

BLUE CRANE ROUTE MUNICIPALITY - EC 102

DRAFT CAPITAL BUDGET: 2020/21

<u>CAPITAL ITEM DESCRIPTION</u>	<u>FUNDING</u>	<u>DRAFT BUDGET 2020/21</u>	<u>DRAFT BUDGET 2021/22</u>	<u>DRAFT BUDGET 2022/23</u>
ACCOUNTING OFFICER				
Office Equipment	Municipal own Funds	10 000	15 000	20 000
		10 000	15 000	20 000
BUDGET PLANNING & IMPLEMENTATION				
Office Equipment	Municipal own Funds	10 000	15 000	20 000
		R 10 000	R 15 000	R 20 000
TECHNICAL SERVICES : ELECTRICITY				
Equipment and Tools	Municipal own Funds	50 000	60 000	70 000
Upgrading of Somerset East main sub-station	INEP	3 200 000	2 000 000	400 000
Upgrading of Power Factor correction	INEP	800 000		
Electrification of low cost housing in BCRM	INEP	1 000 000	97 000	3 000 000
<u>Ringfencing projects from Electricity revenue</u>		1 785 000		
Capital Expenditure: Transformers	Municipal own Funds	500 000	550 000	600 000
Operation Expenditure - Material for maintenance		1 285 000		
		R 5 550 000	R 2 707 000	R 4 070 000
TECHNICAL SERVICES : WATER				
Bestershoeck Water Treatment works	WSIG	2 000 000		
Improvement of Orange Fish WTW process efficiency	WSIG	3 000 000	3 000 000	
Upgrade of Orange Fish WTW	WSIG		6 120 000	7 200 000
Construction of 3 X 3ML reservoirs in BCRM	WSIG		8 000 000	6 424 000
Water equipment and tools	Municipal own Funds	40 000	50 000	60 000
		R 5 040 000	R 17 170 000	R 13 684 000
TECHNICAL SERVICES : PUBLIC WORKS				
Generators	External Loans	R 1 200 000		
Replacement of Vehicles/bakkies	External Loans	R 1 500 000		
Equipment and Tools	Municipal own Funds	50 000	60 000	70 000
		R 2 750 000	R 60 000	R 70 000
TECHNICAL SERVICES : SEWERAGE				
Sewer equipment and tools	Municipal own Funds	40 000	50 000	60 000
Upgrade Pearston WWTW	WSIG	10 000 000	2 880 000	
		R 10 040 000	R 2 930 000	R 60 000
TECHNICAL SERVICES : MUNICIPAL INFRASTRUCTURE GRANT (MIG)				
Upgrading of Aeroville Sportfields	MIG Grant	2 000 000	2 000 000	400 000
Upgrading of West View Sportfields	MIG Grant		3 000 000	3 000 000
Paving of Gravel roads: Pearston	MIG Grant	700 000	800 000	1 200 000
Paving of Gravel roads: Cookhouse	MIG Grant	1 200 000	1 400 000	1 800 000
Paving of Gravel roads: Somerset East	MIG Grant	1 138 850	1 800 000	2 500 000
Cookhouse Bulk water supply (Phase 2 B)	MIG Grant	200 000		
Cookhouse Bulk water supply (Phase 2 C)	MIG Grant	5 000 000	2 472 597	1 200 000
Upgrading of Westview stormwater	MIG Grant	2 701 500	1 500 000	
Provision of Pearston Bulk Services (Planning)	MIG Grant	600 000	1 391 403	4 867 250
		R 13 540 350	R 14 364 000	R 14 967 250
COMMUNITY, SAFETY & SOCIAL SERVICES : ADMINISTRATION				
Office Equipment	Municipal own Funds	10 000	15 000	20 000
		10 000	15 000	20 000
COMMUNITY, SAFETY & SOCIAL SERVICES : COMMONAGE				
Construction of pound	External Loans	450 000		
		R 450 000	R -	R -
COMMUNITY, SAFETY & SOCIAL SERVICES : FIRE SERVICES				
Fire Equipment and Vehicle	SBD MUN GRANT			
		R -	R -	R -
CORPORATE SERVICES: ADMINISTRATION				
ICT Equipment/computers	Municipal own Funds/FMG	170 000	200 000	220 000
Office Equipment	Municipal own Funds	10 000	15 000	20 000
		R 180 000	R 215 000	R 240 000
GRAND TOTAL OF CAPITAL BUDGET		R 37 580 350	R 37 491 000	R 33 151 250
SUMMARY OF CAPITAL FUNDING				
Grants		R 33 540 350	R 36 461 000	R 31 991 250
Municipal own Funding from surplus funds		R 890 000	R 1 030 000	R 1 160 000
External Loan		3 150 000	0	0
		R 37 580 350	R 37 491 000	R 33 151 250

