

Annexure “B”

OVERVIEW OF BUDGET RELATED POLICIES

The following existing policies were reviewed to achieve Council’s strategic goals. It will be available for public scrutiny at the Ceres, Paarl, Robertson, Stellenbosch and Worcester offices of Council on 20 March 2024. The above-mentioned policies are available on the Municipalities website, use the following route:

[Budget Related Policies – Cape Winelands District Municipality](#)

Existing Policies

Appointment of Consultants Policy
Appointment of Councillor Support Staff
Benevolent Fund Policy
Borrowing Policy
Branding Policy
Budget Policy
Centralization De-centralization Policy
Combatting abuse of SCM Policy
Community Support Policy
Corporate Gifts Policy
Credit Control and Debt Collection Policy
Expenditure Management Policy
Expanded Public Works Programme
Grant in Aid Policy

Human Resource Management Policies:

- Education, Training & Development Policy
- Employee Assistance Programme (EAP) Policy
- Employment Equity Policy
- Exit Management Policy
- Individual Performance Management Policy
- Induction Policy
- Internship Policy
- Leave and Unpaid Leave Policy
- Mobile Device Policy
- Mentoring and Coaching Policy
- Overtime Policy
- Probation Period Policy
- Recruitment and Selection Policy
- Task Job Evaluation Policy
- Scarce Skills Retention Policy
- Secondment and Transfer Policy
- Study Aid and Leave Policy
- Succession Planning and Career Pathing Policy
- Transport Allowance Scheme

Inventory and Stock Management Policy
Long Term Financial Planning and Implementation Policy
Maintenance Management Policy
Official Vehicles and Fleet Management Policy
Petty Cash Policy
Private Work: Declaration of Interest; Code of Conduct for Supply Chain Management
Revenue Management Policy
Sponsorships Policy
Sponsored Work Related Functions Policy
Student Assistance Policy
Subsistence and Travel policy
Supply Chain Management Policy
Unauthorized, Irregular, Fruitless and Wasteful Expenditure Policy
Unforeseen and Unavoidable Expenditure Policy
Uniform and Protective Clothing Policy

Policies to be amended are:

Asset Management Policy
Cash Management and Investment Policy
Cost Containment Policy
Funding and Reserves Policy
Telecoms and Cellular Phone Allowance Policy
Tariff Policy
Virement Policy

All the Policies to be amended referred to in Annexure "B" will be distributed via Flash Drive to all Councillors receiving a hard copy of the agenda.