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MINUTES OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE (APAC) MEETING

Name of Meeting: Audit and Performance Audit Committee Meeting
Date: 09 October 2024
Time: 09H00
Venue: Council Chambers of Swellendam Municipality

Committee Members:

Mr. A. Dippenaar	Chairperson
Ms. K. Talmakkies	Member
Prof. N. Olivier	Member
Mr. P. Silbernagl	Member

Officials:

Ms. A. Vorster	Municipal Manager
Ms. E. Wassermann	Director: Financial Services
Mr. J. Bester	Project Manager
Mr F. Coetzee	Outsourced Chief Audit Executive: ODM
Mr. A. Petersen	Senior Internal Auditor
Mr. H. Swart	Internal Auditor
Mr. Z. Wiese	Performance, Risk & Compliance Officer

AGENDA ITEM	RESOLUTION	RESPONSIBLE OFFICIAL
<p>1. OPENING AND WELCOMING</p> <p>The Chairperson opened the meeting by welcoming all attendees.</p>		Chairperson
<p>2. APPLICATION FOR LEAVE OF ABSENCE</p> <p>The following members could not attend the Audit and Performance Audit Committee meeting due to other commitments and apologies were submitted:</p> <ul style="list-style-type: none"> Mr. K. Stuurman: Director Community Services Mr. E. Delpont: Acting Director Infrastructure Services 	<p>The Audit and Performance Audit Committee acknowledged and accepted the application for leave of absence of the Director Community Services, Mr. Stuurman, and Acting Director Infrastructure Services, Mr Delpont.</p>	Chairperson



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<p>3. DECLARATION OF INTEREST: COMMITTEE MEMBERS</p> <p>The Audit and Performance Audit Committee members and the Senior Management team had no interests to declare during the meeting.</p>	<p>That it should be noted that the Audit and Performance Audit Committee Members and the Senior Management team had no interest to declare.</p>	<p>All</p>
<p>4. FINALISATION OF THE AGENDA</p> <p>The agenda was accepted by the members. After the acceptance of the agenda, Prof. Olivier requested that the coastal access by-law be added to the agenda as well as the risk pertaining to water pollution and spillages in the dams located in the Swellendam region, under agenda item 9: General.</p>	<p>That it should be noted that the Audit and Performance Audit Committee members and the Senior Management team accepted the agenda after the inclusion of the new items.</p>	<p>Chairperson</p>
<p>5. MINUTES OF PREVIOUS MEETING: 26 June 2024 MINUTES OF SPECIAL MEETING: 30 August 2024</p> <p>The minutes of the previous meeting, dated 26 June 2024 together with the special meeting dated, 30 August 2024 were reviewed and accepted without any corrections and amendments by the Audit and Performance Audit Committee Members and Senior Management Team.</p>	<p>That the minutes were reviewed and accepted without any corrections by the Audit and Performance Audit Committee members and the Senior Management Team.</p>	<p>Chairperson</p>



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<p>5.1. Matters arising from the previous minutes</p> <p>The Audit and Performance Audit Committee raised the following matters from the minutes:</p> <ul style="list-style-type: none"> Mr. P Silbernagl requested an update on the AfriForum case regarding electricity tariff increases. The Municipal Manager responded that a cost of supply report was submitted to NERSA. Furthermore, Mr. Silbernagl raised the issue of whether any of the existing dams require a license from the Department of Water and Sanitation. Mr. Silbernagl inquired whether the municipality had a service level agreement in place with Southern Oil (Pty) Ltd (SOILL). 	<p>That the matters arising from the previous meeting minutes were discussed and resolved within a reasonable time. However, the Municipal Manager stated that the latest dam licenses, inspection reports, and the service level agreement document with Southern Oil (Pty) Ltd (SOILL) would be circulated to the Audit and Performance Audit Committee members.</p>	<p>Chairperson</p>
<p>6. PRESENTATIONS:</p>		
<p>6.1 2023/24 AUDIT STRATEGY AND ENGAGEMENT LETTER</p> <p>The Municipal Manager submitted the 2023/24 Audit Strategy and Engagement Letter to the Audit and Performance Committee, emphasizing the Auditor General of South Africa's (AGSA) shift in focus towards Service Delivery and processes, rather than solely on financial aspects and components as in prior years.</p> <p>Ms. Wassermann provided the Audit and Performance Audit Committee with a comprehensive overview of the 2023/24 audit strategy and engagement letter. She highlighted the challenges faced by the Finance Department in preparing the 2023/24 Annual Financial Statements and acknowledged the efforts of the staff in ensuring their timely submission to the Auditor-General South Africa.</p> <p>Ms. Wassermann mentioned that the municipality attended the Audit Steering Committee meeting with the Auditor-General South Africa on 16 September 2024, where the audit strategy and engagement letter were discussed in detail. She noted</p>	<p>The Audit and Performance Audit Committee expressed their concerns to the management team especially on the increased audit fees in comparison to prior years and made recommendations for the Senior Management Team to consider. The Senior Management Team acknowledged and accepted the recommendations provided by the Audit and Performance Audit Committee.</p>	<p>Chief Financial Officer</p>



