



Reference: PTR 13/5/1/8 (2025/26)

Private Bag X9165  
CAPE TOWN  
8000

The Municipal Manager  
Cape Winelands District Municipality  
PO Box 100  
STELLENBOSCH  
7599

Dear Mr Prins

**COMPLIANCE WITH THE MUNICIPAL FINANCE MANAGEMENT ACT, MUNICIPAL BUDGETING AND REPORTING REGULATIONS, MUNICIPAL STANDARD CHART OF ACCOUNTS, MUNICIPAL SYSTEMS ACT AND ENVIRONMENTAL AND DEVELOPMENT PLANNING LEGISLATION AND GUIDELINES**

Thank you for submitting the 2025/26 tabled budget, draft IDP, draft SDBIP and supporting budget documents to Provincial Treasury (PT) subsequent to the tabling thereof in council by the Mayor on 20 March 2025 in terms of section 16(2) of the Local Government: Municipal Finance Management Act (MFMA) (Act No. 56 of 2003).

Sections 17 and 20 of the MFMA, read together with Regulation 9 of the Municipal Budget and Reporting Regulations (MBRR), stipulates that the annual budget and supporting documents must be in the prescribed format. The specific format, which is applicable to all municipalities and municipal entities, is outlined in Schedule A of the MBRR. Municipalities and municipal entities are also expected to comply with the mSCOA regulations with effect from 1 July 2017.

For the 2025 MTREF, municipalities must comply with guiding legislation by submitting the following to the GoMuni Upload Portal immediately after of tabling in Council:

- Version 6.9 of the A-Schedules in electronic (PDF) format; and
- mSCOA data strings.

Provincial Treasury reviewed the tabled budget documentation and finds that compliance with the MFMA Circular No. 129 requirements is as follows:

**Budget Tabling and Submission Compliance Assessment:**

Tabling	Compliance Due Date	Municipal Tabling Date
Draft Budget, IDP and supporting documentation	Latest, 31 March 2025	20 March 2025
Submission	Compliance Due Date	Municipal Submission/Upload Dates of First Successful Uploads
mSCOA data strings	Immediately after tabling; by 1 April 2025	TABB: 26 March 2025 PRTA: 25 March 2025
		A1D: 2 April 2025 The Municipality was non-compliant in terms of the timeframe for the upload of its A1D.

In addition, PT together with Department of Environmental Affairs and Development Planning reviewed the tabled budget, draft IDP and related documents to assess if the tabled documents conform to the requirements of the MFMA, MBRR, mSCOA (Version 6.9), MFMA Circulars, MSA, and Environmental and Development Planning Legislation and Guidelines.

The findings and recommendations flowing from the review of the submitted documents are attached hereto as an Appendix - Compliance overview of the 2025/26 MTREF Budget and related documentation, in terms of the applicable legislation, regulations, guidelines and best practices.

The Municipality is requested to consider the issues highlighted and ensure that it is granted the necessary attention as the final MTREF Budget, IDP and related documentation for 2025/26 is prepared.

Please do not hesitate to contact our offices should you require any assistance.

Yours faithfully



**MS KIM ENGEL DAVIDS**  
**DIRECTOR: LOCAL GOVERNMENT BUDGET OFFICE (ACTING)**  
**DATE:** 7 April 2025

**SIME 2025 COMPLIANCE ASSESSMENT**
**DC2 Cape Winelands DM**

Parameter	Evidence	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/Recommendations
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**COMPLETENESS of the IDP (DLG)**

The details below outlines the conformance assessment of the Municipality's tabled Draft Amended IDP

**District Framework (MSA Section 27) and IDP Process Plan (MSA Section 28)**

1	If the Municipality is a district municipality, has the Municipality adopted a framework for Integrated Development Planning in the area as a whole as required by section 27 of the MSA?		N/A	Not applicable for assessment as the IDP was not amended.
2	Has the Municipality adopted an IDP Process Plan as required by section 28 of the MSA?		N/A	Not applicable for assessment as the IDP was not amended.

**Review and Amendment of the IDP in terms of Section 34 of the MSA**

3	In terms of section 34 of the MSA -		N/A	Not applicable for assessment as the IDP was not amended.
	(a) Has the IDP been reviewed?		N/A	Not applicable for assessment as the IDP was not amended.
	(b) Has the review resulted in the tabling of amendments to the IDP?		N/A	Not applicable for assessment as the IDP was not amended.
4	In terms of section 34 of the MSA has the prescribed process been followed to date, as provided for in Regulation 3, in the		N/A	Not applicable for assessment as the IDP was not amended.

**IDP Core Components (Section 26 of the MSA and Regulation 2 of the Municipal Planning and Performance Regulations)**

5	Has the Municipality tabled an IDP, with amendments, that meets the legislative requirements in terms of section 26 of the MSA (Core Components) read in conjunction with Regulation 2 of the LG: Municipal Planning and Performance Regulations?		N/A	Not applicable for assessment as the IDP was not amended.
	(a) The municipal council's vision for the long term development of the Municipality.		N/A	Not applicable for assessment as the IDP was not amended.
	(b) An assessment of the existing level of development in the Municipality, including the identification of communities who do not have access to basic municipal services.		N/A	Not applicable for assessment as the IDP was not amended.

