING COMMITTEE: DROUGHT
STATUS UPDATE: APRIL 2025 (NJDCC)**

UNANIMOUSLY RECOMMENDED

That the National Joint Drought Coordinating Committee Report for April 2025 be noted.

File Number: 9/1/2/1
Execution: Manager Water & Sewer

**ITEMS SUBMITTED TO THE CONTINUATION OF INFRASTRUCTURE SERVICES
COMMITTEE MEETING HELD ON 18 AUGUST 2025**

All items resolved

**ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE
MEETING HELD ON 2 SEPTEMBER 2025**

**IHS01/09/25 SUBMISSION OF THE BUSINESS PLAN FOR 2024/25 FINANCIAL YEAR:
JUNE 2025**

UNANIMOUSLY RECOMMENDED

- [a] That the claims submitted and funds received based on the 2024/25 Housing Business Plan as approved by the Western Cape Department of Infrastructure, be noted; and
- [b] That a comprehensive report on the reasons for not spending the grant funding for projects related to Sedgefield, be submitted to the next Integrated Human Settlements Committee Meeting.

File Number: 9/1/2/15
Execution: Director: Integrated Human Settlements
Project Coordinator

**IHS04/09/25 INTEGRATED HUMAN SETTLEMENTS ECONOMIC IMPACT OF TENDER
53/2024/25**

UNANIMOUSLY RECOMMENDED

That Report in respect of the Economic Impact of T53/2024/25, be noted.

File Number: 9/1/2/15
Execution: Director: Integrated Human Settlements
Project Coordinator

IHS05/09/25 IMPLEMENTATION OF SOCIAL HOUSING PROGRAM IN GREATER KNYSNA

UNANIMOUSLY RECOMMENDED

- [a] That the report on the Implementation of Social Housing within Knysna Municipality, be noted;
- [b] That Council approves the identified sites for potential social housing development and that the Directorate submit regular progress reports to the Committee; and

- [c] That the report on the Implementation of Social Housing Program in Greater Knysna, be referred to a Workshop on a date to be determined by the Speaker.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Manager: Human Settlements

IHS06/09/25 KNYSNA HOUSING SELECTION AND ALLOCATION POLICY

UNANIMOUSLY RECOMMENDED

- [a] That Council notes the content of the revised Housing Selection and Allocation Policy; and
- [b] That the Knysna Housing Selection and Allocation Policy be referred to a Compulsory Workshop for Ward Councillors on a date to be determined by the Speaker.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Manager: Human Settlements

IHS07/09/25 BUDGET 2025/26 WARD BASED ALLOCATIONS: RECTIFICATION, RETAINING WALLS AND WHEELCHAIR RAMPS

UNANIMOUSLY RECOMMENDED

- [a] That Council notes the progress made in identifying the Ward-based projects in Wards 1, 4, 6, 7, and 8;
- [b] That Ward Councillors from Wards 3, 5, and 11 be requested to submit their outstanding priorities to enable project scoping and implementation; and
- [c] That the Directorate continue to engage with Ward Councillors and communities to ensure responsive and needs-based service delivery.

File Number: 9/1/2/15

Execution: Director: Integrated Humans Settlements
Senior Human Settlements Officer: HIS

IHS08/09/25 PROVISION OF LAND FOR A TEMPORARY HOMELESS SHELTER

UNANIMOUSLY RECOMMENDED

- [a] That the Report on the Provision of land for a temporary homeless shelter, be noted;
- [b] That Council initiates a public participation process on its intention to allocate a portion of Municipal land in Heidevallei/Nekkies for the establishment of a temporary homeless shelter on the conclusion of a

Memorandum of Understanding (MOU) with the Greater Knysna Business Chamber; and

- [c] That Council supports the launch of a public awareness campaign to combat the stigma and promote rights-based responses to homelessness.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Manager: Human Settlements

IHS09/09/25 TITLE DEED RESTORATION PROGRAMME (TDRP) FUNDING EXPENDITURE

UNANIMOUSLY RECOMMENDED

- [a] That the Report on the Title Deed Restoration Programme (TDRP) Funding Expenditure, be noted;
- [b] That the total expenditure to date of R3,514,628.70 and the funding shortfall of R6,024,371.30, be noted;
- [c] That Council approves the submission of all required templates and monthly status updates to the Department of Human Settlements;
- [d] That Council ring-fence future TRP funding through dedicated cost centres and apply strict project accounting controls;
- [e] That Internal Audit be mandated to investigate the funding shortfall of R6,024,371.30 and submit a comprehensive report to Council;
- [f] That all necessary steps be taken with regard to consequence management in relation to the shortfall mentioned in [e] above and that a report be submitted to Council, for consideration; and
- [g] That Council approves to repay the shortfall of R6,024,371.30 to Province and that the Director IHS and CFO agree the payment structure.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Manager: Human Settlements

IHS10/09/25 DISPOSAL OF ERF 109, KARATARA FOR HUMAN SETTLEMENTS PURPOSES: MR. BENJAMIN DANIELS

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the alienation of Erf 109, Karatara, be noted;

-
- [b] That in terms of Section 14(6) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Council confirms that Erf 109, Karatara, applied for is a non-exempted capital asset;
 - [c] That in terms of Regulation 5(2) of the Local Government: Municipal Finance Management Act, 56/2003: Municipal Asset Transfer Regulations, 2008, the Municipal Council confirms that Erf 109, Karatara is not a “high value” asset and that a public participation should be followed although not mandatory;
 - [d] That the Municipal Council approves the advertising of the intended alienation of Erf 109, Karatara;
 - [e] That due to the provisions of the Housing Act, Council Waive disposal of Erf 109, Karatara through competitive process (fair market value); and
 - [f] That after the advertising period the matter must be resubmitted to the next section 80 (Integrated Human Settlements).

File Number: 9/1/2/15
Execution: Municipal Manager
Director: Integrated Human Settlements

ITEMS SUBMITTED TO THE GOVERNANCE COMMITTEE MEETING HELD ON 29 SEPTEMBER 2025 (CORPORATE SERVICES)

F&G07/09/25 CANCELLATION OF THE CUSTOMER CARE POLICY & CUSTOMER SERVICES CHARTER

UNANIMOUSLY RECOMMENDED

- [a] That this report on the cancellation of the Customer Care Policy and Customer Service Charter be noted;
- [b] That the Customer Care Policy and Customer Service Charter be cancelled with immediate effect.

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services

F&G08/09/25 KNYSNA MUNICIPALITY POLICY ON COMMUNITY PARTNERSHIPS

UNANIMOUSLY RECOMMENDED

- [a] That the report on the Knysna Municipality Policy on Community Partnerships be noted; and
- [b] That the amendments were made at the workshop on the 16 October 2025 regarding the Knysna Municipality Policy on Community Partnership be, approved.

File Number: 9/1/2/14

Execution: Municipal Manager
Director: Corporate Services

F&G09/09/25 GRANT-IN-AID POLICY REVIEW

UNANIMOUSLY RECOMMENDED

- [a] That the report on the amendment to the existing Grant-In-Aid Policy be noted;
- [b] That the Knysna Municipality Policy on Community Partnership be approved.

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services

F&G10/09/25 POST RETIREMENT MEDICAL AID

UNANIMOUSLY RECOMMENDED

- [a] That the report regarding the payment of a continued medical benefit to staff members who have 10 years of service and terminate their services due to ill health and retirement be referred to a workshop for discussion, prior to the next Mayoral Committee Meeting; and
- [b] That the additional information that was discussed at the workshop be presented to Council in a formal supplementary report.

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services

F&G11/09/25 MANDATE: COLLECTIVE AGREEMENT ON CONDITIONS OF SERVICE FOR THE WESTERN CAPE DIVISION OF THE SALGBC

UNANIMOUSLY RECOMMENDED

- [a] That Council notes the letter from SALGA requesting a mandate for proposed amendments to the Collective agreement on conditions of service for the western cape division of the SALGBC;
- [b] That Council support the following amendments as proposed in the communication from the SALGA on the following two clauses:

Clause 11.3

In the event that an employee retires at the age of 65 and does not meet the long service threshold depicted in par 11.1, a pro rata long service benefit will be applicable. This will only apply from 20 years long service and onwards.

To demonstrate:

- Employee has 33 years' service at retirement date.

- The employee should then receive 3/5 of 35 working days. i.e., 21 working days pro rata long service at his retirement date.

Clause 12.6

Employees above the threshold who receive time off in lieu of overtime worked subject to Section 12.4 and who cannot take the time off within 12 months of accrual of such time due to operational requirements, shall be afforded the opportunity to encash such leave at the rate of accrual. The operational requirements must be confirmed in writing by the delegated authority which should include an application to take the leave and refusal.

File Number: 9/1/2/14
Execution: Municipal Manager
Director: Corporate Services

F&G12/09/25 REPORT BACK ON APPLICATION TO LEASE A PORTION OF ERF 1343, KNYSNA (14 CHURCH STREET)

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the leasing of a portion of Erf 1343, Knysna, be noted;
- [b] That the advertising of the intended leasing of a portion of Erf 1343, Knysna to Knysna LPG (PTY) be noted;
- [c] That it be noted that no comments or objections were received during the advertising period;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that the portion of Erf 1343, Knysna, is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That the applicant be responsible for all tariffs and costs related to leasing of a portion of Erf 1343, Knysna;
- [f] That in terms of Section 14(2)(b) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Manager appoint a Registered Professional Valuer to determine the fair market value for the leasing of a portion of Erf 1343, Knysna at the applicant's cost; and
- [g] That the Municipal Manager should be instructed to enter into a market related two (2) year lease agreement with Knysna LPG (Pty) for a portion of Erf 1343, Knysna.

File Number: 7/2/1/2
Execution: Director: Corporate Services
Acting Manager: Legal Services

F&G13/09/25 REPORT BACK ON APPLICATION TO LEASE A PORTION OF ERF 15865, (EDAMENI) KNYSNA

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the leasing of a portion of Erf 15865, Knysna, be noted;
- [b] That the advertising of the intended leasing of a portion of Erf 15865, Knysna to Lasernet Pty Ltd be noted;
- [c] That it be noted that no comments or objections were received during the advertising period;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms a portion of Erf 15865, Knysna is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That in terms of Section 14(2)(b) of the Local Government: Municipal Finance Management Act, 2003, the Municipal Manager appoint a Registered Professional Valuer to determine the fair market value for the leasing of a portion of Erf 15865, Knysna at the applicant's cost;
- [f] That the applicant be responsible for all tariffs and costs related to the leasing of a portion of Erf 15865, Knysna; and
- [g] That the Municipal Manager should be instructed to enter into a market related lease agreement with Lasetnet Pty Ltd for a portion of Erf 15865, Knysna.

File Number: 7/2/1/2

Execution: Director: Corporate Services

F&G14/09/25 REPORT BACK ON APPLICATION TO LEASE A PORTION OF ERVEN 1339, 1340 & 1342 KNYSNA ADJACENT ERF 1323 KNYSNA (METELERKAMP)

UNANIMOUSLY RECOMMENDED

- [a] That the report back and annexure's regarding the leasing of portion of Erven 1339, 1340 & 1342 Knysna adjacent to Erf 1323 Knysna be noted,
- [b] That the advertising of the intended leasing of the portions of erven 1339, 1340 and 1342, Knysna to the owners of Erf 1323, Knysna be noted;
- [c] That it be noted no comments or objections were received during the advertising period;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms portions of erven 1339, 1340 and 1342 Knysna

are deemed not needed to provide the minimum level of basic Municipal Services;

- [e] That the leasing of portion of erven 1339, 1340 and 1342 Knysna to the owner of Erf 1323, Knysna be approved;
- [f] That it be a condition of the lease agreement that the public may not be prohibited from accessing or using the property;
- [g] That the Municipal Manager be instructed to enter into a 25-year lease agreement with the owners of Erf 1323, Knysna; and
- [h] That the monthly rental for a portion of Erf 1316, Knysna be R 4 000.00 per month with an 8% annual escalation as determined by CDV Waardeerders Valuers.

File Number: 7/2/1/2
Execution: Director: Corporate Service
Acting Manager: Legal Services
Acting Head: Properties

**F&G15/09/25 REPORT BACK ON APPLICATION TO LEASE A PORTION OF THE
REMAINDER OF ERF 1692, SEDGEFIELD – VINK INVESTMENTS PTY LTD
(SEDFIELD SUPERSPAR)**

UNANIMOUSLY RECOMMENDED

- [a] That the report back and annexure's regarding the request for lease agreement on a portion of the remainder of Erf 1692, Sedgfield adjacent to erven 4970 and 160, Sedgfield, be noted; and
- [b] That comments be sought from the Planning Directorate with regard to the request for a lease agreement on a portion of the remainder of Erf 1692, Sedgfield, prior to the Mayoral Committee Meeting scheduled for 16 October 2025.

File Number: 7/2/1/2
Execution: Municipal Manager
Director: Corporate Services

**F&G16/09/25 REPORT BACK ON APPLICATION TO PURCHASE A PORTION OF ERF
1339, KNYSNA – KINETIC CATAMARANS SA**

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the alienation of a portion of Erf 1339, Knysna, be noted;
- [b] That the advertising of the intended alienation of a portion of Erf 1339, Knysna to the owner of Erf 3416, Knysna be noted;
- [c] That it be noted that no comments or objections were received during the advertising period;

- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms a portion of Erf 1339, Knysna is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That the Municipal Manager should be instructed to appoint a Registered Professional Valuer to determine the fair market value of the portion of Erf 1339, Knysna, the cost should be for the applicant; and
- [f] That the Municipal Manager should be instructed to enter into a market related sale agreement with the owner of Erf 3416, Knysna Kiwisaffa Alliance Pty Ltd for a portion of Erf 1339, Knysna.

File Number: 7/2/1/2
Execution: Municipal Manager
Director: Corporate Services
Acting Head: Properties

F&G17/09/25 REPORT BACK ON APPLICATION TO PURCHASE A PORTION OF ERF 2742, KNYSNA ADJACENT TO ERVEN 2609, 9765 AND 9766, KNYSNA

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the alienation of a portion Erf 2742, Knysna, be noted;
- [b] That the advertising of the intended alienation of a portion of Erf 2742, Knysna adjacent to erven 2609, 9765 & 9766, Knysna;
- [c] That it be noted that no comments or objections were received during the advertising period;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms a portion of Erf 2742, Knysna is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That the Municipal Manager should be instructed to appoint a Registered Professional Valuer to determine the fair market value of a Portion of Erf 2742, Knysna, the cost should be for the applicant; and
- [f] That the Municipal Manager should be instructed to enter into a market related sale agreement with Phillip Johannes Kapp for a portion of Erf 2742.

File Number: 7/2/1/2
Execution: Municipal Manager
Director: Corporate Services
Acting Head: Properties

F&G18/09/25 REPORT BACK ON APPLICATION TO PURCHASE A PORTION OF ERF 14077, (RHOBLOLO) KNYSNA ADJACENT TO ERVEN 21100 & 21101, KNYSNA

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the alienation of a portion Erf 14077, Knysna, be noted;
- [b] That the advertising of the intended alienation of a portion of Erf 14077, Knysna to the owner of erven 21100 and 21101, Knysna be noted;
- [c] That it be noted that no comments or objections were received during the advertising period;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms a portion of Erf 14077, Knysna is deemed not needed to provide the minimum level of basic Municipal Services;
- [e] That the Municipal Manager should be instructed to appoint a Registered Professional Valuer to determine the fair market value of a Portion of Erf 14077, Knysna, the cost should be for the applicant; and
- [f] That the Municipal Manager should be instructed to enter into a market related sale agreement with the owner of erven 21100 and 21101, Knysna Thembaletu Xolani for a portion of Erf 14077, Knysna.

File Number: 7/2/1/2

Execution: Municipal Manager
Director: Corporate Services
Acting Head: Properties

F&G19/09/25 REPORT BACK ON APPLICATION TO PURCHASE A PORTION OF ERF 11336, (HORNLEE) KNYSNA ADJACENT TO ERF 20386, KNYSNA

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the alienation of a portion Erf 11336, Knysna, be noted;
- [b] That the advertising of the intended alienation of a portion of Erf 11336, Knysna to the owner of Erf 20386, Knysna be noted;
- [c] That it be noted that no comments or objections were received during the advertising period;
- [d] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms a portion of Erf 11336, Knysna is deemed not needed to provide the minimum level of basic Municipal Services;

- [e] That the Municipal Manager be authorised to appoint a Registered Professional Valuer to determine the fair market value of a Portion of Erf 11336, Knysna, the cost should be for the applicant; and
- [f] That the Municipal Manager be authorised to enter into a market related sale agreement with the owner of Erf 20386, Knysna for a portion of Erf 11336, Knysna.

File Number: 7/2/1/2
Execution: Municipal Manager
Director: Corporate Services
Acting Head: Properties

F&G20/09/25 APPLICATION TO EXTEND THE LEASE AGREEMENT OF VTC SUPPLIES AND SERVICES – ON A PORTION OF ERF 18842, KNYSNA, FECHTER STREET, INDUSTRIAL AREA (PREVIOUSLY, ERF 4561, KNYSNA)

UNANIMOUSLY RECOMMENDED

- [a] That the report and annexure's regarding the request for the renewal of the lease agreement between Knysna Municipality and VTC for the leasing of a portion of Erf 18842, Knysna, be noted,
- [b] That in terms of Section 14(2)(a) of the Local Government: Municipal Finance Management Act, 2003, and on reasonable grounds, the Municipal Council confirms that the area in question, on a portion of Erf 18842, Knysna, is deemed not needed to provide the minimum level of basic Municipal Services;
- [c] That the Municipal Manager advertise the intended leasing of a portion of Erf 18842, Knysna for a period of 3 years and 9 months (three years and nine months), to be used to park heavy vehicles;
- [d] That a market-related tariff be determined;
- [e] That the applicant be responsible for all costs related to the application and leasing of a portion of Erf 18842, Knysna; and
- [f] That a follow up item be submitted after the public participation process.

File Number: 7/2/2/1
Execution: Director: Corporate Services

ITEMS SUBMITTED TO THE FINANCE COMMITTEE MEETING HELD ON 13 OCTOBER 2025(FINANCE ITEMS)

F&G01/10/25 INSURANCE PORTFOLIO REPORT- 2025/2026

UNANIMOUSLY RECOMMENDED

That Council takes note of the Insurance Portfolio for the 2025/26 financial year.

File Number: 9/1/2/10
Execution: Director: Financial Services
Manager: Assets and Liability Management

F&G02/10/25 REPORT ON IRREGULAR EXPENDITURE: SCARCE SKILLS ALLOWANCE

UNANIMOUSLY RECOMMENDED

- [a] That the report on Irregular Expenditure: Scarce Skills Allowance, be noted;
- [b] That the status quo for current employees on the implementation on basic salary remains as is, as this effects critical departments, and that the policy be implemented for new employees going forward;
- [c] That the Irregular Expenditure: Scarce Skills Allowance for the financial year 2023/2024 and 2024/2025 be referred to MPAC for further investigation;
- [d] That no steps be implemented in recovering the irregular expenditure, until MPAC has done its investigations;
- [e] That MPAC report back to Council on any matters where officials have paid back irregular expenditure in connection with the scarce skills allowance; and
- [f] That the policy to review the process should commence.

File Number: 9/1/2/10
Execution: Director: Financial Services

F&G03/10/25 QUARTERLY INSURANCE REPORT – QUARTER 4 OF 2024/2025

UNANIMOUSLY RECOMMENDED

That the Quarterly Insurance Report for quarter 4, ending June 2025, be noted.

File Number: 9/1/2/10
Execution: Director: Financial Services

F&G04/10/25 QUARTERLY SUPPLY CHAIN MANAGEMENT REPORT 01 APRIL 2025 – 30 JUNE 2025

UNANIMOUSLY RECOMMENDED

- [a] That the Fourth Quarter report for implementation of the Supply Chain Management for the period 1 April 2025 to 30 June 2025, be noted;
- [b] That Council note all the irregular and deviation expenditure and inform MPAC to investigate all the Irregular Expenditure of the fourth quarter for the 2024/25 financial year;

- [c] That MPAC investigate all the irregular expenditures as a result of poor planning with deliberate intentions to contravene the SCM process of the Municipality and enforce consequence management;
- [d] That SCM submit an item to MPAC on irregular expenditure for consideration and approval of Council; and
- [e] That MPAC submit quarterly progress reports and feedback on matters considered for condonation as unavoidable expenditure.

File Number: 9/1/2/10

Execution: Director: Financial Services

F&G05/10/25 MONTHLY BUDGET STATEMENT – JULY 2025

UNANIMOUSLY RECOMMENDED

- [a] The Finance and Governance Committee notes the Section 71 Monthly Budget Statement as at 31 July 2025;
- [b] The Finance and Governance Committee notes that the Section 71 Monthly Budget Statement as at 31 July 2025 was submitted to the Executive Mayor, the National Treasury and the Western Cape Provincial Treasury on 14 August 2025, being the 10th working day after the end of July 2025; and
- [c] The Finance and Governance Committee notes that the Section 71 Monthly Budget Statement as at 31 July 2025 has been published on the municipal website.

File Number: 9/1/2/10

Execution: Director: Financial Services

F&G06/10/25 PROVINCIAL TREASURY ASSESSMENT OF THE 2025/2026 MTREF BUDGET

UNANIMOUSLY RECOMMENDED

That the Section 80 Finance and Governance Committee note the Provincial Treasury Assessment of the 2025/2026 MTREF Budget.

File Number: 9/1/2/10

Execution: Director: Financial Services

F&G07/10/25 MONTHLY BUDGET STATEMENT – AUGUST 2025

UNANIMOUSLY RECOMMENDED

- [a] The Finance and Governance Committee notes the Section 71 Monthly Budget Statement as at 31 August 2025;
- [b] The Finance and Governance Committee notes that the Section 71 Monthly Budget Statement as at 31 August 2025 was submitted to the Executive Mayor, the National Treasury and the Western Cape

Provincial Treasury on 12 September 2025, being the 10th working day after the end of August 2025; and

- [c] The Finance and Governance Committee notes that the Section 71 Monthly Budget Statement as at 31 August 2025 has been published on the Municipal Website.

File Number: 9/1/2/10
Execution: Director: Financial Services

F&G08/10/25 VIREMENT REPORT – 2025/26 AUGUST 2025

UNANIMOUSLY RECOMMENDED

- [a] That the Section 80 Finance and Governance Committee notes the item; and
- [b] That all Virements processed as at 31 August 2025 be noted.

File Number: 9/1/2/10
Execution: Municipal Manager
Director: Financial Services

ITEMS SUBMITTED TO THE SPECIAL PLANNING, ECONOMIC DEVELOPMENT AND TOURISM COMMITTEE MEETING HELD ON 13 OCTOBER 2025

SP01/10/25 PARTICIPATION IN THE VAKANTIEBEURS TRADE & CONSUMER SHOW AND NORTH EUROPE ROADSHOW, NETHERLANDS

UNANIMOUSLY RECOMMENDED

- [a] That the report for Visit Knysna attend Vakantiebeurs Trade & Consumer Show in the Netherlands from 07 – 11 January 2026 followed by “Come find your joy” North Europe Roadshow from 13 – 22 January 2026, be noted; and
- [b] That it be noted that the South African Tourism has approved and made provision for two representatives from Knysna to attend and participate Vakantiebeurs Trade & Consumer Show in the Netherlands from 07 – 11 January 2026 followed by “Come find your joy” North Europe Roadshow from 13 – 22 January 2026.

File Number: 9/1/2/13
Execution: Director: Planning, Economic Development & Tourism

8. REPORTS SUBMITTED DIRECTLY TO THE MAYORAL COMMITTEE

M01/10/25 PROJECTS PROGRESS REPORT – MAY 2025 TO JUNE 2025

UNANIMOUSLY RECOMMENDED

That the Projects Progress Report for the period May 2025 to June 2025, be noted.

File Number: 9/1/2/1
Execution: Manager: PMO

**M02/10/25 ELECTRICAL & MECHANICAL DEPARTMENT CAPITAL PROJECT
REPORT FROM MAY TO JUNE 2025**

UNANIMOUSLY RECOMMENDED

That the contents of the Electrical & Mechanical Department Capital Project report from May to June 2025, be noted.

File Number: 9/1/2/1
Execution: Manager: PMU

**M03/10/25 ELECTRICAL & MECHANICAL SERVICES KNYSNA MUNICIPAL FLEET
FROM MAY AND JUNE 2025**

UNANIMOUSLY RECOMMENDED

[a] That the Report on the Electrical & Mechanical Services Knysna Municipal Fleet from May and June 2025, be noted.

[b] That old vehicles be disposed of by auction and that new vehicles be purchased or leased.

File Number: 9/1/2/1
Execution: Manager: Electro Technical

**M04/10/25 REPORT ON PROCUREMENT PLAN FOR INFRASTRUCTURE CAPITAL
PROJECTS**

UNANIMOUSLY RECOMMENDED

[a] That Council notes the procurement plan for 2025/2026 financial year; and

[b] That Council consider auction old vehicles then hire or buy new vehicles.

File Number: 9/1/2/1
Execution: Manager: PMU

**M05/10/25 REPORT ON PUMPS, PRE-PAID WATER METERS, LEAKS AND
GROENVLEI PUMPS**

UNANIMOUSLY RECOMMENDED

That the report regarding Report on Pumps, Pre-paid Water meters, Leaks and Groenvlei pumps, be noted.

File Number: 9/1/2/1
Execution: Manager: Water & Sewer

M06/10/25 REVISION OF MIG DPIP FOR 2025/2026 FINANCIAL YEAR

UNANIMOUSLY RECOMMENDED

That Council approves the final 2025/2026 Municipal Infrastructure Grant (MIG) Detailed Project Implementation Plan (DPIP) for submission to the Department of Cooperative Governance (CoGTA).

File Number: 9/1/2/1

Execution: Manager: PMU

13. NEW MATTERS SUBMITTED BY THE MUNICIPAL MANAGER

13.1

C01/10/25	PRESENTATION: DEPARTMENT OF COOPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS (COGTA): APPROVED CWP POLICY
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REPORT FROM THE DIRECTOR: CORPORATE SERVICES

PURPOSE

To facilitate a presentation on the Approved Community Work Programme (CWP) Policy by the Department of Cooperative Governance and Traditional Affairs (COGTA).

DISCUSSION

A presentation will be made by the Department of Cooperative Governance and Traditional Affairs (COGTA).

RECOMMENDATION OF THE MUNICIPAL MANAGER

That the presentation regarding the approved Community Work Programme (CWP) policy, be noted.

APPENDIX / ADDENDUM

Annexure A - PowerPoint Presentation

Annexure B - Community Work Programme (CWP) Approved Policy

File Number: 4/3/R

Execution: Director: Corporate Services
Manager: Public Participation



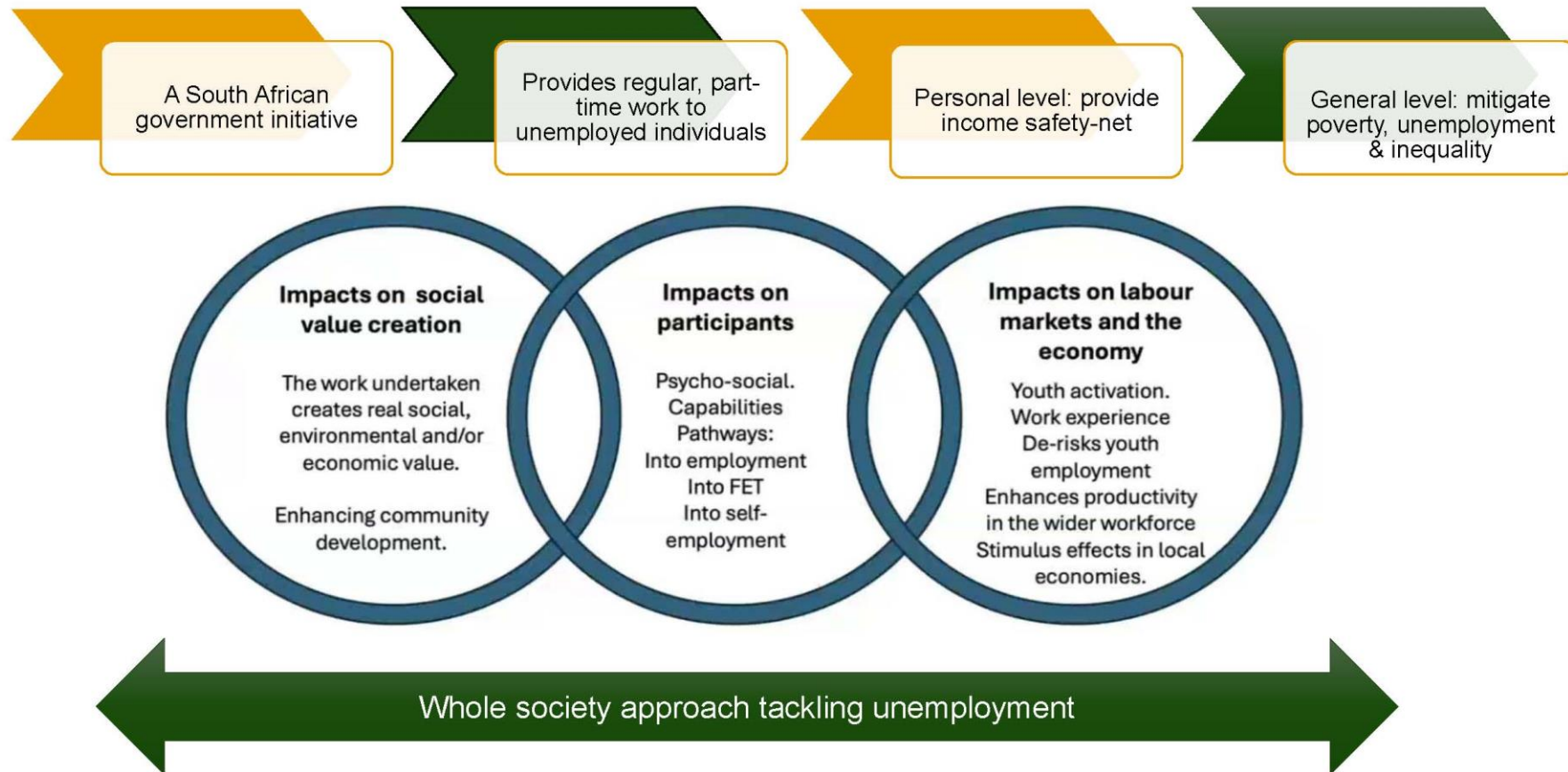
cooperative
governance

Department:
Cooperative Governance
REPUBLIC OF SOUTH AFRICA

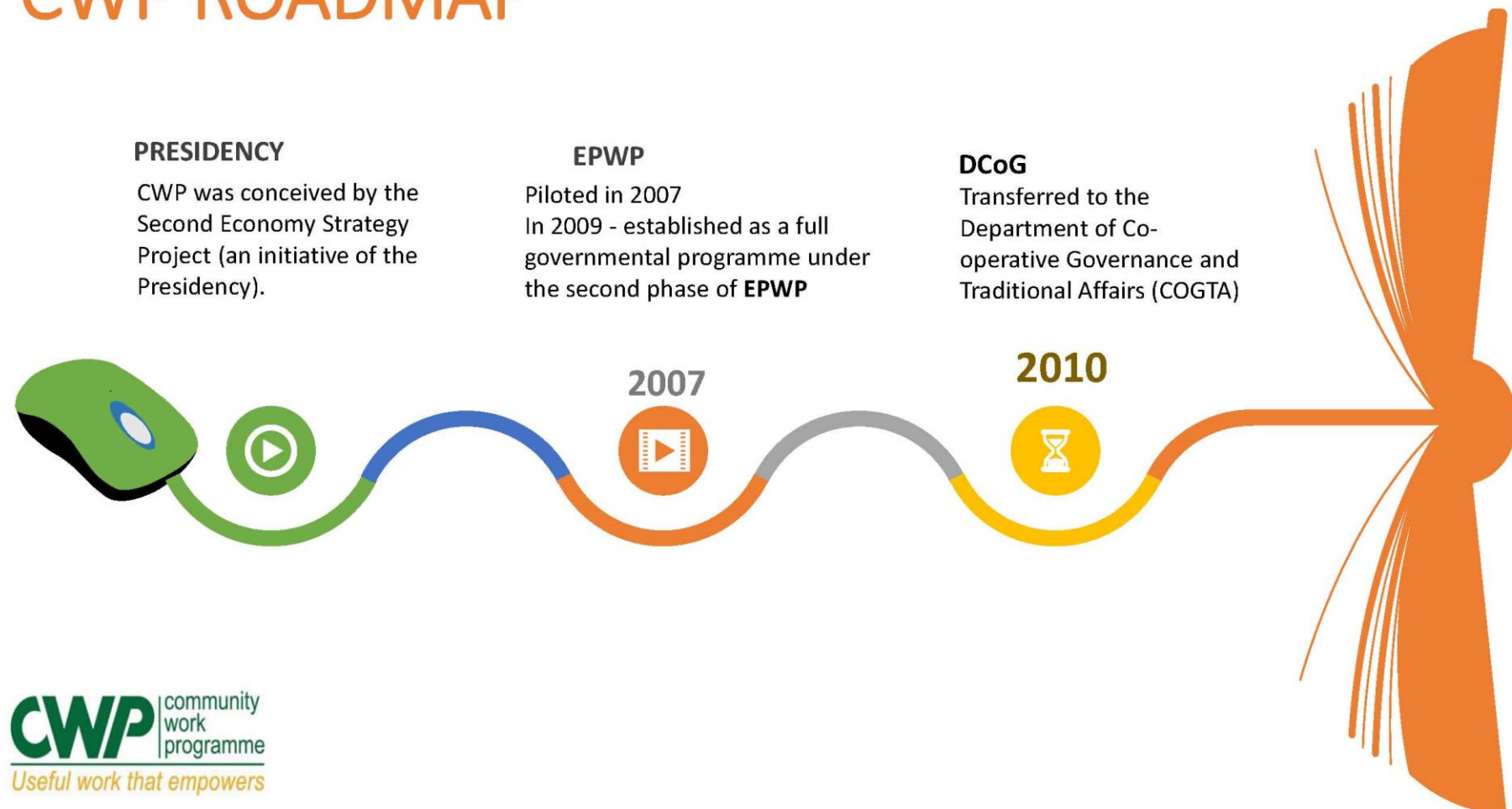
CWP NEW POLICY PRESENTATION

30 OCTOBER 2025
Presented by: Naym Daniels

What Is CWP?



CWP ROADMAP



CWP PERFORMANCE SINCE 2009



The data is based
on existing
sources

A large, solid yellow arrow pointing downwards, indicating a flow from the data sources to the management decision.

About 1.5 million participants in CWP since 2009
About 255 000 participants currently in CWP
About 800 000 participants have received training
About 30 000 CWP participants have successfully transitioned to mainstream employment
CWP has benefitted about 2 500 communities across South Africa since 2009
Government has invested over R12 billion (+ - 50% used for participants' salaries) during this period

Management Decision in 2022: need for change



District	Original Allocation	Adjusted Allocation	Difference
City Of Cape Town	3000	2 250	750
Cape Winelands	3000	2750	250
West Coast	2700	2600	100
Overberg	2500	2250	250
Central Karoo	2000	1750	250
Garden Route	4300	3850	450
Total	17500	15 450	2 050

Provincial Participant Allocation

We have a crisis of missing jobs.

The inconvenient truth:

For the foreseeable future, large numbers of people willing and able to work will not be absorbed into the labour market

– **no matter how hard they look for work.**

Growth alone will not fix this problem
in a context in which 1% growth = c 110,000 jobs.

Just 8,7% of
unemployed people
actively looking for work
are absorbed into the
labour market each year.
(StatsSA)



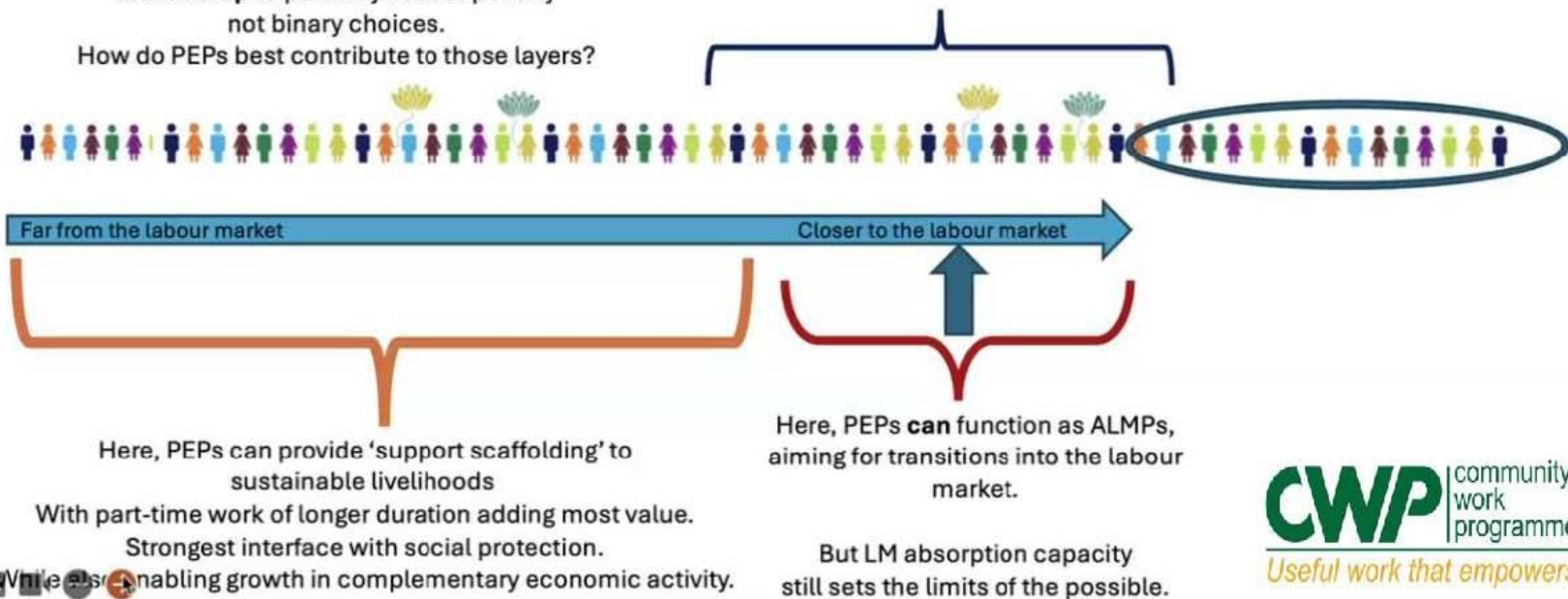
We need to design interventions that enable economic participation and inclusion even when there are no private sector jobs.
PEPs are vital in this regard.

CWP | community
work
programme
Useful work that empowers

This has implications for PEP Strategy

And yes, we also need continued social assistance... the SRD Grant at least.
That is foundational.
But people aspire to greater economic inclusion than this.
We need to think in terms of **foundations and layers** of support that **add up** to pathways out of poverty not binary choices.
How do PEPs best contribute to those layers?

There is some scope for viable SMEs
Low as success rates are...
Work experience in PEPs can strengthen that outcome

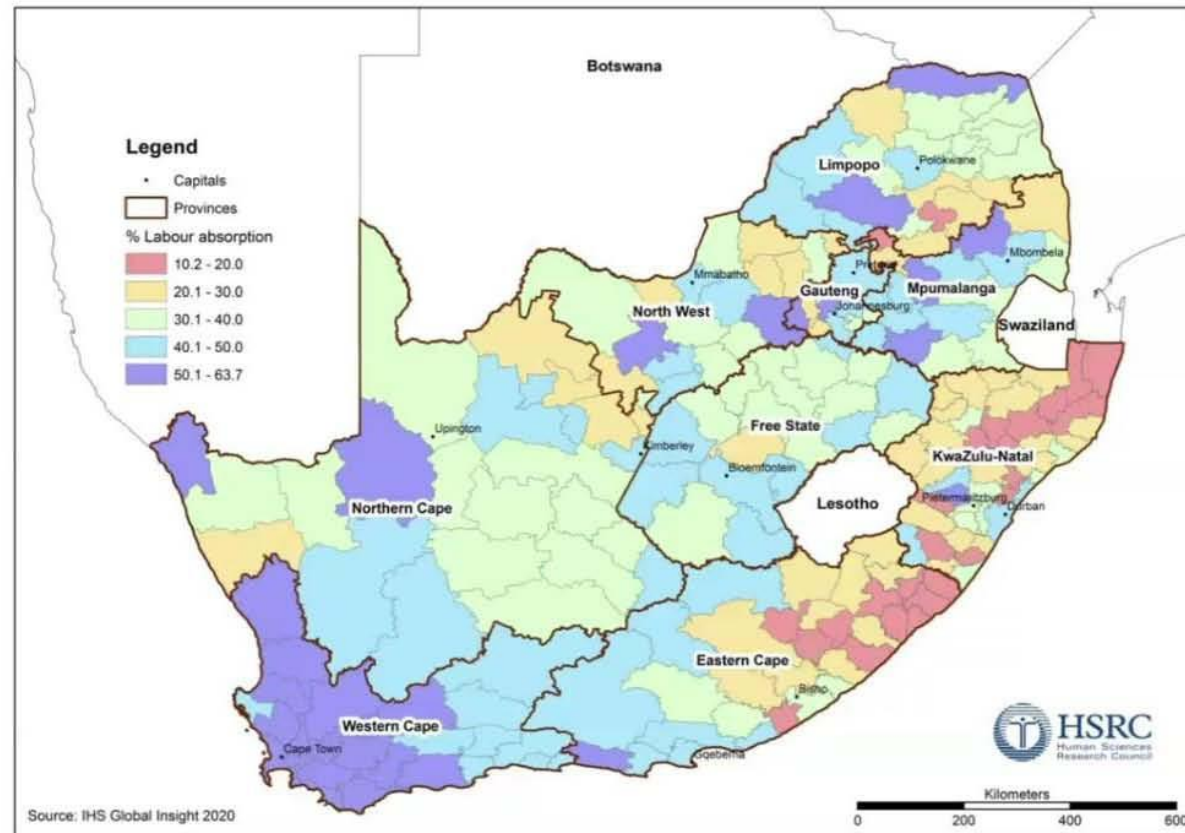


CWP community work programme
Useful work that empowers

Averages distort.

The scope for different types of transitions varies significantly across the country.

“Success” cannot be measured against a standard benchmark.



Supporting transitions from PEPs Requires deliberate design and layered support



Into employment.

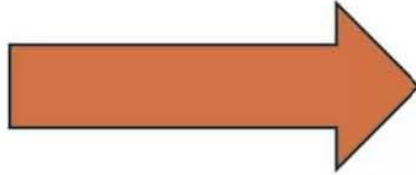
Yes, barriers can be removed and chances of getting a job increased from work experience and skills in PEPs. But constrained demand for labour limits this pathway. It is primarily a demand side challenge: not a failure of support programmes.

Here, 8,7% is the benchmark to beat.



Into livelihood activity and self-employment

No silver bullet: but there are opportunities to optimize – and potential for PEPs to provide new modalities of support – at new levels of scale.



Into further education or training.

Many learn that they want to learn more.



Social protection

With social protection needed for those who can't find other pathways forwards. Because not everyone will transition onto an upward trajectory - or not immediately.



Purpose of the New Policy



Better targeting income-constrained individuals from vulnerable groups and marginalised communities and providing them with relevant experience, skills, knowledge and resources as well as properly aiding their socio-economic upliftment.

INDIVIDUAL



Empowering marginalised communities so that they can facilitate the delivery, maintenance and repair of public assets, services and infrastructure in their respective areas.

COMMUNITY

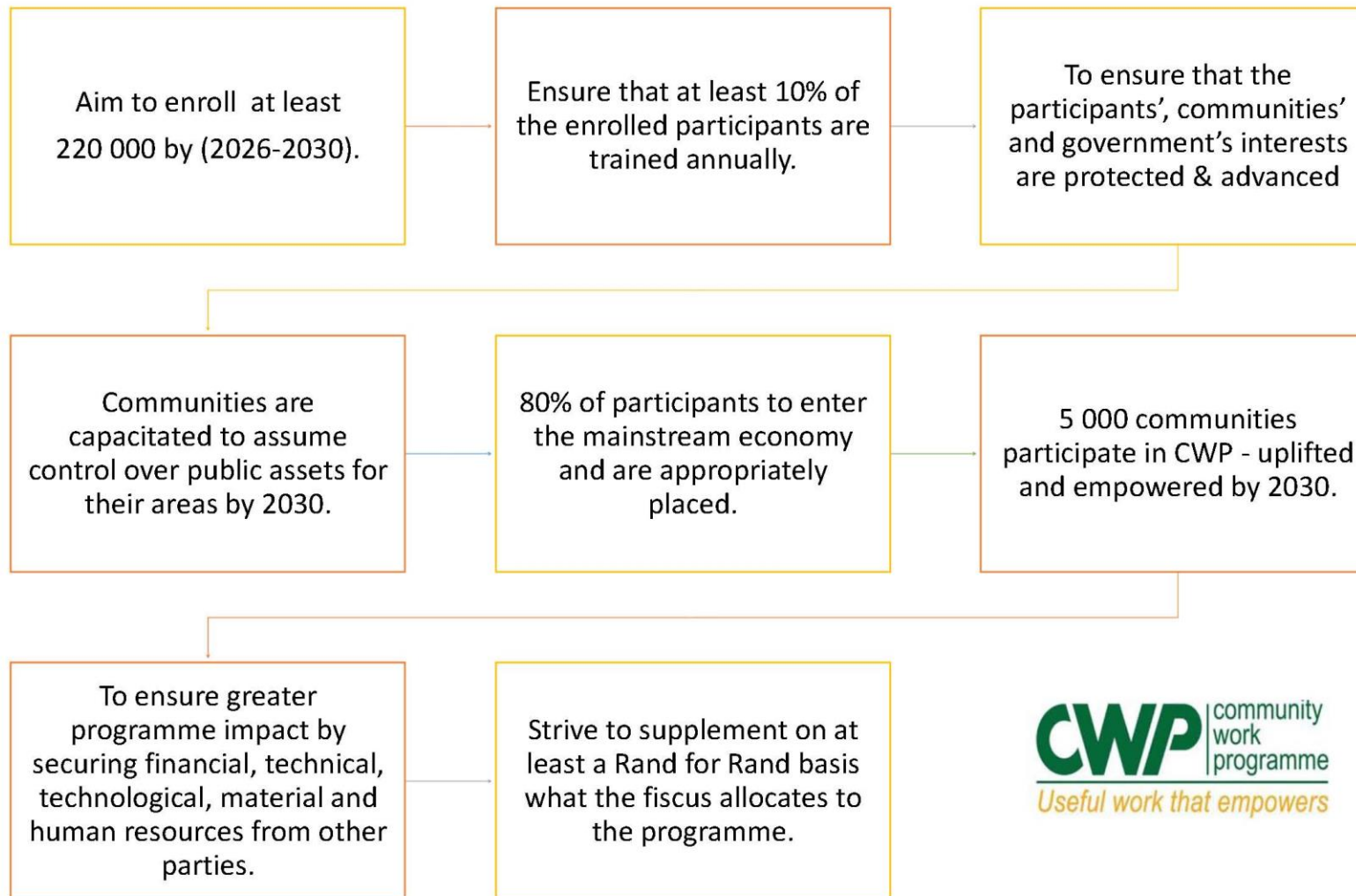


Ensuring the programme's sustainability and improved impact through partnerships with and additional resourcing from entities inside and outside government.

PARTNERSHIP

GOALS

Safety Net	Establish an economic safety net for income-constrained individuals from vulnerable groups and marginalized communities
Monthly Stipend	Provide a temporary monthly stipend to them, particularly where normal work and business opportunities are either scarce or non-existent
LED Projects	Facilitate the social and economic inclusion, upliftment and empowerment of vulnerable groups and marginalised communities through LED projects;
Public Assets	Contribute to delivering, maintaining and repairing public assets, services and infrastructure; and,
Developmental Outcomes	Achieve developmental outcomes in general and improve community involvement in particular.



OBJECTIVES

ELIGIBILITY FOR CWP PARTICIPANTS

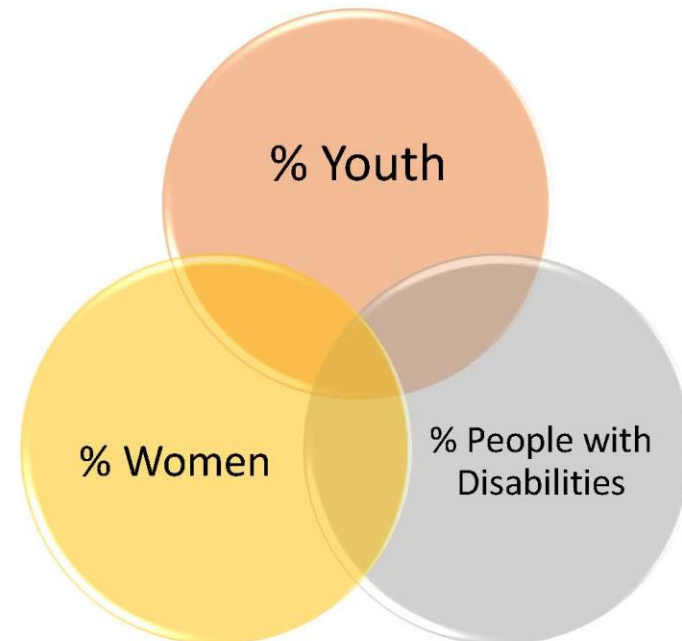
ESSENTIAL CRITERIA

Unemployed or Underemployed
Aged between 18 & 60

Total monthly income not exceeding minimum wage
Not receiving UIF benefits

Provable SA citizenship
Marginalised Communities/vulnerable groups

TARGETED CATEGORIES





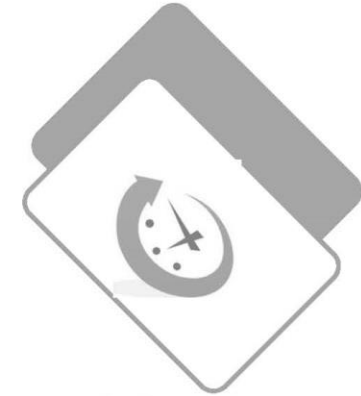
**Initial intake
will be for 5
years**



**Participants
encouraged to
leave CWP
before 5 years
is completed**



**CWP MUST provide
participants with relevant
experience, skills,
knowledge, resources
and opportunities to enter
the mainstream
economy.**

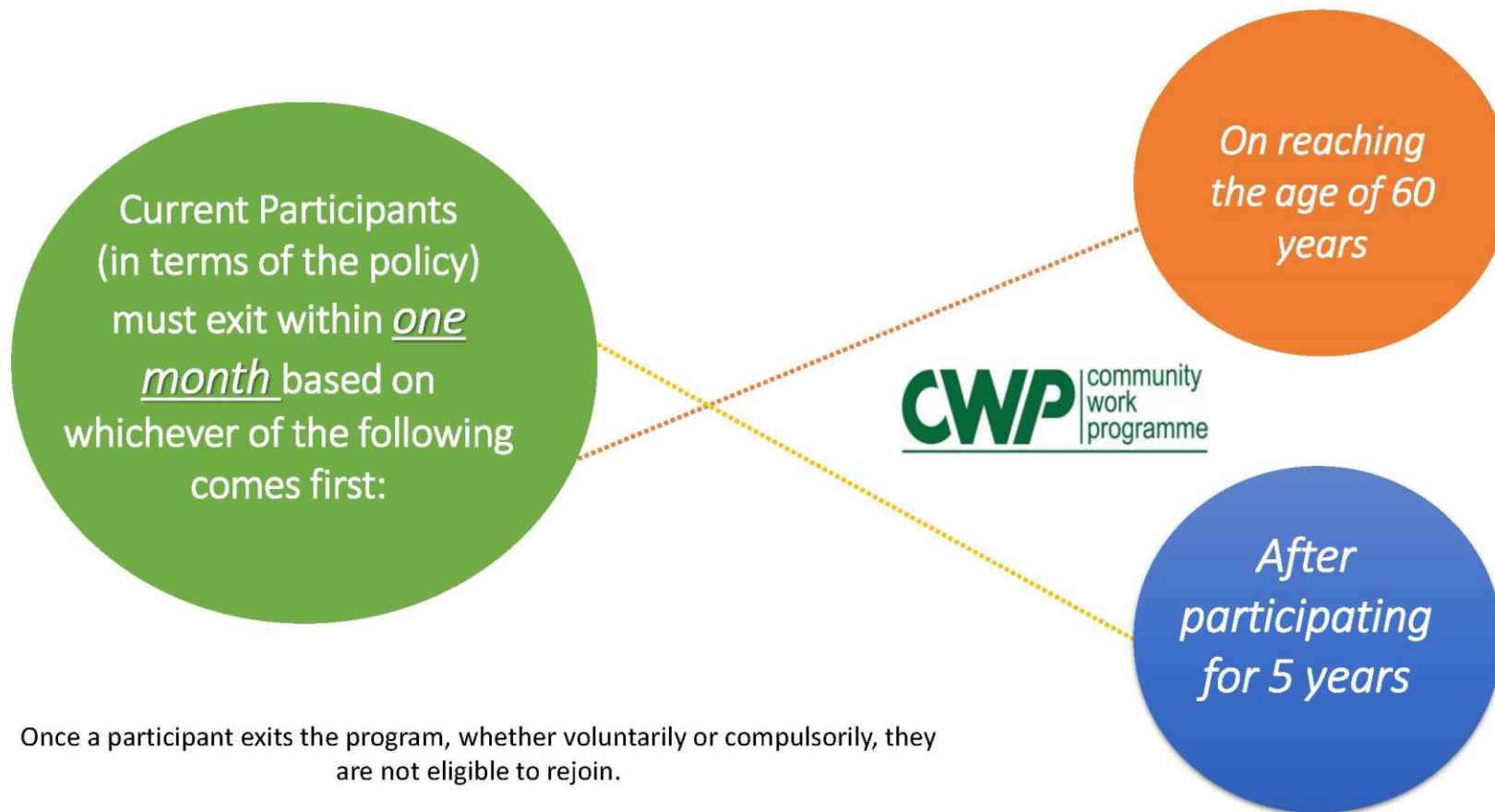


**Automatic
exiting after
5 years**



NEW PARTICIPANTS

Those to be enrolled in terms of the new policy



EXITING PARTICIPANTS

Community Development Partner (CDP)



Refers to an individual or entity that can facilitate, equip and or finance

Community Innovation Fund (CIF)



The CIP will provide financial support to develop and or implement creative solutions to local challenges or to enhance community well-being.



Sewage collection, treatment, and disposal systems

Useful work that empowers



CWP Municipal Unit



CWP must be institutionalised at the local level through municipalities establishing dedicated CWP Municipal Units or dedicate a resource for CWP implementation and coordination.



They must ensure an enabling environment for the success of CWP projects.



Municipalities, through their CWP Units or individual resources, must ensure that they align the proposed projects with their respective municipal service delivery plans.



They must be represented on all LSCs in their jurisdictions.



They must encourage communities to propose and trial innovative ideas to improve service delivery in their areas.

LOCAL STAKEHOLDER COMMITTEES (LSC)



CWP MUNICIPAL UNIT

All LSCs must include representation from the CWP Municipal Unit and the relevant community members as well as IAs



ADDITIONAL MEMBERS

LSCs may additionally comprise other resourceful stakeholders



CHAIRPERSON

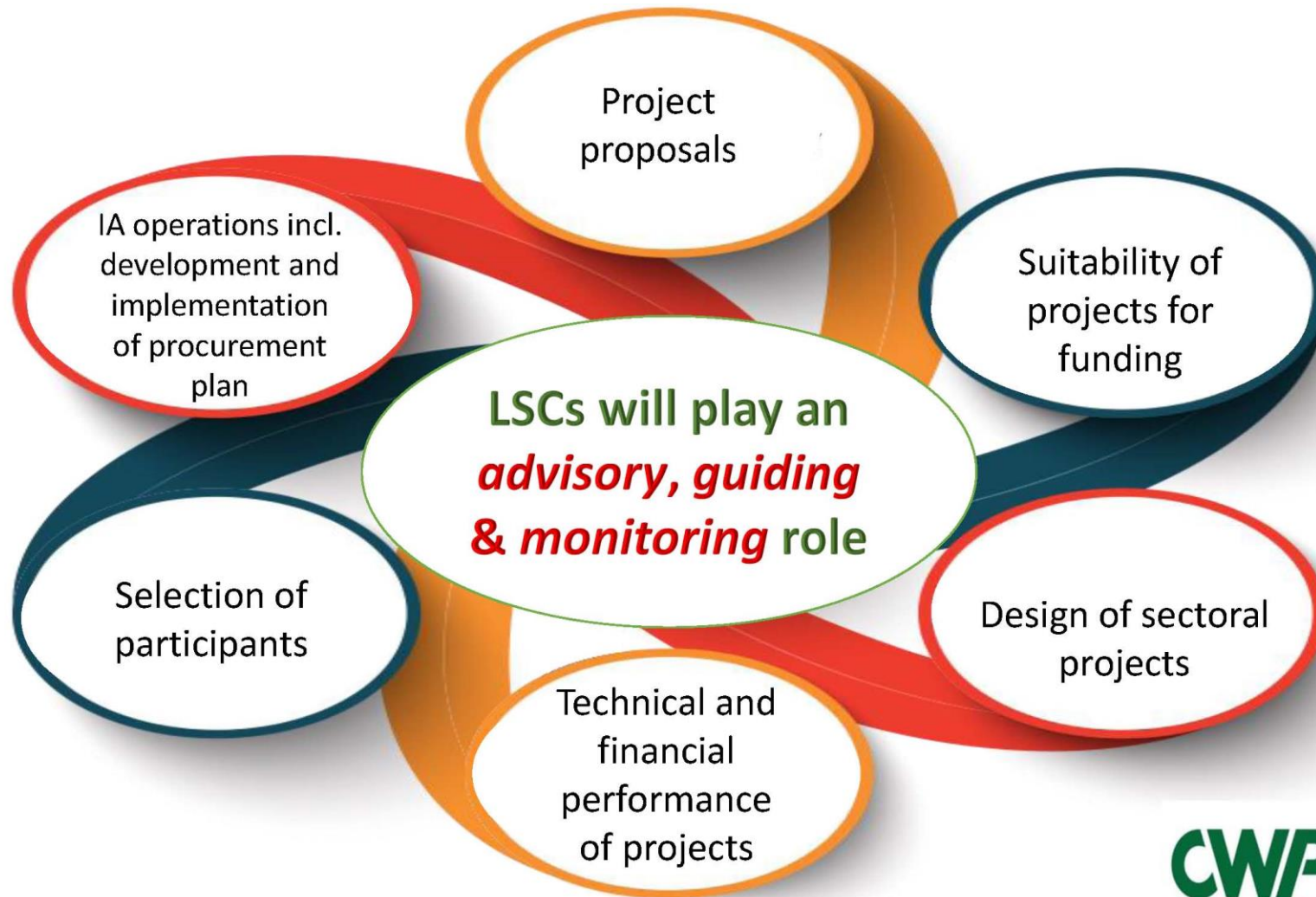
The CWP municipal champion or Portfolio Head or a nominated community member must preferably Chair the LSCs in their area



REPORTING

LSCs will report to the respective CWP Municipal Units





ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025



Provincial Coordinator: Naym Daniels

Cell: 066 222 4366

Email: Daniels.naym@gmail.com

CWP | community
work
programme
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ANNEXURE B



**cooperative
governance**
Department:
Cooperative Governance
REPUBLIC OF SOUTH AFRICA

cwp | community
work
programme

COMMUNITY WORK PROGRAMME

POLICY (2025-2030)

APPROVED BY:

HON MR VELENKOSINI HLABISA

MINISTER OF COGTA

APPROVED ON:

20 September 2025

Community Work Programme Policy (2025-2030)

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EXECUTIVE SUMMARY

The Community Work Programme (CWP) is a South African government poverty alleviation programme currently managed by the Department of Cooperative Governance (DCoG) as its Programme 5, and which it implements jointly with stakeholders via Local Stakeholder Committees (previously, Local Reference Committees). Given the current government-wide review of all such programmes, this custodianship and or mandate may change.

CWP was initially a sub-programme of the Expanded Public Works Programme (EPWP). Through a Memorandum of Understanding (MoU) with EPWP, in 2007 it was piloted as a fully-fledged government programme. This arrangement was formalised in 2009. CWP was designed as an economic safety net by providing a temporary monthly stipend to income-constrained individuals for doing what might be termed “community work”. This then also allowed them to gain valuable experience and skills for income-generating opportunities beyond the programme.

It has become necessary to repurpose CWP in view of external and internal challenges.

Externally, mention must be made of the impact of Covid-19, a series of natural disasters in various parts of the country, rampant electricity disruptions, the unchecked increase in the rate of unemployment and destitution, and the fact that CWP was previously not linked to macro-economic strategies such as the National Development Plan (NDP) and the Economic Reconstruction and Recovery Plan (ERRP).

Internally, mention must be made of the managerial and operational inefficiencies that were identified by successive Auditor-General of South Africa (AGSA) Reports. The government is also determined to deal decisively with inter alia CWP's insufficient institutional capacity; ineffective governance; and, inadequate financial and asset management.

The repurposed CWP aims to address programmatic weaknesses and enhance its impact. It will promote nation building and active citizenry. Central to this is fostering social cohesion that upholds human dignity and national pride. Additionally, it will promote a developmental strategy; increase and more effectively target the enrolment of participants; establish new community development partnerships and strengthen existing ones with both public and private sector entities; ensure that community work is meaningful and integrated with skills development that is focused on artisanal training and entrepreneurship; streamline programme management for efficiency; expedite service and infrastructure delivery; and, lead to sustainable livelihoods, vibrant communities, and Local Economic Development (LED) outcomes.

Community Work Programme Policy (2025-2030)

This policy presents an overview of key requirements that will make CWP succeed. It also recommends an alternative operating model of delivery.

Community Work Programme Policy (2025-2030)

ABBREVIATIONS

AGSA	Auditor-General of South Africa
APP	Annual Performance Plan
CDP	Community Development Partner
CIF	Community Innovation Fund
CoGTA	National Department of Cooperative Governance & Traditional Affairs
CWP	Community Work Programme
DCoG	National Department of Cooperative Governance
EPWP	Expanded Public Works Programme
ERRP	Economic Reconstruction and Recovery Plan
IA	Implementing Agency
IDP	Integrated Development Plan
IUDG	Integrated Urban Development Grant
LED	Local Economic Development
LSC	Local Stakeholders Committee
MIG	Municipal Infrastructure Grant
MSIG	Municipal Systems Improvement Grant
NDP	National Development Plan
NGO	Non-Governmental Organisation
PFMA	Public Finance Management Act
PPP	Public-Private Partnership
SOE	State Owned Entity

Community Work Programme Policy (2025-2030)

GLOSSARY

Administering Department	Refers to the National Government Department that is entrusted with overseeing the programme. Currently (2025), it is the Department of Cooperative Governance.
Community Development Partner	Refers to an individual or entity with which the administering department ordinarily enters into a volunteer-based agreement (Memorandum of Understanding) mainly to facilitate, equip and or finance the whole or part of a CWP project. CDPs include but are not limited to other government departments and entities (including Sector Education and Training Authorities), donor agencies, commercial enterprises, multinational corporations, investors, non-profit organisations, volunteer societies, community based organisations, and non-government organisations. They may also include what are termed SMART Partners.
Community Innovation Fund	Refers to a facility that invests in ideas by individuals, communities, organisations and businesses by providing them with financial support to develop and or implement creative solutions to local challenges or to enhance community well-being.
Community work	Refers to prescribed support to CWP that is provided for a limited period by selected, <u>income-constrained</u> individuals in exchange for a stipend.
District Development Model	Refers to the “One Plan” blueprint to improve socio-economic conditions in an area, and involving all spheres of government working together with participants, communities and other key stakeholders.
Impact Evaluation	Also known as “Summative Evaluation” and conducted at the end of a CWP life-cycle, it refers to an assessment of the programme’s overall effectiveness and whether it had achieved its intended goals.

Community Work Programme Policy (2025-2030)

Implementing Agency	Refers to a legal entity with which, after a fair and transparent public tendering process, the administering department enters into a remuneration-based agreement (Service Level Agreement) to deliver on certain physical or operational components of a CWP project. If, based on an informed assessment, the administering department is of the view that a municipality is fully capable of and adequately resourced to deliver on these components; or, if the programme is experiencing financial constraints, then it (the administering department) may, at its sole discretion, forgo this option of appointing an external IA. The administering department shall also reserve the right to appoint a CDP to fulfil the role of an IA but only if no remuneration is involved.
Implementation Evaluation	Also known as “Formative Evaluation” and conducted during a CWP life-cycle, it refers to an assessment of whether the planned activities and resources are being effectively used to achieve the intended outcomes.
Income-constrained	Refers to a poor person of working age: (a) that is unemployed or underemployed; (b) is not receiving Unemployment Insurance Fund benefits; and, (c) whose total verifiable monthly income, inclusive of any social grants - other than child support grants - and the prospective CWP stipend, does not exceed the legislated minimum monthly wage. This definition ensures prioritisation of economically vulnerable individuals who lack access to regular, sufficient income.
Integrated Development Plan	Refers to the overall approach every municipality has to use, and which shows how it intends to grow and develop the area over a five-year period.
Local Economic Development	Refers to stakeholders in an area working together to improve the quality of life for the individuals and

Community Work Programme Policy (2025-2030)

communities there by creating work and business opportunities for them.

Local Stakeholders Committee Refers to a forum made up of key stakeholders in an area that oversees and guides a CWP project or projects there. Who is regarded as a key stakeholder may vary, and will be determined, area by area or project by project. Following is not a prescribed or definitive list but examples of key stakeholders:

- i. Senior Municipal Official
- ii. Ward Councillor
- iii. Traditional Leader or Community Leader or Elder
- iv. Representative from Neighbourhood Associations
- v. IA and or CDP
- vi. Non-Governmental Organisation Representative
- vii. Local Business Representative
- viii. Advocacy Group Representative
- ix. Academic/Research Institution Representative
- x. Local Police and or Safety Official
- xi. Financial Institution Representative
- xii. Health and or Social Service Provider
- xiii. Labour Union
- xiv. Media Representative

Marginalised community Refers to a group of people living in an area that CWP gives preference to from time to time through Ministerial determination and based on prevailing government priorities and strategies. People living in the following areas will be preferred in 2025-2030:

- i. Rural areas (including but not limited to traditional areas);
- ii. peri-urban areas; and,
- iii. under-served townships, wards and precincts; and, informal settlements.

Community Work Programme Policy (2025-2030)

Minister	Refers to the Minister of the department responsible for administering CWP. Currently (2025), it is the Minister of Cooperative Governance and Traditional Affairs.
Participant	Refers to an individual that is selected for participation in CWP on the following grounds: i. is able to prove their South African citizenship; ii. is aged between 18 and 60 years; iii. is <u>income-constrained</u>; iv. is selected after the application of preferred <u>participant categories</u>; and, v. signs a contract agreeing and committing to specific community work conditions, responsibilities and obligations.
Participant category	Refers to: i. the application of employment equity prescripts (that is, including specific proportions of Blacks, women, and people with disabilities); ii. <u>vulnerable groups</u>; and, iii. <u>marginalised communities</u>.
Period limit	Refers to the maximum duration, as prescribed by the Minister from time to time, that a participant may remain in the programme. The initial prescribed period limit is five years (sixty months).
Project	Refers to a CWP initiative that is delivered at one or more sites in a local or district municipality.
Project category	Based on prevailing government priorities and strategies, the Minister may, from time to time, direct CWP to prioritise certain types of projects. The following project types will be given priority in 2025-2030: i. Ensuring access to clean and safe drinking water; ii. Ensuring reliable domestic electricity supply;

Community Work Programme Policy (2025-2030)

- iii. Ensuring proper sewage collection, treatment, and disposal systems;
- iv. Ensuring effective waste management, including recycling projects;
- v. Ensuring public safety;
- vi. Maintaining and developing local roads and other infrastructure; and,
- vii. Maintaining and developing public amenities, including parks, recreation areas, and libraries.

Site Refers to the location in a local or district municipality where a CWP project is mainly implemented.

