



**BREED VALLEY**  
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In your reply, please quote:

**WC: FMSG**

Reference:

**Q3 2019/2020**

Enquiries:

**J. Petro**

27 April 2020

The Head Official: Provincial Treasury  
Western Cape Government  
Private Bag X9165  
CAPE TOWN  
8000

Dear Sir/Madam

**QUARTERLY REPORT ON THE PERFORMANCE OF THE WESTERN CAPE  
FINANCIAL MANAGEMENT SUPPORT GRANT (WC FMSG)**

The purpose of this report is to provide a progress of the project activities as at **31 March 2020** for the project(s) that were financed through the WC FMSG based on the business plan(s) that was/were submitted by the municipality to the Provincial Treasury.

## **Roll over projects: 2018/2019**

### **PROJECT A: Revenue Enhancement Strategy Implementation**

#### **1. Planned activities and outputs to date (as per the business plan)**

<b>PLANNED MONTHLY ACTIVITIES AND OUTPUTS</b>	<b>ACHIEVED (Y/N)</b>
1. Water and electricity meter assessments	N
2. Wheelie bin assessment	N
3. Completeness of consumer information	N
4. Improve customer care culture	N
5. Role clarification & documentation, Review of procedures, internal control & business processes.	N

#### **2. Challenges**

*Change Management*

#### **3. Measures to address the challenges**

*Reprioritization from own funding.*

#### **4. Projected expenditure at year end**

*An amount of R 1 000 000.*

#### **5. Potential risk(s)**

*Processes not implemented as intended on 1 July 2020.*

#### **6. Risk mitigation**

*Change management strategy*

#### **7. Spending plans of the unspent portion**

<b>Activities</b>	<b>Outputs</b>	<b>Projected expenditure (R)</b>	<b>Delivery date</b>
1. Water and electricity meter assessments	Conduct random meter inspections to determine instances of meter tampering, by-passed meters, illegal connections, condition of meter and water leaks	R 150 000	30 June 2020
2. Wheelie bin assessment	Verification of bins vs FMS vs FAR	R 167 000	30 June 2020

3. <i>Completeness of consumer information</i>	<i>Matching and reconciliation of properties on SAMRAS FMS with Deeds and Property Valuation Roll to determine and remedy</i>	<i>R 500 000</i>	<i>30 June 2020</i>
4. <i>Improve customer care culture</i>	<i>All municipal officials participating in the revenue management function should be taken through a comprehensive awareness and change management exercise</i>	<i>R 150 000</i>	<i>30 June 2020</i>
5. <i>Role clarification &amp; documentation, Review of procedures, internal control &amp; business processes.</i>	<i>Review of Internal Controls Development of Standard Operating Procedures and interdepartmental communication</i>	<i>R183 000</i>	<i>30 June 2020</i>

## **Projects of 2019/2020**

### **PROJECT A: mSCOA**

#### **1. Planned activities and outputs to date (as per the business plan)**

<b>PLANNED MONTHLY ACTIVITIES AND OUTPUTS</b>	<b>ACHIEVED (Y/N)</b>
1. Alignment of SAMRAS to SCOA	Y
2. Data cleaning and alignment	N

#### **2. Challenges**

*Limited Funding*

#### **3. Measures to address the challenges**

*Reprioritization from own funding.*

#### **4. Projected expenditure at year end**

*An amount of R 280 000.*

#### **5. Potential risk(s)**

*System not functioning as intended on 1 July 2021.*

#### **6. Risk mitigation**

*Change management strategy as well as COVID 19.*

#### **7. Spending plans of the unspent portion**

**A caring valley of excellence.**

<b>Activities</b>	<b>Outputs</b>	<b>Projected expenditure ®</b>	<b>Delivery date</b>
1. Alignment of SAMRAS to SCOA	Alignment current municipal general ledger and organizational structure	R 880 000	30 June 2020
2. Data cleaning and alignment	Alignment current municipal general ledger and organizational structure	R 320 000	30 June 2020

## **PROJECT B: Revenue Enhancement Strategy Implementation**

### **1. Planned activities and outputs to date (as per the business plan)**

<b>PLANNED MONTHLY ACTIVITIES AND OUTPUTS</b>	<b>ACHIEVED (Y/N)</b>
1. Water and electricity meter assessments	N
2. Wheelie bin assessment	N
3. Completeness of consumer information	N
4. Improve customer care culture	N
5. Role clarification & documentation, Review of procedures, internal control & business processes.	N
6. Credit Control System	N

### **2. Challenges**

*Change Management as well as COVID 19*

### **3. Measures to address the challenges**

*Reprioritization from own funding.*

### **4. Projected expenditure at year end**

*An amount of R 1 000 000.*

### **5. Potential risk(s)**

*Processes not implemented as intended on 1 July 2021.*

### **6. Risk mitigation**

*Change management strategy*

## 7. Spending plans of the unspent portion

<b>Activities</b>	<b>Outputs</b>	<b>Projected expenditure ®</b>	<b>Delivery date</b>
1. Water and electricity meter assessments	Conduct random meter inspections to determine instances of meter tampering, by-passed meters, illegal connections, condition of meter and water leaks	R 150 000	30 June 2020
2. Wheelie bin assessment	Verification of bins vs FMS vs FAR	R 167 000	30 June 2020
3. Completeness of consumer information	Matching and reconciliation of properties on SAMRAS FMS with Deeds and Property Valuation Roll to determine and remedy	R 500 000	30 June 2020
4. Improve customer care culture	All municipal officials participating in the revenue management function should be taken through a comprehensive awareness and change management exercise	R 150 000	30 June 2020
5. Role clarification & documentation, Review of procedures, internal control & business processes.	Review of Internal Controls Development of Standard Operating Procedures and interdepartmental communication	R 183 000	30 June 2020
6. Credit Control System	Implementation of Credit Control System	R 650 000	30 June 2020

Yours faithfully



**R Ontang (CFO)**