**DC2 Cape Winelands DM**

Parameter	Evidence	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/Recommendations
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**COMPLETENESS of the IDP (DLG)**

**The details below outlines the conformance assessment of the Municipality's tabled Draft Amended IDP**

5	(c) Council's development priorities and objectives for the elected term, including its local economic development aims and internal transformation needs.		N/A	Not applicable for assessment as the IDP was not amended.
	(d) Council's development strategies which must be aligned with any national or provincial sectorial plans and planning requirements binding on the Municipality in terms of legislation.		N/A	Not applicable for assessment as the IDP was not amended.
	(e) Spatial Development Framework inclusive of the provision of basic guidelines for a land use management system.		N/A	Not applicable for assessment as the IDP was not amended.
	(f) Financial Plan, inclusive of budget projections for at least the next 3 years.		N/A	Not applicable for assessment as the IDP was not amended.
	(g) Key performance indicators and performance targets determined in terms of section 41.		N/A	Not applicable for assessment as the IDP was not amended.
	(h) Applicable Disaster Management Plan.		N/A	Not applicable for assessment as the IDP was not amended.
	Is the Plan up to date?		N/A	Not applicable for assessment as the IDP was not amended.
	(i) Organogram of the top structure?		N/A	Not applicable for assessment as the IDP was not amended.
	(j) Investment initiatives in the Municipality?		N/A	Not applicable for assessment as the IDP was not amended.
	(k) Development initiatives in the Municipality including infrastructure, physical, social, economic and institutional development?		N/A	Not applicable for assessment as the IDP was not amended.
	(l) All known projects, plans and programs to be implemented in the Municipality by any organ of state?		N/A	Not applicable for assessment as the IDP was not amended.

**DC2 Cape Winelands DM**

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**COMPLETENESS of the IDP (DLG)****The details below outlines the conformance assessment of the Municipality's tabled Draft Amended IDP****Related municipal sector plans**

5	(m) Does the Municipality have a Human Settlement Plan?		N/A	Not applicable for assessment as the IDP was not amended.
	Is the Plan up to date?		N/A	Not applicable for assessment as the IDP was not amended.
	(n) Does the Municipality have a Local Economic Development		N/A	Not applicable for assessment as the IDP was not amended.
	Is the Strategy up to date?		N/A	Not applicable for assessment as the IDP was not amended.
	(o) Does the Municipality have a Water Services Development Plan?		N/A	Not applicable for assessment as the IDP was not amended.
	Is the Plan up to date?		N/A	Not applicable for assessment as the IDP was not amended.
	(p) Does the Municipality have a Storm Water Master Plan?		N/A	Not applicable for assessment as the IDP was not amended.
	Is the Plan up to date?		N/A	Not applicable for assessment as the IDP was not amended.
	(q) Does the Municipality have an Integrated Transport Plan?		N/A	Not applicable for assessment as the IDP was not amended.
	Is the Plan up to date?		N/A	Not applicable for assessment as the IDP was not amended.
	(r) Does the Municipality have an Electrical Master Plan?		N/A	Not applicable for assessment as the IDP was not amended.
	Is the Plan up to date?		N/A	Not applicable for assessment as the IDP was not amended.

**Council Tabling of the IDP (DLG)**

6	Has the Municipality's IDP been tabled by Council within the legislated timeframes and is there a Council Resolution attached in this regard?		N/A	Not applicable for assessment as the IDP was not amended.
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**DC2 Cape Winelands DM**

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**MUNICIPAL OVERSIGHT  
ASSESSMENT OF TABLED IDP, MSDF, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS**

**Spatial Planning**

7	Has a performance review of your MSDF been undertaken in line with section 34(a) of the MSA, or is it underway?		As was noted in the 2024 assessment, no formal performance review was undertaken, the planning official at the Municipality monitors the implementation of the projects listed in the CEF, namely the Regional Waste site and Alien Clearing. The Municipality has indicated that a "formal" Performance Review will be undertaken every 5 years rather than on an annual basis.
8	Has an amended MSDF been tabled?	No	
9	If yes to 2. above, does the content of the MSDF meet the requirements i.t.o. the provisions of SPLUMA, LUPA, the Municipal Planning and Performance Regulations and the relevant Municipal By-law?	N/A	
10	Has sufficient budget been provided for the implementation of the MSDF?	Yes	The Municipality's CEF refers to two projects - alien clearing and a regional landfill site. Both of these projects have had budget allocated to them in the 2025/26 financial year. There are conflicting reports in the documentation provided as to whether or not the construction of the Regional Landfill is due for completion in 2025 or not.

**Development Management**

11	Does the Municipality have any challenges i.t.o. the obligations as stipulated in Section 2 of LUPA?	No	
12	Does the Municipality have sufficient capacity in registered planners, to perform all their planning functions in accordance with the prescriptions of the legislation?	Yes	