WARD BASED PLANNING: DRAFT IDP REVIEW 2020/2021

WARD 1 & 6

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Paving of roads	The project will be implemented in ward 1& 6 and will commence in February 2020	The project will be implemented in ward 1& 6 and will commence in February 2020. Councillors and ward committee will determine the streets to be paved	DTS (BCRM)	June 2020
Construction of stormwater drains	Business plan to be developed to source funding	Business plan to be developed to source funding	DTS (BCRM)	June 2020
Construction of Speedhumps	The Municipality to consider the construction and the reduction of the existing speedhumps in the outer years	No new speedhumps will be constructed due to budget constraints, however maintenance of the existing will be done.	DTS (BCRM)	2020/2021
EPWP	Ongoing	An amount of R1.4m has been set aside for EPWP programmes for job creation in all wards in the BCRM	DTS (BCRM)	Ongoing
Access to Land For Agricultural Purposes	1Hector 1 Household	Project in progress	MM	To be determined by the department
Fencing of Cookhouse landfill site	To lobby funding for the fencing in the next financial year	The landfill site is partly fenced. Currently there is no budget for fencing. Will look at outer years.	D Com S (BCRM)	2020/2021
Maintenance of gravel streets, paving & stormwater	Ongoing	This project is part of the maintenance routine	DTS (BCRM)	Ongoing

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Electrification of farm areas	The farm owners to submit application to the municipality. The municipality can only submit the applications to the Dept of energy upon receiving applications from the farm owners	The farm owners to submit application to the municipality. The municipality can only submit the applications to the Dept of energy upon receiving applications from the farm owners	DTS(BCRM)	Ongoing
Electrification of rectified houses		Completed	DTech Serv	2019/2020
Upgrade of Waste Water Treatment Works	- Refurbishment of the secondary pond. - Upgrading of the rising main.	Completed	DTS(BCRM)	2019/2020
Sewer and septic tanks	Cookhouse sewerage has been upgraded. Funding for connection of septic tanks to be sourced from Dept of Water and Sanitation		DTS(BCRM)	2019/2020
Bhongweni Rectification		The DHS has planned to construct 350 Masizame units and 3 destitute units in Cookhouse	D Tech S	To be determined by the department
Backlog: Informal Settlement (200 Units)		The matter has been referred to the DHS, awaiting response.	D Tech S	To be determined by the department

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Multi-Purpose Centre	To engage with DHS and develop business plan to source funds.		DTS	To be determined by the department
Health Services				
Expansion of clinic and 24hr clinic services	The project is implemented	Work is in progress	D. Community Services	To be determined by the department
Rural Development and Agrarian Reform				
Fencing for the main dam	Currently lobbying funds		DTS	To be determined by the department
Education and Training				
Construction of FET College in Cookhouse	To engage with DOE further	A letter of request was written to the Department highlighting the need of the community in this regard. No response was received from the department	MM	To be determined by the department
Skills Development Programmes For Young People				
Shortage of Teachers at Soqaqamba High School		The matter was referred to the DBE. Subsequently a Geography teacher was employed, Maths and Xhosa teachers are still outstanding.	MM	To be determined by the department
Construction of a shopping center in Cookhouse	A site was allocated to an investor and the construction of U-Save is in progress.	A site was allocated to an investor and the construction of U-Save is in progress.	MM	Ongoing
Safety and Security: Establish A Structure To	To facilitate establishment of	There was a meeting with the Department of Safety and	Mayor/MM and D Com Serv	June 2020