Stipend Refers to a fixed, regular payment made into a participant's bank account on a monthly basis, for community work rendered. It is not a wage but a social protection mechanism linked to work opportunities. And, it adheres to the EPWP Ministerial determination on the minimum payment and conditions for work. These payments are tax exempt. Where applicable and viable, the cost of bank charges and funeral insurance as well as the interest rate on any savings will be negotiated in terms of a special dispensation with preferred service providers from time to time.

Sub-site Refers to locations other than the main one in a local or district municipality where a CWP project is implemented.

Vulnerable group Refers to a category of people at risk that the programme targets for inclusion as participants from time to time. Effected through Ministerial determination and based on prevailing government priorities and strategies, CWP will show preference for the following participants in 2025-2030:

- i. youth; and,
- ii. Survivors of gender-based violence.

Community Work Programme Policy (2025-2030)

1. BACKGROUND

- 1.1. The Community Work Programme (CWP) is a government initiative designed to provide monthly stipends - for temporary, part-time community work - to income-constrained South African citizens mainly from vulnerable groups and marginalised communities. The programme does not offer permanent employment or long-term job placements.
- 1.2. To date, CWP has sought, at outcome level, to respond to the three main socio-economic challenges: poverty, unemployment and inequality. The problems associated with these include: high levels of unemployment; lack of access to basic services; underdeveloped infrastructure; skills gap and limited training opportunities; and, social exclusion and inequity.
- 1.3. CWP has, therefore, been trying to address these through various strategies that include the following:
 - 1.3.1. Regular income-generating opportunities (where participants engage in community work on a predictable basis, typically for a few days each month, thereby providing them and their families with a source of income and stability);
 - 1.3.2. Community development (where the work performed often involves maintenance and improvement of public assets, services and infrastructure, thereby benefiting the community as a whole); skills development and training (which includes training components to help participants develop skills that enhance their employability and enable them to transition to more sustainable economic opportunities); community empowerment and involvement (which promotes active community participation by involving local residents in projects that contribute to their own community's development and well-being); and, supplementing local efforts (where participants and communities augment municipality capacity and manpower).
- 1.4. Drawing on international experience and models, CWP was conceived of by the Second Economy Strategy Project (an initiative of the Presidency). After being piloted in 2007, it was officially launched as a scalable, government-funded, community-

Community Work Programme Policy (2025-2030)

based programme in 2009. This was under the second phase of the Expanded Public Works Programme (EPWP).

- 1.5. In 2010, CWP was transferred to the Department of Cooperative Governance and Traditional Affairs (CoGTA). And, in 2014, the Department of Cooperative Governance (DCoG) commenced managing it as Programme 5. This organisational change aimed to integrate CWP more effectively into CoGTA's broader mandate of supporting local government and community development initiatives. Depending on the outcome of the current government-wide review, CWP may still be required to contribute to EPWP's Phase 5 Business Plan which includes a target of five million work opportunities.
- 1.6. CWP currently operates across a large number of urban, peri-urban and rural communities located in areas across the country. And, several thousands of participants are engaged in CWP-linked projects there. The community work typically includes infrastructure maintenance, environmental projects and community services. It is desired that all participants undergo accredited artisanal or other training but budgetary constraints often mean that only a proportion of them do so.

2. PROBLEM STATEMENT

- 2.1. CWP's repurposing is necessitated by external and internal factors that have a bearing on its effectiveness and efficiency.
- 2.2. The administering department cannot control the external factors but a repurposed CWP will help to mitigate these.
 - 2.2.1. Although CWP was launched during a global economic crisis the situation does not seem to have improved since then. It's been a long-run of low economic growth.
 - 2.2.2. South Africa's economy is heavily reliant on imported goods. The significant weakening of the Rand against the United States dollar from R 7.90 in mid-2009 to R 19.15 in mid-2024 has had an increasingly negative effect on the country's economic outlook in general. From 7.1 percent in mid-2009 to 6.8 percent in mid-2024, the country's high inflation rate has not shifted

Community Work Programme Policy (2025-2030)

sufficiently. The period has been characterised by economic instability, which has limited the funds and resources made available to CWP.

- 2.2.3. In mid-2009, South Africa's unemployment rate was approximately 23.8 percent and at the end of Q1, 2025 it was 32.9 percent. This is ominous: if "discouraged worker-seekers" were included in the official definition of "unemployed", the rate would be a much higher 43.1 percent. The most recent increase in the unemployment rate has not been a result of mass lay-offs but the labour force growth outpacing job growth. For Black women, the unemployment rate at the end of the same period was 39.8 percent; and, for young adults, it was 46.1 percent. Not only is there unemployment but also underemployment and misemployment: not only is there skills deficits but also skills mismatches. In this milieu, programmes such as CWP take on added importance. Hence the decision to repurpose it to realise its full potential.
- 2.2.4. Since 2009, the country has been disrupted by natural disasters such as floods, droughts, or severe weather events that have damaged infrastructure, displaced communities, and diverted resources to emergency responses. Some of these were: 2010–2011 floods (Eastern Cape and KZN); 2012–2013 drought (central and northern regions); 2017 floods (Eastern Cape and KZN); 2018 storms (Gauteng and Western Cape); 2019–2020 fires (Western Cape); 2022 floods (KZN); and, 2024 floods (Eastern Cape and KZN). These should have influenced the location and types of projects CWP has undertaken.
- 2.2.5. Starting in 2020, Covid-19 has, besides limiting CWP's ability to carry out its activities effectively, resulted in the programme's resources being directed away from it. The pandemic also exposed the inequity that existed when it came to health, education and technology. Lockdowns and restrictions led to widespread business closures, reduced economic activity and a sharp increase in unemployment rates as many enterprises, especially small and medium ones, were forced to downsize or shut down.
- 2.2.6. In the last few years, "load-shedding" brought on by the inadequate maintenance of electricity infrastructure has been the main reason for the down-turn in the South African economy. It has impeded the delivery of public

Community Work Programme Policy (2025-2030)

services and the implementation of CWP projects by creating logistical challenges and increasing the need for repairs and reconstruction.

2.2.7. Several laws, macro-economic plans and government strategies and priorities that have a bearing on CWP have been introduced or amended since 2009. The 2012 NDP set out broad goals and priorities the programme should align with, in addressing poverty, unemployment, and inequality; and, the 2020 ERRP prescribes the types of projects CWP should be targeting. CWP must align with and contribute to the NDP's objective of creating 11 million new jobs by 2030 (2 million of which must be through Public Employment Programmes). The 2018 amendment to the Social Assistance Act influences CWP's qualification criteria for participants; the 2019 amendment to the Promotion of Access to Information Act means that all information related to CWP must be accessible to the public; the 2020 amendment to the Municipal Structures Act, directs how municipality-based government programmes like CWP must be implemented; the 2020 amendment to the Public Finance Management Act, regulates the management and accountability of funds allocated to programmes like CWP; and, the 2020 amendment to the Disaster Management Act influences how the programme responds to and recovers from natural and man-made disasters.

2.2.8. In 2009, South Africa's population was approximately 49 million people: in 2025, it is over 64 million people. This rapid growth affects community needs and priorities, requiring adjustments to the programme's strategies and resources allocation.

2.3. The administering department can fix the internal problems associated with CWP and its repurposing will help to control these.

2.3.1. Most of the internal problems were highlighted by successive AGSA Reports and also through feedback from CWP stakeholders.

2.3.2. These mainly include programme design and implementing challenges.

Community Work Programme Policy (2025-2030)

3. PURPOSE AND GOALS

3.1. The purpose is to enhance CWP's efficiency and effectiveness by:

- 3.1.1. Better targeting income-constrained individuals from vulnerable groups and marginalised communities and providing them with relevant experience, skills, knowledge and resources as well as properly aiding their socio-economic upliftment.
- 3.1.2. Empowering marginalised communities so that they are able to facilitate the delivery, maintenance and repair of public assets, services and infrastructure in their respective areas; and,
- 3.1.3. Ensuring the programme's sustainability and improved impact through partnerships with and additional resourcing from entities inside and outside government.

3.2. CWP's goals are:

- 3.2.1. Establish an economic safety net for income-constrained individuals from vulnerable groups and marginalised communities;
- 3.2.2. Provide a temporary monthly stipend to them, particularly where normal work and business opportunities are either scarce or non-existent;
- 3.2.3. Facilitate the social and economic inclusion, upliftment and empowerment of vulnerable groups and marginalised communities through LED projects;
- 3.2.4. Contribute to delivering, maintaining and repairing public assets, services and infrastructure; and,
- 3.2.5. Achieve developmental outcomes in general and improve community involvement in particular.

Community Work Programme Policy (2025-2030)

4. OBJECTIVES

CWP's objectives are:

- 4.1. To control participation and better target and recruit income-constrained individuals from vulnerable groups and marginalised communities and to ensure that for the last five-year period of the NDP (2026-2030) at least 220 000 participants will be enrolled.
- 4.2. To ensure that at least ten percent (10%) of the total number of enrolled participants are properly trained annually.
- 4.3. To ensure that (in delivering, maintaining and repairing public assets, services and infrastructure) the participants', communities' and government's interests are protected and advanced; and, that communities are capacitated and prepared to assume control over public assets for their areas by 2030.
- 4.4. To smoothen the way for participants to enter the mainstream economy and to ensure that at least eighty percent (80%) of them are appropriately placed.
- 4.5. To facilitate the active involvement of at least 5 000 communities in their own development, upliftment and empowerment by 2030.
- 4.6. To ensure greater programme impact by securing financial, technical, technological, material and human resources from other parties, inside and outside government; and, in doing so, to strive to supplement on at least a Rand for Rand basis what the fiscus allocates to the programme.

5. PRINCIPLES

The principles that underpin and guide CWP are:

- 5.1. Poverty Alleviation: One of the primary objectives of CWP is to alleviate poverty by offering an income safety net to participants for a prescribed period.

Community Work Programme Policy (2025-2030)

- 5.2. Transformative Empowerment and Localised Procurement: The programme seeks to empower vulnerable groups and marginalised communities with meaningful economic opportunities and business experiences, enhancing self-worth, and promoting income inclusion. It focuses on changing social, economic and political structures that perpetuate barriers to empowerment. And, it emphasises agency, participation and ownership. Local sourcing (purchasing goods, services and materials from nearby producers, retailers and entrepreneurs) is promoted so that the financial benefits will be retained within the area.
- 5.3. Human Dignity, National Pride and Social Cohesion: CWP emphasises a commitment to upholding the rights, values, and well-being of its participants, fostering a sense of belonging, unity, and solidarity, and building a more inclusive, just, and prosperous society.
- 5.4. Community Development: CWP is centred on community development, aiming to enhance public assets, services, and infrastructure particularly in rural, peri-urban and former Black township areas.
- 5.5. Sustainability and Inclusivity: The programme aims to create sustainable livelihoods by providing opportunities for skills development and economic empowerment, thus enabling participants to contribute to LED. CWP promotes inclusivity by preferring marginalised communities with high unemployment rates and ensuring that it benefits especially vulnerable groups there.
- 5.6. Co-production and Partnerships: This entails involving participants, communities, and other stakeholders in CWP decision-making processes, programme design, and implementation. This approach ensures that the programme meets the actual needs and priorities of the communities it serves, fosters ownership among participants, and enhances its effectiveness and sustainability. Co-production also promotes empowerment and capacity building, as it encourages active engagement and participation, thus enabling vulnerable groups and marginalised communities to become agents of change in their own development processes. Public and Private Partnerships (PPPs) leverage additional resources and expertise to maximise the impact of CWP.

Community Work Programme Policy (2025-2030)

- 5.7. Accountability, Transparency and Implementability: Effective governance, accountability mechanisms, transparency and an implementable programme design are fundamental principles to ensure the efficient and equitable delivery and assessment of CWP.
- 5.8. Flexibility, Adaptability and Attrition Management: CWP recognises the diverse needs and circumstances of participants and communities, and therefore, it adopts flexible approaches to address these needs effectively. It also responds to individual needs. To minimise disruptions to livelihoods and maintain morale, participants are allowed to leave the programme any time before the end of the prescribed period and, preferably, once they are equipped with the requisite skills, knowledge and experience and or to take up an economic opportunity outside CWP.
- 5.9. Transiency: CWP is essentially designed as an interim, stop-gap measure to facilitate the transition of participants from unemployment, disempowered individuals with little or no mainstream work opportunities to income-generating, empowered and enabled individuals that have access to work opportunities in the mainstream economy. This is to ensure resource optimisation, accommodate new participants and realise sustainability of the programme and participant livelihoods.
- 5.10. Continuous Improvement: CWP is committed to continuous learning and improvement, adapting strategies and interventions based on feedback, evaluation, and emerging socio-economic trends.

6. SCOPE

- 6.1. Mandate:
- 6.1.1. The government decides which of its national departments will administer CWP. Currently (2025), the administering department is DCoG.
- 6.1.2. Based on CWP's historical operational and service delivery inefficiencies, it is essential that the administering department actively and meaningfully collaborates with resourceful stakeholders, including other government departments and private sector entities.

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- 6.1.3. The administering department's control of CWP projects and assets should be for a limited duration only. Mechanisms and procedures should be developed to ensure that communities, once they are organised and equipped, assume this function.
- 6.1.4. Notwithstanding, the administering department should still ensure that CWP delivers on its responsibility in terms of Section 10 of the Constitution, which is to ensure every citizen's right to dignity.
- 6.2. Geographical:
 - 6.2.1. CWP applies to the whole of South Africa.
 - 6.2.2. CWP projects will, however, be site-based, ward-based, area-based or municipality-based (whether local, district or metropolitan).
 - 6.2.3. A municipality may have more than one site.
 - 6.2.4. The programme will prioritise projects in marginalised communities, where there are large concentrations of unemployment and or low levels of LED.
- 6.3. Programme Design:
 - 6.3.1. CWP involves the government working together with participants, communities and other key stakeholders. The emphasis is on community centred, identified, prioritised, driven, managed and owned projects.
 - 6.3.2. To ensure consistency within government, the administering department must have a dedicated CWP Branch, a dedicated CWP Office within each provincial administration and a dedicated CWP Unit or administrative resource within each municipality.
 - 6.3.3. CWP does not replace or compete with similar programmes run by other National Departments and State-Owned Entities (SOEs). Rather, it must supplement and partner on these and, where necessary and possible, fill in the opportunity gaps (e.g. carbon credits). Besides leveraging government and non-government CDPs, it must also leverage other government and non-government programmes.
 - 6.3.4. CWP must align with each municipality's IDP and other municipal service delivery plans.
 - 6.3.5. CWP project proposals must be based on developmental principles; sound business logic; and, result in a social, economic and or environmental benefit.

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- 6.3.6. To further the principles of Broad-Based Black Economic Empowerment (B-BBEE), CWP procurement shall be done in line with the administering department's Procurement Policy.
- 6.3.7. Subscribing to the District Development Model (DDM), the repurposed CWP will be characterised by modernised technological, information and other systems. This includes but is not limited to:
 - 6.3.7.1. A web-based CWP Management System; and,
 - 6.3.7.2. Goods and services for CWP must be procured from suppliers based in the local, district or metropolitan municipality; and, failing this, then the province in which the relevant project is located.
- 6.4. Community Work:
 - 6.4.1. Communities should initiate, manage and maintain CWP projects through their LSC.
 - 6.4.2. Community work is temporary and supportive in nature. Participants enlisted for it may voluntarily exit the programme anytime during the prescribed period (preferably to take up an economic opportunity outside CWP). If not, they must compulsorily exit at the end of the prescribed period; or, once they reach the age of sixty years, whichever comes first.
 - 6.4.3. Once a participant leaves the programme, whether voluntarily or compulsorily, they may not participate in the programme again.
 - 6.4.4. Programmatic community work is made available only to income-constrained South African citizens, especially from vulnerable groups and marginalised communities.
 - 6.4.5. CWP is not intended to be a vehicle to create any and all kinds of economic opportunities. Rather, it focuses on particular areas and or sectors. The Minister may, from time to time, adjust these focus areas and or sectors.
 - 6.4.6. Under this programme, community work will be linked to civic needs. Here, "civic needs" refer to what civic amenity, public asset or municipal service is absent or what civic amenity, public asset or municipal service is present, but not being maintained or delivered to an acceptable standard. And, because these civic needs may vary, for example, from ward to ward or municipality to municipality then the community work required and undertaken will vary accordingly.

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- 6.4.7. Community work must also align with inter alia the municipality's IDP and LED plans.
- 6.4.8. Communities are typically pluralistic: individual members may differ politically and or religiously. Stakeholders must, therefore, be mindful of not promoting narrow, divisive interests. To maintain the integrity, impartiality, and public trust, all stakeholders are required to observe strict neutrality in the execution of their CWP-linked roles and responsibilities. Accordingly:
- 6.4.8.1. Prohibition of Political and Religious Activity: Stakeholders shall not use their position, influence, resources, or access to CWP information to promote, support, or oppose any political party or candidate or religious organisation or individual.
- 6.4.8.2. Conduct during Work Hours and on CWP Premises: Participation in political and religious activities – including wearing party regalia, canvassing, distributing political or religious materials, or hosting political or religious meetings – is strictly prohibited during working hours and on all CWP sites.
- 6.4.8.3. Public Representation: Stakeholders must not associate CWP with any political party or religious organisation or make statements that may compromise the political and religious neutrality of the programme.
- 6.4.8.4. Censure: Any violation of these provisions on political and religious restrictions will be subject to censure, up to and including termination of appointments; work or service contracts; and, memoranda of understanding, as the case may be.

6.5. Legal:

- 6.5.1. CWP must comply with all the relevant legislation and government policies. In trying to maximise developmental impact and outcomes at community level, it must be guided mainly by the following:
- 6.5.1.1. Municipal Systems Act No.32 of 2000 in general but particularly the provisions relating to IDPs and enabling municipalities to move progressively towards the social and economic upliftment of local communities.

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- 6.5.1.2. Basic Conditions of Employment Act No.75 of 1997 in general but particularly the provisions relating to maximum work hours and minimum rate of pay.
- 6.5.1.3. Skills Development Amendment Act No.37 of 2008 in general but particularly the provisions relating to increasing the quality and quantity of artisans and apprenticeships.
- 6.5.1.4. Co-operatives Amendment Act No.6 of 2013 in general but particularly the provisions relating to categories of primary co-operatives; and, the accounting practices and requirements for co-operatives.
- 6.5.1.5. National Small Business Amendment Bill No.16 of 2023 in general but particularly the provisions relating to financial and non-financial support services to small enterprises; and enabling an equitable trading environment for small enterprises.
- 6.5.1.6. Broad Based Black Economic Empowerment Act No.43 of 2013 in general.
- 6.5.2. Compliance with certain provisions of current legislation tend to hamper CWP from achieving its intended impact and outcomes. Hence the administering department may, at some point, pursue enabling legislation for it.
- 6.5.3. Where possible and feasible, new Annual Performance Plan (APP) indicators may also be introduced to support the objectives of and enhance the effectiveness of the programme.

7. STAKEHOLDERS' ROLES AND RESPONSIBILITIES

7.1. Administering Department:

- 7.1.1. The administering department is responsible for CWP's overall management.
- 7.1.2. Where possible and feasible, it will maximise CWP opportunities presented by the Municipal Infrastructure Grant (MIG), Municipal Systems Improvement Grant (MSIG), Integrated Urban Development Grant (IUDG) as well as other grants and subsidies.
- 7.1.3. It will actively seek partnerships with other government departments, spheres, SOEs and private partners to leverage their respective sector programmes.

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This is to avoid duplication, overlapping and gaps: it is possible that CWP could cut across any of these sectors, depending on the projects it approves.

- 7.1.4. It will have authority to allocate funds and donate assets to other entities, including community-based ones, whose objectives are aligned to CWP.
- 7.1.5. The administering department will be responsible for CWP policymaking, policy design and policy oversight.
- 7.1.6. Through CDPs and other stakeholders, the administering department will facilitate the entry of participants into the mainstream economy either as ready-to-work individuals or prospective entrepreneurs.

7.2. CWP National Branch:

- 7.2.1. The CWP Branch accounts to the administering department; and, its Head (Deputy Director-General), to the Director-General of the administering department.
- 7.2.2. It will oversee CWP operations.
- 7.2.3. It is the CWP Branch's responsibility to appoint CDPs.
- 7.2.4. Under the leadership of its DDG, the CWP Branch will also be responsible for the policy formulation relating to CWP and all its activities.
- 7.2.5. Managing the administering department's transfer of funds and assets for CWP projects is also a CWP Branch responsibility.
- 7.2.6. The CWP Branch must develop and maintain a CWP funding framework.
- 7.2.7. It must also ensure effective programme coordination and implementation.
- 7.2.8. It is also responsible for monitoring CWP and reporting on it.

7.3. CWP Provincial Office:

- 7.3.1. The CWP Provincial Office will be led by a CWP Provincial Director / Programme Manager that reports to a line manager at the CWP National Branch.
- 7.3.2. The Provincial Office is responsible for coordinating CWP projects in the province as well as assisting the CWP Branch with its oversight function.
- 7.3.3. It also assists municipalities with managing and supporting LSCs.
- 7.3.4. The CWP Provincial Director / Programme Manager must work closely with the administering department's Provincial Office.
- 7.3.5. Working through and with the administering department's Provincial Director, the CWP Provincial Director / Programme Manager must actively seek

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partnerships with other departments of the Provincial Administration and provincial SOEs to leverage their respective sector programmes.

7.4. CWP Municipal Unit:

- 7.4.1. CWP must be institutionalised at the local level through municipalities establishing CWP Municipal Units or appointing individuals for CWP Project Management and coordination.
- 7.4.2. Municipalities, through their CWP Units or individual resources, must ensure that they align the proposed projects with their respective municipal service delivery plans.
- 7.4.3. They must encourage communities to propose and trial innovative ideas to improve service delivery in their areas.
- 7.4.4. They must ensure an enabling environment for the success of CWP projects.
- 7.4.5. They must be represented on all LSCs in their jurisdictions.

7.5. Communities:

- 7.5.1. CWP is focused on improving the quality of life of communities. Communities should, therefore, play an important part in CWP project identification, acceptance, prioritisation, management and implementation.
- 7.5.2. Where feasible, it is preferred that a nominated community member be the Chairperson of the LSC in their area. Irrespective, all LSCs must have community representation.
- 7.5.3. Communities must have representation on the Community Innovation Fund (CIF), where it exists.

7.6. Local Stakeholders Committees:

- 7.6.1. LSCs will provide the following advisory, guiding and monitoring role:
 - 7.6.6.1. Project proposals;
 - 7.6.6.2. Suitability of projects for funding;
 - 7.6.6.3. Design of sectoral projects;
 - 7.6.6.4. Selection of participants;
 - 7.6.6.5. Programme operations;
 - 7.6.6.6. Technical and financial performance of projects;
 - 7.6.6.7. Development and implementation of procurement plan; and,
 - 7.6.6.8. Asset verification.

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7.6.2. All LSCs must include stakeholder representation based on area or project-type.

7.6.3. LSCs will report to the respective CWP Municipal Units or appointed individual.

7.7. Participants:

7.7.1. Participants' benefits from CWP are not limited to just earning a stipend. In accordance with the EPWP Ministerial determination, they qualify for leave (sick, maternity and annual), unemployment insurance benefits and compensation for occupational illnesses and diseases.

7.7.2. Prospective participants must apply to the relevant LSC using the administrative department's recruitment guidelines. Successful participants are then selected by the LSC and appointed by the CWP Municipal Unit or appointed individual.

7.7.3. Participants are appointed for a prescribed period only. They may leave the programme at any time during this period. And, they will not be permitted to remain in the programme after this period or once they reach the age of sixty years, whichever comes first.

7.7.4. Participants must honour their CWP obligations and responsibilities. This includes acting responsibly, legally and ethically. On appointment, they will be required to sign the Code of Good Conduct for CWP Participants.

7.7.5. It is the joint responsibility of municipalities and LSCs to ensure that participants are equipped with the necessary experience, knowledge and skills to access the mainstream labour market (as workers) or economy (as entrepreneurs).

7.8. Community Development Partners:

7.8.1. CDPs are strategic partners sourced by the administering department from the public (e.g. government departments, spheres or entities) and private sectors.

7.8.2. They are normally enlisted on a voluntary basis.

7.8.3. The type of assistance provided by CDPs varies. They may help the administering department and or municipalities with capacity and or resources (financial, technical, technological and or material).

7.8.4. The extent of the assistance provided by CDPs also varies. Their role may be attached to: a single aspect of one project; multiple aspects of one project; one

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aspect of multiple projects; or, more than one aspect of multiple projects. These may even extend across more than one local, district or metropolitan municipality or province.

7.9. Implementing Agents:

- 7.9.1. IAs are appointed by the CWP National Branch through a competitive bidding process that is regulated by the relevant legislation e.g. Public Finance Management Act No.1 of 1999, Preferential Procurement Policy Framework Act No.5 of 2000, Broad Based Black Economic Empowerment Act No.53 of 2003.
- 7.9.2. IAs are contracted through an SLA with the administering department.
- 7.9.3. Their main obligation is to deliver on certain practical and operational components of CWP Projects.
- 7.9.4. IAs must support the establishment, functioning and sitting of LSC meetings on a quarterly basis.
- 7.9.5. They also determine and assist with the training needs of participants. The training provided must, wherever possible and feasible, be sector/industry recognised.
- 7.9.6. Where requested to do so, the IA will advise the CIF adjudication panel on the bankability of project proposals.
- 7.9.7. Unless and until these are handed over to another stakeholder to manage (whether through the termination of the CWP Project concerned, through the termination of its contract with the administering department, or through a policy or executive directive), IAs will be responsible for maintaining and safeguarding CWP assets in their possession as well as those CWP assets that are not, but ought to be, in their possession.
- 7.9.8. It is the responsibility of IAs to keep a Risk Register for every CWP Project.

7.10. National Departments and State-Owned Entities:

- 7.10.1. CWP is not expected to compete with or duplicate existing projects and programmes run by other government departments, spheres and or entities and neither is any of these expected to compete with CWP.

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- 7.10.2. Determined on a project by project (or, programme by programme) basis, such government departments, spheres or entities may also fulfil the role of CDPs.

8. GOVERNANCE

To ensure service delivery and development; economic and resources management; and, transparency and accountability, CWP must comply with all relevant legislation; government policies and guidelines; and, sector charters and codes.

8.1. Risk Management:

- 8.1.1. CWP will strictly comply with the government's Risk Management Policy and Risk Management Framework. Moreover, a risk management culture in all spheres of government involved in the delivery of CWP will be promoted to improve transparency and accountability.
- 8.1.2. All role-players must comply with the administering department's Enterprise Risk Management policies, wherever these are applicable.
- 8.1.3. Every project must have a "resilience" and "risk reduction" mechanism. Sustainability plans must include provisions for identifying, testing and communicating contingency options to all stakeholders.

8.2. Change Management:

- 8.2.1. CWP must be able to alter its course to increase programmatic effectiveness and efficiency. It is also good practice to seek to continually improve. For CWP, this will be informed by the programme's Monitoring and Evaluation (M&E) strategy and Change Management strategy.
- 8.2.2. It is the responsibility of municipalities to ensure that every CWP Project's processes, participants and technologies adapt to change during their life-cycle and that the desired impacts and outcomes are achieved.
- 8.2.3. An information-sharing, marketing and consultative campaign must be undertaken to get buy-in from all stakeholders, including the public at large. It can also serve to enlist CWP volunteers and champions as well as build community development partnerships.

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8.3. Monitoring & Evaluation:

- 8.3.1. CWP's M&E strategy must comply with the National Evaluation Policy Framework.
- 8.3.2. There must be an Implementation Evaluation of the programme conducted midway (30 June 2028) through the prescribed period. This must focus on progress and performance in regard to:
 - 8.3.2.1. The programme
 - 8.3.2.2. Participants
- 8.3.3. There must be an Impact Evaluation of the programme conducted at the end (31 December 2030) of the prescribed period. This must focus on establishing whether or not the programme should be discontinued, amended, or scaled up especially in light of the NDP having run its course by then.

8.4. Inspectorate:

- 8.4.1. An Inspectorate will be established within the CWP Branch.
- 8.4.2. This unit must comprise of members that are proficient in governance in general and the following disciplines in particular:
 - 8.4.2.1. Risk Management
 - 8.4.2.2. Change Management
 - 8.4.2.3. Auditing
 - 8.4.2.4. M&E
 - 8.4.2.5. Investigative Management
- 8.4.3. This additional oversight mechanism for CWP is mainly to:
 - 8.4.3.1. Ensure that public money is well-spent and safe-guarded;
 - 8.4.3.2. Ensure that public resources are used appropriately and in accordance with the applicable regulations and laws;
 - 8.4.3.3. Maintain public trust and confidence and provide transparency to stakeholders;
 - 8.4.3.4. Inform decision-making;
 - 8.4.3.5. Improve the programme's efficiency and effectiveness; and,
 - 8.4.3.6. Provide for adaptive learning, innovation and continuous improvement.

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8.4.4. In carrying out its functions, the Inspectorate must be allowed to exercise a level of independence. This independence is crucial for maintaining impartiality and integrity in inspection processes.

9. COMMENCEMENT

This policy shall take effect on the day it is approved by the Minister.

10. REVIEW AND AMENDMENTS

- 10.1. The Impact Evaluation mentioned in provisions 8.3.3. above must be used to review CWP in regard to whether or not it has achieved its intended outcomes. The findings of this evaluation will determine whether the programme will continue as is, undergo minor or major changes, or be discontinued.
- 10.2. However, the Minister may, after consulting appropriately, amend this CWP Policy at any time as an issue or situation requires.

13.2

C02/10/25	FEEDBACK REPORT: IMPLEMENTATION OF KNYSNA MUNICIPALITY SECTION 154 SUPPORT PLAN
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REPORT TO THE MUNICIPAL COUNCIL

PURPOSE OF THE REPORT

The purpose of this report is to present to Council progress made with respect to the implementation of the Knysna Municipality Section 154 Support Plan.

BACKGROUND

The Council approved Section 154 Support Plan, in collaboration/partnership with the Provincial Government Western Cape - Department of Local Government, Western Cape Provincial Treasury, the National Department Co-operative Governance and Traditional Affairs, Department Water and Sanitation, as coordinated by the Section 154 Steering Committee presents to the Knysna Municipal Council its progress report up and until the end of August 2025.

This report is presented in accordance with the approved Terms of Reference for the Section 154 Steering Committee.

The report thus entails detailed progress on activities made by the different Working Groups inter-alia:

- Waste Management Work Group
- Water and Sanitation Work Group
- Planning and Development Work Group and
- Governance Work Group

The Section 154 Support Plan Implementation Report is included as Annexure A.

FINANCIAL IMPLICATIONS

Financial implications ☐ None ☐ Opex ☐ Capex

☐ Capex Projects

☐ Capex: Existing projects requiring additional funding

☐ Capex: Existing projects with no additional funding requirements

POLICY AND STRATEGY ☐ YES ☐ NO

RELEVANT LEGISLATION

Legal Compliance ☐ **YES** ☐ **NO**

- Constitution of the Republic of South Africa, 1996 (Act 108 of 1996)
- Inter-Governmental Relations Framework Act 2005 (Act 13 of 2005)
- Municipal Systems Act, 2000 (Act 32 of 2000)

Staff Implications ☐ Yes ☐ **None**

RECOMMENDATIONS FROM THE MUNICIPAL MANAGER

- [a] That the progress made on the implementation of the Section 154 Support Plan, be noted; and
- [b] That Council mandates the Executive Mayor and Speaker of Council, to communicate this Section 154 Report, together with all Annexures and Resolution of Council to the MEC of Local Government, Minister A Bredell.

APPENDIX / ADDENDUM

Section 154 Support Plan

File Number: 15/2/6/1/3

Execution: Acting Senior Manager: Integrated Development Plan / Institutional Performance Management / Inter-Governmental Relations

1st DIRECTIVE DATED: 29 FEBRUARY 2024	2nd DIRECTIVE DATED: 28 MARCH 2024	3rd DIRECTIVE (in line with CDEMPS) DATED: 20 MARCH 2025	TRUSTY PLAN	Activity	Budget	Funding source	Start	Finish	Duration (Months)	Champion	Progress at end of May 2025																								
	Continue with the implementation of the conditions and adherence to the relevant townships as stipulated in the Directive and Compliance Notice dated, 29 February 2024, as well as the Action Plan (dated, 08 March 2024)	Submit monthly reports on the progress made and the compliance with the CDEMPS and this Directive to the Department, starting from the date of receipt of this Directive with the first monthly report being submitted on 30 April 2025, and thereafter on the last working day of every month, until such time as the Department is satisfied with the progress.	Conduct public awareness campaigns in relation to waste reduction initiatives	A committee was established by the MME to give weekly feedback. KM had a meeting DEAP on the 7th of May 2025 and the resolution was that monthly report back meetings will be held.	Drift budget for education and awareness R 24 544,00. DM and Mkhaphane will be lead from the agency payments rate of R 1 225 000,00 as per the 2025/26 FY draft budget.	OPEX	30-May-25	30-Jun-26	14 months (reviewed on a monthly basis)	Acting manager Solid Waste and Director Community Services	Plan was submitted. Departments comments submitted to KM on 19 May 2025. 30 May 2025 council Approved the plan. KM to inform DEAP on progress monthly. Part of tender T10/2024/25 COLLECTION AND DISPOSAL OF RECYCLABLE WASTE FROM HOUSEHOLDS/ BUSINESSES WITHIN THE KINYA MUNICIPAL AREA there is a clause for awareness campaigns. The current draft budget is not sufficient enough but the programs (internal and service providers) will assist with creating public awareness. provision made for both year 1, 2 and 3 for both service providers. Annexure A: Pricing Schedule and information related to tender.																								
Remove the large volume of waste stockpiled outside, and inside the WTS to be disposed at a licensed Waste Disposal Facility ("WDF"), within 5 (five) calendar days from receipt of this Directive	Ensure the regular removal of the waste from the skips/bins daily, in order to prevent unnecessary nuisances		Stockpiled waste has been removed to PetroSA	Hiring Charges for the directorate: 2024/25 FY: 2025/26 FY: R 7 389 280,00 draft budget		OPEX	01-Jul-24	30-Jun-25	Daily transport	Acting manager Solid Waste	Cost estimate done was based on the remaining months of the 2024/25 FY for the hiring of the household. The municipalities' household and 7 compactors trucks are still at Short's Nispan (Georgetown). Normal collection dates are affected by a week at most. Backlog information stopped on the end of May 2025 and communicated through the channel that all backlog will be attended the next day due to fleet breakdowns. Annexure B cost estimates required until end of June for hiring services. Annexure B1: Invoices paid till date.																								
Cease the stockpiling of waste outside the WTS and ensure regular removal and transportation of the waste to a licensed WDF	Allocate and station sufficient amount of waste skips/bins of appropriate size outside the Kinyas WTS to prevent the exposed stockpiling of waste outside the WTS i.e. the waste that is not removed during the day and is stockpiled overnight, must be placed within the allocated waste skips/bins by the end of each day		Two waste skip bin is placed outside, there is currently no vehicle to transport the bins. They are treated as storage and emptied into the open tops through a TUB and transported to PetroSA.	Same cost calculated to transport waste to PetroSA as outline in Annexure B.		OPEX	01-Jun-24	Recurring Daily	Recurring daily	Acting Manager Solid Waste	Skips are difficult to manage but they are employed by a TUB into the container and transported to PetroSA. One Skip bin is in Sedgfield and the other at Kinyas Transfer Station.																								
Continue with the daily cleaning of the WTS and the surroundings area from windblown litter	Continue to utilize the EPWP employees for the daily cleaning of the WTS and the surroundings areas/properties from windblown litter.		Cleanup operation completed, cleanup is ongoing at the site.	R 60 000,00 (internal funds for March till June 2025) appointment of EOs for twice in a year. Work completed was the cleaning of the transfer station and one illegal dumping area.	OPEX and EPWP grant (no request has been submitted from the Department Community Services)		02-Jul-25	30-Jun-26	Three times in a FY	Acting Manager Solid Waste	Draft budget provisioned R 238 000,00 for the 2025/26 FY.																								
Deploy 2 (two) security personnel for day and night shift to improve access control and prevent unauthorised access to the WTS within 14 (fourteen) calendar days from receipt of this Directive	Implement measure to ensure the closure and securing of the WTS after operating hours within (five) calendar days from receipt of this Directive		Transnet indicated that they will also look at security measures and include in lease agreement amount. Awaiting new lease agreement. There are two security personnel deployed at the WTS.	Part of the security tender two personnel deployed there. Also included in the new security tender.		OPEX	No clear start date, meeting was held between KM and Transnet on the 8th of May 2025. Lease agreement not yet finalised still with Transnet.			Acting manager Solid Waste and Director Community Services	Security guards are still deployed at the waste transfer station. The operational environmental management plan of transnet is still circulating for comments.																								
Continue with the regular cleaning of stormwater channels and catch pit at the WTS, as well as emptying the sump under the conveyor belt in order to prevent leachate from flowing into the adjacent Kinyas lagoon	Inspect and discard the sump under the conveyor belt and maintain schedule and a portfolio of evidence of inspections and cleaning operations conducted and ensure that the leachate is syphoned and disposed that the Wastewater Treatment Works for treatment, and provide evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7., below)		Inspect and empty the sump under the conveyor belt and maintain schedule of inspections. The leachate must be syphoned and taken to the WWTW for treatment and discharge.	Due to the backlogs created by trucks broken down at PetroSA being closed, reactive measures are implemented.	Tender T17/2022/2023 (Annexure H Appointment letter). Honey sucker R 300 and hour wet rate. R 4000 for 3 days at 5 hours. We are looking at 3 times a year depending on backlogs and PetroSA closure during adverse weather conditions.	OPEX	01-Jun-25	30-Jun-26	Three times in a FY	Acting manager Solid Waste	Tender T17/2022/2023 (Annexure H Appointment letter). Honey sucker R 300 and hour wet rate. R 4000 for 3 days at 5 hours. We are looking at 3 times a year depending on backlogs and PetroSA closure during adverse weather conditions. Annexure C appointment letter.																								
	Conduct weekly clean up operations of the stormwater channels and catch pits, and provided photographic evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7., below)		Inspect and clean the stormwater channels and catch pit and maintain evidence of inspections and cleaning operations	Storm water drains have been cleared to prevent leachate entering the estuary. Continue to be done as needed by service provider.	Currently being done by KM depending on budget availability. We will engage SANParks and Revive Kinyas.	To be confirmed after engagement with SANParks or Revive Kinyas.	01-Jul-25	30-Jun-26	Identify twice in a FY or yearly.	Acting manager Solid Waste and Environmental Specialist	To be confirmed after engagement with SANParks or Revive Kinyas. Schedule before end of June 2025.																								
Implement an odour control/management system to manage the bulk odours emanating from the WTS within 30 (thirty) calendar days from receipt of this Directive	Repair the existing odour control/management system inside the WTS, within 14 (fourteen) calendar days of receipt of this Directive		Fix and repair the existing odour control/management system	The existing system could not be repaired and is an old system. It should go for evaluation and assessment.	Assessment and evaluation, the amount required is still unknown.	OPEX	01-Aug-25	30-Jun-25	End date is dependent on the assessment and if a new system would be required, this impacting the capital expenditure.	Acting manager Solid Waste, Environmental Specialist and Director Community Services	Water unit to assist with repairs discussion on timeframe by the Director Community Services.																								
			Establish regular schedule for pest inspections and clean up.	RFQ 121/2024/25 was reworded to The Specialist Household Pty Ltd.	R 9 437,00	OPEX	01-Dec-25	30-Jun-25	12 month period.	Acting Manager Solid Waste and Environmental Specialist	Schedule to be provided.																								
Increase the measures implemented for the pest control at the WTS and ensure the regular clean-up of fly traps and dead animals	Ensure regular scheduled inspections for pest control and clean up, and provided photographic evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7., below)		Ensure that all service providers appointed in respect of pest control services at the waste transfer station are paid within 30 days of receipt of a valid invoice and submit evidence of payment having been made to DEAP.	No overdue or outstanding invoices. All invoices are being paid within 30 days.	R 9 437,00 (total quoted amount)	OPEX				Acting Manager Solid Waste and Environmental Specialist	Proof of payments and dates of inspections to be provided.																								
Implement the approved amended residential schedule for the removal of refuse collection services, in order to improve services within 14 (fourteen) calendar days from receipt of this Directive	Appoint service providers with the appropriate vehicles/trucks to remove and transport the large volume of waste stockpiled outside the Kinyas WTS on a daily basis within (five) calendar days from receipt of this Directive		Keep a register and report any incidents of non-compliance relating to the Municipal approved service standards and waste collection schedules and submit within 1 (three) working days from the report of the incident	Backlogs are addressed and services are improved within 14 days.	Hiring Charges for the directorate: 2024/25 FY: 2025/26 FY: R 7 389 280,00 draft budget	OPEX	Recurring Daily	N/A	All backlogs are communicated to the community and addressed the following day.	Acting Manager Solid Waste and Environmental Specialist	Backlogs are communicated for the Month of May and June it will be part of the action plans. Due to breakdowns in the compactors trucks the backlogs are due by a week. By end of May communication unit advised the public when there is a backlog that they remain patient and place bins the next day if not collected.																								
Submit the registration application for the WTS with the D. WM in terms of Government Notice No. 100 (National Norms and Standards for the Storage of Waste) as the WTS stores more than 100m³ of general waste and/or 80m³ of hazardous waste for longer than 10 days, within 30 (thirty) calendar days from receipt of this Directive			Application for registration of the Waste Transfer Station for storage >100m³ for >90 days has been submitted to TRANSMET as the landowner for completion. Once their info is included it will be submitted to the Waste Directorate.	No funding required	No funding required				Only after the lease agreement has been signed. Operational Environmental Management plan is circulating for comments.	Acting Manager Solid Waste and Environmental Specialist	Operational Environmental Management plan is circulating for comments.																								
Submit the registration application for the WTS with the D. WM in terms of Government Notice No. 100 (National Norms and Standards for the sorting, shredding, grinding, screening or baling of general waste, within 30 (thirty) calendar days from receipt of this Directive			Application for registration of the Waste Transfer Station for storage >100m³ for >90 days has been submitted to TRANSMET as the landowner for completion. Once their info is included it will be submitted to the Waste Directorate.	No funding required	No funding required				Only after the lease agreement has been signed. Operational Environmental Management plan is circulating for comments.	Acting Manager Solid Waste and Environmental Specialist	Operational Environmental Management plan is circulating for comments.																								
Submit a plan to the Department with adequate timeframe for the relocation of residents and removal of the informal dwelling/structures from the WTS, as the Informal Shelter Construction has been completed on 5 February 2024, within 30 (thirty) calendar days from receipt of this Directive			Housing Department is working on a plan together with social services and special programme unit.	Application to be done by the housing department and social services unit.					The Heidelberg site has been allocated for the re-allocation of the homeless, with the primary focus being on the homeless at Transfer station. The challenge is that a previous intervention was done and emergency units were given to homeless and they sold it to members of the public.	Acting Manager Solid Waste and Director Human Settlements	Status quo remains and is currently being in the planning stage at the Human Settlements Directorate.																								
Submit the internal waste audit report which was completed on 15 February 2024, to the D. WM within 5 (five) calendar days from receipt of this Directive					Budget provided for the 2025/26 FY: R 190 000,00		04-Jun-25	30-Jun-25	Audit is done yearly.	Acting Manager Solid Waste	<table><tr><th>Date</th><th>Day</th><th>Time</th><th>Site</th></tr><tr><td>03-Jun-25</td><td>Friday</td><td>08:00</td><td>Kinyas Transfer Station</td></tr><tr><td>03-Jun-25</td><td>Friday</td><td>12:00</td><td>Old Kinyas Transfer Station</td></tr><tr><td>03-Jun-25</td><td>Friday</td><td>16:00</td><td>Reception on Site</td></tr><tr><td>04-Jun-25</td><td>Wednesday</td><td>10:00</td><td>Sedgfield Green Waste & Bales Hub</td></tr><tr><td>04-Jun-25</td><td>Wednesday</td><td>12:00</td><td>Sedgfield Recycling Facility</td></tr></table>	Date	Day	Time	Site	03-Jun-25	Friday	08:00	Kinyas Transfer Station	03-Jun-25	Friday	12:00	Old Kinyas Transfer Station	03-Jun-25	Friday	16:00	Reception on Site	04-Jun-25	Wednesday	10:00	Sedgfield Green Waste & Bales Hub	04-Jun-25	Wednesday	12:00	Sedgfield Recycling Facility
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Progress as of end of June 2025	Progress as of end of July 2025
Assessment campaign is budgeted for the 2025/26 FY. The assessment campaign plan has not been finalised yet. Finalisation of the plan will be drafted before the end of June 2025. Monthly updates are submitted to DEADP.	Monthly updates are being submitted to DEADP.
Approved budget indicates: R 3 889 280.00 for the 2025/26 FY. Cost estimates indicates that we would require R 3 000 000 if the services are used uninterrupted. The hooklift is for in repair with 3 other trucks. The skip bins at the transfer station is emptied and transported to Petrusdals (as part of our normal disposal programmes). Operating budget attached. Annexure D	From the 23rd of July 2025 the waste accumulated outside the transfer station, Petrusdals was closed on the 23rd and 26th of July 2025 DEADP through Ms. Kelly instructed that the waste transfer station's accumulated waste outside needs to be removed by the 31st of July 2025 (Annexure M). Plan in place to commence with the clearing of beams in Sedgelyes. 25th of August 2025 the T18 and Taper Truck was hired to assist with the clearing of the beam and regular clearing.
Skips are difficult to manage but they are emptied by a T18 into the open bay container and transported to Petrusdals. One Skip bin is in Sedgelyes and the other at Knyoma Transfer Station. Skip bins too costly used for building rubble.	There is no money on the bulky waste vote. Signs has been used previously and not managed properly. Decision yet to be made on the skips and the funding source.
The budget makes provision for illegal dumping at R 1 205 000.00 as an equity payment within the 2025/26 FY. Annexure E current expenditure status of illegal dumping for the 2025/26 FY.	The clean up of the transfer station and general repairs has R 52 000.00 allocated. Illegal dumping vote that assist within communities and also with clean up at the transfer station is R 834 000.00 and not the draft budget figure of R 1 205 000.00. 11 ECHs has been appointed to address the illegal dumping hotspots.
Security guards are still deployed at the waste transfer station. Annexure F internal comments (KMA legal department) send to Transnet to assist regarding the operational environmental management plan.	Security personnel is still deployed on site. Fencing will be erected for access control (boom).
On the 6th of June 2025 the service provider responsible for mechanical repairs at the transfer station did a routine check and service on the conveyor belt, bearing replacement, oil checks and other operational components. The lump under the belt was also cleaned on the 6th of June 2025. Annexure G photos taken during the operations.	The dump was cleaned on the 25th of July 2025.
Meeting has not commenced. Knyoma Municipality is busy appointing temporary staff on a 3 month contract beginning on the 30th of June 2025. Priority for the waste unit is to utilise the 30 temporary appointments on both the collection and also the transfer station clean up and startman date. Annexure H email communication attached. Start date is proposed for 1st July 2025.	The appointment of FFWP for streamster dean up has not yet been concluded.

Start date yet to be confirmed. Annexure I email sent to infrastructure department requesting assistance. The manager water indicated we can use the engine for the backhaul. That he is currently busy with the RFQ for the odour system for the WWTW and will include the transfer station.	The water unit has not yet concluded on the odour control system repair RFQ. We are currently using the engine that the water unit proposed we use for the smell at the transfer station.
Statement with all dates of inspection is attached. Annexure I includes all information and invoices paid. Statement is attached. Annexure J.	RFQ has been awarded for the pest control on the 04th of August 2025. The service provider has not yet started.
	RFQ has been awarded for the pest control on the 04th of August 2025.
Backlogs submitted due to mechanical breakdown of trucks. The schedule of collection is currently on track from the 13th of June 2025. No backlogs has been reported since. The hooklift truck will be available from the 20th of June 2025. All backlog information is attached from 15 May to 16 June 2025. Annexure K outlines the hooklift and compactor trucks that will be purchased in the 2025/26 FY.	No backlog to report on only concern was the large stockpile outside the waste transfer station.
Operational Environmental Management plan is circulating for comments. Annexure L is attached regarding the corrections that Transnet must address on the plan.	Lease Agreement will be concluded in August 2025. Transnet was awaiting the payment for the taxi bay. All POPs has been sent to Transnet.
Operational Environmental Management plan is circulating for comments. Annexure L is attached regarding the corrections that Transnet must address on the plan.	Lease Agreement will be concluded in August 2025. Transnet was awaiting the payment for the taxi bay.
Status quo remains and is currently being in the planning stage at the Human Settlements Directorate.	Nothing to report on currently land was identified. Barrier was erected using the old containers to have the homeless people divided from the transfer station.
Final draft will be submitted before the end of June 2025.	Final Draft is hereto attached. Will be presented in the section 80 and council meeting.

The matter was referred by to council for the administration of KM to conclude. Council also advised that Garden Route District Municipality must present a new report based on the current status of the landfill site and the cost implication due to the delay in works.	Council item attached (Annexure N) with the comments. Regional landfill site SA was not adopted in council. Workshop scheduled for August 2025.
Meetings and report back scheduled on a monthly basis.	Meetings and report back scheduled on a monthly basis.
2 skips allocated, one for Knysna and one for Sedgefield. It is being used for building rubble and transported to PetroSA.	More skip bins required but there is no budget allocated for bulky waste in this financial year.
The Sedgefield facility is not being utilised for recycling purposes. The source is KM waste transfer station.	The Sedgefield facility is not being utilised for recycling purposes. The source is KM waste transfer station.
Education and awareness vote to be utilised. Under the project vote R 24 950.00. Refer to Annexure D.	If illegal dumping signs will be procured, awaiting finalisation of the document.
HR skills prioritisation list to be send in the 2025/26 FY.	HR skills prioritisation list to be send in the 2025/26 FY.

No	Date	Directive / Non-Compliance Notice	Actual content of instructions	Activity	Budget	Funding Source
1	29-Feb-24	DEADP Directive - S28(4) NEMA Non-Compliance				
		a. Sewer pipeline spillages between Hornlee and Hunters pollution the Bigai River	5.1 Continue with the implementation of the Municipality's Action Plan (attached hereto as an annexure) and submit to the Department bi-weekly (i.e. every two-weeks) progress reports for three months, starting from 1 March 2024 until 31 May 2024, and thereafter monthly progress reports, starting from June 2024 until such time as the Department is satisfied that there are substantial improvements.	Update Report bi-weekly	N/A	
		b. Sewer spillages from The Woods septic / conservancy tank into Lake Brenton	5.2 Implement and fit the 10 manholes with specialised electronic lockable lids in the Hornlee/Hunters Home area within 14 (fourteen) calendar days of receipt of this Directive, in order to prevent vandalism/blockages, and provide this Department with a list of the manholes fitted with lockable lids (and GPS coordinates) as part of the first bi-weekly progress report.	Procure & Install Manhole locking mechanism (RFQ) - manhole coordinates with layout map to be included	R100 000	OPEX
			5.3 Continue to do regular inspections of reticulation sewer line between the Hunters Home and Hornlee Residential area, in order to ensure that there are no blockages, and to undertake immediate action in the event any sewage spillages;	Weekly Inspections and record spillages with time stamped photo evidence	N/A	
			5.4 Confirm whether the safeguarding of the manholes and specialised electronic lockable lids form part of the KM's security contract which is currently in place. If not, provide this Department with anti-vandalism measures to safeguard the said infrastructure within 14 (fourteen) calendar days of receipt of this Directive;	Update Report bi-weekly	N/A	
			5.5 Provide this Department with measures to be implemented in order to remove and prevent further construction of informal dwellings in the floodplain of the Bigai River, within within 14 (fourteen) calendar days of receipt of this Directive;	IHS Director to submit plan to prevent informal settlement	N/A	
			5.6 Implement the Maintenance Management Plan ("MMP") for the Bigai River (dated March 2023), with specific reference to paragraph 4.6. of the MMP, in order to clean-up the sludge, vegetation, slit and litter in the culverts and channels to prevent/ reduce flooding (updates must be provided in the progress reports).	Page 29-40 of MMP. Floodline Survey to be done as part of 2025/26 Stormwater Master Plan	N/A	
			5.7 Implement the measures identified to secure the septic tanks at the Woods, Lake Brenton, within 30 (thirty) calendar days of receipt of this Directive, which includes the following:			
			5.7.1. installation of lockable steel lids on the septic tanks;	As per item 5.2		
			5.7.2. Installation of a standpipe to be used for the hosing down/disinfection after each removal of the honeysuckers; and	Install Standpipe	N/A	
			5.7.3. construct the concrete apron/slab for the washing and disinfection process in order to contain any contaminated runoff;	Construct Apron	N/A	
			5.8. Continue with the schedule for the regular inspections and cleaning of the septic tanks at the Woods, Lake Brenton, to ensure that septic tanks are at an acceptable level, which must be done between Monday to Saturday within business hours (i.e. between 08h00 – 17h00), as well as to confirm number of houses that are connected to septic tanks (and the volume of the tanks), and provide this Department with the requested information and a copy of the regular inspections and cleaning schedule within 14 (fourteen) calendar days of receipt of this Directive;	Submit Weekly Report on Cleaning of Septic Tanks at the Woods, Lake Brenton with time stamped photo evidence	N/A	
			5.8. Include the progress of the EIA application process for the Woods Sewer Reticulation pipeline, and the appointment of the Scada specialist and a Millwright for the monitoring and timeous response to avoid blockages and sewage spillages, as well as the two Technical Specialists to assist with maintenance and repair of the KM's sewerage infrastructure, as part of the progress reports as stipulated in paragraph 5.1. above, with adequate timeframes;	Activity 1 (report on a. EIA progress, b. SCADA Specialist, c. Millwright, d. KWWTW Upgrade	N/A	
			5.9. Investigate those houses with pools that are discharging pool backwash water into the sewer which is contributing to the volume in the septic tanks at The Woods, Lake Brenton, and provide this Department with the findings of the investigation and the KM enforcement action undertaken against the perpetrators in terms of the KM's municipal bylaws, within 30 (thirty) calendar days of receipt of this Directive.	Investigate illegal connections from pools to sewer system at the Woods, Lake Brenton	N/A	
			5.10. Contact the D:PCM (i.e. Ms Catherine Bill, email: Catherine.Bill@westerncape.gov.za) with regards to reinstating the Intergovernmental Pollution Management Task Team, within 14 (fourteen) calendar days of receipt of this Directive.	KM: DIS to contact Mr. of SANPARKS and agree on best way to set up Task Team	N/A	
2	29-Feb-24	DEADP Directive - S28(4) NEMA Non-Compliance	1) Remove the large volume of waste stockpiled outside, and inside the WTS to be disposed at a licenced Waste Disposal Facility ("WDF"), within 5 (five) calendar days from receipt of this Directive	Stockpiled waste has been removed to PetroSA	Based on tender service provider being paid per container transported in the amount of R600 to R4900 per container per day. The total funding applied for hiring of trucks is listed in Annexure G.	Operational Budget
			2) Cease the stockpiling of waste outside the WTS and ensure regular removal and transportation of the waste to a licenced WDF	Two waste skip bin is placed outside, there is currently no vehicle to transport the bins. They are treated as storage and emptied into the open tops through a TLB and transported to PetroSA.	Same cost calculated to transport waste to PetroSA as outline in Annexure G.	Operational Budget
			3) Continue with the daily cleaning of the WTS and the surroundings areas from windblown litter	Cleanup operation completed, cleanup is ongoing at the site.	R 225 000,00 (Internal funds) appointment of EOIs for twice in a year. EPWP grant for temporary workers.	Internal funds and EPWP grant
			4) Deploy 2 (two) security personnel for day and night shift to improve access control and prevent unauthorised access to the WTS within 14 (fourteen) calendar days from receipt of this Directive	Transnet indicated that they will also look at security measures and include in lease agreement amount. Awaiting new lease agreement. There are two security personnel deployed at the WTS.	Budget is not clear at this stage.	Operational Budget

			5) Continue with the regular cleaning of stormwater channels and catch pit at the WTS, as well as emptying the sump under the conveyor belt in order to prevent leachate from flowing into the adjacent Knysna lagoon	Storm water drains have been cleaned to prevent leachate entering the estuary. Continue to be done as needed by service provider.	Currently being done by KM depending on budget availability. We will engage SANPARKS and Revive Knysna that previously assisted with the clean up operations.	To be confirmed after engagement with SANPARKS or Revive Knysna.
			6) Implement an odour control/management system to manage the foul odours emanating from the WTS within 30 (thirty) calendar days from receipt of this Directive	The existing system could not be repaired and is an old system. It should go for evaluation and assessment.	Assessment and evaluation, the amount required is still unknown.	Operational Budget
			7) Increase the measures implemented for the pest control at the WTS and ensure the regular clean-up of fly traps and dead vermin	RFQ 121/2024/25 was rewarded to The Specialist franchise holding Pty Ltd.	R 9 437, 00	Operational budget
			8) Implement the approved amended residential schedule for the removal of refuse collection services, in order to improve services within 14 (fourteen) calendar days from receipt of this Directive	Backlogs are addressed and services are improved within 14 days.	R 2.8 million for repair of fleet	Operational budget
			9) Submit the registration application for the WTS with the D: WM in terms of Government Notice No. 926 (National Norms and Standards for the Storage of Waste) as the WTS stores more than 100m ³ of general waste and/or 80m ³ of hazardous waste for longer than 90 days, within 30 (thirty) calendar days from receipt of this Directive	Application for registration of the Waste Transfer Station for storage >100m ³ for >90 days has been submitted to TRANSNET as the landowner for completion. Once their info is included it will be submitted to the Waste Directorate.	R 552 660,52 in the 2025/26 FY	Operational Budget
			10) Submit the registration application for the WTS with the D: WM in terms of Government Notice No. 1093 (National Norms and Standards for the sorting, shredding, grinding, screening or bailing of general waste), within 30 (thirty) calendar days from receipt of this Directive	Application for registration of the Waste Transfer Station for storage >100m ³ for >90 days has been submitted to TRANSNET as the landowner for completion. Once their info is included it will be submitted to the Waste Directorate.	R 552 660,52 in the 2025/26 FY	Operational Budget
			11) Submit a plan to the Department with adequate timeframes for the relocation of vagrants and removal of the informal dwellings/structures from the WTS, as the Homeless Shelter Construction has been completed on 9 February 2024, within 30 (thirty) calendar days from receipt of this Directive	Housing Department is working on a plan together with social services and specials prgramme unit.	Application to be done by the housing department and social services unit.	provincial grant

			12) Submit the internal waste audit report which was completed on 15 February 2024, to the D:WM within 5 (five) calendar days from receipt of this Directive	Submitted to DEADP	Budget provided for the 2025/26 FY - R 190 000,00	Operational budget
			13) Submit your response to the Minister of Local Authority, Environment and Development Planning letter dated, 12 February 2024, with regards to your decision in terms of the signing of the Service Level Agreement with the Garden Route District Municipality (GRDM) for the development of the GRDM WDF, within 5 (five) calendar days from receipt of this Directive, and copy in this Directorate and the D:WM	Council item has been drafted for submission in the next council meeting.	Knysna R7 551 902 (exclusive of VAT)	No funding allocated in 2025/26 FY
			14) Submit to this Directorate and the D:WM bi-weekly (i.e. every two-weeks) progress reports for three months on the implementation of the abovementioned instructions (i.e. paragraphs 5.1. – 5.13.), starting from 1 March 2024 until 31 May 2024, and thereafter monthly progress reports, starting from June 2024, until such time as the Department is satisfied that there are substantial improvements at the WTS	The resolution was that from end of May 2025 monthly meetings will be held with DEADP.	No funding required	No funding required
	28-Mar-24	2nd DEADP Directive - S28(4) NEMA Non-Compliance	5.1 Continue with the implementation of the conditions and adherence to the relevant timeframes as stipulated in the Directive and Compliance Notice dated, 29 February 2024, as well as the Action Plan (dated, 08 March 2024);	A committee was established by the MM to give weekly feedback. KM had a meeting DEADP on the 7th of May 2025 and the resolution was that monthly report back meetings will be held.	N/A	N/A
3			5.2 Implement the following conditions/actions to deal with the waste management in the Knysna Municipality over the Easter Weekend and after, which includes the following:	See below		
			5.2.1 Immediately allocate and station a sufficient amount of waste skips/bins of appropriate size (to deal with increase of the waste over the easter weekend) at the Sedgfield Recycling Depo to be containerized and stored for disposal at the Petro SA WDF;	Municipality advocate for separation at source - the Sedgfield facility not being utilised for recycling purposes any longer.	No funding required	No funding required
			5.2.2 Immediately cease the transportation of the waste from Sedgfield Recycling Depo to Knysna WTS. The waste at Sedgfield must be stored in the allocated skips/bins and collected by the refuse trucks from Knysna en-route to Pretro SA WDF for disposal;	The Sedgfield facility is not being utilised for recycling purposes. The source is KM waste transfer station.	No funding required	No funding required
			5.2.3 Appoint service providers with the appropriate vehicles/trucks to remove and transport the large volume of waste stockpiled outside the Knysna WTS on a daily basis within (two) calendar days from receipt of this Directive;	See 2: 2/29/2024 Point 8)		
			5.2.4 Allocate and station sufficient amount of waste skips/bins of appropriate size outside the Knysna WTS to prevent the exposed stockpiling of waste outside the WTS (i.e. the waste that is not removed during the day and is stockpiled overnight, must be placed within the allocated waste skips/bins by the end of each day);	Municipality advocate for separation at source - the Sedgfield facility not being utilised for recycling purposes any longer.	No funding required	No funding required
			5.2.5 Ensure the regular removal of the waste from the skips/bins daily, in order to prevent unnecessary nuisances;	See 2: 2/29/2024 Point 1)		
			5.2.6 Implement measure to ensure the closure and securing of the WTS after operating hours within (five) calendar days from receipt of this Directive; and	See 2: 2/29/2024 Point 4)		

			5.2.7 Continue to utilise the EPWP employees for the daily cleaning at the WTS and the surroundings areas/properties from windblown litter.			
4	09-May-24	BOCMA Directive - S19(3) National Water Act	4.1 Take the following measures to immediately stop the pollution and further degradation of the water resources and the riparian environment			
		a. Failure to prevent pollution into Bongani Stream at the Bongani Sewer Pumpstation	4.1.1 Immediately cease the discharge of untreated sewage at the Bongani Pumpstation through a pipe into the Bongani stream;	Repairs to pumpstation and unblock sewer manholes	O&M	OPEX
		b. Failure to prevent pollution into the Sout River at the Concordia Pumpstation 1	4.1.2 Immediately contain any further movement of pollutants emanating from the discharged untreated sewage in the Bongani stream;	Repairs to pumpstation and unblock sewer manholes	O&M	OPEX
			4.1.3 Stop the overflowing manholes in the vicinity of the Bongani Pumpstation and Concordia Pumpstation 1, and prevent any further contact of the untreated sewage with the water resources;	Repairs to pumpstation and unblock sewer manholes	O&M	OPEX
			4.1.4 Clean-up all residue of the sewage overflow, with immediate effect	Disinfect spillage and monitor	O&M	OPEX
			4.1.5 Immediately take all reasonable measures to clean-up the regulated area of the Sout River impacted by the previous overflows of the Concordia Pumpstation 1, clean-up must include the elimination of sewage streams flowing into the water resource, and the removal of residual sludge from the Concordia Pumpstation 1 overflows and comply with any prescribed sludge management guidelines and/or waste standard and/or management practices:			
			4.1.6 Remove the solid waste dumped in the Sout River within the vicinity of the Concordia Pumpstation 1 with immediate effect; and			
			4.1.7 Remedy the effects of the pollution.			
			4.2 All the instructions under paragraph 4.1 must be implemented with immediate effect upon receipt of this directive.			
			4.3 Appoint a suitably qualified SACNASP registered aquatic/freshwater specialist to assess the impacts of the continuous discharge of untreated sewage on the watercourses. Compile and .submit the Impact assessment report and a Rehabilitation plan for mitigating the effects of the pollution with detailed timeframes for approval by the BOCMA within fourteen (14) working days upon receipt of the directive.	Update Freshwater Report and submit for Approval. Deviation for MM approval to be submitted by 31 May 2025 for shortened procurement process of 3 weeks to appoint a Specialist. Specialist to conclude plan, together with Coastal Discharge Permit application within 3 months. Monitoring to be done in accordance other activities. SOP to drafted and submitted by 31 May 2025 as interim measure	R600 000	OPEX
			4.4 Commence with the rehabilitation of the impacted areas of the watercourses once the rehabilitation plan has been approved by the BOCMA in writing, within five (5) working days upon such an approval	Bioremediation Plan submitted to be submitted and Weekly inspections, with photo evidence and job cards, signed by Sup to be summited weekly going forward	N/A	OPEX
5	03-Feb-25	DWS - Non-Compliance Notice				
		a. Updated and aligned WSDP 2022-2027 IDP Cycle	a. Updated and aligned WSDP 2022-2027 IDP Cycle	WSDP to be submitted at Council Meeting of 30 May 2025 and submitted thereafter by 5 Jun 2025	N/A	
		b. Annual Water Services Audit - 2023/24 Financial Year	b. Annual Water Services Audit - 2023/24 Financial Year	WSDP WSA served at S80 Com of 16 Apr 2025, to be approved on 27 May 2025 Council Meeting	N/A	
		c. Annual update of MuSSA	c. Annual update of MuSSA	Completed online in March 2025	N/A	
		d. International Water Balance - 12 month period up to 31 Dec 2024	d. International Water Balance - 12 month period up to 31 Dec 2024	Prepare and submit Water Balance up to 31 Dec 2025	N/A	
		e. Draft SLA for Knysna Bulk Water Supply Augmentation Feasibility Study	e. Draft SLA for Knysna Bulk Water Supply Augmentation Feasibility Study	Submitted on 04 Feb 2025 & Feedback received. Inception Meeting to be urgently arranged between KM, DWS and PSP	N/A	
6	12-Feb-25	DWS Non-Compliance - S62(1) of Water Services Act & R3630 of National Water Act				
		a. Green Drop non-compliance w.r.t. Regulations relating to norms and Standards for Process Controllers and water services works (WWTWs)	a. Green Drop non-compliance w.r.t. Regulations relating to norms and Standards for Process Controllers and water services works (WWTWs)			
		b. Corrective actions required at various WWTWs	b. Corrective actions required at various WWTWs within yhirty (30) working days of receipt of this letter			
		Knysna WWTW	Several	Upgrading and Refurbishment of KWWTW as per 2025/26 Draft Budget	R3 500 000	CRR
		Belvedere	Several	Submit report to confirm observed defects was attended with copies of latest test results	O&M	

		Brenton-on Sea	Several	Submit report to confirm observed defects was attended with copies of latest test results	O&M	
		Rheenendal	Several	Refurbish Biodisk 2 and associated works to ensure compliance to regulation 3630	R400 000	CRR
		Karatara	Several	Review & Submit Application for discharge of Effluent into a Water Resource	O&M	
		Sedgefield	Several	Refurbish mechanical screen, install inflow meter and associated works to ensure compliance to regulation 3630 (to be included in final 2025/26 budget)	R1 000 000	CRR/WSIG
7	19-Mar-25	AGSA Material Irregularity - S28(1) of NEMA and S19(1) of the National Water Act				
		a. KWWTW and mainline infrastructure (spillages from sewer lines and pumpstations)	a. KWWTW and mainline infrastructure (spillages from sewer lines and pumpstations)	Repair work has been undertaken and the pump station is functional, blockages continue to be managed	O&M	OPEX
		b. Untreated and inadequate treated effluent causing pollution	b. Untreated and inadequate treated effluent causing pollution	Repair work has been undertaken and the pump station is functional, blockages continue to be managed	O&M	OPEX
8	20-Mar-25	2nd DEADP Directive - S28(4) NEMA Non-Compliance (of 29 Feb 2024)		8.1. Continue to implement and adhere to the CEOMEF plan (adopted on 6 June 2024), and report to the relevant competent authority in respect of the stipulated conditions.	N/A	
		a. Sewer pipeline spillages between Hornlee and Hunters pollution the Bigai River	8.2. Unblock the sewerage line and manholes between Hunters Home and Hornlee Residential area within 7 (seven) calendar days of receipt of this Directive.	Weekly Inspections and record spillages with time stamped photo evidence	N/A	
		b. Sewer spillages from The Woods septic / conservancy tank into Lake Brenton	8.3. Conduct weekly checks on the Hornlee sewer pipeline across the Bigai River, and the sewer line and manholes between the Hunters Home and Hornlee Residential area, to ensure that the pipelines and manholes remain clear and in working condition, and submit monthly reports which include mapped GPS points indicating the exact location where the maintenance/unblocking/cleaning work has been undertaken, starting from the date of receipt of this Directive with the first monthly report being submitted to the Department on 30 April 2025, until such time as the Department is satisfied that there are substantial improvements.	N/A		
			8.4. Install the lockable lids to safeguard the manholes on the Bigai River sewer line, within 60 (sixty) calendar days of receipt of this Directive.	N/A		
			8.5. Submit to this Department for approval a standard operating procedure (SOP) to improve response time to blockages and spillages, including timeframes, incidents reports and response times within 60 (sixty) calendar days of receipt of this Directive.	N/A		
9	20-Mar-25	3rd DEADP Directive - S28(4) NEMA Non-Compliance (in line with CEOMEF)				
			1. Submit monthly reports on the progress made and the compliance with the CEOMEF and this Directive to the Department, starting from the date of receipt of this Directive with the first monthly report being submitted on 30 April 2025, and thereafter on the last working day of every month, until such time as the Department is satisfied with the progress.	See 3: 3/28/2024 Point 5.1)		
			2. Inspect and decant the sump under the conveyor belt and maintain schedule and a portfolio of evidence of inspections and cleaning operations conducted and ensure that the leachate is syphoned and disposed that the Wastewater Treatment Works for treatment, and provide evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7., below)	Due to the backlogs created by trucks broken down or PetroSA being closed, reactive measures are implemented.	Tender T17/2022/2023 (Annexure H Appointment letter): Honey sucker R 300 and hour wet rate. R 4500 for 3 days at 5 hours. We are looking at 3 times a year depending on backlogs and PetroSA closure during adverse weather conditions.	Operational Budget
			3. Conduct weekly clean-up operations of the stormwater channels and catch pits, and provided photographic evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7., below)	See 2: 2/29/2024 Point 5)		
			4. Repair the existing odour control/management system inside the WTS, within 14 (fourteen) calendar days of receipt of this Directive	See 2: 2/29/2024 Point 6)		
			5. Ensure regular scheduled inspections for pest control and clean ups, and provided photographic evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7., below)	See 2: 2/29/2024 Point 7)		
			6. Keep a register and report any incidents of non-compliance relating to the Municipal approved service standards and waste collection schedules and submit within 3 (three) working days from the report of the incident	See 2: 2/29/2024 Point 8)		
10	20-Mar-25	3rd DEADP Directive - S28(4) NEMA Non-Compliance (of 28 Mar 2024)		10.1 Continue to implement and adhere to the CEOMEF plan (adopted on 6 June 2024), and report to the relevant competent authority in respect of the stipulated conditions.		