<b>DC2 Cape Winelands DM</b>		
<b>Parameter</b>	<b>Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially</b>	<b>Comments/Recommendations</b>
<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDF, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>		
<b>Coastal Management</b>		
<b>Municipal Capacity - Coastal Management</b>		
13	Does the Municipality have a dedicated post to address coastal management matters?	N/A
14	If no dedicated position exists to deal with coastal management, which post/unit will be responsible to ensure compliance with NEM:ICMA	N/A
<b>National/Provincial Planning Instruments</b>		
15	Are there any changes to legislation and/or policy relating to coastal management that the Municipality should be aware of?	N/A
16	Date of adoption of the Western Cape Coastal Management Programme	N/A
17	Did the municipality incorporate the latest available National and Provincial CMP in the IDP/MSDF/Municipal CMP?	N/A
18	Are there any improvements to the IDP/MSDF that the Municipality should consider in the upcoming financial year to further strengthen alignment with the Municipal CMP/WC PCMP?	N/A
<b>Municipal Coastal Management Instruments</b>		
<b>i. Coastal Management Programme and By-laws</b>		
19	Year of adoption of the District/Municipal Coastal Management Plan (CMP)	N/A
20	Next review of the District/Municipal CMP due	N/A
21	Does the District/Municipal CMP meet the content requirements listed in sections 49 and 52 of the NEM:ICMA?	N/A
22	As required by section 51 and 52 of ICMA (Act No. 24 of 2008), does the adopted/amended IDP align with/is consistent with the relevant Coastal Management Programme (CMP) and other relevant statutory plans?	N/A
23	Are the required actions identified in the District/Municipal CMP reflected in the Municipal Budget to ensure implementation?	N/A

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<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDP, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>		
24	Are there any improvements required in terms of the District/Municipal CMP that the Municipality should consider in the upcoming financial year to further strengthen implementation?	N/A
25	Does the Municipality have a by-law (date of adoption) that facilitates the implementation of the district/municipal CMP?	N/A
<b>ii. Public Access to the Coast and Public Launch Sites</b>		
26	Has a coastal access audit been conducted for the municipal coastline?	N/A
27	Is there a need to designate coastal access land within the municipal area?	N/A
28	Is there a formal written agreement in place between the District and Local Municipality with respect to the designation of coastal access strips of land in terms of ICMA?	N/A
29	Has the Municipality adopted any bylaw to facilitate public access to the coast? (date of adoption)	N/A
30	Has the Municipality designated strips of land as coastal access land in terms of the by-law?	N/A
31	Has the Municipality adjusted a coastal boundary for coastal access land in the past year?	N/A
32	Number of public launch sites within the Municipal Area	N/A
33	Number of public launch sites which have Approved Operational Management Plans	N/A
34	Are there any improvements required in terms of coastal access that the Municipality should consider in the upcoming financial year to further strengthen implementation?	N/A
<b>iii. Coastal Management Lines</b>		
35	Has the municipality delineated coastal management line(s) on a map or maps that form part of its SDF or zoning scheme?	N/A
36	Are there any improvements required in terms of coastal management lines/coastal risk considerations that the Municipality should consider in the upcoming financial year to further strengthen implementation?	N/A

**DC2 Cape Winelands DM**

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**MUNICIPAL OVERSIGHT  
ASSESSMENT OF TABLED IDP, MSDF, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS**

<b>iv. Estuarine Management Plans</b>		
37	Does the municipal area of jurisdiction include any estuaries?	N/A
38	Does the municipality have any estuaries that fall partly or wholly within a Formal Municipal Protected Area. If yes, indicate whether the relevant estuaries within the municipal jurisdiction have approved Estuarine Management Plans?	N/A
39	Where necessary, does the Municipality have an approved Maintenance Management Plan/s for the artificial breaching of relevant estuary/ies?	N/A
40	Has the EMP been incorporated into the broader Municipal Coastal Management Programme?	N/A
41	Does the municipality provide/ensure that sufficient resources are budgeted/allocated for municipal function (storm water management and waste water management, amenities, recreational activities, boating, disaster risk management, climate change mitigation, coastal access, etc.) related to estuarine management?	N/A
42	Has a written implementation protocol been entered into between the Province, District, Local municipality, and/or Implementing Agent for the implementation for estuarine management? If yes, please elaborate.	N/A
43	Does the municipality participate at an established Estuary Advisory Forum/s?	N/A
44	Are there any priority improvements required in terms of estuarine management that the Municipality should consider in the upcoming financial year to further strengthen implementation?	N/A
<b>Coastal Water Quality</b>		
45	Does the Municipality (or agent acting on behalf of the municipality) conduct any environmental monitoring along the coast (including estuaries)?	N/A
46	Are you concerned about coastal water quality in this Municipal area?	N/A
<b>Coastal Awareness and Innovation</b>		
47	Does this Municipality annually implement any coastal awareness campaign/s?	N/A

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<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDP, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>			
48	Has this Municipality implemented any special innovative initiatives on coastal management that could be shared with other Municipalities?	N/A	
<b>Municipal Support and Capacity Building - Coastal Management</b>			
49	Based on the above assessment, are there any support/capacity building initiatives needed to improve this Municipality's performance (focused on this Municipality only)?	N/A	
<b>Biodiversity</b>			
50	Does the municipality have an invasive species monitoring, control and eradication plan as part of the IDP in line with NEM:BA?	Partially compliant	The SDF and IDP indicate that an Alien Vegetation Management Plan has been developed for the Municipality. Additionally, it is noted that the Municipality has developed an "Alien Clearing Coordination Framework".
51	Has the invasive species monitoring, control and eradication plan been submitted to the Department of Environment, Forestry and Fisheries?	Non-compliant	The CWDM does not have a control and eradication plan, but does have a Coordination Framework.
52	What is the alien clearing target, and what budget has been assigned?	Fully compliant	It is not clear whether budget has been allocated to alien clearing, but a total of R1.25 million has been allocated to Extended Public Works Programmes, which often includes clearing. The clearing target is not reflected in the MTREF. According to IDP and Annexure G, an annual amount of R1 417 000 was budgeted for Invasive Alien Vegetation Control. It is unclear what the number of hectares to be cleared is. 2021-2026 SDF has an EPWP Invasive Alien Management budget annual allocation of R2 030 000.
53	What is the alien clearing follow-up target, and what budget has been assigned?	Fully compliant	The reports do not distinguish between initial and follow-up clearing.
54	Did the Municipality assign correct spatial planning categories (Core 1 and/or the highest conservation priority) to Protected Areas, Critical Biodiversity Areas (CBAs) and Ecological Support Areas (ESA 1) in the current SDF, as per the latest Provincial Biodiversity Spatial Plan and Handbook land use guidelines?	Yes	
55	Did the municipality incorporate the latest available Provincial Biodiversity Spatial Plan and Handbook in the SDF and IDP?	Yes	

