

" The City of Heritage "



DRAFT ANNUAL REPORT 2019/2020 FINANCIAL YEAR

VISION:

"A developmental city of heritage focusing on good governance, socio-economic development and upholding tradition to promote sustainable service delivery"

Mission

- To develop the institution and to facilitate institutional transformation
- To provide infrastructure and services to all, with emphasis on rural communities, in a sustainable manner
- To provide infrastructure and services to all, with emphasis on rural communities, in a sustainable manner
- To develop and support sustainable local economic development, through focusing on tourism development, and incorporating the youth
- To develop and support social development initiatives, particularly those focused on the youth and the vulnerable
- To ensure good governance through leadership excellence and community participation
- To ensure continued sound financial management
- To ensure effective and efficient Land Use Management, taking cognizance of sound environmental practices

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CHAPTER 1

FOREWORD BY HIS WORSHIP THE MAYOR

It is with great honour and humility to present the Ulundi Local Municipality's Annual Report for 2019/2020 financial year. Again, it is truly humbling to take stock on the previous year as it shows that the Municipality has maintained the highest standards of good governance despite the global health challenges that were presented COVID-19 pandemic which we experienced towards the end of this financial year. However like never before we had to adjust our commitment in ensuring that we must double our efforts as the Municipality if we want to reduce service delivery backlogs under the new circumstances, ensuring that the impact of this pandemic does not compromise the efforts made over the years to make Ulundi one of the fastest growing predominantly rural town which is attractive to investors.



Working in partnership with other spheres of government and stakeholders we have been able to deal with the COVID-19 threat while advocating for equitable distribution of basic services, infrastructure and resources for our diverse communities, both in the urban area and in the rural areas.

I have great pleasure to report that we continued to fast track the implementation of electricity projects especially in communities that have been waiting for too long for their homes to be electrified, as per the Memorandum of Understanding that, the Council of Ulundi concluded with the Department of Energy and Minerals through this intervention we have seen improvement on the delivery of electricity more especial in the Amakhosi Areas.

The Municipality increased the EPWP budget so that we could give more people job opportunities to meet with challenges of increasing unemployment as a result of the country's economic decline.

In order to make public services accessible to our communities through our Community Services Department of the Municipality has formed partnerships with other spheres of government in programmes such as the Operation Sukuma Sakhe (OSS), Local HIV/AIDS Council, Promotion of Children's Rights Programme which improves public participation, and public awareness campaigns. The Municipality has also supported indigent members of the community by offering burial support for those families on the Municipal Indigent register.

In recognition of the service delivery constraints as pointed in Chapter 9 of the Medium-Term Service Framework of the National Development Plan. Ulundi Municipality has always maintained a good working relationship with its citizens as we always adhere to the Batho Pele Principles in the manner we serve our communities.

Despite progress made the Municipality is acutely aware of the many challenges that await us such as strengthening people involvement in planning and decision-making process so that there is consensus; Strengthening of the Ward Committee System, accelerating and expanding quality and sustainable service delivery and focusing on revenue collection and customer care measures within the framework of Batho Pele.

Finally, on behalf of Council firstly I would like to extend a word of appreciation to the members of the communities we serve for entrusting us with this enormous responsibility of moving the barriers of poverty and the further development of Ulundi and we assure them that we are, together going to continue working hard to create a caring, strong and a vibrant Ulundi. At the same time take this opportunity to express our condolences to those families who have lost their love ones due to COVID-19 pandemic and also appeal to all our communities observe all the safety and health protocols that needs to be followed to save more lives during this new normal.

I thank all internal and external stakeholders who continue to participate in all efforts to make Ulundi a better place to live in.

Yours in Service Delivery

FOREWORD BY THE MUNICIPAL MANAGER

The time has come to once again take stock of the events of the 2019/2020 financial year and to not only reflect on the achievements made, but also on the setbacks suffered, for it is through the lessons learned in our failures that we will be able to avoid the same pitfalls going forward. Ulundi has made it a tradition that in each financial year it strives to do well as this is always affirmed by the accolades that we collect in each financial year. (e.g. during the past year, Ulundi received the Award for Best Implemented EPWP), we also maintained the habit of receiving positive audit outcomes that we have been receiving during past few years, all these, attest to our commitment to the municipality's mission of being "*A developmental city of heritage focusing on good governance, socio-economic development and upholding tradition to promote sustainable service delivery*".



In terms of Section 121 of the Municipal Finance Management Act No. 56 of 2003, I, as the Accounting Officer of a municipality must prepare an annual report for each financial year the purpose of which is *inter alia* a) to provide a record of the activities of the municipality during the financial year; b) to provide a report of performance against the budget of the municipality for that financial year; and c) to promote accountability to the local community for the decisions made throughout the year by the municipality.

It is significant to note that Ulundi Municipality has, over the past few years, been receiving "unqualified audit opinion" on its financials from the Auditor-General. The 2018/2019 audit opinion was no exception. We have worked very hard to ensure that even with the 2019/2020 audit which is due to commence soon, we obtain the same "unqualified audit opinion" if not a clean audit. This is evidence of our commitment to clean corporate governance, fiscal discipline and prudent financial management practices; and it also shows the progress we are making towards meeting the national target of "clean audit" for local government.

What this means is that our internal controls are effective in enabling us to manage public monies including millions worth of grants in terms of the prescripts of the laws that govern the collection and spending of public funds. Our ability to collect revenue has enabled the municipality to provide uninterrupted quality services to the community of Ulundi (i.e. electricity, refuse collection, maintenance of roads and infrastructure, etc.) despite the global health crises as a result COVID-19 Ulundi ensured that working with other stakeholders the impact of this pandemic does not destroy all what has been achieved in terms of continuing providing service delivery to our most vulnerable communities more especial in the rural areas during this period our Disaster Management Unit increased its efforts in supporting the COVID-19 front line workers.

We put more effort on implementing our comprehensive Action Plan as Ulundi Municipality to address all the findings made by the Auditor-General in the Audit Outcome of the previous financial year. All Heads of Departments were required to act upon those tasks and report progress on a monthly basis. Those findings in general were relating to the "Material uncertainty relating to Going Concern" which is as a result of the ever-increasing Eskom debt; as well as "Material losses of Electricity" which is due to electricity theft through meter tempering, illegal connections, officially by-passed meters and non-payment of electricity accounts. Detailed information on the A-G's findings and our action in response thereto were provided in the previous financial year Action Plan.

In an effort to address the municipality's current cash-flow challenges and doubts about its "going concern" status, Council approved a new Financial Recovery Plan in terms of which heavy restrictions are put on all expenditure and procurement during the first quarter of the financial year, filling of vacant positions, payment of overtime and standby and payment of long-term service awards to mention but a few in an attempt to curb expenditure while trying to improve collection of revenue.

The Sanlam Umbrella Fund which is an employee death benefit scheme to which the municipality contributed 60% in terms of the Conditions of Service, has now been terminated at the request of the employees who were members thereof and the liquidation process of the fund was successful and it has brought relief to the municipal cash-flow challenges.

Through the Extended Public Works Programme (EPWP) which has won accolades as the best in the province, we have been able to provide our youth with skills through on-the-job training as well as created work opportunities for them; and this has contributed to poverty alleviation and reduction of unemployment in our communities.

Risk assessments for the year under review were also not done due to Covid-19 lockdown restrictions. With regard to risk management, we had a total of 116 risk mitigation tasks, 89 were completed or "done" and 27 remained outstanding, translating to a 76.7% performance rating. Of the 27 tasks that were not completed, 16 were not done due to Covid-19 lockdown restrictions.

In conclusion, I would like to thank Council, the Mayor, the Speaker, the Executive and Finance Committee and MPAC for their support and the roles they have played and are continuing to play in making Ulundi Municipality the best municipality in the province. I also wish to thank my management team and all the municipality's employees for their support and for doing their share to ensure that this municipality always comes up tops. I am well aware of the hardship which is experienced by some of our employees who cannot do their work properly due to insufficient resources like transportation, equipment and materials.

I wish to thank everyone for their patience and understanding that the inconvenience caused by the implementation of the Financial Recovery Plan was only a temporal measure which was aimed at putting the municipality back on the right financial footing again. Your support and cooperation during this time has helped to municipality to improve its financial position.

N.G. Zulu
MUNICIPAL MANAGER ULUNDI MUNICIPALITY

1. Municipal Overview

1.1 Introduction

The Ulundi Local Municipality is, in accordance with the legislative requirements of the Local Government: Municipal Systems Act, (Act No. 32 of 2000) and the Municipal Finance Management Act (Act No. 56 of 2003), required to report on the performance of the Municipality and present the financial statements for the year 2019/2020. The most important documents tabled by the Municipality are the Integrated Development Plan (IDP), the Budget and the Annual Report. The IDP and Budget set out what the Municipality intends to do and how the funds will be spent during a financial year, while the Annual Report reflects on actual performance and implementation of the IDP and Budget during that year.

The Annual Report is a key performance report to the community and other stakeholders that reflects a true, honest and accurate account of the goals set by Council and the success or otherwise in achieving these goals. It includes a range of financial and non-financial information that collectively forms an authoritative and historic record of the activities and performance of the Ulundi Local Municipality for the 2019/2020 financial year.

1.2 Legislation

The 2019/2020 Annual Report for the Ulundi Local Municipality has been compiled in accordance with Section 46 of the Municipal Systems Act (Act No. 32 of 2000), Section 121(3) of the Municipal Finance Management Act (Act No. 56 of 2003) and National Treasury MFMA Circular No. 11. Section 46 of the Municipal Systems Act states that:

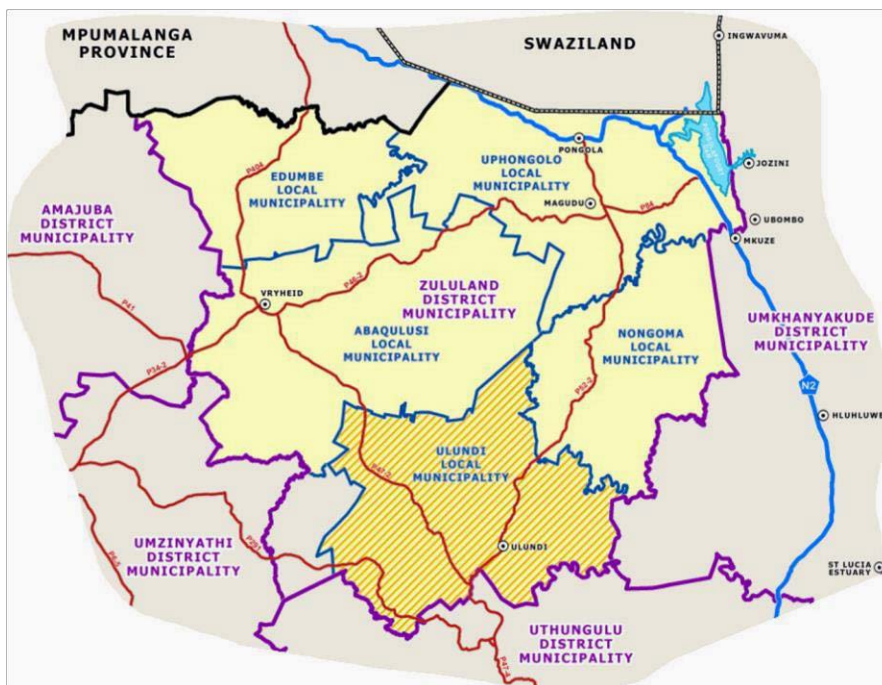
- (1) *A municipality must prepare for each financial year an annual report consisting of –*
 - (a) *a performance report reflecting –*
 - (i) *the municipality's and any service provider's, performance during that financial year, also in comparison with targets of and with performance in the previous financial year;*
 - (ii) *the development and service delivery priorities and the performance targets set by the municipality for the following financial year; and*
 - (iii) *measures that were or are to be taken to improve performance;*
 - (b) *the financial statements for that financial year prepared in accordance with the standards of generally recognised accounting practice referred to in section 89 of the Public Finance Management Act, 1999 (Act No. 1 of 1999);*
 - (c) *an audit report on the financial statements and the report on the audit performed in terms of section 45(b); and*
 - (d) *any other reporting requirements in terms of other applicable legislation.*
- (2) *A municipality must table its annual report within one month of receiving the audit report referred to in subsection (1)(c).*

The preparation and adoption of annual reports is clearly defined in Section 121 of the Municipal Finance Management Act. Section 121(1) and (2) states that:

- (1) Every municipality and every municipal entity must for each financial year prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129.
- (2) The purpose of an annual report is –
 - (a) to provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates;
 - (b) to provide a report on performance against the budget of the municipality or municipal entity for that financial year; and
 - (c) to promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity.

1.1.3 Spatial Location within KZN

The Ulundi Local Municipality is located on the southern boundary of the Zululand District Municipality in north-eastern KwaZulu-Natal. The Ulundi municipal area is approximately 3,250 km² in extent and includes the towns and settlements of Ulundi, Nqulwane, Mahlabathini, Babanango, Mpungamhlophe and Ceza as well as the Traditional Authorities of Buthelezi (KwaPhindangene), Buthelezi (Empithimpithini), Mbatha, Mpungose, Ndebele, Ntombela, Mlaba, Zungu, Zulu (KwaNsimbi).



1.1.4 Locality

The largest part of its area is rural and underdeveloped. Approximately half of the Municipal area consists of commercial farms and the area supports a substantial agricultural community. The town of Ulundi represents the only urban centre in the Ulundi Local Municipal area and accommodates approximately 40,000 people. The settlement pattern reveals a high population concentration in the town of Ulundi and densely populated peri-urban area surrounding the town and along the main routes R34, R66 and P700. Further settlement concentrations include:

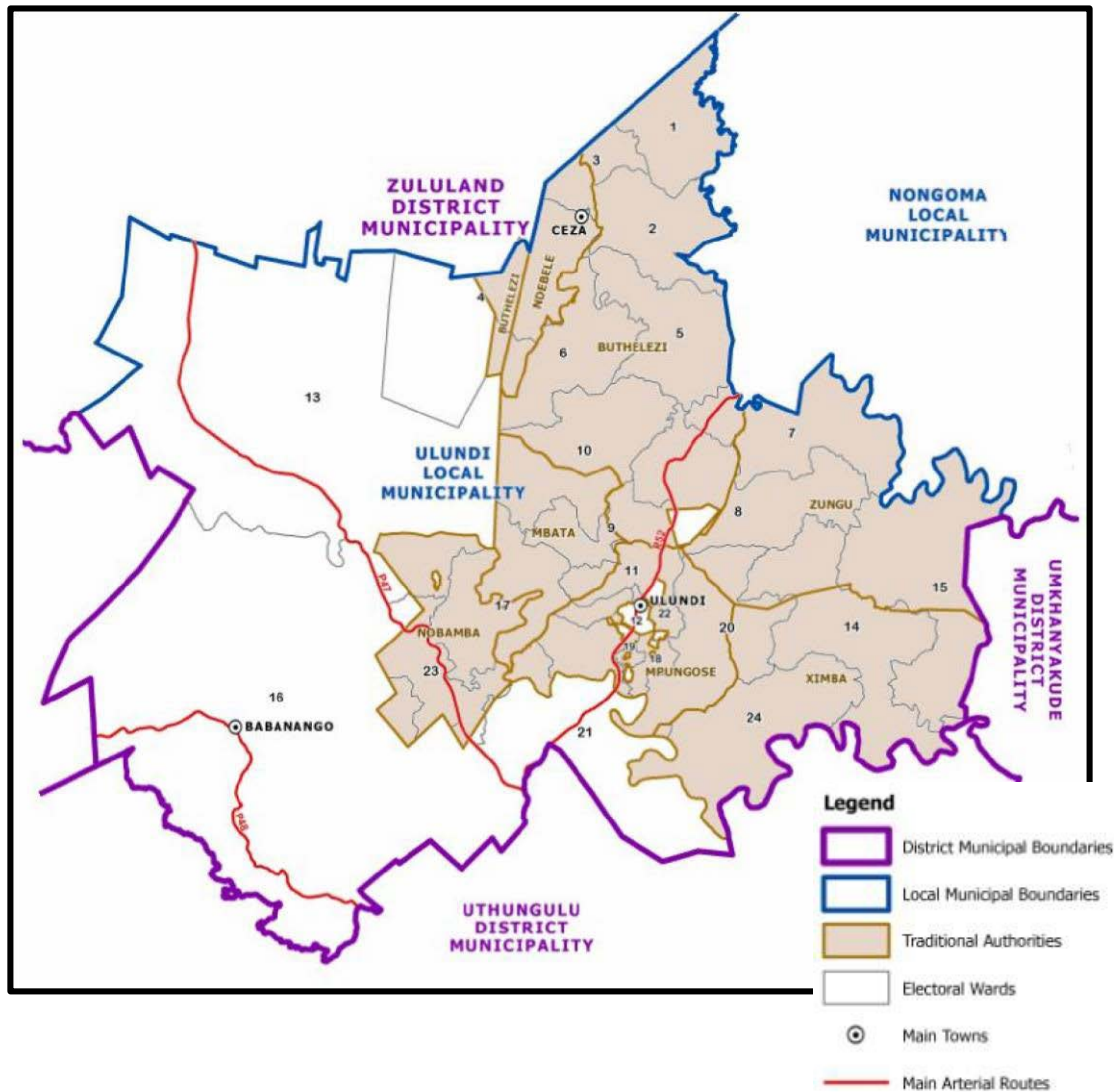
- Nqulwane in the eastern part of Ulundi with the Okhukho Coal Mine;
- Babanango, which developed as a result of the forestry industry;
- Denny Dalton/Mpungamhlophe, which developed as a result of road R34 and rail infrastructure; and
- Ceza to the north, which developed in response to the establishment of supportive land uses such as a hospital, clinic and other related social support services in the area. It is also situated on the road network system. It is therefore a connection and concentration point for people and activities.