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Work Towards Crime Eradication	Community Safety Forum	Community Liason late last year. They made an undertaking to develop terms of reference for the Safety Forum. They also undertook to facilitate a workshop. A follow up was made. Still waiting a date for the workshop.		
Development of programmes to combat crime		The programmes will be developed once the Community Safety Forum has been established	D COM Serv	2020/2021
Sports and Recreation.	Upgrading of N10 Sportsfield to be considered in the outer years	Council has reprioritised its plans for the next three (3) financial years.	DTS/D COM Serv	2022/2023
Construction of a netball field	To be considered in the outer years		DTS	2022/2023
Construction of a library		Awaiting for DPW to appoint a contractor. The advert will be out in November	D Com Serv	To be determined by the department
Economic and Infrastructure Development: Infrastructure to support Local Economic Growth and Development		Infrastructure plans have been developed and submitted to relevant departments for funding	DTS	To be determined by the department
Upgrading Of Rural Roads (Roads And Transport)		This is a provincial government function. Engagements are on going.	Mayor / MM / DTS	To be determined by the department
Renovation of Community Halls		Madiba hall will be renovated in the current financial year through the assistance of the Amakhala Emoyeni Cookhouse Community Trust.	DTech Serv)	2019/2020

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Fire satellite station		A structure has been erected next to the Police Station	DCS	2019/2020
Dumping sites and Gravel Road	No dumping warning signage will be erected at all relevant sites.		DCS/DTS	Ongoing
SMME support/development through utilising the local businesses	The is in the process of appointing personnel for the LED Unit. LED strategy, policy and incubation programmes will be developed.	The is in the process of appointing personnel for the LED Unit. LED strategy, policy and incubation programmes will be developed.	MM/CFO	2020/2021
Employment of security guards for the sports field .	The municipality is considering reviewing the organogram and make provision for care takers		D Corp Sr	2021/2022
Construction of an electricity station	Electricity operations and maintenance plan will be developed and Electricity Master Plan will be developed to cater all the electricity needs of BCRM	Electricity operations and maintenance plan will be developed and Electricity Master Plan will be developed to cater all the electricity needs of BCRM	D Tech Serv	2021/2022
Erection of flood lights to the sportsfield.		Completed	D Tech Serv	2019/2020
Installation of street lights - Commissioner street, Main street (near municipal	Amakhala Emoyeni Community Fund Trust has made funding	Amakhala Emoyeni Community Fund Trust has made funding provision for installation of solar	D Tech Serv	2019/2020

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
offices)	provision for installation of solar street lights and floodlights.	street lights and floodlights.		
Land for new cemetery	The land has been earmarked, EIA processes to unfold .	Masizame Trust Land has been identified for extension of cemetery	D Tech Serv	2020/2021

Ward 2

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Upgrade sidewalks in Town	The project will be implemented in the outer years due to financial constraints	The project will be implemented in the outer years due to financial constraints	Director Technical Services	2020/2021 FY
Construct a walkway along the R335 road to Aeroville	To engage with SANRAL and DRPW. Both roads are not municipal roads(R63/R335)	The meeting will be arranged with SANRAL and DRPW. Both roads are not municipal roads(R63/R335)	DTS	To be determined by the departments involved
Maintenance of streets in town	Repair potholes continuous	(Annual Implementation from operating budget)	DTS	On going
Paving (Flamingo street, Newtown)	Budgeted in the current financial year.	The project will be implemented in this financial year.	Director Technical Services	2019/2020 FY
Construction of stormwater drains (Perseverance Street and Hope street)	Business plan to be developed to source funds.	To be considered in the outer years	Director Technical Services	2020/2021 FY
Restoration of burnt and	The project will form part	Application has been submitted to	D Tech Serv	To be considered by