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<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDP, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>			
<b>Climate Change</b>			
56	Does the Municipality have a Climate Change Response Plan/Strategy in place or under development, and if so in which year was it (or will it be) published?	Yes	The District is in the process of adopting a revised version of their 2018 Climate change adaptation plan. This will be followed up with a GreenBook-based revision in the next year or so.
57	Are potential climate change risks incorporated into the Disaster Management Plan?	No	The IDP details indicators, sub projects and actions for climate change in disaster management. The IDP also specifies that a Climate Change Vulnerability Assessment has been completed. A corporate disaster risk management plan was provided, but has no reference to climate change and is based on an outdated 2005 Risk Assessment, although there is a risk profile from 2020.
58	Are climate change considerations (in terms of addressing impacts, risks, opportunities, etc.) included in the Municipal IDP and Budget?	Yes	Climate Change is identified as a challenge in the IDP. The IDP has projects, indicators and actions for sectors identified by the Municipality to be most at risk of climate change. This includes the agriculture, biodiversity and environment, human settlements, infrastructure and disaster management as well as the water sector. More refined detail is provided by listing specific interventions for each of the Municipality's Climate Change Focus Areas, where cost accounts are provided for project/activities. However, the cost accounts are not identified to feature in the projects budget of 2026/27.
<b>Air Quality Management</b>			
<b>Municipal Capacity - Air Quality Management</b>			
59	Is the Municipality responsible for any controlled emitters in your jurisdiction? If so, is the Municipality managing the controlled emitters?	Partially compliant	The CWDM is responsible for managing all its Section 21 listed activities and assists with managing Section 23 controlled emitters within the CWDM. A grade 1 EMI must be designated in the CWDM to handle the compliance and enforcement of the licenced facilities.
60	Does the Municipality have a designated Air Quality Officer for co-ordinating matters pertaining to Air Quality Management in the Municipality?	Fully compliant	
61	Is the designated Air Quality Officer sufficiently qualified/experienced to fulfil the required air quality management duties?	Fully compliant	The AQO is qualified/experienced to fulfill the air quality management functions.

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<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDF, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>			
62	Apart from the AQO and in your view, does the Municipality have capacity to ensure air quality management compliance?	Fully compliant	
<b>National/Provincial Planning Instruments</b>			
63	Are there any changes to legislation and/or policy relating to air quality management that the Municipality should be aware of?	Partially compliant	The online SAAELIP System is no longer operational. A manual system will be implemented over a 3 year period. The DFFE has shared the manual procedure with all licensing authorities, including CWDM, to follow.
64	Has the Western Cape Air Quality Management Plan been adopted? Year adopted?	Fully compliant	The Western Cape 3 <sup>rd</sup> Generation AQMP was adopted in 2021, and is currently being implemented.
65	Is there alignment between the Western Cape and Municipal Air Quality Management Plans?	Fully compliant	
66	Are there any improvements to the IDP/MSDF/AQMP that the Municipality should consider in the upcoming financial year to further strengthen alignment?	Fully compliant	Municipalities must allocate budget for AQM implementation such as air quality monitoring equipment and awareness raising.
<b>Municipal Air Quality Management Instruments</b>			
67	Year of adoption of Air Quality By-law	Partially compliant	The Municipality should consider adopting an Air Quality By-law. Currently, compliance to air quality management policies is enforced through AELs.
68	Next review of the Air Quality By-law due(every 5 years)	Fully compliant	It is important to note that By-Laws are not reviewed over a specific period of time like AQMPs. By-Laws are amended to adapt to the changing environment.
69	Any recommendations for improvement of the Municipal Air Quality By-law?	Fully compliant	
70	Year of adoption of the Municipal Air Quality Management Plan	Fully compliant	The CWDM 2 <sup>nd</sup> Generation AQMP was adopted in 2018, and is currently being implemented.
71	Next review of the Air Quality Management Plan (every 5 years)	Fully compliant	The CWDM 2 <sup>nd</sup> Generation AQMP is to be reviewed.
72	Does the AQMP meet the content requirements listed in section 16 of the NEM:AQA?	Fully compliant	
73	As required by section 15(2) of NEMAQA (Act No. 39 of 2004), does the tabled/adopted IDP contain an Air Quality Management Plan (AQMP)?	Fully compliant	

**DC2 Cape Winelands DM**

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**MUNICIPAL OVERSIGHT****ASSESSMENT OF TABLED IDP, MSDF, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS**

74	Are the required actions identified in the AQMP reflected in the Municipal Budget to ensure implementation?	Fully compliant	
75	Does the Municipality have an emissions inventory?	Fully compliant	
76	Has the Municipality reported on the implementation of the Air Quality Management Plan in the annual report?	Fully compliant	
77	Is an Air Quality Budget available for air quality monitoring equipment?	Non-compliant	Budget needs to be prioritised to monitor air quality in the area, in line with Section 8(a) of NEM:AQA.
78	Are there any improvements required in terms of the AQMP that the Municipality should focus on in the upcoming financial year to further strengthen implementation?	Yes	It is suggested that the CWDM reviews their AQMP with the Local Municipalities within the District and have budget available for air quality monitoring equipment.