The Ulundi Municipality is one of the five local municipalities that constitute the area of jurisdiction of the Zululand District Municipality – the other four local municipalities are eDumbe Municipality, Abaqulusi Municipality, uPhongolo Municipality and Nongoma Municipality.

1.1.5 Demographic Profile

INDICATOR	ULUNDI MUNICIPAL AREA
Area	3 250 km ²
Population (2012)	188 319
Households	35 198
People per Household	5.1
Gender breakdown	Males 45.2 % Females 54.8 %
Age breakdown	0 – 14 40.15 % 15 – 64 55.21 % 65 + 4.63 %

- Number of Wards and Traditional Authority Areas depicted on a maps. The Ulundi Local Municipality consists of 24 wards with 47 Councilors.



1.1.6 Administrative Entities

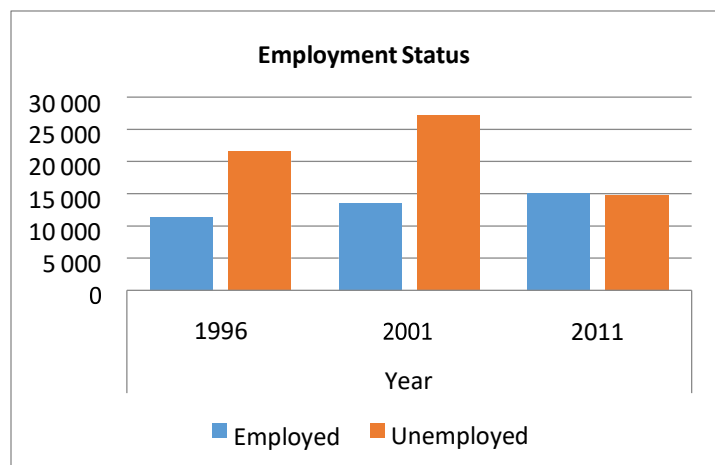
The eastern part of the Municipal area consists of scattered rural settlement in nine Traditional Authority Areas, namely:

- Buthelezi KwaPhindangene);
- Buthelezi (eMpithimpithini);
- Mbatha;
- Mpungose;
- Ndebele;
- Ntombela;
- Mlaba;
- Zungu; and
- Zulu (KwaNsimbi).

1.1.7 Economic Profile

Employment Status (15yrs – 65yrs)

Employment Status	Year		
	1996	2001	2011
Employed	11,361	13,534	15,136
Unemployed	21,556	27,113	14,805



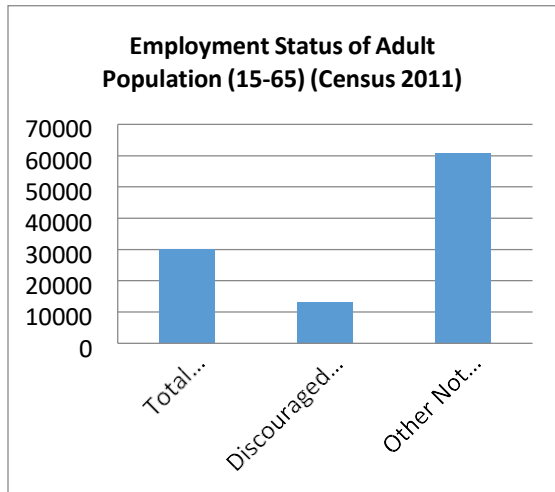
Whilst there seemed to be an increase in the number of economically active persons that are formally employed between 1996 to 2001 and

2001 to 2011 within the

Municipal Area, it must be noted that the unemployment rate in 2011 was 49.45%. This excludes those who are “discouraged work-seekers” (12.75% of the population aged between 15 and 65 years).

Employment Status (15yrs – 65yrs) (2011)

STATUS (2011)	NO	%
Employed	15136	50.55%
Unemployed	14805	49.45%
Total Economically Active	29941	28.80%
Discouraged Work-Seeker	13259	12.75%
Other Not Economically Active	60779	58.45%
TOTAL	103979	100.00%

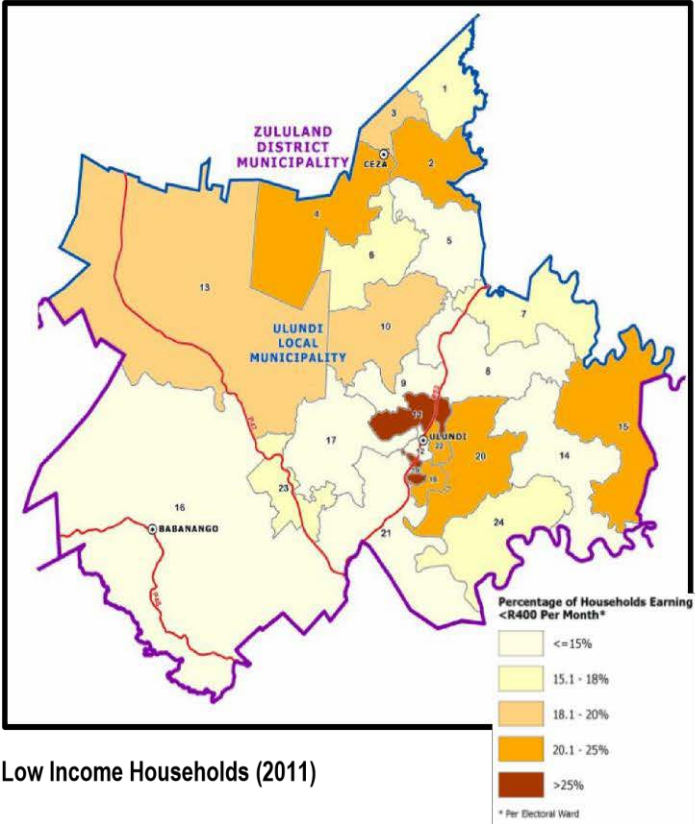
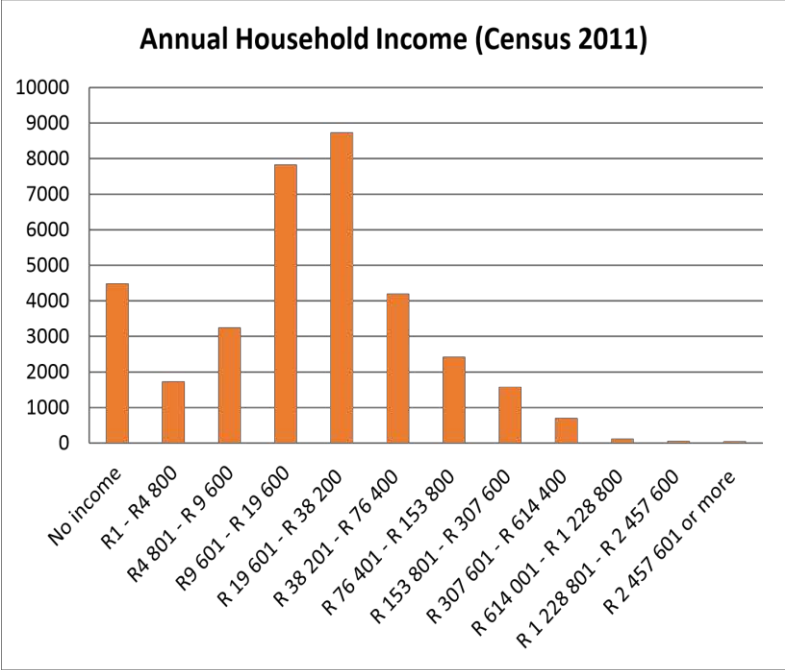


1.1.8 Household Income (2011)

RANDS PER ANNUM	NO	%
No income	4492	12.76%
R1 - R4 800	1736	4.93%
R4 801 - R 9 600	3249	9.23%
R9 601 - R 19 600	7834	22.26%
R 19 601 - R 38 200	8736	24.82%
R 38 201 - R 76 400	4205	11.95%
R 76 401 - R 153 800	2430	6.90%
R 153 801 - R 307 600	1583	4.50%
R 307 601 - R 614 400	703	2.00%
R 614 001 - R 1 228 800	119	0.34%
R 1 228 801 - R 2 457 600	61	0.17%
R 2 457 601 or more	49	0.14%
TOTAL	35197	100.00%

An indigent household are those households earning less than R1,600 per month. In terms of this criterion alone, some 45% of the Households who resided in the Ulundi Municipal Area were indigent.

The largest proportion of households – some 68% - earned between R4,801 and R76,400 per annum in 2011.

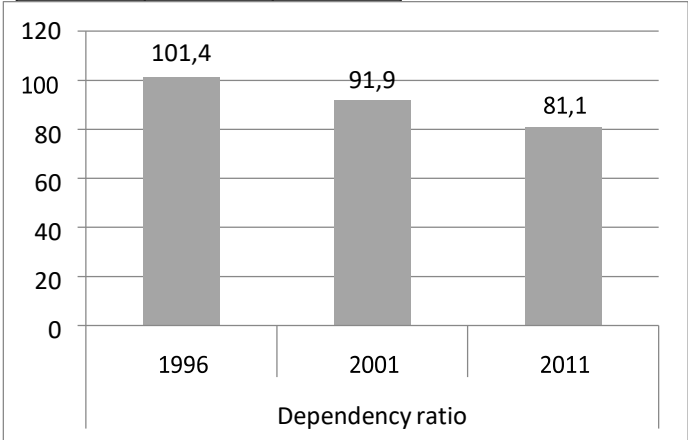


Low Income Households (2011)

It is noted that many households residing in areas around Ulundi town, are the poorest of the poor. 20.1% of these households earned less than R400 per month. The assumption is that households were drawn to Ulundi town – the main service and administrative centre within Ulundi – in the hopes of finding employment. Other areas where there are also evidence of low income earning households are Wards 2 and 4 in the northern parts of the Municipal Area and Ward 15 in the south-east.

1.1.9 Dependency Ratio (1996, 2001, 2011)

Dependency ratio		
1996	2001	2011
101.4	91.9	81.1



It is encouraging to note that dependency ratios – whilst still extremely high – have decreased from 1996 to 2001 and from 2001 to 2011. Dependency ratio means the number of persons that is supported by 1 earner, i.e. in 2011 the Dependency Ratio was 81.1. This means that 81 persons were dependent on every income earner.

CHAPTER 2

CHAPTER 2

2. Governance Structures

2.1 Political Governance

Ulundi Municipality is a Category B Municipality with a Collective Executive System combined with a Ward Participatory System.

The Council established a number of Committees to enable it to deliver on its constitutional mandate.

2.2 Section 80 Committees

The following Support Committees have been established in terms of Section 80 of the Municipal Structures Act to assist the Executive Committee:

- a) Technical and Infrastructure Portfolio Committee
- b) Planning and Development Portfolio Committee
- c) Community Services Portfolio Committee
- d) Protection Services Portfolio Committee
- e) Tourism Portfolio Committee
- f) Local Economic Development Portfolio

Each of the Support Committees deliberates on matters that fall within its specific terms of reference and makes recommendations to the Executive Committee for approval or where necessary for endorsement by the Executive Committee for final approval by the full Council.

The Executive Committee has wide ranging delegations with the exception of the powers provided to Council in terms of Section 160 (2) of the Constitution of the Republic of South Africa, 1996. The Executive Committee makes recommendations for approval by Council on such matters.

2.3 Section 79 Committees

In addition Council has established the Municipal Public Accounts Committee in terms of Section 79 of the Municipal Structures Act.

This Committee which is made up of non-executive Councillors ensures that the Administration is held accountable for the management of municipal funds and assets, and to ensure the efficient and effective utilization of council resources. The Committee also considers the Annual Report and makes recommendations to the Council on the Annual Report by submission of an oversight report. The Committee's oversight report is published separately in accordance with the Municipal Finance Management Act.

2.4 Administrative Committees

The Council has also established administrative committees as follows:

- a) Audit Committee
- b) Bid Specification Committee
- c) Bid Evaluation Committee
- d) Bid Adjudication Committee &
- e) Risk Committee

The Audit Committee is established in terms of Section 166 of the Municipal Finance Management Act. It is an independent external committee, which provides an oversight function over the financial management and performance of the Municipality.

The Municipal Supply Chain Management Regulations require a committee system for competitive bids, consisting of a Bid Specification, a Bid Evaluation and a Bid Adjudication Committee.

The Bid Specification Committee compiles the specifications for all goods or services procured by the municipality or municipal entity.

The Bid Evaluation Committee evaluates bids in accordance with the specifications for a specific procurement; and the points system set out in terms of paragraph 27 (2) (f) of the SCM Policy and as prescribed in terms of the Preferential Procurement Policy Framework Act.

The Bid Adjudication Committee considers reports and recommendations of the bid evaluation committee; and either makes a final award or a recommendation to the Accounting Officer to make the final award; or makes another recommendation to the Accounting Officer on how to proceed with the relevant procurement.

2.5 POLITICAL STRUCTURE

Position	Name of Councillor
Mayor	Councillor Wilson Mfana Ntshangase
Deputy Mayor	Councillor Thembekile Gabi Madela
Speaker	Councillor Njingase Johanna Manana
Chief Whip	Councillor Khanyisani Prince Ngema

2.6 EXECUTIVE AND FINANCE COMMITTEE

Name of Councillor	Position	Political Party
Councillor W.M. Ntshangase	Chairperson	Inkatha Freedom Party
Councillor T.G. Madela	Deputy Chairperson	Inkatha Freedom Party
Councillor H.J. Mlambo	Member	Inkatha Freedom Party
Councillor Advocate R.V. Sibiyi	Member	Inkatha Freedom Party
Councillor M.S. Buthelezi	Member	Inkatha Freedom Party
Councillor S.M. Buthelezi	Member	Inkatha Freedom Party
Councillor Prince T.M. Buthelezi	Member	African National Congress
Councillor S.P. Nakin	Member	African National Congress
Councillor C.K. Zungu	Member	Inkatha Freedom Party
Councillor N.J. Manana	Ex Officio Member	Inkatha Freedom Party

Ulundi Municipality comprises a total number of 47 Councillors of which 24 are Ward Councillors and 23 Proportional Representative (PR) Councillors, The Council of Ulundi Municipality comprises of 33 male Councillors and 14 female Councillors. Regarding Ward Councillors, there are 22 male Councillors and 2 female Councillors. In respect of Proportional Representative Councillors there are 11 male Councillors and 12 female Councillors. There are also 5 Traditional Leaders which participating in Municipal Council in terms of Section 81 of the Local Government Municipal Structures Act No. 117 of 1998 as amended per the KZN Provincial Gazette of May 2019 repealing Notice No 149 of 2016 on identification of Traditional Leaders who may participate Municipal Councils in terms of Section 81 of the LGMSA 117/1998

2.7 POLITICAL PARTIES REPRESENTED IN ULUNDI MUNICIPAL COUNCIL

Party Name	Ward Seats	PR Seats	Total
Inkatha Freedom Party	24	11	35
African National Party	00	11	11
Economic Freedom Fighters	00	01	01
Total Seats	24	23	47

2.8 MUNICIPAL OVERSIGHT STRUCTURE (MPAC) FUNCTIONS

- To ensure that Municipal resources are used effectively and efficiently and report any deviations to Council;
- To review Auditor-General reports together with comments from Management and Audit Committee thereon and to make recommendations to Council;
- To review Internal Audit reports together with comments from Management and Audit Committee thereon and to make recommendations to Council;
- To initiate and develop the Annual Oversight report as part of Annual Report; and
- To attend and to make recommendation to Council on any relevant matter referred to it by Council, Exco, a Portfolio Committee, a member of MPAC, a Councillor and the Municipal Manager,
- On its own initiate investigate and report to Council on any relevant matter affecting the municipality

The meetings convened by the Oversight Committee in 2019/2020 and attendance thereof is as follows:-
27/09/2019; 28/11/2019;22/01/2020;24/03/2020 & 10/06/2020

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE	
Councillors Names	Total Number of meetings (5)
Cllr R.B. Nyawo	5
Cllr T.K. Mkhize	3
Cllr P.B. Mbatha	3
Cllr W.V. Mbatha	4
Cllr N.G. Dlamini	4



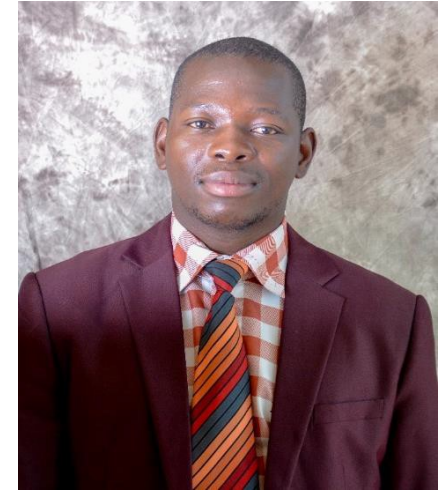
HIS WORSHIP THE MAYOR: CLLR
W. M. NTSHANGASE



HONOURABLE DEPUTY MAYOR:
CLLR T.G. MADELA



HONOURABLE SPEAKER:
CLLR N. J. MANANA



MPAC CHAIRPERSON: CLLR R.
B. NYAWO

THE CHIEF WHIP: CLLR K. P. NGEMA



FULL COUNCIL



2.8 ADMINISTRATIVE GOVERNANCE

2.8.1 Roles, Responsibilities and Structure

As Head of Administration, the Municipal Manager ensures that the municipality is managed in accordance with all legislation applicable to local government. He undertakes various administrative responsibilities in relation to Council such as advising the political structures and political office bearers of the municipality; managing the communications between the municipality's administration and its political structures and office bearers; and carrying out the decisions of the political structures and political office bearers of the municipality. In addition, he has human resources related responsibilities to ensure that the municipality has the requisite human resources that are functioning at an optimal level to enable it to deliver on its mandate.