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<p>that the Auditor-General South Africa will adopt a more detailed scope of focus this year compared to previous years.</p> <p>Ms. Wassermann announced that the audit steering committee meeting with the Auditor General of South Africa (AGSA) is scheduled for next week. She also indicated to the Audit and Performance Audit Committee that the municipality received four COMAFs namely:</p> <ul style="list-style-type: none"> • Quality of Financial Statement • Disciplinary Processes/Disciplinary Board • Informal Settlements reporting (2023/24 Annual Report) • VAT on Library (transversal issue at all Municipalities) <p>Based on the audit strategy and engagement letter, Prof. Olivier recommended that the municipality should:</p> <ul style="list-style-type: none"> • Liaise with the District Municipality regarding AGSA standards interpretation • Provide submission dates for the Management letter to the Audit and Performance Audit Committee • Municipality should address the contradictory wording in paragraph 26 with the Auditor-General South Africa. <p>Prof. Olivier inquired about the high audit fees. He also pointed out that, according to the audit strategy, the Auditor-General South Africa is utilising the audit reports from the Internal Audit Function for risk assessment purposes, with the Internal Audit Function providing direct assistance, particularly in employee and asset verifications, during the 2023/24 audit. He further questioned whether the work performed by the Internal Audit Function on behalf of the Auditor-General South Africa would result in a reduction of the audit fees. The Municipal Manager explained that the high audit fees were due to the audit team no longer sharing services with Hessequa Municipality, leading to sole billing for Swellendam Municipality.</p> <p>Prof. Olivier further recommended that Ms. E. Wassermann engage with other municipalities across various provinces with similar staff numbers and municipal sizes to Swellendam, in order to compare the audit fees charged by the Auditor-</p>		



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<p>General South Africa (AGSA). He suggested that this benchmarking exercise could offer valuable insights into the fairness and transparency of the audit fees determined by the AGSA.</p> <p>Mr. Coetzee added that the Auditor-General South Africa is experiencing financial challenges, which may be contributing to the recent increase in audit fees imposed on municipalities. He emphasised the importance of understanding the factors driving these fee increases to ensure municipalities are not unfairly burdened or overcharged. Prof Olivier supported the sentiment of Mr. Coetzee and suggested that management request a more detailed breakdown of the audit fees, with specific milestones, during the upcoming audit steering committee meeting with the Auditor-General South Africa. This would enable the municipality to track progress against the actual work performed. Additionally, Ms. Talmakkies recommended that the municipality carefully document the audit process conducted by the Auditor-General South Africa, as this would help verify whether the work billed to the municipality was completed, ensuring accountability and transparency throughout the process.</p> <p>Prof Olivier highlighted some contradictory wording on the audit strategy on paragraph 26. He also inquired whether the management report would be submitted to the Audit and Performance Audit Committee for review, input, and comments, as this was not reflected in the audit strategy document. Ms. Wassermann responded that this matter would be addressed during the upcoming progress steering committee meeting, and feedback would be provided to the Audit and Performance Audit Committee.</p>		