**Air Quality Licences**

79	Are there any Atmospheric Emission Licence (AEL) applications that the Municipality must urgently attend to?	Fully compliant	
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**Air Quality Awareness and Innovation**

80	Has the Municipality's air quality officials raised awareness on air quality matters (particularly on odour, noise and dust sources) with their Town and Regional Planners?	Fully compliant	
81	Does the municipality annually implement an air quality awareness campaign/s?	Partly compliant	The established CWDM Air Quality Forum with industry has not been taking place.
82	Has this Municipality implemented any special innovative initiatives on air quality management that could be shared with other Municipalities?	Fully compliant	

DC2 Cape Winelands DM			
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<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDP, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>			
<b>Municipal Support and Capacity Building - Air Quality Management</b>			
83	Based on the above assessment, are there any support/capacity building initiatives needed to improve this Municipality's performance (focused on this Municipality only)?	Yes	<p>1. AQOs are encouraged to raise awareness on air quality matters with their Town and Regional Planners.</p> <p>2. A grade 1 EMI must be designated in the CWDM to handle the compliance and enforcement of the licenced facilities.</p> <p>3. A manual system will be implemented over a 3 year period. The DFFE has shared the manual procedure with all licensing authorities, including CWDM, to follow.</p> <p>4. Budget needs to be prioritised to monitor air quality in the area, in line with Section 8(a) of NEM:AQA.</p> <p>5. The AQMP must be reviewed.</p> <p>6. The By-law needs to be developed and adopted to include noise pollution control, particularly in terms of generator noise pollution control.</p> <p>7. Budget needs to be prioritised to monitor air quality in the area, in line with Section 8(a) of NEM:AQA.</p>
<b>Waste Management</b>			
<b>Municipal Capacity - Waste Management</b>			
84	Has the municipality designated, in writing, a Waste Management Officer?	Yes	Christo Swart was designated 2 August 2018
<b>National/Provincial Planning Instruments</b>			
85	Are there any changes to legislation and/or policy relating to waste management that the Municipality should be aware of?	Yes	PROPOSED AMENDMENTS TO THE REGULATIONS AND NOTICES REGARDING EXTENDED PRODUCER RESPONSIBILITY, 2020
86	Date of adoption of the Western Cape Integrated Waste Management Plan	Fully Compliant	The WC IWMP (2023 - 2027) has been approved by the MEC on 18 July 2023 and endorsed by the National Minister on 23 January 2024.
87	Are there any improvements to the waste management by-law that the Municipality should attend to in the upcoming financial year to further strengthen alignment with national and/or provincial legislation?	N/A	The District does not own a regional WMF as yet and therefore do not need a Waste Bylaw.

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<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDP, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>		
<b>Municipal Waste Management Instruments</b>		
88	Year of adoption of the municipality's IWMP	Non-compliant Council resolution was not submitted to the DEADP.
89	When is the next review of the IWMP due and indicate whether it is outdated?	Fully Compliant The IWMP (2021/22 - 2026/27) will be due for review in 2027.
90	Has the Municipality's IWMP been endorsed?	Fully Compliant The IWMP has been endorsed by MEC in 2021.
91	As required by section 11(4) of NEMWA (Act No. 59 of 2008), does the tabled/adopted IDP contain/include an endorsed Integrated Waste Management Plan (IWMP)?	Fully compliant The IDP Review (2024/25) shows the budget for the regional landfill site and recycling.
92	Are the required actions identified in the IWMP reflected in the Municipal Budget to ensure implementation?	Partly Compliant The Draft Annual Report (2023/24) indicates that the District is in the process of investigating the feasibility of providing a waste disposal service at a regional site near Worcester.
93	Does the Municipality report on the implementation of the IWMP in the annual report?	Partly compliant The CWDM does not provide services but the Draft Annual Report (2023/24) mentions that the District will be constructing a regional landfill.
94	Year of adoption of the municipality's integrated waste management by-law	No N/A - Not mandated to implement waste services at a local municipal level, and a by-law in this regard may therefore be optional.
95	Next review of the integrated waste management by-law due.	No N/A
96	Is the by-law aligned to the NEM: Waste Act?	No N/A
97	Are there any improvements to the by-law that the Municipality should attend to?	No N/A
<b>Waste Management Facilities - Licencing and Operations</b>		
98	Indicate the total number of waste management facilities within this municipality	1
99	Indicate the total number of operating waste management facilities within this municipality	The Cape Winelands Regional WDF is in the process of being constructed.
100	Are all municipal waste management facilities registered on IPWIS?	No The Cape Winelands Regional WDF is in the process of being constructed.
101	Indicate the number of waste management facilities with quantification systems?	No The Cape Winelands Regional WDF is in the process of being constructed.
102	Does the municipality report the waste quantities on IPWIS?	No The Cape Winelands Regional WDF is in the process of being constructed.