As the Accounting Officer, the Municipal Manager is responsible for general management of municipal finances, including: asset and liability management, revenue and expenditure management and budget implementation. In his role as the Accounting Officer, he must also assist the Mayor in performing the budgetary functions assigned to the Mayor in terms of Chapters 4 and 7 of the Local Government: Municipal Finance Management Act, No. 56 of 2003; and provide the Mayor with the administrative support, resources and information necessary for the performance of those functions.



**MUNICIPAL MANAGER
MR N.G. ZULU**



**DIRECTOR: TECHNICAL
SERVICES MR W. C. DE WET**



**CHIEF FINANCIAL OFFICER
MR J.H. MHLONGO**



**DIRECTOR: CORPORATE AND
MANAGEMENT SERVICES
MR Z. G. DHLAMINI**



**DIRECTOR: COMMUNITY SERVICES
MRS T. A. NTOMBELA**



**DIRECTOR: PLANNING AND DEVELOPMENT
SERVICES
MR R. M. MAZIBUKO**



**DIRECTOR: PROTECTION
SERVICES
MR M. B. KHALI**

2.9 Intergovernmental Relations

There are two forums established for inter-governmental relations, the IGR Forum for the Mayors of the municipalities within the Zululand District Municipality and a Technical Forum to be attended by the respective Municipal Managers; however, neither of these forums currently meet on a regular basis which complicates the communication processes that is essential for co-operation and co-ordination to take effect.

In the past the sector departments of the KZN Provincial Government have delivered projects and programmes within the service area of the Ulundi Municipality without reference to the needs expressed in the IDP; Sector Departments representatives are consulted in order to promote alignment between the programmes and projects driven by Ulundi Municipality and those that are undertaken by sector departments, whether at a national or provincial level.

Among the sector departments, whether at a national or provincial level, that the Municipality is in constant contact with are as follows:

- Department of Agriculture and Environmental Affairs and Rural Development
- Department of Arts and Culture
- Department of Basic Education
- Department of Cooperative Governance and Traditional Affairs
- Department of Economic Development and Tourism
- Department of Energy
- Department of Health
- Department of Home Affairs
- Department of Human Settlements
- Department of Labour
- Department of Safety and Security
- Department of Social Development
- Department of Sport and Recreation
- Department of Transport

Ulundi Municipality participates in all relevant provincial and national government forums. This participation avoids any duplication in services and assists with improving and prioritizing the delivery of services. It also enhances job creation, economic development and effective use of public resources.

Ulundi Municipality has been involved in the following IGR structures :

Mayors Forum

Speakers Forum

Municipal manager Forum

Planning & Development Forum

Cooperate Services Forum

Finance Forum

Communication Forum

Disaster Management Forum

The above mentioned forum were convened during first Quarter, Second Quarter, Third Quarter and forth Quarter 2019/2020 respectively, however, due to the introduction of the District Development Model (DDM) and introduction of district Command Council as well as, District Command Technical Task Team the above forums had to be convened as DDM Clusters.

There are four Clusters that have been established to meet the requirements of DDM AND Covid-19 intervention such Clusters includes but not limited to,

Social Cluster.

Justice Cluster.

Economic Cluster.

GOVERNANCE CLUSTER.

The above mentioned cluster were established during the first quarter and Second quarter 2020/2021. Due to Covid-19 the above clusters were also convened by the District Mayor virtual as the Chairperson and Co-Chairperson MEC Ntuli.

The District Command Task Team is Chaired by the District Municipal Manager as the chairperson and Co-Chaired by the HOD from the Department of Human Settlement Mr Zungu and Dr Tshabalala from the Department of Health respectively

DATE	IGR STRUCTURE
11 July 2019	District Public Participation
18 July 2020	Municipal Managers Forum
22 July 2020	Finance Forum
23 July 2020	Corporate Services Forum & Speakers Forum
24 July 2019	Communicators Forum
25 July 2019	Mayors Forum
08 August 2019	District Public Participation
15 August 2019	Municipal Managers Forum
19 August 2019	Finance Forum & Planning and Development
20 August 2019	Corporate Services Forum & Speakers Forum
21 August 2019	Communicators Forum
22 August 2019	Mayors Forum
5 September 2019	District Public Participation
12 September 2019	Municipal Managers Forum
17 September 2019	Corporate Services Forum & Speakers Forum
19 September 2019	Finance Forum & Mayors Forum
17 October 2019	Municipal Managers Forum
21 October 2019	Finance Forum & Planning and Development
22 October 2019	Speakers Forum & Corporate Services Forum
23 October 2019	Communicators Forum
24 October 2019	Mayors Forum
14 November 2019	Communicators Forum & Municipal Managers Forum
18 November 2019	Finance Forum &
19 November 2019	Speakers Forum & Corporate Services Forum
20 November 2019	Communicator Forum
12 December 2019	Municipal Managers Forum
17 December 2019	Speakers Forum & Planning and Development
19 December 2019	Mayors Forum
20 January 2020	Municipal Managers Forum
27 January 2020	Speakers Forum & Corporate Services Forum
04 February 2020	Municipal Managers Forum and Mayors Forum
06 March 2020	Communicators Forum & Finance Forum
27 March 2020	Technical Command

2.10 Public Accountability and Participation

As required by the Constitution, the Municipal Council must conduct its business in an open manner and its objectives must be to encourage communities and community organizations to be involved in local government matters. Further the Municipal Systems Act states that municipalities must encourage and create conditions for the local community to participate in the affairs of the Municipality.

It is essential that the review process of the IDP and preparation of the Budget transpires in conjunction with other spheres of government and stakeholders. The stakeholders in the IDP process include anyone with an interest in the integrated development of the Municipality.

The challenge remains to improve their understanding of the IDP process and how the municipal systems operate and policies are formulated. To encourage community participation in matters of local government and all programmes. Council holds meetings and forums at different venues within the Municipality area. Public attendance at Council meetings is encouraged so that interested and concerned citizens have the opportunity to monitor decisions made by the elected body.

2.11 RISK MANAGEMENT

Institutions operate in environments where factors such as technology, regulation, restructuring, changing service requirements and political influence create uncertainty. Uncertainty emanates from the inability to precisely determine the likelihood that potential events will occur and the associated outcomes.

Organisational Risk Management forms a critical part of any institution's strategic management. It is the process whereby an institution both methodically and intuitively addresses the risks attached to their activities with the goal of achieving sustained benefit within each activity and across the portfolio of activities. ORM is therefore recognised as an integral part of sound organisational management and is being promoted internationally and in South Africa as good practice applicable to the public and private sectors.

Public sector institutions are bound by constitutional mandates to provide products or services in the interest of the public good. As no institution has the luxury of functioning in a risk-free environment, public sector institutions also encounter risks inherent in producing and delivering such goods and services.

The purpose of the ORM framework is to provide a comprehensive approach to better integrate risk management into strategic decision-making; and

- Provide guidance for the accounting officer, managers and staff when overseeing or implementing the development of processes, systems and techniques for managing risk, which are appropriate to the context of the municipality.
- Advance the development and implementation of modern management practices and to support innovation throughout the Public Sector.
- Contribute to building a risk-smart workforce and environment that allows for innovation and responsible risk-taking while ensuring legitimate precautions are taken to protect the public interest, maintain public trust, and ensure due diligence.

2.11.1 Legal mandate.

Section 62 (1) (c) (i) of the Municipal Finance Management Act No. 56 of 2003.

2.11.2 Accounting Officer

Section 62 (1) of the Municipal Finance Management Act, 2003 requires that:

The accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure-

(c) that the municipality has and maintains effective, efficient and transparent systems –

(i) of financial and risk management and internal control.

2.11.3 Management, Other Personnel and Risk Champions

The extension of general responsibilities in terms of section 78 of the Municipal Finance Management Act, 2003 to all senior managers and other officials implies that responsibility for risk management vests at all levels of management and that it is not limited to only the accounting officer and internal audit.

2.11.4 Internal Auditors

Section 165 (2) of the Municipal Finance Management Act, 2003 requires that:

The internal audit of a municipality must –

- (a) Prepare a risk based audit plan and an internal audit program for each financial year;*
- (b) Advise the accounting officer and report to the audit committee on the implementation of the internal audit plan and matter relating to-*
 - (iv) risk and risk management.*

The internal audit activity should assist the organisation by identifying and evaluating significant exposures to risk and contributing to the improvements of the risk management and control systems –

A1 - The internal audit activity should monitor and evaluate the effectiveness of the organisation's risk management system.

A2 - The internal audit activity should evaluate risk exposures relating to the organisation's governance, operations and information systems regarding the:

- Reliability and integrity of financial and operational information;*
- Effectiveness and efficiency of operations;*
- Safeguarding of assets; and*
- Compliance with laws, regulations and contracts.*

2.11.5 Audit Committee

In terms of Section 166 (2) of the Municipal Finance Management Act, 2003,

An audit committee is an independent advisory body which must –

- (a) Advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality on matters relating to –*
 - (ii) risk management.*

2.11.6 Batho Pele Principles

Similarly, the principles of Batho Pele clearly articulate the need for prudent risk management to underpin government objectives. Batho Pele strives to instil a culture of accountability and caring by public servants. Further objectives of Batho Pele include supporting the government's governance responsibilities, improving results through more informed decision-making, strengthening accountability and enhancing stewardship and transparency, all of which resonate well with the principles of risk management.

2.11.7 Risk Management Unit

The Risk Management Unit was established on the 1st of July 2015 with the Senior Manager as the Head of the Unit, the Risk Manager and Risk Officer.

2.11.8 Risk Management Committee

In terms of the Risk Management Framework, membership to the Risk Management Committee should consist of all Directors or Heads of Departments. However, in the case of Ulundi Municipality, this has been delegated to Deputy Directors who report to HoD's and Senior Managers who report to them.

The following officials were members of the Risk Management Committee during the 2019/2020 financial year:

- 1) Mr S.W.A. Memela (Deputy Director, Strategic Operations) Chairperson
- 2) Mr S. Khumalo (Manager: Risk Management Unit)
- 3) Mrs N. Panday (Deputy Director: Legal Services)
- 4) Mrs N.L.H. Buthelezi (Deputy Director: Planning & Development)
- 5) Miss P.T. Nxumalo (Deputy Director: Civil)
- 6) Mr P.N. Dlatu (Deputy Director: Electrical)
- 7) Mr S.M. Khomo (Deputy Chief Financial Officer)
- 8) Mr M.N. Mahlaba (Deputy Director: Budget)
- 9) Mr D.N.S. Buthelezi (Deputy Director: Corporate Services)
- 10) Mrs Z.P. Khomo (Deputy Director: Community Services)
- 11) Mr H.A.L. Meyer (Deputy Director: Operations- Protection Services)
- 12) Mr M. Zulu (Senior Manager: Protection & Security)
- 13) Mr M. Nkosi (Chair: IT Steering Committee)

All members of the Risk Management Committee are Risk Champions responsible for Risk Management in their respective Departments.

2.11.9 Risk Assessment

An annual risk assessment for 2019/2020 was done for the risks which are classified in the following risk registers:

- Main Risk Register
- Fraud Risk Register
- IT Risk Register

2.11.10 Monitoring of Risks

Quarterly risk reviews were done in respect of all risks in terms of the risk management policy. The Risk Management Unit was responsible for assessing whether the mitigation controls were being implemented in accordance with the action tasks that were agreed upon during risk assessment. The reviewed risk registers were then submitted to the Internal Audit Unit for further review. Out of a total of 116 risk mitigation tasks, 89 were completed or "done" and 27 remained outstanding, translating to a 76.7% performance rating. Of the 27 tasks that were not completed, 16 were not done due to Covid-19 lockdown restrictions. Risk assessments were also not done due to Covid-19 lockdown restrictions.

2.11.11 Compliance Checklist

Departments are each required to comply with various legislative prescripts applicable to each one of them. The Risk Management Unit monitors the various departments' compliance with legislation as indicated in their respective Compliance Check-lists and, in this regard, departments are required to complete and submit their Compliance Check-lists together with evidence of compliance to Risk Management Unit on a monthly basis. These are also reviewed by the Internal Audit Unit regularly. As at 30 June 2020, all departments had complied both with the submission of their compliance check-lists to the Risk Management Unit as well as with legislation.

2.12 ANTI-FRAUD AND ANTI-CORRUPTION ACTIVITIES: 2019/2020

The Municipality of Ulundi has an approved Anti-Fraud and Anti-Corruption Policy. Generally, within both the political sphere and the administration the gradual anti-fraud and a corruption free environment message has settled.

The notion to make the declarations of benefits and interests signed by Councillors as well as Officials to avoid conflict of interest is undertaken on an annual basis.

There are fully functional Council Committees and structures; viz, the Internal Audit Unit, the Audit Committee and MPAC that render different legislated services to improve internal controls.

2.13 DEVIATION REGISTER FOR 2019/2020 FINANCIAL YEAR END IN TERMS OF SECTION 36 OF SCM

None.

2.14 TENDERS AWARDED

Tenders awarded				
BID number	Service provider	Description	Appointment date	Amount 'R
07/2019/2020	Lindimpiliso Trading and Projects	Refuse removal at Old Taxi Rank and Public Transport Intermodal Facility	01/04/2020	3 527 280.00
05/2019/2020	Ubuhlebesu Trading and Project (PTY) Ltd	Integrated Development Plan Review	02/03/2020	273 500.00
06/2019/2020	Ubuhlebesu Trading and Project (PTY) Ltd	Ulundi CBD Layout Amendment Plan	02/03/2020	278 600.00

2.14. MUNICIPAL BY-LAWS

Ulundi Municipality has approved and gazetted the following by-laws that are implemented in its area of jurisdiction:

NAME OF BY-LAW	SUMMARY	CONTRAVENTIONS	CONVICTIONS
ANIMAL BYLAWS	<ul style="list-style-type: none"> • pound costs as well as medical expenses An animal that is straying on private property may be seized by the owner and the pound master may be called to capture the animal. • No animal that is captured may be released without the proper statutory records. • A person on who's property an animal has been trespassing may be liable to be paid a trespass fee, as well as damages caused by the animal trespassing. • This payment may be waived by agreement of the parties. • If an animal that has been impounded, has not been released the pound master may apply for the sale of the animal, by proper advertising. • The proceeds of the sale will be held by the CFO, if not claimed within a period of three months same shall be forfeited to the Municipality. • Additional costs may also be claimed from the owner after the sale of the animal. • If an animal is not sold it may be disposed of at the discretion of the pound master. • Whilst an animal has been impounded the pound master has a duty of care. • Keeping of bees is not allowed. • Any animal may in the case of an emergency that has been created because of disease, be impounded, upon the instruction of the Municipal Manager. • This animal may lie in a designated place for a period determined by the Municipal Manager, and may only be released upon the necessary vaccinations having been provided. • In the event that an animal that has been impounded, is so diseased or injured, the pound master may at his discretion put down the animal with no compensation to the owner. • The costs of destroying the animal, may be recovered by the Municipality from the owner. • The person who seizes an animal is under no duty to trace the owner. • An owner of an animal needs to take all reasonable steps to prevent any destruction or damage. • Notices in terms of these bylaws must be given to the owner and can be served personally on the owner or the agent to the known address. 	None	None