			10.2 Keep a register and report any incidents of non-compliance relating to the Municipal approved service standards and waste collection schedules and submit within 3 (three) working days from the report of the incident;			
			10.3 Inspect and decant the sump under the conveyor belt and maintain schedule and a portfolio of evidence of inspections and cleaning operations conducted and ensure that the leachate is syphoned and disposed that the Wastewater Treatment Works for treatment, and provide evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7., below);			
			10.4 Conduct weekly clean-up operations of the stormwater channels and catch pits, and provided photographic evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7., below);			
			10.5 Repair the existing odour control/management system inside the WTS within 14 (fourteen) calendar days of receipt of this Directive;			
			10.6 Ensure regular scheduled inspections for pest control and clean ups, and provided photographic evidence as part of the Municipality's monthly reporting obligations to this Department (refer to 10.7. below); and			
			10.7 Submit monthly reports on the progress made and the compliance with the CEOMEF and this Directive to the Department, starting from the date of receipt of this Directive with the first monthly report being submitted on 30 April 2025, and thereafter on the last working day of every month, until such time as the Department is satisfied with the progress			
11	07-Apr-25	DFFE - S31L NEMA Act Compliance Notice				
		a. Unlawfull discharge into marine environment without Coastal Discharge Permit from Knysna WWTW (related to notice of intent of 31 Jan 2025)	6.1 Within twenty-four (24) hours upon receipt of this Compliance Notice, cease all discharge of sewage into the coastal environment until you obtain the necessary permits approvals from the competent authority;	As agreed, submitted on 29 April 2025		
			6.2 Proof of submission of your application to the licensing authority must be submitted to this Department's Enforcement Chief Directorate within seven (7) calendar days;	Ditto 6.1, procurement in process to appoint specialist as per Activity 3, Annexure B	R600 000	OPEX
			6.3 Within 30 (thirty) calendar days upon receipt of this Compliance Notice, submit to this Department an investigation report and Action Plan which must indicate, inter alia:	As agreed, submitted on 02 May 2025		
			a) Identification of all defective equipment / machinery that is causing the blockages at the manholes, including the WWTW;	Annexure A of 6.3 submitted on 02 May 2025		
			b) Measures required to maintain / repair the sewerage infrastructure as well as the WWTW to prevent future occurrences of spillages and ensure he optimal functioning of the infrastructure; and	Annexure A of 6.3 submitted on 02 May 2025		
			c) Timeframes within which these measures must be implemented	Annexure A of 6.3 submitted on 02 May 2025		
			6.4 Implement the measures within the timeframes approved by this Department.	Annexure A of 6.3 submitted on 02 May 2025		
			6.5 Within seven (7) calendar days upon receipt of this Compliance Notice, remove all waste from the WWTW and dispose thereof at a registered landfill site. Proof thereof (in the form of waste disposal certificates) must be provided to this Department within two (2) calendar days upon disposal.	Annexure D of 6.1 submitted on 29 April 2025		
			6.6 Within twenty-one (21) calendar days, appoint an independent and accredited specialist to do the following	Updated Freshwater Report includes Rehabilitation Plan to be submit for Approval. Deviation for MM approval to be submitted by 31 May 2025 for shortened procurement process of 3 weeks to appoint a Specialist. Specialist to conclude plan, together with Coastal Discharge Permit application within 3 months after appointment of a specialist.	R600 000	OPEX
			a) Investigate the full impact of the physical interventions on the wetland/estuary and coastal environment as well as all the impacted areas to determine the extent and levels of the pollution i.e. onsite and downstream due to your activities:			
			b) Compile and submit-a Rehabilitation Plan, for Departmental approval, which must include, but need not be limited , to the following			
			i. Identification of suitable management measures required to rectify the environmental degradation and restoration of the affected areas to as natural a state as possible			
			ii. Establishment of appropriate timeframes for said measures to be implemented;			
			iii. Inclusion of an on-going monitoring process to evaluate the rehabilitation process; and			
			iv. The report mentioned above is subject to approval by this Department and rehabilitation must commence and proceed as per the approved timeframes.			
			c) Within forty (40) calendar days of the appointment of the specialist, submit the said Rehabilitation Plan to this Department for review and approval.			
			d) The measures which are approved in 6.6 (c) above must be implemented within the timeframes approved			

Start	Finish	Duration (Months)	Champion	Comment 27 August 2025
02-Jun-25	Ongoing	MTREF	RP	Reports of the Woods and the 10 manholes in Hornlee were received and will be send to the departments on 4 August2025
01-Jul-25	30-Sep-25	3	Smo/RP	10 Lockable manhole covers were purchased in May 2025. This will be installed before end September 2025.
02-Jun-25	Ongoing	weekly	RP/ Sup: W&S	Reports of The Woods conservancy tank and the 10 manholes in Hornlee were received and will be send to the departments on 29 August 2025
02-Jun-25	Ongoing	MTREF	RP	The plumbing team patrols daily and monitor the sewer system. The 10 Lockable lids will be installed before end September 2025
02-Jun-25	30-Jun-25	1	Dr RM	
02-Jun-25	Ongoing	MTREF	SMa	
				A site meeting was held with the relevant owners to deal with the work that need to be completed at the conservancy tanks. The Reports of The Woods Conservancy Tank and the 10 manholes in Hornlee were received and will be send to the departments on 29 August2025 for the July 2025 period .
				Lockable lid will be installed on 29 August2025
02-Jun-25	30-Jun-25	1	SMo	A water tank was installed, but permanent installation will be completed on 29 August 2025.
02-Jun-25	30-Jun-25	1	SMo	A technical team is on site to prepare for the work to be completed end isend August 2025
02-Jun-25	Ongoing	MTREF	RP / Sup W&S	Reports of the Woods and the 10 manholes in Hornlee were received and will be send to the departments on 29 August 2025
02-Jun-25	Ongoing	MTREF	RP	An ROD was received for the sewer pumping systems for the Woods in December 2024. A budget of R500 000 was made available for the the design phase of the project. Tender T08/ 2024/25 for the telemetry is currently at Bid Elevation Stage and will serve shortly before the Bid Adjudication Committee. An on-site meeting was held on 20 August 2025 with The Woods residents to give progress on the project and the work that will be performed at the The Woods Conservancy Tank.
02-Jun-25	31-Aug-25	2	RP / Sup W&S	Our Bylaw allows decanting of swimming pool water into a sewer system. Chapter 7 section 99 (4) of the Bylaw. (highlighted) attached. This will be revelwed when we update the bylaw.
02-Jun-25	30-Jun-25	1	RP	An Inaugural Meeting for the pollution authorities meeting was held on the 20/06/2025.
01-Jul-23	30-Jun-26	MTREF	Acting manager Solid Waste	
01-Jul-24	30-Jun-26	MTREF	Acting Manager Solid Waste	
01-Jul-25	30-Jun-26	MTREF	Acting Manager Solid Waste	
No clear start date, meeting was held between KM and Transnet on the 8th of may 2025. Lease agreement to be send before 16th of may 2025 then after the issue of security measures will be discussed.		MTREF	Acting manager solid Waste and Director Community Services	

01-Jul-25	30-Jun-26	Ideally twice in a FY or yearly.	Acting manager Solid Waste and Environmental Specialist	
01-Aug-25		End date is dependent on the assessment and if a new system would be required, this impacting the capital expenditure.	Acting manager Solid Waste and Environmental Specialist	
01-Dec-25		12 month period.	Acting Manager Solid Waste and Environmental Specialist	
Recurring Daily	N/A	All backlogs are communicated to the community and addressed the following day.	Acting Manager Solid Waste and Environmental Specialist	
	30-Jun-25	Only after the lease agreement has been signed. The Operational Environmental Management plan is circulating for comments and approval.	Acting Manager Solid Waste and Environmental Specialist	
	30-Jun-25	Only after the lease agreement has been signed. The Operational Environmental Management plan is circulating for comments and approval.	Acting Manager Solid Waste and Environmental Specialist	
Only when submission is made can a possible date be communicated.		The Heidevallei site have been allocated for the Re-allocation of the Homeless, with the primary focus being on the homeless at Transfer station. The challenge is that a previous intervention was done and emergency units were given to homeless and they sold it to members of the public.	Acting Manager solid waste Acting Manager social services and Director Human Settlements	

03-Jun	30-Jun-25	Audit is done yearly.	Acting Manager Solid Waste	
Start date is still unclear. GRDM awaiting the signature of KM.		Council item was drafted. Funding is required when PetroSA closes	Acting Manager Solid Waste and Director Community Services	
		Next meeting will be end of May 2025	Acting Manager Solid Waste and Director Community Services	
30-May-25	31-Jul-26	14 months (reviewed on a monthly basis)	Acting manager solid Waste and Director Community Services	
			Acting Manager Solid Waste and Superintendent.	
			Acting Manager Solid Waste and Superintendent.	
			Acting Manager Solid Waste and Superintendent.	

Feb-25	Mar-25	1	RP	The spillages were stopped and team inspect the pump station daily.
Feb-25	Mar-25	1	RP	Tender T24/ 2024/25 was awarded for new pumps and will be delivered within weeks. This will be the standby pump .
Feb-25	Mar-25	1	RP	The spillages were stopped immediately and team inspect these pump stations daily.
Feb-25	Mar-25	1	RP	A clean-up was done and the photos were send with initial directive, which satisfied the department.
				A clean-up was done and the photos were send with initial directive, which satisfied the department. However spillages accured again and the department stopped the overflow after these spillages.
				This was done immediately after the directive, from BOCMA, by our community service directorate and witnessed on the site inspection that was conveyed.
				The foreign matter was removed and was witnessed by BOCMA on the site inspection.
				All instruction were remedied as per the directive.
01-Jul-25	30-Sep-25		3 RP/PB	A tender was compiled and it is currently serving before the BSC for the services of a SACNASP specialised services. The tender need to serve before the BSC with ammendments.

02-Jun-25	Ongoing	MTREF	RP / Sup W&S	This is Part of Tender specification as stated above as this need to be approved by BOCMA prior to implementation.
May-25	05-Jun-25	1	RW/RP	Completed, Council Resolution SIS01/05/25 approved on 30 May 2025
Feb-25	31-May-25	1	RW/RP	Completed, Council Resolution SIS01/05/25 approved on 30 May 2025
Feb-25	Completed	1		Completed, It was submitted to Council IS03/04/25 and approved on 5 June 2025
Feb-25	31-May-25	1	RP	The Water Balance was submitted on 11 June to DWS for the period June2023 - December 2024.
Jun-25	01-Jul-25	1	MN	This was completed, submitted and send to DWS on 9 April 2025.
				2 Process Controllers were appointed in June 2025 and 17 process controllers enrolled for RPL NQF4 as of 26 May 2025. A further 10 Trainee process controllers were placed with Krystna Municipality from Gearden Route District Municipality . In terms of Regulation 3630 all the treatment work will comply with the classification of Process Controllers.
01-Jul-25	30-Jun-26	12	RP/MN	A budget of R3.5M was approved and a tender will be compiled to deal with the refurbishments at KWWTW. (MISA is assisting the municipality)
02-Jun-25	31-May-25	1	RP/Smo/AK	Correspondance was submitted on 11 August 2025 and receipt was acknowledge. They further request a copy of the approved budget with more detail.

02-Jun-25	31-May-25	1	RP/Smo/AK	Correspondence was submitted on 11 August 2025 to DWS and receipt was acknowledge. They further request a copy of the approved budget with more detail.
01-Jul-25	30-Jun-26	12	RP/MN	There are no Bio-disks(Beacon Plant) in Rheenedal Instead it is a Hybrid Sewer Plant.
01-Jul-25	31-Dec-25	6	RP/PB	Professional Service Providers (PSP) tender is at BSC to be approved for advertisement.
01-Jul-25	30-Jun-26	12	RP/MN	A budget of R1.8M was approved Sedgefield Bulk Services that can be used to refurbish the screens and install a bulk meter or measuring structure.
2024	Ongoing	MTREF	RP/Smo	As of 6 May 2025, Final effluent samples from KWWTW were taken in accordance with the agreement reached with DFFE. All results have been communicated as per the agreed protocol. All samples were compliant with the exception of the sample taken 11 August 2025 which recorded non-compliant due to the delay in delivery of the chlorine gas cylinders. A resample was collected on the 2 June and there after the results remained compliant. We are currently awaiting the results of the sample collected 30 June 2025 which are expected to be available by 4 July 2025.
2024	Ongoing	MTREF	RP/Smo	As of 6 May 2025, Final effluent samples from KWWTW were taken in accordance with the agreement reached with DFFE. All results have been communicated as per the agreed protocol. All samples were compliant with the exception of the sample taken 11 August 2025 which recorded non-compliant due to the delay in delivery of the chlorine gas cylinders. A resample was collected on the 2 June and there after the results remained compliant. The last report was send on 15 July 2025 of the weekly samples.
				The action plan adopted by Council supercedes the CEOMEF plan adopted by Council.
02-Jun-25	Ongoing	weekly	RP/ Sup: W&S	Peports of the Woods and the 10 manholes in Hornlee were received and will be send to the departments on end August 2025 for the July 2025 period .
				It is included in above report
				10 Lockable manhole covers were purchased in May 2025. This will be installed before end August 2025
				The standard operating procedure was sent with the original correspondence to Directive number 2 . The report was completed September 2024.
01-Jun-25	30-Jun-26	Three time in a FY.	Acting manager Solid Waste	

				As of 6 May 2025, KWWTW final effluent samples were sent in accordance with the agreement reached with DFFE. All results have been communicated as per the agreed protocol. All samples were compliant with the exception of the sample taken 29 May 2025 which recorded non-compliant due to the delay in delivery of the chlorine gas cylinders. The last results was submitted 11 August 2025.
01-Jun-25	30-Sep-25	4	RP/PB & SCM	Agreed to submit before the 30 September 2025, as per the action plan.
				Funding was made available for the WWTW control panel and pumps in the 2025/26 budget year to address the defects. Contracts to repair pumps, motors and MCCs tender T25 /2024/25. This tender will serve in two weeks before the BAC, to deal with the defects.
				Timeframes as per the council resolution to the Action plan.
				Timeframes as per the council resolution to the Action plan.

				The waste was removed within compliance and it was witnessed by BOCMA.
01-Jun-25	30-Sep-25	4	RP/PB & SCM	A tender was compiled and it is currently serving before the BSC for the services of a SACNASP specialised services.

SECTION 154 GOVERNANCE & ADMINISTRATION WORK GROUP PLAN: 2024

DATE: August 2025

GOVERNANCE ISSUES						
Municipal Champion: Director Corporate Services						
PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	SUB-ACTION	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
1. Re-establish community confidence in the Municipality.	Community Organisations requested a closed session with Province during the Diagnostic Assessment Distance have developed between council, administration and communities.	Develop and implement a Communication Strategy/Community education and awareness campaign, based on citizens' rights and responsibilities.	Communication Strategy communicated to Department Local Government for comments Communication Strategy communicated to Department Local Government for comments	Manager Communications Manager Communications Manager Admin Corporate Services	4 March 2024 04 March 2024 Ongoing	Strategy and Policy communicated with Department Local Government Policy to be revised and tabled to next meeting.
	Non-compliance, breaches of the code of conduct. Apparent interference in administration.					
	Improve the functioning of council and its structures.	Review agenda of ward committee meetings, to ensure that committee members are engaged on strategic issues that are affecting the municipality	Confirm standard agenda items to be included for Ward Committee Agenda Meetings	Manager Public Participation / Manager IDP/PMS&IGR	Ongoing	Completed
	Training, build capacity and development of Councillors	Council over-regulates administrative decision making	Determine the requisite training and / or development initiatives to assist Councillors with their roles and responsibilities on the Interface between Council and Administration Arrange Training of Councillors in collaboration with Department Local Government Tracking and resolution matrix must be developed for council and Mayco, and other Committees of Council Councillor leadership Capacity on Appointment of Senior Managers.	Director Corporate Services / Manager Administration Director Corporate Services / Manager Administration Director Corporate Services / Manager Administration Director Corporate Services / Manager Administration	Continuously	Completed Completed Implemented Implemented
Complete all processes related to the filling of critical vacancies i.e. S56 and the MM and across the different business units	Adhere to legislative requirements	Make an assessment of the status quo of all current disputes and engage province and national i.e. IGR to resolve, else speed up litigation process.	List all current disputes between KLM and Dept. Local Government – WCPG Facilitate engagement session with DLG to resolve disputes Develop a Project Plan on review of Organisation Structure Develop implementation plan for filling of ALL CRITICAL VACANCIES	DLG, CoGTA, / Legal Services, Acting Director Corp Acting Director Corp / Legal Services / RMO /COGTA MM, Acting Director Corporate Services / DLG, RMO MM, Acting Director Corporate Services / DLG, RMO / Manager Human Resources	22/03/2024	Implemented This is part of the annual planning cycle.

ADMINISTRATION Municipal Champion: Municipal Manager Effective, efficient and optimally functioning administration						
PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	SUB-ACTION	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
A comprehensive institutional review takes place.	The municipality seem to have divergent political ideologies, which may lead to disagreements on priorities, budget allocations, resource distribution within clusters/wards.	Strengthen the IDP review process.	Establishment of database of stakeholders	MM, IDP/PMS&IGR Manager.	End April 2024	Implemented
Finalise the organisational structure	Non-compliance to due date for the completion of the organisational structure in terms of the Municipal Staff Regulations Less than optimal staff configuration.	Engage with Office of MEC the Minister for Local Government, Environmental Affairs and Development Planning for support on review of Organisation Structure	The municipality must work with provincial initiative to develop Organisation Structure template for similar sized municipalities. Develop a Project Plan on review of Organisation Structure	MM, CFO, S56 Managers LLF and the unions Acting Director Corporate Services / Manager Human Resources	End May 2024 End-July 2024	Council has sought seeking legal advice regarding the interpretation of legislative prescripts. Speaker awaits legal opinion.
Compliance	Non-adherence to Legislative Prescripts poses a risk for the Municipality.	Legal Guidance – Appointment of Senior Managers	Develop clear legislative compliance Template Develop SOP on recruitment of Senior Management Staff	MM: DLG and/or other applicable role players. RMO MM: DLG and/or other applicable role players. RMO	July 2024 July 2024	Implemented
Providing Hands on support, RMO and private sector.	Challenges at senior management level as a result of delays in recruitment and selection not being finalised expeditiously.	DCoGTA to provide capacity from the Result Management Office that will assist the municipality to address some of their challenges.	RMO Office deployment in KLM	CoGTA / Office of Municipal Manager / Manager IDP/PMS&IGR	March 2024	Completed
Promoting Anti-Corruption and Ethics	Maintaining Good Governance and Accountability	A collaboration entailing inter alia, the Department of Local Government, COGTA, SIU, Provincial Treasury, National Treasury to conduct a workshop on Anti-Corruption, Fraud and Ethics with Councillors and Municipal Officials.		MM, DLG and applicable role-players.	End April 2024 and ongoing.	Completed
Review of Policies	The Municipality requested support with the review of policies.	The Municipality must submit the list of policies they need assistance with.	Develop a Policy Register for KLM	Acting Director Corporate Services / DLG / RMO, Salga	End of May 2024 and ongoing.	Policy register has been developed, and various reviews are underway.

PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	SUB-ACTION	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
Enhance legislative compliance	To improve on audit findings, litigation challenges and control measures	Compile a list of compliance / control challenges and agree on a way forward in terms of each	Compliance Register – listed compliance matters Monthly basis report all areas of non-compliance	MM, CFO, S56 Managers, PT, DEADP and DLG, Risk and Audit managers, RMO All Directors	End June 2024, end August 2024.	Completed.
Develop Overtime Management Policy Framework.	The high vacancy rate in municipality contribute to R30 million budget of employee related cost (Overtime R17 million).	Overtime strategy must be developed to assist the municipality to mitigate against the overtime challenge.	Identify departments / sections where excessive overtime is recorded – Review current work schedules – possibility of instituting Shift system in specific areas	MM, relevant directors and managers, unions, RMO, Salga	June 2024	Completed
Address high number of acting and contractual/temporary positions	Temporary employees R11 million and acting allowance R2 million) including contracted services.	Audit of all long acting and contractual employees. Prioritise filling of critical vacancies.	Filling of all funded vacancies	MM, relevant directors / HR Manager, Unions, Salga, LG Seta, RMO.		Awaiting final outcome report of internal audit on overtime.
Re-establish a sound Corporate Culture	Breakdown in trust within the organisation amongst staff and management	Compile a Strategy aimed at improving the Corporate Culture	Submit application to DLG for potential grant funding to support appointment of Service Provider to facilitate the process	MM, CFO, S56 Managers and Business Unit champions	1 July 2024	No historical data.
Support and Strengthen Corporate Governance of ICT	Municipality does not have business enabling ICT Strategy. Misalignment between business and ICT. The current ICT policies are not aligned with the current ICT environment.	Review of the ICT Strategy that is aligned with business goals. Development of an ICT Implementation plan	Develop/review ICT policies which govern the current environment and procedures. Ensure processes to include ICT in the risk management structures.	DLG: ICT Support KLM: IT Department	1 July 2024	Implemented
		Develop/review ICT policies which govern the current environment and procedures. Ensure processes to include ICT in the risk management structures.	Submit New / Review ICT Policies to all role-players for inputs	Acting Director Corporate Services / Senior Manager Legal Services	Continuously	Implemented
		Ensure ICT matters are standing items of management meetings and ICT personnel form part of the overall planning in the municipality	Report b-monthly to EMT on all ICT related matters	Acting Director Corporate Services / Senior Manager Legal Services		Implemented
	The municipal operations could be easily digitized where the broadband infrastructure is available.	DCoGTA and the Department of Communications and Digital Technologies (DCDT) to assess the extent to which Broadband and ICT Support can benefit municipality	Communicate Assessment Report to Management for consideration once received	COGTA		No historical data.

KNYSNA MUNICIPALITY SUPPORT PLAN: 2024
PRIORITY LED, LAND USE, ENVIRONMENTAL MANAGEMENT, IDP & PUBLIC PARTICIPATION
STATUS REPORT – September 2025

WORKING GROUP : LED, LAND USE, ENVIRONMENTAL MANAGEMENT, IDP & PUBLIC PARTICIPATION					
PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
Land Use Planning					
1. Amend and implement Planning Bylaw	Amend planning Bylaw to achieve the following objectives: - Reduce excessive red tape. - Address errors and omissions	- Programme actions for implementation. - KLM to send current bylaw. - Gazetting budget to be allocated in 2024/2025 FY. - DEADP – Compare differences between KLM bylaw with standard bylaw & LUPA amendments. - GAPS analysis report to KLM (by August 2024). - KLM to comment, based on own experiences and prepare draft amended by-law. - DEA&DP to comment on draft amended by-law. - Final draft amended by-law to be circulated for internal comment and approval. - Public consultation and adoption.	Land Use Management Division Legal Services Division DEA&DP to provide guidance and support where required.	Have Planning Bylaw amended by Council by the second quarter of the 2025/26 financial year.	- Co-ordination meeting held with KLM to plan implementation – roles and actions agreed (9 April 2024). - Current bylaw received from KLM (10 April 2024). - DEA&DP completed GAP analysis. The GAP analysis includes an analysis of the alignment of the planning bylaw with the LUPA amendments. - DEA&DP and KLM to arrange a workshop. Tentative workshop date is 23rd January 2025. Still in line with the completion of that particular item by the end of second quarter next year – within the current financial year. - KLM to ensure that gazetting budget is rolled over to 2024/2025 FY. - An Item was submitted during August 2025 to 80 committee

WORKING GROUP : LED, LAND USE, ENVIRONMENTAL MANAGEMENT, IDP & PUBLIC PARTICIPATION					
PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
2. Develop and implement Guidelines for Public & Internal Comments to land use applications	Existing planning policies and guidelines to assist with planning application evaluation and decisions are inadequate, outdated and can be improved. Responses from Municipal Departments are not received in time and the inputs are inadequate	- Programme actions for implementation. - KLM to send List of internal departmental commentors and sample from CoCT categories of public consultation. - DEA&DP to prepare first draft of guidelines and format for improvement of departmental comments based on minimum legal requirements, conditions of approval, implication for urban management and best practices. - Joined refinement and completion of the guidelines. - Training workshop(s) with roleplayers to present the guidelines.	Land Use Management Division DEA&DP to provide guidance and support where required.	October 2025. (Note: DEADP to confirm the deadline)	- Co-ordination meeting held with KLM to plan implementation – roles and actions agreed (9 April 2024). - List of internal commenting departments and roleplayers & sample of CoCT public consultation strategy received from KLM (10 April 2024). - DEA&DP team to establish outline for guidelines (end April 2024). - KLM to identify which roleplayers to attend the workshop. - Workshop with Internal Commenting Departments - Final Draft Guideline document - Alignment with Planning By-law and MPT Rules - Adoption by Department by Oct 2025. - Submit item to Council for noting by November 2025.
3. Review and amend (if needed) the terms of reference of the Municipal Planning Tribunal.	Past concerns with the procedural objectivity of the MPT, specifically where members of the MPT reportedly both comment on applications and serves on the panel deciding such applications.	- Programme actions for implementation. - KLM to provide current MPT Rules to DEA&DP. - DEA&DP – Review rules for consistency with legislative requirements and best practices. - Discussion between DEA&DP & KLM on areas of improvement.	Land Use Management Division DEA&DP to provide guidance and support where required.	November 2025. (Note: DEADP to confirm the deadline)	- Co-ordination meeting held with KLM to plan implementation – roles and actions agreed (9 April 2024). - Current MPT Rules received from KLM (10 April 2024). - DEA&DP team and Knysna team held a discussion session January 2025. - Alignment with Planning By-law and MPT Rules by October 2025. - Submit item to S80 Planning for noting by November 2025.

WORKING GROUP : LED, LAND USE, ENVIRONMENTAL MANAGEMENT, IDP & PUBLIC PARTICIPATION					
PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
		- Discussion with MPT Chairperson & Municipality. - Amendments to the MPT Rules & Procedures, if/where required.			
4. Review and Amend the Knysna Zoning Scheme Bylaw	Review & Amend Zoning Scheme Bylaw to achieve the following objectives: - Reduce excessive red tape. - Address errors and omissions Address short-term holiday rentals	- Programme actions for implementation. - KLM to send current bylaw. - Gazetting budget to be allocated in 2024/2025 FY. - DEADP – Compare differences between KLM bylaw with standard bylaw & LUPA amendments. - GAPS analysis report to KLM (by August 2024). - KLM to comment, based on own experiences and prepare draft amended by-law. - DEA&DP to comment on draft amended by-law. - Final draft amended by-law to be circulated for internal comment and approval. - Public consultation and adoption.	Land Use Management Division DEA&DP to provide guidance and support where required.	Have Planning Bylaw amended by Council by fourth quarter of the 2025/26 Financial Year.	- KLM to ensure that gazetting budget is rolled over to 2024/2025 FY. - KLM identified which roleplayers to attend the workshop on 23rd January 2025. - Knysna MSDF to be adopted by Council by November 2025. - Submit an item to S80 Planning Portfolio Committee meeting during November 2025 to initiate the By-law Amendment process.

WORKING GROUP : LED, LAND USE, ENVIRONMENTAL MANAGEMENT, IDP & PUBLIC PARTICIPATION					
PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
Local Economic Development					
5. Review of the LED Strategy	The Municipality is in the process of reviewing the LED strategy to align the strategy with the current economic developmental status of the town.	Funding to implement identified projects upon finalization of the strategy.	Department of Economic Development and Tourism Department of Small Business Development National Treasury Department of Trade and Industry	2024/25 Financial year	- Status quo report and draft strategy submitted by the appointed service provider. A stakeholder consultative session took place on the 09-10 October 2024 to source inputs to be incorporated into the strategy. Following the stakeholder engagement session the strategy will be finalised and presented to Council for approval. - Strategy has been finalised and approved by council.
6. Tourism Destination Marketing Plan	The plan is due for a review upon the completion of the LED Strategy review to ensure proper alignment.	Review of the strategy	KM	2024/25 Financial Year	- None – Awaiting finalisation of the LED Strategy Review. Budget allocation will be made for the review of the Tourism Destination Marketing Plan. - An RFQ is in process for procurement of SP to develop the plan.
7. Transport Hub Development plan for informal trading.	The hub is located at centre of town however the function of the Informal trade activities is not properly organized.	Develop a concept for the Transport Hub Development Plan for informal trading in line with the council approved 2023 Investment Plan	Knysna LED with Community Services.	2024/2025 Financial Year	- Kick of meeting conducted. Further Stakeholder engagements to be conducted. - A concept note and an investment plan have submitted to SEDFA for funding of trading facilities and expansion of the taxi rank. - Further engagements with NT for finding are planned

WORKING GROUP : LED, LAND USE, ENVIRONMENTAL MANAGEMENT, IDP & PUBLIC PARTICIPATION					
PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
Public Participation					
8. Thusong Mobile	Absence of a Thusong Centre in the Knysna Municipal area, resulting in inadequate access of communities to government services	- Programme actions for implementation. - Rolling out of a Thusong Mobile in wards in the Knysna Municipal Area	Western Cape Department of Local Government Relevant Government Departments, including Home Affairs,SASSA,SAPS,etc WC Department of Local Government & Eden District & Local Municipality	On going	Knysna Municipal area is included in the Garden Route District DHA & SASSA roll out. A new schedule for the DHA is expected to be issued after the District Thusong Mobile meeting
9. Re-establish community involvement in local government affairs	Low level of participation in Municipal affairs, resulting in distance between the communities and the Municipalities, characterized by misunderstanding and less inputs in the IDP	- Programme actions for implementation. - Structured regular scheduling of Ward Committee and community report back meetings by Ward Councillors - Establishment of a Central Stakeholder Data Base	IDP Unit & Public Participation Unit	On going Quarterly	A total of 5 Formal Ward Committee meetings and 3 report back meetings have taken place from January-February 2025 and several block meetings were held in ward 6. Several other sector meetings with amongst others the Knysna Business Chambers,the Khoi-San Community,Eyona Yethu,Knysna Unite,AfriForum,National Lotteries,TAG,Men's Forum also took place A Water&Sanitation Forum meeting was held on 18 February 2025 and a planning meeting for the launch of the WSF between the Knysna Municipality took place on 19 February 2025. A protest march occurred on the 13 February 2025.The petition was responded to by the Municipality,

WORKING GROUP : LED, LAND USE, ENVIRONMENTAL MANAGEMENT, IDP & PUBLIC PARTICIPATION					
PROJECT	PROBLEM STATEMENT	ACTION REQUIRED	RESPONSIBLE DEPARTMENT OR AGENCY	TIMEFRAME	PROGRESS TO DATE
					Protestors closed the N2 along ward 3 on the 26 February 2025. An advert to establish a central data base was put in the media on the 27 January
10. Non-inclusion of all known projects, plans, and programs to be implemented within the Municipality by any organ of state	The Amended 2024/2025 IDP does not reflect the government investment in the municipal area	Identify and include all known projects, plans, and programs to be implemented within the Municipality by any organ of state, into the proposed IDP Amendment prior to its adoption	DLG, GRDM & Knysna Municipality	June 2025	In progress
11. Outdated Sector Plans	Some municipal sector plans are either due for adoption or review	2025/2026 IDP to align with amended or reviewed departmental sector plan	WC Provincial Government, Knysna Municipality (all relevant departments)	June 2025	In progress
Environmental Management					
12. Standard Operating Procedure (SOP) / Business Process for Environmental pre-directives and directives	Knysna Municipality do not have an internal procedure with steps, responsibilities and time frames for dealing with Environmental pre-directives and directives	Prepare a SOP / Business Process for Environmental pre-directives and directives	KM: Environmental Management Department, DEADP	June 2025	In progress
13. Compile a Invasive Species Monitoring, Control and Eradication Plan for KM properties	Knysna Municipality needs a Species Monitoring, Control and Eradication Plan that is compliant with Section 76 of the National Environmental Management: Biodiversity Act (Act 10 of 2004) and its Regulations	Prepare as Invasive Species Monitoring, Control and Eradication Plan as per DFFE Guidelines.	KM: Environmental Management Department, National DFFE	June 2026	In progress

13.3

C03/10/25	REPORT ON IRREGULAR EXPENDITURE: NON-COMPLIANT BAC COMPOSITION 3RD SALGA NATIONAL COMMUNICATORS FORUM
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REPORT FROM THE MPAC CO-ORDINATOR

PURPOSE OF THE REPORT

This Item previously served at a Special Council Meeting that was held on 31 August 2023 and was never discussed or a resolution taken since the Acting Speaker at the time requested that this item be dealt with at the next Special Council Meeting. For an unexplained reason this item never served again at any Council Meeting and therefore this matter is submitted for consideration to Council.

The purpose of this report is to provide the Municipal Council with a follow up report the reasons for the irregular expenditure related to the BAC that was not constituted properly as disclosed in the 2021/2022 Annual Financial Statements (AFS) with the request that it be certified as irrecoverable and to be written-off in the notes to the 2022/2023 AFS.

BACKGROUND

Every year with the compilation of the annual financial statements the accounting officer (Municipal Manager) must disclose any irregular expenditure that occurred during the financial year.

Irregular expenditure must be recovered from the person liable for that irregular expenditure unless Council certify that irregular expenditure as irrecoverable and to be written-off in the notes to the annual financial statements.

During the 2019/2020 financial year irregular expenditure to the amount of R 43 392 637 (VAT excluded) and R 15 885 467.12 in the 2021-2022 financial year, occurred as a result of the BAC that was not correctly constituted. The irregular expenditure that occurred was not deliberately or negligently committed, made or authorised. The irregular expenditure occurred was of a technical nature, i.e. awards made by the Bid Adjudication Committee (BAC) that was not properly constituted in terms of SCM Regulation 29.

The Municipalities Administration has since ensured that the BAC is constituted in terms of SCM Regulation 29 and hence no new issues have been raised by the Auditor-General. However, the awards made and contracts signed in the 2017/2018 and 2018/2019 financial years will have to continue until the contract periods expire. Until then, any actual expenditure in terms of those contracts will have to be disclosed as irregular expenditure in the notes to the annual financial statements and Council will have to deal with that irregular expenditure in terms of Section 32 of the MFMA.

Council in the past has certified irregular expenditure in terms of those contracts as irrecoverable and to be written-off in the notes to the annual financial statements.

Municipal Public Accounts Committee in its meeting held on 12 December 2022 considered the irregular expenditure, which were disclosed in the 2021-2022 Annual Financial Statements (AFS) audited by the Auditor General during the 2021-2022 audit.

This expenditure were recorded as irregular expenditure in the notes to the AFS in the 2019-2020, 2020-2021 (written-off) and 2021-2022 financial years. The audit findings as reported by the Auditor-General are attached as Annexure C with this report.

Previous Council resolutions on the writing off of irregular expenditure where the BAC was not constituted correctly:

“SC03/08/21 *IRREGULAR EXPENDITURE FOR THE 2020/2021 FINANCIAL YEAR*

UNANIMOUSLY RESOLVED

- [a] That the report on the disclosed irregular expenditure that occurred in the 2020/2021 financial year which was submitted to the Municipal Public Accounts Committee on 24 August 2021, be noted;*
- [b] That the Municipal Public Accounts Committee recommended to Council that the disclosed irregular expenditure with regard to piggy-back awards made (Regulation 32) and awards made by the Bid Adjudication Committee that apparently was not properly constituted in terms of SCM Regulation 29, be certified as irrecoverable and to be written-off in the notes of the 2020/2021 annual financial statements;*
- [c] That the piggy-back irregular expenditure of R 14,549,033 for the 2020/2021 financial year disclosed in the 2020/2021 Annual Financial Statements be certified as irrecoverable and to be written-off in the notes to the 2020/2021 Annual Financial Statements; and*
- [d] That the non-compliant Bid Adjudication Committee irregular expenditure R 45,578,842 for the 2020/2021 financial year disclosed in the 2020/2021 Annual Financial Statements be certified as irrecoverable and to be written-off in the notes to the 2020/2021 Annual Financial Statements.*

File Number: 5/12

Execution: Director Financial Services”

“C15/05/2020 *REPORT ON IRREGULAR EXPENDITURE AS IDENTIFIED DURING THE AUDIT: BAC COMPOSITION*

UNANIMOUSLY RESOLVED

- [a] That the report on irregular expenditure as a result of BAC composition, be noted;*
- [b] That the Supply Chain Management Policy, be amended to be in line with the relevant Regulations;*
- [c] That it be compulsory for all Directors to attend BAC meetings and that BAC attendance be included in the Directors KPI's;*
- [d] That any and all irregular expenditure, as a result of BAC composition, be deemed as irrecoverable and written off; and*

- [e] *That National Treasury, be requested, for condonation of any and all expenditure classified as irregular as a result of BAC composition.*

Execution: All Directors”

LEGISLATIVE BACKGROUND

The MFMA, section 1, defines irregular expenditure as:

- (a) *“expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of this Act, and which has not been condoned in terms of section 170;*
- (b) *expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the Municipal Systems Act, and which has not been condoned in terms of that Act;*
- (c) *expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998); or*
- (d) *expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality’s by-laws giving effect to such policy, and which has not been condoned in terms of such policy or by-law,”*

Section 32(2)(b) of the MFMA requires an investigation by a council committee before the Council can certify any irregular, fruitless and wasteful or unauthorised expenditure as irrecoverable. It is important to note that the aim of such an investigation is to establish whether the expenditure incurred must be recovered, utilising the factors outlined in regulation 74 of the Municipal Budget and Reporting Regulations.

This, therefore, means that the context of the investigations to be undertaken by the council committee referred to in section 32(2)(b) of the MFMA is of such a nature that it does not require a forensic investigation.

Section 74 of the Municipal Budget and Planning Regulations states that:

- (1) A council committee contemplated in Section 32(2)(a)(ii) of the Act to investigate the recoverability of any unauthorised, irregular or fruitless and wasteful expenditure must consider-
 - a) The measures already taken to recover such expenditure
 - b) The cost of the measures already taken to recover such expenditure
 - c) The estimated cost and likely benefit of further measures that can be taken to recover such expenditure; and
 - d) Submit a motivation explaining its recommendation to the municipal council for a final decision.
- (2) The municipal manager must provide all information required by the council committee referred to in subregulation (1), and any other information the council committee may require for the purpose of conducting a proper investigation.

The MPAC terms of reference refers as follow:

1.1 The Functions/ *Delegations* of the MPAC are:

-
2. Any unauthorised, irregular or fruitless and wasteful expenditure, in terms of Section 32 of the Local Government: Municipal Finance Management Act, 2003, incurred by the Municipal Council, Executive Mayor, political office bearers or officials, must be reported to the Committee. The Accounting Officer must report to the Committee on all steps taken to authorise or certify or recover or write off the expenditure, as well as whether any criminal action was instituted. The Committee must report to the Municipal Council on the appropriateness of action taken.
 3. To investigate unauthorised, irregular or fruitless and wasteful expenditure in terms of section 32 (2) of the Local Government: Municipal Finance Management Act, 2003, with a view to recommending to the Municipal Council whether such expenditure is irrecoverable or not.

DISCUSSION

The Auditor-General documented the following statement in the Management Report of the 2020-2021 Financial Year:

“Bid adjudication committee (BAC) composition

1. MFMA regulation 29(2) states that a BAC *must consist of at least four senior managers* of the municipality or municipal entity which must include-
 - (a) the *chief financial officer (CFO)* or, if the chief financial officer is not available, another manager in the budget and treasury office reporting directly to the CFO and designated by the CFO;
 - (b) *at least one senior supply chain management (SCM) practitioner* who is an official of the municipality or municipal entity; and
 - (c) a technical expert in the relevant field who is an official of the municipality or municipal entity, if the municipality or municipal entity has such an expert.
2. Each award should be adjudicated by a committee that is composed in compliance with regulation 29(2).
3. The following principles were confirmed with National Treasury:
 - (a) the senior manager referred to above are managers as envisaged by section 56 of the Municipal Systems Act
 - (b) the senior SCM practitioner does not have to be a manager as envisaged by section 56 of the Municipal Systems Act
 - (c) in the case whether the SCM practitioner is not a senior manager as defined, there needs to be four other members who are senior managers
 - (d) The CFO cannot fulfil the role of both the CFO and the SCM practitioner
 - (e) Not any senior manager can fulfil the role of SCM practitioner for purpose of the BAC – the SCM practitioner’s daily duties and functions should primarily include SCM functions
 - (f) A voting member of a bid evaluation committee (BEC) cannot also be a member of the BAC. A member of the BEC can be present to provide clarity but may not do work of the BAC i.e. to review the decision of the BAC
4. It is understandable that in some cases, municipalities do not have the staff establishment to have an adequately composed BAC however this does not negate the responsibility of complying with regulation 29(2). We direct municipalities to apply the exemption provided by the Minister of Finance as outlined in the Government Gazette No. 43281, issued on 5 May 2020. Alternatively, the municipality can approach National Treasury in terms of section 170 of the MFMA regarding departures from treasury regulations or conditions.”

ORDINARY MUNICIPAL COUNCIL MEETING
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Based on the audit finding raised by the Auditor-General the below expenditure on awards were subsequently disclosed in the 2019-2020, 2020-2021 (already written off) and 2021-2022 financial years as irregular expenditure.

2021-2022

Nature and reason for the expenditure:

Tender number	Supplier	Expenditure Incl VAT	BAC Composition
T55/2018/2019	Techni Civils	13 896 152,43	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. J. Kalani (Acting Director: Planning & Development) 3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
T29/2018/2019	Alveo Water	593 201,48	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. G. Boshoff (Director: Community Services) 3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
T31/2018/2019	Ruwacon	1 396 113,21	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. E. Phillips (Acting Director: Community Services) 3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
Total		R 15 885 467,12	

2020-2021 Closing balance

COMAF	DATE	SUPPLIER DETAIL	AMOUNT	BAC COMPOSITION
COMAF 7	2019/2020	Seaview Plumbing Supplies	1 948 353	BAC consisted of the following members: 1. M. Memani (Chairperson)

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				2. J. Kalani (Acting Director: Planning & Development) 3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
COMAF 35	2019/2020	WTW Civils (Pty) Ltd	4 351 934	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. G. Boshoff (Director: Community Services) 3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
COMAF 35	2019/2020	Techni Civils	1 785 399	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. E. Phillips (Acting Director: Community Services) 3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
COMAF 35	2019/2020	MDL Elgineering Company	4 254 640	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. G. Boshoff (Director: Community Services) 3. P. Makoma (Director: Corporate Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
COMAF 35	2019/2020	Southern Cape Plant Hire (Pty) Ltd	797 5	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. G. Boshoff (Director: Community Services) 3. P. Makoma (Director: Corporate Services)

ORDINARY MUNICIPAL COUNCIL MEETING
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				4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
COMAF 35	2019/2020	Sizisa Ukhanyo Trading 756 CC	7 870	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. N. Nelson (Finance) 3. R. Parry (Technical) 4. F. Kruger (SCM Manager) 5. X. Frans (Community) Acting
COMAF 35	2019/2020	Northfield Engineering (Pty) Ltd	13 560 075	25 May 2018 BAC consisted of the following members: 1. M. Memani (Chairperson) 2. R. Healing (Secretariat) 3. R. Parry (Technical) 4. F. Kruger (Manager Expenditure) 5. R. Meyer (Community) Acting 6. E. Phillips (Planning & Development) Acting 20 August 2018 BAC consisted of the following members: 1. M. Memani (Chairperson) 2. N. Nelson (Secretariat Acting) 3. R. Parry (Technical) 4. F. Kruger (Manager Expenditure) 5. X. Frans (Community) Acting 6. M. Boyce (Director Planning & Development) – Absent with leave
COMAF 35	2019/2020	Alveo Water	1 413 479	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. G. Boshoff (Director: Community Services)

ORDINARY MUNICIPAL COUNCIL MEETING
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				3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
COMAF 35	2019/2020	Ruwacon (Pty) Ltd	11 544 660	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. E. Phillips (Acting Director: Community Services) 3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
COMAF 35	2019/2020	Techni Civils t/a Ikhono Projects	3 728 612	BAC consisted of the following members: 1. M. Memani (Chairperson) 2. J. Kalani (Acting Director: Planning & Development) 3. P. Hariparsad (Director: Technical Services) 4. F. Kruger (SCM Manager) 5. D. Louw (Secretariat)
Total			R 42 602 997	

The reason for this irregular expenditure is because of a technical interpretation of a Senior Manager. Management clearly did not hold the same interpretation as the AGSA as the BAC consistently consisted of 4 voting members.

The appointment of these members were made by the Accounting Officer who was the Municipal Manager or Acting Municipal Manager at the time of award. The BAC performed its responsibilities in line with these appointments. Attached as Annexure G.

Its clear from these appointment circulars that Management interpreted the composition of 4 members to the BAC as follows:

The Chairperson being the CFO

A Senior Supply Chain Management Official and;
2 Directors (the specialists)

These appointments were made in this fashion by 2 different Municipal Manager's or Acting Municipal Managers.

It is notable that no other findings were raised by the Auditor-General on these awards, other than this technical error. It is therefore regarded that the supply chain management process in the awarding of these tenders were fair, equitable, cost-effective, competitive and transparent.

The BAC has since been reconstituted and now all awards are made with the presense of a correctly constituted BAC. This is evident in the fact that no similar findings on the awards made and audited during the 2021/2022 Auditor-General audit.

The municipailty has also not suffered any financial loss as a result of this irregularity.

The identied irregular expenditure are all existing contracts, of which Council has in the past certified the expenditure on two occasions as irrecoverable and to be written off. Reference to Council resolutions no.SC03/08/21 and C15/05/2020 as referred to above and full items attached to this report.

The Municipality has not applied to the National Treasury for condonation in terms of MFMA Section 170.

FINANCIAL IMPLICATIONS

No new financial implications exists in the writing-off of the irregular expenditure, it will only be an accounting transaction in the financial records of the municipailty.

RECOMMENDATION FROM THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

That the Municipal Public Accounts Committee recommended to Council that the disclosed irregular expenditure with regard awards made by the Bid Adjudication Committee that was not properly constituted in terms of SCM Regulation 29, be certified as irrecoverable and to be written-off in the notes of the 2022/2023 annual financial statements in the amount of **R 42 602 997**).

File Number: 9/1/2/14

Execution: Municipal Manager
CFO

13.4

C04/10/25	REPORT ON IRREGULAR EXPENDITURE: NON-COMPLIANCE WITH SCM REGULATION 32- "PIGGY-BACK" CONTRACTS
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REPORT FROM THE MPAC CO-ORDINATOR

PURPOSE OF THE REPORT

This Item previously served at a Special Council Meeting that was held on 31 August 2023 and was never discussed or a resolution taken since the Acting Speaker at the time requested that this item be dealt with at the next Special Council Meeting. For an unexplained reason this item never served again at any Council Meeting and therefore this matter is submitted for consideration to Council.

The purpose of this report is to provide the Municipal Council with a report on the reasons for the irregular expenditure related to the so called "Piggy back" contracts that was disclosed in the 2021/2022 Annual Financial Statements (AFS) with the request that it be certified as irrecoverable and to be written-off in the notes to the 2022/2023 AFS.

BACKGROUND

Every year with the compilation of the annual financial statements the accounting officer (Municipal Manager) must disclose any irregular expenditure that occurred during the financial year.

Irregular expenditure must be recovered from the person liable for that irregular expenditure unless Council certify that irregular expenditure as irrecoverable and to be written-off in the notes to the annual financial statements.

During the 2021/2022 financial year irregular expenditure was disclosed that related to piggy-back tenders entered into prior financial years. The irregular expenditure that occurred was not deliberately or negligently committed, made or authorised. The irregular expenditure occurred was of a technical nature, i.e. piggy-back tenders awarded.

The Municipality do not make use of any new piggy-back tenders anymore, however the awards made and contracts signed in the 2017/2018 and 2018/2019 financial years will have to continue until the contract periods expire. Until then, any actual expenditure in terms of those contracts will have to be disclosed as irregular expenditure in the notes to the annual financial statements and Council will have to deal with that irregular expenditure in terms of Section 32 of the MFMA.

Council in the past has certified irregular expenditure in terms of these contracts as irrecoverable and to be written-off in the notes to the annual financial statements.

Previous Council resolutions

“C16/05/2020 REPORT ON IRREGULAR EXPENDITURE AS IDENTIFIED DURING THE AUDIT SCMR 32 PIGGY-BACK CONTRACTS”

UNANIMOUSLY RESOLVED

- [a] That the report on irregular expenditure as a result of SCMR 32, be noted;*
- [b] That management never use SCMR 32 again and that tenders/quotations be invited for the procurement of all services and goods within the Municipality;*
- [c] That the expenditure as mentioned in [a] above be deemed irrecoverable and be written off; and*
- [d] That National Treasury be approached to condone the current and prior year’s potential irregular expenditure, due to retroactive application of MFMA section 170(2).”*

“SC03/08/21 IRREGULAR EXPENDITURE FOR THE 2020/2021 FINANCIAL YEAR”

- [a] That the report on the disclosed irregular expenditure that occurred in the 2020/2021 financial year be noted;*
- [b] That the Municipal Public Accounts Committee recommend to Council that the disclosed irregular expenditure with regard to piggy-back awards made (Regulation 32) and awards made by the Bid Adjudication Committee that apparently was not properly constituted in terms of SCM Regulation 29, be certified as irrecoverable and to be written-off in the notes of the 2020/2021 annual financial statements;*
- [c] That the piggy-back irregular expenditure of R 14,549,033 for the 2020/2021 financial year disclosed in the 2020/2021 Annual Financial Statements be certified as irrecoverable and to be written-off in the notes to the 2020/2021 Annual Financial Statements;”*

LEGISLATIVE BACKGROUND

The MFMA, section 1, defines irregular expenditure as:

- (e) “expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of this Act, and which has not been condoned in terms of section 170;*
- (f) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the Municipal Systems Act, and which has not been condoned in terms of that Act;*
- (g) expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998); or*
- (h) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality’s by-laws giving effect to such policy, and which has not been condoned in terms of such policy or by-law,”*

Section 32(2)(b) of the MFMA requires an investigation by a council committee before the Council can certify any irregular, fruitless and wasteful or unauthorised expenditure as irrecoverable. It is important to note that the aim of such an investigation is to establish whether

the expenditure incurred must be recovered, utilising the factors outlined in regulation 74 of the Municipal Budget and Reporting Regulations.

This, therefore, means that the context of the investigations to be undertaken by the council committee referred to in section 32(2)(b) of the MFMA is of such a nature that it does not require a forensic investigation.

Section 74 of the Municipal Budget and Planning Regulations states that:

(1) A council committee contemplated in Section 32(2)(a)(ii) of the Act to investigate the recoverability of any unauthorised, irregular or fruitless and wasteful expenditure must consider-

- e) The measures already taken to recover such expenditure
- f) The cost of the measures already taken to recover such expenditure
- g) The estimated cost and likely benefit of further measures that can be taken to recover such expenditure; and
- h) Submit a motivation explaining its recommendation to the municipal council for a final decision.

(2) The municipal manager must provide all information required by the council committee referred to in subregulation (1), and any other information the council committee may require for the purpose of conducting a proper investigation.

The MPAC terms of reference refers as follow:

1.2 “The Functions/ *Delegations* of the MPAC are:

- (n) To investigate any matter falling within its area of responsibility of the Committee or any (financial, service delivery, fraudulent/misappropriation) matter refer to it by the Municipal Council or a member of the public. “

The Municipal Systems Act no. 32 of 2000 (MSA), section 56 (1) states that:

“(a) A municipal council, after consultation with the municipal manager, must appoint(i) a manager directly accountable to the municipal manager.”

Regulation 32 of the Municipal Supply Chain Management Regulations (MSCMR) determines that –

“(1) A supply chain management policy may allow the accounting officer to procure goods or services for the municipality or municipal entity under a contract secured by another organ of state, but only if –

- (a) The contract has been secured by that other organ of state by means of a competitive bidding process applicable to that organ of state **[which was the case with all the piggy-back awards];***
- (b) The municipality or entity has no reason to believe that such contract was not validly procured **[which was the case with all the piggy-back awards];***
- (c) There are demonstrable discounts or benefits for the municipality or entity to do so **[which was the case with all the piggy-back awards]; and***

- (d) *That other organ of state and the provider have consented to such procurement in writing [which was the case with all the piggy-back awards]."*

Municipalities in South Africa has used this piece of legislation to speed up procurement processes and service delivery without any irregular expenditure issues. The Regulation do not limit the procurement or piggy-back amount on the contract to a percentage of the original award made by the organ of state.

However, the National Treasury through MFMA Circular No 96 dated 24 July 2019 made the ruling that a municipality may only piggy-back on the unused portion of the contract awarded by the organ of state. Therefore, piggy-back contracts and the amounts spent became irregular expenditure of a technical nature. Knysna Municipality do not make use of new piggy-back awards anymore.

DISCUSSION

Similar expenditures were written off in the past for:

Council resolution no. C16/05/2020 [c]

Mubeko Africa CC	T26/2018/2019	Piggy-back on Saldanha Bay Municipality tender awarded	1 048 027
Moore Stephens	T26/2018/2019	Piggy-back on Saldanha Bay Municipality tender awarded	814 481
Chauke Quantity Surveyors	T49/2017/2018	Piggy-back on Bitou Municipality tender awarded	772 453
Price Waterhouse Coopers	T28/2017/2018	Piggy-back on Saldanha Bay Municipality tender awarded	820 078
Aurecon SA (Pty) Ltd	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	36 800
BDE Consulting Engineers	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	426 012
Bosch Projects (Pty) Ltd	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	1 505 398
Clinkscapes Maughan-Brown	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	387 506
Element Consulting Engineers	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	1 189 999
Kantey & Templer (Pty) Ltd	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	254 105
Quantra Consulting (Pty) Ltd	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	882 076
Royal Haskoning DHV	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	741 172
SMEC South Africa (Pty) Ltd	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	1 006 831
Uhambiso Consult (Pty) Ltd	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	1 500 806
Zutari (Pty) Ltd	T45/2017/2018	Piggy-back on Mossel Bay Municipality tender awarded	3 163 289

The municipality disclosed irregular expenditure on piggy contracts entered into during the 2018-2019 and 2019-2020 Financial years as follow:

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

2021-2022

Piggy-back Tender	Service Procurement	Supplier	Amount (Incl. VAT)	Comment
T45/2018/2019	Consulting Engineers	Various	6 302 799,71	Continuation of contract expenditure written off in the past
T49/2018/2019	Housing Consulting Engineers	Chauke	331 368,35	Continuation of contract expenditure written off in the past
T26/2019/2020	Accounting assistance	Mubesko/More	1 406 704,96	Continuation of contract expenditure written off in the past
Total			R 8 040 873,02	

2020-2021

Financial year	Supplier	Piggy back Tender	Amount	Comments
2019/2020	Moore Stephens & Mubesko Africa CC	T26/2018/2019 (Piggy-back on Saldanha Bay Municipality tender awarded)	860 109	Continuation of contract expenditure written off in the past
2019/2020	Price Waterhouse Coopers	T28/2017/2018 (Piggy-back on Saldanha Bay Municipality tender awarded)	1 535 190	Continuation of contract expenditure written off in the past
2019/2020	GAPP Architects	T21/2018/2019 (Piggy-back on George Municipality tender awarded)	229 058	-
2019/2020	Sakhikhaya Suppliers CC	T37/2019/2020 (Piggy-back on City of Cape Town Metro tender awarded)	-7 633 540	-

T21/2018/2019 (Piggy-back on George Municipality tender awarded) GAPP Architects

The Acting Municipal Manager, wrote to George municipality on 24 August 2018 to obtain permission from the George Municipality to piggy back on this contract.

The George Municipalities' Municipal Manager responded on 28 August 2018 informing the Acting Municipal Manager that they consent in the use of the contract and indicates in the letter that the Municipality confirms that the contract was validly procured.

A service level agreement, dated 11 September 2018 is entered into between the service provider, GAPP Architects and Knysna Municipality represented by H. Smit as the Manager: Town planning and building control and signed by the Acting Municipal Manager, Mr. J. Douglas. The contract was for the development of a Municipal Spatial Development Framework (MSDF) for the Knysna Municipality

The Council adopted the SDF Framework as per Council resolution SC02/06/2020 and therefore did not suffer any financial loss.

Similar to other piggy-back contracts the National Treasury issued circular 96 in July 2019 which only then clarified that municipalities by only use the unused portion of a contract when entering into a piggy-back agreement. The municipality was therefore now entered into an unlawful contract and had to disclose the irregular expenditure.

T37/2019/2020 (Piggy-back on City of Cape Town Metro tender awarded Sakhikhaya Suppliers CC

The municipality has already initiated and finalised a forensic investigation into the T37/2019/2020 (Piggy-back on City of Cape Town Metro tender awarded) and the municipal manager has commenced with implementing the recommendations in the report.

The Municipality has not submitted an application to the National Treasury for condonation of the non-compliance

FINANCIAL IMPLICATIONS

By certifying the irregular expenditure as irrecoverable and to be written-off in the notes to the annual financial statements have no financial implications.

RECOMMENDATION FROM THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

- [a] That MPAC recommend the expenditure incurred to be written off as irrecoverable as follows:

2021-2022

Piggy-back Tender	Service Procurement	Supplier	Amount (Incl. VAT)
T45/2018/2019	Consulting Engineers	Various	6 302 799,71
T49/2018/2019	Housing Consulting Engineers	Chauke	331 368,35
T26/2019/2020	Accounting assistance	Mubesko/Moore	1 406 704,96
Total			R 8 040 873,02

ORDINARY MUNICIPAL COUNCIL MEETING
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2020-2021

Financial year	Supplier	Piggy back Tender	Amount
2019/2020	Moore Stephens & Mubesko Africa CC	T26/2018/2019 (Piggy-back on Saldanha Bay Municipality tender awarded)	860 109
2019/2020	Price Waterhouse Coopers	T28/2017/2018 (Piggy-back on Saldanha Bay Municipality tender awarded)	1 535 190
2019/2020	GAPP Architects	T21/2018/2019 (Piggy-back on George Municipality tender awarded)	229 058
2019/2020	Sakhikhaya Suppliers CC	T37/2019/2020 (Piggy-back on City of Cape Town Metro tender awarded)	-7 633 540

- [b] That the Municipality do not make use of any new piggy-back contracts; and
- [c] That management adopts and maintain adequate controls to ensure compliance with the legislative requirements as outlined in the Municipal Supply Chain regulations and Municipal Supply Chain Management Policy when procuring goods and services.

File Number: 9/1/2/14
Execution: Municipal Manager
CFO

13.5

C05/10/25	LEGAL OPINION ON REDESIGN OF THE ORGANISATIONAL STRUCTURE
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REPORT FROM MUNICIPAL MANAGER

PURPOSE OF THE REPORT

To report to the Municipal Council on the legal opinion obtained on the Redesign of the Organisational Structure.

BACKGROUND/DISCUSSION

On 5 June 2025, the Knysna Municipality under Item F&G01/04/25, considered a Report on the Organisational Redesign: Macro – Organisational Structure. After various discussions and deliberations thereon, Council unanimously resolved as follows:

CONTINUATION OF THE ORDINARY COUNCIL MEETING
MINUTES
5 JUNE 2025

F&G01/04/25 ORGANISATIONAL REDESIGN: MACRO-ORGANISATIONAL
STRUCTURE

UNANIMOUSLY RESOLVED

- [a] That the matter be held over to the next Council meeting; and
- [b] That the Speaker is mandated to obtain an independent legal opinion regarding the legality of the number of directorates reporting to the Municipal Manager and legal clarity on the appointment of managers reporting directly to the Municipal Manager.

File Number: 9/1/2/9
Execution : Director : Corporate Services
Manager : Human Resources

In execution of above council resolution, the administration in conjunction with the office of the Speaker, appointed Wesley Pretorius Attorneys to assist with an independent legal opinion regarding the legality of the number of directorates reporting to the Municipal Manager and legal clarity on the appointment of managers reporting directly to the Municipal Manager.

A copy of the instruction letter to Wesley Pretorius is enclosed hereto as **Annexure “A”**.

Consultations were held with the attorney of record and after submission of all relevant documentation, the final legal opinion was received dated 10 July 2025 and is enclosed hereto as **Annexure “B”**.

On page 4 of the Legal Opinion Council will note that the advice sought concerns two questions for consideration:

- a) First, what is the number of legally permissible directorate which may report to the municipal manager; and
- b) Second, is it permissible for non-senior managers to report directly to the municipal manager.

The number of directorates:

It is common cause that the Knysna Municipality has six directorates and that the Integrated Human Settlements directorate is not one of the departments which is permitted to establish as a separate department in terms of Regulation 5(1) of the Municipal Staff Regulations, 2021.

After consideration of the legislative framework, it is stated that the “municipality is therefore only permitted to have this directorate if it has complied, or now can comply, with the requirements on deviation set out in Regulation 5(4), which we are instructed the municipality to date has not done.” – paragraph 15.

Aforesaid Regulation 5 of Municipal Staff Regulations, 2021, provides as follows:

Determination of staff establishment

5. (1) A municipality may, within its administrative and financial capacity —
- (a) establish separate departments for—
 - (i) the development and town planning functions;
 - (ii) the provision of municipal public works and basic services to communities;
 - (iii) the provision of community services;
 - (iv) the management of the municipality's finances; and
 - (v) provision of corporate support services.
 - (b) provide capacity to support—
 - (i) the offices of public office bearers; and
 - (ii) the office of the municipal manager.

- (2) The organisation design metrics with the four key dimensions of the organisation design as set out in the table below must be applied by a municipality when determining the staff establishment.

Dimension	Category A	Category B	Category C
Structural layers	• Six to Seven (6-7) layers	• Five to Seven (5-7) layers.	• Five to Six (5-6) layers.
Structural shape	• Strategic: 0.2 - 1% • Managerial/ Specialist: 1 - 20% • Operational: 80 - 90%	• Strategic: 1% • Managerial/ Specialist: 1% - 15% • Operational: 85% - 95%	• Strategic: 1% • Managerial: 5% - 15% • Specialist: 30% - 55% • Operational: 15% - 30%
Span of control	• Municipal Manager: 7 - 8 • Directors: 6 - 7	• Municipal Manager: 6 - 8 • Directors: 5 - 7	• Municipal Manager: 6 - 8 • Directors: 5 - 6

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

Dimension	Category A	Category B	Category C
	• Divisional Managers: 5 – 6 • Managers: 5 – 6 • Supervisors: 9 - 15	• Divisional Managers: 5 – 6 • Managers: 5 – 6 • Supervisors: 9 – 15	• Divisional Managers: 4 – 5 • Managers: 4 – 5 • Supervisors: 9 – 12
Core to support employee ratio	• Core to support employee ratio of 70:30 • The ratio is based on actual headcount and not number of roles		

(3) The number of posts as set out in Annexure F may be provided on the approved staff establishment of the offices of the political office bearers, subject to the category, size and affordability of municipality, including approval by council of the municipality.

(3) Unless specified, personal security of POBs is subject to a threat and risk analysis conducted by the South African Police Service.

(4) A municipality may, in exceptional circumstances and upon good cause shown, and in consultation with the relevant MEC for local government, deviate from the requirements of sub-regulation (1) and (3) after considering the following factors:

- (a) The category or type of the municipality;
- (b) the duties and functions of the municipality;
- (c) the gross income, the area of jurisdiction and the nature of the settlement within the municipality;
- (d) the financial capacity of the municipality, with the wage and salary bill not exceeding financial ratios and norms as set out in terms of Municipal Finance Management Act.
- (e) the need for the promotion of equality and uniform norms and standards.

Regulation 5 (4) accordingly requires the municipality, in “*exceptional circumstances and upon good cause shown, and in consultation with the relevant MEC for local government, deviate from the requirements of sub-regulation (1) and (3)*” after consideration of certain factors.

The legal opinion accordingly states that “*the municipality is therefore only permitted to have this directorate if it has complied, or now can comply, with the requirements on deviation set out in Regulation 5 (4), which we are instructed the municipality to date has not done*” and it is further stated as follows:

7

16. It follows that the evaluation now to be undertaken of the municipality's staff establishment so as to comply with the Municipal Staff Regulations, must encompass abolishing the directorate of integrated human settlements – subject, of course, to the rights of the incumbent Director of Integrated Human Settlements.

17. In addition to the Municipal Staff Regulations, section 66(3) of the Systems Act prohibits the employment of any person to a post which is not provided for in the staff establishment of the municipality. As a matter of law, therefore, the municipality is not entitled to have the directorate of integrated human settlements (by virtue of regulation 5(1) of the Municipal Staff Regulations) and equally is not entitled to employ any person in such post (by virtue of section 66(3) of the Systems Act).

18. It follows that although the appointment of the Director of Integrated Human Settlements with effect from 1 December 2024 accorded with the municipality's existing staff establishment, such post was unlawful because it was no longer permissible in terms of the Municipal Staff Regulations. Had the municipality reviewed its staff establishment regularly as was required of it, then this much would have been apparent to it. The appointment itself was therefore unlawful.

The view is thus held that although the Knysna Municipal Council appointed the current IHS Director with effect from 1 December 2024, such post was unlawful since it is no longer permissible in terms of the Municipal Staff Regulations.

Council is advised that since there was a breach of a regulatory provision which results in a material irregularity, as an organ of state, the municipality must apply by way of a self-review application to court, for an order declaring invalid the contract concluded pursuant to the materially irregular process, since *“an organ of state cannot correct its own mistakes or unlawful conduct”*.

The legal opinion also addressed the interest of the current incumbent in paragraph 23 of the Legal Opinion where it is stated that “in order to protect the interest of the director, the municipality will be entitled to ask a court, in addition to the order of invalidity in terms of section 172 (1)(a), to order a remedy that is just and equitable in terms of section 172 (1)(b) of the Constitution.”