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<p>6.2 OPCAR STATUS REPORT</p> <p>Ms. Wassermann presented the OPCAR report to the Audit and Performance Audit Committee and, highlighted the following outstanding COMAFs:</p> <ul style="list-style-type: none"> • Outdated Water and Sanitation Master Plan: The Municipal Manager had secured an extension until 15 December 2024 to submit the updated Water Services Development Plan. Grant funding had been applied for through the Provincial Treasury to support this initiative. • Disaster Recovery Site: Ms. Wassermann stated that the municipality did not have a dedicated disaster recovery site and servers are currently located in the Garden Route District Municipal region after the protest riot action that took place in August 2023. Ms. Wassermann further stated that arrangements were underway to relocate servers to Swellendam, aided by two donated servers from Overstrand District Municipality. • ICT Policies and Audit: Ms. Wassermann mentioned that policies had been reviewed; however, the vacancy of the ICT Manager could lead to repeated audit findings by the Auditor-General South Africa. She elaborated that the vacancy had been advertised and interviews conducted, but the selected candidate declined the appointment offer. As a result, the municipality restarted the recruitment process, while, in the interim, it was utilising the services of an outsourced contractor, ICT Wize (Pty) Ltd, to perform the ICT work for the municipality. <p>Mr. Silbernagl inquired about the status of the Waste Management Plan and its enforcement. The Municipal Manager responded that the plan was currently under review and would be presented to the Council in due course for comments and approval.</p>	<p>That the Audit and Performance Audit Committee reviewed the detailed OPCAR report as submitted.</p>	<p>Chief Financial Officer</p>



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<p>6.3 SASRIA INSURANCE CLAIM STATUS</p> <p>The Municipal Manager delivered a detailed presentation to the Audit and Performance Audit Committee on the insurance claim status. Ms. Wassermann added that the SASRIA insurance claim had been presented and tabled at the Council, where it was approved to appoint a structural engineer, and discussions had taken place between the municipality and the structural engineer.</p> <p>Ms. Wassermann provided updates on the Thusong Building project, highlighting three key developments namely:</p> <ul style="list-style-type: none"> • Independent Review of Bill of Quantities: Ms. Wassermann indicated that the total bill of quantities had been submitted to another quantity surveyor appointed by the Council to assess the fairness of the values. • Potential Undervaluation: Ms. Wassermann stated that the building's cost is undervalued. <p>Ms. Wassermann liaised with the Provincial Treasury, securing their agreement to assist with the interior plans for the Thusong Centre. She highlighted that the primary concern was with the Main Building/Head Office of the Municipality, which faced a significant funding shortfall of R10 million for its reconstruction. The Chairperson requested that management submit a timeline for the reconstruction process. In response, the Municipal Manager stated that the municipality was currently in the process of appointing an architect. She further noted that once this appointment was finalised, the project plans would be developed and communicated to the relevant parties involved. Mr. Bester added that the greatest challenges of the municipality lay in navigating guidelines, building restrictions, and heritage considerations. However, he assured that comprehensive planning would be undertaken before any construction work commenced, and a detailed timeline would be presented to the Audit and Performance Audit Committee.</p>	<p>That the Audit and Performance Audit Committee reviewed and discussed the SASRIA insurance claim for the Main Municipal Building and Thusong Community Centre.</p> <p>That the Audit and Performance Audit Committee recommended that a timeline be developed for the reconstruction process.</p>	<p>Municipal Manager</p>
<p>7. STANDING ITEMS</p>		



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<p>7.1 FINANCIAL IN-YEAR REPORTING:</p> <p>Ms. Wassermann presented the Section 71 Report for August 2024 to the Audit and Performance Audit Committee, highlighting a relatively positive income for the first two months. However, Ms. Wassermann stated some challenges in implementing the capital budget, specifically the Municipal Infrastructure Grant (MIG) and Water Services Infrastructure Grant (WSIG) expenditures. Ms. Wassermann highlighted the following:</p> <p>Grant Challenges:</p> <ul style="list-style-type: none"> • Municipal Infrastructure Grant (MIG): Mr. Bester commented and highlighted no challenges. • Water Services Infrastructure Grant (WSIG): Mr. Bester stated that this was still in progress and should be finalised within due course. <p>Ms. Talmakkies inquired about the outstanding creditors' amount of R400,000.00 and wanted clarification on all the creditors. Ms. Wassermann responded that a detailed outstanding creditors report would be circulated to the Audit and Performance Audit Committee.</p>	<p>That the Audit and Performance Audit Committee reviewed the In-Year reports.</p> <p>That the Audit and Performance Audit Committee highlighted concerns on the outstanding creditors' amount of R 400 000 and that Ms. Wassermann will circulate the detailed outstanding creditors report to the committee for review.</p>	<p>Chief Financial Officer</p>
<p>7.2 RISK MANAGEMENT STATUS UPDATE:</p> <p><u>2024/25 Strategic and Operational Risk Register</u></p> <p>Mr. Wiese delivered a comprehensive overview of the 2024/25 Strategic and Operational Risk Register and highlighted that the risk register had been fully automated and was uploaded on the Ignite system. He further stated that the following risks had been identified during the Fraud and Risk Management Committee Meeting:</p> <ul style="list-style-type: none"> • Extreme Weather Conditions and Climate Change • Loadshedding has been removed from the top Risks • Pollution of SOILL • Occupational Health and Safety • Invasive species of the Hole Borer Beetle 	<p>That the Audit and Performance Audit Committee reviewed the strategic and operational risk register for the 2024/25 financial year and made comments in terms of the new emerging risks that were identified during the Fraud and Risk Management Committee meeting.</p>	<p>Performance, Risk and Compliance Officer</p>