<p>COMMUNITY FACILITY BYLAWS</p>	<ul style="list-style-type: none"> • There are a number of personal conduct rules when hiring the facility that is prohibited. • In addition there are prohibitions that protect the premises. • The time periods for the opening and closing of the facility is also clearly stipulated. • Entry on the premises is by way of payment of fees. • Bookings of the facility must happen three days before the event. • Municipality reserves the right for the admission and cancelling of a booking. • Municipality is not liable for damage or loss to municipal property. • Noise levels must be to a minimum. • All electrical equipment must be handled safely and must be safe to utilise. • Facility cannot be booked on a long terms basis. • Failure to comply with the bylaw attracts a penalty of R2000.00. • A schedule of tariffs is provided. • Bylaw is called community facility bylaws. 	<p>None</p>	<p>None</p>
<p>ENVIROMENTAL HEALTH BYLAWS</p>	<ul style="list-style-type: none"> • The purpose of this bylaw is to protect and promote the long term health benefits of the community. • Every person has a constitutional right to a healthy living environment. • The municipality within its financial and administrative constraints must contribute to this healthy living standard. • No person must undertake activity that will put the environment or public health at risk. • No person may cause a public health nuisance to occur. • A public health nuisance may occur, if :- • (a). a premises is infested with insects; • (b). conditions that may cause the spread of communicable diseases; • (c). Unsanitary conditions; • (d). water unsafe for human consumption. • If an owner is aware of a public health hazard, he has a duty to report same within a period of 24 hours. • He must also eliminate or reduce the risk, and inform the municipality of the risk in writing. • The instances of when an owner creates a public health nuisance is listed as provision 6 of the bylaw. • These instances also include pest control as listed in section 7 and air pollution as listed in section 8. 	<p>None</p>	<p>None</p>

	<ul style="list-style-type: none"> • Should there be an instance wherein a premises, will be used for activities related to potentially hazardous material, that is likely to cause a health risk, steps must be taken to avoid or reduce the risk to an acceptable level. • In this instance the activity must be reported to the Municipality, and the measure taken to reduce the risk must be also reported to the Municipality. • In the event that this activity is part of a trade of a person/company permit must be obtained from the Municipality for exemption from this provision. • The Municipality may with the cooperation of the environmental health officer, issue an exemption certificate, and same may also be issued with conditions. • The business or person must apply for a public health permit. The application procedure is as set out in section 14. • These permits may under conditions stipulated in the bylaws be amended cancelled or suspended. • The Municipality must appoint an environmental health officer. • The officer in accordance with the provisions of the bylaws has the powers to issue notices for compliance(section 19), undertake measures to remove/reduce the risk(section23), undertake measures prohibiting a person from continuing an activity. • In the event that the hazard is of such a high risk, the municipality may issue a demolition notice. The costs of the demolition to be borne by the owner. • The Municipality may also enter the premises, in order to conduct remedial work in order to ensure compliance with the bylaw. • The municipal manager may issue a costs order for the work done by the Municipality in order to ensure compliance with the bylaw. • No person may use a caravan, tent or vehicle for human habitation without the written permission of the Municipal Manager. • All buildings must be in accordance with the national building regulations and building structures act, or it may be declared hazardous. • This provision is also applicable to flat, complexes or blocks. • All toilets in buildings must be in accordance with the building regulations. • In the event that toilets are being provided for the purposes of workers such must be in a sanitary condition and a good state of repair. • In the event of any travelling show or circus proper facilities must be 		
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	<ul style="list-style-type: none"> • All boreholes must be fenced, and the owner must ensure that no dangerous material reaches the borehole or is stored in same. Every owner must provide adequate water supply to the occupier. • Owners of property must ensure that they are able to storm water run off that may be hazardous to health. • The bylaw then goes on to explain in detail what are scheduled trades, as well as instances wherein permits will be required. 		
FIRE PREVENTION BYLAWS	<ul style="list-style-type: none"> • There is an onus on a person who is aware of a fire hazard to notify the municipality of same. • Fire lanes are created by the Municipality, it is for the use of heavy duty vehicles in the case of an emergency. No obstruction must come to these lanes. • An owner or an occupier may not alter the building so as to make it more conducive for fire to travel. • No part of a fire escape route may be obstructed in any way. • A locking device that is fitted for the purpose of an escape door, must be approved by the Municipality. • Escape routs must be indicated by clear signage. • Fire extinguishes must be fitted in areas as stipulated in the National Building Regulations. • Fire extinguishes must be regularly checked by a certified permit holder. • Fire protection system must be regularly checked and maintained and the owner or person in charge of the premises must have a record of this. • It is an offence to tamper with a fire protection system or fire extinguisher. • When the Municipality deems it necessary it may send representatives of the fire brigade to attend a public function and remain in attendance for the duration of the function. • This shall be for the cost of the organiser. • Owner or person in charge of a school, hospital, residential institution or hotel that has an occupancy of more than 25 people must have an emergency evacuation plan, which in intervals of 6 months must be tested. • The escape route plan must be properly displayed in designated sleeping areas. 	None	None

	<ul style="list-style-type: none"> • Any sources of ignition, must be adequately taken care of, in some instances the Municipality may prohibit the use of certain electric equipment so as to mitigate risk of a fire. • No smoking signs must be properly displayed as a mitigation of risk. • A person may not use a flame emitting device such as a candle in such a way so as to create a hazard. • Lighting of fires is prohibited except in circumstances wherein the Municipality has granted permission. • A person/owner whose premises is carrying a flammable substance must apply to the Municipality for a permit. • The Municipality may refuse permission, or issue conditions. The permit must be renewed annually. A flammable substance certificate is issued under strict provisions as per the bylaw. • All flammable liquid tanks that are above ground must comply with the specifications of the bylaw and permission must be sought from the Municipal Manager in order to erect these structures. • The bylaws further specify stipulations for underground storage tanks, bulk storage depot, liquefied petroleum gas, storage of refillable liquid petroleum. • In the event that there is an accident due to liquid spillage the owner of the premises has an onus to immediately notify the Municipality. • The Municipality is not liable for damage or loss as a result of offences committed as a result of fire. • The bylaw imposes penalties for non-compliance. 		
<p>LEASE OF HALLS AND CONFERENCE FACILITY BYLAWS</p>	<ul style="list-style-type: none"> • Application to lease must be made in a prescribed form. • The Municipality has the right or discretion to grant permission to lease the facility. • All payments must be made in advance. • All of the facilities within the premises shall be deemed to be in good working order, unless pointed out to the caretaker before the use of the hall by the lessee. • The lessee shall be responsible to make good all losses, damage or breakage. • The lessee may only use equipment that has been paid for. • No additional lighting may be placed in the facility save with the permission of the Municipal Manager. 	None	None

	<ul style="list-style-type: none"> • The lessee may not sublet the premises, the lessee is to ensure that the property is kept in good condition. • The Municipality is not obliged to provide additional cleaning services. • No animals shall be entitled to be in the premises save for an instance wherein consent has been obtained from the Municipal Manager. • No advertisements may be placed expect with the permission of the Municipal Manager. • The lessee is responsible for all catering requirements, and caterers are to keep the premises in a tidy order. • When liquor is served at the premises all the requirements of the Liquor Act shall be observed. • Firing of live ammunition, throwing of knives and any other dangerous property is prohibited. • No overcrowding shall be accepted the onus is on the lessee to prevent overcrowding. • The Municipalities officials may enter the premises at any time to perform their duties. • If there is an event at the premises that may cause a fire hazard then the fire manager may place one fireman at the premises. • The lesee is to confirm that the provisions of this bylaw will be adhered to. 		
<p>NUISANCE BYLAWS</p>	<ul style="list-style-type: none"> • Goods that are to be sold may not be advertised by shouting, screaming or making a noise. • A person may not conduct themselves in an unbecoming manner in public. • A person may not expose themselves or any articles of an indecent nature in public. • A person may not hang any item of clothing on a boundary wall window or balcony that may be visible from public. • A person may not appear in a public place in a state of intoxication. • A person may not bathe or wash his animal in a public trough or a mechanism intended for public use. • No obscene language may be written in any public place. • A person may not loiter in a public place. • A person/s may not obstruct a public place so as to obstruct free movement. • No placards or structures may be erected in a public footpath. • A person may not throw any object on a footpath that may endanger other 	<p>None</p>	<p>None</p>

	<ul style="list-style-type: none"> • No flower pot may be placed on a footpath or a window sill that has the potential to cause damage. • Children may not be allowed to skip, skate fly a kite or play any game that has the potential to cause damage to person or property. • No person may dig in a public place or close to a public place without the permission of the tow engineer. • No waste may be deposited on any public property. • A person may not transport goods or liquids that has the potential to cause harm to the public. • No carcass of an animal is to remain on a premises for an indefinite period. • A person may not cause a stream, swimming pool, gutter, watercourse sink, borehole to become so foul as to cause nuisance. • A person may not allow unhygienic liquids to flow into another persons property. • A person may not contribute to water pollution. • A person may not burn rubbish or refuse on any premises so as to cause harm/nuisance • A person who is the owner of a premises must prevent or eradicate rodents, mosquitos,or any other pests or vermins. • A person may not discharge fireworks in a place where domesticated animals are present or contrary to the provisions of any Acts. • A person may not cause noise nuisance by playing loud music operating a loud musical instrument or using any device that may cause noise pollution. • No animals that are domesticated may be allowed to make a noise. • Any person who is building, repairing, modifying or testing a motor vehicle on residential property may not continue to do so, if same is causing a noise. 		
<p>REFUSE REMOVAL BYLAWS</p>	<ul style="list-style-type: none"> • The occupier of every premises, must make provision for storage collection and removal of waste. • The Municipality may subject to the tariff charged in the tariff bylaws collect and remove, builders waste, special industrial waste special domestic refuse. • The Municipality may at its sole discretion supply refuse storage receptacles having regard to the quantity, suitability and accessibility of the refuse storage area 	<p>None</p>	<p>None</p>

	<p>stored in a hygienic condition, as well as and harmful or toxic substances have been removed or attended to.</p> <ul style="list-style-type: none"> • The dates or days of collection, must be stipulated by the Municipality. • Bulky refuse must be securely tied up. • The place wherein the refuse is stored must be accessible to the waste collectors, and herein the onus is on the owner to ensure that the premises can be accessed. • When the refuse is stored in such a manner that it is creating a nuisance the Municipality may arrange for a special removal and the occupier shall be responsible for the tariff charge. • The owner of building refuse must dispose of the refuse within reasonable time. • Refuse whilst in conveyance shall not be conveyed in such a manner so as to cause a nuisance. • The bylaw thereafter proceeds to provide specific stipulations for the category of special industrial and industrial waste as well as liquid waste and the storage and removal thereof. • All refuse removed by the Municipality as well as refuse at the disposal site is the refuse of the Municipality. • The bylaw stipulates penalties for offences caused in non-compliance. 		
<p>TARIFF BYLAWS FOR INDIGENT PERSONS</p>	<ul style="list-style-type: none"> • The indigent tariff bylaws, outlines the qualification criteria for free basic services as well as life line services. • Where the water or electricity account is in excess of the amount that was calculated for the free basic service, then the indigent will be billed and may accordingly be held accountable for payment. • In the event that the beneficiary does not make payment the Municipality may restrict the supply, disconnect the supply, take any other action in terms of the credit control bylaws, despite the indigent qualifying for free basic services. • The bylaw also stipulates an appeal process in the event that an indigent may not agree with a decision taken by an authorised official. 	<p>None</p>	<p>None</p>

<p>TRAFFIC BYLAWS</p>	<ul style="list-style-type: none"> • All taxis in the taxi rank must have a valid permit. • Application for a permit must be done to the Executive Director: Protection Services, and the bylaws lay out the conditions upon which a permit may be issued. • The token are valid for a year only. • The Municipality may on notice to the holder of the permit or token revoke the token <hr/> <ul style="list-style-type: none"> • No person may operate a taxi without a taximeter that has been approved and sealed by the Director: Protection Services. • During loading times a taxi shall not be able to stand for a period of more than 15 min. • Busses will be prohibited from using certain areas. Unauthorised use of bus ranks is prohibited. <hr/> <ul style="list-style-type: none"> • Permits are to be applied for in prescribed forms and same can be cancelled or revoked or refused. • The permit must be used on the vehicle for which it has been displayed and as such must also have the owners name and address, clearly displayed. • The drivers are to observe these bylaws as well as instructions of the traffic officers. <hr/> <ul style="list-style-type: none"> • If a public bus is under repair, and it carries the relevant permit, however it cannot be on the road, then permission is required to be sought from the Director Protection Services for a substitute motor vehicle. • In instances of emergency this permission may be granted telephonically provided that within a period of 48 hours this permission is received in writing, by the holder bringing the permit for endorsement. • Ques that will be formed at a bus rank must be close to the sign, and not in access points. <hr/> <ul style="list-style-type: none"> • When forming ques precedence will be given according to the time of arrival. • All persons waiting to board the bus must at all times take instructions and abide by the instructions of the traffic officers. • Bus stop notices must be clearly marked. • A bus driver/owner that is aggrieved by a decision that has been given by the chief traffic officer has the right to appeal this within a stipulated period of time 	<p>None</p>	<p>None</p>
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	<ul style="list-style-type: none"> • The bylaw also further prescribes how the metered parking system works. • There are exemptions to the parking bylaws, for disabled persons as well as medical practioners. However this exemption must be done by application. • No washing cleaning or repairs must be done on a public road, except in the vehicle has been broken down on the road. • No person shall use a skate board, or roller skates on a public road or side walk. • Permission must be sought to use an abnormal motor vehicle. • Any person requiring an escort by traffic officers must accordingly make application, to the Director Protection Services. • The bylaw outlines the penalties for offences and offenders. 		
<p>OUTDOOR ADVERTISING BYLAW</p>	<ul style="list-style-type: none"> • The bylaw gives clear definition as to what is permanent and temporary advertising. • The bylaw also displays certain exemptions that must be applied. • Advertisements will not be permitted unless it has received council approval. • The application must be made in the prescribed form attached to the bylaw. • The bylaw further stipulates what attachments must accompany the application so that same is valid. • The bylaw also stipulates what must be considered when the application is before council. • The bylaw gives specific consideration for permanent advertising. • The bylaw also stipulates what is sign boards affixed to buildings, painted advertisements as well as ground sign boards and flashing adverts. • Advertisements must not obstruct a fire escape. • Advertisements must not be in colours that distract drivers or have intense illumination. • The bylaw also lays strict conditions for the construction of advertisements in that it has to be neat and appealing. • The person having control of the signboard is responsible for maintenance • Alterations or deletions must be applied for in writing, and approved by the Municipal Manager. • Offences attracts fines as well as imprisonment. 	None	None

STORM WATER MANAGEMENT BYLAWS	<ul style="list-style-type: none"> • No person without the direct and written consent of the Municipality may discharge stormwater. • No person may construct a mechanism which allows the discharge of the stormwater. • No person may obstruct or interfere with the normal flow of stormwater into out or through a stormwater sewer without the prior written approval of the Municipality. • The Municipality may issue a notice suspending access to the stormwater system when it is necessary to stop a risk like pollution or a risk to public health. • As soon as an owner or occupier becomes aware of the risk the owner or occupier must take immediate steps to ensure its containment. • Notify the Municipality as soon as it is reasonable possible. • The owner or occupier of a premises shall be responsible for the construction and maintenance at his/her own expense of any storm water drains on the premises and any connection between such drains and the stormwater system. • Contravention may mean a fine or imprisonment 	None	None
REET TRADING BYLAWS	<ul style="list-style-type: none"> • Must adhere to the standards as per the health act. • When the vendor requested by an employee or agent of the Municipality must move the goods to allow for cleaning of the area. • No obstruction shall be caused by a street vendor. The bylaw defines what it would consider instances of obstruction. • All persons/vendors must carry on business with permission of the Municipality, and no person may carry on trade without proof of the relevant licence. • The bylaw outlines that in certain instances no trading shall occur near residential business premises. • The bylaw also makes provision for no trading near certain business premises. • In respect of traffic no vendor shall cause obstruction to traffic whilst selling goods. • No vendor may block a traffic sign, a parking space or a railway crossing. 	None	None

	<ul style="list-style-type: none"> • No vendor may trade in certain public places that are next to certain buildings, places of worship and national monuments unless same has been specified. • The Municipality must display signs to display their restrictions. • The bylaw also allows for removal and impoundment of goods or articles under specific circumstances. • There are a list of vicarious liability issues in respect of the person carrying on business as well as the employee. • The bylaw also specifies penalties for persons guilty of an offence. 		
STANDING RULES AND ORDERS OF MUNICIPAL COUNCIL, AND COMMITTEES OF COUNCIL	<ul style="list-style-type: none"> • The application of this bylaw, is extended to councilors, members of the public whilst they are in attendance of any session of council, persons addressing deputations as well as any official of the Municipality. • In applying an interpretation to this document all the laws of the country is to be taken into account. • Council must hold a meeting once every three months, that is to be convened by the Speaker. • All meetings must be opened to the Public with a few exceptions. • The Municipal Manager must give timeous notice to the Public save for instances where time constraints make it impossible. 		
	<ul style="list-style-type: none"> • Notice to convene an ordinary meeting must occur two calendar days for ordinary meetings, and one calendar day before in instances of special meetings. • This time period is also applicable insofar as documents, pertaining to the meeting is concerned. • Councilors for the purpose of receiving their notices have an onus to inform the Speaker of a change in contact details, within three days of such a change occurring. 		
	<ul style="list-style-type: none"> • Should a member not have received notice of a meeting, the member has the right to request that an investigation occurs, however, it does not have the effect of declaring the meeting invalid. • A quorum is created in terms of the Municipalities Establishment notice. • Vacancies in the office of a councilor does not invalidate the proceedings/voting in council meetings. • No meeting may occur if 15 minutes after the commencement time a quorum is not present/established. 		