Council is also advised to exercise caution as per paragraph 24 below:

24. Finally, we would be remiss not to express a cautionary word in conclusion on this section. Section 66(5) of the Systems Act renders any person who makes a decision, knowing it to be in contravention of section 66(3), personally liable for any irregular or fruitless and wasteful expenditure that the municipality may incur as a result of the invalid decision. In our view, unless the remedial steps which we advocate in this opinion are taken, the officials responsible for the appointment of the director in question may be at risk by virtue of the provisions of section 66(5).

From the enclosed **Annexure “C”**, Council will note that a query was posed to the attorney of record concerning the conclusions reached under the numbers of directorates reporting directly to the Municipal Manager.

Managers reporting to the Municipal Manager:

The legal opinion seeks to advise whether the three managers in the office of the Municipal Manager, who are considered ‘middle managers’, are permissible in accordance with the legislative framework.

The following are considered common cause: that the aforesaid managers were not appointed in accordance with the requirements of the Local Government: Regulations on the Appointment & Conditions of Employment of Senior Managers, 2024; the managers are directly accountable to the Municipal Manager and the fall within the definition of senior managers. However, as a matter of law and fact, *“they have not been appointed pursuant to the Appointment Regulations and it has not been determined, prior to their appointment, whether they have the prescribed skills, experience, competencies and qualifications for such appointments”*.

The appointments are thus considered unlawful.

Council will note that the Legal Opinion substantiates above based on case law and the view of our courts that *“the Act only provided for managers directly accountable to the Municipal manager without providing for different categories thereof”*.

The appointments to those positions are deemed to be unlawful given the act that the recruitment process as outlined in section 56 of the Municipal Systems Act, Act 32 of 2000 and the Appointment Regulations, were not followed and the *“municipality must approach the court of law to have those appointments declared invalid in terms of section 172 (1) (a) of the Constitution. As is the case with the Director of Integrated Human Settlements, their further employment with the municipality can be addressed by way of a just and equitable remedy as contemplated by section 172 (1)(b)”*.

The legal opinion accordingly advises that Council, upon consideration of the advice under each determination, must declare the relevant appointments irregular by a court of law and to also seek a just and equitable remedy.

After receipt of the Legal Opinion dated 10 July 2025, the content thereof was perused and led to the enclosed query, **Annexure “C”**, being addressed to the attorney of record.

From **Annexure “C”**, the Council will note that clarity was sought as to whether a self-review application was the only available option to Council with specific regard to the appointment of the current Director IHS who was appointed to a position on an approved organisational structure which includes the IHS directorate.

In response to above, a Supplementary Legal Opinion dated 17 July 2025, was drafted and submitted by the attorney of record and enclosed hereto as **Annexure “D”**.

The view is held that since the Knysna Municipality has not followed a Regulation 5 (4) process and the fact that the MEC has not applied his mind thereto, the IHS directorate remains unlawful. It is also not considered as permissible for the municipality to now follow aforesaid process without pursuing a self-review.

Hereunder Council will note as per paragraph 7 of the Supplementary Legal Opinion, case law dictates that an organ of state must approach court where it perceives that it has acted irregularly and as such, a self-review is unfortunately inevitable. It is however, in the interim advised as per below:

9. But that does not mean that the directorate of integrated human settlements must immediately terminate its operations. A self-review is a judicial process which will take some period of time to play itself out. Because courts are the only arbitrators of legality, it is only the court who in due course will determine whether the opinions we have expressed are in fact and in law correct. The court, and the court alone, will finally determine the invalidity or otherwise of the directorate. The legal position in this regard is summarised as follows by the learned authors Hoexter and Penfold :

“The principle is that until an ‘act’ (the usefully neutral term used in Oudekraal)³ is set aside by a court, it exists in fact and is capable of having legal effects. This means that, in the interests of certainty and in order to avoid self-help, even an

The Legal Opinions dated 10 July 2025 17 July 2025 respectively, is submitted to Council for consideration.

FINANCIAL IMPLICATIONS

Cost of a funded Organisational Structure
Payment for procurement of Legal Opinion

RELEVANT LEGISLATION

Municipal Finance Management Act, 56 of 2003

Municipal Systems Act, 32 of 2000
Municipal Staff Regulations, 2021

RECOMMENDATION OF MUNICIPAL MANAGER

- [a] That the Report on the Legal Opinion on the Redesign of the Organisational Structure, be noted;
- [b] That the Legal Opinion prepared by Wesley Pretorius Attorneys, dated 10 July 2025 as per **Annexure “B”**, be noted;
- [c] That the Supplementary Legal Opinion prepared by Wesley Pretorius Attorneys, dated 17 July 2025, as per **Annexure “D”**, be noted;
- [d] That Council, based on the outcomes of the Legal Opinions, considers the Redesign of the Organisational Structure; and
- [e] That Council considers the institution of a self-review application as advised in the Legal Opinions mentioned in sub-resolutions (b) and (c).

APPENDIX / ADDENDUM

Annexure “A”: Instruction letter to Wesley Pretorius Attorneys dated 18/07/25
Annexure “B”: Legal Opinion by Wesley Pretorius Attorneys dated 10/07/25
Annexure “C”: Email correspondence with Wesley Pretorius Attorneys
Annexure “D”: Supplementary Legal Opinion by Wesley Pretorius dated 17/07/25

File Number : 9/1/2/9
Execution : Director : Corporate Services
Acting Manager: Legal Services

**Knysna**Municipality Munisipaliteit uMasipala
inclusive • innovative • inspired**ANNEXURE A****Collab. Ref.:** 2527965
File Ref.: T44/2023/2024
M Botha**2025-06-18**

Mr. W Pretorius
Wesley Pretorius & Associates Inc
24 Tottenham Road, Baysville
East London
5214

Via email: sasha@wesleypretorius.co.za
wesley@wesleypretorius.co.za

Dear Sirs,

INSTRUCTION TO PROVIDE A COMPREHENSIVE LEGAL OPINION ON THE ORGANISATIONAL REDESIGN: MACRO-ORGANISATIONAL STRUCTURE

The above-mentioned matter refers.

As per enclosed Council Resolution, the Knysna Municipal Council, on 5 June 2025, under Item F&G01/04/25, resolved as follows:

- a) That the matter be held over to the next Council meeting; and
- b) That the Speaker is mandated to obtain an independent legal opinion regarding the legality of the number of directorates reporting to the Municipal Manager and legal clarity on the appointment of managers reporting to the Municipal Manager.

Herewith instruction to provide the Knysna Municipality with a comprehensive legal opinion on the above, with specific regard to the following:

- a) Legality of the number of directorates reporting to the Municipal Manager:

Hereunder we refer your attention to section 4 of the *Local Government: regulations on Appointment and Conditions of Employment of Senior Managers*, 2014.

- b) Legality on the appointment of managers reporting to the Municipal Manager:

Hereunder we refer your attention to the distinction between a senior manager accountable to the Municipal Manager, appointed by a Municipal Council in accordance with section 56 of the *Local Government: Municipal Systems Act*,

Please address all correspondence to the Municipal Manager and quote the above reference
P O Box 21 • Knysna • 6570 • Tell: 044 302 6300 • Fax: 044 302 6333 • E-mail: knysna@knysna.gov.za

32 of 2000, read with the *Local Government: Regulations on Appointment and Conditions of Employment of Senior Managers*, 2014; and a 'manager' reporting to the Municipal Manager, appointed by a Municipal Manager, in accordance with a municipality's Recruitment & Selection Policy, read with the *Local Government Municipal Staff Regulations*, 2021, and the Guidelines thereto.

Regarding the above, we require clarity as to whether both senior manager and manager, can report to the Municipal Manager on the organizational structure of a municipality. Hereunder we draw your attention to Regulation 5 and 6 of the *Local Government Municipal Staff Regulations*, 2021, dealing with the determination of staff establishment and procedure of determining staff establishment, respectively.

We would appreciate your consideration of above instruction at a rate of R 2 520 per hour and upon your acceptance, all relevant information will be provided.

Above legal opinion to be finalized by 24 June 2025.

We await your feedback herein.

Yours faithfully,



18/06/2025
MR LULAMILE MAPHOLOBA
MUNICIPAL MANAGER

CONTINUATION OF THE ORDINARY COUNCIL MEETING
MINUTES
5 JUNE 2025

F&G01/04/25 ORGANISATIONAL REDESIGN: MACRO-ORGANISATIONAL
STRUCTURE

UNANIMOUSLY RESOLVED

- [a] That the matter be held over to the next Council meeting; and
- [b] That the Speaker is mandated to obtain an independant legal opinion regarding the legality of the number of directorates reporting to the Municipal Manager and legal clarity on the appointment of managers reporting directly to the Municipal Manager.

File Number: 9/1/2/9

Execution : Director : Corporate Services
Manager : Human Resources



Wesley Pretorius & Associates Inc

ATTORNEYS, ADMINISTRATORS OF ESTATES & LABOUR LAW PRACTITIONERS

Reg.No.: 2017/530010/21

24 Tottenham Road, Baysville, East London, 5241 | P.O. Box 19770, Tecoma, 5214
Tel: 043-721 1740 | Telefax: 043-721 1742 | Email: lee@wesleypretorius.co.za

To: KNYSNA LOCAL MUNICIPALITY

Att: Mr Mark Willemse

mwillemse@knysna.gov.za

cc: Ms Marilyn Botha

mbotha@knysna.gov.za

Our ref: Mr W Pretorius/zq/K106

Date: 10 July 2025

Dear Mr Willemse

**RE: LEGAL OPINION ON THE NUMBER OF DIRECTORS REPORTING TO THE MUNICIPAL
MANAGER AND THE STATUS OF MANAGERS REPORTING TO THE MUNICIPAL MANAGER**

1. We refer to the above matter.

Director: Frank Wesley Pretorius : BA (U.W.C.) LLB (WITS)
Senior Associates : Wayne Smith : LLB (U.F.H.) Avisha Bramdov : BA (U.F.H.)
Professional Assistants : Sasha-lee Mac Minn : LLB (U.F.H.) Dayna Booysen : LLB (N.M.U.)
Candidate Attorney : Tiffany-Leigh Fortuin : LLB (U.F.H.)



2. Herewith legal opinion prepared by Mr Wesley Pretorius of Wesley Pretorius & Associates Inc, together with Advocate Steve Rorke SC.
3. Please do not hesitate to contact us should you have any queries.

Yours faithfully,



WESLEY PRETORIUS AND ASSOCIATES INC

PER: MR WESLEY PRETORIUS

Director: Frank Wesley Pretorius : BA (U.W.C.) LLB (WITS)
Senior Associates : Wayne Smith : LLB (U.F.H.) Avisha Bramdov : BA (U.F.H.)
Professional Assistants : Sasha-lee Mac Minn : LLB (U.F.H.) Dayna Booysen : LLB (N.M.U.)
Candidate Attorney : Tiffany-Leigh Fortuin : LLB (U.F.H.)



In re : Legal Opinion on the number of directors reporting to the municipal manager
and the status of managers reporting to the municipal manager

OPINION

To: Mr Mark Willemse

The Speaker

Knysna Municipality

10 July 2025

Introduction

1. The Knysna Municipality ("the municipality") is in the process of reviewing its organisational structure.
2. The municipality requires our advice in respect of 2 main questions:
 - 2.1 first, what is the number of legally permissible directorates which may report to the municipal manager; and
 - 2.2 second, is it permissible for non-senior managers to report directly to the municipal manager?
3. We address each of the questions in turn. Before doing so it is necessary to provide some background. (This opinion has been prepared after consultations were held by Mr Pretorius with the Speaker and the Municipal Manager, on the one hand, and the Speaker and the Director Corporate Services, on the other hand, together with the Manager Legal Services, on each of the occasions. Mr Pretorius has also had sight of the employment contracts of the municipality's directors and relevant managers reporting to the Municipal Manager.)

The need for a review of the municipality's staff establishment

4. Section 66 (1) of the Local Government: Municipal Systems Act, 32 of 2000 ("the Systems Act") provides as follows:

" A municipal manager, within a policy framework determined by the municipal council and subject to any applicable legislation, must-

- (a) develop a staff establishment for the municipality, and submit the staff establishment to the municipal council for approval...*
- (d) establish a process or mechanism to regularly evaluate the staff establishment and, if necessary, review the staff establishment..."*

(emphasis provided)

5. The municipality's current organisational structure was adopted in 2018 and reviewed several times thereafter. The last occasion this was done was more than 4 years ago in May 2021. In our view, this delay is not consistent with the requirement of a regular evaluation as required by section 66(1)(d) of the System's Act. We say more about this in a moment.
6. The provisions of the Local Government: Municipal Staff Regulations¹ (the Municipal Staff Regulations), which came into effect on 1 July 2022,² require in peremptory terms that a municipal manager must review the staff establishment of a municipality, *inter alia*, within 12 months of the promulgation of the regulations. However, the municipality is exempted from this provision where it has reviewed its staff establishment 2 years before the promulgation of the regulations.

¹ Published in Government Notice No. 890 of 20 September 2021

² Regulation 65

7. Since the municipality has reviewed its staff establishment approximately 14 months before the promulgation of the regulations, it is not compelled to undertake a review in terms of the regulations.
8. However we are instructed that, this notwithstanding, the municipality is concerned that its staff establishment may suffer from certain weaknesses, including that it is not adequately funded and that it does not address the service delivery priorities identified in the municipality's Integrated Development Plan. It has therefore commenced a process of "*organisational redesign*" which is synonymous with a review of its staff establishment.
9. In any event, as stated above, a municipality is statutorily required to regularly review its staff establishment. Since the last review was undertaken some 4 years ago, there can be little doubt in our view that the municipality is now statutorily obliged by virtue of section 66(1)(d) to evaluate its staff establishment as required by that sub-section.
10. In now evaluating its staff establishment the municipality must, in terms of Regulation 6(1) of the Municipal Staff Regulations, do so by having regard, *inter alia*, to the terms of those regulations. The relevant sections of the Municipal Staff Regulations are dealt with below.

The number of directors

11. We address now the first question posed.
12. Regulation 5 (1) of the Municipal Staff Regulations provides that a municipality may establish separate departments for:
 - 12.1. the development and town planning functions;
 - 12.2. the provision of municipal public works and basic services to communities;
 - 12.3. the provision of community services;
 - 12.4. the management of the municipality's finances; and
 - 12.5. the provision of corporate support services.
13.
 - 13.1. Importantly, Regulation 5(4) Municipal Staff Regulations provides that a municipality may only, in exceptional circumstances, upon good cause shown and in consultation with the relevant MEC for local government, deviate from the requirements of Regulation 5(1), after considering a number of listed factors.
 - 13.2. These factors are onerous. They are:
 - 13.2.1. the category or type of the municipality;

- 13.2.2. the duties and functions of the municipality, the gross income, the area of jurisdiction and the nature of the settlement within the municipality;
 - 13.2.3. the financial capacity of the municipality with the wage and salary bill not exceeding financial ratios and norms as set out in terms of the Municipal Finance Management Act; and
 - 13.2.4. finally, the need for the promotion of quality and uniform norms and standards.
- 14. The municipality has the following six directorates, which we are instructed must be taken as being synonymous with "*departments*", as envisaged in Regulation 5(1): planning and economic development, infrastructure services (the equivalent of public works and basic services), community services, finance, corporate support services, and integrated human settlements.
- 15. What is immediately apparent is that the municipality's directorate of integrated human settlements is not one of the departments which it is permitted to establish as a separate department in terms of Regulation 5(1). The municipality is therefore only permitted to have this directorate if it has complied, or now can comply, with the requirements on deviation set out in Regulation 5(4), which we are instructed the municipality to date has not done.

16. It follows that the evaluation now to be undertaken of the municipality's staff establishment so as to comply with the Municipal Staff Regulations, must encompass abolishing the directorate of integrated human settlements – subject, of course, to the rights of the incumbent Director of Integrated Human Settlements.
17. In addition to the Municipal Staff Regulations, section 66(3) of the Systems Act prohibits the employment of any person to a post which is not provided for in the staff establishment of the municipality. As a matter of law, therefore, the municipality is not entitled to have the directorate of integrated human settlements (by virtue of regulation 5(1) of the Municipal Staff Regulations) and equally is not entitled to employ any person in such post (by virtue of section 66(3) of the Systems Act).
18. It follows that although the appointment of the Director of Integrated Human Settlements with effect from 1 December 2024 accorded with the municipality's existing staff establishment, such post was unlawful because it was no longer permissible in terms of the Municipal Staff Regulations. Had the municipality reviewed its staff establishment regularly as was required of it, then this much would have been apparent to it. The appointment itself was therefore unlawful.
19. What is to be done about this?
20. Where there has been a breach of a regulation or a statutory provision this results in a material irregularity, and which renders the process invalid. An organ

of state must then apply by way of a self-review³ to the High Court, in terms of section 172(1)(a) of the Constitution of the Republic of South Africa, 1996, for an order declaring invalid the contract concluded pursuant to the materially irregular process.⁴ The organ of state cannot correct its own mistakes or unlawful conduct. The Constitutional Court has held in this regard that not only is there “*a higher duty on the state to respect the law...*” and that government is “*the Constitution’s primary agent. It must do right, and it must do it properly ...*”, but that “*the courts alone, and not public officials, are the arbiters of legality*’.

21. Once a material irregularity is found by the Court to have been present, then the Court must in terms of section 172(1)(a) declare the contract invalid. See Municipal Manager: Quakeni Local Municipality v FV General Trading CC⁵ where the Supreme Court of Appeal held, following earlier authorities, that an organ of state was not only “*entitled but also duty-bound to approach a court to set aside its own irregular administrative act.*”
22. Should the municipality proceed with the review of the staff establishment and abolish the post of the Director Integrated Human Settlements, as in our view it now must, the municipality is obliged to bring an application in the High Court for an order declaring the appointment of the Director of Integrated Human

³ State Information Technology Agency SOC Ltd v Gijima Holdings (Pty) Ltd 2018 (2) SA 23 (CC) at para [52]

⁴ MEC for Health, Eastern Cape and another v Kirland Investments (Pty) Ltd 2014 (3) SA 481 (CC) at paras [82] and [103]

⁵ 2010 (1) SA 356 (SCA) at para [23]; Kirland (supra) at para 103

Settlements, and the conclusion of a contract with him, invalid in terms of section 172(1)(a) of the Constitution of the Republic of South Africa, 1996.

23. In order to protect the interests of the director, the municipality will be entitled to ask a court, in addition to the order of invalidity in terms of section 172(1)(a), to order a remedy that is just and equitable in terms of section 172(1)(b) of the Constitution. Quite what the ambit of that just and equitable remedy might be must be explored by the municipality, but may notionally include an order suspending the order of invalidity for a period of time so as to allow the municipality to apply for a deviation in terms of regulation 5(4) or the employment of the director on some other basis.
24. Finally, we would be remiss not to express a cautionary word in conclusion on this section. Section 66(5) of the Systems Act renders any person who makes a decision, knowing it to be in contravention of section 66(3), personally liable for any irregular or fruitless and wasteful expenditure that the municipality may incur as a result of the invalid decision. In our view, unless the remedial steps which we advocate in this opinion are taken, the officials responsible for the appointment of the director in question may be at risk by virtue of the provisions of section 66(5).

The position of the managers reporting to the municipal manager

25. We turn now to the second question posed.

26. The municipal manager has three managers reporting to him. They are the Chief Audit Executive, the Manager: IDP and PMS, and the Manager Communications and Customer Relations. They are considered to be middle managers and not senior managers and are referred to below, for the sake of convenience, as "*the middle managers*".
27. Is this permissible?
28. A "*senior manager*" is defined in the Municipal Staff Regulations to mean "*a municipal manager... and a manager... directly accountable to a municipal manager appointed in terms of section 56 of the Municipal Systems Act*".
29. Section 56 of Municipal Systems Act must be read with The Local Government: Regulations on the Appointment and Conditions of Employment of Senior Managers, 2014 ("*the Appointment Regulations*").⁶ These provide for the recruitment process that must be followed and the prescribed skills, expertise, competencies and qualifications with which applicants for appointment to the position of a manager directly accountable to a municipal manager, must comply. Incidentally, its definition of "*senior manager*" in the Appointment Regulations, is identical to the definition in the Municipal Staff Regulations.

⁶ The validity of the Appointment Regulations was upheld by the Western Cape High Court in Member of the Executive Council for Local Government, Environmental Affairs and Development and Development Planning, Western Cape province v Meissner Municipality and Others [2023] ZAWCHC 133 (7 June 2023)

30. The middle managers have not been appointed pursuant to the requirements of the Appointment Regulations.
31. However, it is indisputable that as a matter of fact they are managers who are directly accountable to the municipal manager. They therefore fall squarely within the definition of “*senior manager*” – save that as a matter of law and fact they have not been appointed pursuant to the Appointment Regulations and it has not been determined, prior to their appointment, whether they have the prescribed skills, experience, competencies and qualifications for such appointments.
32. This renders, in our view, their appointments unlawful. We say so because in the matter of Enoch Mgijima Local Municipality and Dingani and other related matters [2020] JOL 47345 (ECG), the Eastern Cape Division of the High Court held, in respect of managers who reported to the municipal manager and who were not appointed in accordance with the prescripts for senior managers, that their appointments were unlawful because as managers directly accountable to the municipal manager they were managers within the contemplation of section 56 of Systems Act and therefore should have complied with the prescribed requirements in the Appointment Regulations.
33. The High Court in Dingani referred with approval to another judgement in the same division where the court held as follows:⁷

⁷ Lulama Ntamo-Mtukushe v Director Corporate Services, Mquma (ECM), unreported, case number 5733/2017, 26 June 2018 at paras 27-33.

"On this issue counsel sought to argue that though the applicant is a Manager accountable to the Municipal Manager, she is not a section 56 manager, referring to section 56 of Systems Act.

This argument by counsel suggests that section 56 of the Systems Act creates a certain category of managers directly accountable to the Municipal Manager whilst there are also other managers directly accountable to the Municipal Manager but who are not created by section 56 of the Systems Act.

*This argument is fallacious in my view. Firstly, because section 56 does not create positions of managers directly accountable to municipal manager but only determines how managers directly accountable to the municipal manager are to be appointed. In my view, it is not the manner of the appointment of an incumbent that determines the position he holds it is the position that determines how the incumbent must be appointed. Secondly, section 56 and the Systems Act in general provides no room for this contention. **The Act only provides for managers directly accountable to the Municipal Manager without providing for different categories thereof...***

In my view the applicant's appointment at the position of General Manager to the office of the Municipal Manager, which is admittedly a position of manager directly accountable to Municipal Manager, is null and void for having been done in contravention of section 56(1) of the Systems Act."

(Emphasis supplied).

34. It follows that because the middle managers are directly accountable to the municipal manager, they are managers within the contemplation of section 56 (1) of the Systems Act.
35. Their appointments to those positions were therefore unlawful, given that the recruitment procedures contemplated by section 56 and the Appointment Regulations, were not followed and having regard to the authorities referred to above.
36. Once again, and by virtue of what has been held in Quakeni and Kirland, the municipality must approach the court to have those appointments declared invalid in terms of section 172(1)(a) of the Constitution. As is the case with the Director of Integrated Human Settlements, their further employment with the municipality can be addressed by way of a just and equitable remedy as contemplated by section 172(1)(b) of the Constitution.
37. One last aspect requires comment. The municipal manager is concerned that if the middle managers do not report to him directly, this will undermine the efficacy of his office and set him up for failure.
38. We do not think that this is an inevitable result of a reconfiguration of the reporting lines in respect of the middle managers. We say so because ultimately all resources of the municipality ought to be at the disposal of the municipal manager to ensure that he performs his responsibilities adequately. He of course has the necessary authority to enforce compliance with his reasonable

requirements should there be any reluctance by any of the directors or other staff to obey those requirements.

39. In addition, Regulation 5(1)(b)(ii) of the Municipal Staff Regulations provides that a municipality must, within its administrative and financial capacity, provide capacity to support the office of the municipal manager. It is therefore open to the municipal manager to capacitate his office, providing that he does not employ a person as a manager who is directly accountable to him.

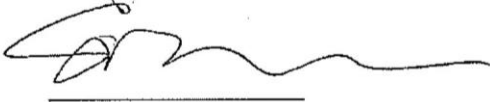
40. We advise accordingly. Please not hesitate to contact the writer should you have any further queries.

Yours faithfully

Wesley Pretorius and Associates Inc



Per: Mr W Pretorius



Adv SC Rorke SC

From: Wesley Pretorius <Wesley@wesleypretorius.co.za>
Sent: Thursday, 17 July 2025 18:36
To: Mark Willemse; Marilyn Botha
Cc: Dayna; Zintle Qina
Subject: RE: LEGAL OPINION ON THE NUMBER OF DIRECTORS REPORTING TO THE MUNICIPAL MANAGER AND THE STATUS OF MANAGERS REPORTING TO THE MUNICIPAL MANAGER
Attachments: Knysna municipality - supplementary legal opinion - 17.7.25.pdf

Dear Mr Willemse and Ms Botha

Herewith our supplementary opinion dealing with the further questions posed by you.

In addition to what is set out in the opinion we draw your attention to the Constitutional Court's judgement in Allpay Consolidated Investment Holdings (Pty) Ltd and Others v Chief Executive Officer of the South African Social Security Agency and Others 2014 (4) SA 179 (CC), in which the apex court ordered that, as a just and equitable remedy in respect of an unlawfully awarded tender, the declaration of invalidity be suspended and that the existing contract with the service provider remain in place until a final decision was made to award a new tender, or if no tender was awarded, that the contract be further suspended until the completion of the 5 year period for which it was awarded.

Allpay is an example of the broad discretion which our courts enjoy to fashion a remedy appropriate to the specific case, and which may well take into account the practical difficulties attendant on a simple declaration of invalidity and a setting aside.

Please do not hesitate to contact us should you have any further queries.

Kind regards

Wesley Pretorius

From: Mark Willemse <mwillemse@knysna.gov.za>
Sent: Monday, 14 July 2025 12:11
To: Marilyn Botha <mbotha@knysna.gov.za>; Zintle Qina <zintle@wesleypretorius.co.za>; Wesley Pretorius <Wesley@wesleypretorius.co.za>
Cc: Dayna <dayna@wesleypretorius.co.za>
Subject: RE: LEGAL OPINION ON THE NUMBER OF DIRECTORS REPORTING TO THE MUNICIPAL MANAGER AND THE STATUS OF MANAGERS REPORTING TO THE MUNICIPAL MANAGER

Thank you Marilyn.

In 2019 Provincial Government Department HIS approved a position of Director IHS for Knysna with the secondment of such a person. An SLA was in place and the position was paid for by Provincial government for a period of 3 years. Since then a number of acting director IHS positions have been condoned by Provincial MEC for local Government as well as the latest employment of a permanent director of IHS who began his employment in December 2024.

From: Marilyn Botha <mbotha@knysna.gov.za>
Sent: Monday, 14 July 2025 12:03
To: Zintle Qina <zintle@wesleypretorius.co.za>; Mark Willemse <mwillemse@knysna.gov.za>; Wesley Pretorius <Wesley@wesleypretorius.co.za>

Cc: Dayna <dayna@wesleypretorius.co.za>

Subject: RE: LEGAL OPINION ON THE NUMBER OF DIRECTORS REPORTING TO THE MUNICIPAL MANAGER AND THE STATUS OF MANAGERS REPORTING TO THE MUNICIPAL MANAGER

Good morning Mr Pretorius,

We thank you for the legal opinion.

I do however had one query on the matter of the 6 directorates we currently have. From para 15 of the opinion I note the below with emphasis on "*or now can comply*":

15. What is immediately apparent is that the municipality's directorate of integrated human settlements is not one of the departments which it is permitted to establish as a separate department in terms of Regulation 5(1). The municipality is therefore only permitted to have this directorate if it has complied, or now can comply, with the requirements on deviation set out in Regulation 5(4), which we are instructed the municipality to date has not done.

Due to the fact that Council has not regularly reviewed the organisational structure, we have housing directorate since 2019. This was before the enactment of the Staff Regulations, which now allows for the deviation process in Regulation 5(4) to the MEC.

The Staff Regulations in Regulation 62 under transitional arrangements only states that the Regulations does not affect the validity of a contract of employment concluded before promulgation. No mention is made of the retrospective application of the regulations.

I understand that should we have reviewed the organisational structure after enactment of the Regulations and before appointment of our current IHS director, we would have known that we should have followed the Regulation 5 (4) process (taken into account we also have other officials in our housing directorate, of whom some were already employed even before 2019, but only moved on the organisation structure after council approval in 2019).

Is a self review the only option available to us? Is there no room for us to now, while we are busy with the organisation review, to follow the Regulation 5 (4) process and to inform the MEC that Council now wishes to, on the new structure, create a 6th directorate, and to ratify the decision of Council to appoint Director IHS? Of which said appointment was made on a structure approved before enactment of the Regulations?

Please advise if self review is the only option available.

Speaker Willemse, do you perhaps have any comments and or issues of clarity?

Kindly also advise whether your office wish to have Mr Pretorius sit in virtually when council considers the legal opinion?

Thank you.

Kind regards / Vriendelike groete,

Marilyn Botha - Legal Advisor

P O Box 21. Knysna. 6570. Western Cape. South Africa

Tel +27 (0)44 302 6300 (switchboard) or +27 (0)44 302 6230 (direct)

From: Zintle Qina <zintle@wesleypretorius.co.za>

Sent: Thursday, 10 July 2025 13:03

To: Mark Willemse <mwillemse@knysna.gov.za>

Cc: Marilyn Botha <mbotha@knysna.gov.za>; Wesley Pretorius <Wesley@wesleypretorius.co.za>; Dayna <dayna@wesleypretorius.co.za>

Subject: RE: LEGAL OPINION ON THE NUMBER OF DIRECTORS REPORTING TO THE MUNICIPAL MANAGER AND THE STATUS OF MANAGERS REPORTING TO THE MUNICIPAL MANAGER

Dear Mr Willemse,

I hope this email finds you well.

Herewith the legal opinion in the above-mentioned matter.

Kindly confirm receipt.

Yours faithfully,

Zintle Qina

Candidate Attorney

24 Tottenham Road, Baysville

East London, 5241

t: 043 721 1740

e: zintle@wesleypretorius.co.za

WESLEY PRETORIUS & ASSOCIATES INC

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Ex Parte Knysna Municipality

In re : Legal Opinion on the number of directors reporting to the municipal manager
and the status of the managers reporting to the municipal manager

SUPPLEMENTARY OPINION

To: Mr Mark Willemse

The Speaker

Knysna Municipality

17 July 2025

1. Pursuant to our opinion on 10 July 2025, consultant has posed two queries to us in its email dated 14 July 2025.
2. The first relates to the fact that the provincial MEC for Local Government has approved the position of the directorate of integrated human settlements. What does not appear from the further communication, however, is whether the MEC did so pursuant to good cause having been shown by the municipality and that the exceptional circumstances contemplated by regulation 5(4) of the Municipal Staff Regulations existed and that the MEC had, pursuant to that good cause, and in terms of regulation 5(4) approved establishment of the directorate.
3. The facts are, as we understand them, that the municipality has to date not initiated the procedures contemplated by regulation 5(4) and the MEC has not applied his mind to the requirements of those regulations.
4. Absent the stipulated regulatory procedure and the MEC properly applying his mind to the relevant criteria, the MEC's "approval" is, in our opinion, meaningless.
5. The directorate of integrated human settlements remains unlawful for the reasons set out in our earlier opinion.
6. The second query is whether it is permissible for the municipality now to pursue the regulation 5(4) process without pursuing a self-review.

7. Once again, we do not think that this is permissible. On the basis of the constitutional court authority in **MEC for Health, Eastern Cape and Another v Kirland Investments (Pty) Ltd**¹ and the supreme court of appeal authority of **Municipal Manager: Quakeni Local Municipality v FV General Trading CC**,² an organ of state must approach court where it perceives that it has acted irregularly.
8. A self-review is therefore, unfortunately, inevitable.
9. But that does not mean that the directorate of integrated human settlements must immediately terminate its operations. A self-review is a judicial process which will take some period of time to play itself out. Because courts are the only arbitrators of legality, it is only the court who in due course will determine whether the opinions we have expressed are in fact and in law correct. The court, and the court alone, will finally determine the invalidity or otherwise of the directorate. The legal position in this regard is summarised as follows by the learned authors Hoexter and Penfold :

"The principle is that until an 'act' (the usefully neutral term used in Oudekraal)³ is set aside by a court, it exists in fact and is capable of having legal effects. This means that, in the interests of certainty and in order to avoid self-help, even an

¹ 2014 (3) SA 481 (CC) at para [103]

² 2010 (1) SA 356 (SCA) at para [23]

³ Oudekraal Estates (Pty) Ltd v City of Cape Town 2004 (6) SA 222 (SCA)

act that appears unlawful cannot simply be disregarded or assumed to be a non-act.”⁴

10. It follows that notwithstanding the apparent unlawful appointment of the Director: Integrated Human Settlements, the appointment cannot simply be ignored and it continues to have legal effect until a court decides otherwise.

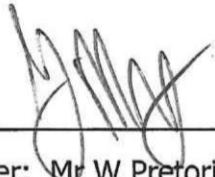
11. In the interim, while pursuing the self-review the municipality should also pursue the regulation 5(4) processes. If it does so, then it will be in a position to ask the High Court when hearing the self-review to order, as a just and equitable remedy in terms of section 172(1)(b) of the Constitution in light of what will hopefully be a positive response from the MEC, that the declaration of invalidity in terms of section 172(1)(a) of the Constitution should be suspended to allow the municipality itself to correct the defect or, alternatively, apply only to the initial establishment of the directorate and not to the establishment of the directorate pursuant to a successful regulation 5(4) process (the consequence of which, in either event, in our view, will be that the employment of the Director: Integrated Human Settlements will not be invalidated).

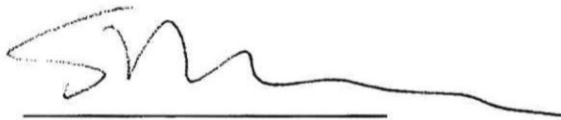
12. We advise accordingly.

Yours faithfully

⁴ *Administrative Law in South Africa*, 3rd Ed, 2021, ch 10 - p 760-761

Wesley Pretorius and Associates Inc.



Per: Mr W Pretorius

Adv SC Rorke SC

13.6

C06/10/25	REAPPOINTMENT ESTABLISHMENT OF THE MUNICIPAL VALUATION APPEAL BOARD
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REPORT FROM THE MUNICIPAL MANAGER

PURPOSE OF THE REPORT

To advise Council of the legislative and governance implications of Resolution SC07/08/25 adopted on 29 August 2025 regarding the reappointment of members of the Valuation Appeal Board (VAB), and to seek further direction following advice from Provincial Treasury.

BACKGROUND

- The establishment and operation of the Municipal Valuation Appeal Board (VAB) is governed by Chapter 7 of the Municipal Property Rates Act (MPRA), No. 6 of 2004.
- In terms of Section 58 of the MPRA:
 - The VAB must consist of a chairperson who is a legally qualified person with sufficient experience in the administration of justice; and
 - At least two to four members with sufficient knowledge and experience in property valuation, of which at least one must be a registered professional valuer.
- In terms of Section 60 of the MPRA:
 - The term of office for VAB members is four (4) years, and members are eligible for reappointment.
- The term of the Knysna VAB expired on 31 July 2025.
- On 29 August 2025, Council resolved (Resolution SC07/08/25) to reappoint only the following four members for one year:
 - Mr. CM Muller
 - Mr. S Neufeld
 - Mr. T Mandosela
 - Mr. V Grootboom

The proposed reappointment of Mr. Perino Pama as Chairperson was not supported by Council.

DISCUSSION

The Council resolution resulted in a Board without a legally qualified Chairperson, creating **non-compliance with Section 58(1)(a)** of the MPRA. Following this, the Municipality sought urgent guidance from **Provincial Treasury** (Annexure A).

Provincial Treasury's advice (Annexure B):

- The Valuation Appeal Board cannot legally operate without a Chairperson who meets the legal qualifications prescribed by the MPRA.
- As the term of the previous Board expired on **31 July 2025**, there is currently **no validly constituted VAB** in place.
- To regularize the matter, Council is advised to **restart the process through a public advertisement and nomination process**, in line with the requirements of the MPRA.
- Any reappointment should be for the prescribed term of **four years**, not one year, to align with Section 60 of the MPRA.

Risks if unresolved:

- No objections or appeals against property valuations can be lawfully adjudicated until a valid Board is constituted.
- The Municipality is exposed to **legal and financial risks**, including potential litigation.
- Delays in resolving appeals may impact the credibility of the valuation roll and related revenue streams.

FINANCIAL IMPLICATIONS

- In accordance with **Section 61(3) of the MPRA**, the municipality must remunerate the members of the Valuation Appeal Board as per their conditions of appointment and in line with directives from the MEC for Local Government.
- There is currently no provision for remuneration until a valid Board is reconstituted.

RELEVANT LEGISLATION

- Municipal Property Rates Act, 2004 (Act 6 of 2004) — Chapter 7.
- Section 58: Composition of the Valuation Appeal Board.
- Section 60: Term of office of members.

RECOMMENDATION OF THE MUNICIPAL MANAGER

- [a] That the Report on the Reappointment Establishment of the Municipal Valuation Appeal Board, be noted;
- [b] That Council notes the correspondence received from Provincial Treasury regarding the invalidity of the current Board;
- [c] That Council acknowledges that the resolution taken on 29 August 2025 (SC07/08/25) is not aligned with Sections 58 and 60 of the MPRA;

“SC07/08/25 REAPPOINTMENT: ESTABLISHMENT OF THE MUNICIPAL VALUATION APPEAL BOARD

RESOLVED BY MAJORITY

- [a] *That content of the report be noted; and*
- [b] *That Council recommends the following persons for re-appointment as per section 60 of the MPRA, as members of the Knysna Municipal Valuation Appeal Board for a period of 1 (one) year;*
 - [i] *Mr. CM Muller - member of the Municipal Valuation Appeal Board;*
 - [ii] *Mr. S Neufeld - member of Municipal Valuation Appeal Board;*
 - [iii] *Mr T Mandosela – member of the Municipal Valuation Appeal Board;*
 - [iv] *Mr V Grootboom – member of the Municipal Valuation Appeal Board.”*

- [d] That Council approves that the appointment of a new Valuation Appeal Board be initiated through a public advertisement and nomination process, as prescribed by the MPRA;
- [e] That Council directs that the Municipal Manager submit the outcome of the nomination process to Council for approval of a fully compliant Valuation Appeal Board for a period of four (4) years.

APPENDIX / ADDENDUM

Annexure A: Email to Provincial Treasury (dated 29 August 2025).

Annexure B: Response from Provincial Treasury.

File Number: 9/1/2/10

Execution: Director: Financial Services
Manager: Revenue Services

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

ANNEXURE A

Busiswa Kova

From: Busiswa Kova
Sent: Monday, 01 September 2025 11:25
To: Angelo M Mussell; Lehanie Scholtz
Cc: Mandisa Siko; Murial Cloete; Desiree Nolan
Subject: RE: FW: RE: VALIDITY PERIOD OF MEMBERS SERVING ON THE VALUATION APPEAL BOARD
Attachments: RE: SPECIAL COUNCIL MEETING 29 AUGUST; Annexure 1 - Email Confirmations.pdf; Annexure 2 - CV's of candidates.pdf

Good day Angelo,

I trust this message finds you well.

Please find attached the resolution taken on 29 August 2025 for your review. We urgently require your advice wayforward, as the proposed Chair was not recommended for reappointment. The remaining four members were recommended to be re-appointed for one year. However, none of them have a legal experience as per section 58(1)(a)

Additional information is also attached for your consideration.

Kind regards,
Busiswa Kova

From: Angelo M Mussell <Angelo.Mussell@westerncape.gov.za>
Sent: Monday, 01 September 2025 07:53
To: Lehanie Scholtz <lscholtz@knysna.gov.za>
Cc: Mandisa Siko <msiko@knysna.gov.za>; Murial Cloete <Murial.Cloete@westerncape.gov.za>; Busiswa Kova <bkova@knysna.gov.za>; Desiree Nolan <Desiree.Nolan@westerncape.gov.za>
Subject: FW: FW: RE: VALIDITY PERIOD OF MEMBERS SERVING ON THE VALUATION APPEAL BOARD

Good day Lehanie

Your below e-mail has reference.

Kindly indicate if your council meeting took place on 29 August 2025, and if so, kindly provide the below mentioned documentation for our record and processing please.

1. The current members willingness in writing to serve another term
2. Letter of recommendation signed by MM and Mayor.
3. Detailed CV's, certified copies of ID and qualifications of the recommended members.
4. Completed and signed copies of Declaration by applicants.
5. Section 59: the Municipal account status of the shortlisted VAB members to determine that their Municipal accounts are not in arrears by three(3) months or more. The municipal account status may be obtained by the relevant municipalities in which the prospective members reside.

Busiswa Kova

From: Angelo M Mussell <Angelo.Mussell@westerncape.gov.za>
Sent: Tuesday, 02 September 2025 06:49
To: Busiswa Kova; Lehanie Scholtz
Cc: Mandisa Siko; Murial Cloete; Desiree Nolan
Subject: RE: FW: RE: VALIDITY PERIOD OF MEMBERS SERVING ON THE VALUATION APPEAL BOARD

Good day Busiswa

Your e-mail and its content is acknowledged.

Kindly indicate the reason/s for the Chairperson not being recommended for appointment please.

Kindly also note that as per Section 60 of the Act, the appointment/re-appointment period is for a four(4) year period and not one year.
The council letter will have to be amended accordingly please.

Should the all the members of the Valuation Appeal Board not be re-appointed, the advertisement (Section 58) process is suggested.

Kind regards

Angelo Mussell

Directorate Municipal Support and Capacity Building
Department of Local Government
Western Cape Government

8th Floor, Waldorf Building, St Georges Mall
Cape Town
8000

Tel: 021 483 4959

Fax: 021 483 3337

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Website: www.westerncape.gov.za



**Western Cape
Government**
FOR YOU

13.7

C07/10/25	QUARTERLY WITHDRAWAL REPORT: QUARTER 1 OF 2025/2026
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REPORT FROM THE DIRECTOR: FINANCIAL SERVICES

PURPOSE OF THE REPORT

To present to Council the Quarterly Withdrawal Report for the quarter ending September 2025.

BACKGROUND

Section 11(1) of the Municipal Finance Management Act (MFMA) determines that only the accounting officer or the chief financial officer of a municipality, or any other senior financial official of the municipality acting on the written authority of the accounting officer, may withdraw money or authorise the withdrawal of money from any of the municipality's bank accounts.

As per section 11(4) of the MFMA, the accounting officer must within 30 days after the end of each quarter table in the municipal council a consolidated report of all withdrawals made during that quarter and must submit a copy of the report to the Western Cape Provincial Treasury and the Auditor-General.

DISCUSSION

The Quarterly Withdrawal Report for the quarter ending September 2025 has been prepared in accordance with section 11 of the MFMA.

FINANCIAL IMPLICATIONS

The financial implications are contained in the report attached hereto as Annexure A.

RELEVANT LEGISLATION

Section 11 of the Municipal Finance Management Act, No 56 of 2003.

RECOMMENDATION OF THE MUNICIPAL MANAGER

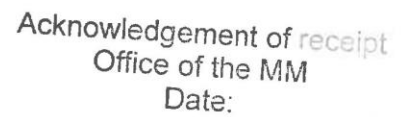
- [a] That the Quarterly Withdrawal Report for the quarter ending September 2025, be noted; and
- [b] That it be noted that a copy of the Quarterly Withdrawal Report was submitted to the Western Cape Provincial Treasury and the Auditor-General on 14 October 2025.

APPENDIX / ADDENDUM

Annexure A - Quarterly Withdrawal Report as at 30 September 2025.

File Number: 9/1/2/10

Execution: Director: Financial Services



14/10/2025
12:10
Office

**PLEASE FORWARD THIS TO THE NEXT PERSON AFTER COMMENTS & SIGNATURE -
note that the MUNICIPAL MANAGER is the last person to sign off on the document**

Should none of the Sections below apply to you, please indicate 'NOT APPLICABLE' together with your signature and the date:

1. LEGISLATION & POLICIES APPLICABLE TO THE MUNICIPALITY:

[illegible]

**COMMENTS BY
CHIEF FINANCIAL OFFICER:**

- SIGNATURE OF
CHIEF FINANCIAL OFFICER:**

DATE: 14/10/2028

DESCRIPTION OF DOCUMENT	Quarterly Withdrawal report – Q1 of 2026
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**THE UNDERSIGNED HEREBY CERTIFY THAT
THE ATTACHED DOCUMENTATION COMPLY WITH THE FOLLOWING:**

3. PLANNING AND ENVIRONMENTAL POLICIES & REGULATIONS APPLICABLE TO THE MUNICIPALITY:

COMMENTS BY DIRECTOR: PLANNING & DEVELOPMENT:	SIGNATURE OF DIRECTOR: PLANNING & DEVELOPMENT:
N/A	N/A
	DATE:

4. HUMAN RESOURCES & SAFETY REQUIREMENTS APPLICABLE TO THE MUNICIPALITY:

COMMENTS BY MANAGER: HUMAN RESOURCES:	SIGNATURE OF MANAGER: HUMAN RESOURCES:
N/A	N/A
	DATE:

5. ALL TECHNICAL SPECIFICATIONS MEET THE REQUIRED STANDARDS & ARE COMPLIANT WITH APPLICABLE POLICIES AND REGULATIONS:

COMMENTS BY DIRECTOR: TECHNICAL SERVICES	SIGNATURE OF DIRECTOR: TECHNICAL SERVICES
N/A	N/A
	DATE:

6. COMMUNITY & SOCIAL SERVICES PROCEDURES COMPLY WITH APPLICABLE POLICIES & LEGISLATION

COMMENTS BY DIRECTOR: COMMUNITY SERVICES:	SIGNATURE OF DIRECTOR: COMMUNITY SERVICES:
N/A	N/A
	DATE:

7. CORPORATE SERVICES PROCEDURES COMPLY WITH APPLICABLE POLICIES & LEGISLATION:

COMMENTS BY DIRECTOR: CORPORATE SERVICES:	SIGNATURE OF DIRECTOR: CORPORATE SERVICES:
N/A	N/A
	DATE:

DESCRIPTION OF DOCUMENT	Quarterly Withdrawal report – Q1 of 2026
-------------------------	--

THE UNDERSIGNED HEREBY CERTIFY THAT THE ATTACHED DOCUMENTATION COMPLY WITH THE FOLLOWING:	
8. PERFORMANCE, INTERNAL AUDIT, COMPLIANCE & RISK MANAGEMENT PROCESSES:	
COMMENTS BY MANAGER: PERFORMANCE, INTERNAL AUDIT & RISK MANAGEMENT: N/A	SIGNATURE OF MANAGER: PERFORMANCE, INTERNAL AUDIT & RISK MANAGEMENT: N/A DATE:
9. CONCLUSION:	
COMMENTS BY MUNICIPAL MANAGER: APPROVED NOT APPROVED	SIGNATURE OF MUNICIPAL MANAGER:  DATE: Kf/10/2025^

Once the DOCUMENT is duly signed by all role players, it must be returned to the Initiator who must ensure that the document is registered on Council's Official Document Management System, being Collaborator and ensure that all role players are copied in.

Collab. Ref.:
File No: 9/1/2/10

13 October 2025

OFFICE OF AUDITOR-GENERAL

Private Bag X1
CHEMPET
7442

**QUARTERLY WITHDRAWALS FROM MUNICIPAL BANK ACCOUNT
FOR SEPTEMBER 2025.**

Dear Sir/Madam

Herewith, Knysna Municipality's (WC048) Quarterly withdrawals report for the quarter ended **SEPTEMBER 2025**, per the requirements of Section 11(4) of the MFMA.

Yours faithfully



LULAMILE MAPHOLOBA
MUNICIPAL MANAGER

PROVINCIAL TREASURY

Withdrawals from Municipal Bank Accounts In accordance with Section 11, Sub-section 1 (b) to (j)

NAME OF MUNICIPALITY:		KNYSNA MUNICIPALITY																					
MUNICIPAL DEMARCATION CODE:		WC 048																					
QUARTER ENDED:		July 2025 - September 2025																					
MFMA section 11. (1) Only the <i>accounting officer</i> or the <i>chief financial officer</i> of a <i>municipality</i> , or any other senior financial <i>official</i> of the <i>municipality</i> acting on the written authority of the <i>accounting officer</i> may withdraw money or authorise the withdrawal of money from any of the <i>municipality's</i> bank accounts, and may do so only - (b) to defray expenditure authorised in terms of section 26(4); (c) to defray unforeseeable and unavoidable expenditure authorised in terms of section 29(1); (d) in the case of a bank account opened in terms of section 12. to make payments from the account in accordance with subsection (4) of that section; (e) to pay over to a person or organ of state money received by the <i>municipality</i> on behalf of that person or organ of state, including - (i) money collected by the <i>municipality</i> on behalf of that person or organ of state by agreement; or (ii) any insurance or other payments received by the <i>municipality</i> for that person or organ of state; (f) to refund money incorrectly paid into a bank account; (g) to refund guarantees, sureties and <i>security</i> deposits; (h) for cash management and <i>investment</i> purposes in accordance with section 13; (i) to defray increased expenditure in terms of section 31; or (j) for such other purposes as may be <i>prescribed</i> .	<table border="1"> <thead> <tr> <th>Amount</th> <th>Reason for withdrawal</th> </tr> </thead> <tbody> <tr> <td>R 0.00</td> <td></td> </tr> <tr> <td>R 0.00</td> <td>Unavoidable expenditure</td> </tr> <tr> <td>R 0.00</td> <td></td> </tr> <tr> <td>R 5 006 132.86</td> <td>Vehicle registration and Prodiba Cards</td> </tr> <tr> <td>R 0.00</td> <td>Insurance claims</td> </tr> <tr> <td>R 0.00</td> <td></td> </tr> <tr> <td>R 287 690.26</td> <td>Consumer deposits repaid</td> </tr> <tr> <td>R 50 000 000.00</td> <td>GL Bank (Investment)</td> </tr> <tr> <td>R 0.00</td> <td></td> </tr> <tr> <td>R 0.00</td> <td>Garnishee Orders, Group insurance, Repay unspent Conditional Grants</td> </tr> </tbody> </table>	Amount	Reason for withdrawal	R 0.00		R 0.00	Unavoidable expenditure	R 0.00		R 5 006 132.86	Vehicle registration and Prodiba Cards	R 0.00	Insurance claims	R 0.00		R 287 690.26	Consumer deposits repaid	R 50 000 000.00	GL Bank (Investment)	R 0.00		R 0.00	Garnishee Orders, Group insurance, Repay unspent Conditional Grants
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	R 0.00																						
	R 0.00	Garnishee Orders, Group insurance, Repay unspent Conditional Grants																					
(4) The <i>accounting officer</i> must within 30 days after the end of each <i>quarter</i> - (a) table in the <i>municipal council</i> a consolidated report of all withdrawals made in terms of subsection (1)(b) to (j) during that <i>quarter</i> ; and (b) submit a copy of the report to the relevant <i>provincial treasury</i> and the <i>Auditor-General</i> .		<table border="1"> <tr> <td>Name and Surname:</td> <td>Mugelane Van Wyk</td> </tr> <tr> <td>Rank/Position:</td> <td>Manager: AFS, Compliance & Reporting</td> </tr> <tr> <td>Signature:</td> <td></td> </tr> </table>	Name and Surname:	Mugelane Van Wyk	Rank/Position:	Manager: AFS, Compliance & Reporting	Signature:																
Name and Surname:	Mugelane Van Wyk																						
Rank/Position:	Manager: AFS, Compliance & Reporting																						
Signature:																							
Tel number	Fax number	Email Address																					
044-3026281	n/a	mvanwyk@knysna.gov.za																					
The completed form must reach Mr Donovan Alexander at the Provincial Treasury, Private Bag x 9165, 7 Wale Street, Cape Town, 8000, Tel: 021 483 5007, Fax 021 483 8623, Email: wbaatjie@pgwc.gov.za on or before the 15th of the month following the end of each quarter.																							

Sum of AMOUNT				PER					
MfmaLine	MfmaDescription	acct-no	DESCRIPTION	202508	202507	202509	Grand Total		
170	Refund Deposits	01-07-24-07-5160	SIMOLA GOLF & COUNTRY ESTATE		15 396.31		15 396.31		
			BUGALI INVESTMENTS CC	14 677.14		14 677.14			
			WILLCOCKS JEFFREY			15 396.31	15 396.31		
			VENTER STEPHANUS JP			8 797.89	8 797.89		
			HACKNER FELICITY			7 964.80	7 964.80		
			NICOLAS VIJOEN TRUST		4 303.82		4 303.82		
			REDONDI ALDO			14 677.14	14 677.14		
			K20183317839 (SOUTH AFRICA) PT			11 401.00	11 401.00		
			KRUGER BEVERLEY-ANNE			4 514.71	4 514.71		
			MEIRING ARNOLDUS			4 514.71	4 514.71		
			DE GRANDIS EGGERS PROPERTY PAR	15 396.31		15 396.31	30 792.62		
			ACKERMANN T			3 695.00	3 695.00		
			THOMSON MJP	8 797.89			8 797.89		
			SMITH CI	4 087.20			4 087.20		
			CLARKE G	4 514.71			4 514.71		
			PETINAZ (PTY) LTD	10 743.00			10 743.00		
			COOPER RICHARD	8 797.89			8 797.89		
			LIEBENBERG TIAAN GROBLER		4 514.71		4 514.71		
			JGW ONTWIKKELAARS (PTY) LTD		3 862.39		3 862.39		
			SIW CIVILSA (PTY) LTD		8 386.93		8 386.93		
			KAHLAU ANDREAS G		15 396.31		15 396.31		
			BELVIDERE HOME OWNERS ASSOC.		15 396.31		15 396.31		
			SLABBERT JOHAN		7 600.00		7 600.00		
			PREPAID FAMILY TRUST		4 514.71		4 514.71		
			EDGAR MICHAEL W		8 386.93		8 386.93		
			HUDSON GUEST HOUSE ENTABENI		13 938.40		13 938.40		
			SETELLI CC		14 677.14		14 677.14		
		01-07-24-07-5436	SONJANI VUYISILE BB		614.00		614.00		
			WATERSTON ALLAN V		995.55		995.55		
			KNYSNA STREET FESTIVAL		2 894.04		2 894.04		
		01-07-24-07-5836	STEVENS J						
			STROEBEL MORNE R			764.10	764.10		
			LINSANI TINY			784.81	784.81		
			PYL RENE		2 865.10		2 865.10		
			BRINKHUIS A		1 514.00	(762.00)	752.00		
			JANTJIES S			762.00	762.00		
			IN TOTO JOURNEYS PTY LTD			752.00	752.00		
			PHILLIPS A			762.00	762.00		
			PETERSEN WALDENE L		764.03		764.03		
			STANDER MICHELLE	764.03			764.03		
			HARKER SS	764.10			764.10		
			TAIT HILMER EDWIN		764.03		764.03		
			UCHECHUKWU AUGUSTINE V		666.00		666.00		
			KRIGE SOVONIA E		761.70		761.70		
			NOMFUNDO GLORIA JANTJIES		761.80		761.80		
			LEWIES M		753.00		753.00		
			170 Sum				68 542.27	129 727.21	89 420.78
		150	Third Party Agreeemnt	01-07-26-07-8002	ACC#8748 LICENSE FEES	1 559 700.54	748 860.22	1 154 569.08	3 463 129.84
					ACC#8748 Lisenze Fees	578 369.40			578 369.40
					ACC#8748 LICENSE			388 479.62	388 479.62
01-07-26-07-8202	ACC#8748 RTMC FEES			243 144.00	93 672.00	163 656.00	500 472.00		
01-07-26-07-8102	ACC#8742 Pay over of driving l			36 893.00		38 789.00	75 682.00		
150 Sum				2 418 106.94	842 532.22	1 745 493.70	5 006 132.86		
180	Cash Mngmnt & Invest	01-09-37-13-0010	288567420-034		50 000 000.00		50 000 000.00		
180 Sum					50 000 000.00		50 000 000.00		
Grand Total				2 486 649.21	50 972 259.43	1 834 914.48	55 293 823.12		

BANK ACCOUNT WITHDRAWALS NOT IN TERMS OF AN APPROVED BUDGET

Municipal Finance Management Act, section 11(4)

Consolidated Quarterly Report for period 01/07/2025 to 30/09/2025 (WC048 - Knysna Municipality)

D

Date	Payee	Amount in R'000	Description and Purpose (including section reference e.g. sec 11(f))	Authorised by (name)
01/07/2025-30/09/2025	Unforeseen Disaster	-	Section 11(c) - Unforeseeable and unavoidable expenditure authorised by the mayor in terms of section 29 (1);	CFO - C JULIES
01/07/2025-30/09/2025	Department of Public Works & Transport	5 006	sec 11(e) (i) - Vehicle Registration & Prodiba Cards	CFO - C JULIES
01/07/2025-30/09/2025	Multiple Insurance Claims	-	sec 11(e)(ii) - Insurance Claims	CFO - C JULIES
01/07/2025-30/09/2025	Multiple Consumer Accounts	287	sec 11(g) - Consumer Deposits Refunded	CFO - C JULIES
01/07/2025-30/09/2025	Financial Institutions - Nedbank, ABSA & Standard Bank	50 000	sec 11(h) - Short Term Investments	CFO - C JULIES
01/07/2025-30/09/2025	Department of Local Government	-	sec 11(j) - Other purposes prescribed	CFO - C JULIES

Instructions for completing this report:

The Accounting Officer must include information motivating the non-budgetted withdrawals, action taken to rectify the breach and identify how funding will be sourced through an Adjustments Budget. This motivation can be an additional report to council or incorporated into the table above by inserting additional space.

This report must be tabled in Council within 30 days after the end of each quarter where a withdrawal occurs.

Withdrawals that must be reported each quarter:

- Section 11(b) - Expenditure authorised by the MEC for finance in terms of section 26 (4) when a municipality has failed to approve a budget by 30 June;
- Section 11(c) - Unforeseeable and unavoidable expenditure authorised by the mayor in terms of section 29 (1);
- Section 11(d) - Payments from a trust, charitable or relief fund without budget appropriation in terms of section 12(4);
- Section 11(e) - Payments to a person or organ of state of money received by the municipality on behalf of that person or organ of state, including
 - money collected by the municipality on behalf of that person or organ of state by agreement; or
 - any insurance or other payments received by the municipality for that person or organ of state;
- Section 11(f) - Refund money incorrectly paid into a bank account;
- Section 11(g) - Refund guarantees, sureties and security deposits;
- Section 11(h) - Payments for cash management and investment purposes in accordance with section 13;
- Section 11(i) - To defray increased expenditure on a multi-year capital project in terms of section 31;
- Section 11(j) - Payments for such other purposes as may be prescribed from time-to-time.