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<p><u>2024/25 1st Quarter Fraud and Risk Management Committee (FARMCO) Chairperson's Report</u> Mr. Wiese presented the Fraud and Risk Management Committee (FARMCO) Chairperson's report to the Audit and Performance Audit Committee. The first quarter Fraud and Risk Management Committee (FARMCO) meeting commenced on 30 September 2024.</p> <p><u>Fraud and Risk Management Committee Meeting Minutes: 30 September 2024</u> Mr. Wiese presented the Fraud and Risk Management Committee Meeting Minutes dated, 30 September 2024 to the Audit and Performance Audit Committee.</p>	<p>That the Fraud and Risk Management Committee Meeting minutes were reviewed by the Audit and Performance Audit Committee. The Audit and Performance Audit Committee accepted the FARMCO meeting minutes.</p>	
<p>7.3 1ST QUARTER CHIEF AUDIT EXECUTIVE PROGRESS REPORT</p> <p>Mr. Petersen presented the Chief Audit Executive progress report to the Audit and Performance Audit Committee, noting that the 2024/25 Risk-Based Audit Plan has achieved a completion rate of 23% (4 out of 17 audits). Mr. Petersen further mentioned that the Internal Audit Function was currently in the process with the employee and asset verification, providing direct assistance to the Auditor-General South Africa.</p> <p>Mr. Petersen highlighted that the Internal Audit Function had attended the following workshops and webinars during the first quarter:</p> <ul style="list-style-type: none"> • Internal Audit Strategic Session: 04 July 2024 • Unpacking the Global Internal Audit Standards Workshop: 08 August 2024 • Discussion of Engagement Letter and Audit Strategy: 16 September 2024 • Fraud and Risk Management Committee Meeting: 30 September 2024 	<p>That the Audit and Performance Audit Committee reviewed the 1st Quarter Chief Audit Executive's progress report.</p>	<p>Senior Internal Auditor</p>



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<p>7.4 COMBINED ASSURANCE MODEL</p> <p>Mr. Wiese presented the Combined Assurance Model to the Audit and Performance Audit Committee, providing a comprehensive overview of the three lines of defense.</p> <p>Mr. P. Silbernagl requested clarity on how risk champions were assigned to the respective risks recorded on the combined assurance plan. Mr. Wiese responded that each risk on the risk register was administered by a risk champion and collectively monitored by the Risk Officer. He further noted that each risk was aligned with a strategic objective, which was then monitored quarterly and discussed during the Fraud and Risk Management Committee Meeting.</p>	<p>That the Audit and Performance Audit Committee reviewed the Combined Assurance Model.</p>	<p>Performance, Risk and Compliance Officer</p>
<p>7.5 1ST QUARTER FOLLOW-UP REPORT</p> <p>Mr. Petersen delivered the 1st Quarter Follow-up Report to the Audit and Performance Audit Committee, emphasizing the outstanding findings for the committee's attention. Prof. Olivier recommended that a more detailed summary of the outstanding findings, along with the progress made in addressing them, should be presented.</p>	<p>That the Audit and Performance Audit Committee reviewed the 1st quarter follow-up report and recommended that a more detailed summary of outstanding findings, along with the status of progress made in addressing these findings, be presented.</p>	<p>Senior Internal Auditor</p>
<p>7.6 INFORMATION & COMMUNICATION TECHNOLOGY</p> <p>Ms. Wassermann mentioned that no steering committee meetings had taken place during the quarter. She also reported that while the System Administration vacancy had been advertised and interviews conducted, the selected candidate declined the appointment offer. The Municipal Manager added that the Chief Financial Officer, Ms. Wassermann was currently acting as the Information and Communication Technology Manager in the interim. Ms. Wassermann also reported that the Municipal Manager had</p>	<p>That the Audit and Performance Audit Committee acknowledges that the municipality was in the process of re-advertising the position of ICT: Manager.</p> <p>That the Audit and Performance Audit Committee acknowledges</p>	<p>Chief Financial Officer</p>