	<ul style="list-style-type: none"> • The meeting may be cancelled, however it needs to be reconvened within 7 days as a continuation meeting. • All councilors must punctually attend all meetings, except when a leave of absence has been granted, a councilor is required to withdraw in terms of 46(2), with permission of the speaker. • A register of all councilors present must be signed. • should a councilor not be in a position to attend a meeting application for leave of absence must be lodged with the municipal manager, in writing either for whole or part of the meeting. • the application must show good cause in order for same to be granted. • the speaker must consider the application and either grant/reject the application. • if a councilor fails to remain in a meeting and fails to apply for leave of absence, he/she may be deemed as absent. • leave of absence for two/more consecutive meetings calls that a sanction may be imposed. • Non-attendance may be investigated by the rules comitee. • Accordingly sanctions may be imposed. • The Speaker must ensure compliance and maintain order during a meeting. • All proceedings of council must be electronically recorded, as well as recorded in writing, and retained in accordance with the provisions of the Archives Act. • All minutes may be available to the members of the public. • The order of business in a council meeting is accordingly stipulated in the bylaw and must be adhered to. • A deputation must be in writing and a memorandum must be presented to the Municipal manager outlining the deputation. • The request for a deputation must be approved by the speaker. • A deputation/member of the public addressing council must adhere to the rules of the council and directed by the speaker. • should this not be adhered to accordingly a sanction may be approved. • All reports must be provided to councilors, same for those instances wherein the matter is urgent. • a motion by a councilor must be brought in wiring and signed by the councilor and a seconder. • notice must be given 7 days prior to a meeting and in such instance a counselor is allowed a maximum of three motions per agenda. 	None	None
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	<ul style="list-style-type: none"> • If the motion is submitted correctly the speaker may not object to such motion. • A councilor may approach a municipal manager /head of department in order to obtain information as he/she may reasonable require for the proper performance of his/her duty as a councilor • Decisions pertaining to bylaws, approval of budgets, imposition of rates and taxes, raising of loans, rescission of a council resolution within 6 months of the resolution • Should a resolution of a committee or council be revoked, prior notice is required • A councilor may only speak when directed by the speaker. 		
LIBRARY BYLAWS	<ul style="list-style-type: none"> • The library may be used by any member of the public. • The librarian may refuse access or refuse library material if it is in public interest to do so. • A person wishing to enrol as a borrower must fill in the prescribed form • All items are to be borrowed against an issued library card. • Should a card be lost a duplicate shall be made by the librarian upon payment of the relevant amount. • All items are borrowed for a period of 14 days. • Should same not be returned on the desired date the book shall attract a fine. • Should an item be lost the borrower shall pay the librarian in addition to any fine charges that may be due in respect of that item. • An item not returned two months after the date of issue shall be deemed lost. • The borrower shall be liable for damages caused when the book is in his/her possession, and shall be liable to replace the item in the event that the item is badly damaged, alternatively a fine may be levied. • No person who has lost books shall be allowed to borrow until the reimbursement has occurred. • A borrower must notify the library of a change of address. • The librarian is allowed to cancel the card of a non-active member. (ie someone who has not used the card for a period of 6 months). • The bylaw specifies the conduct of persons using the library. 	None	None

	<ul style="list-style-type: none"> • All speech must be restricted to the matter at hand • All speeches must be confined to a period of 5 minutes save for the mayoral report or the estimates of income or expenditure. • Any councilor may call a point of order by standing up, and the speaker must grant immediate attention to the councilor. • the ruling of the speaker on that point of order is final • All conduct must be of the highest decorum • the speaker may determine and sanction misconduct during proceedings accordingly. • A councilor whose spouse, family member or business partner stands to acquire any direct benefit from a Contract concluded with the municipality must make a declaration of pecuniary interest • breach of rules may be investigated by the rules committee. 		
PROPERTY ENCROACHMENT BYLAWS	<ul style="list-style-type: none"> • Should an encroachment be envisaged then application must be made to Council. • There are stipulated rules for the construction of encroachments, for eg there are rules for verandahs as well as poles and where they are to stop. The same will apply to balconies as well as wash bay areas. • All applications must be made to the building control officer. • The bylaw does state penalties for non-compliance. 	None	None
PUBLIC ROADS BYLAWS	<ul style="list-style-type: none"> • No person may cause obstruction on a public road. • If an obstruction is caused then it must be removed by an authorised official. • No excavations may be caused without the written consent of the Municipality. • The Municipality will have to grant permission for hoarding. • No owner or occupier of land be it agricultural or residential may erect a fence that is dangerous. • Should electrical fencing be used the bylaw advises that the electrical fence must be placed above a concrete structure, and must be separated from the public road by means of another fence. • No one is allowed to place items on the road that may cause damage to the road. • No person may deface or mark a road without the written consent of the Municipality 	None	None

<p>SOLID WASTE BYLAWS</p>	<ul style="list-style-type: none"> • The Municipality at the cost to the owner of the premises is responsible for the collection of business as well as residential waste. • The occupier is obliged to make use of the Municipal services in order to have the waste removed. • However, there are instances wherein the owner/occupier may make prior arrangements with the Municipality to have the waste removed at their own cost or if the waste is of such a nature that it cannot be collected by the Municipality. • The Municipality may deliver containers to the premises having regard to factors such as the quantity of waste, the suitability of waste etc. • The Municipality may determine the quantity of the waste that is to be collected, determine which premises requires the Municipal services more frequently, determine the maximum amount of waste to be collected from that premises on any given day, specify provisions for storage. • The municipality may determine schedules for collection, locations for placing the bins which types of waste generated by the occupier should be recycled, waste that is unsuitable for collection. • The occupier of the premises must make provision for waste handling facilities for the Municipality. • In order to facilitate the handling of waste bin liners are to be used for business as well as domestic waste. • The owner when using a bin liner must ensure that the bin is undamaged, and properly closed so as to avoid the contents spilling. • The owner or occupier of a premises that has containers for the disposal of waste material must ensure that the waste is kept in a suitable place, no hot ash, unwrapped glass or other waste must cause damage to the containers. • No liquid may be placed on these containers or the bin liners. • No fire must be lit in the bin container, it must not be used for any other purpose except the collection of waste. • The Municipality may in certain instances ask that the waste is compact. • The Municipality may make provision for the collection of industrial waste, at a cost to the owner. • The bylaw goes on to make stipulations in respect of industrial waste, and collection thereof. • The bylaw also makes provision for the disposal of garden waste as well as special domestic waste and bulky waste. 	<p>None</p>	<p>None</p>
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	<ul style="list-style-type: none"> • The bylaw stipulates that there is an onus on the owner of a property that is being built to contain building waste, alternatively ask for written permission from the Municipality to facilitate the containment as well as the removal of the waste. • In instances of special industrial, hazardous as well as health care waste, the Municipality must be informed in writing of the generation of this waste as well as the method of storage, the quantity and the duration period for the generation. • There are further stipulations in the bylaws in respect of collection and disposal of such waste. • In respect of disposal of all waste the Municipality may advise that waste is to be disposed of at a particular site. • No person may burn waste. • The bylaw stipulates conditions for persons entering a waste disposal site, as well as stipulates conditions for the disposal of waste within this structure. • The Municipality or the owner of private property must take reasonable steps to ensure sufficient approved receptacles are provided for the discarding of litter. • There is an onus on the Municipality and the owner to ensure that certain conditions like the maintenance as well as the usage of these containers are within the confines of what the bylaw is stipulating. • There is a general prohibition on littering as well as dumping and abandoning articles. • An authorised official may be appointed by the Municipality in order that waste collection and disposal is monitored. • The official may also inspect vehicles for waste and should he/she be of the opinion that the waste is of such a nature that it may cause harm to the environment or to human beings he may seize the vehicle. • The authorised official may also issue enforcement notices. • Complaints may also be forwarded to the authorised official. • Representations may be made in terms of complaints and the bylaw is explicit in terms of how this function operates 		
<p>PUBLIC AMENITIES BYLAWS</p>	<ul style="list-style-type: none"> • A public amenity is something which is either outdoor or indoor, and is controlled by the Municipality and to which the public has access. • The opening and closing times shall be determined by the Municipality and be indicated by Notice. 	None	None

	<ul style="list-style-type: none"> • The entrance fees shall be determined by the Municipality and no person shall enter unless the relevant fees have been paid. • The Municipality may also determine the maximum number of persons allowed to enter and can display this by means of a notice. • The Municipality may close the premises from time to time for instances such as maintainence. • The bylaw stipulates prohibited conduct when using the facility. • No person may damage this property and in this respect the instances of damage are stipulated in the bylaw. • There are also prohibitions as well as constraints laid down wherein animals are concerned. • People using the facility have a duty of care in so far as ensuring that the facility is used in a proper manner. • There are also restrictions places in so far as motor vehicles are concerned. • No games etc. may be allowed to be played in an area that is not designated for that purpose. • No property or facility within the public amenity may be used for a purpose that it is not intended. • An authorised official may ask for proof of payment as well instruct a person to comply with the provisions of this bylaw. • There are stipulated penalties for non-compliance. 		
<p>POUND BYLAWS</p>	<ul style="list-style-type: none"> • Despite this bylaw having been gazetted, there is nothing that prevents another authority such as a Provincial Authority from impounding animals under the relevant statute. • The Municipality has the onus of establishing a pound. • Animals that are found trespassing or wandering may be impounded. • Any person may impound an animal however the person must transport the animal to the pound. • This animal must be receipted at the pound. • The pound manager must keep a pound register. • In terms of the bylaws the pound manager must take proper care of the pound animals. • The pound manager may release the animal if he is satisfied that it will be released to the owner • The conveyance, pound fees as well as vetinary fees must be paid. 	<p>None</p>	<p>None</p>

	<ul style="list-style-type: none"> • The pound manager may sell by public auction impounded animals that have not been retrieved within a period of 14 days. • The procedure for the sale of the impounded animal is laid down in the bylaw. • No municipal official, pound manager or the Municipal manager may be held liable for the death of an impounded animal. • The bylaw stipulates penalties for offences. 		
FUNERAL UNDERTAKERS BYLAWS	<ul style="list-style-type: none"> • No corpses may be prepared outside of an undertakers premises, in which case the undertaker is to have a certificate of competence. • The Municipality may on written permission grant to an individual exemption from the bylaws if adhering to the bylaw will cause a nuisance. • The bylaw lays down provisions for the issue or transfer as well as the validity of a certificate of competence given to a funeral parlour. • There are duties that a holder of this certificate must comply with as well. • The Municipality also has certain conditions that have been laid forth for the suspension or revocation of a certificate of competence. • In terms of the premises of the funeral undertaker, there are certain provisions that the funeral undertaker must comply with for the funeral home. • All health care as well as material that must be disposed of must be done so in accordance with South African National Standards. • There are provisions for penalties for non-compliance. 	None	None
FLAMMABLE LIQUIDS BYLAWS	<ul style="list-style-type: none"> • A certificate of registration is to be obtained in the event that a person is involved in spray painting, storage, manufacturer or use of flammable liquids or substances. • The application is to be made to the Municipal Manager who shall grant or refuse the application in accordance with the prescripts of this bylaw. • The certificate may lay down conditions. • No person is authorised to deliver, or receive goods that have flammable liquids in them. • A certificate in respect of the carrying of this substance may be transferred from one person to the other upon written consent of the Municipal Manager. • The premises upon which this liquid is stored may be inspected by an authorised official. • The bylaw clearly outlines how the flammable liquids may be stored, used as well as handled. 	None	None

	<ul style="list-style-type: none"> • The authorised official from the Municipality may from time to time send out or serve out notices that shall prohibit smoking or the use of naked flames in or around the area of storage. • In the event that it is found that the holder of the flammable liquids are carrying on business in a manner that is dangerous notice to discontinue this practice may be sent to the holder. • In an event of a spillage, a person becoming aware of the spillage must report the incident to the Chief Fire Officer. • All accidents involving flammable liquid spillage must be reported to the Head of Protection Services immediately. • All breach of conditions of certificate means a breach of this bylaw and therefore the incumbent is liable to be penalised under this bylaw. • When necessary the Chief Fire Officer may create places wherein the flammable liquid may be stored given regards to the nature of the material. • The Head of Protection Services may inspect registered premises where the liquids are stored. • There are penalties attached to this bylaw. 		
CREDIT CONTROL AND DEBT COLLECTION BYLAW	<ul style="list-style-type: none"> • All Municipal services may only be rendered upon application. • This application must be made to the delegated office/official. • The application must be made for services that the municipality has, and can offer, and this application can be amended at any time so as to include a new level of service that the customer wishes to engage the municipality on. • The municipality may enter into special agreements for rendering of services, which may include imposition of certain conditions, receiving of subsidies for services, if the person is outside the area of supply the municipal. • Where the purpose for which municipal services are used is changed the onus and obligation is on the customer to advise the Municipality accordingly. • The municipality for the services it renders does have applicable charges that it levies these services against. • Charges may differ in respect of different categories of customers. • Services will be terminated due to non-payment for services. • The municipality may consolidate payments for services rendered. • In addition to charges for services a municipality may charge a monthly fixed charge, annual fixed charge or a once off fixed charge for available municipal services whether they are used or not. 	None	None

	<ul style="list-style-type: none"> • There are certain services that are subsidised services, the municipality may determine the households that will receive these subsidised services. • Commercial customers do not qualify for any subsidies. • The municipality in the implementation of these bylaws may cover additional costs such as legal costs, from the customer. • The municipality is allowed to collect a deposit, in this respect the municipality may also categorise its consumers when determining the amount that has to be paid. • The bylaw determines the method or how the calculation of amounts due and payable are arrived at. • The customer is responsible for payment. • If a customer uses municipal services for other than that which it is intended to be used, an adjustment must be made and the customer is liable to pay the adjusted bill. • Where the bill is not paid in full any lesser amount tendered and accepted is not deemed to be settlement in full. • The owner of a premise is liable for all amounts due in respect of services rendered to that premises. • Any charges that have been incurred by the municipality for dishonoured payments must be recovered from the client. • The bylaw stipulates what is to be contained in a statement of account. • A customer may lodge a complaint to query a statement of account. • The query must be raised with the relevant official before the due date for payment. • Thus query must have its supporting documents attached and the municipal official must log this query onto a register. • The complaint must be investigated and the customer advised of the outcome in writing, one month after the complaint is registered. • The appeal procedure for this finding is set out in the bylaw. • Interest is levied on arrear accounts. • The costs associated with a reconnection or disconnection is for the account of the customer. • If an account is outstanding for a period of more than 45 days the municipality may institute legal action, or hand the customers over for debt collection. • Agreements may be entered into for the payment of arrears. • The customers must have a copy of the agreement. 		
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	<ul style="list-style-type: none"> • In respect of rates all rates are due by a specified date, joint owners are jointly and severally liable. • Owner remains liable for payment. • There are certain households that qualify for the household to be regarded as indigent. • The indigent must apply for this status to the Municipality. • A list of documents to be attached to the application is requested in the bylaw. • A municipal official may be authorised to conduct an on-site visit to verify the status that is being applied for. • Application is approved for a period of 12 months only. • Prepaid electricity metres must be installed for the indigents. • Limited water supply of 6 kilolitres is also to be supplied. • The customer must apply every 12 months. • The municipality in accordance with its annual budget must make provision for certain subsidised services to indigent households. • This criteria is further stipulated in the bylaw. • Existing arrears of indigents must be written off, applied as a surcharge to prepaid metres, be attempted to be recovered through legal proceedings. • The municipality must undertake regular audits if this status. • Any indigent customer who provides false information in an application form and the Municipality becomes aware that such information is false shall automatically without notice be deregistered as an indigent. • Should an indigent no longer meet the criteria within which they have qualified to become an indigent, then they have to accordingly apply to the Municipality to de register as an indigent. • If an audit verification does not meet the criteria of approval for an indigent this too leads to automatic disqualification. • In the event of persons who tender for Municipal work they must submit documents in the form of a municipality certificate to be attached to the application to state that they are not in arrears with the Municipality. • No person may gain access to Municipal services unless it is in accordance with an agreement that has been entered into with the customer and the Municipality. • All customer agreements entered into prior to the approval of these bylaws shall be applied retrospectively, and hence the agreement is valid. • No person other than the municipality or its agent shall maintain municipal infrastructure, or be responsible for connections/disconnections as far as the infrastructure is concerned. 		<p style="text-align: right;">51</p>
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	<ul style="list-style-type: none"> • No person shall restrict access to physical infrastructure that belongs to the Municipality. • A person who unlawfully, intentionally or negligently reconnects services shall immediately be disconnected. • A document that is signed by delegated personnel within the Municipality, is deemed to be proof on its mere production, as evidence in a court of law. • The bylaw has penalties for offences. 		
<p>CEMETARY BYLAWS</p>	<ul style="list-style-type: none"> • The Municipality may set aside land for the establishment of cemeteries. • The official hours of the cemetery is as per the bylaw. • No person without the written consent of the Municipality has the right to sell or transfer a grave save in stipulated circumstances. • Religious ceremonies may be conducted with the written consent of the Municipality. • Plans in respect of different graves are kept within the premises of the Municipality. • Complaints in respect of Municipal grave sites must be made in writing to the Municipal Manager. • The tariff's for services is determined by the Municipality. • All participants of a funeral service must obey the instructions of a care taker. • The caretaker may remove flowers from a grave site. • No children under the age of 12 may enter a site unless with the direct supervision of an adult. • Only use paved pathways or roads when inside the cemetery. • No person may commit a nuisance within any cemetery, ride an animal, remove plants or shrubs, hold a demonstration, obstruct the caretaker in his duties, conduct graffiti, • Sit or stand on memorial work, operate a business or bring a firearm within the cemetery. • Dead bodies in conveyance shall be covered. • No loud music inside a cemetery. • All bodies to be buries within the confines of the allocated grave. • No rubble or dirt is to be dumped in a cemetery. • Memorial work cannot be done inside the cemetery in weather that is not conducive to the soil. 	<p>None</p>	<p>None</p>