## DC2 Cape Winelands DM

Parameter	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/Recommendations
<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDP, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>		
103 Are internal (quarterly) compliance audits conducted at all waste facilities?	No	Not applicable yet.
104 Are external (annual) compliance audits conducted at all waste facilities?	No	Not applicable yet.
105 Are all internal & external audits submitted to the Department (DEA&DP)?	No	Not applicable yet.
106 List and Indicate the rate of compliance per operating waste management facility		The Cape Winelands Regional WDF is in the process of being constructed.
107 Are there any environmental licences or applications that the Municipality must urgently attend to?	No	No licences or applications in process.
108 Are any of the facilities subject to a law enforcement process initiated by DEADP?	No	
<b>Landfill Sites - Capacity and Planning</b>		
109 Indicate if the current integrated waste management infrastructure can accommodate the projected waste quantities over the next 5 years.		The CWDM are planning to commission the facility in 2025/26 enough airspace will be available for the new faculty operations
110 If the Municipality has, or is about to run out of landfill capacity within the next 5 years, has the municipality initiated a process to address capacity constraints?		N/A, but municipalities within the district.
111 If the Municipality is about to run out of landfill capacity, has budget been provided to address the capacity constraints?		N/A
112 Is the Municipality reliant on the construction of a Regional Landfill Site to ensure continued waste services?		The District is coordinating the regional facility funding and operations, the benefits are mainly for the local municipalities which require disposal space. The District is in the process of comissioning the Cape Winelands District Regional Waste Disposal Facility in Worcester.
113 Location of future Regional Landfill Site		Erf 4014, Worcester
114 If Municipalities are reliant on the construction of a Regional Landfill Site, has the District Municipality provided budget for planning and construction of such a site?	Yes	The District is in the process of establishing a Regional Waste Disposal Facility in Worcester.
115 Has an EA been issued for the Regional Landfill site, and when is the lapsing date?		Commencement must take place by May 2026.

<b>DC2 Cape Winelands DM</b>			
<b>Parameter</b>		<b>Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially</b>	<b>Comments/Recommendations</b>
<b>MUNICIPAL OVERSIGHT ASSESSMENT OF TABLED IDP, MSDP, SECTOR PLANS AND BUDGET DURING THE SIME PROCESS</b>			
116	In which year is the Regional Landfill Site planned to become operational?		2025
117	Indicate any issues experienced with the establishment of a Regional Landfill Site.	No	
118	Indicate how DEADP is supporting the District in establishing the Regional Landfill Site.		A presentation about various waste management issues, including landfill airspace, was delivered on 2 December 2022, at the CWDM's Waste Summit.
<b>Waste Minimisation</b>			
119	Tonnes of municipal solid waste sent to landfill per capita	Yes	The district municipality dispose 270 141 T of waste.
120	Tonnes of municipal solid waste diverted from landfill per capita	Yes	The district municipality diverted 119 063 T of waste.
121	Does the Municipality have an Organic Waste Diversion Plan?	Partial	The plan is in draft and dated 2023. Annual updates on the plan will be required once finalised.
122	Year of adoption of the Organic Waste Diversion Plan by the Municipal Council	Non-compliant	This will be required once the regional landfill is established.
123	Which waste minimisation system/s has/have been implemented in the municipality?	Yes	This is not their core function, although they have assisted the local municipalities in their jurisdiction with drafting of organic waste diversion plans (through contracting a service provider).
124	Are there measures to divert construction and demolition waste from landfill?	No	Unknown
<b>Access to Refuse Removal Services</b>			
125	Percentage of households with basic refuse removal services or better	No	This is not applicable as the District does not provide refuse removal services.
<b>Waste Management Awareness and Innovation</b>			
126	Does the municipality annually implement a waste awareness campaign/s?	Yes	They assist the local municipalities, where needed.
127	Has this Municipality implemented any special innovative initiatives on waste management that could be shared with other Municipalities?	No	None.
<b>Municipal Support and Capacity Building - Waste Management</b>			
128	Based on the above assessment, are there any support/capacity building initiatives needed to improve this Municipality's performance (focused on this Municipality only)?	Yes	The following support/capacity-building initiatives are in place Recycling action group; District WMO Forum; Provincial WMO Forum and the Integrated Waste Management Capacity-building workshop.