Distribution:

- Table this report in a full council meeting, including additional motivation on action taken to rectify, within 30 days after the end of each quarter (section 11(4))
- Submit a copy to the relevant National Treasury, provincial treasury and the Auditor-General

Start Period: 2025 07 End Period: 2025 09

DESCRIPTION	ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
Opening Cash Balance		10350.00	10350.00	10350.00								
Petty Cash Advances	11148160003	10350.00	10350.00	10350.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Receipts		5476618.84	3779411.20-	6403378.97-								
RATES PUB. SERVICE R	11141141525	323.21	750.83	262.88	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Credit Balance Contr	11141142099	3429134.39-	4553000.63-	6958341.65-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire of Halls	335150668500	7007.68	236.53	3396.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire of Equipment	335150668502	9097.02	5924.83	11444.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Overdue Books Fine	335150768650	2185.80	1440.30	1597.61	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lost Books Recovered	335150848774	150.74	212.57	101.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Drivers Licence Card	335850788677	24081.73	26733.89	26150.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Application of Drive	335850788678	27202.63	29600.00	21847.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Temporary Driving Li	335850788679	8334.70	7747.74	9234.68	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Issuing of Learner L	335850788682	2123.58	2927.03	3185.34	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Application of Learn	335850788683	16868.60	19332.09	15648.58	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Professional Driving	335850788686	10365.32	7234.90	8765.33	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Dulicates:Registrat	335850788687	10416.59	8063.53	9153.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special permits	335850788691	295.65	563.49	438.27	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Special Registration	335850788692	1434.81	1217.43	739.16	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Temporary permits	335850788693	4140.87	3185.15	1561.41	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicle Registration	335850788695	133957.18	127952.82	127298.06	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Exempted Parking	335950848755	678.34	521.79	652.25	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Escort Charges	335950848757	567.86	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental Buildings	336050668508	2369.56	2746.65	6436.28	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges: Teleph	346650187361	56404.54	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Interest: Current Ba	346750688555	296198.71	473836.10	278533.96	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Admin.Fees:Serv to P	346750808700	821.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Information Search F	346750848760	260.80	238.84	617.97	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Valuation Certificat	346750848765	24714.52	41252.17	22276.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Revaluation Fee (Rat	346750848783	3611.68	0.00	902.92	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refuse Tip Fees	357250588335	10042.03	11638.75	4485.24	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Equitable Share Reve	357250828735	8252098.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sale of Refuse Bags	357250848791	0.00	232.00	232.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Sub-total (Receipts)		5486968.84	3769061.20-	6393028.97-								

Less: Withdrawals												
Approved Budget	50972259.43	2486649.21	1834914.48									
Consol Rates Refunds	10726077102	11445.75-	359505.79-	223367.36-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cons Services Refund	10726077202	105501.38-	41913.93-	428525.15-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Control ACB: De	10726078301	141067.07-	24282.52-	138009.01-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Book Contra: De	10726078401	420005.25	1414202.35	254042.80	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Book Contra: Wi	10726078402	421945.25-	1411656.63-	314379.60-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fleet Fuel: Deposits	10726078701	0.00	801661.68-	761625.34-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bulk Purchases Depos	10726079101	202927.81	42759302.64	38916554.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bulk Purchases Withd	10726079102	39544843.54-	42804628.17-	39017253.92-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Suspence - Ext Loan	10726079940	1159029.42-	0.00	1526017.76-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Finance charges: Wit	10726080004	440473.09-	0.00	470133.60-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
InventSR-R&GS W/Hous	11139130122	112550.00-	199744.25-	199756.42-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
VAT Creditor - Exp(I	11140141005	7.74	196.52	202.44	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Start Period: 2025 07 End Period: 2025 09

DESCRIPTION	ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
ACA Vat Rec. Input A	11140141101	611376.44-	8699187.28-	8503820.72-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ACA Vat Rec. Input A	11140141102	9661373.89	8385119.56	8481577.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ACA Vat Rec. Input V	11140141201	9676916.69-	8434043.97-	8465526.79-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ACA Vat Rec. Input A	11140141301	443.22-	1249.30-	487707.17-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ACA Vat Rec. Input A	11140141302	861945.52	577.87	488721.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ACA Vat Rec. Input V	11140141501	861945.52-	577.87-	488721.82-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
LCL Output VAT201 Pa	11140142002	1545523.95-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Control StdBank	11148160700	6052004.07-	8764187.85-	9432839.06-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Control StdBank	11148160701	160063053.97	111759764.66	107779045.76	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Control StdBank	11148160703	113812.26	117001.41	134052.08	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Invent wtr W/House4:	151139130322	0.00	0.00	81175.70-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Program Office Furni	283285201155	1390.43-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Furniture & Equipmen	284185214008	1564.35-	3128.70-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sedgefield Infill -	284884224011	0.00	0.00	574887.43-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Generator	285685242063	0.00	0.00	12043.48-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
MIG: 285770 Upgrade	286084255011	0.00	0.00	879229.79-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Program Computer Equ	286685261152	0.00	5200.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Program Tools & Equi	288085285154	0.00	0.00	952.44-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rehabilitation of Ho	288785290007	0.00	0.00	257595.18-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Surface Gravel Roads	288884209034	0.00	0.00	2150.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Surface Gravel Roads	288884209036	0.00	0.00	2150.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water services infra	289384323032	0.00	0.00	1627496.74-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unknown Monies on Ba	292240610201	0.00	112144.11	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Post Office Clearanc	292240610313	11744.41	9475.43	988.71	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Post Office Clearanc	292240610314	10312.15-	9509.30-	1000.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advert Fees Clear. A	292240610402	0.00	0.00	9300.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Book Underbanks	292240610575	0.00	0.02-	140.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Book Duplicated	292240610675	0.00	370.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Easypay Clearance Ac	292240610813	4786220.60	6425598.55	8381986.78	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Easypay Clearance Ac	292240610814	4640340.18-	8083450.31-	6499404.87-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pay at Spar/Clearanc	292240610901	833881.81	773806.84	795634.77	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pay at Spar/Clearanc	292240610902	707866.02-	921702.70-	689462.44-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
M1 Salary Deposits	292526670010	0.00	600.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
M1 Salary Withdrawal	292526670020	13261757.94-	14052909.08-	14311254.66-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
M3 Salary Withdrawal	292526670120	1157688.09-	823851.43-	858277.94-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
T1 Salary Withdrawal	292526670220	0.00	85107.97-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tax Control Deposits	292526670510	2440.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Tax Control Withdraw	292526670520	4047005.68-	4327754.17-	4059359.46-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
UIF Control Withdraw	292526670620	237259.48-	237485.56-	239292.92-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Skills Control Withd	292526670720	229150.25-	238044.96-	230727.10-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pension Control With	292526670820	4036.50-	4321657.39-	4371898.40-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Medical Aid Control	292526670920	2533104.83-	2689602.20-	2698778.20-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Group Life Control W	292526671020	0.00	468982.08-	476286.07-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unions Control Withd	292526671120	1228.00-	56562.46-	56589.22-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Salary wage Rdata Wi	292526671420	124431.20-	48029.25-	45066.33-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unclaires Wages Rdat	292526671510	0.00	3853.57	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unclaires Wages Rdat	292526671520	0.00	10878.50-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fines:Debt Write-off	292644660150	800.00-	22250.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fines Provincial-tra	292644660440	0.00	0.00	1200.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fines Provincial-tra	292644660450	1900.00-	0.00	1200.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Start Period: 2025 07 End Period: 2025 09

DESCRIPTION	ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
Retentions:Deposits	292723671623	0.00	414952.62	331314.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Retentions:Withdrawals	292723672623	15269.08-	196604.76-	728799.18-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sundry Crds:Year-end	292922690201	44141748.32	41160819.54	47928535.47	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sundry Crds:Year-end	292922690202	38092015.25-	44606695.89-	41999023.48-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors Control In	292922691020	2719700.82-	835104.42-	1103913.11-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors Control Co	292922692010	86421.34	10069402.04	11897221.93	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors Control Co	292922692020	13212980.28-	8444025.45-	12017855.73-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors Control Ot	292922693010	6973295.37	19626590.13	29661653.05	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Creditors Control Ot	292922693020	31226429.49-	17798465.18-	26503080.42-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising	313150187284	0.00	3744.00-	3802.42-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Community Based Init	313150187302	0.00	16000.00-	4000.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ESKOM Charges (Direc	313150187323	458.42-	2388.00-	2840.72-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grants-in-aid and Do	313150187340	0.00	20000.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	313150187352	29460.58-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	313150187394	0.00	400.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refreshments	313150187442	1307.90-	0.00	3154.25-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	313150187502	8368.88-	4880.00-	2289.20-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	313250187352	7416.62-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	313250187502	0.00	0.00	8544.60-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project	314550187434	7625.00-	0.00	147629.90-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	314550187502	556.40-	7112.00-	7200.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Audit Fees - Interna	319850187291	0.00	0.00	11123.93-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Compliance Assist	319850187299	0.00	165882.00-	66803.61-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	319850187352	11029.63-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	319850187502	0.00	0.00	27007.52-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	323350187352	9050.26-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	323450187352	30598.03-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Land Sales Expenses	323450187360	0.00	0.00	10043.48-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
EAP & OHS	323550187287	56390.00-	100160.00-	19060.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Recruitment Expenses	323550187438	0.00	0.00	25272.42-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Staff Study/Bursarie	323550187476	0.00	0.00	12962.80-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Training	323550187496	0.00	5620.00-	44120.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	323550187502	5852.60-	12282.00-	4656.52-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grant - National Gov	323550307767	0.00	0.00	2244202.50-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	323650187352	6652.84-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Legal Services	323650187364	0.00	1070027.28-	746851.83-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Title Deeds Restorat	323650307759	0.00	98800.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	323750187352	5870.30-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	324250187352	11531.17-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Reporting to Public	324250187451	6300.00-	600.00-	3686.46-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Ward Committee/Counc	324250187513	4600.00-	0.00	11502.91-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	324250227625	0.00	400.00-	4895.64-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grant - W C P A	324250307726	0.00	1800.00-	3510.40-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	329550187352	7943.99-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Postage:PO Box:Couri	329550187426	0.00	0.00	3004.35-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	333950187352	9507.92-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	333950187394	0.00	1003.51-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Pauper Burial	333950187422	0.00	1700.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grounds and Gardens	333950227570	0.00	0.00	26000.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	334050187352	18816.38-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Start Period: 2025 07 End Period: 2025 09
DESCRIPTION ACCOUNT

	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	
ESKOM Charges (Direc	334150187323	1196.71-	5733.84-	5363.65-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	334150187352	31354.19-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	334150187394	0.00	0.00	2242.61-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Buildings	334150227555	0.00	144177.40-	30613.83-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	334750187352	15605.82-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	334750187394	729.33-	886.78-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Buildings	334750227555	0.00	14000.00-	14000.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	334850187352	190769.02-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project	334850187434	12500.00-	298221.00-	279077.09-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	334850187502	0.00	5808.46-	25350.35-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	334850227625	0.00	1660.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grant - WCPA(Vision4	334850307706	0.00	746248.49-	663044.20-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grant - W C P A (Hla	334850307720	0.00	196287.20-	112283.80-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grant - W C P A (Kha	334850307789	0.00	3241650.41-	1486580.72-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	334854187376	0.00	744.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	334950187352	6049.80-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Agency Payments	335150147220	0.00	2000.00-	91950.91-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Consumables	335150187304	10433.91-	8359.81-	2391.30-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	335150187352	43608.65-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stationery Costs	335150187472	0.00	0.00	155.65-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Buildings	335150227555	0.00	60000.00-	9049.56-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	335150227625	0.00	391.30-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Allowance: Locomotio	335250037104	0.00	2935.68-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	335250187352	8317.08-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grass Cutting Servic	335350147220	0.00	0.00	434478.26-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Consumables	335350187304	0.00	1699.39-	3401.66-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hakea Eradication	335350187346	0.00	68750.00-	31250.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges	335350187348	0.00	0.00	15935.22-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	335350187352	103907.79-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	335350187394	1515.13-	10348.59-	12644.51-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Protective Clothing	335350187429	0.00	0.00	1434.78-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project	335350187434	1712.17-	0.00	1140.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Removal of Trees Pro	335350187452	0.00	15600.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	335350187502	0.00	0.00	16625.53-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Parks Program	335350227595	0.00	1800.00-	42100.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	335350227625	390.00-	12546.00-	5652.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Agency Payments	335550147220	0.00	10650.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sports Development	335550187256	46000.00-	186100.00-	135600.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Disaster Assistance/	335550187316	0.00	34500.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	335550187352	5937.17-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	335550187502	0.00	3300.00-	5935.90-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Youth Advisory Centr	335550187521	19700.00-	88435.00-	243250.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Youth and Gender Dev	335550187522	0.00	30288.04-	25000.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	335650187352	226121.60-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	335650187376	12696.00-	1140.00-	8148.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	335650187394	0.00	1830.56-	1546.56-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Protective Clothing	335650187429	0.00	674.74-	69300.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	335650187502	0.00	9840.00-	5100.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	335650227625	0.00	1509.80-	43391.84-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	335750187352	15403.43-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Start Period: 2025 07 End Period: 2025 09

DESCRIPTION	ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
Licence and Registr	335750187376	744.00-	1914.00-	1620.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Security Services: E	335750187458	0.00	2306959.99-	1509469.35-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	335750227625	0.00	17575.50-	1948.46-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	335850187352	7837.23-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Postage:PO Box:Couri	335850187426	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stationery Costs	335850187472	0.00	304.35-	1018.10-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Traffic Camera Speed	335950147230	0.00	830310.00-	962325.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	335950187352	43783.56-	5004.33-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	335950187394	0.00	0.00	2161.88-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stationery Costs	335950187472	0.00	1700.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	335950227625	0.00	13502.82-	5018.75-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Consumables	336050187304	0.00	4206.66-	1680.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	336050187352	39937.59-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Buildings	336050227555	0.00	31722.18-	36154.30-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Sports Grounds	336050227617	0.00	0.00	30565.56-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Rental Buildings	336050668508	0.00	0.00	332.26-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Agency Payments	346250147220	0.00	9912.00-	459635.24-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bank Charges	346250187294	98967.20-	107220.62-	122461.34-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	346250187352	6580.69-	2173.92-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project	346250187434	0.00	28000.00-	377914.28-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	346250187502	1189.76-	0.00	7776.97-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	346450187352	7068.17-	2173.91-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	346450187502	0.00	0.00	568.57-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	346550187352	23447.16-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	346550227625	0.00	16416.13-	4242.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Agency Payments	346650147220	0.00	1652.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges: Office	346650187349	108587.39-	108179.66-	108210.22-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	346650187352	32015.30-	0.00	6001.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges: Teleph	346650187361	207810.38-	215203.45-	212897.59-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
License and Registr	346650187377	355675.77-	2045720.86-	267565.86-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	346650187394	3731.47-	1043.48-	259.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Remote Server Access	346650187449	83026.65-	0.00	106957.20-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	346650187502	0.00	2378.26-	5837.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Computer Software Su	346650227561	0.00	681157.68-	50627.50-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Collection Costs & S	346750187298	0.00	9675.10-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Commission - EasyPay	346750187307	0.00	194851.37-	289225.75-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	346750187352	43287.19-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Transfer Return Fees	346750187498	0.00	0.00	9860.14-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	346750187502	0.00	0.00	1825.56-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Admin.Fees:Serv to P	346750808700	532.02	23129.75	23123.10	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Surplus Cash	346750848800	152.00	0.03	186.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	346850187352	13659.42-	2173.91-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	346950187352	6641.11-	2173.91-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	347050187352	32354.37-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	347050187502	1351.70-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grant - National Gov	347050307724	0.00	0.00	7954.78-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising	349750187284	0.00	14040.00-	8041.93-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	349750187352	8987.58-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	349750187502	0.00	2452.88-	5738.72-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	355450187352	6896.88-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Start Period: 2025 07 End Period: 2025 09
DESCRIPTION ACCOUNT

DESCRIPTION	ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
Agency Payments	357250147220	0.00	39000.00-	285763.04-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Education Program -	357250187320	208.70-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges	357250187348	0.00	1853400.00-	1473220.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	357250187352	179810.21-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Lease Charges	357250187362	48304.55-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	357250187376	744.00-	153270.00-	220342.50-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	357250187394	815.66-	5010.34-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project	357250187434	0.00	147000.00-	179845.48-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Refuse Removal: Tran	357250187445	0.00	254047.01-	633084.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Subscriptions	357250187478	1400.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	357250227625	787.64-	34928.23-	31162.35-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	357350187352	13379.60-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	357350187394	679.13-	1360.00-	1552.38-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Protective Clothing	357350187429	0.00	0.00	1157.56-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Buildings	357350227555	0.00	0.00	26963.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Plant & Equipment	357350227590	0.00	690.00-	150.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	357450187352	40506.62-	0.00	8695.65-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Office Accommodation	357450187414	0.00	609332.25-	237842.40-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Buildings	357450227555	920.00-	15123.48-	35352.69-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	357550187352	3959.68-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Bulk Purchases - Ele	357650127200	202927.81-	42759302.64-	38916554.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prepaid Management F	357650147230	0.00	0.00	2896722.64-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges	357650187348	0.00	0.00	2394029.88-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	357650187352	290819.21-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	357650187376	876.00-	16260.00-	18234.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Upgrading of Bulk Me	357650227622	0.00	0.00	91952.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	357650227625	0.00	14755.00-	552.17-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Domestic Properties	357650588923	3850.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	357654187376	0.00	1158.00-	180.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	357654187394	0.00	2388.87-	8526.40-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores:	357654187395	0.00	0.00	29018.64-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	357750187352	10771.50-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	357850187352	5900.80-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	357850187502	0.00	3247.20-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	357950187352	13204.20-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	357950187394	1008.69-	1644.30-	1644.30-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	358050187352	16798.42-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	358050187394	0.00	339.13-	1121.69-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	358150187352	8930.69-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	358350187352	6027.50-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	358350187376	0.00	0.00	810.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	358350187394	0.00	2424.56-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project	358350187434	0.00	0.00	8247.52-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	358450187352	7273.49-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Project	358450187434	0.00	0.00	141187.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Travelling and Subsi	358450187502	0.00	4501.26-	32086.29-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Grant - National Gov	358450307724	0.00	0.00	1083022.50-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Advertising	358550187284	0.00	0.00	1872.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	358550187352	15110.71-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Application Fees - L	358550588202	277.22-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

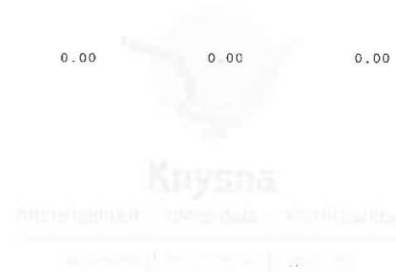
Start Period: 2025 07 End Period: 2025 09

DESCRIPTION	ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY
Insurance: Broker Fe	358650187352	5784.65-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Consumables	358750187304	0.00	1723.69-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges	358750187348	0.00	0.00	18283.31-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	358750187352	15008.64-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Stormwater Drains	358750227625	0.00	51165.83-	27230.27-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	358750227625	0.00	0.00	270.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance 3rd Party	358850187351	2490.00-	2240.00-	3184.38-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	358850187352	215460.98-	9130.44-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	358850187376	9192.00-	25232.34-	40996.18-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
General Repairs	358850227569	0.00	0.00	176887.24-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	358850227625	0.00	16737.79-	36887.77-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	358850187376	0.00	3702.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	358850227625	0.00	2420.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges	358950187348	0.00	22503.98-	80324.09-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	358950187352	182033.68-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	358950187394	0.00	0.00	1260.87-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	358950227625	0.00	75469.80-	1212.80-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Agency Payments	359050147220	0.00	0.00	161300.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	359050187352	58160.90-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	359050187376	0.00	744.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	359050227625	0.00	1094.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	359150187352	13901.70-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	359150187376	0.00	17460.00-	11312.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	359150227625	0.00	1300.00-	3288.61-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	359150227625	0.00	0.00	2257.12-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Chemical Supplies	359250187296	0.00	0.00	129417.72-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	359250187352	347999.87-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Levy - Water Gouritz	359250187375	0.00	78005.20-	75170.69-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	359250187376	810.00-	6810.00-	744.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	359250187394	0.00	331.48-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	359250227625	0.00	400.00-	965.14-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Agency Payments	359250147220	0.00	0.00	68000.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Overtime Pay	359350027132	9388.06-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ESKOM Charges (Direc	359350187323	235711.15-	736355.18-	620877.44-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Hire Charges	359350187348	0.00	0.00	275823.10-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	359350187352	131813.83-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Non Claim	359350187355	0.00	878.10-	4347.83-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	359350187376	1488.00-	4530.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	359350187394	0.00	6216.80-	8305.60-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Buildings	359350227555	0.00	329.56-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Electricity Infrastr	359350227565	0.00	236407.89-	14002.36-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Plant & Equipment	359350227590	0.00	1645.69-	2756.86-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	359350227625	0.00	3353.91-	1182.61-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Water: Infrastructur	359350227630	0.00	74500.00-	47794.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	359350187376	810.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Protective Clothing	359350187429	0.00	463.86-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Protective Clothing	359360187429	0.00	1137.97-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Insurance: Broker Fe	359450187352	44053.31-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Licence and Registr	359450187376	0.00	2943.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	359450227625	0.00	53195.35-	310.43-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00

Start Period: 2025 07 End Period: 2025 09													
DESCRIPTION	ACCOUNT	JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER	JANUARY	FEBRUARY	MARCH	APRIL	MAY	
Licence and Registr	359454187376	744.00-	240.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Materials & Stores	359454187394	0.00	0.00	520.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Vehicles	359454227625	0.00	400.00-	1190.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Unappr Budget 26(4)													
Unforsen/avoid 29(1)													
Relief Bank Acc 12													
Third Party Agreemnt		842532.22-	2418106.94-	1745493.70-									
Veh Reg Fees: Withdr	10726078002	748860.22-	2138069.94-	1543048.70-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Prodiba Cards: Withd	10726078102	0.00	36893.00-	38789.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
RTMC Levies: Withdra	10726078202	93672.00-	243144.00-	163656.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Third Party Other													
Refund Incorrect Dep													
Refund Deposits		129727.21-	68542.27-	89420.78-									
Pavement: Repaid Dur	10724075160	116373.96-	67014.14-	86357.87-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Poster: Received Dur	10724075436	4503.59-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Townhall: Received D	10724075836	8849.66-	1528.13-	3062.91-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Cash Mngmnt & Invest		50000000.00-											
S/T Invest R&GS:Depo	10937130010	50000000.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Shifting of Funds 31													
Other Prescribed													

Sub-Total (Withdraw)													
=====													

Closing Cash Balance		5486968.84	3769061.20-	6393028.97-									
=====													
G/L Bank Balance		10350.00-	10350.00-	10350.00-									
Petty Cash Advances	11148160003	10350.00-	10350.00-	10350.00-	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00



13.8

C08/10/25	2025/2026	QUARTER 1	NON-FINANCIAL	PERFORMANCE
ASSESSMENT REPORT FOR THE PERIOD 1 JULY 2025 – 30 SEPTEMBER 2025				

REPORT FROM THE MUNICIPAL MANAGER

PURPOSE OF THE REPORT

The purpose of this report is to present to Council an updated Quarter 1 Organisational Non-Financial Performance Assessment Report for the period 01 July 2025 to 30 September 2025. This report details the implementation of the budget as per the 2025/2026 Service Delivery and Budget Implementation Plan (SDBIP) of Knysna Local Municipality.

BACKGROUND

The Local Government: Municipal Finance Management Act, No. 56 of 2003 ("the MFMA") places the responsibility on the Accounting Officer to assess the organisation's performance on a quarterly basis and draft a report, referred to as the Section 52(d) Report for submission to the Executive Mayor.

The assessment considers the monthly budget statements, the municipality's service delivery performance, and service delivery targets, referred to as the performance indicators as included in the SDBIP. The report is drafted taking cognisance of the municipality's previous year's Annual Report and progress made on resolving issues identified in the Annual Report. Chapter 7 of the MFMA, Section 52(d) assigns the responsibility to the Executive Mayor to submit a report on the implementation of the budget and the financial state of affairs of the municipality to Council within 30 days after the end of each quarter. This quarter 1 Section 52(d) report represents the state of non-financial performance of the municipality up and until 30 September 2025.

DISCUSSION

The Quarter 1 Non-Financial Performance Assessment Report is used as a management tool to assess the Municipality's non-financial performance of the municipality against the approved SDBIP. This report should be read in conjunction with the Section 71 Report.

The assessment is done by analysing trends and patterns for Quarter 1 of the 2025/2026 financial year, with a view of giving effect to the management role of the Accounting Officer to make recommendations as to whether based on an adjustment budget an amendment to the SDBIP will be required. The Executive Mayor and Council must; based on the recommendations of the Accounting Officer, confirm the recommended adjustments to the SDBIP.

FINANCIAL IMPLICATIONS

Financial implications ☐ None ☐ Opex ☐ Capex
☐ Capex Projects

☐ Capex: Existing projects requiring additional funding

☐ Capex: Existing projects with no additional funding requirements

POLICY AND STRATEGY ☐ YES ☐ NO

RELEVANT LEGISLATION

Legal Compliance ☒ YES ☐ NO

Municipal Finance Management Act No. 2003 (Act 56 of 2003), Section 71 and Municipal Budget and Reporting Regulations.
Chapter 7 of the MFMA

Staff Implications ☐ Yes ☐ **None**

RECOMMENDATIONS OF THE MUNICIPAL MANAGER

- [a] That the updated Quarter Performance Assessment Report as at 30 September 2025, be noted;
- [b] That the content of the Quarter 1 Performance Assessment Report, be noted;
- [c] That it be noted that the updated Quarter 1 Non-Financial Performance Assessment Report will be submitted to National Treasury, the Western Cape Provincial Treasury and that a copy of the Noted Section 52(d) Report will be placed on the Knysna Municipality website for public information.

APPENDIX / ADDENDUM

2025/2026 Quarter 1 Non-Financial Performance Assessment Report – 30 September 2025

File Number: 15/2/6/1/3

Execution: Municipal Manager



Knysna

Municipality Munisipaliteit uMasipala

inclusive · innovative · inspired

DRAFT

Section 52 (d)

Performance Assessment Report

Quarter 1 of 2025/2026

01 July 2025 - 30 September 2025

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

This report is compiled in terms of Section 52 (d) of the Local Government: Municipal Finance Management Act, No. 56 of 2003

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QUALITY CERTIFICATE

I Dr Lulamile Mapholoba, the Municipal Manager of Knysna Local Municipality, hereby certify that the Quarter One performance Assessment Report for the Period 01 July 2025 to 30 September 2025 has been prepared in accordance with Section 52 of the Local Government Municipal Finance Management Act, No. 56 of 2003 (MFMA) and regulations promulgated under the Act and accordingly submit the required progress made with the achievement of expenditure targets, key performance indicators, development priorities and targets as determined in the 2025/2026 Top Layer Services Delivery and Budget implementation plan (SDBIP

Name: Dr Lulamile Mapholoba

Municipal Manager, Knysna Local Municipality (WCO48)

Signature:

Date:

Name: Aubrey Tsengwa

The Executive Mayor, Knysna Local Municipality (WCO48)

Signature:

Date:

ORDINARY MUNICIPAL COUNCIL MEETING
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INTRODUCTION

In terms of Section 52 of the Local Government: Municipal Finance Management Act (MFMA), Act 56 of 2003 the Mayor of a municipality must within 30 days of the end of each quarter submit a report to Council on the implementation of the budget.

This Performance Assessment Report and supporting tables of Knysna Municipality is a quarterly outcome of the set indicators and targets, prepared in accordance with MFMA Circular 13, 31 January 2005 and the Municipal Budget and Reporting Regulations.

The data herein exemplifies the Municipality's Quarter 1 Performance Assessment for the period 01 July 2025 to 30 September 2025.

FINANCIAL PERFORMANCE

A separate report assessing the Municipality's financial performance for the same period 01 July 2025 to 30 September 2025. is submitted in support of this item.

SERVICE DELIVERY PERFORMANCE ANALYSIS

CREATING A CULTURE OF PERFORMANCE

PERFORMANCE MANAGEMENT CYCLE

The performance management cycle is an integrated approach which focusses on improving performance planning, monitoring, measurement, review, reporting, and auditing and improvement. These processes run concurrent with the overall planning, budget and reporting cycle.

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The performance management cycle can be summarised as illustrated in the following diagram:



Figure 1 - Performance Management Cycle

PERFORMANCE MANAGEMENT POLICY

At local government level performance management is institutionalised through the legislative requirements on performance management. Chapter 6 of the Local Government: Municipal Systems Act, No. 32 of 2000 requires municipalities to establish a performance management system that is commensurate with its resources; best suited to its circumstances; and in line with the priorities, objectives, indicators and targets contained in its integrated development plan. It further requires that a culture of performance management must be created among its political structures, political office bearers and councillors and in its administration; and administer its affairs in an economical, effective, efficient and accountable manner.

In addition, Regulation 17(1) of the Local Government: Municipal Planning and Performance Management Regulations, 2001 states that *"A Municipality's performance management system entails a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed, including determining the responsibilities of the different role players."*

The Performance Management Policy has been developed with the prescriptions of promulgated local government legislation, regulations and guidelines pertaining to performance management.

The Knysna Local Municipality recently revised its Performance Management Policy, as approved by Council on 02 April 2024, resolution number R01/04/24.

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PERFORMANCE MANAGEMENT IMPLEMENTATION

Performance Management is a process which measures the implementation of the organisation's Integrated Development Plan (IDP). It serves as a management tool to plan, monitor, and measure and review performance indicators to ensure efficiency, effectiveness and the impact of service delivery by the municipality. The 2025/2026 Integrated Development Plan (IDP) was Adopted by Council on 30 May 2025, resolution number **C05/05/25**.

Performance is evaluated by means of a municipal scorecard (the Top Layer (TL) Service Delivery and Budget Implementation Plan (SDBIP)) at organisational level and through the Departmental SDBIP at directorate level.

The SDBIP is a plan that converts the IDP and Budget into measurable criteria on how, where and when the strategies, objectives and normal business processes of the Municipality will be implemented. It also allocates responsibilities to Directorates to deliver services in terms of the IDP and Budget.

Council approved the 2025/2026 Service Delivery and Budget Implementation Plan (SDBIP) based on 18 June 2025.

PERFORMANCE MONITORING

The approved SDBIP is transferred onto an electronic web-based performance management system and is monitored on an ongoing basis to determine whether performance targets have been met, exceeded or not met. The system is designed to send automated monthly e-mail reminders to KPI owners for the updating of actual performance against projected targets.

The objective of the performance management system includes:

- Facilitating:
 - Strategy development;
 - Increased accountability;
 - Learning and improvement; and
 - Decision-making.
- Provide early warning signs of under-performance; and
- Creating a culture of best practice.

SDBIP BUDGET STATEMENT

The Municipality Budget and Reporting Regulations (MBRR) R33, specifies that the financial report of a municipality must be in the format specified in Schedule C and include all the required tables, charts, explanatory information and the quality certificate, taking into account any guidelines issued by the Minister in terms of section 168 (1) of Act.

The Budget Statements includes:

1. Table C1- Summary
2. Table C2 – Monthly Budget statement – Financial Performance (Functional classification)
3. Table C3 – Monthly Budget statement – Financial Performance (Revenue and expenditure by municipal vote)
4. Table C4 – Monthly Budget statement – Financial Performance (Revenue and expenditure)
5. Table C5 – Monthly Budget Statement – Capital Expenditure (municipal vote, functional classification and funding)
6. Table C6 – Monthly Budget Statement – Financial Position
7. Table C7 – Monthly Budget Statement - Cash Flow

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Table C1- Summary

Table C1 Monthly Budget Statement Summary - M02 August

Description	2024/25	Budget Year 2025/26							
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	348 306	362 049	362 049	21 520	122 511	362 049	(239 538)	-66%	362 049
Service charges	566 736	704 219	704 219	55 001	144 833	704 219	(559 386)	-79%	704 219
Investment revenue	5 308	4 626	4 626	774	1 364	4 626	(3 262)	-71%	4 626
Transfers and subsidies - Operational	153 071	165 382	165 382	1 705	60 665	175 974	(115 309)	(0)	165 382
Other own revenue	195 148	197 182	197 182	5 436	28 378	197 182	(168 804)	-86%	197 182
Total Revenue (excluding capital transfers and contributions)	1 268 567	1 433 458	1 433 458	84 437	357 751	1 444 050	#####	-75%	1 433 458
Employee costs	338 641	374 678	374 678	22 139	48 107	374 650	(326 543)	-87%	374 678
Remuneration of Councillors	9 684	11 926	11 926	789	1 624	11 926	(10 302)	-86%	11 926
Depreciation and amortisation	57 820	68 548	68 548	3 891	7 583	68 548	(60 965)	-89%	68 548
Interest	38 025	29 426	29 426	7	455	29 426	(28 971)	-98%	29 426
Inventory consumed and bulk purchases	368 178	403 787	403 787	44 704	46 091	403 802	(357 711)	-89%	404 062
Transfers and subsidies	1 661	3 635	3 635	36	36	14 254	(14 218)	-100%	3 635
Other expenditure	361 058	370 375	370 375	22 841	34 809	370 360	(335 551)	-91%	370 100
Total Expenditure	1 175 067	1 262 374	1 262 374	94 407	138 704	1 272 966	#####	-89%	1 262 374
Surplus/(Deficit)	93 500	171 084	171 084	(9 970)	219 047	171 084	47 963	28%	171 084
Transfers and subsidies - capital (monetary allocations)	46 964	63 633	63 633	-	-	63 660	#####	-	63 633
Transfers and subsidies - capital (in-kind)	(850)	-	-	-	-	-	-	100%	-
Surplus/(Deficit) after capital transfers & contributions	139 614	234 717	234 717	(9 970)	219 047	234 745	(15 698)	-7%	234 717
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	139 614	234 717	234 717	(9 970)	219 047	234 745	(15 698)	-7%	234 717
Capital expenditure & funds sources									
Capital expenditure	-	-	-	-	-	-	-		-
Capital transfers recognised		63 633	52 415	-	-	(1 592)	1 592	-100%	63 633
Borrowing	-	40 000	-	-	-	(1 005)	1 005	-100%	40 000
Internally generated funds	-	68 952	-	8	11	(1 865)	1 876	-101%	68 952
Total sources of capital funds	-	172 585	52 415	8	11	(4 462)	4 473	-100%	172 585
Financial position									
Total current assets	450 103	342 290	301 155		649 056				342 290
Total non current assets	1 564 148	1 629 928	1 661 489		1 522 839				1 629 928
Total current liabilities	447 349	258 913	266 317		419 802				258 913
Total non current liabilities	400 509	429 093	434 567		392 127				429 093
Community wealth/Equity	1 133 908	1 269 164	1 269 164		1 172 311				1 269 164
Cash flows									
Net cash from (used) operating	(8 846)	286 206	-	3 596	(60 950)	47 701	108 651	228%	286 206
Net cash from (used) investing	(52 795)	(192 882)	-	278	5 214	(2 937)	(8 151)	278%	(192 882)
Net cash from (used) financing	(56 614)	(50 675)	-	-	(1 159)	(8 446)	(7 287)	86%	(50 675)
Cash/cash equivalents at the monthly/year end	(94 647)	66 257	-	3 874	49 106	40 253	(8 853)	-22%	66 257

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Debtors & creditors analysis	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	153 465	27 263	16 448	13 599	11 289	11 081	94 531	292 115	619 791
Creditors Age Analysis									
Total Creditors	4 562	857	–	20	–	6	1	258	5 705

Table C2 – Monthly Budget statement – Financial Performance (Functional classification)

0 - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M02 August

Description	Ref	2024/25	Budget Year 2025/26							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance	Full Year Forecast
R thousands	1								%	
Revenue - Functional										
<i>Governance and administration</i>		405 383	413 881	424 500	13 975	137 366	135 282	2 084	2%	413 881
Executive and council		4 835	6 031	6 031	–	2 096	2 096	–		6 031
Finance and administration		400 548	407 850	418 469	13 975	135 270	133 186	2 084	2%	407 850
Internal audit		–	–	–	–	–	–	–		–
<i>Community and public safety</i>		137 139	152 507	152 507	11 654	20 096	16 955	3 141	19%	152 507
Community and social services		11 841	14 050	14 050	1 365	2 790	2 825	(34)	-1%	14 050
Sport and recreation		1 587	1 664	1 664	129	259	253	5	2%	1 664
Public safety		97 621	103 533	103 533	5 973	12 857	9 687	3 170	33%	103 533
Housing		26 091	33 260	33 260	4 187	4 190	4 190	0	0%	33 260
Health		–	–	–	–	–	–	–		–
<i>Economic and environmental services</i>		34 807	34 925	34 897	1 360	2 701	2 336	365	16%	34 925
Planning and development		10 499	9 258	9 231	869	1 764	1 691	74	4%	9 258
Road transport		21 926	24 595	24 595	491	937	645	291	45%	24 595
Environmental protection		2 382	1 072	1 072	–	–	–	–		1 072
<i>Trading services</i>		739 052	895 779	895 807	57 448	197 587	200 776	(3 189)	-2%	895 779
Energy sources		442 781	518 744	518 744	42 379	103 762	105 177	(1 416)	-1%	518 744
Water management		157 191	170 299	170 299	8 307	45 362	46 619	(1 257)	-3%	170 299
Waste water management		77 101	134 433	134 460	3 564	18 960	17 748	1 212	7%	134 433
Waste management		61 979	72 303	72 303	3 198	29 504	31 233	(1 729)	-6%	72 303
<i>Other</i>	4	–	–	–	–	–	–	–		–
Total Revenue - Functional	2	1 316 382	1 497 091	1 507 710	84 437	357 751	355 350	2 402	1%	1 497 091
Expenditure - Functional	-									
<i>Governance and administration</i>		191 191	239 463	237 955	16 692	32 298	31 583	715	2%	239 563
Executive and council		17 983	35 014	35 022	1 053	2 208	2 725	(517)	-19%	35 014
Finance and administration		167 938	196 247	194 621	15 218	29 401	28 221	1 180	4%	196 247
Internal audit		5 270	8 202	8 312	422	688	637	52	8%	8 302
<i>Community and public safety</i>		247 493	229 853	228 583	14 514	22 696	31 692	(8 996)	-28%	229 853
Community and social services		21 491	20 672	20 112	1 899	3 618	3 475	142	4%	20 672
Sport and recreation		23 883	28 392	28 858	1 370	2 859	2 781	78	3%	28 392
Public safety		160 913	136 246	135 187	6 140	10 272	19 459	(9 187)	-47%	136 246
Housing		41 206	44 543	44 426	5 106	5 947	5 976	(30)	0%	44 543
Health		–	–	–	–	–	–	–		–

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<i>Economic and environmental services</i>		85 156	99 472	109 621	4 906	10 520	10 841	(322)	-3%	99 372
Planning and development		39 588	46 467	56 428	2 673	5 473	5 669	(196)	-3%	46 367
Road transport		41 554	48 130	48 310	2 067	4 702	4 852	(149)	-3%	48 130
Environmental protection		4 015	4 875	4 883	166	345	321	24	7%	4 875
<i>Trading services</i>		647 601	693 586	696 807	58 295	73 191	73 526	(335)	0%	693 586
Energy sources		382 082	430 643	457 533	43 232	42 693	47 466	(4 773)	-10%	430 643
Water management		107 959	102 603	88 291	6 200	11 800	10 377	1 424	14%	102 603
Waste water management		85 567	93 056	83 765	3 839	10 694	7 266	3 428	47%	93 056
Waste management		71 993	67 284	67 218	5 024	8 004	8 418	(414)	-5%	67 284
<i>Other</i>		–	–	–	–	–	–	–		–
Total Expenditure - Functional	3	1 171 441	1 262 374	1 272 966	94 407	138 704	147 642	(8 938)	-6%	1 262 374
Surplus/ (Deficit) for the year		144 941	234 717	234 745	(9 970)	219 047	207 707	11 340	0,054596	234 717

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Table C3 – Monthly Budget statement – Financial Performance (revenue and expenditure by municipal vote)

0 - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M02 August

Vote Description	Ref	2024/25	Budget Year 2025/26							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
Revenue by Vote	1									
Vote 1 - EXECUTIVE AND COUNCIL (31: IE)		-	-	-	-	-	-	-	-	-
Vote 2 - CORPORATE SERVICES (32: IE)		-	-	-	-	-	-	-	-	-
Vote 3 - COMMUNITY SERVICES (33: IE)		-	-	-	-	-	-	-	-	-
Vote 4 - FINANCIAL SERVICES (34: IE)		-	-	-	-	-	-	-	-	-
Vote 5 - OPERATING SERVICES (35: IE)		-	-	-	-	-	-	-	-	-
Vote 6 - (50: IE)		-	-	-	-	-	-	-	-	-
Vote 7 - 1. Executive AND Council (110: IE)		4 835	6 031	6 031	-	2 096	2 096	-		6 031
Vote 8 - 2. Corporate (120: IE)		7 415	9 421	20 040	(9 348)	2 429	3 151	(721)	-22,9%	9 421
Vote 9 - 3. Finance (130: IE)		367 820	381 741	381 741	23 322	125 887	123 081	2 806	2,3%	381 741
Vote 10 - (140: IE)		-	-	-	-	-	-	-		-
Vote 11 - 5. Planning (150: IE)		7 957	8 810	8 810	745	1 516	1 567	(51)	-3,2%	8 810
Vote 12 - 6. Community (160: IE)		194 140	214 068	213 733	11 180	53 397	51 597	1 800	3,5%	214 068
Vote 13 - 7. Electricity (170: IE)		442 755	518 744	518 744	42 379	103 762	105 177	(1 416)	-1,3%	518 744
Vote 14 - 6. Community (180: IE)		247 787	325 017	325 352	11 971	64 474	64 490	(16)	0,0%	325 017
Vote 15 - 8. Technical (180: IE)		-	-	-	-	-	-	-		-
Vote 16 - 9. Housing Services (190: IE)		26 081	33 260	33 260	4 187	4 190	4 190	0	0,0%	33 260
Total Revenue by Vote	2	1 298 790	1 497 091	1 507 710	84 437	357 751	355 350	2 402	0,7%	1 497 091
Expenditure by Vote	1									
Vote 1 - EXECUTIVE AND COUNCIL (31: IE)		58	-	-	-	-	-	-		8
Vote 2 - CORPORATE SERVICES (32: IE)		648	-	-	168	207	-	207	#DIV/0!	-
Vote 3 - COMMUNITY SERVICES (33: IE)		720	51 026	-	(217)	(437)	-	(437)	#DIV/0!	51 026
Vote 4 - FINANCIAL SERVICES (34: IE)		44 393	28 274	-	2 354	4 709	-	4 709	#DIV/0!	28 274
Vote 5 - OPERATING SERVICES (35: IE)		52 285	46 831	-	3 355	6 727	-	6 727	#DIV/0!	46 831
Vote 6 - (50: IE)		-	2 846	-	-	-	-	-		2 846
Vote 7 - 1. Executive AND Council (110: IE)		27 881	47 732	50 663	1 886	3 708	4 145	(437)	-10,6%	47 723
Vote 8 - 2. Corporate (120: IE)		63 160	82 406	82 909	7 509	13 513	14 035	(522)	-3,7%	82 406
Vote 9 - 3. Finance (130: IE)		59 383	64 466	92 862	3 817	7 563	12 034	(4 472)	-37,2%	64 466
Vote 10 - (140: IE)		4 220	7 500	41 587	35	85	3 902	(3 817)	-97,8%	7 570
Vote 11 - 5. Planning (150: IE)		522 246	571 797	-	49 572	57 041	-	57 041	#DIV/0!	571 727
Vote 12 - 6. Community (160: IE)		284 550	208 538	269 166	15 176	26 571	36 680	(10 109)	-27,6%	208 538
Vote 13 - 7. Electricity (170: IE)		17 291	31 256	462 291	1 478	2 958	48 129	(45 171)	-93,9%	31 256
Vote 14 - 6. Community (180: IE)		86 829	86 633	231 907	4 726	10 920	23 215	(12 295)	-53,0%	86 633
Vote 15 - 8. Technical (180: IE)		-	-	-	-	-	-	-		-
Vote 16 - 9. Housing Services (190: IE)		25 713	17 069	41 580	1 306	1 898	5 502	(3 605)	-65,5%	17 069

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Total Expenditure by Vote	2	1 189 376	1 246 374	1 272 966	91 165	135 462	147 642	(12 180)	-8,2%	1 246 374
Surplus/ (Deficit) for the year	2	109 414	250 718	234 745	(6 729)	222 289	207 707	14 582	7,0%	250 718

Table C4 – Monthly Budget statement – Financial Performance (revenue and expenditure)

0 - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M02 August

Description	Ref	#REF!	#REF!							
		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		397 816	465 762	465 762	41 464	87 125	465 762	(378 638)	-81%	465 762
Service charges - Water		99 353	112 803	112 803	7 755	29 310	112 803	(83 494)	-74%	112 803
Service charges - Waste Water Management		31 708	79 041	79 041	2 999	7 967	79 041	(71 074)	-90%	79 041
Service charges - Waste management		37 860	46 612	46 612	2 784	20 432	46 612	(26 180)	-56%	46 612
Sale of Goods and Rendering of Services		29 434	32 753	32 753	(3 611)	5 792	32 753	(26 961)	-82%	32 753
Agency services		3 663	4 038	4 038	384	725	4 038	(3 313)	-82%	4 038
Interest										
Interest earned from Receivables		29 520	29 324	29 324	2 406	4 829	29 324	(24 495)	-84%	29 324
Interest from Current and Non Current Assets		5 308	4 626	4 626	774	1 364	4 626	(3 262)	-71%	4 626
Dividends										
Rent on Land										
Rental from Fixed Assets		7 758	8 583	8 583	224	1 652	8 583	(6 931)	-81%	8 583
Licence and permits		320	385	385	12	24	385	(361)	-94%	385
Special rating levies		6 197	4 624		(913)	583		583	#DIV/0!	4 624
Operational Revenue				4 624			4 624	(4 624)	-100%	
Non-Exchange Revenue										
Property rates		348 306	362 049	362 049	21 520	122511	362 049	(239 538)	-66%	362 049
Surcharges and Taxes										
Fines, penalties and forfeits		97 190	103 207	103 207	5 966	12 848	103 207	(90 360)	-88%	103 207
Licence and permits		1 478	1 457	1 457	107	212	1 457	(1 245)	-85%	1 457
Transfers and subsidies - Operational		153 071	165 382	165 382	1 705	60 665	175 974	(115 309)	-66%	165 382
Interest		11 093	11 811	11 811	862	1 713	11 811	(10 098)	-85%	11 811
Fuel Levy										
Operational Revenue										
Gains on disposal of Assets			1 000	1 000			1 000	(1 000)	-100%	1 000
Other Gains		8 496								
Discontinued Operations										
Total Revenue (excluding capital transfers and contributions)		1 268567	1433458	1 433458	84 437	357751	1444050	(1086299)	-75%	1433458
Expenditure By Type	-									
Employee related costs		338 641	374 678	374 678	22 139	48 107	374 650	(326 543)	-87%	374 678
Remuneration of councillors		9 684	11 926	11 926	789	1 624	11 926	(10 302)	-86%	11 926
Bulk purchases - electricity		328 988	357 093	357 093	42 759	42 962	357 093	(314 131)	-88%	357 093
Inventory consumed		39 190	46 694	46 694	1 944	3 129	46 709	(43 580)	-93%	46 969
Debt impairment		126 780	119 549	119 549	5 473	10 946	120 404	(109 458)	-91%	119 549
Depreciation and amortisation		57 820	68 548	68 548	3 891	7 583	68 548	(60 965)	-89%	68 548
Interest		38 025	29 426	29 426	7	455	29 426	(28 971)	-98%	29 426
Contracted services		150 413	152 032	152 032	10 553	10 710	152 556	(141 846)	-93%	151 834
Transfers and subsidies		1 661	3 635	3 635	36	36	14 254	(14 218)	-100%	3 635
Irrecoverable debts written off			9 404	9 404			8 548	(8 548)	-100%	9 404
Operational costs		80 372	89 390	89 390	6 814	13 152	88 851	(75 698)	-85%	89 313
Losses on Disposal of Assets		279								
Other Losses		3 214								
Total Expenditure		1 175 67	1262374	1 262374	94 407	138704	1272966	(1134262)	-89%	1262374

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Surplus/(Deficit)	93 500	171 084	171 084	(9 970)	219047	171 084	47 963	0	171 084
Transfers and subsidies - capital (monetary allocations)	46 964	63 633	63 633	-	-	63 660	(63 660)	(0)	63 633
Transfers and subsidies - capital (in-kind)	(850)	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	139 614	234 717	234 717	(9 970)	219047	234 745	(15 698)	(0)	234 717
Income Tax							-		
Surplus/(Deficit) after income tax	139 614	234 717	234 717	(9 970)	219047	234 745	(15 698)	(0)	234 717
Share of Surplus/Deficit attributable to Joint Venture							-		
Share of Surplus/Deficit attributable to Minorities							-		
Surplus/(Deficit) attributable to municipality	139 614	234 717	234 717	(9 970)	219047	234 745	(15 698)	(0)	234 717
Share of Surplus/Deficit attributable to Associate							-		
Intercompany/Parent subsidiary transactions							-		
Surplus/ (Deficit) for the year	139 614	234 717	234 717	(9 970)	219047	234 745	(15 698)	(0)	234 717

WC048 Knysna - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding)

0 - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M02
August

Vote Description	Ref	#REF!	#REF!							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 17 - CAPITAL SUSPENSE (28: CAPEX)		-	-	-	-	-	-	-		-
Vote 18 - 1. Executive AND Council (110: CAPEX)		-	-	-	-	-	-	-		-
Vote 19 - 2. Corporate (120: CAPEX)		-	-	-	-	-	-	-		-
Vote 20 - 3. Finance (130: CAPEX)		-	-	-	-	-	-	-		-
Vote 21 - 5. Planning (150: CAPEX)		-	-	-	-	-	-	-		-
Vote 22 - 6. Community (160: CAPEX)		-	-	-	-	-	-	-		-
Vote 23 - 7. Electricity (170: CAPEX)		-	-	-	-	-	-	-		-
Vote 24 - 8. Technical (180: CAPEX)		-	-	-	-	-	-	-		-
Vote 25 - 9. Housing Services (190: CAPEX)		-	-	-	-	-	-	-		-
Total Capital Multi-year expenditure	4,7	-	-	-	-	-	-	-		-
Single Year expenditure appropriation	2									
Vote 17 - CAPITAL SUSPENSE (28: CAPEX)		-	-	-	-	-	-	-		556
Vote 18 - 1. Executive AND Council (110: CAPEX)		-	85	-	-	1	14	(13)	-90%	85
Vote 19 - 2. Corporate (120: CAPEX)		-	1 050	-	5	5	175	(170)	-97%	1 050
Vote 20 - 3. Finance (130: CAPEX)		-	45	-	-	-	8	(8)	-100%	45
Vote 21 - 5. Planning (150: CAPEX)		-	1 050	-	-	-	175	(175)	-100%	1 050
Vote 22 - 6. Community (160: CAPEX)		-	20 618	-	3	5	(34)	39	-114%	20 618
Vote 23 - 7. Electricity (170: CAPEX)		-	16 496	-	-	-	354	(354)	-100%	15 940
Vote 24 - 8. Technical (180: CAPEX)		-	124 041	-	-	-	(908)	908	-100%	124 041
Vote 25 - 9. Housing Services (190: CAPEX)		-	9 200	-	-	-	(230)	230	-100%	9 200
Total Capital single-year expenditure	4	-	172 585	-	8	11	(446)	457	-103%	172 585
Total Capital Expenditure		-	172 585	-	8	11	(446)	457	-103%	172 585
Capital Expenditure - Functional Classification										
Governance and administration		-	2 180	2 180	5	7	(47)	54	-114%	2 180

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Executive and council		-	85	85	-	1	(1)	2	-368%	85
Finance and administration		-	2 095	2 095	5	5	(46)	52	-111%	2 095
Internal audit				-			-	-		
Community and public safety		-	19 618	21 090	3	5	(522)	527	-101%	19 618
Community and social services		-	1 213	1 366	3	5	(29)	33	-116%	1 213
Sport and recreation		-	743	2 664	-	-	(67)	67	-100%	743
Public safety		-	8 462	8 560	-	-	(214)	214	-100%	8 462
Housing		-	9 200	8 500	-	-	(213)	213	-100%	9 200
Health				-			-	-		
Economic and environmental services		-	39 156	34 829	-	-	(871)	871	-100%	39 156
Planning and development		-	500	500	-	-	(13)	13	-100%	500
Road transport		-	38 656	34 329	-	-	(858)	858	-100%	38 656
Environmental protection				-			-	-		
Trading services		-	111 631	120 882	-	-	(3 022)	3 022	-100%	111 631
Energy sources		-	15 496	18 071	-	-	(452)	452	-100%	15 496
Water management		-	64 136	69 913	-	-	(1 748)	1 748	-100%	64 136
Waste water management		-	21 800	22 697	-	-	(567)	567	-100%	21 800
Waste management		-	10 200	10 200	-	-	(255)	255	-100%	10 200
Other				-			-	-		
Total Capital Expenditure - Functional Classification	3	-	172 585	178 980	8	11	(4 462)	4 473	-100%	172 585
Funded by:										
National Government		-	52 387	52 415	-	-	(1 310)	1 310	-100%	52 387
Provincial Government		-	11 246	-	-	-	(281)	281	-100%	11 246
District Municipality							-	-		
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporatons, Higher Educ Institutions)							-	-		
Transfers recognised - capital		-	63 633	52 415	-	-	(1 592)	1 592	-100%	63 633
Borrowing	6	-	40 000	-	-	-	(1 005)	1 005	-100%	40 000
Internally generated funds		-	68 952	-	8	11	(1 865)	1 876	-101%	68 952
Total Capital Funding		-	172 585	52 415	8	11	(4 462)	4 473	-100%	172 585

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Table C6 – Monthly Budget Statement – Financial Position

0 - Table C6 Monthly Budget Statement - Financial Position - M02 August

Description	Ref	#REF!	#REF!			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash and cash equivalents		106 001	90 724	90 724	177 653	90 724
Trade and other receivables from exchange transactions		64 465	96 186	66 862	128 006	96 186
Receivables from non-exchange transactions		100 564	104 097	92 286	156 296	104 097
Current portion of non-current receivables		4	4	4	4	4
Inventory		8 962	12 045	12 045	10 471	12 045
VAT		170 244	38 821	38 821	175 119	38 821
Other current assets		(137)	413	413	1 507	413
Total current assets		450 103	342 290	301 155	649 056	342 290
Non current assets						
Investments		3 423	3 176	3 176	3 463	3 176
Investment property		67 370	67 389	67 389	67 345	67 389
Property, plant and equipment		1 474 847	1 541 052	1 572 613	1 433 535	1 541 052
Biological assets				-		
Living and non-living resources				-		
Heritage assets		14 613	14 613	14 613	14 613	14 613
Intangible assets		34	34	34	22	34
Trade and other receivables from exchange transactions				-		
Non-current receivables from non-exchange transactions		(8)	(8)	(8)	(8)	(8)
Other non-current assets		3 869	3 672	3 672	3 869	3 672
Total non current assets		1 564 148	1 629 928	1 661 489	1 522 839	1 629 928
TOTAL ASSETS		2 014 252	1 972 217	1 962 644	2 171 894	1 972 217
LIABILITIES						
Current liabilities	-					
Bank overdraft				-		
Financial liabilities		47 885	(3 702)	3 702	47 319	(3 702)
Consumer deposits		15 872	15 538	15 538	15 828	15 538
Trade and other payables from exchange transactions		180 207	210 196	210 196	106 268	210 196
Trade and other payables from non-exchange transactions		11 806	(11 491)	(11 491)	22 115	(11 491)
Provision		52 208	40 758	35 054	52 155	40 758
VAT		139 502	7 615	7 615	176 117	7 615
Other current liabilities		(131)	-	5 704	-	-
Total current liabilities		447 349	258 913	266 317	419 802	258 913
Non current liabilities						
Financial liabilities		253 199	305 829	305 829	252 606	305 829
Provision		44 431	30 008	35 481	37 559	30 008
Long term portion of trade payables				-		
Other non-current liabilities		102 879	93 257	93 257	101 962	93 257
Total non current liabilities		400 509	429 093	434 567	392 127	429 093
TOTAL LIABILITIES		847 858	688 007	700 884	811 929	688 007
NET ASSETS	2	1 166 394	1 284 211	1 261 760	1 359 965	1 284 211
COMMUNITY WEALTH/EQUITY						
Accumulated surplus/(deficit)		1 031 029	1 269 164	1 269 164	1 172 311	1 269 164
Reserves and funds						
Other		102 879	-	-	-	-
TOTAL COMMUNITY WEALTH/EQUITY	2	1 133 908	1 269 164	1 269 164	1 172 311	1 269 164

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Table C7 – Monthly Budget Statement - Cash Flow

0 - Table C7 Monthly Budget Statement - Cash Flow - M02 August

Description	Ref	2024/25	Budget Year 2025/26							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates		335 163	354 137	–	3 648	(31 757)	59 023	(90 780)	-154%	354 137
Service charges		576 775	657 391	–	19 282	(12 757)	109 565	(122 323)	-112%	657 391
Other revenue		125 003	292 312	–	43 863	80 170	48 719	31 451	65%	292 312
Transfers and Subsidies - Operational		169 383	170 274	–	48 468	127 707	28 379	99 328	350%	170 274
Transfers and Subsidies - Capital		56 364	63 633	–	–	1 458	10 606	(9 148)	-86%	63 633
Interest		948	–	–	–	–	–	–		–
Dividends										
Payments										
Suppliers and employees		(1235104)	(1222115)	–	(111665)	(225330)	(203686)	(21 644)	11%	(1222115)
Interest		(37 378)	(29 426)	–	–	(440)	(4 904)	4 464	-91%	(29 426)
Transfers and Subsidies								–		
NET CASH FROM/(USED) OPERATING ACTIVITIES		(8 846)	286 206	–	3 596	(60 950)	47 701	108 651	228%	286 206
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		–	1 000	–	–	–	167	(167)	-100%	1 000
Decrease (increase) in non-current receivables		7 043	4 591	–	283	5 220	765	4 454	582%	4 591
Decrease (increase) in non-current investments								–		
Payments										
Capital assets		(59 838)	(198 473)	–	(5)	(5)	(3 869)	3 864	-100%	(198 473)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(52 795)	(192 882)	–	278	5 214	(2 937)	(8 151)	278%	(192 882)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans								–		
Borrowing long term/refinancing								–		
Increase (decrease) in consumer deposits								–		
Payments										
Repayment of borrowing		(56 614)	(50 675)	–	–	(1 159)	(8 446)	7 287	-86%	(50 675)
NET CASH FROM/(USED) FINANCING ACTIVITIES		(56 614)	(50 675)	–	–	(1 159)	(8 446)	(7 287)	86%	(50 675)
NET INCREASE/ (DECREASE) IN CASH HELD		(118 256)	42 648	–	3 874	(56 895)	36 318			42 648
Cash/cash equivalents at beginning:		23 609	23 609	–	–	106 001	3 935	102 066		23 609
Cash/cash equivalents at month/year end:		(94 647)	66 257	–	3 874	49 106	40 253			66 257

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The overall assessment of actual performance against targets set for Key Performance Indicators as documented in the SDBIP is illustrated in terms of the following assessment methodology (as per the performance management system):

KPI RESULT	CATEGORY	CALCULATION EXPLANATION
N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.
R	KPI Not Met	$0\% \leq \text{Actual/Target} \leq 66.999\%$
O	KPI Almost Met	$67.000\% \leq \text{Actual/Target} \leq 99.999\%$
G	KPI Met	Actual meets Target (Actual/Target = 100%)
G2	KPI Well Met	$100.001\% \leq \text{Actual/Target} \leq 132.999\%$
B	KPI Extremely Well Met	$133.000\% \leq \text{Actual/Target}$

Table 1 - Performance Assessment Criteria

SERVICE DELIVERY PERFORMANCE

PERFORMANCE PER NATIONAL KEY PERFORMANCE AREAS (NKPA's)

Section 43(1) of the Local Government: Municipal Systems Act, No. 32 of 2000, states that:

"The Minister, after consultation with the MECs for local government and organised local government representing local government nationally, may —

- (a) by regulation prescribe general key performance indicators that are appropriate and that can be applied to local government generally; and*
- (b) when necessary, review and adjust those general key performance indicators."*

These general key performance areas, hereinafter referred to as National Key Performance Areas (NKPAs) are prescribed in the Local Government: Municipal Planning and Performance Management Regulations, 2001.

The graph below illustrates the Municipality's performance against the National Key Performance Areas (NKPA's):

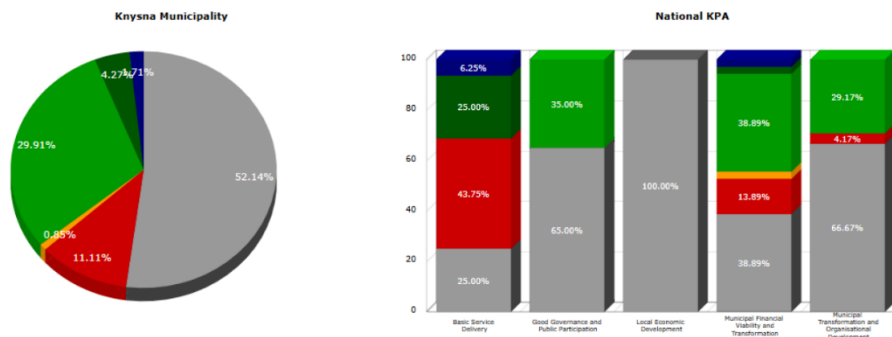


Figure 2 - Overall Performance per National Key Performance Area

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	Knysna Municipality	National KPA								
		Basic Service Delivery	Good Governance and Public Participation	Local Economic Development	Municipal Financial Viability and Management	Municipal Transformation and Institutional Development	Building Capable Local Government Institutions	Municipal Financial Viability and Transformation	Municipal Transformation and Institutional Development	Municipal Transformation and Organisational Development
Not Yet Applicable	61 (52.14%)	4 (25.00%)	26 (65.00%)	1 (100.00%)	-	-	-	14 (38.89%)	-	16 (66.67%)
Not Met	13 (11.11%)	7 (43.75%)	-	-	-	-	-	5 (13.89%)	-	1 (4.17%)
Almost Met	1 (0.85%)	-	-	-	-	-	-	1 (2.78%)	-	-
Met	35 (29.91%)	-	14 (35.00%)	-	-	-	-	14 (38.89%)	-	7 (29.17%)
Well Met	5 (4.27%)	4 (25.00%)	-	-	-	-	-	1 (2.78%)	-	-
Extremely Well Met	2 (1.71%)	1 (6.25%)	-	-	-	-	-	1 (2.78%)	-	-
Did Not Occur	-	-	-	-	-	-	-	-	-	-
Total:	117	16	40	1	-	-	-	36	-	24
	100%	13.68%	34.19%	0.85%	-	-	-	30.77%	-	20.51%

Table 2 - NKPA Performance - Overall Result

The following key performance indicators are linked to the National Key Performance Areas (NKPAs):

BASIC SERVICE DELIVERY

Basic Service Delivery

INDICATOR	Annual Target	Quarter 1 1 July - 30 September 2025	
		Target	Actual
Supplying of piped water service points to residential account holders which are connected to the municipal water infrastructure network as at 30 June 2026 as per Reg 10(a)	15 905	15 905	17 811
Supplying of electricity services to municipal residential account holders as at 30 June as per Reg 10 (a)	23 765	23 765	25 405
Supply of sanitation services to municipal residential account holders as at 30 June as per Reg 10 (a)	13 504	13 504	13 803
Supplying of refuse removal services to municipal residential account holders as at 30 June as per Reg 10 (a)	16 643	16 643	16 849
Registered indigent formal households with access to free basic water (NKPI Proxy - MSA, Reg. S10(a), (b))	2 749	2 749	745
Registered indigent formal households with access to free basic electricity provided by the municipality (NKPI Proxy - MSA, Reg. S10(a), (b))	2 144	2 144	698
Registered indigent formal households with access to free basic refuse removal (NKPI Proxy - MSA, Reg. S10(a), (b))	2 762	2 762	751

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Basic Service Delivery

INDICATOR	Annual Target	Quarter 1 1 July - 30 September 2025	
		Target	Actual
Registered indigent formal households with access to free basic sanitation (NKPI Proxy - MSA, Reg. S10(a), (b))	100%	100%	27.16%
Service Sites for future housing development through the programme on the Upgrading of Informal Settlements Plan (UISP) and Enhanced People's Housing Process (EHP)	30	0	0
Provision of Housing opportunities in accordance with the Provincial Business Plan and budget allocation	99	0	0
Develop a climate change adaptation plan for Knysna Municipality by 30 June	1	0	0
Develop a Coastal Management By-law for Knysna Municipality by 30 June	1	0	0
Wastewater quality measured to the Department of Water and Sanitation's License Conditions for physical and micro parameters	70%	70%	0%
Water quality measure quarterly as per SANS 241 physical and micro parameters	95%	95%	0%
Record quarterly limited unaccounted water losses to less than (<) 35%	35%	35%	0%
Record quarterly limited electricity losses to less than 11.5% (Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated) x 100	<11.58	<11.58	<0

Table 3 - NKPA Performance - Basic Service Delivery

Summary of Results	Calculation Explanation	Overall Results	
N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	4
R	KPI Not Met	0% ≤ Actual/Target ≤ 74.999%	7
O	KPI Almost Met	75.000% ≤ Actual/Target ≤ 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% ≤ Actual/Target ≤ 149.999%	4
B	KPI Extremely Well Met	150.000% ≤ Actual/Target	1
N/A	KPI Did Not Occur	KPIs with a target which did not materialise	0
	Total KPIs:		16

LOCAL ECONOMIC DEVELOPMENT

Local Economic Development			
INDICATOR	Annual Target	Quarter 1 1 July - September 2025	
		Target	Actual
Number of employment opportunities created through the Municipality's local economic development initiatives	38	0	0

Table 4 - NKPA Performance - Local Economic Development

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Summary of Results: Local Economic Development			
N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	1
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	0
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
N/A	KPI Did Not Occur	KPIs with a target which did not materialise	0
	Total KPIs:		1

MUNICIPAL FINANCIAL VIABILITY AND TRANSFORMATION

Municipal Financial Viability and Transformation			
INDICATOR	Annual Target	Quarter 1 1 July-September 2025	
		Target	Actual
Financial viability measured in terms of the Municipality's ability to meet its service debt obligations (NKPI Proxy - MSA, Reg. S10(g)(ii))	15%	15%	21%
Financial viability measured in terms of number of days taken for creditors to be paid Trade creditors outstanding/creditors purchases (operating and capital) x 365]	30	30	84
Sound financial management by maintaining an acceptable Liquidity Ratio	1.20	1.20	1.52
Financial viability measured in terms of the collection period (average number of days) as at 30 June [(Gross Debtors - Bad Debt Provision) / Billed Revenue] x 365	80	80	292.19
Achieve an average payment percentage of 91% by 30 June [Gross Debtors (Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100]	91%	91%	67.45%
Raise / collect Operating Budget Revenue as per approved budget measured on a quarterly basis	100%	100%	98.52%
Financial viability measured in terms of the outstanding service debtors (NKPI Proxy - MSA, Reg. S10(g)(ii))	50%	50%	62.70%

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Municipal Financial Viability and Transformation			
INDICATOR	Annual Target	Quarter 1 1 July-September 2025	
		Target	Actual
Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	1.30	1.30	0.73
Spend 95% of operational grants by 30 June	95%	0%	0%
Spend 95% of operational grants by 30 June	95%	0%	0%
Spend 95% of operational grants by 30 June	95%	0%	0%
Spend 95% of operational grants by 30 June	95%	0%	0%
Spend 95% of operational grants by 30 June	95%	0%	0%
Spend 95% of operational grants by 30 June	95%	0%	0%
Spend 95% of operational grants by 30 June	95%	0%	0%
Spend 95% of capital grants by 30 June	95%	0%	0%
Spend 95% of capital grants by 30 June	95%	0%	0%
Spend 95% of capital grants by 30 June	95%	0%	0%
Spend 95% of capital grants by 30 June	95%	0%	0%

Municipal Financial Viability and Transformation			
INDICATOR	Annual Target	Quarter 1 1 July-September 2025	
		Target	Actual
Spend 95% of capital grants by 30 June	95%	0%	0%
Spend 95% of capital grants by 30 June	95%	0%	0%
Spend 95% of capital grants by 30 June	95%	0%	0%
Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95%	20%	20%
Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95%	20%	20%
Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95%	20%	20%
Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95%	20%	20%
Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95%	20%	20%
Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95%	20%	20%

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Municipal Financial Viability and Transformation			
INDICATOR	Annual Target	Quarter 1 1 July-September 2025	
		Target	Actual
Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95%	20%	20%
Spend 90% of the operating budget by 30 June	95%	20%	20%
Spend 90% of the operating budget by 30 June	95%	20%	20%
Spend 90% of the operating budget by 30 June	95%	20%	20%
Spend 90% of the operating budget by 30 June	95%	20%	20%
Spend 90% of the operating budget by 30 June	95%	20%	20%
Spend 90% of the operating budget by 30 June	95%	20%	20%
Spend 90% of the operating budget by 30 June	95%	20%	20%

Summary of Results: Municipal Financial Viability and Transformation		Calculation Explanation	Overall Results
N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	14
R	KPI Not Met	0% <= Actual/Target <= 74.999%	5
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	1
G	KPI Met	Actual meets Target (Actual/Target = 100%)	14
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	1
B	KPI Extremely Well Met	150.000% <= Actual/Target	1
N/A	KPI Did Not Occur	KPIs with a target which did not materialise	0
Total KPIs:			36

Table 5 - NKPA Performance - Municipal Financial Viability and Transformation

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MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT

Municipal Transformation and Organisational Development			
INDICATION	Annual Target	Quarter 1 1 July-September 2025	
		Target	Actual
Submit the Quarterly Section 154 Support Plan, Progress Report to Council	4	1	0
Complete bi-annual departmental risk assessments	2	1	1
Complete bi-annual departmental risk assessments	1	1	1
Complete bi-annual departmental risk assessments	1	1	1
Complete bi-annual departmental risk assessments	1	1	1
Complete bi-annual departmental risk assessments	2	1	1
Complete bi-annual departmental risk assessments	2	1	1
Complete bi-annual departmental risk assessments	2	1	1
The percentage of the payroll budget spent on implementing the Municipal Workplace Skills Plan (NKPI Proxy-MSA, Reg. S10(f))	20%	0%	0%

Municipal Transformation and Organisational Development			
INDICATION	Annual Target	Quarter 1 1 July-September 2025	
		Target	Actual
Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	1	0	0
Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	1	0	0
Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	1	0	0
Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	1	0	0

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Municipal Transformation and Organisational Development			
INDICATION	Annual Target	Quarter 1 1 July-September 2025	
		Target	Actual
Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	1	0	0
Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	1	0	0
Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	1	0	0
The percentage of Internal audit actions implemented by 30 June 2026	100%	0%	0%
The percentage of Internal audit actions implemented by 30 June 2026	100%	0%	0%
The percentage of Internal audit actions implemented by 30 June 2026	100%	0%	0%
The percentage of Internal audit actions implemented by 30 June 2026	100%	0%	0%
The percentage of Internal audit actions implemented by 30 June 2026	100%	0%	0%

Municipal Transformation and Organisational Development			
INDICATION	Annual Target	Quarter 1 1 July-September 2025	
		Target	Actual
The percentage of Internal audit actions implemented by 30 June 2026	100%	0%	0%
The percentage of Internal audit actions implemented by 30 June 2026	100%	0%	0%
The percentage (%) of appointments made in the three highest levels of management which comply with the Employment Equity Plan, measured by the Number of appointments in the three highest levels of management, which comply with Employment Equity targets/Total appointments made in three highest levels of management x 100 by end June 2026	70%	0%	0%

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Table 6 - NKPA Performance - Municipal Transformation and Organisational Development

Summary of Results: Municipal Transformation and Organisational Development		Calculation Explanation	Overall Results
N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	16
R	KPI Not Met	0% <= Actual/Target <= 74.999%	1
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	7
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
N/A	KPI Did Not Occur	KPIs with a target which did not materialise	0
Total KPIs:			24

GOOD GOVERNANCE AND PUBLIC PARTICIPATION

Good Governance and Public Participation			
INDICATOR	Original Annual Target	Quarter 1 1 July- 30 September 2025	
		Target	Actual
Submit to the Executive Mayor the draft 2026/2027 SDBIP for consideration by no later than 14 days after the approval of the annual budget in terms of the Local Government: Municipal Finance Management Act, No. 56 of 2003	1	0	0
Ensuring performance by the timeous development and signing of the Section 56 performance agreements in adherence to the Performance Framework	100%	100%	100%
Evaluate the performance of Section 54 and 56 managers in terms of their signed agreement	100%	0%	0%
Submission of the revised Risk Based Audit Plan (RBAP) to the Audit a Committee	1	0	0
Submission of the IDP / Budget / SDF time schedule (process plan) to the Council	1	1	1
Submission of the revised Strategic Risk Register (SRR) to the Risk Management Committee	1	0	0
Submission of the Quarterly Audit Committee Reports to Council	4	1	1
Submit the Draft Review Integrated Development Plan (IDP) to Council for consideration by end-March 2026	1	0	0
Submit the Reviewed Integrated Development Plan (IDP) to Council for consideration by end-May 2026	1	0	0

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Good Governance and Public Participation			
INDICATOR	Original Annual Target	Quarter 1 1 July- 30 September 2025	
		Target	Actual
Table the Annual Report as required by MFMA (121) to Council by end of January 2026	1	0	0
Submit the Annual Report to Council as required by section 129 of the MFMA (121) approval annually by end of March 2026	1	0	0
Review the Macro structure annually and submit to Council for consideration by end May 2026	1	0	0
Effective management and functional supervision of all the Directorates	100%	0%	0%
Effective management and functional supervision of the Sections in the department	100%	0%	0%
% of Internal audit actions implemented by 30 June 2026	100%	0%	0%
% of Internal audit actions implemented by 30 June 2026	100%	0%	0%
% of Internal audit actions implemented by 30 June 2026	100%	0%	0%
% of Internal audit actions implemented by 30 June 2026	100%	0%	0%
% of Internal audit actions implemented by 30 June 2026	100%	0%	0%
% of Internal audit actions implemented by 30 June 2026	100%	0%	0%

Good Governance and Public Participation			
INDICATOR	Original Annual Target	Quarter 1 1 July- 30 September 2025	
		Target	Actual
% of Internal audit actions implemented by 30 June 2026	100%	0%	0%
Number of Ordinary Council Meetings scheduled	1	1	1
Develop and submit quarterly report on implemented Council resolutions	1	1	1
Develop and submit quarterly report on implemented Council resolutions	1	1	1
Develop and submit quarterly report on implemented Council resolutions	1	1	1
Develop and submit quarterly report on implemented Council resolutions	1	1	1
Develop and submit quarterly report on implemented Council resolutions	1	1	1
Develop and submit quarterly report on implemented Council resolutions	1	1	1
Develop and submit quarterly report on implemented Council resolutions	1	1	1
Develop and submit the Oversight Report to Council by end-March in terms of Section 129 (1) of the Local Government: Municipal Finance Management Act, No. 56 of 2003 by end-March 2026	1	0	0
Submit the Section 52(d) Report to Council following the end of each quarter as prescribed in the Local Government: Municipal Finance Management Act, No. 56 of 2003	1	1	1

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Good Governance and Public Participation			
INDICATOR	Original Annual Target	Quarter 1 1 July- 30 September 2025	
		Target	Actual
Submit the Annual Budget to Council for consideration by end-May 2026 as prescribed in the Local Government: Municipal Finance Management Act, No. 56 of 2003	1	0	0
Submit the Adjustment Budget to Council for consideration by end-February 2026 as prescribed in the Local Government: Municipal Finance Management Act, No. 56 of 2003	1	0	0
Submission of Fixed Asset Register (FAR) in compliance with applicable Generally Recognised Accounting Practice (GRAP) Standards to the Auditor-General by end-August 2025	1	1	1
Submission of the Annual Financial Statements to the Auditor-General by end-August 2025	1	1	1
Submission of the Reviewed Long-Term Financial Plan to Council by end-March 2026	1	0	0
Submit the Report on the Rehabilitation of Landfill Sites to Financial Services for inclusion in the Annual Financial Statements by end-June 2026	1	0	0
Submit the Reviewed Disaster Management Plan to Council for consideration by end-May 2026	1	0	0
Submit a funding application to the Department: Human Settlement (DHS) by end-March 2026	1	0	0
Submit the Reviewed Municipal Spatial Development Framework (MSDF) to Council by end-May 2026	1	0	0

Table 7 - NKPA Performance - Good Governance and Public Participation

Summary of Results: Good Governance and Public Participation		Calculation Explanation	Overall Results
N/A	KPI Not Yet Applicable	KPIs with no targets or actuals in the selected period.	26
R	KPI Not Met	0% <= Actual/Target <= 74.999%	0
O	KPI Almost Met	75.000% <= Actual/Target <= 99.999%	0
G	KPI Met	Actual meets Target (Actual/Target = 100%)	14
G2	KPI Well Met	100.001% <= Actual/Target <= 149.999%	0
B	KPI Extremely Well Met	150.000% <= Actual/Target	0
N/A	KPI Did Not Occur	KPIs with a target which did not materialise	0
	Total KPIs:		40

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PERFORMANCE PER MUNICIPAL STRATEGIC OBJECTIVES

The Council of Knysna Local Municipality crafted a set of strategic objectives which are aligned to the national strategic focus areas as well as the Provincial Strategic Goals of the Western Cape Government. This is intended to guide directorates within the municipality to develop departmental business plans with specific deliverables and targets to give effect to the strategic objectives of Council.