	<ul style="list-style-type: none"> • In respect of the exhumation of bodies and reopening of graves the bylaw lays the provisions to be adhered to in this instance. • In respect of the care of graves, the bylaw lays strict provisions in so far as positioning, repairs, moving and maintaining memorial work is concerned. • The bylaw makes provision for specific burial areas as well as the establishment of a monumental section, and memorial wall. • The bylaw makes provision for offences and penalties. 		
<p>ELECTRICITY SUPPLY BYLAWS</p>	<ul style="list-style-type: none"> • Only the municipality shall supply or contract for the supply of electricity within the jurisdiction of Ulundi. • Supplying of electricity can only occur by means of a supply agreement with the municipality. • Any person to whom a compliance notice is served must within the specified time period recorded in the notice comply with the provisions. • The application for supply must be made in writing by the respective consumer and must be made as early as possible prior to the supply being made. • The municipality may within the municipal area establish statutory servitudes in order that electricity may be supplied. • The Municipality, its employees, contractors or agents has the right of admittance to inspect, test and do maintenance work for its equipment and machinery used in the supply of electricity. • No person may refuse or fail to give information if they are requested to do so by an authorised official. • No person shall wilfully hinder, obstruct or interfere with a duly authorised official that is trying to gain access to equipment, machinery or premises that is connected with the electricity supply. • No consumer is to use electricity for any purpose other than the manner it has been permitted to use the electricity in terms of the supply agreement. • The municipality reserves the right to require the consumer to deposit money as security in payment of charges which are due or may become due to the Municipality. • The Municipality may charge interest on overdue electricity accounts. • Unless authorised by the Municipality no person may resell electricity. • If electricity is resold under written permission of the municipality it must not be sold at a price that is lower than the municipality. • The Municipality shall have the right to disconnect the supply of electricity to any person if the person that is liable to pay for electricity fails to make payment. 	<p>None</p>	<p>None</p>

	<ul style="list-style-type: none"> • The Municipality shall not be liable for any loss or damage suffered as a result of electricity disruption. • The Municipality does not undertake to attend to a failure of supply due to the fault of the electrical installation of the consumer. • In the event that the failure of supply is due to the fault of the consumer the Municipality shall have the right to charge the consumer for each restoration of supply which is connected to the fault of the consumer. Such charge to be determined in the tariff policy of council. • No person shall tamper or interfere with metering equipment other than the Municipality or its authorised agent. • No person shall construct or lay construction in a place that will have the effect of interfering with a supply line. • No person may excavate a place wherein the supply line is erected. • No person may make an unauthorised connection to a supply line. • No person may damage or endanger a supply line. • No person except the authorised municipal official may reconnect a supply line. • A municipality may ask the owner of a property to provide and maintain accommodation which shall constitute a substation. • No emergency standby equipment that has been utilised by the consumer may be used in the main supply. • In the event that there is a fault on the electrical installation that has the effect of endangering person/property then same shall be immediately switched off by the consumer. • In the event of a change of occupier the consumer must give the municipality two full days' notice of his intention to discontinue with the supply. • A person taking over occupation of the premises if they desire to continue to use the supply application must be made to the municipality. • There are penalties for non-compliance. 		
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2.15 WEBSITES

Websites- the Municipal website contains information regarding all matters and process running in the municipality in terms Section 75 of the Municipal Finance Management Act 56 of 2003, it is accessible to all who are interested at www.ulundi.gov.za.

2.16 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

A fully-fledged Customer Care Office that complies with the prescriptions of the Promotion of Access to Information Act, the Administration of Justice Act and Chapter 4 of the Municipal Systems Act, has been established by the Municipality. There is a need to educate communities on the nature of the customer care office and the access to documentation provided there. A Customer Care Policy has been developed and adopted by Ulundi Council; this forms the basis of the operation of the Customer Care Office which is run in accordance with Batho Pele principles.

Measuring the level of satisfaction of the community with the service rendered by the Municipality is important; suggestion boxes have been placed at strategic points in the municipal buildings with little response. A similar situation pertains to the facility of customer satisfaction registers. The Municipality will need to undertake a structured customer satisfaction survey in order to determine the status quo regarding satisfaction with present service delivery levels.

2.17 BUILDING PLANS APPLICATIONS DURING THE FINANCIAL YEAR

Application Outstanding at 1 July 2019	Category	Number of new Applications Received 1 July 2019 – 30 June 2020	Total Value of Applications received Rand	Applications Outstanding as at 30 June 2020
n/a	Residential New	03	R 9 635.60	01
n/a	Residential Additions	25	R 27 948.00	05
n/a	Commercial	02	R 31 896.00	01
n/a	Outbuilding	13	R 8 602.00	01
n/a	Industrial	n/a	n/a	n/a
n/a	Schools	n/a	n/a	n/a
n/a	Church	n/a	n/a	01

2.18 MUNICIPAL OVERSIGHT COMMITTEES

EXECUTIVE AND FINANCE COMMITTEE

Name of Councillor	Position	Political Party
Councillor W.M. Ntshangase	Chairperson	Inkatha Freedom Party
Councillor T.G. Madela	Deputy Chairperson	Inkatha Freedom Party
Councillor H.J. Mlambo	Member	Inkatha Freedom Party
Councillor Advocate R.V. Sibiyi	Member	Inkatha Freedom Party
Councillor M.S. Buthelezi	Member	Inkatha Freedom Party
Councillor S.M. Buthelezi	Member	Inkatha Freedom Party
Councillor Prince T.M. Buthelezi	Member	African National Congress
Councillor S.P. Nakin	Member	African National Congress
Councillor C.K. Zungu	Member	Inkatha Freedom Party
Councillor N.J. Manana	Ex Officio Member	Inkatha Freedom Party

COMMUNITY SERVICES PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr M.S. Buthelezi	Inkatha Freedom Party
Inkosi M.D. Buthelezi	Section 81 Traditional Leader
Cllr M.E. Buthelezi	Inkatha Freedom Party
Cllr S.N. Buthelezi	Inkatha Freedom Party
Cllr J.V. Buthelezi	African National Congress
Cllr N.D. Masondo	Inkatha Freedom Party
Cllr S.Z. Mkhize	Inkatha Freedom Party
Cllr S.P. Nakin	African National Congress

TECHNICAL AND INFRASTRUCTURE PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr S.M. Buthelezi	Inkatha Freedom Party
Inkosi F.A. Zungu	Section 81 Traditional Leader
Cllr N.G. Dlamini	African National Congress
Cllr P.B. Mbatha	Inkatha Freedom Party
Cllr V. Ngcobo	Inkatha Freedom Party
Cllr S.D. Sibiyi	Inkatha Freedom Party
Cllr S. Siyaya	African National Congress
Cllr J.E. Xulu	Inkatha Freedom Party

PLANNING & DEVELOPMENT PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr H.J. Mlambo	Inkatha Freedom Party
Inkosi B. Zulu	Section 81 Traditional Leader
Cllr Prince T.M. Buthelezi	African National Congress
Cllr B.L. Khumalo	Inkatha Freedom Party
Cllr T.K. Mkhize	Inkatha Freedom Party
Cllr K.P. Ngema	Inkatha Freedom Party
Cllr I.P. Ngobese	Inkatha Freedom Party
Cllr S Ntshingila	African National Congress
Cllr S.V. Zondo	Inkatha Freedom Party

TOURISM PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr Adv.R.V. Sibiyi	Inkatha Freedom Party
iBamba buKhosi N.N.E. Mpungose	Section 81 Traditional Leader
Cllr M.R. Dubazane	African National Congress
Cllr J.T. Gasa	African National Congress
Cllr M. Mdlalose	Inkatha Freedom Party
Cllr M.S. Mhlongo	Inkatha Freedom Party
Cllr P.M. Mthethwa	Inkatha Freedom Party
Cllr D. Khoza	Inkatha Freedom Party
Cllr M.Z. Sikhakhane	Inkatha Freedom Party

LOCAL ECONOMIC DEVELOPMENT PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr T.G. Madela	Inkatha Freedom Party
Cllr S.S. Buthelezi	Inkatha Freedom Party
Cllr S.F. Cindi	African National Congress
Cllr M.T. Mthembu	Inkatha Freedom Party

Cllr T.D. Sikhakhane	African National Congress
Cllr S.P. Ximba	Inkatha Freedom Party
Cllr L. Yaka	Inkatha Freedom Party

PROTECTION SERVICES PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr C.K. Zungu	Inkatha Freedom Party
Inkosi S.T.Z. Ndebele	Section 81 Traditional Leader
Cllr T.P. Khanyile	Inkatha Freedom Party
Cllr W.V. Mbatha	Inkatha Freedom Party
Cllr Z.B. Mncube	Inkatha Freedom Party
Cllr A.M. Sibiya	Inkatha Freedom Party

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE	
Councillors Names	Political Party
Cllr R.B. Nyawo	Inkatha Freedom Party
Cllr N.G. Dlamini	African National Congress
Cllr T.K. Mkhize	Inkatha Freedom Party
Cllr P.B. Mbatha	Inkatha Freedom Party
Cllr W.V. Mbatha	Inkatha Freedom Party

CHAPTER 3

CHAPTER 3

3. Service Delivery Performance

3.1 Introduction

The Ulundi Local Municipality undertakes to meet definite service delivery and budget spending targets during the specific financial year through its Service Delivery and Budget Implementation Plan (SDBIP). This is a detailed outline of how the objectives, in quantifiable outcomes, set out in the Integrated Development Plan (IDP) are implemented and linked to the approved annual budget.

As the budget gives effect to the strategic priorities of the Municipality, it is important to supplement the budget and IDP with a management and implementation plan. The SDBIP is a yearly contract agreed to by the administration, council and the community whereby the intended objectives and projected goals are expressed in order to ensure that the desired long-term outcomes are attained. It includes the service delivery targets and performance indicators for each quarter and therefore facilitates management over financial and non-financial performance of the Municipality, at every level, and is continuously monitored throughout the year.

In the interests of good governance and better accountability, the SDBIP enables the municipal manager to monitor the performance of senior managers, the mayor to monitor the performance of the municipal manager, and for the community to monitor the performance of the Municipality. It must also be consistent with outsourced service delivery agreements.

The SDBIP is essentially the management and implementation mechanism which sets in-year information, such as quarterly service delivery and monthly budget targets, and relates each service delivery output to the budget of the Municipality, thus providing realistic management information and a detailed plan for how the Municipality will provide such services and the inputs and financial resources to be used. It serves a critical role to focus both the administration and council on outputs by providing clarity of service delivery expectations, expenditure and revenue requirements, service delivery targets and performance indicators.

The SDBIP is a layered plan, with the top layer of the plan dealing with consolidated service delivery targets and linking such targets to top management. As a management and implementation plan, it is a dynamic document that may be revised as actual performance is taken into account or service delivery targets and performance indicators change. However, it may not be revised downwards when there is poor performance (National Treasury MFMA Circular No 13, 2005).

3.2 Legislation

The preparation of a Service Delivery and Budget Implementation Plan is required according to the Municipal Finance Management Act, Act No. 56 of 2003 (MFMA), which obliges all spheres of government to be transparent about their financial affairs and clarifies the separate roles and responsibilities of the council, mayor and officials.

Section 1 of the MFMA defines the SDBIP as:

“a detailed plan approved by the mayor of a municipality in terms of section 53(1)(c)(ii) for implementing the municipality’s delivery of services and the execution of its annual budget and which must include the following:

- (a) projections for each month of - (i) revenue to be collected, by source; and (ii) operational and capital expenditure, by vote; (b) service delivery targets and performance indicators for each quarter”.*

According to Section 53 of the MFMA, the Mayor is expected to approve the SDBIP within 28 days after the approval of the budget. In addition, the Mayor must ensure that the revenue and expenditure projections for each month and the service delivery targets and performance indicators as set out in the SDBIP are made public within 14 days after its approval. Section 71 of the MFMA stipulates that reporting on actual revenue targets and spending against the budget should occur on a monthly basis. Section 52(d) of the MFMA compels the mayor to submit a report to the council on the implementation of the budget and the financial state of affairs of the municipality within 30 days of the end of each quarter. Section 72(1) (a) of the MFMA outlines the requirements for mid-year reporting.

The main purpose of this Chapter is to account to MEC for Local Government, Provincial legislature, NCOP, Minister of Cooperative Governance and Traditional Affairs, National Treasury, Auditor-General and the community of Ulundi on the progress being made by Ulundi Municipality towards achieving the overall goal of “a better life for all”. Furthermore, the report is a key performance report to the communities and other stakeholders in keeping with the principles of transparency and accountability of government to the citizens. It subscribes to the South African developmental nature of participatory democracy and cooperative governance and responds to the principles of the Constitution, Batho Pele, and White Paper on Local Government, MSA and the MFMA.

3.3 ORGANISATIONAL PERFORMANCE MANAGEMENT PROCESS

According to the provisions of the Municipal Systems Act, 32 of 2000, municipalities must monitor and measure the progress of their performance by preparing quarterly and mid-year performance reports, in terms of Chapter 6 of the MSA, on performance management systems. These quarterly and mid-year reports make up the municipalities’ annual performance reports (Section 46 report), which are submitted to the Auditor-General, together with the financial statements, for auditing. After adoption of the audited performance report by the municipal council, it must then be submitted to the MEC for Local Government. The key performance indicators were crafted in line with the municipality’s development priorities and objectives outlined in the IDP, which will remain in force for the duration of the IDP period in order to maintain consistency in measuring and reporting on long terms strategies and projects. Measurable performance targets were for each development priority and objective. To ensure that regular reporting takes place the Audit and Performance Committee gives feedback to Council.

For the 2019/2020 financial year individual performance agreements and performance plans were signed by the Municipal Manager and Heads of Departments. Ulundi Municipal Council approved the Integrated Development Plan, the Scorecard and the Service Delivery and Budget Implementation Plan which are in line with the vision and mission of the municipality and contains the annual performance targets that are also in line with the national key performance areas.

3.4 Monitoring and Evaluation

Heads of Departments are required to submit quarterly performance reports for monitoring and evaluation of actual performance against set targets. Some challenges in terms of the submission of quarterly performance reports timeously were experienced during the financial year but it did occur.

3.5 Audit Committee

The Audit Committee met on a quarterly basis as required by legislation. A record is available for inspection in the Internal Audit Unit.

3.6 Auditing of performance information

In terms of the Local Government: Municipal Systems Act, 2000, Sec 45 requires that the results of performance measurement in terms of Sec 41 (1) (c) must be audited as part of the internal auditing process and annually by the Auditor-General. Indeed, auditing of the Performance Management System and Audit of Performance Information was conducted for all four quarters.

3.7 Performance highlights: 2019/2020 financial year

3.7.1 Introduction

The Ulundi Local Municipality has continued to provide free basic services to the community and deliver key functions especially with regard to electrification and road access during 2019/2020 financial year. The programmes and projects were facilitated in order to bring change to all residents, be of assistance to the community and make their lives better. Attention was also placed on facilitating and encouraging investment and local economic development in order to grow the economy, lessen unemployment and create jobs.

8.2 Strategic Planning

During the current financial year, Ulundi Local Municipality undertook the process of convening and holding the strategic planning process in compliance with the Municipal Systems Act and the Municipal Finance Management Act.

Strategic Planning Sessions for 2019/2020 Financial Year

	Details	Attendees	Date
1.	Strategic Planning Session	Political Office Bearers; All EXCO Members, All Executive Directors Managers up to level 3	Did not take place due to Covid 19

8.3 Performance Management

The Quarterly Assessments were performed as legislated. The 2019/2020 year-end assessments have not yet been conducted.