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
abandoned houses	of the 37 destitute units to be constructed by Department of Human Settlement	DHS		the department
Residential houses used for business purposes (bylaw enforcement)	The municipality has conducted an audit regarding the buildings and currently in the process of benchmarking enforcement mechanisms		D Corp Serv	June 2020
Upgrade of the landfill site	The municipality has an agreement with the recycling company to do recycling.	Discussions are in progress with DEDEAT for funding .The municipality has an agreement with the recycling company to do recycling.	D Comm Serv	Ongoing
Development of Aeroville cemetery	The municipality is currently sourcing funds to implement the project	Site identified and approved by DEAET. Realignment of road was done and site was also cleared. There is no funding for fencing in the current financial year.	D Comm Serv	2020/2021
Construction of Ablution facility	Site to be identified and the project to be included in the next financial year.	Due to non-availability of municipal land for such facility. Public Private Partnership (PPP) with land owners will be considered including renting mobile toilets.	DTS	2020/2021 FY
Upgrading of Parks	The project is implemented in the current financial year	Aeroville park – ablution block and walkway has been completed. The project is delayed due to incomplete	DTS	2019/2020

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
		subdivision and consolidation.		
Development of Sport Facility	The project is implemented in the current financial year	The project is at tender stage : appointment of consultant to be concluded .	Director Technical Services	2019/20 FY
Implementation of Tree Care Program	No funding, trees in private property to be done by private owners	Problematic trees in public spaces and those that interrupts power lines to be reported to our Electricity department in order to be dealt with as part of maintenance. The department initiated a tree planting project with the assistance of the Department of Forestry.	D Comm Serv	Ongoing
Installation of tourist signages	Engagements with SANRAL and Tourism agencies are in progress	Engagements with SANRAL and Tourism agencies are in progress.	MM	Ongoing
Solar panels for The Houses	Applied for Funding To D. O. Energy	Awaiting response from D. O. Energy	DTS	Ongoing
Installation of streetlights at (R335 Road towards Fire Station, from R335 intersection to the bridge near Clevedon and Nojoli Street towards Pearston (R63 road)	To apply for funding from DOE and engage with SANRAL and DRPW.	To apply for funding from DOE and engage with SANRAL and DRPW.	DTS	To be determined by the departments involved
Resourcing of the MPC with Sports Facilities	To partner with DSRAC	Engagements with DSRAC are ongoing. The department has advised that the municipality	D Com Serv	Ongoing

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
		engage with the local sports council to submit the application to the department (DSRAC). National Lottery was also approached. DSRAC is communicating with Federations to facilitate the election of office bearers for the Sport Council.		
Construction of a Primary School in Aeroville	Proposal submitted to D OE	Site has been identified and handed over to the department. Sod turning was also done. Awaiting confirmation from the D of Education of a start date.	Mayor / MM	To be determined by DOE
Access to land for emerging farmers	The matter is receiving attention of DRDAR and the municipality		Mayor / MM	To be determined by DRDAR
Maintenance of rural roads	Matter referred to the Provincial Dpt of Roads and Public Works	Awaiting response from the department		To be determined by DRPW
Construction of a satellite Police Station	Meeting to be reconvened with SAPS to discuss the matter further	The matter is in the hands of SAPS in terms of the feasibility thereof. Upon positive outcome of the feasibility study, the Municipality will provide the required land.	Mayor / MM	To be determined by SAPS
Street names	To be considered in the outer years due to budget constraints	Some street names have been replaced as part of our maintenance.	D Com Serv	2019/2020
SPU to develop	The office of the Mayor	In Progress	MM	2019/2020

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
programmes and provide assistance for the disabled	through the SPU to facilitate the establishment of the BCRM disability forum			
Review Tourism Sector plan	The municipality has sought funding from SBDM to develop LED strategy which shall inform reviewal of Tourism Sector Plan	In Progress	MM	2019/2020
Upgrade mountain drive	To engage with CDA .		D Tech Serv	Ongoing
Commonage control	The municipality is currently busy with the construction of a pound	The overhead structure has been completed. Building of wall is complete. Council looking for funding to complete the project.	D Comm	June 2020
Installation of traffic signs	Some traffic signs have been replaced. There are challenges with budget.	Some replaced.	D Comm	Ongoing.
Fencing of grazing fields	Some of the fence was stolen and is difficult to replace due budget.	This will be budgeted in the outer years.	D Comm	2019/20
Dipping tanks	The matter was referred to DRDAR.	A response received was that there is no budget currently.	D Comm	Ongoing
Construction of school for the kids with disability	The matter to be referred to the department of Education		MM/Mayor	To be determined by Dept of Education