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<p>requested assistance from the Provincial Treasury regarding Information and Communication Technology (ICT) matters and that the Provincial Treasury could only assist with the development of policies and procedures.</p> <p>The Chairperson inquired about the financial implications of implementing a new financial system, and Ms. Wassermann responded by stating that the cost to install a new financial system would be substantial and also other challenges may come with it. Ms. Talmakkies asked whether the municipality had experienced any form of cyber-attack and what mechanisms were in place to address and mitigate the possibility of such an attack. Ms. Wassermann responded by stating that the municipality had not yet been a victim of a cyber-attack and that the outsourced service provider conducted regular monitoring and maintained communication with the municipality to inform them of any potential cyber threats.</p> <p>Ms. Wassermann elaborated that the most common cyber threat faced by the municipality was spam emails. Additionally, she noted that municipal staff had attended a Protection of Personal Information Act (POPIA) webinar, where various valuable and insightful materials were shared. These insights would be implemented by the municipality to enhance the robustness and effectiveness of its Information and Communication Technology (ICT) controls.</p>	<p>that the municipality has implemented controls to mitigate the occurrence of potential cyber-attacks and that spam email threads are the highest cyber thread experienced so far by the municipality.</p>	
<p>7.7 REPORTING ON FRAUD-RELATED MATTERS (IF ANY)</p> <p>The Municipal Manager reported that during the Council Meeting held on 30 September 2024, an alleged incident of fraud and corruption was identified in the Supply Chain Management department related to the tender process. However, the investigation revealed no concrete evidence to substantiate the accusations made. She further stated that a period of 15 days was provided for the officials to present</p>	<p>That the Audit and Performance Audit Committee takes note of the fraud-related accusation matters that were reported during the first quarter and that no concrete evidence could be obtained to substantiate the accusations made.</p>	<p>Chief Financial Officer</p>



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concrete and substantial evidence to continue with the investigation.		
<p>7.8 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE (UIFW)</p> <p>Ms. Wassermann presented the UIFW report to the Audit and Performance Audit Committee, explaining that the asset donations received were classified as Unauthorised, Irregular, Fruitless, and Wasteful (UIFW) expenditures because they had not been recorded on the municipality's asset register. Prof. Olivier inquired whether this would affect the audit outcome. Ms. Wassermann responded that the UIFW related to the donations had been properly disclosed and that formal processes had been followed to record the assets received as donations.</p> <p>Ms. Wassermann emphasised that the irregular expenditure related to the ASLA contract for the housing project.</p>	<p>That the Audit and Performance Audit Committee reviewed and discussed the UIFW report as presented by Senior Management.</p> <p>That the Audit and Performance Audit Committee took note that ASLA Construction for the housing project in Swellendam, Railton was the only irregular expenditure matter for the quarter.</p>	<p>Chief Financial Officer</p>
<p>8. NEW MATTERS FOR CONSIDERATION</p>		
<p>8.1 2023/24 COMPLIANCE REVIEW</p> <p>Mr. Petersen formally presented the 2023/24 Compliance Review to the Audit and Performance Audit Committee highlighting the key issues identified during the audit engagement.</p>	<p>That the Audit and Performance Audit Committee reviewed the 2023/24 Compliance Report provided input and made recommendations.</p>	<p>Senior Internal Auditor</p>
<p>8.2 2023/24 ANNUAL PERFORMANCE MANAGEMENT REVIEW</p> <p>Mr. Petersen formally presented the 2023/24 Annual Performance Management Review to the Audit and Performance Audit Committee highlighting the key issues identified during the audit engagement.</p>	<p>That the Audit and Performance Audit Committee reviewed the 2023/24 Annual Performance Management Report provided input and made recommendations.</p>	<p>Senior Internal Auditor</p>