The following table provides the alignment of Knysna's strategic objectives against the national strategic focus areas and provincial strategic goals:

Strategic Focus Area / National Key Performance Area (NKPA and MKPA)	Strategic Objective (SO)	Priority (PR)
Basic Service Delivery	To improve and maintain current basic service delivery through specific infrastructural development projects	Sanitation
		Electricity
		Streets and Storm Water Management
		Water Supply
	To promote a safe and healthy environment through the protection of our natural resources	Integrated Human Settlements
		Environmental Conservation
Local Economic Development	To create an enabling environment for social development and economic growth	Disaster management
		Decent employment opportunities and job creation
		Rural development
		Youth development
		Care for the elderly
		Opportunities for women and people living with disability
Municipal Financial Viability and Management	To grow the revenue base of the municipality	HIV/Aids awareness
Municipal Transformation and Institutional Development	To structure and manage the municipal administration to ensure efficient service delivery	Sound Financial Planning
		Institutional capacity building
Good Governance and Public Participation	To encourage the involvement of communities in the matters of local government, through the promotion of open channels of communication	Ward committees System
		Communication
		Responsive and accountable system of Local Government

Table 8 - Alignment Table

The graph below illustrates the Municipality's performance against the Strategic Objectives:

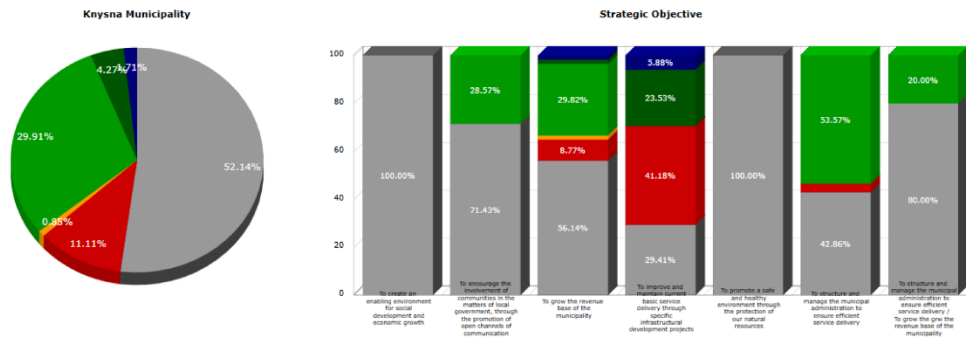


Figure 3 - Overall Performance per Strategic Objective

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The following table indicate the Municipality's performance in terms of the Strategic Objectives

	Knysna Municipality	Strategic Objective						
		To create an enabling environment for social development and economic growth	To encourage the involvement of communities in the matters of local government, through the promotion of open channels of communication	To grow the revenue base of the municipality	To improve and maintain current basic service delivery through specific infrastructural development projects	To promote a safe and healthy environment through the protection of our natural resources	To structure and manage the municipal administration to ensure efficient service delivery / To grow the revenue base of the municipality	
Not Yet Applicable	61 (52.14%)	2 (100.00%)	5 (71.43%)	32 (56.14%)	5 (29.41%)	1 (100.00%)	12 (42.86%)	4 (80.00%)
Not Met	13 (11.11%)	-	-	5 (8.77%)	7 (41.18%)	-	1 (3.57%)	-
Almost Met	1 (0.85%)	-	-	1 (1.75%)	-	-	-	-
Met	35 (29.91%)	-	2 (28.57%)	17 (29.82%)	-	-	15 (53.57%)	1 (20.00%)
Well Met	5 (4.27%)	-	-	1 (1.75%)	4 (23.53%)	-	-	-
Extremely Well Met	2 (1.71%)	-	-	1 (1.75%)	1 (5.88%)	-	-	-
Did Not Occur	-	-	-	-	-	-	-	-
Total:	117	2	7	57	17	1	28	5
	100%	1.71%	5.98%	48.72%	14.53%	0.85%	23.93%	4.27%

Table 9 - Strategic Objectives Performance - Overall Results

PERFORMANCE PER DIRECTORATE

The administrative component of Knysna Local Municipality is headed by the Municipal Manager, who has five directors reporting directly to him in terms of Section 56 of the Local Government Municipal Systems Act, No. 32 of 2000. Apart from the legislative powers and functions, the Municipality deemed it fit to review and re-design the organisational structure to effectively address local needs, operational requirements, and service delivery demands. Subsequent to a comprehensive consultation process with all internal stakeholders, the new organisational structure of the municipality was adopted by Council on 29 October 2018 (SC09/10/18). The restructuring of the staff establishment was benchmarked against industry norms and financial sustainability was one of the key considerations.

The following tables provides an overview of the organisational structure:

DIRECTORATE	PURPOSE
Office of the Municipal Manager	The Municipal Manager heads the Administration arm of the Knysna Municipality and is therefore responsible and accountable for tasks and functions as provided for in section 55 of the Municipal Systems Act, other functions and tasks as provided for in legislation as well as functions delegated to him/her by the Executive Mayor and Council. According to the Municipal Finance Management Act he/she also assumes the role of Accounting Officer. The office also incorporates the Department Communications & Intergovernmental Relations, Internal Audit & Risk Management and the Department Integrated Development Planning (IDP) & Performance Management.
Corporate Services	The Directorate is responsible for the administrative processes that ensure good governance and the achievement of Council's strategic objectives. The directorate incorporates the Departments of Administration, Committee Services, Customer Relations, Estates, Human Resources, Legal Services, Property and Records Management, and Public Participation.
Financial Services	To manage and provide financial services in order to ensure financial viability, compliance and reporting. The Directorate administers all finance-related services. These include Financial Management Services, Revenue Services, Supply Chain Management, Information Technology, Assets & Liability Management, and Financial Statements & Compliance, Budget & Reporting as well as the Expenditure department.
Planning and Economic Development	To ensure that the functional and pro-active planning and the implementation of the municipality's constitutional obligations pertaining to land use planning, economic development, human settlements and environmental management
Community Services	To render integrated community services to enhance community development in general and promote a clean and safe environment. The Directorate comprises of four major sections that incorporate services including Disaster Management, Fire and Rescue, Traffic and Law Enforcement, Parks, Waste Management, Libraries, Halls, Cemeteries, Museums, Arts and Culture, Waste Management and Cleansing, Youth and Sport Development.
Infrastructure Services	To manage infrastructure services provisioning in order to ensure the rendering of sustainable and affordable services to the community. Services pertaining mainly to bulk infrastructure are the responsibility of the Director Technical Services. It also incorporates all Electrical & Mechanical services related to distribution of electricity and oversees the municipality's fleet and mechanical workshop.

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Human Settlements Administration	The local Directorate of Human Settlements acts as an agent for Provincial Government and is working with them to achieve their vision, to develop sustainable integrated human settlements. Sustainable settlements are residential areas that allow its residents to access social and economic opportunities close to where they live.
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Table 10 - Organisational Structure

The graph below illustrates the Municipality's performance per Directorate:

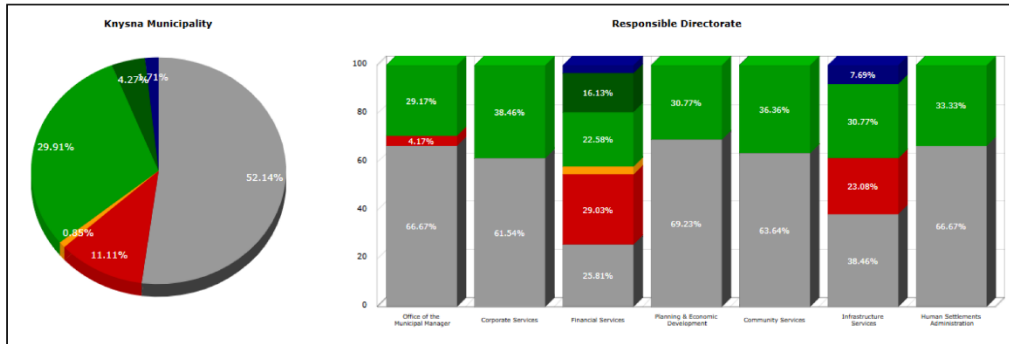


Figure 4 - Overall Performance per Directorate

The following table indicate the Municipality's performance in terms of Directorate:

	Knysna Municipality	Responsible Directorate						
		Office of the Municipal Manager	Corporate Services	Financial Services	Planning & Economic Development	Community Services	Infrastructure Services	Human Settlements Administration
Not Yet Applicable	61 (52.14%)	16 (66.67%)	8 (61.54%)	8 (25.81%)	9 (69.23%)	7 (63.64%)	5 (38.46%)	8 (66.67%)
Not Met	13 (11.11%)	1 (4.17%)	-	9 (29.03%)	-	-	3 (23.08%)	-
Almost Met	1 (0.85%)	-	-	1 (3.23%)	-	-	-	-
Met	35 (29.91%)	7 (29.17%)	5 (38.46%)	7 (22.58%)	4 (30.77%)	4 (36.36%)	4 (30.77%)	4 (33.33%)
Well Met	5 (4.27%)	-	-	5 (16.13%)	-	-	-	-
Extremely Well Met	2 (1.71%)	-	-	1 (3.23%)	-	-	1 (7.69%)	-
Did Not Occur	-	-	-	-	-	-	-	-
Total:	117	24	13	31	13	11	13	12
	100%	20.51%	11.11%	26.50%	11.11%	9.40%	11.11%	10.26%

Table 11 - Directorate Performance - Overall Result

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Annexure A - Top Layer SDBIP, Quarter 1 Performance Assessment 2025/2026 per National Key Performance Area

To create an enabling environment for social development and economic growth

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL26	Submit the Reviewed Municipal Spatial Development Framework (MSDF) to Council by end-May 2026	One Reviewed Municipal Spatial Development Framework submitted to Council by end-May 2026	1	Carry Over	1	0	0	N/A	Target not due for reporting	
TL51	Number of employment opportunities created through the Municipality's local economic development initiatives	Expanded Public Works Programme employment opportunities created by the organisation and reported by 30 June of the financial year	196	Last Value	38	0	0	N/A	Target not due for reporting	

To encourage the involvement of communities in the matters of local government, through the promotion of open channels of communication

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL5	Submission of the IDP / Budget / SDF time schedule (process plan) to the Council	Number of IDP / Budget / SDF time schedules (process plan) submitted to the Council by 31 August 2025	1	Accumulative	1	1	1	G	Time Schedule approved by Council on 29 August	No corrective measures are required
TL8	Submit the Draft Review Integrated Development Plan (IDP) to Council for consideration by end-March 2026	One Draft Review Integrated Development Plan submitted to Council by end-March	1	Last Value	1	0	0	N/A	Target not due for reporting	
TL9	Submit the Reviewed Integrated Development Plan (IDP) to Council for consideration by end-May 2026	One Reviewed Integrated Development Plan submitted to Council by end-May	1	Last Value	1	0	0	N/A	Target not due for reporting	
TL10	Table the Annual Report as required by MFMA (121) to Council by end of January 2026	One Annual Report tabled to Council by the end of January 2026	1	Carry Over	1	0	0	N/A	Target not due for reporting	

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To encourage the involvement of communities in the matters of local government, through the promotion of open channels of communication

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL11	Submit the Annual Report to Council as required by section 129 of the MFMA (121) approval annually by end of March 2026	One Annual Report tabled to Council for approval by the end of March 2026	1	Accumulative	1	0	0	N/A	Target not due for reporting	
TL14	Number of Ordinary Council Meetings scheduled	Four Ordinary Council meetings scheduled for the financial year	1	Carry Over	1	1	1	G	Council Approved Schedule of meetings 2025/2026. Indicating scheduled Council Meetings	No corrective measures are required

To encourage the involvement of communities in the matters of local government, through the promotion of open channels of communication

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL16	Develop and submit the Oversight Report to Council by end-March in terms of Section 129 (1) of the Local Government: Municipal Finance Management Act, No. 56 of 2003 by end-March 2026	One Oversight Report submitted to Council by end-March	0	Stand-Alone	1	0	0	N/A	Target not due for reporting	

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To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL77	Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	Conditional Assessment and review of useful life of assets certificate submitted to Assets Unit	0	Carry Over	1	0	0	N/A	Target not due for reporting	
TL78	Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	Conditional Assessment and review of useful life of assets certificate submitted to Assets Unit	0	Last Value	1	0	0	N/A	Target not due for reporting	

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL79	Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	Conditional Assessment and review of useful life of assets certificate submitted to Assets Unit	0	Stand-Alone	1	0	0	N/A	Target not due for reporting	
TL80	Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	Conditional Assessment and review of useful life of assets certificate submitted to Assets Unit	0	Carry Over	1	0	0	N/A	Target not due for reporting	

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To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL81	Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	Conditional Assessment and review of useful life of assets certificate submitted to Assets Unit	0	Stand-Alone	1	0	0	N/A	Target not due for reporting	
TL82	Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	Conditional Assessment and review of useful life of assets certificate submitted to Assets Unit	0	Carry Over	1	0	0	N/A	Target not due for reporting	

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL83	Complete a conditional assessment and a review of the remaining useful life of all assets in the department and submit a certification in this regard to the Head Asset Management within the first week after the financial year end	Conditional Assessment and review of useful life of assets certificate submitted to Assets Unit	0	Last Value	1	0	0	N/A	Target not due for reporting	
TL84	The percentage of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June 2026	0%	Last Value	100%	0%	0%	N/A	Target not due for reporting	
TL85	The percentage of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June 2026	0%	Last Value	100%	0%	0%	N/A	Target not due for reporting	
TL86	The percentage of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June 2026	0%	Stand-Alone	100%	0%	0%	N/A	Target not due for reporting	

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To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL87	The percentage of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June 2026	0%	Last Value	100%	0%	0%	N/A	Target not due for reporting	
TL88	The percentage of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June 2026	0%	Stand-Alone	100%	0%	0%	N/A	Target not due for reporting	
TL89	The percentage of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June 2026	0%	Last Value	100%	0%	0%	N/A	Target not due for reporting	
TL90	The percentage of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June 2026	0%	Last Value	100%	0%	0%	N/A	Target not due for reporting	

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL17	Submit the Section 52(d) Report to Council following the end of each quarter as prescribed in the Local Government: Municipal Finance Management Act, No. 56 of 2003	Four Section 52(d) Reports submitted to Council for noting	4	Carry Over	1	1	1	G	Quarter 4 Non-Financial Performance Assessment Report for the Period 1 April 2025- 30 June 2025 was reported to Council	No corrective measures are required
TL18	Submit the Annual Budget to Council for consideration by end-May 2026 as prescribed in the Local Government: Municipal Finance Management Act, No. 56 of 2003	One Annual Budget submitted to Council within the legislative deadline	1	Stand-Alone	1	0	0	N/A	Target not due for reporting	
TL19	Submit the Adjustment Budget to Council for consideration by end-February 2026 as prescribed in the Local Government: Municipal	One Adjustment Budget submitted to Council within the legislative deadline	1	Stand-Alone	1	0	0	N/A	Target not due for reporting	

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To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
	Finance Management Act, No. 56 of 2003									
TL20	Submission of Fixed Asset Register (FAR) in compliance with applicable Generally Recognised Accounting Practice (GRAP) Standards to the Auditor-General by end-August 2025	One Fixed Asset Register submitted to the Auditor-General by end-August 2025	1	Stand-Alone	1	1	1	G	Fixed Asset Register was submitted to the AG on the 31 August 2025	No corrective measures are required
TL21	Submission of the Annual Financial Statements to the Auditor-General by end-August 2025	One Annual Financial Statements submitted to the Auditor-General by end-August	1	Stand-Alone	1	1	1	G	Annual Financial Statements was sent to AG on the 31 August 2025	No corrective measures are required

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL22	Submission of the Reviewed Long-Term Financial Plan to Council by end-March 2026	One Reviewed Long-Term Financial Plan submitted to Council by end-March 2026	1	Stand-Alone	1	0	0	N/A	Target not due for reporting	
TL23	Submit the Report on the Rehabilitation of Landfill Sites to Financial Services for inclusion in the Annual Financial Statements by end-June 2026	One Report on the Rehabilitation of Landfill Sites submitted to Financial Services by end-June of the financial year	1	Stand-Alone	1	0	0	N/A	Target not due for reporting	
TL52	Financial viability measured in terms of the Municipality's ability to meet its service debt obligations (NKPI Proxy - MSA, Reg. S10(g)(i))	Debt coverage ratio ((Total operating revenue - conditional operating grants received) / (Debt service payments due within the year)) measured and	12.59%	Reverse Last Value	15%	15%	21%	R	21% months debt ratio at 30 September 2025	

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To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
		reported quarterly								
TL53	Financial viability measured in terms of number of days taken for creditors to be paid Trade creditors outstanding/creditors purchases (operating and capital) x 365]	Number of days to pay creditors	86.84	Reverse Last Value	30	30	84	R	The ration is actually based on annual and therefore will not be accurate as a result of Eskom that is paid a day after month end.	Target not met as per ratio.
TL54	Sound financial management by maintaining an acceptable Liquidity Ratio	Liquidity: Current Ratio, Calculated as (Current Assets / Current Liabilities	0.74	Last Value	1.20	1.20	1.52	G2	1.52 months Current ratio at 30 September 2025	No corrective measures are required

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL55	Financial viability measured in terms of the collection period (average number of days) as at 30 June ((Gross Debtors - Bad Debt Provision) / Billed Revenue)) x 365	Debtors?" ratio in number of days	86.84	Last Value	80	80	292.19	B	The net debtors days amounts to 292.19 days at 30 September 2025	No corrective measures are required
TL56	Achieve an average payment percentage of 91% by 30 June [Gross Debtors (Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100]	Gross Debtors (Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off) / Billed Revenue x 100	59.38%	Last Value	91%	91%	67.45%	R	67.45% Collection rate at 30 September 2025	Improved revenue collection actions to reduce the gross outstanding debtors€™ amount.

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To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL57	Raise / collect Operating Budget Revenue as per approved budget measured on a quarterly basis	One hundred percent of Total Annual Operating Budget Revenue raised / collected measured on a quarterly basis	93%	Last Value	100%	100%	98.52%	O	The % Actual Operating Expenditure against Budgeted Operating expenditure equates to 98.52% at 30 September 2025	The % Actual Operating Expenditure against Budgeted Operating expenditure equates to 98.52% at 30 September 2025
TL58	Financial viability measured in terms of the outstanding service debtors (NKPI Proxy - MSA, Reg. S10(g)(ii))	Service debtors to revenue ratio - (Total outstanding service debtors / revenue received for services) measured on a quarterly basis	66.70%	Reverse Last Value	50%	50%	62.70%	R	The service debtors to revenue ratio equates to 62.7% at 30 September 2025	No corrective measure as the target has been met

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL59	Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	Cost coverage as at 30 June annually: (Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, Provision for bad debts, Impairment and Loss on disposal of assets)	0.24	Last Value	1.30	1.30	0.73	R	: 0.73 months Cost Coverage at 30 September 2025	Cash needs to increase through improved revenue collection actions and the cost containment measures.
TL97	Spend 95% of operational grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	

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To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL98	Spend 95% of operational grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL60	Spend 95% of operational grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL99	Spend 95% of operational grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL100	Spend 95% of operational grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL101	Spend 95% of operational grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL102	Spend 95% of operational grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL103	Spend 95% of capital grants by 30 June	95% of Capital spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL104	Spend 95% of capital grants by 30 June	95% of capital spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL61	Spend 95% of capital grants by 30 June	95% of Capital spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL105	Spend 95% of capital grants by 30 June	95% of Capital spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL106	Spend 95% of capital grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL107	Spend 95% of capital grants by 30 June	95% of operational spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	
TL108	Spend 95% of capital grants by 30 June	95% of Capital spent by 30 June	0%	Accumulative	95%	0%	0%	N/A	Target not due for reporting	

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To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL109	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95% of the approved Capital Budget for the municipality actually spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL110	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95% of the approved Capital Budget for the municipality actually spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL62	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95% of the approved Capital Budget for the municipality actually spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL111	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95% of the approved Capital Budget for the municipality	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
		actually spent by 30 June								
TL112	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95% of the approved Capital Budget for the municipality actually spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL113	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95% of the approved Capital Budget for the municipality actually spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL114	Actual expenditure of the approved Capital Budget for the municipality by 30 June (NKPI - MSA, Reg. S10(c))	95% of the approved Capital Budget for the municipality actually spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL115	Spend 90% of the operating budget by 30 June	90% of operating budget spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL116	Spend 90% of the operating budget by 30 June	90% of operating budget spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL117	Spend 90% of the operating budget by 30 June	90% of operating budget spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL118	Spend 90% of the operating budget by 30 June	90% of operating budget spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required

To grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL119	Spend 90% of the operating budget by 30 June	90% of operating budget spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL120	Spend 90% of the operating budget by 30 June	90% of operating budget spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required
TL121	Spend 90% of the operating budget by 30 June	90% of operating budget spent by 30 June	0%	Accumulative	95%	20%	20%	G	Information reflecting in the Monthly Budget Statement - August 2025	No corrective measures are required

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To improve and maintain current basic service delivery through specific infrastructural development projects

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL3 5	Supplying of piped water service points to residential account holders which are connected to the municipal water infrastructure network as at 30 June 2026 as per Reg 10(a)	Number of residential properties with access to Water services as registered on the financial system as at end June 2026	15	Last Value	15 905	15 905	17 811	G2	6097 Conv Meters and 11714 Prepaid meters with access to Water services	No corrective measures are required

To improve and maintain current basic service delivery through specific infrastructural development projects

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL3 6	Supplying of electricity services to municipal residential account holders as at 30 June as per Reg 10 (a)	Number of residential properties with access to electricity services registered on the financial system (Promun and Ontec) at 30 June of the financial year	23	Last Value	23 765	23 765	25 405	G2	2611 Prep Meters and 22794 Prepaid Meters with access to electricity service	No corrective measures are required
TL3 7	Supply of sanitation services to municipal residential account holders as at 30 June as per Reg 10 (a)	Number of formal residential properties which are billed for sewerage as at 30 June of the financial year	13	Last Value	13 504	13 504	13 803	G2	13803 Properties which are billed for sewerage	No corrective measures are required
TL3 8	Supplying of refuse removal services to municipal residential account holders as at 30 June as per Reg 10 (a)	Number of formal residential properties which are billed for refuse removal as at 30 June of the financial year	16	Last Value	16 643	16 643	16 849	G2	16849 formal residential properties are billed for refuse removal	No corrective measures are required

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To improve and maintain current basic service delivery through specific infrastructural development projects

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL 39	Registered indigent formal households with access to free basic water (NKPI Proxy - MSA, Reg. S10(a), (b))	Number of registered indigent formal households with access to free basic water, measured quarterly	2	Last Value	2 749	2 749	745	R	745 Indigent Register for formal households with access to free basic water - New application were submitted and it was not carried over from previous years. We are still accepting processing and verifying applications	Indigent apply every 3 years, through out the year, this number is accumulative

To improve and maintain current basic service delivery through specific infrastructural development projects

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL4 0	Registered indigent formal households with access to free basic electricity provided by the municipality (NKPI Proxy - MSA, Reg. S10(a), (b))	Number of registered indigent formal households with access to free basic electricity provided by the municipality, measured quarterly	2	Last Value	2 144	2 144	698	R	698 Indigent Register for formal households with access to free basic electricity - New application were submitted and it was not carried over from previous years. We are still accepting processing and verifying applications.	Indigent apply every 3 years, through out the year, this number is accumulative

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To improve and maintain current basic service delivery through specific infrastructural development projects

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL4 1	Registered indigent formal households with access to free basic refuse removal (NKPI Proxy - MSA, Reg. S10(a), (b))	Number of registered indigent formal households with access to free basic refuse removal, measured quarterly	2	Last Value	2 762	2 762	751	R	751 Indigent Register for formal households with access to free basic refuse removal. New application were submitted and it was not carried over from previous years. We are still accepting processing and verifying applications	Indigent apply every 3 years, through out the year, this number is accumulative

To improve and maintain current basic service delivery through specific infrastructural development projects

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL4 2	Registered indigent formal households with access to free basic sanitation (NKPI Proxy - MSA, Reg. S10(a), (b))	Percentage of registered indigent formal households with access to free basic sanitation, measured quarterly	####	Last Value	100%	100%	27.16 %	R	751 Indigent Register for formal households with access to free basic sanitation. New application were submitted and it was not carried over from previous years. We are still accepting processing and verifying applications	Target should change to number and not percentage. Calculated as $750 \div 2762 = 0.2716$ (rounded to 4 decimal places) Indigent apply every 3 years, through out the year, this number is accumulative

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To improve and maintain current basic service delivery through specific infrastructural development projects

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL25	Submit a funding application to the Department: Human Settlement (DHS) by end-March 2026	One funding application submitted to the Department: Human Settlements by end-March	1	Last Value	1	0	0	N/A	Target not due for reporting	
TL43	Service Sites for future housing development through the programme on the Upgrading of Informal Settlements Plan (UISP) and Enhanced People's Housing Process (EHP)	Number of sites serviced through the Human Settlements Development Grant (HSDG) programmes	12	Accumulative	30	0	0	N/A	Target not due for reporting	
TL44	Provision of Housing opportunities in accordance with the Provincial Business Plan and budget allocation	Ninety-nine housing opportunities provided for the 2025/2026 financial year	16	Last Value	99	0	0	N/A	Target not due for reporting	
TL47	Develop a climate change adaptation plan for Knysna Municipality by 30 June	One plan to be tabled for Council by 30 June of the financial year	0	Carry Over	1	0	0	N/A	Target not due for reporting	
TL48	Develop a Coastal Management By-law for Knysna Municipality by 30 June	One by-law to be tabled for Council by 30 June of the financial year	0	Carry Over	1	0	0	N/A	Target not due for reporting	

To improve and maintain current basic service delivery through specific infrastructural development projects

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL45	Wastewater quality measured to the Department of Water and Sanitation's License Conditions for physical and micro parameters	Percentage of wastewater quality compliance as per the analysis certificate, measured quarterly	70.83 %	Last Value	70%	70%	0%	R	The Infrastructure department did not report on time but confirmed the report will be provided in due course	
TL46	Water quality measure quarterly as per SANS 241 physical and micro parameters	95% compliance to the SANS 241 in regard to the water quality level	95.15 %	Last Value	95%	95%	0%	R	The Infrastructure department did not report on time but confirmed the report will be provided in due course	
TL49	Record quarterly limited unaccounted water losses to less than (<) 35%	Less than (<) 35% water losses reported quarterly	33.66 %	Stand-Alone	35%	35%	0%	R	The Infrastructure department did not report on time but confirmed the report will be provided in due course	
TL50	Record quarterly limited electricity losses to less than 11.5% (Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated) x 100	Less than 11.5% electricity losses reported quarterly	<11.58	Reverse Last Value	<11.58	<11.58	<0	R	The Infrastructure department did not report on time but confirmed the report will be provided in due course	

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To promote a safe and healthy environment through the protection of our natural resources

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL24	Submit the Reviewed Disaster Management Plan to Council for consideration by end-May 2026	One Reviewed Disaster Management Plan submitted to Council by end-May 2026	1	Stand-Alone	1	0	0	N/A	Target not due for reporting	

To structure and manage the municipal administration to ensure efficient service delivery

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL7	Submission of the Quarterly Audit Committee Reports to Council	Four Audit Committee Reports submitted to Council for the financial year	4	Accumulative	4	1	1	G	Quater 4 Report submitted to Council	No corrective measures are required
TL12	Review the Macro structure annually and submit to Council for consideration by end May 2026	One reviewed Macro structure presented to Council by end-May 2026	0	Accumulative	1	0	0	N/A	Target not due for reporting	
TL27	Effective management and functional supervision of all the Directorates	Percentage of indicators of all the Directorates achieved, measured quarterly	100%	Stand-Alone	100%	0%	0%	N/A	Target not due for reporting	
TL28	Effective management and functional supervision of the Sections in the department	Percentage of indicators of the Departmental Office of Municipal Manager, achieved measured quarterly	100%	Stand-Alone	100%	0%	0%	N/A	Target not due for reporting	

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To structure and manage the municipal administration to ensure efficient service delivery

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL13	% of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June	100%	Carry Over	100%	0%	0%	N/A	Target not due for reporting	
TL30	Submit the Quarterly Section 154 Support Plan, Progress Report to Council	Number of Section 154 Support Plan, Progress Reports submitted to Council	0	Accumulative	4	1	0	R	Meeting was on the 25 August 2025	The next report will serve at the schedule Council meeting which is scheduled for 30 October 2025
TL65	Complete bi-annual departmental risk assessments	Bi-annual departmental risk assessment completed	0	Accumulative	2	1	1	G	Minutes of Risk Management Committee Meetings	No corrective measures are required

To structure and manage the municipal administration to ensure efficient service delivery

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL66	Complete bi-annual departmental risk assessments	Bi-annual departmental risk assessment completed	0	Carry Over	1	1	1	G	Minutes of Risk Management Committee Meetings	No corrective measures are required
TL64	Complete bi-annual departmental risk assessments	Bi-annual departmental risk assessment completed	0	Carry Over	1	1	1	G	Minutes of Risk Management Committee Meetings	No corrective measures are required
TL67	Complete bi-annual departmental risk assessments	Bi-annual departmental risk assessment completed	0	Carry Over	1	1	1	G	Minutes of Risk Management Committee Meetings	No corrective measures are required
TL68	Complete bi-annual departmental risk assessments	Bi-annual departmental risk assessment completed	0	Accumulative	2	1	1	G	Minutes of Risk Management Committee Meetings	No corrective measures are required

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To structure and manage the municipal administration to ensure efficient service delivery

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL69	Complete bi-annual departmental risk assessments	Bi-annual departmental risk assessment completed	0	Accumulative	2	1	1	G	Minutes of Risk Management Committee Meetings	No corrective measures are required
TL70	Complete bi-annual departmental risk assessments	Bi-annual departmental risk assessment completed	0	Accumulative	2	1	1	G	Minutes of Risk Management Committee Meetings	No corrective measures are required
TL71	% of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June	0%	Carry Over	100%	0%	0%	N/A	Target not due for reporting	
TL72	% of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June	0%	Stand-Alone	100%	0%	0%	N/A	Target not due for reporting	
TL73	% of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June	0%	Stand-Alone	100%	0%	0%	N/A	Target not due for reporting	

To structure and manage the municipal administration to ensure efficient service delivery

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL74	% of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June	0%	Carry Over	100%	0%	0%	N/A	Target not due for reporting	
TL75	% of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June	0%	Carry Over	100%	0%	0%	N/A	Target not due for reporting	
TL76	% of Internal audit actions implemented by 30 June 2026	100% of Internal audit actions implemented by 30 June	0%	Carry Over	100%	0%	0%	N/A	Target not due for reporting	
TL15	Develop and submit quarterly report on implemented Council resolutions	Quarterly report on implemented Council resolutions submitted one month after the end of the quarter	0	Carry Over	1	1	1	G	Execution List are distributed which contains Council resolutions	No corrective measures are required

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To structure and manage the municipal administration to ensure efficient service delivery

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL32	The percentage of the payroll budget spent on implementing the Municipal Workplace Skills Plan (NKPI Proxy- MSA, Reg. S10(f))	Percentage of the municipality's payroll budget actually spent on implementing its Workplace Skills Plan ((Total Actual Training Expenditure / Total Annual payroll Budget) x 100), measured by 30 June 2026	99%	Stand-Alone	20%	0%	0%	N/A	Target not due for reporting	
TL91	Develop and submit quarterly report on implemented Council resolutions	Quarterly report on implemented Council resolutions submitted one month after the end of the quarter	0	Carry Over	1	1	1	G	Execution List are distributed which contains Council resolutions	No corrective measures are required
TL92	Develop and submit quarterly report on implemented Council resolutions	Quarterly report on implemented Council resolutions submitted one month after the end of the quarter	0	Stand-Alone	1	1	1	G	Execution List are distributed which contains Council resolutions	No corrective measures are required

To structure and manage the municipal administration to ensure efficient service delivery

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL93	Develop and submit quarterly report on implemented Council resolutions	Quarterly report on implemented Council resolutions submitted one month after the end of the quarter	0	Carry Over	1	1	1	G	Execution List are distributed which contains Council resolutions	No corrective measures are required
TL94	Develop and submit quarterly report on implemented Council resolutions	Quarterly report on implemented Council resolutions submitted one month after the end of the quarter	0	Carry Over	1	1	1	G	Execution List are distributed which contains Council resolutions	No corrective measures are required
TL95	Develop and submit quarterly report on implemented Council resolutions	Quarterly report on implemented Council resolutions submitted one month after the end of the quarter	0	Carry Over	1	1	1	G	Execution List are distributed which contains Council resolutions	No corrective measures are required
TL96	Develop and submit quarterly report on implemented Council resolutions	Quarterly report on implemented Council resolutions submitted one month after the end of the quarter	0	Carry Over	1	1	1	G	Execution List are distributed which contains	No corrective measures are required

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

To structure and manage the municipal administration to ensure efficient service delivery

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
									Council resolutions	
TL29	The percentage (%) of appointments made in the three highest levels of management which comply with the Employment Equity Plan, measured by the Number of appointments in the three highest levels of management, which comply with Employment Equity targets/Total appointments made in three highest levels of management x 100 by end June 2026	% Employment in line with Employment Equity targets in the three highest levels of management by end-June	0%	Stand-Alone	70%	0%	0%	N/A	Target not due for reporting	

1

To structure and manage the municipal administration to ensure efficient service delivery / To grow the grow the revenue base of the municipality

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL1	Submit to the Executive Mayor the draft 2026/2027 SDBIP for consideration by no later than 14 days after the approval of the annual budget in terms of the Local Government: Municipal Finance Management Act, No. 56 of 2003	One (1) Draft Service Delivery and Budget Implementation Plan (SDBIP) submitted to the Executive Mayor	1	Carry Over	1	0	0	N/A	Target not due for reporting	
TL2	Ensuring performance by the timeous development and signing of the Section 56 performance agreements in adherence to the Performance Framework	Percentage (%) of signed performance agreements of Section 56 managers concluded within the prescribed legislative timeframes	71%	Last Value	100%	100%	100%	G	Signed 2025/2026 Performance Agreements of Section 56 managers	No corrective measures are required
TL3	Evaluate the performance of Section 54 and 56 managers in terms of their signed agreement	Percentage (%) of formal evaluations completed per Section 56 employee	50%	Stand-Alone	100%	0%	0%	N/A	Target not due for reporting	

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

**To structure and manage the municipal administration to ensure efficient service delivery / To grow the grow
the revenue base of the municipality**

KPI Reference	Key Performance Indicator	Unit of Measurement	Baseline	Calculation Type	Original Annual Target	Quarter 1 Overall Performance 1 July 2025-30 September 2025				
						Target	Actual	Results	Performance Comment	Corrective Measures
TL4	Submission of the revised Risk Based Audit Plan (RBAP) to the Audit a Committee	Number of revised RBAPs submitted to the Audit Committee by 30 June	1	Carry Over	1	0	0	N/A	Target not due for reporting	
TL6	Submission of the revised Strategic Risk Register (SRR) to the Risk Management Committee	Number of revised SRRs submitted to the Risk Management Committee by 30 June 2026	4	Carry Over	1	0	0	N/A	Target not due for reporting	

13.9

C09/10/25 MONTHLY / QUARTERLY BUDGET STATEMENT FOR SEPTEMBER 2025

REPORT FROM THE DIRECTOR: FINANCIAL SERVICES

PURPOSE OF THE REPORT

The Municipal Finance Management Act, in particular Section 71 and Section 52, and the Municipal Budget and Reporting Regulations require that in-year reports for municipalities be compiled.

BACKGROUND

The monthly and quarterly budget statement for September 2025 has been prepared to meet the legislative requirements of Section 71 and Section 52 of the MFMA.

RELEVANT LEGISLATION

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

RECOMMENDATION OF THE MUNICIPAL MANAGER

That the Monthly Budget Statement and supporting documentation for September 2025, be noted.

APPENDIX / ADDENDUM

Annexure 1 - In-year report of municipalities: Monthly Budget Statement for September 2025.
Annexure 2 - C Schedule Monthly Budget Statement for Knysna Municipality.

File Number: 9/1/2/10
Execution: Director: Financial Services
Manager: Budget Office



inclusive || innovative || inspired

Monthly and Quarterly Budget Statement

(Section 71 and Section 52 of the MFMA)

Prepared in terms of the Local Government:
Municipal Finance Management Act (No 56 of 2003);
Municipal Budget and Reporting Regulations; and
Government Gazette 32141, dated 17 April 2009.

September 2025



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PART 1: IN-YEAR REPORT

1. LEGAL CONTEXT

1.1 Monthly Budget Statement

Section 71 of the Municipal Finance Management Act (MFMA) determines that:

- “(1) The accounting officer of a municipality must by no later than 10 working days after the end of each month submit to the mayor of the municipality and the relevant provincial treasury a statement in the prescribed format on the state of the municipality’s budget reflecting the following particulars for that month and for the financial year up to the end of that month –*
- (a) Actual revenue, per revenue source;*
 - (b) Actual borrowings;*
 - (c) Actual expenditure, per vote;*
 - (d) Actual capital expenditure, per vote*
 - (e) The amount of any allocations received;*
 - (f) Actual expenditure on those allocations, excluding expenditure on –*
 - (i) Its share of the local government equitable share; and*
 - (ii) Allocations exempted by the annual Division of Revenue Act from compliance with this paragraph; and*
 - (g) When necessary, an explanation of –*
 - (i) Any material variances from the municipality’s projected revenue by source, and from the municipality’s expenditure projections per vote;*
 - (ii) Any material variances from the service delivery and budget implementation plan; and*
 - (iii) Any remedial or corrective steps taken or to be taken to ensure that projected revenue and expenditure remain within the municipality’s approved budget.*
- (2) The statement must include –*
- (a) A projection of the relevant municipality’s revenue and expenditure for the rest of the financial year, and any revisions from initial projections; and*
 - (b) the prescribed information relating to the state of the budget of each municipal entity as provided to the municipality in terms of section 87(10).*
- (3) The amounts reflected in the statement must in each case be compared with*

the corresponding amounts budgeted for in the municipality's approved budget.

- (4) The statement to the provincial treasury must be in the format of a signed document and in electronic format.*
- (5) The accounting officer of a municipality which has received an allocation referred to in subsection (1)(e) during any particular month must, by no later than 10 working days after the end of that month, submit that part of the statement reflecting the particulars referred to in subsection (1)(e) and (f) to the national or provincial organ of state or municipality which transferred the allocation.*
- (6) The provincial treasury must by no later than 22 working days after the end of each month submit to the National Treasury a consolidated statement in the prescribed format on the state of the municipalities' budgets, per municipality and per municipal entity.*
- (7) The provincial treasury must, within 30 days after the end of each quarter, make public as may be prescribed, a consolidated statement in the prescribed format on the state of municipalities' budgets per municipality and per municipal entity. The MEC for finance must submit such consolidated statement to the provincial legislature no later than 45 days after the end of each quarter".*

1.2 Quarterly Budget Statement

Section 52 of the MFMA determines that:

"The mayor of a municipality –

- (a) must provide general political guidance over the fiscal and financial affairs of the municipality;*
- (b) in providing such general political guidance, may monitor and, to the extent provided in this Act, oversee the exercise of responsibilities assigned in terms of this Act to the accounting officer and the chief financial officer, but may not interfere in the exercise of those responsibilities;*
- (c) must take all reasonable steps to ensure that the municipality performs its constitutional and statutory functions within the limits of the municipality's approved budget;*
- (d) must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality; and*

- (e) *must exercise the other powers and perform the other duties assigned to the mayor in terms of this Act or delegated by the council to the mayor."*

1.3 Responsibility of the Executive Mayor

Section 54 of the MFMA determines that:

- "(1) On receipt of a statement or report submitted by the accounting officer of the municipality in terms of section 71 or 72, the mayor must –*
 - (a) Consider the statement or report;*
 - (b) Check whether the municipality's approved budget is implemented in accordance with the service delivery and budget implementation plan;*
 - (c) Consider and, if necessary, make any revisions to the service delivery and budget implementation plan, provided that revisions to the service delivery targets and performance indicators in the plan may only be made with the approval of the council following approval of an adjustments budget;*
 - (d) Issue any appropriate instructions to the accounting officer to ensure –*
 - (i) That the budget is implemented in accordance with the service delivery and budget implementation plan; and*
 - (ii) That spending of funds and revenue collection proceed in accordance with the budget;*
 - (e) Identify any financial problems facing the municipality, including any emerging or impending financial problems; and*
 - (f) In the case of a section 72 report, submit the report to the council by 31 January of each year.*
- (2) If the municipality faces any serious financial problems, the mayor must –*
 - (a) Promptly respond to and initiate any remedial or corrective steps proposed by the accounting officer to deal with such problems, which may include –*
 - (i) Steps to reduce spending when revenue is anticipated to be less than projected in the municipality's approved budget;*
 - (ii) The tabling of an adjustments budget; or*
 - (iii) Steps in terms of Chapter 13; and*
 - (b) Alert the council and the MEC for local government in the province to those problems.*
- (3) The mayor must ensure that any revisions of the service delivery and budget implementation plan are made public promptly".*

EXECUTIVE MAYOR'S REPORT

2.1 In-Year Report: Monthly Budget Statement

- 2.1.1 This report represents the Section 71 MFMA Monthly Budget Statement and Section 52 Quarterly Budget Statement for the month ending 30 September 2025, and reflects the implementation of the budget and the financial state of affairs of the Municipality.
- 2.1.2 I hereby wish to submit a report to the Council on the implementation of the budget and the financial state of affairs of the Municipality as at the end of September 2025.
- 2.1.3 Further to the above, Section 54(1) of the MFMA determines that the Executive Mayor must consider the Section 71 report submitted by the Accounting Officer and assess whether the Municipality's approved budget is implemented in accordance with the approved Service Delivery Budget Implementation Plan (SDBIP), and if necessary issue appropriate instructions to the Accounting Officer.

2.2 Overall Financial Status of the Municipality

- 2.2.1 As at 30 September 2025, the Cash and Cash Equivalents balance equates to R 190.4 million with commitments equating to R 125.6 million. This results in a surplus of R 64.8 million.
- 2.2.2 The Debt Collection and Credit Control Policy remains fully effective. Disconnection of services/reduction of services, as well as handing over of old debt to debt collectors, remain in practice.
- 2.2.3 The Traffic Fines and Security service providers are currently appointed through deviations. Those tender are currently at the Bid Evaluation stage.

2.3 Recommendations

- (a) That Council notes the Section 71 Monthly Budget Statement and Section 52 Quarterly Budget Statement as at 30 September 2025.
- (b) That Council notes that the Section 71 Monthly Budget Statement and Section 52 Quarterly Budget Statement as at 30 September 2025 will be published on the municipal website.

CLLR THANDO MATIKA

EXECUTIVE MAYOR

DATE: 14 October 2025

3 ACCOUNTING OFFICER'S REPORT

3.1 Introduction

- 3.1.1 In accordance with Section 71(1) of the Municipal Finance Management Act (MFMA), I submit the required statement on the state of Knysna Municipality's budget reflecting the financial information for the month ending September 2025.
- 3.1.2 Section 52(d) of the MFMA requires from the Executive Mayor to submit a quarterly report to Council on the implementation of the approved budget. The report relates to the quarter ending 30 September 2025.
- 3.1.3 Section 54(1) of the MFMA requires from the Mayor of a municipality to take certain actions, if needed, following receipt of this report to ensure that the approved budget is implemented in accordance with the projections contained in the Service Delivery and Budget Implementation Plan (SDBIP).
- 3.1.4 The financial performance of the operating and capital budget for the 2025/2026 financial year, and an overview of the financial position of the Municipality, is provided below.

3.2 Financial Performance Overview

3.2.1 The Year-to-date total actual operating revenue (Row 19 in the table below) of R 451.8 million against the Year-to-date budgeted operating revenue of R 457.9 million (capital grants excluded) results in a negative variance of -R6.1 million (-1.3%). Variances of a material value in nature in the operating revenue budget are presented with appropriate comments in the table below.

Variances between Year-to-Date Actual and Year-to-Date Budget								
Row Number	Description	Original Budget	Current Budget	Year-to-Date Actual	Year-to-Date Budget	Variance between YTD Actual and Year-to-Date Budget	YTD Variance %	Reasons for Material Variance (D - E)
Column Reference	A	B	C	D	E	F	G	H
1	Service charges - Electricity	465,762,477	465,762,477	127,858,698	132,392,289	-4,533,591	-3.4%	The electricity availability, bulk electricity and domestic prepaid chargers are the main contributors to the variance.
2	Service charges - Water	112,803,280	112,803,280	36,010,368	47,552,597	-11,542,229	-24.3%	The water business and domestic charges are the main contributors to the variance.
3	Service charges - Waste Water Management	79,041,338	79,041,338	11,140,335	11,634,821	-494,486	-4.3%	
4	Service charges - Waste management	46,612,040	46,612,040	23,377,777	23,306,376	71,401	0.3%	
5	Sale of Goods and Rendering of Services	32,753,342	32,753,342	8,960,278	8,760,901	199,377	2.3%	
6	Agency services	4,037,734	4,037,734	1,183,669	899,413	284,276	31.6%	Increased vehicle registrations.
7	Interest earned from Receivables	29,324,126	29,324,126	7,036,171	6,914,814	121,357	1.8%	
8	Interest from Current and Non Current Assets	4,626,054	4,626,054	1,917,698	2,171,459	-253,761	-11.7%	
9	Rental from Fixed Assets	8,582,855	8,582,855	2,143,936	2,571,945	-428,009	-16.6%	Less rental income incurred as lease agreements were terminated for own use (office space).
10	Licence and permits	385,314	385,314	33,098	61,914	-28,816	-46.5%	
11	Operational Revenue	4,623,655	4,623,655	1,029,021	375,279	653,742	174.2%	The mscoa mapping needs to be investigated
12	Property rates	362,049,268	362,049,268	146,089,605	141,461,634	4,627,971	3.3%	There was a change in the manner of Agricultural Properties billing approved by Council before final budget was approved. Agricultural properties were billed a full base rate and qualifying customers received separately the 75% rebate and all implemented with the July Debit raising however, in the current year it was decided that that only the 25% billing will be effected hence the variance and the change can only be implemented with the February adjustments budget.
13	Fines, penalties and forfeits	103,207,460	103,207,460	16,168,840	12,393,083	3,775,757	30.5%	Fines are difficult to project as month to month and year-on figures vary. Monthly projections are more than the 2024-25 period outcome.
14	Licence and permits	1,456,651	1,456,651	308,596	288,548	20,048	6.9%	
15	Transfers and subsidies - Operational	165,381,826	175,973,553	65,980,380	64,567,106	1,413,274	2.2%	The main contributor to the variance is the SETA grant.
16	Interest (Property Rates)	11,810,635	11,810,635	2,543,396	2,526,133	17,263	0.7%	
17	Gains on Disposal of PPE	1,000,000	1,000,000	0	0	0	0.0%	
18	Other Gains	0	0	0	0	0	0.0%	
19	Total Revenue (Capital Grants Excluded)	1,433,458,055	1,444,049,782	451,781,886	457,878,312	-6,096,426	-1.3%	

3.2.2 The Year-to-date total actual operating expenditure (Row 33 in the table below) of R 233.9 million against the total Year-to-date budgeted operating expenditure of R 237.4 million results in a positive variance of R 3.5 million (1.5%). Variances of a material value in nature in the operating expenditure budget are presented with appropriate comments in the table below.

Variances between Year-to-Date Actual and Year-to-Date Budget								
Row Number	Description	Original Budget	Current Budget	Year-to-Date Actual	Year-to-Date Budget	Variance between YTD Actual and Year-to Date Budget	YTD Variance %	Reasons for Material Variance (D - E)
Column Reference	A	B	C	D	E	F	G	H
20	Employee related costs	374,677,754	374,650,450	74,277,768	76,464,910	2,187,142	2.9%	The under expenditure is mainly on overtime items on various departments due to the accrual of the June overtime paid in July however reversed during August, while monthly provision fully estimated.
21	Remuneration of councillors	11,925,784	11,925,784	2,425,598	2,502,900	77,302	3.1%	
22	Bulk purchases - electricity	357,093,221	357,093,221	81,878,785	69,213,376	-12,665,409	-18.3%	
23	Other materials	46,693,594	46,708,594	5,123,831	7,012,030	1,888,199	26.9%	The main contributor to the variance is the water chemical supply
24	Debt impairment	119,548,650	119,548,650	16,419,135	29,887,164	13,468,029	45.1%	Debt Impairment are calculated and projected through debtors billing during budgeting.
25	Depreciation and amortisation	68,548,010	68,548,010	6,103,610	11,075,466	4,971,856	44.9%	Projects not completed to be unbundled.
26	Interest	29,426,064	29,426,064	932,567	787,597	-144,970	-18.4%	
27	Contracted services	152,032,410	152,556,410	22,708,206	20,259,986	-2,448,220	-12.1%	Security Services; Electrical as well as Roads Repairs and Maintenance program. There are funds however service departments to submit monthly cash flows as per consultants/ contractors to be updated.
28	Transfers and subsidies	3,634,823	14,253,854	3,367,225	1,485,630	-1,881,595	-126.7%	The major contributor to the variance is the SETA grant expenditure. The budget apportionment needs to be realigned.
29	Irrecoverable debts written off	9,403,903	9,403,903	0	2,105,046	2,105,046	100.0%	Figures changed with the adjustment budget
30	Operational costs	89,389,646	88,850,646	20,644,173	16,609,613	-4,034,560	-24.3%	The main contributors to the variance is the dumping fees and motor vehicle hire charges.
31	Losses on Disposal of Assets	0	0	0	0	0	0.0%	
32	Other Losses	0	0	0	0	0	0.0%	
33	Total Operating Expenditure	1,262,373,859	1,272,965,586	233,880,898	237,403,718	3,522,820	1.5%	

3.2.3 The year-to-date total actual operating surplus of R 217.9 million against the year-to-date budgeted operating surplus of R 220.5 million (capital grants excluded) results in an operating deficit of -R 2.6 million or -1.2% (Row 34 in the table below).

Variances between Year-to-Date Actual and Year-to-Date Budget								
Row Number	Description	Original Budget	Current Budget	Year-to-Date Actual	Year-to-Date Budget	Variance between YTD Actual and Year-to Date Budget	YTD Variance %	Reasons for Material Variance (D - E)
Column Reference	A	B	C	D	E	F	G	H
19	Total Revenue (Capital Grants Excluded)	1,433,458,055	1,444,049,782	451,781,886	457,878,312	-6,096,426	-1.3%	
33	Total Operating Expenditure	1,262,373,859	1,272,965,586	233,880,898	237,403,718	3,522,820	1.5%	
34	Operating Surplus/(Deficit)	171,084,196	171,084,196	217,900,988	220,474,594	-2,573,606	-1.2%	
35	Capital Grants	63,633,174	63,660,478	2,502,609	3,732,401	-1,229,792	-32.9%	Capital grants expenditure less than anticipated
36	Public Contributions	0	0	0	0	0	0.0%	
37	Surplus/(Deficit) for the Year	234,717,370	234,744,674	220,403,597	224,206,995	-3,803,398	-2%	

3.2.4 The year-to-date actual surplus for the year (Row 37 in the table above) of R 220.4 million against the total budgeted surplus for the year at R 224.2 million (capital grants included) results in a deficit of -R 3.8 million or -2%.

3.2.5 Overtime

The table below depicts the Overtime as at 30 September 2025

Overtime									
Row Number	Directorate	Expenditure 2023/2024	Expenditure 2024/2025	Original Budget 2025/2026	Current Budget	Actual September 2025	YTD Budget 2025/2026	YTD Actual 2025/2026	Variance (G-H)
Column Reference	A	B	C	D	E	F	G	H	I
1	Executive and Council	0	0	206	206	0	0	0	0
2	Corporate Services	179,381	129,186	122,142	122,142	17,608	71,937	39,484	32,453
3	Financial Services	83,462	54,301	25,769	25,769	0	0	0	0
4	Planning and Development	0	41,535	17,009	17,009	0	0	0	0
5	Integrated Human Settlements	74,305	605	0	0	0	0	0	0
6	Community Services	9,203,926	9,306,936	6,271,647	6,271,647	613,609	2,307,322	1,444,935	862,387
7	Electrical Services	2,077,945	1,876,925	1,511,665	1,511,665	165,603	354,414	347,590	6,824
8	Technical Services	9,135,628	8,479,856	6,969,623	6,969,623	1,032,690	2,294,615	1,744,763	549,852
9	Grand Total	20,754,647	19,889,343	14,918,061	14,918,061	1,829,510	5,028,288	3,576,772	1,451,516

3.2.6 Standby

The below table depicts the Standby as at 30 September 2025.

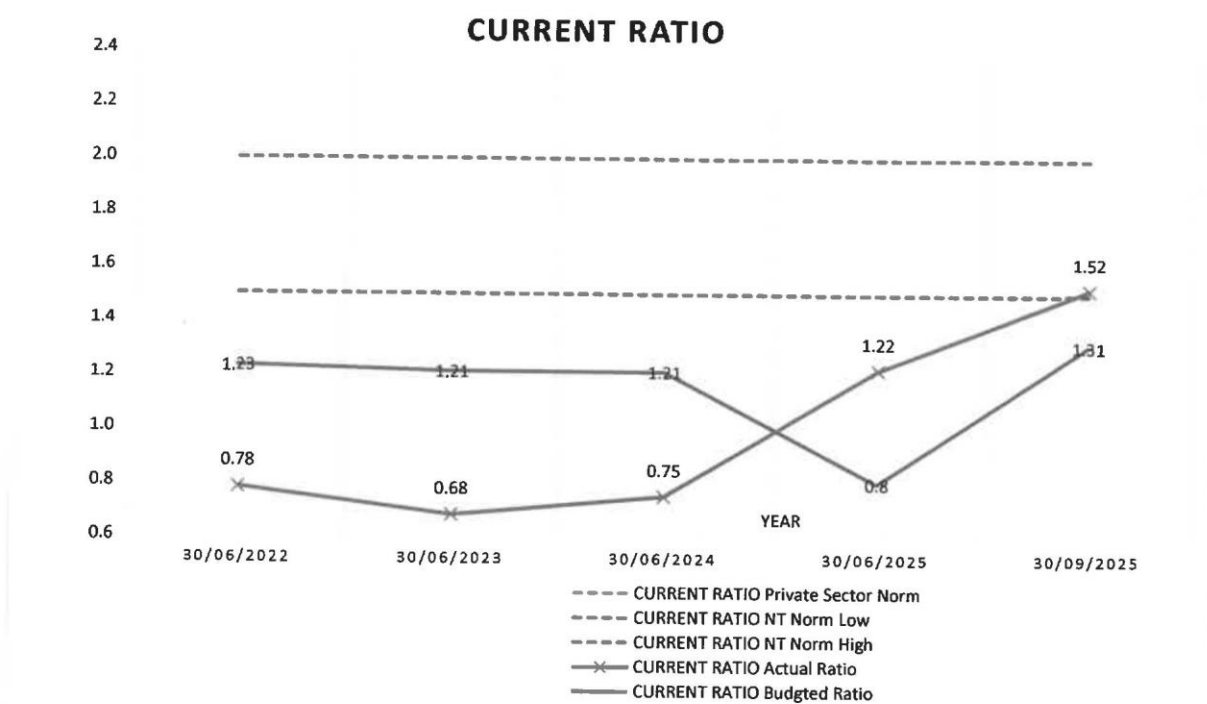
Standby Allowance									
Row Number	Directorate	Expenditure 2023/2024	Expenditure 2024/2025	Original Budget 2025/2026	Current Budget	Actual September 2025	YTD Budget 2025/2026	YTD Actual 2025/2026	Variance (G-H)
Column Reference	A	B	C	D	E	F	G	H	I
1	Executive and Council	148,184	33,722	0	0	0	0	0	0
2	Corporate Services	199,443	213,417	153,387	153,387	20,800	60,626	40,903	19,723
3	Financial Services	42,535	6,814	6,814	6,814	0	0	0	0
4	Planning and Development	0	0	0	0	0	0	0	0
5	Integrated Human Settlements	0	0	0	0	0	0	0	0
6	Community Services	1,676,582	1,911,422	1,384,506	1,384,506	140,971	444,195	283,085	161,110
7	Electrical Services	1,656,775	1,713,582	1,262,360	1,262,360	161,279	446,742	306,678	140,064
8	Technical Services	3,380,477	3,673,771	1,695,774	1,695,774	356,722	716,624	689,823	26,801
9	Grand Total	7,103,996	7,552,727	4,502,841	4,502,841	679,773	1,668,187	1,320,489	347,698

3.3 Financial Position Overview

3.3.1 Current Ratio (1.52 : 1)

The Current Ratio as at 30 September 2025 equates to 1.52 : 1 compared to the National Treasury norm of 1.5 – 2 : 1, and a budgeted Current Ratio of 1.31 : 1. This reflects a vast improvement in comparison to the current ratio of 1.22:1 as at 30 June 2025.

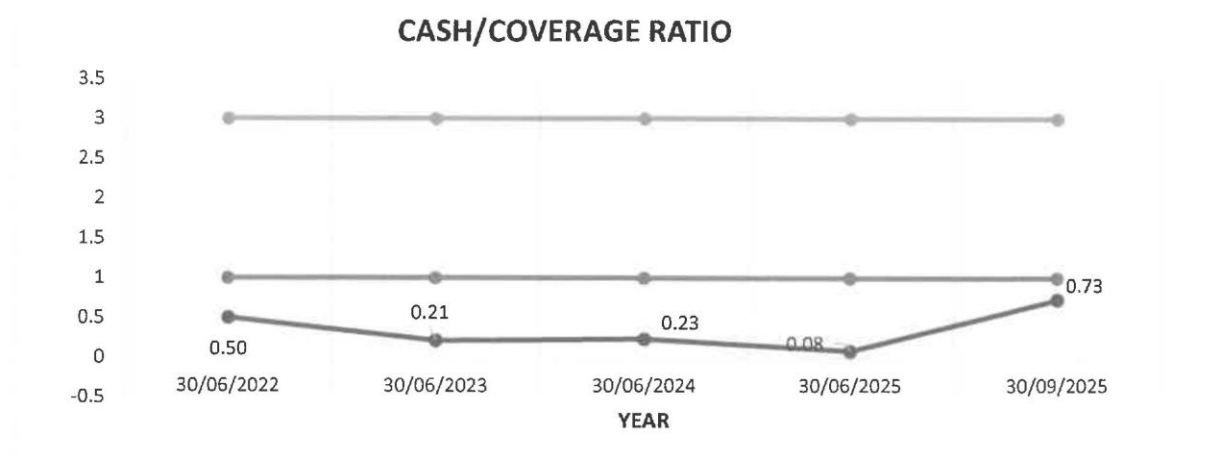
Current Ratio	Current Assets / Current Liabilities	Statement of Financial Position, Budget, IDP and AR	1.5 - 2:1		1.52
				Current Assets	652,066,407
				Current Liabilities	428,519,120



3.3.2 Cash/Cost Coverage Ratio (0.73 months)

The Cash/Cost Coverage Ratio as at 30 September 2025 equates to 0.73 months compared to the National Treasury norm of 1 – 3 months.

Cash / Cost Coverage Ratio (Excl. Unspent Conditional Grants)	((Cash and Cash Equivalents - Unspent Conditional Grants - Overdraft) + Short Term Investment) / Monthly Fixed Operational Expenditure excluding (Depreciation, Amortisation, Provision for Bad Debts, Impairment and Loss on Disposal of Assets)	Statement of Financial Position, Statement of Financial Performance, Notes to the AFS, Budget, In year Reports and AR	1 - 3 Months		0.73
				Cash and cash equivalents	99,141,878
				Unspent Conditional Grants	36,444,060
				Overdraft	
				Short Term Investments	91,247,306
				Operational Expenditure	211,358,153



3.3.3 Cash and Cash Equivalents (R 190.4 million)

Cash and Cash Equivalents (Row 3 in the Table below) equates to R 190.4 million as at 30 September 2025.

3.3.4 Current Investments (R 91.2 million)

Current investments (Row 2 in the Table below) equates to R 91.2 million as at 30 September 2025. The total investment portfolio equates to R 94.7 million, which includes non-current investments of R 3.5 million.

Cash and Cash Equivalents versus Commitments					
Row Number	Description	July 2025	August 2025	September 2025	Movement (C to D)
Column Reference	A	B	C	D	E
1	Cash at Bank	68,733,059	86,661,772	99,141,878	12,480,107
2	Investments - Current	90,710,622	90,991,284	91,247,306	256,022
3	Total Cash and Cash Equivalents	159,443,681	177,653,055	190,389,184	12,736,129
4	Unspent Conditional Transfers and Grants	37,682,003	40,978,578	36,444,060	-4,534,518
5	Unspent Conditional Public Contributions	0	0	0	0
6	VAT Payable to SARS	0	0	0	0
7	Trade Payables	67,231,360	66,483,862	73,283,335	6,799,472
8	Consumer Deposits	15,872,227	15,828,429	15,828,429	0
9	Total Commitments	120,785,589	123,290,869	125,555,824	2,264,955
10	Surplus / (Shortfall)	38,658,092	54,362,186	64,833,360	10,471,174

3.3.5 Cash Commitments (R 125.6 million)

Total commitments (Row 9 in the Table above) increased by R 2.3 million during the month under review from R 123.3 million at the end of August 2025 to

R 125.6 million at the end of September 2025. Cash and Cash Equivalents exceeded the Commitments by R 64.8 million at the end of September 2025 (Row 10 in the Table above).

3.3.6 Unpaid Conditional Grants (R 17.6 million)

Unpaid Conditional Grants (Row 6 in the Table below) reflects a total balance of R 17.6 million at the end of September 2025.

Unpaid Conditional Grants					
Row Number	Description	Opening Balance: 01/07/2025	Receipts: 01/07/2025 to 30/09/2025	Expenditure: 01/07/2025 to 30/09/2025	Closing Balance: 30/09/2025
Column Reference	A	B	C	D	E
1	Integrated Human Settlements Grant	12,213,690	-4,933,286	6,544,895	13,825,299
2	Maintenance of Proclaimed Roads	77,458	0	0	77,458
3	Community Development Worker's Grant	0	0	5,310	5,310
4	Library Services Grant	1,277,780	-3,785,000	2,998,406	491,186
5	SETA Grant	44,775	-217,350	3,327,225	3,154,650
6	Total	13,613,703	-8,935,636	12,875,837	17,553,904

The respective Directorates are required to engage with the relevant institutions to recover the unpaid amounts, as un/underfunded mandates have a significant negative impact on the municipal cashflow.

3.3.7 Unspent Conditional Grants (R 36.4 million)

Unspent Conditional Grants (Row 15 in the Table below) reflects a total balance of R 36.4 million as at 30 September 2025. Directorates are to ensure full spending of their respective grants by the end of the 2025/2026 financial year, in order to avoid Roll-Over Grant applications which are not guaranteed to be approved.

Included in the R 36.4 million is a total amount of R 30.1 million for which roll-over grant applications have been submitted by end of August 2025. The final outcome of these applications is expected by 30 November 2025. Until then, no spending of these grant roll-overs are allowed.

Unspent Conditional Grants								
Row Number	Description	Directorate	Opening Balance: 01/07/2025	Receipts: 01/07/2025 to 30/09/2025	Expenditure: 01/07/2025 to 30/09/2025	Repayment of Unspent Grants	Closing Balance: 30/09/2025	Roll-Over Application Amount
Column Reference	A	B	C	D	E	F	G	H
1	Municipal Infrastructure Grant	Technical Services	8,846,887	5,036,000	-1,378,441	0	12,504,446	8,844,421
2	Energy Efficiency Demand Side Management Grant	Electrical Services	56,884	0	0	0	56,884	0
3	Integrated National Electrification Programme	Electrical Services	8,822,614	0	0	0	8,822,614	8,822,614
4	Finance Management Capability Grant	Financial Services	1,047,339	0	0	0	1,047,339	1,047,339
5	Water Services Infrastructure Grant	Water Services	110,922	2,000,000	-1,871,621	0	239,301	0
6	Disaster Response Grant	Planning and Development	331,731	0	0	0	331,731	331,731
7	Groen Sebenza	Planning and Development	18,115	0	0	0	18,115	0
8	Chemical Industries Education and Training Authority	Corporate Services	604,871	0	-310,810	0	294,061	0
9	Neighbourhood Development Partnership Grant	Technical Services	5,740,117	0	0	0	5,740,117	5,740,117
10	Municipal Water Resilience Grant	Technical Services	4,773,075	0	0	0	4,773,075	4,773,348
11	Municipal Electricity Resilience Grant	Technical Services	574,764	0	0	0	574,764	574,764
12	Finance Management Grant	Financial Services	0	1,900,000	-148,835	0	1,751,165	0
13	EPWP	Planning and Development	0	365,000	-97,455	0	267,545	0
14	Nedbank:SMME Incubator Programme	Planning and Development	22,904	0	0	0	22,904	0
15	Total		30,950,222	9,301,000	-3,807,182	0	36,444,060	30,134,332

3.3.8 Trade Payables (R 73.3 million)

Trade Payables (Row 4 in the Table below) as at the end of September 2025 amounts to R73.3 million.

Payables from Exchange Transactions					
Row Number	Description	July 2025	August 2025	September 2025	Movement (C to D)
Column Reference	A	B	C	D	E
1	Trade Creditors	3,131,734	5,704,806	7,113,520	1,408,714
2	Retentions	16,664,695	16,682,441	16,284,957	-397,484
3	Sundry Creditors	47,434,930	44,096,615	49,884,859	5,788,243
4	Total	67,231,360	66,483,862	73,283,335	6,799,472

3.3.9 External Borrowings (R 289.7 million)

External Borrowings as at 30 September 2025 equates to R 289.7 million (Row 6 in the Table below), and are taken up to fund capital expenditure only.

To date, no Borrowings have been taken up for the 2025/2026 financial year.

External Borrowings					
Row Number	Description	July 2025	August 2025	September 2025	Movement (C to D)
Column Reference	A	B	C	D	E
1	Opening Balance	292,349,415	291,190,386	291,190,386	0
2	New Loans Acquired	0	0	0	0
3	Interest Capitalised	440,473	0	470,134	470,134
4	Repayments	-1,599,503	0	-1,996,151	-1,996,151
5	Adjustments	0	0	0	0
6	Closing Balance	291,190,386	291,190,386	289,664,368	-1,526,018
7	Current Budgeted Operating Revenue (Conditional Operating Grants excluded) =	1,405,984,229			
8	Gearing Ratio =	20.6%			

External borrowings as a percentage of budgeted operating revenue (conditional operating grants excluded) equates to a gearing ratio of 20.6%, which is below the National Treasury benchmark of 45%.

3.3.10 Consumer Debtors (R 607.8 million)

Total outstanding debtors of R 607.8 million as at 30 September 2025 is presented by Income Source, Customer Group and by Ward.

The total outstanding debtors has decreased by R 12.0 million from R 619.8 million as at 31 August 2025 to R 607.8 million as at 30 September 2025.

The total amount due by Organs of State of R 18.6 million and Businesses of R 206.7 million constitutes 37% of the total outstanding debtors of R 607.8 million.

Historical Debt handed over to attorneys for collection amounts to R 50.4 million as at 30 September 2025.