**DC2 Cape Winelands DM**

Parameter	Evidence	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/Recommendations	
<b>2025/26 BUDGET DOCUMENTATION AND DRAFT SDBIP</b>				
<b>Completeness of budget documentation and draft SDBIP (PT: LGBO)</b>				
129	Overview of Budget Process	Is there a paragraph/section included on this aspect; MBRR (Schedule A) r. 10	Yes	
130	Overview of alignment of annual budget with IDP	Is there a paragraph/section included on this aspect; MBRR (Schedule A) r. 11	Yes	
131	Measurable performance objectives and indicators	Is there a paragraph/section included on this aspect; MBRR (Schedule A) r. 12	Partially	These are included in the IDP but should also be completed in SA7, with a section/paragraph relating to measurable performance objectives and indicators contained within the budget document.
132	Does the Municipality provide an overview of the budget and IDP review process?	Budget documentation.	Yes	
133	Has the Municipality documented its draft Service Level Standards as part of the budget documentation?	Service level standards in budget documentation.	No	Ensure that the approved service level standards are submitted as part final budget documentation.
134	Is the Municipality's budget (SA4, SA5 and SA6) reflective of the IDP strategic objectives?	SA4, SA5, SA6.	Yes	
135	Is the information in A10 aligned to the Municipality's socio-economic reality?	A10.	<b>N/A</b>	Not applicable to a district municipality
136	Is the information in SA9 and aligned to the municipality's socio-economic reality.	SA9.	<b>N/A</b>	While the entire sheet is not applicable to a district Municipality, it is recommended that the Municipality complete the information for which data is available e.g. demographics and economic indicators.

**DC2 Cape Winelands DM**

Parameter	Evidence	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/Recommendations	
<b>2025/26 BUDGET DOCUMENTATION AND DRAFT SDBIP</b>				
<b>Completeness of budget documentation and draft SDBIP (PT: LGBO)</b>				
137	Draft SDBIP (top-level) has been prepared and included in line with MBRR 14.	Draft SDBIP, MBRR Reg 14.	Yes	The draft SDBIP was included within the IDP document and not as a separate document.
138	Draft SDBIP (top-level) has been prepared and included - in line with Circular No. 13.	Draft SDBIP, MFMA Circular No. 13.	Partly compliant	The draft SDBIP should be completed as a separate document and include all the components referenced in MFMA Circular No.13 where applicable to district municipalities.
	(a) Component 1: Monthly projections of Revenue to be collected per source.		Fully compliant	The budget documentation contains monthly projections of revenue collected by source, but it is not included within the SDBIP section of the IDP. Ensure that this is included as part of the approved SDBIP.
	(b) Component 2: Monthly projections of Expenditure and revenue for each vote.		Fully compliant	The budget documentation contains monthly projections of expenditure and revenue for each vote, but it is not included within the SDBIP section of the IDP. Ensure that this is included as part of the approved SDBIP.
	(c) Component 3: Quarterly projections of service delivery targets and performance indicators for each vote.		Fully compliant	
	(d) Component 4: Ward information for expenditure and service delivery.		N/A	Not applicable to a district municipality
	(e) Component 5: Detailed Capital Works Plan broken down per ward over 3 years.		Fully compliant	Ward information is not applicable to a district municipality. The capital projects over a period of 3 years are included within Annexure G as referenced in the IDP. Ensure that the detailed capital works plan over 3 years is included within the approved SDBIP.

**DC2 Cape Winelands DM**

Parameter	Sub Component/ Explanation	Ref.	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/ Recommendations
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**2025/26 DRAFT MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK - CHECKLIST OF COMPLIANCE TO MUNICIPAL BUDGET AND REPORTING REGULATIONS**
**Procedural compliance**

139	Draft MTREF Tabled 90 days prior to new financial year	Verify that the budget was tabled by 31 March	MFMA s. 16(2)	Yes	
140	Grant Budget (SA18) is aligned to DoRA	Verify if the grant allocations reconcile to DoRA	MFMA s. 21 (2)(c)	No	Did not fully apply the indicative numbers, as the Municipal Systems Improvement Grant was not included as per the DoRA 2024 indicative allocations.
141	Correct version of Schedule A1	Verify electronic submission version	MBRR r. 9	Yes	
142	Table of Contents	Verification of inclusion in budget report/document	MBRR (Schedule A) r. 2	Yes	

**Annual Budget**

143	Mayors Report	Verification of inclusion in budget report/document	MBRR (Schedule A) r. 3	Yes	
144	Resolutions	Verification of inclusion in budget report/document	MBRR (Schedule A) r. 4	Yes	
145	Executive Summary	Verification of inclusion in budget report/document	MBRR (Schedule A) r. 5	Yes	

**Annual Budget Tables A1 to A10**

146	Table A1: Budget Summary	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	
147	Table A2: Budgeted Financial Performance (Revenue and Expenditure by standard classification)	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	
148	Table A3: Budgeted Financial Performance (Revenue and Expenditure by municipal vote)	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	

**DC2 Cape Winelands DM**

Parameter	Sub Component/ Explanation	Ref.	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/ Recommendations
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**2025/26 DRAFT MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK - CHECKLIST OF COMPLIANCE TO MUNICIPAL BUDGET AND REPORTING REGULATIONS**
**Procedural compliance**

149	Table A4: Budgeted Financial Performance (Revenue and Expenditure)	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	
150	Table A5: Budgeted Capital Expenditure by Vote, Standard Classification & Funding Source)	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	
151	Table A6: Budgeted Financial Position	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	
152	Table A7: Budgeted Cash Flow	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	
153	Table A8: Cash backed reserves/accumulated surplus reconciliation	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	
154	Table A9: Asset Management	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	
155	Table A10: Basic service delivery measurement	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 6	3	