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<p>8.3 PHYSICAL INVENTORY COUNT (DIRECT ASSISTANCE TO AGSA) REVIEW</p> <p>Mr. Petersen formally presented the Physical Inventory Count (direct assistance to the Auditor-General South Africa) Review to the Audit and Performance Audit Committee highlighting the key issues identified during the audit engagement.</p>	<p>That the Audit and Performance Audit Committee reviewed the Physical Inventory Count (direct assistance to the Auditor-General South Africa) Review provided input and made recommendations.</p>	<p>Senior Internal Auditor</p>
<p>8.4 LAND INVASION AND ERECTION OF ILLEGAL STRUCTURES REVIEW</p> <p>Mr. Petersen formally presented the Land Invasion and Erection of Illegal Structures Review to the Audit and Performance Audit Committee highlighting the key issues identified during the audit engagement.</p>	<p>That the Audit and Performance Audit Committee reviewed the Land Invasion and Erection of Illegal Structures Review provided input and made recommendations.</p>	<p>Senior Internal Auditor</p>
<p>8.5 HIGH LEVEL ANNUAL FINANCIAL STATEMENT REVIEW</p> <p>Mr. Petersen formally presented the High-Level Annual Financial Statements Review to the Audit and Performance Audit Committee and highlighted the key issues identified during the audit engagement.</p>	<p>That the Audit and Performance Audit Committee reviewed the High-Level Annual Financial Statements Review provided input and made recommendations.</p>	<p>Senior Internal Auditor</p>
<p>8.6 ADHOC REQUEST: LOGBOOK/VEHICLE REGISTERS REVIEW</p> <p>Mr. Petersen formally presented the Adhoc Request: Logbook/Vehicle Register Review to the Audit and Performance Audit Committee and highlighted the key issues identified during the audit engagement.</p>	<p>That the Audit and Performance Audit Committee reviewed the Adhoc Request: Logbook/Vehicle Register Review provided input and made recommendations.</p>	<p>Senior Internal Auditor</p>



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<p>9. GENERAL</p> <p>9.1 POLLUTION OF WATER AND DAMS</p> <p>The Municipal Manager informed the Audit and Performance Audit Committee that the Silo Pump Station had broken down, posing significant environmental risks to the municipality. Additionally, she mentioned that the municipality had collaborated with the Overberg District Municipality for assistance and that the Environmental Head of the Overberg District Municipality would join the committee.</p> <p>The Municipal Manager further noted that a new permit with Southern Oil (Pty) Ltd (SOILL) had been signed on 08 October 2024. She reported that the fines imposed on SOILL had increased from R200,000 to approximately R800,000. Additionally, she elaborated that the municipality valued its relationship with SOILL and would continue to provide high-quality services to avoid any penalties and fines.</p> <p>Mr. Silbermagl raised a concern regarding dam safety inspections across various towns, specifically inquiring whether certain dams received regular inspection checks. Mr. Bester commented that no new dams had been constructed and that existing ones underwent capacity inspections on an annual basis. Mr. Silbermagl recommended that all dams used by the municipality should be inspected by a professional engineer. Ms. Wassermann supported Mr. Silbermagl's sentiment, stating that funds had been allocated for dam inspections in the financial budget. Mr. Bester responded that inspections would be conducted at all dams, including Swellendam, Suurbraak, and Barrydale.</p>	<p>That the Audit and Performance Audit Committee discussed the challenges faced by the municipality regarding water pollution and the regular inspection of dams, providing input and recommendations.</p>	<p>Chairperson</p>



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<p>9.2 COASTAL ACCESS BY LAW</p> <p>Prof. Olivier briefed the Audit and Performance Audit Committee and Senior Management on the recent incident in Mossel Bay where seals attacked humans, highlighting the potential risk to municipalities especially when accommodating tourists. He recommended that the municipality raise awareness to inform the public and employees about the risk. The Municipal Manager responded by stating that this matter would be discussed during the senior management meeting.</p>	<p>That the Audit and Performance Audit Committee discussed the risk of coastal access and provided input and recommendations.</p>	<p>Chairperson</p>
<p>10. CLOSURE</p> <p>The Chairperson adjourned the meeting, thanked everyone for their participation, and closed the meeting at 12h30.</p>		<p>Chairperson</p>