WARD 3

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Paving of Roads		Grootboom street commenced in the last financial year with constructing v-drains and kerbs. The project will be completed in the current financial year. The following streets were raised in the previous IDP meeting :Paving of Xola street, New Brighton ,Khuboni and Hermaansbooi however a new/revised list is required from the ward councilor and the community .	DTS	2019/2020 FY
LED Projects CWP EPWP	EPWP (R1m) & CWP are continuous running projects	In progress	DTS/ D Com Serv	Ongoing
Road Maintenance: Surfaced roads and Storm Water drainage		Patching of surfaced roads and cleaning of stormwater channels are part of routine maintenance and will be attended to.	DTS	Ongoing
Sportsfield		Glen Avon sportsfield ablation block is 95% complete only Sewer connection that needs to be completed .	DTS	2019/2020

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Parks		Potential site has been identified: Mayila Street (adjacent to AstroTurf soccer field), To be considered in the outer years due to budgetary constraints	DTS	2020/2021
Water: Installation of Jojo Tanks		Request was made to the Department of Water and Sanitation. The municipality is currently waiting for the response.	DTS	To be determined by DWS
Cemetery Develop A Strategy to Upgrade or develop new cemetery		A new site was identified, and an Environmental Impact Assessment was approved by DEDEA. A road going through the proposed site was diverted. The challenge the municipality is facing now is funding for fencing. Council has resolved that in the interim bereaved residents can make use of town cemetery at the same rate .	D Com S	2019/2020
Sustainable Human Settlement: - Burnt and abandoned houses - Rectification of house		Destitute cases are being attended by the department	D Tech S	Ongoing
Community Hall		Project will be implemented by the Department of Human Settlements. Project has been	DTS	To be considered by the DHS

PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
		converted to Multi-Purpose Centre.		
Mayila pump station	The pump station was refurbished in the previous financial year. Panels and floats components	Upgrading will be done in the outer years due to financial constraints	DTS	Completed
Overflowing main hole	Inspections are being done on a weekly basis and being attended to		DTS	Ongoing
Development of Youth programmes	To liase with relevant departments for skills development programmes		D Corporate services	Ongoing

WARD 4

WARD 4		PROGRESS TO DATE		CUSTODIAN		TIMEFRAME
PROBLEM AREA	PROJECT /ACTION PLAN					
Paving of Roads		Grootboom, Grens, Karoo, Waterkant, and Marula streets were completed in 2017/18FY. Rawson street is 95% complete as at 2018/2019 FY, delays were due to budget constraints and community disruptions. For the current financial year street names are still outstanding from the ward councillor and ward committee.		DTS		2019/2020
EPWP	Ongoing	EPWP continuous running project		DTS		Ongoing
Road Safety: Road and Storm Water maintenance, Potholes and speed humps.		Patching of surfaced roads, cleaning of stormwater channels and Potholes are part of routine maintenance. Speedhumps have been erected in town.		DTS		Ongoing
Installation of stormwater drains	An investigation to be	An investigation will be		DTS		2020/2021

WARD 4				
PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
at Vaalblock location	conducted by the municipality and the funding will be sourced thereafter.	conducted during the current financial and the next financial year. The project will be conducted in the outer years.		
Khanyiso and Nelsig Bridge		Business plan has been developed. The municipality has approached the Office of the Premier for funding.	DTS	To be determined by OTP (awaiting response)
Installation of street lights in millennium park and at the sportsfield	Streetlights will be installed in the outer year due to budget constraints.	Currently conducting assessment on functionality of street lights or need for new street lights in the entire BCRM	DTS	2020/2021
Weak Electricity Supply in Pearston	The municipality is currently upgrading the SE main substation. The substation will benefit the entire BCRM.	SE substation has been completed	DTS	2018/2019
Solar Geysers	Funding application submitted and awaiting response from Department of Energy.	Application for funding is in progress to be made with the Department of Energy for renewable energy projects	DTS	To be determined by DOE
Upgrading of Sewer System in Pearston	Conduct an investigation on the sewer reticulation network of Pearston	Ongoing	DTS	2020/2021