Bonuses paid to Section 54/56 Managers for 2019/2020 Financial Year

No.	Position held	Period Covered	Performance Bonus paid/not yet paid
1.	Municipal Manager	01 July 2019 – 30 June 2020	Not Yet Paid
2.	Director: Corporate Services	01 July 2019 – 30 June 2020	Not Yet Paid
3.	Chief Financial Officer	01 July 2019 – 30 June 2020	Not Yet Paid
4.	Director: Technical Services	01 July 2019 – 30 June 2020	Not Yet Paid
5.	Director: Community Services	01 July 2019 – 30 June 2020	Not Yet Paid
6.	Director: Protection Services	01 July 2019 – 30 June 2020	Not Yet Paid
7.	Director Planning and Development Services	01 July 2019 – 30 June 2020	Not Yet Paid

8.4 Special Programmes

During the year under review, the Ulundi Local Municipality held a number of events and programmes specifically for marginalized groups, women and the youth.

Special Programmes held during 2019/2020 financial year

Programme	Venue	Date
Public Service Week and 67 minutes programme	<ul style="list-style-type: none"> Ward 02 for school uniform to the following schools: Mhongozini, Mvuleleni, Sawoti, Bantubaningi and Mnyamana. There were blankets handed over to local senior citizens. Ward 23 Early Childhood handover to Nkiliji Community with kids sponge, chairs and tables Ward 10 Health Facility with bed and shelves handover to Mpembeni Community 	25 – 27 July 2019
Men's Event	<ul style="list-style-type: none"> Ward 14 & Ward 24 	26 July 2019 and 30 August 2019
Drugs Awareness Campaign	<ul style="list-style-type: none"> Ward 17 & Ward 18 	
Junior Council advocacy workshop that was conducted in partnership with by Save The Children SA	<ul style="list-style-type: none"> Multipurpose Hall 	26 September 2019
Ulundi peaceful -walk against women and children abuse	<ul style="list-style-type: none"> Ulundi CBD 	26 September 2019
NPO's dealing with children workshop in partneship with KRCC.	<ul style="list-style-type: none"> PZ Phakathi Hall 	24 October 2019
Cancer Awareness in Partnership with DoH, SAPS, DSD and DSR	<ul style="list-style-type: none"> Prince Mangosuthu Regional Stadium 	20 October 2019
Senior Citizen peaceful walk	<ul style="list-style-type: none"> Ward 20 	29 October 2019
16 Days of Activisms	<ul style="list-style-type: none"> PZ Phakathi Hall 	27 November 2019
World AIDS day commemoration	<ul style="list-style-type: none"> Ward 09 – Dikana High School 	01 December 2019
Disability event	<ul style="list-style-type: none"> Ward 16 – Zisize Disability Care Centre 	03 December 2019
Disability Learnership programme for 129 participants in partnership with Department of Transport and Department of Labour	<ul style="list-style-type: none"> LA Building 	05 December 2019

8.5 Public Participation

As a consultative and participatory local government, the Municipality has endeavoured to afford all citizens with the avenues for open and meaningful participation. Transparency and communication of information was provided through newspapers, website, and public notices at various strategic locations. The Ward Committees and Ward Committee Officers form the basis for ensuring effective interaction and communication between the Municipality and the people.

IDP/LED/PMS Roadshow 2019/2020

Date	Ward no	Venue	Time
08/01/2020	1	Emantungweni Hall	10h00
22/01/2020	2	Nodayana Hall	09h00
20/01/2020	4	Ulundi Intermodal Facility	10h00
14/02/2020	4	P Z Phakathi Hall	09h00
04/03/2020	5	Mpanza Hall	09h00
09/12/2019	6	Finance Boar Room	11h00
21/10/2019	6	Nsukazi Hall	10h00
28/11/2019	6	Dlebe Community Hall	10h00
03/12/2019	7	Ulundi Intermodal Facility	08h00
12/10/2019	7	Zungu Tribal Hall	07h00
12/11/2019	7	Ulundi Intermodal Facility	09h00
11/11/2019	8	Nhlamvuziyashisa Hall	10h00
03/12/2019	9	Ezimakethe Hall	09h00
22/10/2019	9	Ezimakethe Hall	09h00
25/12/2019	9	Ezimakethe Hall	09h00

3.7.6 Internal Audit and Risk Management

The Municipality is expected to conduct an annual assessment of its risks and prepare plans to address risks identified. During the year under review, the risk assessment was conducted . For the period under review, the Accounting Officer is satisfied that the internal controls in place were sufficient to deal with all risks identified.

3.7.8 Integrated Development Planning (IDP)

The Integrated Development Plan is one of the key tools for local government to tackle its developmental functions, roles and responsibilities. It is part of an integrated system of planning and service delivery and includes issues such as municipal budget, land management, promotion of local economic development and institutional transformation in a consultative, systematic and strategic manner.

IDP Representative Forums held during 2019/2020 financial year

No.	Venue	Date	Time
1.	P.Z. Phakathi Community Hall	Did not take place due to Covid 19	Nil

8.8 Expenditure Management

Details of the Expenditure for the year are included in the Annual Financial Statements submitted as a separate document.

8.9 Revenue Management

Details of the Expenditure for the year are included in the Annual Financial Statements submitted as a separate document.

8.8 Customer Care Service

The Ulundi Local Municipality operates a Customer Care Office which runs from 07h30 until 16h30 on weekdays. The Office assists with queries and provides a range of services to the community.

8.9 Bids Awarded: 2019/2020

The tenders comply with the MFMA Regulations and the implemented Supply Chain Management Policy in line with the National Treasury Regulations. The bids that were awarded and approved by the Adjudication Committee of Ulundi Local Municipality during the 2019/2020 financial year are listed below:

Bids awarded and approved during 2019/2020 Financial Year

Tenders awarded				
BID number	Service provider	Description	Appointment date	Amount 'R
07/2019/2020	Lindimpiliso Trading and Projects	Refuse removal at Old Taxi Rank and Public Transport Intermodal Facility	01/04/2020	3 527 280.00
05/2019/2020	Ubuhlebesu Trading and Project (PTY) Ltd	Integrated Development Plan Review	02/03/2020	273 500.00
06/2019/2020	Ubuhlebesu Trading and Project (PTY) Ltd	Ulundi CBD Layout Amendment Plan	02/03/2020	278 600.00

8.10 Infrastructure, Planning and Development

The Ulundi Local Municipality continues to invest in infrastructure through development and maintenance to ensure that the basic needs of the people are met. Community facilities, including halls and sports facilities, have been constructed, upgraded and maintained.

Community Halls and Sportfields Project implemented in the 2019/2020 Financial Year

Item	Ward	Projects	Status	Start date	Completion Date	Expected Completion Date	Budget
1.	1	Ezidwadweni Community Hall	84%	01 July 2019	30 June 2020	30 August 2020	R 3,300,00.00
2.	03	Gazini of Community Hall	92%	01 July 2019	30 June 2020	30 July 2020	R 3,300,00.00
3	09	Dikana Sportfield	60%	01 July 2019	30 June 2020	30 November 2020	R 2,000,000.00
4	02	Brush Community Hall	89%	01 July 2019	30 June 2020	30 September 2020	R 3,300,000.00
5.	21	Mkhazane Sportfield	73%	01 July 2019	30 June 2020	15 September 2020	R 2,000,000.00
6.	17	Qwasha Sportfield	100%	01 July 2019	30 June 2020	n/a	R2,721,337.60
7.	18	Sishwili Community Hall	90%	01 July 2019	30 June 2020	25 August 2020	R 3,300,000.00
8.	23	KwaGoje Sportfield	83%	01 July 2019	30 June 2020	30 July 2020	R 2,721,337.60
9.	20	Ezakhiweni Sportfield	52%	01 July 2019	30 June 2020	15 December 2020	R 2,000,000.00
10.	07	Mame Community Hall	62%	01 July 2019	30 June 2020	10 December 2020	R 3,300,000.00
11	20	Ezintendeni Community Hall	97%	01 July 2019	30 June 2020	30 July 2020	R2,007,432.71
12.	24	Hlophekhulu community hall	100%	01 July 2019	30 June 2020	n/a	R 2,844,595.27
13.	04	Chibini community hall	87%	01 July 2019	30 June 2020	30 October 2020	R 3,000,000.00

8.11 Electricity

Electricity is distributed to residents within Ulundi Local Municipality, while some of the areas are supplied directly by Eskom. The infrastructure is reasonably maintained but network constraints will put pressure on the existing infrastructure resulting in a more rapid deterioration.

Electrical projects undertaken during 2019/2020 Financial Year

WARD NO	PROJECT NAME	APPROVED INEP FUNDING (INCL.VAT)	START DATE	END DATE	PROJECT STATUS
7	Electrification of 20 households (cabling with a meter box) in Esiphiva	R400 000.00	31/07/2019	30/06/2020	100% Complete
15	Electrification of 25 households (cabling with a meter box) in Okhukho	R600 000.00	31/07/2019	30/06/2020	100% Complete
15	Electrification of 25 households (cabling with a meter box) in Makokwana	R800 000.00	31/07/2019	30/06/2020	100% Complete
11	Electrification of 30 households (cabling with a meter box) in Sishwili	R800 000.00	31/07/2019	30/06/2020	100% Complete
20	Electrification of 39 households (cabling with a meter box) in Ezihlabeni	R700 000.00	31/07/2019	30/06/2020	100% Complete
9	Electrification of 30 households (cabling with a meter box) in Thembalami	R600 000.00	31/07/2019	30/06/2020	100% Complete
8	Electrification of 30 households (cabling with a meter box) in Jikaza	R600 000.00	31/07/2019	30/06/2020	100% Complete
18	Electrification of 30 households (cabling with a meter box) in Mhlwathini	R800 000.00	31/07/2019	30/06/2020	100% Complete
8	Electrification of 30 households (cabling with a meter box) in Wela	R780 000.00	31/07/2019	30/06/2020	100% Complete
10	Electrification of 30 households (cabling with a meter box) in Osingathini	R1 000 000.00	31/07/2019	30/06/2020	100% Complete
13	Electrification of 20 households (cabling with a meter box) in Konvoor	R400 000.00	31/07/2019	30/06/2020	100% Complete
16	Electrification of 20 households (cabling with a meter box) in Ematafuleni	R400 000.00	31/07/2019	30/06/2020	100% Complete
16	Electrification of 20 households (cabling with a meter box) in Nkololweni	R600 000.00	31/07/2019	30/06/2020	100% Complete
16	Electrification of 20 households (cabling with a meter box) in Esikhwebezane	R600 000.00	31/07/2019	30/06/2020	100% Complete
6	Electrification of 22 households (cabling with a meter box) in Idlebe	R1 040 000.00	31/07/2019	30/06/2020	100% Complete

15	Electrification of 30 households (cabling with a meter box) in KwaMame	R600 000.00	31/07/2019	30/06/2020	100% Complete
8	Electrification of 40 households (cabling with a meter box) in Phoqukhalo	R800 000.00	31/07/2019	30/06/2020	100% Complete
2	Electrification of 15 households (cabling with a meter box) in Nhlonga	R300 000.00	31/07/2019	30/06/2020	100% Complete
3	Electrification of 37 households (cabling with a meter box) in Ngalonde	R200 000.00	31/07/2019	30/06/2020	100% Complete
14	Electrification of 20 households (cabling with a meter box) in KwaMlaba	R580 863.00	31/07/2019	30/06/2020	100% Complete
1;2;3;6;7;8; 9;10;13;14; 15;16;18 and 20	15 Km's of 22 Kv overhead lines in Wards1;2;3;6;7;8;9;10;13;14;15;16;18 and 20 by 30 June 2020	R6 000 000.00	31/07/2019	30/06/2020	100% Complete

8.12 Waste Management

The majority of urban households in the Ulundi Local Municipality have their refuse collected on a weekly basis but no service is available in the rural areas. This leads to the problem of illegal dumping which poses environmental risks but efforts are being made to increase people's awareness of good waste management practices. There is still a challenge in the establishment of a suitable landfill site by the Zululand District Municipality.

8.13 Cemeteries

The Municipality needs to also look at additional cemetery space in order to address the predicted number of deaths, especially those related to HIV/Aids.

8.14 Community Libraries

While there is one community library in Ulundi and 1 mobile library in Ceza nodal point, their capacity is totally inadequate to sustain the needs of the communities. In the next financial year, the municipality is looking at requesting the Department of Education to assist with more mobile libraries that will be placed in other nodal points.

8.15 Law Enforcement

As a norm people are inclined to flout and contravene the regulations and by-laws. The Municipality is strategically located along the main road (R66) so has to contend with an increasing number of road accidents. With the intention of strengthening the law enforcement capacity and ensuring that people perceive the area to be protected, the municipality has currently in its employment 24 Peace Officers to assist with traffic management and to enforce the by-laws.

8.16 Disaster Management

Disaster management is essential due to the high risk of fires in the Ulundi Municipal area. Public awareness programmes are conducted to empower communities on how to reduce risks and recognize risk situations and take the appropriate remedial action.

8.17 Pound Management

The Pound Management function was in the previous years outsourced due to lack of capacity which proved to not benefit the municipality, hence Council resolved to terminate the contract with the service provider and in turn appoint animal herders within the community as part of job creation.

As much as there are challenges of animals on the road, the municipality endeavours to comply with the KwaZulu-Natal Pound Act.

7.18 Administration

In order to meet and implement the objectives of local government as contained in the White Paper on Local Government and the community, the administration of the Ulundi Local Municipality has structured and organized systems in place.

8.19 Public Facilities

There are a number of community facilities, mainly with the Ulundi town which are fully utilized by members of the community. Some of the facilities are due to be upgraded in the next financial year.

8.20 Local Economic Development

The Local Economic Development Unit assisted a number of emerging entrepreneurs within the area of Ulundi Local Municipality. During the 2019/2020 financial year the municipality was able to create 269 jobs opportunities through the Expanded Public Works Programme.

9. Organisational Scorecard: 2019/2020 Financial Year

The Annual Performance Report for the 2019/2020 financial year has been completed and reflected in the Organizational Scorecard attached as “Annexure 1” which will be presented to the Auditor-General for auditing together with the Annual Financial Statements by 30 October 2020.

This is a consolidated report that reflects results on performance against the 6 Key Performance Areas (KPA's) targets and achievements for the year under review, corrective measures to be undertaken in the 2020/2021 financial year in relation to the targets that were not achieved. It also reflects achievements of the previous financial year. The information will be presented in the Organisational Scorecard which is informed by the information that was collated through departmental scorecards throughout the financial year which information was supported by portfolio of evidence that was also audited by Internal Audit. Since Ulundi Local Municipality adopted the Key Performance Area Model, the report will reflect its performance results clustered as per the 6 National Key Performance Areas.