Debtor Age Analysis						
By Income Source						
Row Number	Description	0-30 Days	31-60 Days	61-90 Days	Over 90 Days	Total Outstanding Debtors
Column Reference	A	B	C	D	E	F
1	Water	22,503,379	5,457,377	3,065,003	80,081,672	111,107,431
2	Electricity	31,434,315	12,037,643	3,998,205	97,316,325	144,786,488
3	Property Rates	55,743,159	10,648,557	5,332,831	108,589,998	180,314,545
4	Sanitation	5,062,792	2,778,180	2,187,972	72,615,154	82,644,098
5	Refuse	15,646,397	2,076,283	1,509,098	61,342,733	80,574,511
6	Other	590,686	238,970	1,249,266	6,259,594	8,338,516
7	Grand Total	130,980,728	33,237,010	17,342,375	426,205,476	607,765,589
8	% of Total Outstanding Debtors =	21.6%	5.5%	2.9%	70.1%	100.0%
By Customer Group						
Row Number	Description	0-30 Days	31-60 Days	61-90 Days	Over 90 Days	Total Outstanding Debtors
Column Reference	A	B	C	D	E	F
9	Organs of State	7,352,811	2,024,669	777,446	8,429,323	18,584,249
10	Commercial	35,559,881	10,790,469	6,100,614	154,213,400	206,664,364
11	Households	88,068,036	20,421,872	10,464,315	263,562,753	382,516,976
12	Grand Total	130,980,728	33,237,010	17,342,375	426,205,476	607,765,589
13	% of Total Outstanding Debtors =	21.6%	5.5%	2.9%	70.1%	100.0%
By Ward						
Column Reference	A	B	C	D	E	F
14	Ward 1	13,516,504	2,697,990	1,562,180	30,324,460	48,101,133
15	Ward 2	12,292,373	1,864,224	1,217,807	23,813,740	39,188,145
16	Ward 3	4,624,922	1,639,685	851,094	41,405,770	48,521,471
17	Ward 4	7,892,669	1,672,030	1,218,871	47,373,090	58,156,659
18	Ward 5	14,965,500	2,863,353	1,722,757	35,913,311	55,464,921
19	Ward 6	4,001,056	866,396	623,252	17,660,250	23,150,954
20	Ward 7	5,347,812	2,134,588	1,429,254	44,389,680	53,301,334
21	Ward 8	5,504,018	601,733	604,686	34,955,057	41,665,494
22	Ward 9	30,421,817	8,611,855	3,093,863	44,123,753	86,251,289
23	Ward 10	28,966,564	9,540,512	4,387,195	87,098,999	129,993,269
24	Ward 11	3,393,418	694,853	608,372	15,856,076	20,552,720
25	Unkown Ward (Sundries/Hand over accounts)	48,409	47,891	22,173	3,282,999	3,401,472
26	Unknown Ward (Corrections to be made)	5,665	1,899	870	8,292	16,727
27	Grand Total	130,980,728	33,237,010	17,342,375	426,205,476	607,765,589
28	% of Total Outstanding Debtors =	21.6%	5.5%	2.9%	70.1%	100.0%

3.3.11 Staff Debtors (R 1.7 million)

The Total Staff Debtors (Row 7 in Table below) equates to R 1.7 million as at 30 September 2025.

Staff Debtors Age Analysis						
By Income Source						
Row Number	Description	0-30 Days	31-60 Days	61-90 Days	Over 90 Days	Total Outstanding Staff Debtors
Column Reference	A	B	C	D	E	F
1	Water	94,027	8,532	6,211	443,392	552,162
2	Electricity	8,741	0	0	0	8,741
3	Property Rates	56,723	642	364	34,530	92,259
4	Sanitation	49,211	7,003	4,411	392,839	453,464
5	Refuse	64,521	4,907	3,511	232,904	305,843
6	Other	58,840	20,677	11,129	214,161	304,808
7	Grand Total	332,063	41,760	25,627	1,317,826	1,717,276
8	% of Total Outstanding Debtors =	19.3%	2.4%	1.5%	76.7%	100.0%

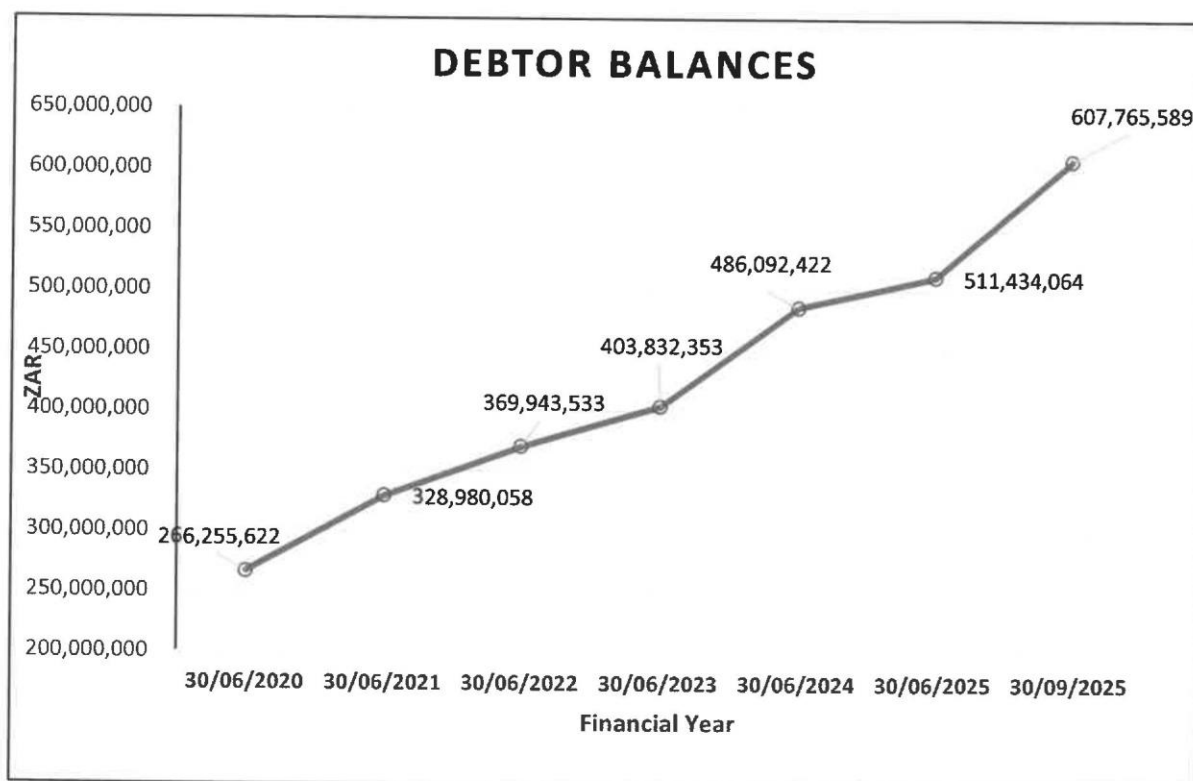
3.3.12 Councillors Debt (R 44.7 thousand)

The Total Councillors Debt (Row 7 in the Table below) equates to R 44.7 thousand as at 30 September 2025. This is reported on a quarterly basis to the Speaker of Council.

Councillor Debtors Age Analysis						
By Income Source						
Row Number	Description	0-30 Days	31-60 Days	61-90 Days	Over 90 Days	Total Outstanding Councillor Debtors
Column Reference	A	B	C	D	E	F
1	Water	4,823	1,067	465	0	6,355
2	Electricity	563	233	0	0	796
3	Property Rates	26,073	5,154	545	0	31,772
4	Sanitation	1,022	814	406	44	2,287
5	Refuse	2,620	618	207	0	3,445
6	Other	0	0	0	0	0
7	Grand Total	35,102	7,885	1,623	44	44,655
8	% of Total Outstanding Debtors =	78.6%	17.7%	3.6%	0.1%	100.0%

Below is a graphical representation of the year-on-year outstanding debtor balances. It is clearly evident that the outstanding debtor balances have significantly increased

year-on-year since June 2020.



3.3.13 Debtor Collection Rate (67.45%)

The overall Debtor Collection Rate as at 30 September 2025 equates to 67.45%, compared to the National Treasury norm of 95%. This percentage will progressively increase on a monthly basis until year-end.

Collection Rate	(Gross Debtors Closing Balance + Billed Revenue - Gross Debtors Opening Balance - Bad Debts Written Off) / Billed Revenue x 100	Statement of Financial Position, Statement of Financial Performance, Notes to the AFS, Budget, In-Year Reports, IDP and AR	95%		67.45%
				Gross Debtors closing balance 31/08/2025	607,765,589
				Gross Debtors opening balance 01/07/2025	511,434,064
				Bad debts written Off	-
				Billed Revenue	295,933,766

Important to note is that the matching principle is not applied when allocating payments received, as several payments could possibly relate to prior year debt.

3.3.14 Capital Expenditure per Directorate (1.9%)

The year-to-date actual capital expenditure of R 3.4 million (Row 9 in the Table below) equates to 1.9% (Row 10 in the Table below) of the total annual capital expenditure budget of R 179.0 million. Commitments of R 13.8 million (7.7%) and the year-to-date actual capital expenditure in total equates to R 17.1 million or 9.6% of the total capital expenditure budget.

Capital Expenditure per Directorate									
Row Number	Directorate	Original Budget (OB)	Roll-Over Adjustments Budget	Year-to-Date Budget	Year-to-Date Actual Expenditure	Commitments	Year-to-Date Actual Expenditure and Commitments	Actual Expenditure and Commitments as a % of AB	Available Funds
Column Reference	A	B	C	D	E	F	G	H	I
1	Executive and Council	84,700	84,700	8,449	1,390	19,884	21,274	0.0%	63,426
2	Corporate Services	1,050,000	1,050,000	92,700	5,200	250,428	255,628	24.3%	794,372
3	Financial Services	45,000	45,000	1,250	0	0	0	0.0%	45,000
4	Planning and Development	0	0	0	0	0	0	0.0%	0
5	Integrated Human Settlements	9,200,000	9,700,000	0	574,887	344,045	918,932	9.5%	8,781,068
6	Community Services	20,618,120	22,790,079	1,174,328	895,966	487,613	1,383,579	6.1%	21,406,500
7	Electrical Services	16,495,652	19,071,062	249,999	0	0	0	0.0%	19,071,062
8	Technical Services	125,091,382	126,239,314	4,022,028	1,890,344	12,654,981	14,545,325	11.5%	111,693,989
9	Grand Total	172,584,854	178,980,155	5,548,754	3,367,789	13,756,950	17,124,739	9.6%	161,855,416
10	% of Adjusted Budget =				1.9%	7.7%	9.6%		90.4%

3.3.15 Capital Expenditure per Funding Source (1.9%)

The table below depicts the same financial information contained in the table above however, the table below categorises the capital expenditure by funding source.

Capital Expenditure per Funding Source									
Row Number	Funding Source	Original Budget (OB)	Current Budget	Year-to-Date Budget	Year-to-Date Actual Expenditure	Commitments	Year-to-Date Actual Expenditure and Commitments	Actual Expenditure and Commitments as a % of AB	Available Funds
Column Reference	A	B	C	D	E	F	G	H	I
1	National Government Grant	52,387,261	52,414,565	3,941,247	2,768,622	9,375,803	12,144,425	23.2%	40,270,140
2	Provincial Government Grant	11,245,913	11,245,913	0	574,887	2,346,413	2,921,300	26.0%	8,324,613
3	District Municipality Grant	0	0	0	0	0	0	0.0%	0
4	Borrowings	40,000,000	40,000,000	0	0	0	0	0.0%	40,000,000
5	Internally Generated Funds	68,951,680	75,319,677	1,607,507	24,279	2,034,734	2,059,013	2.7%	73,260,664
6	Grand Total	172,584,854	178,980,155	5,548,754	3,367,789	13,756,950	17,124,739	9.6%	161,855,416
7	% of Adjusted Budget =				1.9%	7.7%	9.6%		90.4%

The year-to-date actual and committed capital expenditure is funded by National and Provincial Government grants of 23.2% and 26.0% respectively; external borrowings of 0.0% and, internally generated funds of 2.7%.

Year-to-date actual capital expenditure of R 3.4 million (1.9%) and capital commitments of R 13.8 million (7.7%) of the total capital expenditure budget results in available funds of R 161.9 million (90.4%) which must be spent by 30 June 2026.

Appendix A (attached hereto) contains the capital expenditure by Directorate, Department and Project as at 30 September 2025.

3.4 mSCOA Implementation Status

National Treasury has scheduled compulsory mSCOA ICF meetings.. An item containing the mSCOA implementation and compliance status was tabled in Council. All mSCOA Business Process Leads presented the status of mSCOA implementation for their respective Business Processes at the mSCOA steering meeting held in July 2025. The next mSCOA steering meeting is scheduled to take place in October 2025.

An mSCOA Technical Committee has been established. This committee will primarily address challenges in relation to the Data Integrity in the General Ledger. The first Committee meeting took place in September 2025. The mSCOA advisor will be on site from 14-16 October 2025 to assist with mSCOA related issues.

An mSCOA advisor appointed by Provincial Treasury has been allocated

3.5 Cost Containment

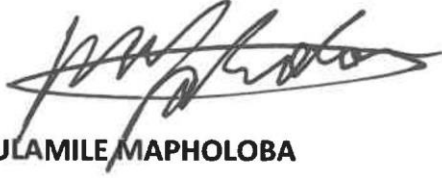
Directorates are urged to implement cost cutting measures in accordance with the Cost Containment Policy and the Cost Containment Regulations.

The table below presents the budget, expenditure, and savings realised on the cost containment categories of expenditure to be reported.

Cost Containment									
Row Number	Expenditure Measures	Current Budget	Quarter 1 Expenditure	Quarter 2 Expenditure	Quarter 3 Expenditure	Quarter 4 Expenditure	Year-to-Date Expenditure	% of Approved Budget	Available Budgeted Expenditure
Column Reference	A	B	C	D	E	F	G	H	I
1	Use of Consultants	20,182,102	2,494,111	0	0	0	2,494,111	12.4%	17,687,991
2	Vehicles used for political office-bearers	0	0	0	0	0	0	0.0%	0
3	Travel and Subsistence	0	0	0	0	0	0	#DIV/0!	0
4	Domestic Accommodation	365,338	34,288	0	0	0	34,288	9.4%	331,050
5	Sponsorships, Events and Catering	2,363,339	85,143	0	0	0	85,143	3.6%	2,278,196
6	Communication	600,000	155,255	0	0	0	155,255	0.0%	444,745
7	Other related expenditure items	0	0	0	0	0	0	0	0
8	Totals	23,510,779	2,768,797	0	0	0	2,768,797	11.8%	20,741,982

3.6 Conclusion

Continuous emphasis will be placed on collecting outstanding debt; implementing revenue realisation recommendations; and, reducing operating expenditure through cost containment measures. The Municipality must however understand that severe cost-cutting may potentially negatively impact the standards of service delivery.

A handwritten signature in black ink, appearing to read 'L. Mapholoba', written over a horizontal line.

LULAMILE MAPHOLOBA
MUNICIPAL MANAGER

DATE: 14 October 2025

MUNICIPAL MANAGER'S QUALITY CERTIFICATION

QUALITY CERTIFICATE

I, **Lulamile Mapholoba**, the Municipal Manager of Knysna Municipality, hereby certify that -

X	The monthly budget statement
X	The quarterly report on the implementation of the budget and financial state of affairs of the municipality
	The mid-year budget and performance assessment

for the period ending 30 September 2025 of the 2025/2026 financial year has been prepared in accordance with the Municipal Finance Management Act and Regulations made under that Act.



LULAMILE MAPHOLOBA
MUNICIPAL MANAGER
DATE: 13 October 2025

PART 2: IN-YEAR BUDGET STATEMENT SCHEDULES

Table C1: Monthly Budget Statement Summary

WC048 Knysna - Table C1 Monthly Budget Statement Summary - M03 September

Description	2024/25		Budget Year 2025/26						
	Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands									
Financial Performance									
Property rates	348,306	362,049	362,049	23,579	146,090	141,462	4,628	3%	362,049
Service charges	566,736	704,219	704,219	53,554	198,387	214,886	(16,499)	-8%	704,219
Investment revenue	5,308	4,626	4,626	554	1,918	2,171	(254)	-12%	4,626
Transfers and subsidies - Operational	153,071	165,382	175,974	5,315	65,980	64,567	1,413	0	175,974
Other own revenue	195,148	197,182	197,182	11,029	39,407	34,792	4,615	13%	197,182
Total Revenue (excluding capital transfers and contributions)	1,268,567	1,433,458	1,444,050	94,031	451,782	457,878	(6,096)	-1%	1,444,050
Employee costs	338,641	374,678	374,650	26,171	74,278	76,465	(2,187)	-3%	374,650
Remuneration of Councillors	9,684	11,926	11,926	802	2,426	2,503	(77)	-3%	11,926
Depreciation and amortisation	57,820	68,548	68,548	(1,479)	6,104	11,075	(4,972)	-45%	68,548
Interest	38,025	29,426	29,426	478	933	788	145	18%	29,426
Inventory consumed and bulk purchases	368,178	403,787	403,802	40,911	87,003	76,225	10,777	14%	403,802
Transfers and subsidies	1,661	3,635	14,254	3,331	3,367	1,466	1,882	127%	14,254
Other expenditure	361,058	370,375	370,360	24,963	59,772	68,862	(9,090)	-13%	370,360
Total Expenditure	1,175,067	1,262,374	1,272,966	95,177	233,881	237,404	(3,523)	-1%	1,272,966
Surplus/(Deficit)	93,500	171,084	171,084	(1,146)	217,901	220,475	(2,574)	-1%	171,084
Transfers and subsidies - capital (monetary)	46,964	63,633	63,660	2,503	2,503	3,732	##	-33%	63,660
Transfers and subsidies - capital (in-kind)	(850)	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions	139,614	234,717	234,745	1,356	220,404	224,207	(3,803)	-2%	234,745
Share of surplus/ (deficit) of associate	-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year	139,614	234,717	234,745	1,356	220,404	224,207	(3,803)	-2%	234,745
Capital expenditure & funds sources									
Capital expenditure									
Capital transfers recognised	-	63,633	63,660	3,344	3,344	3,941	(598)	-15%	63,660
Borrowing	-	40,000	40,000	-	-	-	-	-	40,000
Internally generated funds	-	68,952	75,320	13	24	1,608	(1,583)	-98%	75,320
Total sources of capital funds	-	172,585	178,980	3,357	3,368	5,549	(2,181)	-39%	178,980
Financial position									
Total current assets	450,103	342,290	335,922		652,066				335,922
Total non current assets	1,564,148	1,629,928	1,636,416		1,527,718				1,636,416
Total current liabilities	447,349	258,913	257,166		428,519				257,166
Total non current liabilities	405,992	434,567	436,314		390,615				436,314
Community wealth/Equity	1,133,908	1,269,164	1,269,191		1,172,311				1,269,191
Cash flows									
Net cash from (used) operating	(8,846)	286,206	290,271	(5,915)	(66,866)	77,835	144,701	186%	290,271
Net cash from (used) investing	(52,795)	(192,882)	(199,548)	(3,402)	1,813	(4,811)	(6,624)	138%	(199,548)
Net cash from (used) financing	(56,614)	(50,675)	(50,675)	(1,526)	(2,685)	(12,669)	(9,984)	79%	(50,675)
Cash/cash equivalents at the month/year end	(94,647)	66,257	63,657	(10,844)	38,263	66,257	27,994	42%	63,657
Debtors & creditors analysis									
	0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total
Debtors Age Analysis									
Total By Income Source	130,981	33,237	17,342	12,760	10,529	9,403	85,491	308,022	607,766
Creditors Age Analysis									
Total Creditors	6,709	124	0	-	20	-	1	259	7,114

Table C2: Financial Performance (Standard Classification)

WC048 Knysna - Table C2 Monthly Budget Statement - Financial Performance (functional classification) - M03 September

Description	Ref	2024/25	Budget Year 2025/26							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Revenue - Functional										
<i>Governance and administration</i>		405,383	413,881	424,500	28,826	166,193	160,155	6,037	4%	424,500
Executive and council		4,835	6,031	6,031	—	2,096	2,096	—		6,031
Finance and administration		400,548	407,850	418,469	28,826	164,096	158,059	6,037	4%	418,469
Internal audit		—	—	—	—	—	—	—		—
<i>Community and public safety</i>		137,139	152,507	152,507	7,129	27,226	23,448	3,777	16%	152,507
Community and social services		11,841	14,050	14,050	1,384	4,174	4,266	(91)	-2%	14,050
Sport and recreation		1,587	1,664	1,664	148	407	360	47	13%	1,664
Public safety		97,621	103,533	103,533	3,332	16,189	12,437	3,752	30%	103,533
Housing		26,091	33,260	33,260	2,265	6,455	6,385	70	1%	33,260
Health		—	—	—	—	—	—	—		—
<i>Economic and environmental services</i>		34,807	34,925	34,897	1,745	4,446	6,685	(2,239)	-33%	34,897
Planning and development		10,499	9,258	9,231	1,058	2,822	2,387	435	18%	9,231
Road transport		21,926	24,595	24,595	687	1,624	4,298	(2,674)	-62%	24,595
Environmental protection		2,382	1,072	1,072	—	—	—	—		1,072
<i>Trading services</i>		739,052	895,779	895,807	58,833	256,420	271,322	(14,902)	-5%	895,807
Energy sources		442,781	518,744	518,744	41,702	145,464	149,396	(3,932)	-3%	518,744
Water management		157,191	170,299	170,299	9,186	54,548	64,845	(10,298)	-16%	170,299
Waste water management		77,101	134,433	134,460	4,600	23,559	24,224	(665)	-3%	134,460
Waste management		61,979	72,303	72,303	3,346	32,850	32,857	(7)	0%	72,303
<i>Other</i>	4	—	—	—	—	—	—	—		—
Total Revenue - Functional	2	1,316,382	1,497,091	1,507,710	96,533	454,284	461,611	(7,326)	-2%	1,507,710
Expenditure - Functional										
<i>Governance and administration</i>		191,191	239,463	240,648	15,073	47,371	47,513	(142)	0%	240,648
Executive and council		17,983	35,014	35,022	1,064	3,272	4,039	(768)	-19%	35,022
Finance and administration		167,938	196,247	197,314	13,650	43,051	42,285	766	2%	197,314
Internal audit		5,270	8,202	8,312	360	1,048	1,189	(141)	-12%	8,312
<i>Community and public safety</i>		247,493	229,853	232,752	13,589	36,284	49,549	(13,265)	-27%	232,752
Community and social services		21,491	20,672	21,740	1,987	5,605	5,397	208	4%	21,740
Sport and recreation		23,883	28,392	29,101	2,003	4,862	4,392	471	11%	29,101
Public safety		160,913	136,246	137,233	6,398	16,670	30,409	(13,739)	-45%	137,233
Housing		41,206	44,543	44,677	3,200	9,147	9,352	(205)	-2%	44,677
Health		—	—	—	—	—	—	—		—
<i>Economic and environmental services</i>		85,156	99,472	110,084	8,005	18,524	17,363	1,161	7%	110,084
Planning and development		39,588	46,467	56,772	6,367	11,840	9,311	2,528	27%	56,772
Road transport		41,554	48,130	48,428	1,443	6,145	7,486	(1,341)	-18%	48,428
Environmental protection		4,015	4,875	4,883	195	540	566	(26)	-5%	4,883
<i>Trading services</i>		647,601	693,586	689,482	58,510	131,701	122,978	8,723	7%	689,482
Energy sources		382,082	430,643	430,656	(65,132)	(22,439)	75,291	(97,730)	-130%	430,656
Water management		107,959	102,603	98,637	113,767	125,567	18,145	107,422	592%	98,637
Waste water management		85,567	93,056	93,120	3,975	14,670	17,531	(2,862)	-16%	93,120
Waste management		71,993	67,284	67,069	5,900	13,904	12,011	1,893	16%	67,069
<i>Other</i>		—	—	—	—	—	—	—		—
Total Expenditure - Functional	3	1,171,441	1,262,374	1,272,966	95,177	233,881	237,404	(3,523)	-1%	1,272,966
Surplus/ (Deficit) for the year		144,941	234,717	234,745	1,356	220,404	224,207	(3,803)	-0.016964	234,745

Table C3: Financial Performance (Revenue and Expenditure by Municipal Vote)

WC048 Knysna - Table C3 Monthly Budget Statement - Financial Performance (revenue and expenditure by municipal vote) - M03 September

Vote Description		Ref	2024/25	Budget Year 2025/26							
			Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands											
Revenue by Vote		1									
Vote 1 - EXECUTIVE AND COUNCIL (31: IE)			—	—	—	—	—	—	—	—	
Vote 2 - CORPORATE SERVICES (32: IE)			574	—	10,353	3,327	3,327	1,035	2,292	221.4%	10,353
Vote 3 - COMMUNITY SERVICES (33: IE)			127	—	—	5	5	—	5	#DIV/0!	—
Vote 4 - FINANCIAL SERVICES (34: IE)			—	—	—	—	—	—	—	—	—
Vote 5 - OPERATING SERVICES (35: IE)			—	—	—	—	—	—	—	—	—
Vote 6 - (50: IE)			—	—	—	—	—	—	—	—	—
Vote 7 - 1. Executive AND Council (110: IE)			4,835	6,031	6,031	—	2,096	2,096	—	—	6,031
Vote 8 - 2. Corporate (120: IE)			7,415	9,421	9,687	351	2,780	3,293	(513)	-15.6%	9,687
Vote 9 - 3. Finance (130: IE)			367,820	381,741	381,741	25,148	151,035	146,777	4,258	2.9%	381,741
Vote 10 - (140: IE)			—	—	—	—	—	—	—	—	—
Vote 11 - 5. Planning (150: IE)			7,957	8,810	8,810	934	2,450	2,097	353	16.8%	8,810
Vote 12 - 6. Community (160: IE)			194,140	214,068	214,068	8,787	62,184	58,169	4,015	6.9%	214,068
Vote 13 - 7. Electricity (170: IE)			442,755	518,744	518,744	41,702	145,464	149,396	(3,932)	-2.6%	518,744
Vote 14 - 6. Community (180: IE)			247,787	325,017	325,017	14,013	78,487	92,361	(13,874)	-15.0%	325,017
Vote 15 - 8. Technical (180: IE)			—	—	—	—	—	—	—	—	—
Vote 16 - 9. Housing Services (190: IE)			26,081	33,260	33,260	2,265	6,455	6,385	70	1.1%	33,260
Total Revenue by Vote		2	1,299,491	1,497,091	1,507,710	96,533	454,284	461,611	(7,326)	-1.6%	1,507,710
Expenditure by Vote		1									
Vote 1 - EXECUTIVE AND COUNCIL (31: IE)			58	—	8	7	7	—	7	#DIV/0!	8
Vote 2 - CORPORATE SERVICES (32: IE)			648	—	—	103	311	—	311	#DIV/0!	—
Vote 3 - COMMUNITY SERVICES (33: IE)			720	51,026	51,201	(201)	(638)	12,800	(13,439)	-105.0%	51,201
Vote 4 - FINANCIAL SERVICES (34: IE)			45,573	28,274	28,274	2,360	7,070	7,065	4	0.1%	28,274
Vote 5 - OPERATING SERVICES (35: IE)			52,160	46,831	46,831	3,371	10,099	11,462	(1,363)	-11.9%	46,831
Vote 6 - (50: IE)			—	2,846	2,846	—	—	711	(711)	-100.0%	2,846
Vote 7 - 1. Executive AND Council (110: IE)			27,881	47,732	47,768	1,989	5,697	5,721	(24)	-0.4%	47,768
Vote 8 - 2. Corporate (120: IE)			63,160	82,406	82,954	4,800	18,313	17,520	793	4.5%	82,954
Vote 9 - 3. Finance (130: IE)			59,383	64,466	64,588	4,766	12,328	12,708	(379)	-3.0%	64,588
Vote 10 - (140: IE)			4,220	7,500	7,653	193	278	137	141	102.4%	7,653
Vote 11 - 5. Planning (150: IE)			522,246	571,797	568,211	46,314	103,355	96,345	7,011	7.3%	568,211
Vote 12 - 6. Community (160: IE)			284,550	208,538	211,387	17,074	43,645	41,135	2,511	6.1%	211,387
Vote 13 - 7. Electricity (170: IE)			17,291	31,256	31,391	1,773	4,731	6,325	(1,594)	-25.2%	31,391
Vote 14 - 6. Community (180: IE)			86,829	86,633	86,606	6,567	17,487	18,174	(687)	-3.8%	86,606
Vote 15 - 8. Technical (180: IE)			—	—	—	—	—	—	—	—	—
Vote 16 - 9. Housing Services (190: IE)			25,713	17,069	16,895	1,245	3,143	3,074	69	2.3%	16,895
Total Expenditure by Vote		2	1,190,432	1,246,374	1,246,613	90,363	225,825	233,177	(7,352)	-3.2%	1,246,613
Surplus/ (Deficit) for the year		2	109,059	250,718	261,097	6,170	228,459	228,434	25	0.0%	261,097

Table C4: Financial Performance (Revenue and Expenditure)

WC048 Knysna - Table C4 Monthly Budget Statement - Financial Performance (revenue and expenditure) - M03 September

Description	Ref	2024/25	Budget Year 2025/26							
		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		397,816	465,762	465,762	40,734	127,859	132,392	(4,534)	-3%	465,762
Service charges - Water		99,353	112,803	112,803	6,701	36,010	47,553	(11,542)	-24%	112,803
Service charges - Waste Water Management		31,708	79,041	79,041	3,173	11,140	11,635	(494)	-4%	79,041
Service charges - Waste management		37,860	46,612	46,612	2,946	23,378	23,306	71	0%	46,612
Sale of Goods and Rendering of Services		29,434	32,753	32,753	3,168	8,960	8,761	199	2%	32,753
Agency services		3,663	4,038	4,038	459	1,184	899	284	32%	4,038
Interest		-	-	-	-	-	-	-	-	-
Interest earned from Receivables		29,520	29,324	29,324	2,207	7,036	6,915	121	2%	29,324
Interest from Current and Non Current Assets		5,308	4,626	4,626	554	1,918	2,171	(254)	-12%	4,626
Dividends		-	-	-	-	-	-	-	-	-
Rent on Land		-	-	-	-	-	-	-	-	-
Rental from Fixed Assets		7,758	8,583	8,583	492	2,144	2,572	(428)	-17%	8,583
Licence and permits		320	385	385	9	33	62	(29)	-47%	385
Special rating levies		6,197	4,624	4,624	446	1,029	375	654	174%	4,624
Operational Revenue		-	-	-	-	-	-	-	-	-
Non-Exchange Revenue										
Property rates		348,306	362,049	362,049	23,579	146,090	141,462	4,628	3%	362,049
Surcharges and Taxes		-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		97,190	103,207	103,207	3,321	16,169	12,393	3,776	30%	103,207
Licence and permits		1,478	1,457	1,457	97	309	289	20	7%	1,457
Transfers and subsidies - Operational		153,071	165,362	175,974	5,315	65,980	64,567	1,413	2%	175,974
Interest		11,093	11,811	11,811	830	2,543	2,526	17	1%	11,811
Fuel Levy		-	-	-	-	-	-	-	-	-
Operational Revenue		-	-	-	-	-	-	-	-	-
Gains on disposal of Assets		-	1,000	1,000	-	-	-	-	-	1,000
Other Gains		8,496	-	-	-	-	-	-	-	-
Discontinued Operations		-	-	-	-	-	-	-	-	-
Total Revenue (excluding capital transfers and contributions)		1,268,567	1,433,458	1,444,050	94,031	451,782	457,878	(6,096)	-1%	1,444,050
Expenditure By Type										
Employee related costs		338,641	374,678	374,650	26,171	74,278	76,465	(2,187)	-3%	374,650
Remuneration of councillors		9,684	11,926	11,926	802	2,426	2,503	(77)	-3%	11,926
Bulk purchases - electricity		328,988	357,093	357,093	38,917	81,879	69,213	12,665	16%	357,093
Inventory consumed		39,190	46,694	46,709	1,995	5,124	7,012	(1,888)	-27%	46,709
Debt impairment		126,780	119,549	119,549	5,473	16,419	29,887	(13,468)	-45%	119,549
Depreciation and amortisation		57,820	68,548	68,548	(1,479)	6,104	11,075	(4,972)	-45%	68,548
Interest		38,025	29,426	29,426	478	933	788	145	18%	29,426
Contracted services		150,413	152,032	152,556	11,998	22,708	20,260	2,448	12%	152,556
Transfers and subsidies		1,661	3,635	14,254	3,331	3,367	1,486	1,882	127%	14,254
Irrecoverable debts written off		-	9,404	9,404	-	-	2,105	(2,105)	-100%	9,404
Operational costs		80,372	89,390	88,851	7,492	20,644	16,610	4,035	24%	88,851
Losses on Disposal of Assets		279	-	-	-	-	-	-	-	-
Other Losses		3,214	-	-	-	-	-	-	-	-
Total Expenditure		1,175,067	1,262,374	1,272,966	95,177	233,881	237,404	(3,523)	-1%	1,272,966
Surplus/(Deficit)										
Transfers and subsidies - capital (monetary allocations)		93,500	171,084	171,084	(1,148)	217,901	220,475	(2,574)	(0)	171,084
Transfers and subsidies - capital (in-kind)		46,964	63,633	63,660	2,503	2,503	3,732	(1,230)	(0)	63,660
		(850)	-	-	-	-	-	-	-	-
Surplus/(Deficit) after capital transfers & contributions		139,614	234,717	234,745	1,356	220,404	224,207	(3,803)	(0)	234,745
Income Tax		-	-	-	-	-	-	-	-	-
Surplus/(Deficit) after Income tax		139,614	234,717	234,745	1,356	220,404	224,207	(3,803)	(0)	234,745
Share of Surplus/Deficit attributable to Joint Venture		-	-	-	-	-	-	-	-	-
Share of Surplus/Deficit attributable to Minorities		-	-	-	-	-	-	-	-	-
Surplus/(Deficit) attributable to municipality		139,614	234,717	234,745	1,356	220,404	224,207	(3,803)	(0)	234,745
Share of Surplus/Deficit attributable to Associate		-	-	-	-	-	-	-	-	-
Intercompany /Parent subsidiary transactions		-	-	-	-	-	-	-	-	-
Surplus/ (Deficit) for the year		139,614	234,717	234,745	1,356	220,404	224,207	(3,803)	(0)	234,745

Table C5: Capital Expenditure (Municipal Vote, Standard Classification and Funding)

WC048 Knysna - Table C5 Monthly Budget Statement - Capital Expenditure (municipal vote, functional classification and funding) - M03 September										
Vote Description	Ref	2024/25	Budget Year		Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
		Audited Outcome	Original Budget	Adjusted Budget						
R thousands	1									
Multi-Year expenditure appropriation	2									
Vote 17 - CAPITAL SUSPENSE (28: CAPEX)		-	-	-	-	-	-	-	-	-
Vote 18 - 1. Executive AND Council (110: CAPEX)		-	-	-	-	-	-	-	-	-
Vote 19 - 2. Corporate (120: CAPEX)		-	-	-	-	-	-	-	-	-
Vote 20 - 3. Finance (130: CAPEX)		-	-	-	-	-	-	-	-	-
Vote 21 - 5. Planning (150: CAPEX)		-	-	-	-	-	-	-	-	-
Vote 22 - 6. Community (160: CAPEX)		-	-	-	-	-	-	-	-	-
Vote 23 - 7. Electricity (170: CAPEX)		-	-	-	-	-	-	-	-	-
Vote 24 - 8. Technical (180: CAPEX)		-	-	-	-	-	-	-	-	-
Vote 25 - 9. Housing Services (190: CAPEX)		-	-	-	-	-	-	-	-	-
Total Capital Multi-year expenditure	4,7	-	-	-	-	-	-	-	-	-
Single Year expenditure appropriation	2									
Vote 17 - CAPITAL SUSPENSE (28: CAPEX)		-	-	3,029	-	-	-	-	-	3,029
Vote 18 - 1. Executive AND Council (110: CAPEX)		-	85	85	-	1	8	(7)	-84%	85
Vote 19 - 2. Corporate (120: CAPEX)		-	1,050	1,050	-	5	93	(88)	-94%	1,050
Vote 20 - 3. Finance (130: CAPEX)		-	45	45	-	-	1	(1)	-100%	45
Vote 21 - 5. Planning (150: CAPEX)		-	1,050	2,793	258	258	864	(807)	-70%	2,793
Vote 22 - 6. Community (160: CAPEX)		-	20,618	22,637	891	896	1,174	(278)	-24%	22,637
Vote 23 - 7. Electricity (170: CAPEX)		-	16,496	17,616	-	-	250	(250)	-100%	17,616
Vote 24 - 8. Technical (180: CAPEX)		-	124,041	123,226	1,633	1,633	3,158	(1,525)	-48%	123,226
Vote 25 - 9. Housing Services (190: CAPEX)		-	9,200	8,500	575	575	-	575	#DIV/0!	8,500
Total Capital single-year expenditure	4	-	172,585	178,980	3,357	3,368	5,549	(2,181)	-39%	178,980
Total Capital Expenditure		-	172,585	178,980	3,357	3,368	5,549	(2,181)	-39%	178,980
Capital Expenditure - Functional Classification										
Governance and administration		-	2,180	2,180	-	7	186	(179)	-96%	2,180
Executive and council		-	85	85	-	1	8	(7)	-84%	85
Finance and administration		-	2,095	2,095	-	5	177	(172)	-97%	2,095
Internal audit		-	-	-	-	-	-	-	-	-
Community and public safety		-	19,618	21,090	1,468	1,471	1,158	313	27%	21,090
Community and social services		-	1,213	1,366	-	5	106	(101)	-96%	1,366
Sport and recreation		-	743	2,664	879	879	982	(103)	-10%	2,664
Public safety		-	8,462	8,560	12	12	70	(58)	-83%	8,560
Housing		-	9,200	8,500	575	575	-	575	#DIV/0!	8,500
Health		-	-	-	-	-	-	-	-	-
Economic and environmental services		-	39,156	34,829	263	263	1,394	(1,131)	-81%	34,829
Planning and development		-	500	500	1	1	42	(41)	-98%	500
Road transport		-	38,656	34,329	262	262	1,352	(1,091)	-81%	34,329
Environmental protection		-	-	-	-	-	-	-	-	-
Trading services		-	111,631	120,882	1,627	1,627	2,811	(1,184)	-42%	120,882
Energy sources		-	15,496	18,071	-	-	167	(167)	-100%	18,071
Water management		-	64,136	69,913	1,627	1,627	2,211	(584)	-26%	69,913
Waste water management		-	21,800	22,687	-	-	417	(417)	-100%	22,687
Waste management		-	10,200	10,200	-	-	17	(17)	-100%	10,200
Other		-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional Classification	3	-	172,585	178,980	3,357	3,368	5,549	(2,181)	-39%	178,980
Funded by:										
National Government		-	52,387	52,415	2,769	2,769	3,941	(1,173)	-30%	52,415
Provincial Government		-	11,246	11,246	575	575	-	575	#DIV/0!	11,246
District Municipality		-	-	-	-	-	-	-	-	-
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm		-	-	-	-	-	-	-	-	-
Agencies, Households, Non-profit Institutions, Private Enterprises, Public		-	-	-	-	-	-	-	-	-
Corporations, Higher Educ Institutions)		-	-	-	-	-	-	-	-	-
Transfers recognised - capital		-	63,633	63,660	3,344	3,344	3,941	(598)	-15%	63,660
Borrowing	6	-	40,000	40,000	-	-	-	-	-	40,000
Internally generated funds		-	68,952	75,320	13	24	1,608	(1,583)	-98%	75,320
Total Capital Funding		-	172,585	178,980	3,357	3,368	5,549	(2,181)	-39%	178,980

Table C6: Financial Position
WC048 Knysna - Table C6 Monthly Budget Statement - Financial Position - M03 September

Description	Ref	2024/25	Budget Year 2025/26			
		Audited Outcome	Original Budget	Adjusted Budget	YearTD actual	Full Year Forecast
R thousands	1					
ASSETS						
Current assets						
Cash and cash equivalents		106,001	90,724	84,356	190,824	84,356
Trade and other receivables from exchange transactions		64,465	96,186	96,186	129,727	96,186
Receivables from non-exchange transactions		100,564	104,097	104,097	138,896	104,097
Current portion of non-current receivables		4	4	4	4	4
Inventory		8,962	12,045	12,045	10,597	12,045
VAT		170,244	38,821	38,821	182,283	38,821
Other current assets		(137)	413	413	(265)	413
Total current assets		450,103	342,290	335,922	652,066	335,922
Non current assets						
Investments		3,423	3,176	3,176	3,483	3,176
Investment property		67,370	67,389	67,356	67,336	67,356
Property, plant and equipment		1,474,847	1,541,052	1,547,683	1,438,392	1,547,683
Biological assets						
Living and non-living resources						
Heritage assets		14,613	14,613	14,613	14,613	14,613
Intangible assets		34	34	(75)	34	(75)
Trade and other receivables from exchange transactions						
Non-current receivables from non-exchange transactions		(8)	(8)	(8)	(8)	(8)
Other non-current assets		3,869	3,672	3,672	3,869	3,672
Total non current assets		1,564,148	1,629,928	1,636,416	1,527,718	1,636,416
TOTAL ASSETS		2,014,252	1,972,217	1,972,338	2,179,785	1,972,338
LIABILITIES						
Current liabilities						
Bank overdraft						
Financial liabilities		47,885	(3,702)	(3,702)	47,319	(3,702)
Consumer deposits		15,872	15,538	15,538	15,802	15,538
Trade and other payables from exchange transactions		180,207	210,196	202,968	116,903	202,968
Trade and other payables from non-exchange transactions		11,806	(11,491)	(11,491)	12,081	(11,491)
Provision		52,208	40,758	46,239	52,333	46,239
VAT		139,502	7,615	7,615	184,082	7,615
Other current liabilities		(131)	-	-	-	-
Total current liabilities		447,349	258,913	257,166	428,519	257,166
Non current liabilities						
Financial liabilities		253,199	305,829	305,829	251,080	305,829
Provision		49,914	35,481	37,228	38,038	37,228
Long term portion of trade payables						
Other non-current liabilities		102,879	93,257	93,257	101,497	93,257
Total non current liabilities		405,992	434,567	436,314	390,615	436,314
TOTAL LIABILITIES		853,341	693,480	693,480	819,134	693,480
NET ASSETS	2	1,160,911	1,278,738	1,278,858	1,360,651	1,278,858
COMMUNITY WEALTH/EQUITY						
Accumulated surplus/(deficit)		1,031,029	1,269,164	1,269,191	1,172,311	1,269,191
Reserves and funds						
Other		102,879	-	-	-	-
TOTAL COMMUNITY WEALTH/EQUITY	2	1,133,908	1,269,164	1,269,191	1,172,311	1,269,191

Table C7: Cash Flow

WC048 Knysna - Table C7 Monthly Budget Statement - Cash Flow - M03 September

Description	Ref	2024/25		Budget Year 2025/26						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
CASH FLOW FROM OPERATING ACTIVITIES										
Receipts										
Property rates		335,163	354,137	354,137	38,347	7,589	88,534	(80,945)	-91%	354,137
Service charges		576,775	657,391	755,999	20,165	7,407	189,000	(181,593)	-96%	755,999
Other revenue		125,003	292,312	200,270	46,155	126,326	50,068	76,258	152%	200,270
Transfers and Subsidies - Operational		169,383	170,274	180,866	221	127,928	45,217	82,711	183%	180,866
Transfers and Subsidies - Capital		56,364	63,633	63,660	-	1,458	15,915	(14,457)	-91%	63,660
Interest		948	-	-	-	-	-	-	-	-
Dividends		-	-	-	-	-	-	-	-	-
Payments										
Suppliers and employees		(1,235,104)	(1,222,115)	(1,235,236)	(111,333)	(336,663)	(303,542)	(33,121)	11%	(1,235,236)
Interest		(37,378)	(29,426)	(29,426)	(470)	(911)	(7,357)	6,446	-88%	(29,426)
Transfers and Subsidies		-	-	-	-	-	-	-	-	-
NET CASH FROM/(USED) OPERATING ACTIVITIES		(8,846)	288,206	290,271	(5,916)	(66,866)	77,835	144,701	188%	290,271
CASH FLOWS FROM INVESTING ACTIVITIES										
Receipts										
Proceeds on disposal of PPE		-	1,000	1,000	-	-	250	(250)	-100%	1,000
Decrease (increase) in non-current receivables		7,043	4,591	5,280	450	5,670	1,320	4,350	330%	5,280
Decrease (increase) in non-current investments		-	-	-	-	-	-	-	-	-
Payments										
Capital assets		(59,838)	(198,473)	(205,827)	(3,852)	(3,857)	(6,381)	2,524	-40%	(205,827)
NET CASH FROM/(USED) INVESTING ACTIVITIES		(52,795)	(192,882)	(199,548)	(3,402)	1,813	(4,811)	(6,624)	138%	(199,548)
CASH FLOWS FROM FINANCING ACTIVITIES										
Receipts										
Short term loans		-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	-	-	-	-	-	-	-	-
Increase (decrease) in consumer deposits		-	-	-	-	-	-	-	-	-
Payments										
Repayment of borrowing		(56,614)	(50,675)	(50,675)	(1,526)	(2,685)	(12,669)	9,984	-79%	(50,675)
NET CASH FROM/(USED) FINANCING ACTIVITIES		(56,614)	(50,675)	(50,675)	(1,526)	(2,685)	(12,669)	(9,984)	79%	(50,675)
NET INCREASE/ (DECREASE) IN CASH HELD		(118,256)	42,548	40,048	(10,844)	(67,738)	60,355			40,048
Cash/cash equivalents at beginning:		23,609	23,609	23,609	-	106,001	5,902	100,099		23,609
Cash/cash equivalents at monthly year end:		(94,647)	66,257	63,657	(10,844)	38,263	66,257			63,657

Note: The figures contained in the above schedule are currently being investigated by the financial system provider. (Refer to C6 for the correct Cash and cash equivalent Year To Date Actual balance)

Supporting Table SC3: Debtors Age Analysis

WC048 Knysna - Supporting Table SC3 Monthly Budget Statement - aged debtors - M03 September

Description	NT Code	Budget Year 2025/26										Total over 90 days	Actual Bad Debts Written Off against Debtors	Impairment i.Lo Council Policy
		0-30 Days	31-60 Days	61-90 Days	91-120 Days	121-150 Dys	151-180 Dys	181 Dys-1 Yr	Over 1Yr	Total				
R thousands														
Debtors Age Analysis By Income Source														
Trade and Other Receivables from Exchange Transactions - Water	1200	22,503	5,457	3,065	2,040	1,748	1,419	15,198	59,676	111,107	80,082	-	-	
Trade and Other Receivables from Exchange Transactions - Electricity	1300	31,434	12,038	3,998	3,857	3,050	2,730	21,589	66,090	144,786	97,316	-	-	
Receivables from Non-exchange Transactions - Property Rates	1400	55,743	10,649	5,333	4,562	3,560	3,341	29,519	67,608	180,315	108,590	-	-	
Receivables from Exchange Transactions - Waste Water Management	1500	5,063	2,778	2,188	1,078	979	941	7,820	61,798	82,644	72,615	-	-	
Receivables from Exchange Transactions - Waste Management	1600	15,646	2,076	1,509	1,111	965	856	10,315	48,097	80,575	61,343	-	-	
Receivables from Exchange Transactions - Property Rental Debtors	1700	450	158	1,117	28	37	30	347	7,556	9,723	7,997	-	-	
Interest on Arrear Debtor Accounts	1810	-	-	-	-	-	-	-	-	-	-	-	-	
Recoverable unauthorised, irregular, fruitless and wasteful expenditure	1820	-	-	-	-	-	-	-	-	-	-	-	-	
Other	1900	140	81	133	84	191	87	703	(2,804)	(1,384)	(1,738)	-	-	
Total By Income Source	2000	130,981	33,237	17,342	12,760	10,529	9,403	85,491	308,022	607,766	426,205	-	-	
2024/25 - totals only		137,449	22,882	15,842	11,920	10,938	10,230	84,470	247,496	541,227	365,054			
Debtors Age Analysis By Customer Group														
Organs of State	2200	7,353	2,025	777	474	386	381	2,278	4,910	18,584	8,429	-	-	
Commercial	2300	35,560	10,790	6,101	5,713	4,230	3,835	34,334	106,101	206,664	154,213	-	-	
Households	2400	88,068	20,422	10,464	6,573	5,914	5,187	48,878	197,011	382,517	263,563	-	-	
Other	2500	-	-	-	-	-	-	-	-	-	-	-	-	
Total By Customer Group	2600	130,981	33,237	17,342	12,760	10,529	9,403	85,491	308,022	607,766	426,205	-	-	

Supporting Table SC4: Creditors Age Analysis

WC048 Knysna - Supporting Table SC4 Monthly Budget Statement - aged creditors - M03 September

Description	NT Code	Budget Year 2025/26									Prior year totals for chart (same
		0 - 30 Days	31 - 60 Days	61 - 90 Days	91 - 120 Days	121 - 150 Days	151 - 180 Days	181 Days - 1 Year	Over 1 Year	Total	
R thousands											
Creditors Age Analysis By Customer Type											
Bulk Electricity	0100	-	-	-	-	-	-	-	-	-	-
Bulk Water	0200	-	-	-	-	-	-	-	-	-	-
PAYE deductions	0300	-	-	-	-	-	-	-	-	-	-
VAT (output less input)	0400	-	-	-	-	-	-	-	-	-	-
Pensions / Retirement deductions	0500	-	-	-	-	-	-	-	-	-	-
Loan repayments	0600	-	-	-	-	-	-	-	-	-	-
Trade Creditors	0700	5,626	124	0	-	20	-	1	259	6,030	4,563
Auditor General	0800	-	-	-	-	-	-	-	-	-	-
Other	0900	1,083	-	-	-	-	-	-	-	1,083	-
Medical Aid deductions	0950	-	-	-	-	-	-	-	-	-	-
Total By Customer Type	1000	6,709	124	0	-	20	-	1	259	7,114	4,563

Supporting Table SC5: Investment Portfolio

WC048 Knysna - Supporting Table SC5 Monthly Budget Statement - investment portfolio - M03 September

Investments by maturity Name of institution & Investment ID	Ref	Period of Investment	Type of Investment	Capital Guarantee (Yes/ No)	Variable or Fixed interest rate	Interest Rate *	Commissio n Paid (Rands)	Commissio n Recipient	Expiry date of investment	Opening balance		Partial / Premature Withdrawal (4)	Investment Top Up	Closing Balance
R thousands		Yrs/Months												
Municipality														
Investec - (Ceded to DBSA)	021941-500	Call	Call Deposit	Call Deposit	Call Deposit	7.25%	-	-	Call Deposit	3,463	19	-	-	3,482
Investec - (Own Funds)	021941-503	Call	Call Deposit	Call Deposit	Call Deposit	7.25%	-	-	Call Deposit	23	0	-	-	23
Standard Bank - (Own Funds)	288567420-031	Call	Call Deposit	Call Deposit	Call Deposit	8.25%	-	-	Call Deposit	0	-	-	-	0
Standard Bank - (Own Funds)	288567420032	Fixed	Fixed	Fixed	Fixed	8.35%	-	-	Fixed	-	-	-	-	-
Standard Bank - (Own Funds)	288567420034	Fixed	Fixed	Fixed	Fixed	7.98%	-	-	Fixed	50,000	-	-	-	50,000
Standard Bank - (Own Funds)	288567420-033	Call	Call Deposit	Call Deposit	Call Deposit	8.16%	-	-	Call Deposit	25,873	168	-	-	26,040
Standard Bank - (Own Funds)	338568115-001	Call	Call Deposit	Call Deposit	Call Deposit	8.60%	-	-	Call Deposit	15,096	88	-	-	15,184
Municipality sub-total										94,454	275	-	-	94,729
Entities sub-total										-	-	-	-	-
TOTAL INVESTMENTS AND INTEREST	2									94,454	275	-	-	94,729

Supporting Table SC6: Transfers and Grant Receipts

WC048 Knysna - Supporting Table SC6 Monthly Budget Statement - transfers and grant receipts - M03 September

Description	Ref	2024/25	Budget Year 2025/26							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands										
RECEIPTS:	1,2									
Operating Transfers and Grants										
National Government:		140,661	150,647	150,619	626	58,456	59,092	(636)	-1.1%	150,619
Equitable Share		130,575	137,908	137,908	–	57,462	57,462	–		137,908
Expanded Public Works Programme Integrated Grant		1,279	1,461	1,461	59	97	198	(100)	-50.7%	1,461
Integrated National Electrification Programme Grant		141	1,304	1,304	–	–	142	(142)	-100.0%	1,304
Local Government Financial Management Grant		1,800	1,900	1,900	68	149	288	(139)	-48.3%	1,900
Municipal Infrastructure Grant		3,784	5,204	5,177	255	503	691	(187)	-27.1%	5,177
Neighbourhood Development Partnership Grant		1,922	1,957	1,957	–	–	213	(213)	-100.0%	1,957
Water Services Infrastructure Grant		1,160	913	913	244	244	99	145	145.6%	913
Provincial Government:		11,523	11,809	11,809	1,258	3,788	3,815	(27)	-0.7%	11,809
Specify (Add grant description)		11,523	11,809	11,809	1,258	3,788	3,815	(27)	-0.7%	11,809
District Municipality:		2	637	637	–	99	168	(69)	-41.2%	637
Specify (Add grant description)		2	637	637	–	99	168	(69)	-41.2%	637
Other grant providers:		574	2,289	12,908	3,431	3,638	1,492	2,146	143.9%	12,908
Chemical Industry Seta		574	2,289	2,555	103	311	457	(146)	-31.9%	2,555
Construction, Education and Training SETA		–	–	10,353	3,327	3,327	1,035	2,292	221.4%	10,353
Total Operating Transfers and Grants	5	152,760	165,382	175,974	5,315	65,980	64,567	1,413	2.2%	175,974
Capital Transfers and Grants										
National Government:		39,417	53,459	53,487	2,503	2,503	3,732	(1,230)	-32.9%	53,487
Integrated National Electrification Programme Grant		937	8,696	8,696	–	–	–	–		8,696
Municipal Disaster Response Grant		2,072	1,072	1,072	–	–	–	–		1,072
Municipal Infrastructure Grant		15,858	24,561	24,588	875	875	1,048	(173)	-16.5%	24,588
Neighbourhood Development Partnership Grant		12,815	13,043	13,043	–	–	2,451	(2,451)	-100.0%	13,043
Water Services Infrastructure Grant		7,735	6,087	6,087	1,627	1,627	234	1,393	595.2%	6,087
Provincial Government:		7,548	10,174	10,174	–	–	–	–		10,174
Specify (Add grant description)		7,548	10,174	10,174	–	–	–	–		10,174
District Municipality:		–	–	–	–	–	–	–		–
Other grant providers:		–	–	–	–	–	–	–		–
Total Capital Transfers and Grants	5	46,964	63,633	63,660	2,503	2,503	3,732	(1,230)	-32.9%	63,660
TOTAL RECEIPTS OF TRANSFERS & GRANTS	5	199,724	229,015	239,634	7,818	68,483	68,300	183	0.3%	239,634

Supporting Table SC7: Transfers and Grant Expenditure

WC048 Knysna - Supporting Table SC7(1) Monthly Budget Statement - transfers and grant expenditure - M03 September

Description	Ref	2024/25	Budget Year 2025/26							
		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:		68,442	88,345	97,320	9,208	21,547	17,841	3,706	20.8%	97,320
Chemical Industry Seta		403	2,289	2,555	103	311	465	(154)	-33.1%	2,555
Construction, Education and Training SETA		171	—	10,353	3,327	3,327	985	2,342	237.8%	10,353
Equitable Share		24,913	39,494	39,162	1,891	6,620	6,035	585	9.7%	39,162
Expanded Public Works Programme Integrated Grant		1,281	1,461	351	59	97	62	36	57.4%	351
Local Government Financial Management Grant		1,800	1,900	1,900	68	149	121	28	22.8%	1,900
Municipal Infrastructure Grant		1,645	2,267	2,240	137	411	411	—		2,240
Specify (Add grant description)		38,230	40,934	40,759	3,621	10,632	9,763	869	8.9%	40,759
Provincial Government:		38,230	40,934	40,759	3,621	10,632	9,763	869	8.9%	40,759
Specify (Add grant description)		38,230	40,934	40,759	3,621	10,632	9,763	869	8.9%	40,759
District Municipality:		—	—	—	—	—	—	—		—
Other grant providers:		574	2,289	12,908	3,431	3,638	1,450	2,188	151.0%	12,908
Chemical Industry Seta		403	2,289	2,555	103	311	465	(154)	-33.1%	2,555
Construction, Education and Training SETA		171	—	10,353	3,327	3,327	985	2,342	237.8%	10,353
Total operating expenditure of Transfers and Grants:		107,246	131,568	150,987	16,259	35,817	29,054	6,763	23.3%	150,987
Capital expenditure of Transfers and Grants										
National Government:		—	63,633	63,660	3,344	3,344	3,941	(598)	-15.2%	63,660
Integrated National Electrification Programme Grant		—	8,696	8,696	—	—	—	—		8,696
Municipal Infrastructure Grant		—	24,561	24,588	1,141	1,141	3,941	(2,800)	-71.0%	24,588
Neighbourhood Development Partnership Grant		—	13,043	13,043	—	—	—	—		13,043
Specify (Add grant description)		—	11,246	11,246	575	575	—	575	#DIV/0!	11,246
Water Services Infrastructure Grant		—	6,087	6,087	1,627	1,627	—	1,627	#DIV/0!	6,087
Provincial Government:		—	11,246	11,246	575	575	—	575	#DIV/0!	11,246
Specify (Add grant description)		—	11,246	11,246	575	575	—	575	#DIV/0!	11,246
District Municipality:		—	—	—	—	—	—	—		—
Other grant providers:		—	—	—	—	—	—	—		—
Total capital expenditure of Transfers and Grants		—	74,879	74,906	3,918	3,918	3,941	(23)	-0.6%	74,906
TOTAL EXPENDITURE OF TRANSFERS AND GRANTS		107,246	206,447	225,894	20,177	39,735	32,995	6,740	20.4%	225,894

Supporting Table SC8: Councillor and Staff Benefits

WC048 Knysna - Supporting Table SC8 Monthly Budget Statement - councillor and staff benefits - M03 September

Summary of Employee and Councillor remuneration		Ref	2024/25	Budget Year 2025/26							
			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)		1									
Basic Salaries and Wages			7,868	9,994	10,148	654	1,982	2,058	(77)	-4%	10,148
Pension and UIF Contributions			679	758	634	56	164	158	6	4%	634
Medical Aid Contributions			155	156	101	8	26	25	1	3%	101
Motor Vehicle Allowance			393	391	406	31	96	102	(6)	-6%	406
Cellphone Allowance			569	591	565	46	140	141	(1)	-1%	565
Housing Allowances									-		
Other benefits and allowances			6	-	71	6	18	18	-		71
Sub Total - Councillors			9,669	11,890	11,926	802	2,426	2,503	(77)	-3%	11,926
% Increase		4		23.0%	23.3%						23.3%
Senior Managers of the Municipality		3									
Basic Salaries and Wages			5,574	8,367	7,932	561	1,681	1,681	-		7,932
Pension and UIF Contributions			478	899	1,173	88	263	263	-		1,173
Medical Aid Contributions			60	191	218	13	38	38	-		218
Overtime									-		
Performance Bonus			302	486	486	-	-	-	-		486
Motor Vehicle Allowance			419	683	817	50	104	154	(51)	-33%	817
Cellphone Allowance			-	6	4	-	-	-	-		4
Housing Allowances			58	108	108	-	-	-	-		108
Acting and post related allowance			15	14	14	-	-	-	-		14
In kind benefits									-		
Sub Total - Senior Managers of Municipality			6,908	10,754	10,752	712	2,086	2,136	(51)	-2%	10,752
% Increase		4		55.7%	55.7%						55.7%
Other Municipal Staff											
Basic Salaries and Wages			186,389	226,057	224,676	16,148	48,443	48,017	425	1%	224,676
Pension and UIF Contributions			38,596	46,445	46,445	3,379	10,167	10,075	92	1%	46,445
Medical Aid Contributions			14,414	16,931	16,931	1,260	3,771	3,756	15	0%	16,931
Overtime			27,867	20,506	20,506	2,472	4,671	6,520	(1,849)	-28%	20,506
Performance Bonus			15,161	15,885	15,885	-	-	-	-		15,885
Motor Vehicle Allowance			8,345	8,622	8,622	639	1,587	1,557	30	2%	8,622
Cellphone Allowance									-		
Housing Allowances			2,790	3,553	3,553	217	435	654	(219)	-33%	3,553
Other benefits and allowances			9,736	4,778	6,065	817	1,612	2,056	(444)	-22%	6,065
Payments in lieu of leave			4,970	3,229	3,229	269	807	807	-		3,229
Long service awards			1,500	-	-	-	-	-	-		-
Post-retirement benefit obligations			16,678	15,042	15,042	-	-	-	-		15,042
Entertainment									-		
Scarcity			2,698	1,945	1,945	178	530	533	(4)	-1%	1,945
Acting and post related allowance			10,829	5,435	5,504	759	1,490	2,021	(531)	-26%	5,504
In kind benefits									-		
Sub Total - Other Municipal Staff			339,973	368,427	368,401	26,138	73,513	75,997	(2,484)	-3%	368,401
% Increase		4		8.4%	8.4%						8.4%
Total Parent Municipality			356,548	391,070	391,079	27,653	78,024	80,636	(2,612)	-3%	391,079
% Increase		4									
Total Municipal Entities			-	-	-	-	-	-	-		-
TOTAL SALARY, ALLOWANCES & BENEFITS			356,548	391,070	391,079	27,653	78,024	80,636	(2,612)	-3%	391,079
% Increase		4		9.7%	9.7%						9.7%
TOTAL MANAGERS AND STAFF			346,879	379,181	379,153	26,851	75,508	78,133	(2,535)	-3%	379,153

Supporting Table SC9: Monthly targets for Cash Receipts and Payments

WC048 Knysna - Supporting Table SC9 Monthly Budget Statement - actuals and revised targets for cash receipts - M03 September

Description	Ref	Budget Year 2025/26												2025/26 Medium Term Revenue & Expenditure Framework		
		July	August	Sept	October	Nov	Dec	January	Feb	March	April	May	June	Budget Year	Budget Year	Budget Year
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Budget	Budget	Budget	Budget	Budget	Budget	2025/26	+1 2026/27	+2 2027/28
Cash Receipts By Source	1															
Property rates		(35,405)	3,648	39,347	29,511	29,511	29,511	29,511	29,511	29,511	29,511	29,511	(236,091)	7,589	370,772	387,088
Service charges - Electricity revenue		(25,961)	19,207	20,077	42,362	42,362	42,362	42,362	42,362	42,362	42,362	42,362	(338,897)	13,322	485,811	506,978
Service charges - Water revenue		(3,274)	62	80	9,930	9,930	9,930	9,930	9,930	9,930	9,930	9,930	(79,444)	(3,131)	108,507	113,281
Service charges - Waste Water Management		(214)	-	-	6,749	6,749	6,749	6,749	6,749	6,749	6,749	6,749	(53,990)	(214)	73,661	76,902
Service charges - Waste Mangement		(2,591)	14	8	3,959	3,959	3,959	3,959	3,959	3,959	3,959	3,959	(31,689)	(2,569)	49,568	59,482
Rental of facilities and equipment		2	90	116	822	822	822	822	822	822	822	822	(6,575)	208	8,971	9,366
Interest earned - external investments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Interest earned - outstanding debtors		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Dividends received		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fines, penalties and forfeits		(1,478)	2,263	2,068	4,110	4,110	4,110	4,110	4,110	4,110	4,110	4,110	(32,884)	2,852	51,594	53,865
Licences and permits		1,349	2,505	3,124	177	177	177	177	177	177	177	177	(1,412)	6,978	1,927	2,011
Agency services		134	128	127	387	387	387	387	387	387	387	387	(3,096)	389	4,223	4,409
Transfers and Subsidies - Operational		79,239	48,468	221	15,072	15,072	15,072	15,072	15,072	15,072	15,072	15,072	(120,578)	127,928	144,627	151,155
Other revenue		38,239	38,877	38,999	1,165	1,165	1,165	1,165	1,165	1,165	1,165	1,165	(9,324)	114,115	124,500	131,138
Cash Receipts by Source		48,041	115,261	104,166	114,245	114,245	114,245	114,245	114,245	114,245	114,245	114,245	(913,959)	267,467	1,423,962	1,495,675
Other Cash Flows by Source																
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		1,458	-	-	5,305	5,305	5,305	5,305	5,305	5,305	5,305	5,305	(42,440)	1,458	59,349	61,107
Transfers and subsidies - capital (monetary allocations) (Nat / Prov Departm Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educ Institutions)		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Proceeds on Disposal of Fixed and Intangible Assets		-	-	-	83	83	83	83	83	83	83	83	(667)	-	1,000	1,000
Short term loans		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Borrowing long term/refinancing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Increase (decrease) in consumer deposits		414	314	503	-	-	-	-	-	-	-	-	(5)	1,226	-	-
VAT Control (receipts)		4,936	283	450	440	440	440	440	440	440	440	440	(3,520)	5,670	4,802	5,013
Decrease (increase) in non-current receivables		4,936	283	450	440	440	440	440	440	440	440	440	(3,520)	5,670	4,802	5,013
Decrease (increase) in non-current investments		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Cash Receipts by Source		59,786	116,141	105,569	120,513	120,513	120,513	120,513	120,513	120,513	120,513	120,513	(964,111)	281,491	1,493,915	1,567,808

Cash Payments by Type																
Employee related costs	35,056	44,825	41,149	32,295	32,295	32,295	32,295	32,295	32,295	32,295	32,295	32,295	32,295	32,295	32,295	32,295
Remuneration of councillors	–	–	–	994	994	994	994	994	994	994	994	994	994	994	994	994
Interest	440	–	470	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452	2,452
Bulk purchases - Electricity	39,545	42,805	39,017	34,221	34,221	34,221	34,221	34,221	34,221	34,221	34,221	34,221	34,221	34,221	34,221	34,221
Acquisitions - water & other inventory	2,720	835	1,102	4,845	3,200	1,624	6,605	4,117	1,538	4,492	1,772	4,492	1,772	4,492	1,772	4,492
Contracted services	13,213	8,444	12,018	14,610	14,610	14,610	14,610	14,610	14,610	14,610	14,610	14,610	14,610	14,610	14,610	14,610
Transfers and subsidies - other municipalities	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Transfers and subsidies - other	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–	–
Other expenditure	21,905	15,222	18,512	8,405	8,405	8,405	8,405	8,405	8,405	8,405	8,405	8,405	8,405	8,405	8,405	8,405
Cash Payments by Type	112,879	112,131	112,269	97,822	96,177	94,601	99,582	97,094	94,515	97,469	94,749	771,043	338,246	1,190,204	1,222,809	1,222,809
Other Cash Flows/Payments by Type																
Capital assets	–	5	3,852	6,368	17,098	29,717	29,717	29,757	4,951	17,341	4,451	(139,402)	3,857	176,142	153,988	153,988
Repayment of borrowing	1,159	–	1,526	4,223	4,223	4,223	4,223	4,223	4,223	4,223	4,223	(33,784)	2,685	57,876	59,467	59,467
Other Cash Flows/Payments	1,546	–	–	8,550	8,550	8,550	8,550	8,550	8,550	8,550	8,550	(68,401)	1,546	111,779	117,858	117,858
Total Cash Payments by Type	115,584	112,136	117,647	116,963	126,048	137,092	142,073	139,625	112,240	127,583	111,974	(1,012,630)	346,334	1,536,002	1,554,122	1,554,122
NET INCREASE/(DECREASE) IN CASH HELD	(55,798)	4,005	(12,078)	3,550	(5,535)	(16,579)	(21,560)	(19,112)	8,273	(7,069)	8,539	48,519	(64,844)	(42,087)	13,686	13,686
Cash/cash equivalents at the month/year beginning:	–	(55,798)	(51,793)	(63,872)	(60,321)	(65,856)	(82,435)	(103,995)	(123,106)	(114,833)	(121,902)	(113,363)	–	(64,844)	(106,931)	(106,931)
Cash/cash equivalents at the month/year end:	(55,798)	(51,793)	(63,872)	(60,321)	(65,856)	(82,435)	(103,995)	(123,106)	(114,833)	(121,902)	(113,363)	(64,844)	(64,844)	(106,931)	(93,244)	(93,244)

Note: The figures contained in the above schedule are currently being investigated by the financial system provider. (Refer to C6 for the correct Cash and cash equivalent Year To Date Actual balance)

Supporting Table SC13(a): Capital Expenditure on New Assets

WC048 Knysna - Supporting Table SC13a Monthly Budget Statement - capital expenditure on new assets by asset class - M03 September