WARD 4				
PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Upgrading of Pearston Waste Water Treatment works	Funding has been approved by the Department of Water and Sanitation. Project will be implemented in the current financial year.	Project is completed The Waste Water Treatment works has been upgraded in the last financial year	DTS	Completed
Shortage of water in Commonage	Beneficiaries to submit applications with the management plan and lease agreement to DRDAR	Treated water from Pearston Waste Water Treatment Works will be channelled to the commonage land once technical issues are concluded	D Com Serv / DTS	2019/2020
Identify a new Landfill site	The existing site is licensed now and just require maintenance	Ongoing	DCS	Completed
Recycling Project		Council took a decision to allow Green Waste Solution to implement recycling project.	DCS	To be determined by department
Provision for a new cemetery		Currently there are still burial sites available.	DCS	Completed
Renovation of old municipal building	The municipality is currently facing financial challenges. The renovations will be undertaken in the outer years	Assessment of municipal buildings was done for the entire BCRM. Costing will be done and Council to allocate a budget	DTS	2020/2021

WARD 4				
PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
Construction of a community hall in Millennium Park		Business plan has been developed to source funding for the implementation of the project.	DTS	2020/2021
Elimination of septic tanks		Business plans developed to source funding.	DTS	2020/2021
Installation of rubbish bins		Business plans developed to source funding.	DCS	2020/2021
Sport Facilities	An amount of R600 000 has been set aside for the construction of ablution facilities in the 2018/19 Financial Year	The progress is at 95%. Only the connection of the sewer line is outstanding due to presence of hard rock	DTS	2019/2020
Sustainable Human Settlement	The DHS has planned plastering and ceiling of 50 units in Pearston .Pearston 11 is under construction.		DTS	To be determined by Dept of HS
Problem of RDP houses being converted to businesses	The municipality has conducted an audit regarding the buildings and currently in the process of benchmarking enforcement	The municipality has conducted an audit regarding the buildings and currently in the process of benchmarking enforcement mechanisms	Dpt Corp Services	2020/2021

WARD 4				
PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
	mechanisms			
Health Services Ambulance services and sufficient supply of medicine (12 hour clinic)		The matter was conveyed to the department, the municipality is waiting for response.	Mayor /MM	To be determined by DoH
Libraries		The matter with regards to the extension of the library was referred to DSRAC. An assessment will be done by the department. A follow up was made with the department and the indication is that this will not be done in this financial year as they will be constructing a new library in Cookhouse.	DCS	To be determined by DSRAC
Small town	This project was initiated by the former MEC. The municipality will include it in the outer years		MM	2020/2021
Learner testing center	The municipality to embark on a feasibility pilot study in the outer years due to financial constraints		DCS	2021/2020
SMME Support and Training		In the process of appointing LED Manager.	MM	Ongoing

WARD 4				
PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIMEFRAME
		In the meantime, any other SMME support required will be facilitated through SBDM		
Fencing of cemeteries		No budget for fencing in this financial year. To be considered in outer years	DCom Serv	2020/2021
Maintenance of dumping sites		The municipality is facing challenges in respect of equipment for maintenance.	DCom Serv	Ongoing
Bulk infrastructure	To be considered in the outer years		DTS	2020/2021
Construction of a satellite Fire Station		The process of establishing a satellite fire station has commenced. The department will be procuring a container that will be used as a control room. A skid unit will be allocated. Retainer fire fighters will be appointed.	D Com Serv	2020/2021

WARD BASED PLANNING 2020/2021: WARD 5				
PROBLEM AREA	PROJECT /ACTION PLAN	PROGRESS TO DATE	CUSTODIAN	TIME FRAME
LED Projects CWP EPWP	EPWP (R1m) & CWP are continuous running projects	In progress	DTS/ D Com Serv	Ongoing
Paving and storm water drains				
Roads and Storm Water Maintenance		Patching of surfaced roads, cleaning of stormwater channels and regravelling of gravel roads are part of routine maintenance.	D Tech S	Ongoing
Walkway (Non-Motorised Transport)	To be implemented in the outer years	Insufficient budget to construct walkways in the current financial year.	D Tech S	2020/2021
Construction of Speedhumps at Khalela street and Primrose street	Maintenance of the existing speedhumps is planned for the outer years		D Tech S	2020/2021