**Budget Related Policies**

156	Tariff Policy on Property Rates	Must be included if service is rendered	MBRR r. 7 (footnote 1)	N/A	
157	Tariff Policy on Electricity	Must be included if service is rendered	MBRR r. 7 (footnote 1)	N/A	
158	Tariff Policy on Water	Must be included if service is rendered	MBRR r. 7 (footnote 1)	N/A	
159	Tariff Policy on Sanitation	Must be included if service is rendered	MBRR r. 7 (footnote 1)	N/A	
160	Tariff Policy on Refuse Removal/ Solid Waste	Must be included if service is rendered	MBRR r. 7 (footnote 1)	Yes	
161	Credit Control and Debt Collection Policy	If not included, verify reference given	MBRR r. 7 (footnote 1)	Yes	
162	Cash Management and Investment Policy	If not included, verify reference given	MBRR r. 7 (footnote 1)	Yes	
163	Borrowing Policy	If not included, verify reference given	MBRR r. 7 (footnote 1)	Yes	
164	Funding and Reserves Policy	If not included, verify reference given	MBRR r. 7 (footnote 1)	Yes	
165	Policy related to long-term financial planning	If not included, verify reference given	MBRR r. 7 (footnote 1)	Yes	
166	Supply Chain Management Policy	If not included, verify reference given	MBRR r. 7 (footnote 1)	Yes	
167	Policy related to the Management and Disposal of Assets	If not included, verify reference given	MBRR r. 7 (footnote 1)	Yes	

**DC2 Cape Winelands DM**

Parameter	Sub Component/ Explanation	Ref.	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/ Recommendations
<b>2025/26 DRAFT MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK - CHECKLIST OF COMPLIANCE TO MUNICIPAL BUDGET AND REPORTING REGULATIONS</b>				
<b>Procedural compliance</b>				
168	Policy relating to dealing with infrastructure investment and capital projects	If not included, verify reference given	MBRR r. 7 (footnote 1)	N/A
169	Indigent Policy	If not included, verify reference given	MBRR r. 7 (footnote 1)	N/A
170	Budget Implementation and Management Policy	If not included, verify reference given	MBRR r. 7 (footnote 1)	Yes
171	Cost containment policy - required by cost containment regulations			Yes
172	Long Term Financial Plan			Yes
<b>Supporting Documentation</b>				
173	Budget Assumptions	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 16	Yes
174	Overview of Budget Funding including funding compliance (Table SA10)	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 17	Yes
175	Expenditure on grant allocations and grant programmes	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 18	Yes
176	Allocations on grants made by the municipality	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 19	Yes
177	Councillor and board member allowances and employee benefits	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 20	Yes
178	Monthly targets for revenue, expenditure and cash flow	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 21	Yes
179	Service Delivery Agreements of Municipal Entities (if applicable)	Verification of inclusion in budget report/document	MBRR (Schedule A) r. 25	N/A
180	Annual budgets of municipal entities (D Schedule)	Verification of inclusion in budget report/document	MBRR (Schedule A) r. 25	N/A

**DC2 Cape Winelands DM**

Parameter	Sub Component/ Explanation	Ref.	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/ Recommendations
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**2025/26 DRAFT MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK - CHECKLIST OF COMPLIANCE TO MUNICIPAL BUDGET AND REPORTING REGULATIONS**

**Procedural compliance**

181	Contracts having future budgetary implications	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 26	N/A	Service level agreements with local municipalities for the landfill site have not been disclosed in Table SA32, likely because no formal agreements are in place. This remains a governance risk that should be addressed.
182	Capital expenditure details	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 27	Yes	
183	Legislation Compliance Status	Is there a paragraph/section included on this aspect	MBRR (Schedule A) r. 28	Yes	
184	Quality Certificate (signed)	Verification of inclusion in budget report/document	MBRR (Schedule A) r. 31	Yes	

**Supporting Tables**

185	SA9: Social, Economic and Demographic Statistics and Assumptions	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	3	
186	SA11: Property Rates Summary	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	N/A	
187	SA12a: Property Rates by category (current year)	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	N/A	
188	SA12b: Property Rates by category (budget year)	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	N/A	
189	SA13a: Service Tariffs by Category	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	2	Disclosed the total projected revenue to be collected from waste management services in Table A4. However, the actual service tariffs by category, as referred to in the municipality's Tariff Policy, have not been disclosed in the supporting table. It is recommended that the municipality includes the waste management service tariffs by category.

**DC2 Cape Winelands DM**

Parameter	Sub Component/ Explanation	Ref.	Non-compliant/ Partly compliant/ Fully compliant OR Yes/No/Partially	Comments/ Recommendations
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**2025/26 DRAFT MEDIUM TERM REVENUE AND EXPENDITURE FRAMEWORK - CHECKLIST OF COMPLIANCE TO MUNICIPAL BUDGET AND REPORTING REGULATIONS**

**Procedural compliance**

190	SA13b: Service Tariffs by Category (explanatory)	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	2	Same as above
191	SA14: Household Bills	Rate completeness of table on scale from 0 to 4	MBRR (Schedule A) r. 29	N/A	
192	SA22: Summary Councillor and Staff Benefits	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	3	
193	SA23: Salaries, Allowances and Benefits (political office bearers/councillors/senior)	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	3	
194	SA24: Summary of Personnel Numbers	Rate completeness of table on scale from 0 to 3	MBRR (Schedule A) r. 29	3	

Compliance assessment rating scale	Description
full compliance (table presented with all information completed)	Fully completed
partial compliance (table presented with approximately 50% of information displayed)	Substantially completed with missing information
minimal compliance (table presented with minimal information)	Presented but with numerous information gaps
non-compliance (table etc. not presented)	Not presented