Description	Ref	Budget Year 2025/26								
		2024/25 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		-	59,924	65,249	575	575	1,522	947	62.2%	65,249
Roads Infrastructure		-	9,000	10,152	575	575	83	(492)	-589.9%	10,152
Roads		-	8,000	8,000	575	575	-	575	#DIV/0!	8,000
Road Structures		-	-	-	-	-	-	-	-	-
Road Furniture		-	-	-	-	-	-	-	-	-
Capital Spares		-	1,000	2,152	-	-	83	(83)	-100.0%	2,152
Electrical Infrastructure		-	2,800	3,985	-	-	83	83	100.0%	3,985
MV Networks		-	2,800	3,374	-	-	83	(83)	-100.0%	3,374
LV Networks		-	-	611	-	-	-	-	-	611
Capital Spares		-	-	-	-	-	-	-	-	-
Water Supply Infrastructure		-	44,424	49,115	-	-	1,289	1,289	100.0%	49,115
Water Treatment Works		-	2,774	5,117	-	-	1,152	(1,152)	-100.0%	5,117
Bulk Mains		-	-	-	-	-	-	-	-	-
Distribution		-	650	839	-	-	54	(54)	-100.0%	839
Distribution Points		-	-	-	-	-	-	-	-	-
PRV Stations		-	-	-	-	-	-	-	-	-
Capital Spares		-	41,000	43,159	-	-	83	(83)	-100.0%	43,159
Sanitation Infrastructure		-	1,300	997	-	-	67	67	100.0%	997
Pump Station		-	-	-	-	-	-	-	-	-
Reticulation		-	1,300	997	-	-	67	(67)	-100.0%	997
Rail Infrastructure		-	2,400	1,000	-	-	-	-	-	1,000
Drainage Collection		-	2,400	1,000	-	-	-	-	-	1,000
Community Assets		-	3,800	3,898	-	-	-	-	-	3,898
Community Facilities		-	3,800	3,898	-	-	-	-	-	3,898
Fire/Ambulance Stations		-	3,800	3,898	-	-	-	-	-	3,898
Computer Equipment		-	750	750	-	5	68	63	92.3%	750
Computer Equipment		-	750	750	-	5	68	(63)	-92.3%	750
Furniture and Office Equipment		-	803	803	-	6	70	64	91.4%	803
Furniture and Office Equipment		-	803	803	-	6	70	(64)	-81.4%	803
Machinery and Equipment		-	3,988	3,988	13	13	166	153	92.2%	3,988
Machinery and Equipment		-	3,988	3,988	13	13	166	(153)	-92.2%	3,988
Transport Assets		-	12,307	12,307	-	-	-	-	-	12,307
Transport Assets		-	12,307	12,307	-	-	-	-	-	12,307
Land		-	-	-	-	-	-	-	-	-
Land		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Zoo's, Marine and Non-biological Animals		-	-	-	-	-	-	-	-	-
Living resources		-	-	-	-	-	-	-	-	-
Mature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		-	-	-	-	-	-	-	-	-
Immature		-	-	-	-	-	-	-	-	-
Policing and Protection		-	-	-	-	-	-	-	-	-
Zoological plants and animals		-	-	-	-	-	-	-	-	-
Total Capital Expenditure on new assets	1	-	81,572	86,995	588	599	1,826	1,227	67.2%	86,995

Supporting Table SC13(b): Capital Expenditure on Renewal of Existing Assets

WC048 Knysna - Supporting Table SC13b Monthly Budget Statement - capital expenditure on renewal of existing assets by asset class - M03 September

Description	Ref	Budget Year 2025/26								
		2024/25 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Capital expenditure on renewal of existing assets by Asset Class/Sub-class										
Infrastructure		-	32,193	34,994	258	258	1,056	799	75.6%	34,994
Roads Infrastructure		-	13,543	15,206	258	258	819	561	68.5%	15,206
Roads		-	13,543	15,206	258	258	819	(561)	-88.5%	15,206
Water Supply Infrastructure		-	1,050	1,050	-	-	88	88	100.0%	1,050
Distribution		-	1,050	1,050	-	-	88	(88)	-100.0%	1,050
Sanitation Infrastructure		-	13,600	14,500	-	-	67	67	100.0%	14,500
Pump Station		-	-	-	-	-	-	-	-	-
Reticulation		-	-	-	-	-	-	-	-	-
Waste Water Treatment Works		-	13,600	14,500	-	-	67	(67)	-100.0%	14,500
Outfall Sewers		-	-	-	-	-	-	-	-	-
Toilet Facilities		-	-	-	-	-	-	-	-	-
Capital Spares		-	-	-	-	-	-	-	-	-
Solid Waste Infrastructure		-	4,000	4,238	-	-	83	83	100.0%	4,238
Capital Spares		-	4,000	4,238	-	-	83	(83)	-100.0%	4,238
Community Assets		-	1,000	1,000	-	-	83	83	100.0%	1,000
Sport and Recreation Facilities		-	1,000	1,000	-	-	83	83	100.0%	1,000
Indoor Facilities		-	-	-	-	-	-	-	-	-
Outdoor Facilities		-	-	-	-	-	-	-	-	-
Capital Spares		-	1,000	1,000	-	-	83	(83)	-100.0%	1,000
Total Capital Expenditure on renewal of existing assets	1	-	33,193	35,994	258	258	1,139	882	77.4%	35,994

Supporting Table SC13(c): Expenditure on Repairs & Maintenance

WC048 Knysna - Supporting Table SC13c Monthly Budget Statement - expenditure on repairs and maintenance by asset class - M03 September

Description		Ref	2024/25 Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast	
R thousands		1										
Repairs and maintenance expenditure by Asset Class/Sub-class												
Infrastructure			25,364	27,745	27,745	270	643	572	(71)	-12.3%	27,745	
Roads Infrastructure			3,016	5,600	5,600	177	177	-	(177)	#DIV/0!	5,600	
Roads			3,016	5,600	5,600	177	177	-	177	#DIV/0!	5,600	
Road Structures									-			
Road Furniture									-			
Capital Spares									-			
Storm water Infrastructure			779	1,000	1,000	27	85	59	(26)	-44.3%	1,000	
Drainage Collection									-			
Storm water Conveyance			779	1,000	1,000	27	85	59	26	44.3%	1,000	
Attenuation									-			
Electrical Infrastructure			15,736	14,527	14,527	15	252	436	183	42.0%	14,527	
Power Plants									-			
HV Substations			2,185	2,000	2,000	-	-	-	-		2,000	
HV Switching Station			324	261	261	1	2	0	1	297.5%	261	
HV Transmission Conductors			589	1,004	1,004	14	251	247	4	1.8%	1,004	
MV Substations									-			
MV Switching Stations									-			
MV Networks			4,664	5,313	5,313	-	-	-	-		5,313	
LV Networks			7,975	5,948	5,948	-	-	188	(188)	-100.0%	5,948	
Capital Spares									-			
Water Supply Infrastructure			4,677	5,038	5,038	51	127	76	(51)	-66.4%	5,038	
Dams and Weirs									-			
Boreholes									-			
Reservoirs									-			
Pump Stations									-			
Water Treatment Works			3,814	4,155	4,155	48	122	75	48	64.2%	4,155	
Bulk Mains									-			
Distribution									-			
Distribution Points									-			
PRV Stations									-			
Capital Spares			863	883	883	3	4	2	3	167.5%	883	
Sanitation Infrastructure			564	1,230	1,230	-	1	1	-		1,230	
Pump Station									-			
Reticulation									-			
Waste Water Treatment Works			564	1,230	1,230	-	1	1	-		1,230	
Outfall Sewers									-			
Toilet Facilities									-			
Capital Spares									-			
Solid Waste Infrastructure			592	350	350	0	1	1	(0)	-21.7%	350	
Landfill Sites									-			
Waste Transfer Stations			592	350	350	0	1	1	0	21.7%	350	
Community Assets			3,273	2,821	2,821	174	413	309	(104)	-33.8%	2,821	
Community Facilities			1,558	1,271	1,271	108	314	260	(53)	-20.5%	1,271	
Halls			545	455	455	31	175	144	31	21.2%	455	
Museums			13	-	-	-	-	-	-		-	
Galleries									-			
Theatres									-			
Libraries			61	75	75	9	69	60	9	15.1%	75	
Cemeteries/Crematoria			444	306	306	26	26	38	(12)	-32.3%	306	
Police			18	35	35	-	-	16	(16)	-100.0%	35	
Parks									-			
Public Open Space			477	400	400	42	44	2	42	2338.9%	400	
Sport and Recreation Facilities			1,715	1,550	1,550	67	99	49	(51)	-104.0%	1,550	
Indoor Facilities									-			
Outdoor Facilities			1,715	1,550	1,550	67	99	49	51	104.0%	1,550	
Other assets			918	716	716	37	53	131	78	59.3%	716	
Operational Buildings			722	714	714	37	53	131	78	59.3%	714	
Municipal Offices			721	713	713	37	53	131	(78)	-59.5%	713	
Depots			1	1	1	-	0	0	-		1	
Capital Spares									-			
Housing			196	2	2	-	-	-	-		2	
Staff Housing			2	2	2	-	-	-	-		2	
Social Housing			194	-	-	-	-	-	-		-	
Transport Assets			8,673	7,276	7,276	143	414	806	393	48.7%	7,276	
Transport Assets			8,673	7,276	7,276	143	414	806	(393)	-48.7%	7,276	
Total Repairs and Maintenance Expenditure			1	38,228	38,559	38,559	625	1,523	1,819	296	16.3%	38,559

Supporting Table SC13(d): Depreciation

WC048 Knysna - Supporting Table SC13d Monthly Budget Statement - depreciation by asset class - M03 September

Description	Ref	2024/25	Budget Year 2025/26							
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %	Full Year Forecast
R thousands	1									
Depreciation by Asset Class/Sub-class										
Infrastructure		45,861	55,871	52,090	(2,540)	2,766	8,061	5,295	65.7%	52,090
Roads Infrastructure		9,617	10,932	10,933	(637)	551	1,813	1,261	69.6%	10,933
Roads		9,617	10,932	10,933	(637)	551	1,813	(1,261)	-69.6%	10,933
Road Structures								-		
Road Furniture								-		
Capital Spares								-		
Storm water Infrastructure		20	1,151	1,151	(0)	95	-	(95)	#DIV/0!	1,151
Drainage Collection		20	1,151	1,151	(0)	95	-	95	#DIV/0!	1,151
Storm water Conveyance								-		
Attenuation								-		
Electrical Infrastructure		8,994	19,913	19,931	(558)	745	2,035	1,289	63.4%	19,931
Power Plants		3	-	18	(2)	-	5	(5)	-100.0%	18
HV Substations		8,991	19,913	19,913	(557)	745	2,030	(1,285)	-63.3%	19,913
Water Supply Infrastructure		19,180	21,764	17,802	(1,351)	1,328	4,138	2,810	67.9%	17,802
Distribution		19,180	21,764	17,802	(1,351)	1,328	4,138	(2,810)	-67.9%	17,802
Sanitation Infrastructure		6,367	44	163	(6)	11	41	29	72.5%	163
Pump Station		-	-	72	(6)	-	18	(18)	-100.0%	72
Reticulation		41	-	-	-	-	-	-		-
Waste Water Treatment Works		6,282	-	47	(4)	-	12	(12)	-100.0%	47
Outfall Sewers								-		
Toilet Facilities		44	44	44	4	11	11	0	2.4%	44
Capital Spares								-		
Solid Waste Infrastructure		1,604	1,988	2,019	4	13	12	(0)	-1.3%	2,019
Landfill Sites		1,604	1,988	2,019	4	13	12	0	1.3%	2,019
Information and Communication Infrastructure		78	80	91	8	22	22	0	0.2%	91
Data Centres								-		
Core Layers								-		
Distribution Layers		78	80	91	8	22	22	(0)	-0.2%	91
Capital Spares								-		
Community Assets		2,093	2,061	2,992	221	508	403	(105)	-26.1%	2,992
Community Facilities		1,464	1,323	2,249	116	348	396	48	12.2%	2,249
Halls		618	619	726	97	159	46	112	242.4%	726
Centres		7	7	558	(46)	2	139	(138)	-98.7%	558
Crèches								-		
Clinics/Care Centres								-		
Fire/Ambulance Stations		46	58	58	2	6	6	(0)	-4.4%	58
Testing Stations		0	0	0	(0)	-	0	(0)	-100.0%	0
Museums		6	-	6	(1)	0	1	(1)	-99.9%	6
Galleries								-		
Theatres								-		
Libraries		437	243	243	34	73	59	14	23.1%	243
Cemeteries/Crematoria		15	58	61	23	26	1	25	4351.2%	61
Police		2	-	-	-	-	-	-		-
Parks		116	122	126	10	30	31	(1)	-3.6%	126
Public Open Space								-		
Nature Reserves								-		
Public Ablution Facilities		-	-	5	(1)	-	1	(1)	-100.0%	5
Markets								-		
Stalls		27	23	272	(17)	6	63	(56)	-90.8%	272
Abattoirs								-		
Airports								-		
Taxi Ranks/Bus Terminals		191	191	194	16	47	47	(0)	-0.6%	194
Capital Spares								-		
Sport and Recreation Facilities		629	738	743	105	160	7	(153)	-2327.4%	743
Indoor Facilities		-	717	717	106	153	-	153	#DIV/0!	717
Outdoor Facilities		629	21	26	(0)	7	7	0	0.0%	26
Investment properties		136	136	170	9	34	42	8	19.2%	170
Revenue Generating		136	136	170	9	34	42	8	19.2%	170
Improved Property		136	136	170	9	34	42	(8)	-19.2%	170
Other assets		703	688	778	66	183	119	(64)	-53.2%	778
Operational Buildings		703	688	704	92	183	101	(82)	-81.2%	704
Municipal Offices		703	688	704	92	183	101	82	81.2%	704
Housing		-	1	74	(6)	-	18	18	100.0%	74
Staff Housing								-		
Social Housing		-	1	74	(6)	-	18	(18)	-100.0%	74
Capital Spares								-		
Biological or Cultivated Assets		-	-	-	-	-	-	-		-
Biological or Cultivated Assets								-		

Intangible Assets		15	15	124	(6)	5	31	26	83.4%	124
Servitudes								-		
Licences and Rights		15	15	124	(6)	5	31	26	83.4%	124
Solid Waste Licenses								-		
Computer Software and Applications		15	15	124	(6)	5	31	(26)	-83.4%	124
Load Settlement Software Applications								-		
Unspecified								-		
Computer Equipment		911	839	1,834	(144)	214	391	177	45.2%	1,834
Computer Equipment		911	839	1,834	(144)	214	391	(177)	-45.2%	1,834
Furniture and Office Equipment		1,821	7,412	8,065	37	1,120	1,623	503	31.0%	8,065
Furniture and Office Equipment		1,821	7,412	8,065	37	1,120	1,623	(503)	-31.0%	8,065
Machinery and Equipment		789	1,142	1,150	623	738	90	(648)	-722.9%	1,150
Machinery and Equipment		789	1,142	1,150	623	738	90	648	722.9%	1,150
Transport Assets		1,832	383	1,345	235	535	315	(220)	-69.7%	1,345
Transport Assets		1,832	383	1,345	235	535	315	220	69.7%	1,345
Total Depreciation	1	54,161	68,548	68,548	(1,479)	6,104	11,075	4,972	44.9%	68,548

Supporting Table SC13(e): Upgrading of Existing Assets

WC048 Knysna - Supporting Table SC13e Monthly Budget Statement - capital expenditure on upgrading of existing assets by asset class - M03 September

Description	Ref	2024/25	Budget Year 2025/26						
		Audited Outcome	Original Budget	Adjusted Budget	Monthly actual	YearTD actual	YearTD budget	YTD variance	YTD variance %
R thousands	1								
Capital expenditure on upgrading of existing assets by Asset Class/Sub-class									
Infrastructure		-	57,170	53,267	1,632	1,632	1,569	(63)	-4.0%
Roads Infrastructure		-	25,112	19,123	4	4	534	529	99.2%
Roads		-	25,112	19,123	4	4	534	(529)	-99.2%
Storm water Infrastructure		-	1,500	1,800	-	-	42	42	100.0%
Drainage Collection		-	1,500	1,800	-	-	42	(42)	-100.0%
Electrical Infrastructure		-	8,696	8,696	-	-	-	-	-
MV Substations		-	8,696	8,696	-	-	-	-	-
Water Supply Infrastructure		-	15,162	16,248	1,627	1,627	835	(793)	-95.0%
Bulk Mains		-	917	917	-	-	76	(76)	-100.0%
Distribution		-	14,245	15,331	1,627	1,627	758	869	114.6%
Sanitation Infrastructure		-	6,700	7,400	-	-	158	158	100.0%
Pump Station		-	3,000	3,700	-	-	-	-	-
Reticulation		-	3,300	3,300	-	-	125	(125)	-100.0%
Waste Water Treatment Works		-	400	400	-	-	33	(33)	-100.0%
Community Assets		2,259	-	2,074	883	879	960	81	8.4%
Community Facilities		2,259	-	153	3	-	-	-	-
Halls		2,259	-	-	3	-	-	-	-
Cemeteries/Crematoria		-	-	153	-	-	-	-	-
Sport and Recreation Facilities		-	-	1,921	879	879	960	81	8.4%
Indoor Facilities		-	-	-	-	-	-	-	-
Outdoor Facilities		-	-	1,921	879	879	960	(81)	-8.4%
Other assets		1,132	650	650	2	-	54	54	100.0%
Operational Buildings		1,132	650	650	2	-	54	54	100.0%
Municipal Offices		1,132	650	650	2	-	54	(54)	-100.0%
Total Capital Expenditure on upgrading of existing assets	1	3,391	57,820	55,991	2,516	2,511	2,583	72	2.8%

APPENDIX A - Capex Report as at 30 September 2025

2025/26 mSCOA CAPITAL FINANCIAL PERFORMANCE REPORT AS AT 30 SEPTEMBER 2025												
Row Labels	LEDGER ACCOUNT	VOTE DESCRIPTION	MSCOA CODE	MSCOA EXPENDITURE DESCRIPTION	FUNDING SOURCES	ORIGINAL BUDGET	ROLLOVER ADJUSTED BUDGET (Ind. Virements)	YTD ACTUAL	YTD BUDGET	YTD VARIANCE	COMMITMENTS	AVAILABLE
Vote 1 - Executive & Council						84,700	84,700	1,390	8,449	7,059	19,884	65,436
MUNICIPAL MANAGER	28-32-85-20-1151	Program Office Equipment	9/108-2-2	Program Office Equipment	Internally Generated Funds	38,900	38,900	-	3,242	3,242	19,884	19,016
	28-32-85-20-1155	Program Office Furniture	9/108-3-3	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:F	Internally Generated Funds	45,800	45,800	1,390	5,207	3,817	-	44,410
Vote 2 - Corporate Services						1,050,000	1,050,000	5,200	87,500	250,438	794,372	
DIRECTOR: CORPORATE	28-33-85-20-4155	Program Office Furniture	9/101-39-39	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:F	Internally Generated Funds	300,000	300,000	-	25,000	25,000	-	300,000
INFORMATION TECHNOLOGY	28-66-85-26-1152	Program Computer Equipment	9/106-6-8	Replacement Laptops	Internally Generated Funds	300,000	300,000	-	25,000	25,000	213,360	86,640
	28-66-85-26-1070	Switches/Upgrade Network	9/106-6-9	Replacement Desktops		250,000	250,000	5,200	26,035	20,833	-	244,800
			9/106-21277-60890	PPE:Cost Model:Computer Equipment:In-use:Cost:Acq:usit	Internally Generated Funds	200,000	200,000	-	16,667	16,667	37,068	162,932
Vote 3 - Financial Services						45,000	45,000	-	1,250	1,250	-	45,000
DIRECTOR: FINANCE	28-62-85-25-9151	Program Office Equipment	9/101-57-57	Assets: Non-current Assets - Property Plant and Equipment - Cost Mode	Internally Generated Funds	15,000	15,000	-	1,250	1,250	-	15,000
	28-62-85-25-9155	Program Office Furniture	9/101-2-16	Assets: Non-current Assets - Property: Plant and Equipment - Cost Mode	Internally Generated Funds	30,000	30,000	-	-	-	-	30,000
Vote 5 - Planning & Development						9,300,000	9,790,000	574,887	-	(574,887)	944,045	8,791,068
HOUSING ADMINISTRATION	28-48-84-22-4011	Sedgefield Infill - Informal Settlements Upgrading Partnership Grant	9/105-28-28	NCA: PPE: Cost - Infrastructure,roads,Pavements and Stormwater Acquisi	Provincial Government Grants	8,000,000	8,000,000	574,887	-	(574,887)	172,500	7,252,613
	28-48-85-22-4066	Subsoil drains - Bonjani Khayaletu Valley	9/105-35-35	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:S	Internally Generated Funds	1,200,000	500,000	-	-	-	171,545	328,455
	28-48-85-31-4011	Installation of Septic Tanks In Informal Areas (Pilot)	9/105-210477-360737	NCA: PPE: Cost: Infrast Waste Water Management: Acquisition	Internally Generated Funds	-	1,200,000	-	-	-	-	1,200,000
Vote 6 - Community Services						20,418,130	22,790,079	895,966	1,174,328	127,528	487,613	21,404,500
CEMETERY	28-39-85-20-7020	Fencing at cemetery	9/124-219577-361026	PPE:Cost Model:Community Assets:Cost:Acquisitions	Internally Generated Funds	-	153,132	-	-	-	-	153,132
	28-39-85-20-7155	Mini digger loader	9/124-212477-60788	PPE:Cost Model:Machinery and Equipment:In-use:Cost:Acq	Internally Generated Funds	450,000	450,000	-	37,500	-	-	450,000
CLEANSING REFUSE REMOVAL SERV.	28-72-85-26-9075	Compactor Trucks (3)	9/113-212677-60074	PPE:Cost Model:Transport Assets:Owned and In-use:Cost:	Internally Generated Funds	5,000,000	5,000,000	-	-	-	-	5,000,000
	28-72-85-26-9076	Class 1 Noise Level Meter (2)	9/113-212477-60788	PPE:Cost Model:Machinery and Equipment:In-use:Cost:Acq	Internally Generated Funds	200,000	200,000	-	16,667	-	-	200,000
HALLS / FACILITIES	28-41-85-21-4008	Furniture Equipment	9/109-32-32	Furniture Equipment	Internally Generated Funds	313,200	313,200	4,693	30,793	26,100	120,443	188,064
LIBRARY	28-51-85-22-9070	Ablution Sedgefield Library	9/151-22077-61043	PPE:Cost Model:Other Assets:Cost:Acquisitions	Internally Generated Funds	250,000	250,000	-	20,833	-	-	250,000
	28-51-85-22-9071	Fence Old Goal	9/151-102077-61043	PPE:Cost Model:Other Assets:Cost:Acquisitions	Internally Generated Funds	200,000	200,000	-	16,667	-	-	200,000
PARKS RECREATION	28-53-85-21-5060	New LDV Sports Facilities	9/115-20-20	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:T	Internally Generated Funds	480,000	480,000	-	-	-	-	480,000
	28-53-85-23-5005	Small Plant Equipment	9/115-30-30	Small Plant Equipment	Internally Generated Funds	187,920	187,920	-	15,660	15,660	-	187,920
	28-53-85-25-5080	New Tractor (bossiekappers)	9/115-212477-60788	PPE:Cost Model:Machinery and Equipment:In-use:Cost:Acq	Internally Generated Funds	75,000	75,000	-	6,250	6,250	75,000	-
SAFETY FIRE BRIGADE SERVICES	28-56-80-24-2006	Establishment of fire stations - Rheendal	9/120-21-21	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	Internally Generated Funds	2,000,000	2,000,000	-	-	-	-	2,000,000
	28-56-80-24-2007	Establishment of fire stations - Khayaletu	9/120-22-22	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	Internally Generated Funds	1,800,000	1,898,078	-	-	-	-	1,898,078
	28-56-85-24-2010	Procurement of portable handheld radio's	9/120-25-25	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	Internally Generated Funds	100,000	100,000	-	8,333	8,333	68,910	31,090
	28-56-85-24-2011	Fire Hoses and Nozzles	9/120-212477-360805	PPE:Cost Model:Machinery and Equipment:Future Use:Cost	Internally Generated Funds	200,000	200,000	-	16,667	-	179,800	20,200
	28-56-84-24-2047	Fire truck-Major pumper (WCPA)	9/120-72677-60074	PPE:Cost Model:Transport Assets:Owned and In-use:Cost:	Provincial Government Grants	1,072,000	1,072,000	-	-	-	-	1,072,000
	28-56-85-24-2062	Fire Truck-Major Pumper (Co-funding)	9/120-12677-60074	PPE:Cost Model:Transport Assets:Owned and In-use:Cost:	Internally Generated Funds	1,000,000	1,000,000	-	-	-	-	1,000,000
	28-56-85-24-2060	Replacement of a vehicle CX 13574	9/120-212677-60074	PPE:Cost Model:Transport Assets:Owned and In-use:Cost:	Internally Generated Funds	600,000	600,000	-	-	-	-	600,000
	28-56-85-24-2064	Refurbish Ablution Facilities	9/120-132077-61043	PPE:Cost Model:Other Assets:Cost:Acquisitions	Internally Generated Funds	200,000	200,000	-	16,667	-	-	200,000
	28-56-85-24-2156	Office Equipment	9/120-132377-60839	PPE:Cost Model:Furniture and Office Equipment:In-use:C	Internally Generated Funds	60,000	60,000	-	5,000	-	43,460	16,540
	28-56-85-24-2068	Generator	9/120-212477-60788	PPE:Cost Model:Machinery and Equipment:In-use:Cost:Acq	Internally Generated Funds	25,000	25,000	12,048	2,083	(9,960)	-	12,957

SAFETY TRAFFIC DEPARTMENT	28-59-85-25-0004	Breatherlizer Sets	9/121-11-11	Assets: Non-current Assets - Property, Plant and Equipment - Cost Model	Internally Generated Funds	250,000	250,000	-	20,833	-	-	250,000
	28-59-85-25-0156	Vehicle Replacements (3)	9/121-22677-60074	PPE:Cost Model:Transport Assets:Owned and In-use:Cost:	Internally Generated Funds	1,155,000	1,155,000	-	-	-	-	1,155,000
SPORT FIELDS	28-60-84-25-5011	MIG: 285770 Upgrade Sportsfield PH2 (Bonjan)	9/116-40-40	Assets: Non-current Assets - Property, Plant and Equipment - Cost Model	National Government Grants	-	1,920,749	879,230	960,375	81,145	-	1,041,519
TRANSFER STATION	28-73-85-27-1020	Hooklift Truck	9/114-212677-60074	PPE:Cost Model:Transport Assets:Owned and In-use:Cost:	Internally Generated Funds	3,000,000	3,000,000	-	-	-	-	3,000,000
	28-73-85-27-1021	Containers (5)	9/114-212477-60788	PPE:Cost Model:Machinery and Equipment:In-use:Cost:Acq	Internally Generated Funds	2,000,000	2,000,000	-	-	-	-	2,000,000
Vote 7 - Electrical Services						16,495,452	15,071,062	-	249,999	249,999	-	19,071,063
ELECTRICITY DISTRIBUTION	28-76-85-27-8001	Electrification of Informal areas	9/104-100-125	Electrification of Informal areas - Ward 7	Internally Generated Funds	-	111,111	-	-	-	-	111,111
			9/104-97-122	Electrification of Informal areas - Ward 1	Internally Generated Funds	-	780,389	-	-	-	-	780,389
			9/104-98-123	Electrification of Informal areas - Ward 3	Internally Generated Funds	1,000,000	127,240	-	-	-	-	127,240
			9/104-99-124	Electrification of Informal areas - Ward 4	Internally Generated Funds	-	111,111	-	-	-	-	111,111
	28-76-80-20-8003	Electrification of Formal Housing	9/104-112-138	Electrification of Formal Housing	Internally Generated Funds	1,000,000	1,000,000	-	83,333	83,333	-	1,000,000
	28-76-85-20-2003	Relay replacement to reduce overloading	9/104-210177-360261	PPE:Cost Model:Electrical Infrastructure:In-use:Capital Spares:Cost:Acq	Internally Generated Funds	1,000,000	1,238,265	-	83,333	83,333	-	1,238,265
	28-76-85-20-2004	Replacement of 2 RMU's Eastford and White location	9/104-213377-360193	PPE:Cost Model:Electrical Infrastructure:In-use:MV Swi	Internally Generated Funds	1,200,000	1,200,000	-	-	-	-	1,200,000
	28-76-85-27-8155	Refurbishment of Ring Main Units	9/104-210177-60261	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:El	Internally Generated Funds	1,800,000	1,800,000	-	-	-	-	1,800,000
	28-76-85-27-8156	Smart Meters Installation	9/104-211377-60414	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:El	Internally Generated Funds	1,000,000	1,751,739	-	83,333	83,333	-	1,751,739
	28-76-84-27-9080	20MVA 66/22KV Knysna Main Intake Substation Ph 2	9/104-210677-60176	PPE:Cost Model:Electrical Infrastructure:In-use:MV Sub	National Government Grants	8,695,652	8,695,652	-	-	-	-	8,695,652
	28-76-85-20-2007	New MV Transformers	9/104-211577-360227	PPE:Cost Model:Electrical Infrastructure:In-use:MV Sub	Internally Generated Funds	800,000	800,000	-	-	-	-	800,000
	28-76-85-27-9061	Electrification of Informal areas - Ward 2	9/104-21577-360227	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:El	Internally Generated Funds	-	111,111	-	-	-	-	111,111
	28-76-85-20-2005	Rheendal Spotlights	9/104-51377-360414	Rheendal Spotlights	Internally Generated Funds	-	400,000	-	-	-	-	400,000
	28-76-85-27-9060	Electrification of Informal areas - Ward 5	9/104-51577-360227	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:El	Internally Generated Funds	-	111,111	-	-	-	-	111,111
	28-76-85-27-9059	Electrification of Informal areas - Ward 6	9/104-61577-360227	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:El	Internally Generated Funds	-	111,111	-	-	-	-	111,111
	28-76-85-27-9058	Electrification of Informal areas - Ward 8	9/104-81577-360227	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:El	Internally Generated Funds	-	111,111	-	-	-	-	111,111
	28-76-85-20-2006	Electrification of Informal areas - Homlee	9/104-111477-360227	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:El	Internally Generated Funds	-	611,111	-	-	-	-	611,111
Vote 8 - Technical Services						125,091,382	126,239,314	1,090,344	4,022,028	1,257,511	12,654,981	111,893,989
DIRECTOR: TECHNICAL SERVICES	28-80-85-28-5154	Program Tools Equipment	9/101-33-33	Program Tools Equipment	Internally Generated Funds	500,000	500,000	952	41,667	40,715	101,686	397,361
RDS S/WTR DRAINAGE: STORMWATER	28-87-85-29-0026	Upgrade Stormwater Infrastructure	9/117-19-19	Storm water minor improvements (All wards)	Internally Generated Funds	500,000	500,000	-	41,667	41,667	-	500,000
	28-87-85-29-0009	Knysna Heights Retaining Wall	9/117-103577-361009	Assets: Non-current Assets - Property, Plant and Equipment - Cost Model	Internally Generated Funds	1,200,000	500,000	-	-	-	-	500,000
	28-87-85-29-0008	Brenton on Lake to Stonwater Management	9/117-50977-361009	Assets: Non-current Assets - Property, Plant and Equipment - Cost Model	Internally Generated Funds	500,000	500,000	-	-	-	-	500,000
	28-87-85-29-0007	Rehabilitation of Homlee Internal Streets Counter Funding	9/117-60977-361009	PPE:Cost Model:Roads Infrastructure:Cost:Acquisitions	Internally Generated Funds	500,000	800,000	-	-	-	177,187	622,813
RDS S/WTR DRAINAGE: STREETS	28-88-80-20-9035	Upgrade Gravel Roads Ward 4	9/110-100-100	Assets: Non-current Assets - Property, Plant and Equipment - Cost Model	Internally Generated Funds	-	39,000	-	-	-	39,000	-
	28-88-80-20-9037	Upgrade Gravel Roads Ward 7	9/110-102-102	Assets: Non-current Assets - Property, Plant and Equipment - Cost Model	Internally Generated Funds	-	108,515	-	-	-	108,515	-
	28-88-84-20-9040	Public Transport Facilities	9/110-115-115	Public Transport Facilities	National Government Grants	13,043,478	13,043,478	-	-	-	333,429	12,710,049
	28-88-84-20-9075	MIG: Rehabilitation of Streets	9/110-132-132	Assets: Non-current Assets - Property, Plant and Equipment - Cost Model	National Government Grants	-	1,553,986	257,595	776,993	519,398	-	1,296,391
	28-88-85-20-9049	Upgrade Howard Street Ward 9	9/110-305-305	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:R	Internally Generated Funds	400,000	400,000	-	33,333	33,333	-	400,000
	28-88-85-20-9062	Resealing of streets	9/110-210777-360992	PPE:Cost Model:Roads Infrastructure:Cost:Acquisitions	Internally Generated Funds	5,000,000	5,488,357	-	-	-	-	5,488,357
	28-88-85-20-9013	Resurface Gravel Roads	9/110-80777-60992	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:R	Internally Generated Funds	-	178,876	-	-	-	178,876	-
	28-88-84-20-9036	Surface Gravel Roads- Ward 1	9/110-10787-360992	PPE:Cost Model:Roads Infrastructure:Cost:Acquisitions	National Government Grants	2,695,652	869,565	2,150	-	-	302,198	565,217
	28-88-84-20-9034	Surface Gravel Roads- Ward 3	9/110-30787-360992	PPE:Cost Model:Roads Infrastructure:Cost:Acquisitions	National Government Grants	4,456,522	3,586,957	2,150	-	-	483,949	3,102,858
	28-88-84-20-9033	Surface Gravel Roads- Ward 4	9/110-40787-360992	PPE:Cost Model:Roads Infrastructure:Cost:Acquisitions	National Government Grants	4,826,067	3,526,741	-	-	-	484,310	3,042,431
	28-88-84-20-9032	Surface Gravel Roads- Ward 5	9/110-50787-360992	PPE:Cost Model:Roads Infrastructure:Cost:Acquisitions	National Government Grants	4,138,043	2,752,719	-	458,787	458,787	-	2,752,719
	28-88-84-20-9035	Surface Gravel Roads- Ward 7	9/110-70787-360992	PPE:Cost Model:Roads Infrastructure:Cost:Acquisitions	National Government Grants	3,096,011	1,739,130	-	-	-	1,109,390	629,740
	28-88-85-29-5156	Upgrade Gravel Roads Ward 7	9/110-70277-60992	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:R	Internally Generated Funds	500,000	500,000	-	41,667	41,667	500,000	-
	28-88-85-29-5158	Upgrade of George Rex Drive	9/110-90777-60992	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:R	Internally Generated Funds	500,000	500,000	-	41,667	41,667	-	500,000
	28-88-85-20-9064	Sinkholes	9/110-100777-360992	PPE:Cost Model:Roads Infrastructure:Cost:Acquisitions	Internally Generated Funds	-	41,314	-	-	-	-	41,314

SEWERAGE PURIFICATION SERVICES	28-89-85-31-0040	Krystna Windheuwel WWTW	9/112-138-133	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:S	Internally Generated Funds	400,000	400,000	-	33,333	33,333	-	400,000
	28-89-85-31-0013	Refurbishment of blodisk In Belvedere	9/111-50477-960737	PPE:Cost Model:Sanitation Infrastructure:Cost:Acquisitions	Internally Generated Funds	400,000	400,000	-	33,333	33,333	-	400,000
	28-89-85-31-0012	Refurbishment of blodisk In Karatara	9/111-20477-960737	PPE:Cost Model:Sanitation Infrastructure:Cost:Acquisitions	Internally Generated Funds	400,000	400,000	-	33,333	33,333	-	400,000
	28-89-85-31-0086	Refurbishment of Krystna Waste Water Treatment Works	9/111-210477-60737	PPE:Cost Model:Sanitation Infrastructure:Cost:Acquisit	Internally Generated Funds	3,500,000	3,500,000	-	-	-	-	3,500,000
SEWERAGE RETICULATION SERVICES	28-90-80-31-3010	MCC Replacement	9/112-59-59	MCC Replacement	Internally Generated Funds	1,000,000	1,000,000	-	83,333	-	-	1,000,000
	28-90-80-31-3020	Replacement of Pump, Valves and rails	9/112-60-60	Pump Replacement	Internally Generated Funds	600,000	740,149	-	50,000	50,000	-	740,149
	28-90-80-31-3023	Brenton on Lake to Belvedere Sewer Link	9/112-65-65	Brenton on Lake to Belvedere Sewer Link	Internally Generated Funds	500,000	500,000	-	41,667	41,667	-	500,000
	28-90-85-31-3028	Veh Repl: Nissan NP 300 2.5D	9/112-70-70	Veh Repl: Nissan NP 300 2.5D	Internally Generated Funds	-	-	-	-	-	-	-
	28-90-85-31-3085	Bulk Sewer Services Dambos next to Uniondale Road	9/112-80-80	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	Internally Generated Funds	300,000	497,409	-	25,000	25,000	-	497,409
	28-90-85-31-3015	Upgrade main Sewer Pump Station and sewers in the CBD	9/112-81-81	Assets:Non-current:PPE:Cost Model:Sanitation Infrastructure:Cost:Acqui	Internally Generated Funds	2,500,000	2,500,000	-	-	-	-	2,500,000
	28-90-85-31-3038	Rehabilitation of the Khayalethu sewer project	9/112-70477-960737	PPE:Cost Model:Sanitation Infrastructure:Cost:Acquisitions	Internally Generated Funds	8,500,000	8,500,000	-	-	-	-	8,500,000
	28-90-85-31-4004	New Inlets at Sewer Pumpstations	9/112-213277-60737	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:S	Internally Generated Funds	500,000	500,000	-	41,667	41,667	-	500,000
	28-90-85-31-3040	Sedgefield Bulk Sewer Services Counter-Funding	9/112-20877-960737	PPE:Cost Model:Sanitation Infrastructure:Cost:Acquisitions	Internally Generated Funds	1,800,000	1,800,000	-	-	-	-	1,800,000
	28-90-85-31-4005	Upgrade of Homlee Agter Street Sewer Pipeline	9/112-90877-60737	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:S	Internally Generated Funds	1,000,000	1,000,000	-	83,333	83,333	-	1,000,000
	28-90-85-31-4007	Replacement of Sewerage Line: Gordon Street	9/112-100477-960737	PPE:Cost Model:Sanitation Infrastructure:Cost:Acquisitions	Internally Generated Funds	800,000	500,000	-	-	-	-	500,000
	28-90-85-31-3039	Salt River Sewer Pumpstation Upgrade Outfall Sewers	9/112-105477-960737	PPE:Cost Model:Sanitation Infrastructure:Cost:Acquisitions	Internally Generated Funds	500,000	1,200,000	-	-	-	-	1,200,000
	28-90-85-31-4008	Installation of Septic Tanks in Informal Areas	9/112-213277-960737	PPE:Cost Model:Sanitation Infrastructure:Cost:Acquisitions	Internally Generated Funds	500,000	-	-	-	-	-	-
WATER PURIFICATION WORKS	28-92-84-32-0106	Municipal Water Resilience Grant - W C P A	9/118-211877-60703	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:W	Provincial Government Grants	2,173,913	2,173,913	-	-	-	-	2,173,913
WATER RETICULATION	28-93-84-32-3032	Water services Infrastructure Grant	9/119-78-78	Water services Infrastructure Grant	National Government Grants	6,086,957	6,086,957	1,627,497	-	(1,627,497)	4,459,460	0
	28-93-80-31-3037	Re-align Karawater pipeline	9/119-82-82	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	Internally Generated Funds	800,000	800,000	-	66,667	66,667	-	800,000
	28-93-80-31-3040	Old Place Pipe replacement - Melkoud, Old Toll Road, Camdeboo, Sand	9/119-85-85	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	Internally Generated Funds	250,000	250,000	-	20,833	20,833	-	250,000
	28-93-80-31-3050	Purchase of new 20mm Water Meters	9/119-95-95	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	Borrowings	40,000,000	40,000,000	-	-	-	-	40,000,000
	28-93-85-32-3016	Bulk Water Supply - Rheenendal	9/119-99-99	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	Internally Generated Funds	917,160	917,160	-	76,430	76,430	-	917,160
	28-93-85-31-3001	Bulk Water Supply - Karatara	9/119-101-101	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:W	Internally Generated Funds	650,000	839,035	-	54,167	54,167	-	839,035
	28-93-84-32-5282	MIG: 196403 - New Lower River Dam	9/119-133-133	Assets: Non-current Assets - Property, Plant and Equipment - Cost Mode	National Government Grants	-	2,203,068	-	1,101,535	1,101,535	2,203,068	-
	28-93-85-32-3098	Smart Meters Installation	9/119-211877-60720	Assets:Non-current Assets:Property, Plant and Equipment:Cost Model:W	Internally Generated Funds	1,000,000	3,158,722	-	83,333	-	-	3,158,722
	28-93-84-31-3062	Upgrade Bulk Water Supply Rheenendal	9/119-53287-960635	PPE:Cost Model:Water Supply Infrastructure:Distributio	National Government Grants	5,348,859	6,435,563	-	643,557	-	-	6,435,563
	28-93-85-32-4101	Upgrade of Howard Street Pipeline	9/119-91677-60635	PPE:Cost Model:Water Supply Infrastructure:Distributio	Internally Generated Funds	1,432,000	1,432,000	-	-	-	-	1,432,000
	28-93-85-32-4105	Upgrade of Sandilper Street Pipeline	9/119-91877-60635	PPE:Cost Model:Water Supply Infrastructure:Distributio	Internally Generated Funds	410,150	410,150	-	34,179	-	-	410,150
	28-93-85-32-4104	Upgrade of Westhill Pipeline	9/119-1010077-60635	PPE:Cost Model:Water Supply Infrastructure:Distributio	Internally Generated Funds	408,850	408,850	-	34,071	-	-	408,850
	28-93-85-32-4103	Upgrade of Agter Street Pipeline	9/119-910077-60635	PPE:Cost Model:Water Supply Infrastructure:Distributio	Internally Generated Funds	409,650	409,650	-	33,638	33,638	-	409,650
	28-93-85-32-4102	Upgrade of Reinecke Street pipeline	9/119-91777-60635	PPE:Cost Model:Water Supply Infrastructure:Distributio	Internally Generated Funds	154,050	154,050	-	12,838	12,838	-	154,050
Grand Total:						172,584,854	178,940,195	3,967,789	3,548,754	1,155,958	15,756,990	161,855,416

[illegible]

Preparation Instructions

Municipality Name: WC048 Knysna

CFO Name:

Tel:

Fax:

E-Mail:

Reporting period: M03 September

MTREF: 2025

Budget

Does this municipality have Entities?

Yes

If YES: Identify type of report:

Parent Municipality

Name V

Printing Instructions

Showing / Hiding Columns

Hide Reference columns on all sheets

Hide Pre-audit columns on all sheets

Showing / Clearing Highlights

Clear Highlights on all sheets

Importants d
provide esse

MFMA Budget Circular

MBRR Budget Format

Dummy Budget Guide

Funding Compliance G

MFMA Return Forms

[illegible]

Municipal In-year reports & supporting tables

mSCOA Version

[Click for Instructions!](#)

Accountability

Transparency

**Information &
service delivery**



national treasury

Department:
National Treasury
REPUBLIC OF SOUTH AFRICA

Contact details:

Budget submission enquiries:
National Treasury
Electronic documents: lgdataqueries@treasury.gov.za

13.10

C10/10/25	PROVINCIAL TREASURY'S PERFORMANCE ASSESSMENT - 2024/25 3RD QUARTER SECTION 52(d) REPORT
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REPORT FROM THE DIRECTOR: FINANCIAL SERVICES

PURPOSE OF THE REPORT

To present to the Municipal Council the Provincial Treasury's Performance Assessment on the Section 52 (d) Report for quarter 3 of the 2024/2025 period.

BACKGROUND

Section 52 of the MFMA determines that:

"The mayor of a municipality –

- (a) must provide general political guidance over the fiscal and financial affairs of the municipality;*
- (b) in providing such general political guidance, may monitor and, to the extent provided in this Act, oversee the exercise of responsibilities assigned in terms of this Act to the accounting officer and the chief financial officer, but may not interfere in the exercise of those responsibilities;*
- (c) must take all reasonable steps to ensure that the municipality performs its constitutional and statutory functions within the limits of the municipality's approved budget;*
- (d) must, within 30 days of the end of each quarter, submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality; and*
- (e) must exercise the other powers and perform the other duties assigned to the mayor in terms of this Act or delegated by the council to the mayor."*

DISCUSSION

The Provincial Treasury performed an assessment on the quarterly performance report of Knysna Municipality as submitted for the period ending 31 March 2025.

RELEVANT LEGISLATION

Section 52 of the MFMA (No. 56 of 2003).

RECOMMENDATION OF THE MUNICIPAL MANAGER

That the Provincial Treasury's Performance Assessment on the Section 52 (d) Report for quarter 3 of the 2024/2025 period, be noted.

APPENDIX / ADDENDUM

PT'S Performance Assessment 2024-25 3rd Quarter Section 52(d) Report.

ORDINARY MUNICIPAL COUNCIL MEETING
AGENDA
30 OCTOBER 2025

File Number: 9/1/2/10

Execution: Director: Financial Services

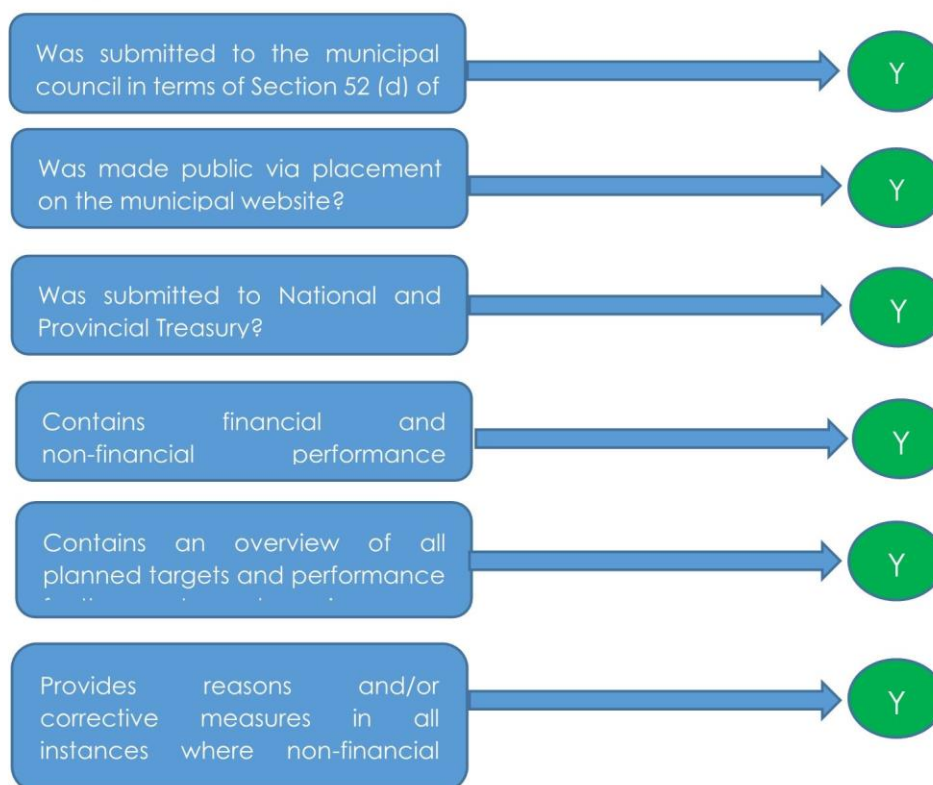


**PERFORMANCE ASSESSMENT
KNYSNA MUNICIPALITY
2024/25 3RD QUARTER SECTION 52(d) REPORT**

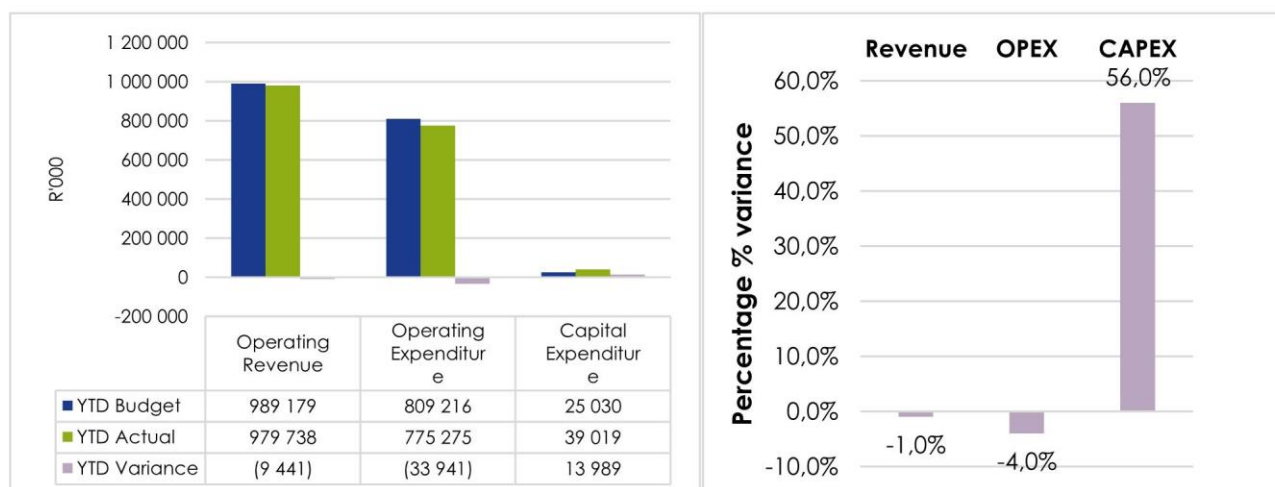
1.	CONFORMANCE.....	2
2.	FINANCIAL PERFORMANCE SUMMARY	2
3.	NON-FINANCIAL PERFORMANCE SUMMARY	4
4.	CONCLUSIONS AND RECOMMENDATIONS	6

1. CONFORMANCE

Knysna Municipality developed a quarterly performance report for the period ending 31 March 2025. The following general compliance observations were made in this regard.



2. FINANCIAL PERFORMANCE SUMMARY



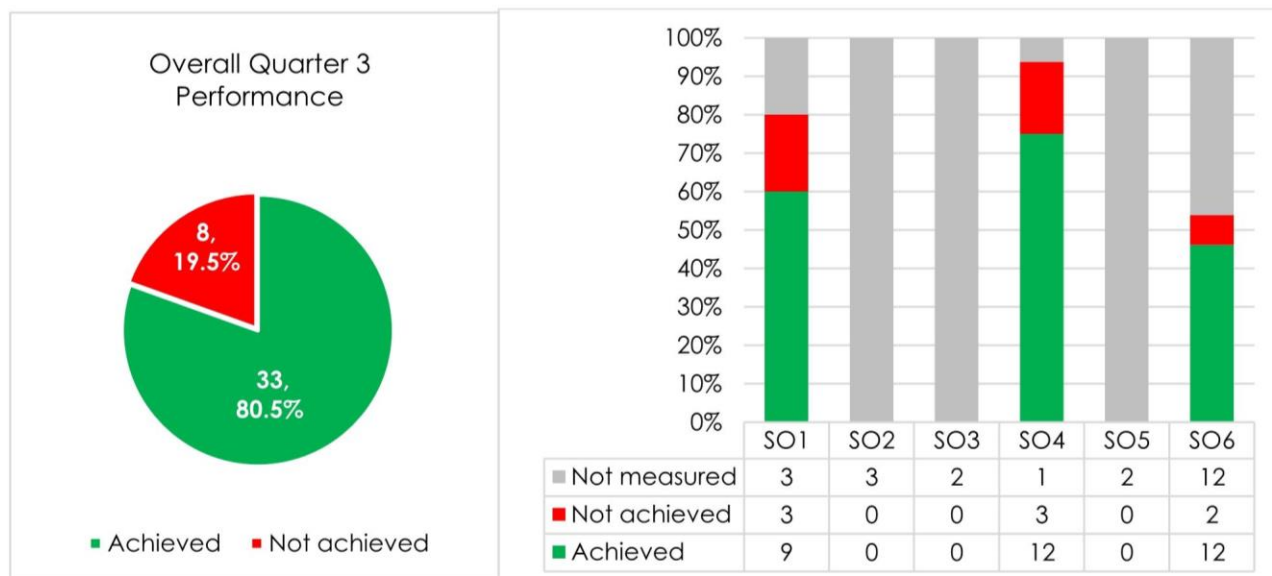
Source: Section 52(d) report

Comments

- Knysna Municipality's third-quarter revenue performance remains broadly on track, with a minor shortfall of 1 per cent, which is well within the National Treasury's recommended variance threshold. This result indicates a generally stable financial position. However, some underperformance is evident in specific revenue streams—service charges fell short by 2 per cent, while 'other own revenue' was below target by 4 per cent.

- Although these variances appear marginal, they warrant closer scrutiny. The shortfall in service charges may point to collection inefficiencies or economic strain on ratepayers, while the underperformance in other own revenue could reflect weaker-than-expected receipts from fines, licenses, rentals, or agency services. Without timely corrective measures, these trends could accumulate and place pressure on medium-term revenue projections.
- While the overall fiscal outlook remains stable, consistent underperformance in certain revenue categories may constrain the Municipality's ability to expand service delivery or absorb future economic shocks. Strengthening revenue management, enhancing collection strategies, and improving the accuracy of revenue forecasting will be critical to sustaining fiscal discipline and improving resilience.
- Knysna Municipality's year-to-date (YTD) operating expenditure reflects a modest underspending of 4 per cent, which falls comfortably within the 5 per cent variance threshold prescribed by the National Treasury. This outcome suggests sound overall expenditure control and a disciplined approach to budget execution.
- However, a closer examination of individual line items reveals some areas of concern. Interest payments show a significant underspending of 40 per cent, which may indicate delays in loan drawdowns or underutilisation of approved borrowing facilities—potentially affecting the implementation of capital projects reliant on this financing. Inventory consumed and bulk purchases registered a negligible shortfall of 1 per cent, suggesting stable supply chain and utility procurement. In contrast, 'Other Expenditure' is underspent by 8 per cent, which, while not substantial, could reflect delays in operational programmes, professional services, or contractual payments.
- Although the overall variance is within acceptable limits, the disproportionately high underspending on interest and marginal underperformance in operational categories may point to underlying issues in project implementation timing, cash flow planning, or procurement efficiency. If left unaddressed, such patterns could hinder service delivery momentum and erode the credibility of expenditure forecasting.
- Going forward, the Municipality should focus on aligning spending patterns more closely with project timelines, strengthening contract management, and regularly reviewing underperforming expenditure items to ensure that resource allocation effectively supports service delivery objectives.
- In contrast, the capital budget has experienced overspending of 56 per cent in the third quarter of 2024/25, with various reasons contributing to this outcome. Some possible reasons for overspending the capital budget include, some infrastructure projects may have progressed faster than initially anticipated, leading to earlier than planned expenditure, inaccurate or underestimated cost during budget planning phase, poor budget forecasting and weak financial controls.
- To address these challenges, it would be beneficial for the Municipality to urgently review the capital programme and consider reallocating funds from underperforming projects or adjusting project scopes to remain within overall budget limits. Strengthening project management capacity, enhancing financial controls, and improving cost estimation practices will further support fiscal discipline and ensure that capital spending aligns with strategic priorities.

3. NON-FINANCIAL PERFORMANCE SUMMARY



- Knysna Municipality has achieved 80.5 per cent of its targets across the 6 Integrated Development Plan (IDP) objectives, reflecting commendable progress in advancing its strategic goals. This performance underscores the Municipality's commitment to delivering on its developmental priorities and enhancing service delivery.
- However, opportunities for improvement remain, particularly in SO1 (To improve and maintain current basic service delivery through specific infrastructural development projects), SO4 (To grow the revenue base of the Municipality) and SO6 (Improved access to quality and reliable basic services).
- Under SO6, KPIs, such as the number of formal residential properties connected to the municipal wastewater sanitation/sewerage network and billed for the service, fell short of their quarterly targets. This underperformance may point to delays in infrastructure roll-out, service connection backlogs, or billing data inaccuracies.
- To address these challenges and improve performance across these objectives, the following corrective measures are recommended:
- SO1 – Infrastructure Delivery:**
 - Accelerate procurement and project implementation timelines through improved coordination between technical departments and supply chain management.
 - Establish a project tracking dashboard to monitor progress and flag delays early.
- SO4 – Revenue Growth:**
 - Conduct a detailed revenue enhancement strategy review to identify untapped billing opportunities and strengthen collection systems.
 - Improve property data accuracy through targeted valuation roll audits and GIS mapping integration.

SO6 – Service Connections and Billing:

- Prioritise the connection of eligible properties to the sanitation network through targeted campaigns and fast-tracking of service applications.
- Strengthen coordination between infrastructure and finance units to ensure all connected properties are accurately captured and billed.

3.1 VARIANCES IN TERMS OF TARGETS NOT ACHIEVED

KPI	Target	Actual	Reasons/Corrective Measures
Conduct formal performance evaluations of the Municipal Manager and Managers directly accountable to the Municipal Manager in line with the signed performance agreements.	100%	0%	Consolidated Performance Comment Performance evaluations of the CFO and Director: Planning & Economic Development were scheduled to take place on 3 March 2025. However, the evaluation was postponed until 11 April 2025. Consolidated Corrective Measures Performance evaluations of the CFO and Director: Planning & Economic Development were scheduled to take place on 3 March 2025. However, the evaluation was postponed until 11 April 2025.
Implement 100% of all Council decision(s) taken	100%	0%	Consolidated Performance Comment No KPI Update Consolidated Corrective Measures No KPI Update
% Implementation completion of Capital projects	75%	0%	Consolidated Performance Comment Final Spending to be measured at the end of the financial year Consolidated Corrective Measures Final Spending to be measured at the end of the financial year
Financial viability measured in terms of the available cash to cover fixed operating expenditure (NKPI Proxy - MSA, Reg. S10(g)(iii))	1.30	0.12	Consolidated Performance Comment Final update due in June. Consolidated Corrective Measures Final update due in June
Raise / collect Operating Budget Revenue as per approved budget by end-June of the financial year	100%	78%	Reason for Variance: Final update due in June. Remedial Action: Final update due in June.
Number of formal residential properties connected to the municipal waste water sanitation/sewerage network for sewerage service, irrespective of the number of water closets (toilets) and billed for the service as at end June of the financial year.	13 172	12 646	Reason for Variance: Target almost achieved. Remedial Action: Target almost achieved.
100% compliance to general standards with regard to waste water outflow by 30 June of the financial year	60%	0%	Reason for Variance: Target due at the end of the financial year. Remedial Action: Target due at the end of the financial year.

95% water quality level obtained as per SANS 241 physical and micro parameters by 30 June of the financial year	60%	0%	Reason for Variance: Target due at the end of the financial year. Remedial Action: Target due at the end of the financial year.
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- The table above highlights the reasons for underperformance and the proposed remedial actions in response to targets that were not achieved in the fourth quarter. The reasons and corrective measures are however not detailed enough to address underperformance and ensure accountability for improved outcomes in the final quarter of the fiscal year.
- The following additional remedial actions are proposed to improved performance:
 - **Strengthen Performance Monitoring:** Implement quarterly tracking with clear escalation mechanisms for delays or underperformance.
 - **Improve Data and KPI Reporting:** Establish internal controls to ensure timely, accurate reporting, especially for critical service delivery KPIs.
 - **Implement Risk Mitigation Plans:** Develop proactive strategies for financial viability, revenue collection, and infrastructure roll-out to avoid end-year underperformance.
 - **Capacity and Accountability:** Ensure that responsible managers are held accountable and support them with necessary resources or training.

4. CONCLUSIONS AND RECOMMENDATIONS

Following due consideration of Knysna Municipality's performance report for the quarter ending 31 March 2025, Provincial Treasury (PT) reports as follows:

- The Municipality complied with the requirements of section 52(d) of the Municipal Finance Management Act (MFMA) as well as Schedule C of the Municipal Budget and Reporting Regulations (MBRR) insofar the development of the performance report is concerned.
- The Municipality should sustain and enhance its commendable revenue performance while also improving its operating and capital expenditure efficiency to ensure the overall financial outlook remains robust and stable.
- The Municipality's non-financial performance in the third quarter of 2024/25 is commendable and should be sustained for the rest of the financial year and no adjustments to the targets are recommended at this stage.

14.1 RESOLUTIONS OF THE MAYORAL COMMITTEE: 22 OCTOBER 2025

ITEMS FOR NOTING

MEMBERS ARE REMINDED THAT THE RELEVANT AGENDAS OF THE PORTFOLIO COMMITTEES CONTAINED THE REPORTS AND SHOULD THUS BE USED AS THE SOURCE DOCUMENTATION WHEN NOTING THE RESOLUTIONS BELOW.

THE MAYORAL COMMITTEE NOTED THE FOLLOWING RESOLUTIONS: 22 OCTOBER 2025

ITEMS SUBMITTED TO THE SPECIAL PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON 5 AUGUST 2025

In Committee

ITEMS SUBMITTED TO THE SPECIAL INTEGRATED HUMAN SETTLEMENTS COMMITTEE MEETING HELD ON 6 AUGUST 2025

All items recommended

ITEMS SUBMITTED TO THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON 13 AUGUST 2025

SC02/08/25 REPORT ON LOCAL GOVERNMENT CIRCULAR C23 OF 2025

UNANIMOUSLY RESOLVED

That the Local Government Circular C23 OF 2025 as received from the Office of the Western Cape Head of Department: Local Government, be noted.

File Number: 9/1/2/5

Execution: Director: Community Services

ITEMS SUBMITTED TO THE PLANNING ECONOMIC DEVELOPMENT & TOURISM COMMITTEE MEETING HELD ON 14 AUGUST 2025

P01/08/25 ECONOMIC DEVELOPMENT DEPARTMENT PERFORMANCE REPORT QUARTER 4: APRIL - JUNE 2025

UNANIMOUSLY RESOLVED

That the Economic Development Department Performance Report for Quarter 4: April to June 2025, be noted.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
Manager: Economic Development

**P02/08/25 EXPANDED PUBLIC WORKS PROGRAMME PERFORMANCE REPORT
FOR QUARTER 4: APRIL – JUNE 2025**

UNANIMOUSLY RESOLVED

That the Expanded Public Works Programme (EPWP) Performance Report for Quarter 4: April to June 2025, be noted.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
 Manager: Economic Development

**P03/08/25 ENVIRONMENTAL PERFORMANCE REPORT FOR QUARTER 4: APRIL,
MAY & JUNE 2025**

UNANIMOUSLY RESOLVED

That the Environmental Management SDBIP Quarter 4 Performance Report for April to June 2025, be noted.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
 Manager: Economic Development

**P05/08/25 BUILDING CONTROL REPORT FOR THE PERIOD OF: QUARTER 4 APRIL
– JUNE 2025**

UNANIMOUSLY RESOLVED

That the Building Control Division Performance Report for the period of Quarter 4 (April – June 2025) be noted.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
 Manager: Building Control

P06/08/25 LAND USE MANAGEMENT DIVISION: JUNE 2025

UNANIMOUSLY RESOLVED

That the Land Use Management Division Report for June 2025, be noted.

File Number: 9/1/2/13

Execution: Director: Planning, Economic Development & Tourism
 Manager: Land Use Management

**ITEMS SUBMITTED TO THE INFRASTRUCTURE SERVICES COMMITTEE MEETING
HELD ON 14 AUGUST 2025**

IS06/08/25 REPORT ON PROGRESS ON SECTION 154 ACTION PLAN

UNANIMOUSLY RESOLVED

That the Progress Report on the Section 154 Action Plan, be noted.

**ITEMS SUBMITTED TO THE CONTINUATION OF INFRASTRUCTURE SERVICES
COMMITTEE MEETING HELD ON 18 AUGUST 2025**

**IS07/08/25 IMPLEMENTATION OF THE REVISED SECTION 10 NORMS AND
STANDARDS FOR TARIFF SETTING BY WATER SERVICES
AUTHORITIES AND WATER SERVICES PROVIDERS SCHEDULED FOR
COMMENCEMENT IN APRIL 2026**

UNANIMOUSLY RESOLVED

[a] That the Implementation of the Revised section 10 Norms and Standards for Tariff setting by water services authorities and water services providers scheduled for commencement in April 2026, be noted; and

[b] That all Cost of Supply Study be submitted to the Committee.

File Number: 9/1/2/1

Execution: Manager: Water & Sewer

**IS08/08/25 ELECTRICAL & MECHANICAL DEPARTMENT OPERATIONAL REPORT
FROM UP TO JUNE 2025**

UNANIMOUSLY RESOLVED

That the contents of the Electrical & Mechanical Department Operational report for June 2025, be noted.

File Number: 9/1/2/1

Execution: Manager: Electro Technical

**ITEMS SUBMITTED TO THE INTEGRATED HUMAN SETTLEMENTS COMMITTEE
MEETING HELD ON 2 SEPTEMBER 2025**

IHS02/09/25 SUBMISSION OF THE BUSINESS PLAN FOR 2025/26 FINANCIAL YEAR

UNANIMOUSLY RESOLVED

That the Business Plan for the 2025/26 financial year and claims submitted to the Department of Integrated Human Settlements, be noted; and

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements

Project Coordinator

IHS03/09/25 INTEGRATED HUMAN SETTLEMENTS MONTHLY REPORT: FOR THE PERIOD JUNE 2025

UNANIMOUSLY RESOLVED

- [a] That the Report in respect of related project implementation for the period end June 2025 relative to the approved WCDoHS Business Plan 2024/25FY, be noted; and
- [b] That a comprehensive report including timelines on the pipeline projects identified below, be submitted to the next Integrated Human Settlements Committee Meeting:
- Sedgefield
 - Karatara
 - Rheenendal.

File Number: 9/1/2/15

Execution: Director: Integrated Human Settlements
Project Coordinator

ITEMS SUBMITTED TO THE GOVERNANCE COMMITTEE MEETING HELD ON 29 SEPTEMBER 2025(CORPORATE SERVICES)

F&G01/09/25 PUBLIC PARTICIPATION MONTHLY REPORT JUNE, JULY & AUGUST 2025

UNANIMOUSLY RESOLVED

That the report of the Public Participation Unit for June and July 2025 as received from the Director: Corporate Services be noted.

File Number: 9/1/2/9

Execution: Director: Corporate Services
Manager: Public Participation

F&G02/09/25 MONTHLY REPORT ON LEGAL MATTERS: 1 JUNE 2025 – 31 AUGUST 2025

UNANIMOUSLY RESOLVED

That the Monthly Reports on Legal Matters for the period 01 June 2025 – 31 August 2025, be noted.

File Number: 9/1/2/10

Execution: Director Corporate Services
Acting Manager: Legal Services

F&G03/09/25 ICT SECTION 80 REPORT FOR END OF JUNE TO AUGUST 2025

UNANIMOUSLY RESOLVED

That the ICT Report for June to August 2025, be noted.

File Number: 9/1/2/10
Execution: Manager Information Technology
Director Corporate Services

F&G04/09/25 HUMAN RESOURCE QUARTERLY REPORT FOR THE MONTH OF JUNE, JULY AND AUGUST 2025

UNANIMOUSLY RESOLVED

That the report on the Human Resource Section of June, July and August 2025, be noted.

File Number: 9/1/2/8
Execution: Director Corporate Services

F&G05/09/25 REPORT OF THE ADMINISTRATIVE SERVICES SECTION (COUNCILLOR AND COMMITTEES SUPPORT, RECORDS & ARCHIVES, AUXILIARY SERVICES AND CUSTOMER CARE: JUNE 2025 AND JULY 2025

UNANIMOUSLY RESOLVED

That the report from the Manager: Administration Services, be noted.

File Number: 9/1/2/9
Execution: Director: Corporate Services
Manager: Administration Services

F&G06/09/25 RISK MANAGEMENT PROGRESS REPORT: ANNUAL RISK ASSESSMENT

UNANIMOUSLY RESOLVED

[a] That the Committee note the minutes of the Risk Management Committee Meetings of: 21 July 2025, and 20 August 2025 - The discussion of the ARA by the Committee; and

[b] That the results of the Annual Risk Assessment: KM Reviewed Risk Register for 2025/2026 (Approved by Risk Management Committee KM Risk Register), be recommend.

File Number: 9/1/2/9
Execution: Director: Corporate Services

15. IN COMMITTEE ITEMS (SEE SEPARATE AGENDA)

- 15.4** COMPOSITION OF THE KNYSNA MUNICIPAL PLANNING TRIBUNAL (KMPT) FOR THE KNYSNA MUNICIPAL AREA AS PER SECTION 71(1)(A) OF KNYSNA MUNICIPALITY: SPATIAL PLANNING & LAND USE MANAGEMENT BY-LAW (2021)

16. CONSIDERATION OF QUESTIONS

17. CONSIDERATIONS OF MOTIONS

18. CONSIDERATION OF MOTIONS OF EXIGENCY

19. ADJOURNMENT

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