Installation of street lights at 2 nd Ave-Old location, Francis Street and Primrose Street	Assessment has been done for number of streetlights to be installed. Municipal funds will be utilised to install floodlights. Ward councillor and ward committees to engage Windfarm Trustees for assistance for installation of street lights	Maintenance is currently being done on street lights.	D Tech S	Ongoing
Recycling Project		Recycling is taking place at low scale at waste disposal site. Community and school are educated on recycling. Schools are issued with wheely bins to encourage separation at source.	D Com S	Ongoing
Parks	To be considered in the outer years due to financial constraints		D Com S	2020/2021
Erection of ablution facility in the existing sportsfield.		Glen Avon sportsfield ablution block is 95% complete	D Tech S	2019/2020
Upgrading of a rugby field at Westview	To be considered in the outer years due to financial constraints		D Tech S	2020/2021
Upgrading of Mountain Drives	To engage with CDA		Mayor /MM	Ongoing
Resuscitation of the Tourism Hub	Discussions with CDA are ongoing		Mayor /MM	2021/2022

Sustainable Human Settlement • Uninhabited Houses (Old Location)	The matter is being attended by DoHS .	Destitute cases are being attended to and the list has been submitted to the DHS.	D.Tech S	To be considered by the department
Construction of New Houses (Westview)	The municipality has reprioritised the MIG funding to provide for bulk services		D Tech S	2020/2021
Extension of previously constructed houses (2 rooms)		Project 300 for demolition and rebuilding is submitted to DHS.		To be considered by the Department of Human Settlement
Rectification of Houses	The matter is being attended by DoHS.	Destitute cases are being attended to and the list has been submitted to the DHS.	D Tech S	To be considered by the Department of Human Settlement
Commonage control	No work was done in the previous financial year due to budgetary constraints.	The overhead structure and the walls have been completed. The municipality is looking for funding to complete the whole structure.	D Comm	2020/2021
Provision of land for commonage	To be included in the outer years		D Comm	2020/2021
Installation of Jojo tanks	The matter has been referred to DRDAR		D Tech S	To be considered by the department
Solar panels	Funding application submitted and awaiting response from Department of Energy.	Application for funding is in progress to be made with the Department of Energy for renewable energy projects	D Tech S	To be considered by the department

Construction of stormwater drains	Feasibility study and technical report will be concluded by March 2020.	A panel of consultants have been appointed to design the stormwater drains	D Tech S	2019/2020
Installation of stop signs		The project is part of routine maintenance. Due to budgetary constraints, the municipality could not cover all areas.	D Comm	2020/2021

ANNUAL FINANCIAL STATEMENT ACTION PLAN: 2019/2020

	BLUE CRANE ROUTE MUNICIPALITY			
	TIMETABLE FOR THE COMPLETION OF THE ANNUAL FINANCIAL STATEMENTS FOR 30 JUNE 2020			
Item nr	Description	Responsible person	Deadline	
	Expenditure			
1	Cancel all outstanding orders	L Stofile	30 June 2020	
2	Balance creditors control account and suspense account	L Stofile	2 July 2020	
3	Balance provision for creditors (2018/19) - Opening Balance	C Botha	14 June 2020	

4	Balance wages register with ledger expenditure votes	C Botha	15 July 2020		
5	Perform stock count, process adjustments	A Mbebe	26 June - 3 July 2020		
	and balancing stock control account				
	Issue stock certificate				
6	Balancing petty cash and issue final cheque	L Stofile	01 July 2020		
7	Balancing salary suspense votes	L Koekemoer	19 July 2020		
8	Provision for Performance Bonusses	M Meyer	19 July 2020		
9	Calculate 13th cheque bonus for 6 months and adjust provision	C Botha	15 July 2020		
10	Payroll reconciliation with operating account	C Botha	31 July 2020		
11	List of creditors at year end 30 June 2020 - Journalised	C Botha	31 July 2020		
12	List of retention monies outstanding at year end	M Meyer	15 July 2020		
13	Compile register of Irregular expenditure (SCM)	A Mbebe	05 August 2020		
	<u>Revenue</u>				

1	Balancing debtors control votes to billing	V Gowar	3 July 2020
2	Balancing consumer deposits with control account and Electronic/hard copy of list of deposits	V Gowar	3 July 2020
3	Billing: Electronic age analysis & hardcopy	V Gowar	05 July 2020
	Provision for bad debts	M Meyer	05 July 2020
	Reconcile write offs with provision and bad debts expense	M Meyer	30 June 2020
	Summary of balances - customer classification	V Gowar	05 July 2020
	Summary of balances - Services & Sundry debtors	V Gowar	05 July 2020
	Determine the total usage/selling of water and elect	C Botha/M Meyer	15 July 2020
4	Property rates reconciliation for 2019/20	V Gowar	15 July 20120
5	Long-term receivables: sporting bodies, other loans	M Meyer/V Gowar	15 July 2020
6	Calculate payments received in advance: Pre-paid elect	M Meyer	15 July 2020
7	Calculate elect and water losses for the full year (sales vs purchases/purified)	C Botha/M Meyer	05 August 2020
8	Calculate and journalised water/elect levied in July for June	M Meyer/V Gowar	15 July 2020

9	Balancing Town Hall and Bestershoek deposits with ledger	C BOTHA	15 July 2020
	<u>Financial accounting</u>		
1	Balancing bank account to Bankcontrol account	L Stofile	05 July 2020
	and clear all items on bankreconciliation		
2	Provision for rehabilitation of all landfill sites	M Meyer/AZA Kopano	15 July 2020
3	Provision for leave with leave gratuity schedules	C Botha	31 July 2020
4	Summarise conditional grants balancing to Ledger and AFS	M Meyer	19 July 2020
5	VAT Reconciliations and balancing votes	C Botha	31 July 2020
6	Related parties transactions (transactions between management and family)	A Mbebe	31 July 2020
7	Calculation of unsold water at 30 June 2020	M Meyer	05 August 2020
8	External Loan/finance leases - calculate interest/redemption and Notes to AFS	M Meyer	05 August 2020
9	Additional disclosures in terms of MFMA: SALGA	M Meyer	31 July 2020
	Audit Fees	M Meyer	31 July 2020
	PAYE, UIF, Pension, medical aid	C Botha	31 July 2020

	Council Arrear accounts	L de Lange	31 July 20120
	Section 57 cost to employer	C Botha	31 July 2020
	Councillors remuneration	C Botha	31 July 2020
	with statement of Aofficer as per MFMA 124(1)(a)	M Meyer	31 July 2020
10	Capital Commitments/Project register	M Meyer/A Mbebe	31 July 2020
11	Contingent liabilities - progress reports from Lawyers	C Botha	31 July 2020
12	Leases: Operating leases & finance leases - tables and journal entries	M Meyer	15 July 2020
13	Investments register and calculation of accumulated interest and request balance certificates from Banks	L Stofle	12 July 2020
14	Analysis of unappropriated surplus vote and correction of prior year errors	M Meyer	15 July 2020
17	Appoint consultants to calculate post-retirement benefits: Medical - aid and Long service awards Do year-end journals for above	M Meyer M Meyer	21 June 2020 15 July 2020
18	Check Ledger accounts for corrections/adjustments and errors	M Meyer	28 June 2020
20	Inform auditors (External and Internal) of stock count on water at 30 June 2020	A Mbebe	and 19 July 2020 14 June 2020
21	Take water stock count on 28 June 20120 with Ext auditors/Internal auditors	M Meyer/F Goosen	28 June 2020

	Assets			
1	Fully GRAP compliant assets register with calculation of depreciation	C Everson	05 August 2020	
2	Journal entries for assets additions/depreciations/write offs and adjustments	M Meyer/C Everson	05 August 2020	
	Financial Statements			
1	Compile draft GRAP compliant AFS for 2019/20 and submit to Audit Comm	M Meyer	16 Aug 2020	
2	Review of AFS - submit comments	Internal Audit/Prov Treas	23 Aug 2020	
3	Review of AFS - submit comments	Audit Committee	23 Aug 2020	
4	Submitting of final AFS to AG Office in East London after adjustments (Review)	M Meyer	30 Aug 2020	