The results were assessed using the colour coded criteria as shown in the table below:

Rating Keys	
1	Not Achieved
2	Partially Achieved
3	Fully Achieved
4	Excellent Achievement
5	Outstanding Achievement
	Total

3.8.1 SUMMARY OF RESULTS OF PERFORMANCE FOR THE ORGANISATION: 2019/2020

National KPA's	No. of Set Targets	2018/2019			No. of Set Targets	2019/2020			
		Achieved	Not Achieved	Partially Achieved		Achieved	Not Achieved	Partially Achieved	Targets Exceeded
Basic Service Delivery	55	50	04	01	60	35	04	18	03
Economic and Social Development	70	65	02	03	61	31	23	06	01
Good Governance and Public Participation	36	32	02	02	39	23	06	09	01
Municipal Transformation and Organisational Development	09	06	03	0	10	04	04	02	00
Spatial and Environmental	14	13	0	01	16	11	03	02	00
Financial Viability and Management	18	16	0	02	19	15	00	04	00
Total	202	182	11	9	205	119	40	41	05

KZN26-TS-SO-1.3.17	TS 2.17	Basic Service Delivery	To provide an effective electricity distribution services within the Kosi area of the Municipality	Facilitate the construction of electrification project within the Kosi area of the municipality	Number of electrified households (calling with a meter box) in Ntanga as pre-approved by Council	Number	na	15 households electrified (calling with a meter box) at Ntanga as pre-approved by Council by 30 June 2020	na	na	20	na	15 households electrified (calling with a meter box) at Ntanga as pre-approved by Council by 30 June 2020	15 households electrified (calling with a meter box) at Ntanga as pre-approved by Council by 30 June 2020	Technical Services	R435 649.25	2	Target achieved	na	Council Resolution with Pre-approved list of electrification projects, Business Plan, Monthly Progress Reports & Close Out Report
KZN26-TS-SO-1.3.18	TS 2.18	Basic Service Delivery	To provide an effective electricity distribution services within the Kosi area of the Municipality	Facilitate the construction of electrification project within the Kosi area of the municipality	Number of electrified households (calling with a meter box) in Ntanga as pre-approved by Council	Number	na	17 households electrified (calling with a meter box) in Ntanga as pre-approved by Council by 30 June 2020	na	na	10	na	17 households electrified (calling with a meter box) in Ntanga as pre-approved by Council by 30 June 2020	17 households electrified (calling with a meter box) in Ntanga as pre-approved by Council by 30 June 2020	Technical Services	R1 074 596.00	3	Target achieved	na	Council Resolution with Pre-approved list of electrification projects, Business Plan, Monthly Progress Reports & Close Out Report
KZN26-TS-SO-1.3.19	TS 2.19	Basic Service Delivery	To provide an effective electricity distribution services within the Kosi area of the Municipality	Facilitate the construction of electrification project within the Kosi area of the municipality	Number of electrified households (calling with a meter box) in KwaMashu as pre-approved by Council	Number	na	20 households electrified (calling with a meter box) in KwaMashu as pre-approved by Council by 30 June 2020	na	na	10	na	20 households electrified (calling with a meter box) in KwaMashu as pre-approved by Council by 30 June 2020	20 households electrified (calling with a meter box) in KwaMashu as pre-approved by Council by 30 June 2020	Technical Services	R580 963.00	14	Target achieved	na	Council Resolution with Pre-approved list of electrification projects, Business Plan, Monthly Progress Reports & Close Out Report
KZN26-TS-SO-1.3.20	TS 2.20	Basic Service Delivery	To provide an effective electricity distribution services within the Kosi area of the Municipality	Facilitate the construction of electrification project within the Kosi area of the municipality	Number of 22 Kv overhead lines in Wards 1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 18 and 20	Number	0	15 Kms. of 22 Kv overhead lines in Wards 1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 18 and 20 by 30 June 2020	na	na	na	na	15 Kms. of 22 Kv overhead lines in Wards 1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 18 and 20 by 30 June 2020	15 Kms. of 22 Kv overhead lines in Wards 1, 2, 3, 6, 7, 8, 9, 10, 13, 14, 15, 16, 18 and 20 by 30 June 2020	Technical Services	R 6,000,000.00	14	Target achieved	na	Council Resolution with Pre-approved list of electrification projects, Business Plan, Monthly Progress Reports & Close Out Report
KZN26-TS-SO-2.1	TS 3	Basic Service Delivery	Construction, Upgrading and Maintenance of the urban and storm water network for those roads that the Municipality is responsible for	Implementation of a planned and Ad-Hoc Maintenance Plan for the urban and storm water network (including storm water)	Date of approval of the Planned and Ad-Hoc Maintenance Plan by Exco	Date	Outdated maintenance plan	Planned and Ad-Hoc Maintenance Plan approved by Exco by 31 July 2019	31/07/2018	31/07/2018	31/07/2019	na	Planned and Ad-Hoc Maintenance Plan approved by Exco by 31 July 2019	31/07/2019	Technical Services	R 1,500,000.00	Ward 1 - 24	Target achieved	na	Monthly Progress Reports & Monthly status in accordance with the plan
KZN26-TS-SO-2.1.1	TS 3.1	Basic Service Delivery	Construction, Upgrading and Maintenance of the urban and storm water network for those roads that the Municipality is responsible for	Implementation of a planned and Ad-Hoc Maintenance Plan for the urban and storm water network (including storm water)	Number of Monthly Progress Reports on the implementation of the Planned & Ad-Hoc Maintenance Plan submitted to Exco by 30 June 2020	Number	0	12 Monthly Progress Reports on the implementation of the Planned & Ad-Hoc Maintenance Plan submitted to Exco by 30 June 2020	12 Monthly Progress Reports	12 Monthly Progress Reports	12	na	12 Monthly Progress Reports on the implementation of the Planned & Ad-Hoc Maintenance Plan submitted to Exco by 30 June 2020	12 Monthly Progress Reports	Technical Services			Target partially achieved	Lock down. Target will be met in the next financial year	
KZN26-CS-SO-3.1	CS 1	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Revision of the development of Regional Landfill site under the direction of the Eskand District Municipality	Issuing Landfill site to Government and other relevant stakeholders for the development of a Landfill Site by 30 June 2020	Date	No landfill site	Issuing of Landfill site to Government and other relevant stakeholders for the development of a Landfill Site by 30 June 2020	01/07/2019	01/07/2020	na	na	Issuing of Landfill site to Government and other relevant stakeholders for the development of a Landfill Site by 30 June 2020	01/07/2020	Community Services	na	Ward 1 - 24	Target not achieved	The Department of Environmental Affairs did not advise for municipalities to submit their business plans, as it is a requirement that they do so preferably before submission. KPI will start in 2021/2021 Financial Year	Signs of application submitted and proof of submission
KZN26-CS-SO-3.2	CS 2	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Community Environmental Assessments conducted	Number	4	4 Community Environmental Assessments conducted by 30 June 2020	4 Community Environmental Assessments conducted by 30 June 2019	4 Community Environmental Assessments conducted by 30 June 2019	4	1	4 Community Environmental Assessments conducted by 30 June 2020	4 Community Environmental Assessments conducted by 30 June 2020	Community Services	R46,000.00	Ward 1 - 24	Target partially achieved	Due to Covid 19 Pandemic, Inclusion Regulation, the Department was unable to conduct assessments. To come with other ways to raise awareness like distributing pamphlets.	Public Notices, Attendance Register and Photos
KZN26-CS-SO-3.2.1	CS 2.1	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Community Clean-up Campaign Assessments conducted	Number	4	4 Community Clean-up Campaign Assessments conducted by 30 June 2020	4 Community Clean-up Campaign Assessments conducted by 30 June 2019	4 Community Clean-up Campaign Assessments conducted by 30 June 2019	4	0	4 Community Clean-up Campaign Assessments conducted by 30 June 2020	4 Community Clean-up Campaign Assessments conducted by 30 June 2020	Community Services	R10,000.00	Ward 1 - 24	Target achieved	na	Public Notices, Attendance Register and Photos
KZN26-CS-SO-3.2.2	CS 2.2	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of collections of refuse in the CBD done by 30 June 2020	Number	na	365 collections of refuse in the CBD done by 30 June 2020	365 collections of refuse in the CBD done by 30 June 2019	365 collections of refuse in the CBD done by 30 June 2019	365	0	365 collections of refuse in the CBD done by 30 June 2020	365 collections of refuse in the CBD done by 30 June 2020	Community Services	R725 984.00	Ward 12	Target achieved	na	Monthly Report and inspection forms
KZN26-CS-SO-3.2.3	CS 2.3	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of collections of Refuse (Old & New Taxi Rank, Cleaning abatement facility and Old Taxi Rank) by 30 June 2020	Number	na	365 Refuse Collections done (Old & New Taxi Rank, Cleaning abatement facility and Old Taxi Rank) by 30 June 2020	365 Refuse Collections done (Old & New Taxi Rank, Cleaning abatement facility and Old Taxi Rank) by 30 June 2019	365 Refuse Collections done (Old & New Taxi Rank, Cleaning abatement facility and Old Taxi Rank) by 30 June 2019	365	0	365 Refuse Collections done (Old & New Taxi Rank, Cleaning abatement facility and Old Taxi Rank) by 30 June 2020	365 Refuse Collections done (Old & New Taxi Rank, Cleaning abatement facility and Old Taxi Rank) by 30 June 2020	Community Services	R1 079 060.00	Ward 12	Target achieved	na	Monthly Report and inspection forms
KZN26-CS-SO-3.2.4	CS 2.4	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Collection of Refuse in Bulawayo Town by 30 June 2020	Number	na	104 Collections of Refuse done in Bulawayo Town by 30 June 2020	104 Collections of Refuse done in Bulawayo Town by 30 June 2019	104 Collections of Refuse done in Bulawayo Town by 30 June 2019	104	0	104 Collections of Refuse done in Bulawayo Town by 30 June 2020	104 Collections of Refuse done in Bulawayo Town by 30 June 2020	Community Services	R147 400.00	Ward 16	Target achieved	na	Monthly Report and inspection forms
KZN26-CS-SO-3.2.5	CS 2.5	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Operation Khuzulula Campaign (Illegal dumping removal) conducted by 30 June 2020	Number	na	4 Operation Khuzulula Campaign (Illegal dumping removal) conducted by 30 June 2020	na	na	4	1	4 Operation Khuzulula Campaign (Illegal dumping removal) conducted by 30 June 2020	4 Operation Khuzulula Campaign (Illegal dumping removal) conducted by 30 June 2020	Community Services	R100 000.00	All Wards	Target partially achieved	Due to Covid 19 Pandemic, Inclusion Regulation, the Department was unable to conduct awareness	Initiations, Attendance Register and Photos
KZN26-CS-SO-3.2.6	CS 2.6	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Date of Assessment of the Environmental Management Framework Plan by 30 June 2020	Date	na	Assessment of the Environmental Management Framework Plan by 30 June 2020	na	na	na	na	Assessment of the Environmental Management Framework Plan by 30 June 2020	Assessment of the Environmental Management Framework Plan by 30 June 2020	Community Services	R 400 000.00	Ward 16	Target not achieved	Cost Assessment resources. To be done in 2020/2021 financial year	Questionnaire, Photo of signpost
KZN26-CS-SO-3.2.7	CS 2.7	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of black refuse bags supplied to appointed service providers by 30 June 2020	Number	na	72 000 black refuse bags supplied to appointed service providers by 30 June 2020	72 000 black refuse bags supplied to appointed service providers by 30 June 2019	72 000 black refuse bags supplied to appointed service providers by 30 June 2019	72 000	0	72 000 black refuse bags supplied to appointed service providers by 30 June 2020	72 000 black refuse bags supplied to appointed service providers by 30 June 2020	Community Services	R110 000.00	All Wards	Target achieved	na	Monthly report, billing statement
KZN26-CS-SO-3.2.8	CS 2.8	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of black refuse bags supplied to urban households by 30 June 2020	Number	na	311 760 black refuse bags supplied to urban households by 30 June 2020	311 760 black refuse bags supplied to urban households by 30 June 2019	311 760 black refuse bags supplied to urban households by 30 June 2019	311 760	0	311 760 black refuse bags supplied to urban households by 30 June 2020	312 450 black refuse bags supplied to urban households by 30 June 2020	Community Services	R360 000.00	All Wards	Target achieved	na	Monthly report, billing statement
KZN26-CS-SO-3.2.9	CS 2.9	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of black refuse bags supplied to waste pickers by 30 June 2020	Number	na	52 800 black refuse bags supplied to waste pickers by 30 June 2020	52 800 black refuse bags supplied to waste pickers by 30 June 2019	52 800 black refuse bags supplied to waste pickers by 30 June 2019	52 800	0	52 800 black refuse bags supplied to waste pickers by 30 June 2020	52 800 black refuse bags supplied to waste pickers by 30 June 2020	Community Services	R100 000.00	All Wards	Target exceeded	na	Monthly report, billing statement
KZN26-CS-SO-3.2.10	CS 2.10	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Supply of black refuse bags to 3600 refuse trucks by 30 June 2020	Number	na	9 600 black refuse bags supplied to refuse trucks by 30 June 2020	9 600 black refuse bags supplied to refuse trucks by 30 June 2019	9 600 black refuse bags supplied to refuse trucks by 30 June 2019	9 600	0	9 600 black refuse bags supplied to refuse trucks by 30 June 2020	4500 black refuse bags supplied to refuse trucks by 30 June 2020	Community Services	R300 000.00	All Wards	Target exceeded	na	Monthly report, billing statement
KZN26-CS-SO-3.2.11	CS 2.11	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of black refuse bags supplied to cleaning services by 30 June 2020	Number	na	18 000 black refuse bags supplied to cleaning services by 30 June 2020	18 000 black refuse bags supplied to cleaning services by 30 June 2019	18 000 black refuse bags supplied to cleaning services by 30 June 2019	18 000	0	18 000 black refuse bags supplied to cleaning services by 30 June 2020	18 000 black refuse bags supplied to cleaning services by 30 June 2020	Community Services	R70 000.00	All Wards	Target achieved	na	Monthly report, billing statement
KZN26-CS-SO-3.2.12	CS 2.12	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of black refuse bags supplied for clean up campaigns by 30 June 2020	Number	na	2 000 black refuse bags supplied for clean up campaigns by 30 June 2020	2 000 black refuse bags supplied for clean up campaigns by 30 June 2019	2 000 black refuse bags supplied for clean up campaigns by 30 June 2019	2 000	0	2 000 black refuse bags supplied for clean up campaigns by 30 June 2020	5 200 black refuse bags supplied for clean up campaigns by 30 June 2020	Community Services	R20 000.00	All Wards	Target exceeded	na	Monthly report, billing statement
KZN26-CS-SO-3.2.13	CS 2.13	Basic Service Delivery	To provide an effective integrated waste management services within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Waste Removals from Ukund to U-Thungulu landfill site by 30 June 2020	Number	na	48 Waste Removals from Ukund to U-Thungulu landfill site by 30 June 2020	48 Waste Removals from Ukund to U-Thungulu landfill site by 30 June 2019	63 Waste Removals from Ukund to U-Thungulu landfill site by 30 June 2019	48	0	48 Waste Removals from Ukund to U-Thungulu landfill site by 30 June 2020	49 Waste Removals from Ukund to U-Thungulu landfill site by 30 June 2020	Community Services	R4 900 000.00	All Wards	Target exceeded	na	Invoice & Proof of Payment
KZN26-TS-SO-4.1	TS 4	Basic Service Delivery	Strategic development of community hubs within areas where such hubs are required	Facilitate the construction of a community hub within areas where such hubs are required	Construction of Hluphephulu Community Hall by 30 June 2020	Date	0	Construction of Hluphephulu Community Hall by 30 June 2020	na	na	na	na	Construction of Hluphephulu Community Hall by 30 June 2020	100% Complete	Technical Services	R2 248 691.91	24	Target achieved	na	Business Plan, Progress Reports and Close-out report

KZN26-TS-SD.4.1.1	TS 4.1	Basic Service Delivery	Strategic development of community halls facilities to meet the needs of the communities within the Municipality	Facilitate the construction of a community halls within areas where such halls are required	Renovation of Ezalwenzi Zakaia Mkhomo Community Hall	Date	0	Renovation of Ezalwenzi Zakaia Mkhomo Community Hall by 30 June 2020	na	na	na	Renovation of Ezalwenzi Zakaia Mkhomo Community Hall by 30 June 2020	27%	Renovation of Ezalwenzi Zakaia Mkhomo Community Hall by 30 June 2020	97% Complete	Technical Services	R2 007 432.71	20	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.1.2	TS 4.2	Basic Service Delivery	Strategic development of community halls facilities to meet the needs of the communities within the Municipality	Facilitate the construction of a community halls within areas where such halls are required	Construction of Mame Community Hall	Date	0	Construction of Mame Community Hall by 30 June 2020	na	na	na	Construction of Mame Community Hall by 30 June 2020	3%	Construction of Mame Community Hall by 30 June 2020	75% Complete	Technical Services	R2 000 000.00	7	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.1.3	TS 4.3	Basic Service Delivery	Strategic development of community halls facilities to meet the needs of the communities within the Municipality	Facilitate the construction of a community halls within areas where such halls are required	Construction of Chibae Community Hall	Date	0	Construction of Chibae Community Hall by 30 June 2020	na	na	na	Construction of Chibae Community Hall by 30 June 2020	25%	Construction of Chibae Community Hall by 30 June 2020	87% Complete	Technical Services	R2 000 000.00	4	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.1.4	TS 4.4	Basic Service Delivery	Strategic development of community halls facilities to meet the needs of the communities within the Municipality	Facilitate the construction of a community halls within areas where such halls are required	Construction of Eadawweni Community Hall	Date	0	Construction of Eadawweni Community Hall by 30 June 2020	na	na	na	Construction of Eadawweni Community Hall by 30 June 2020	13%	Construction of Eadawweni Community Hall by 30 June 2020	84% Complete	Technical Services	R2 000 000.00	1	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.1.5	TS 4.5	Basic Service Delivery	Strategic development of community halls facilities to meet the needs of the communities within the Municipality	Facilitate the construction of a community halls within areas where such halls are required	Construction of Gaxini Community Hall	Date	0	Construction of Gaxini Community Hall by 30 June 2020	na	na	na	Construction of Gaxini Community Hall by 30 June 2020	16%	Construction of Gaxini Community Hall by 30 June 2020	92% Complete	Technical Services	R2 000 000.00	3	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.1.6	TS 4.6	Basic Service Delivery	Strategic development of community halls facilities to meet the needs of the communities within the Municipality	Facilitate the construction of a community halls within areas where such halls are required	Construction of Sihwall Community Hall	Date	1	Construction of Sihwall Community Hall by 30 June 2020	na	na	na	Construction of Sihwall Community Hall by 30 June 2020	17%	Construction of Sihwall Community Hall by 30 June 2020	95% Complete	Technical Services	R2 000 000.00	11	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.2	TS 5	Basic Service Delivery	Strategic development of community and sport facilities to meet the recreational needs of the communities within the Municipality	Facilitate the construction of a community Sport fields within areas where such facilities are required	Construction of Mhazane Sports field	Date	0	Construction of Mhazane Sports field by 30 June 2020	na	na	na	Construction of Mhazane Sports field by 30 June 2020	8%	Construction of Mhazane Sports field by 30 June 2020	75% Complete	Technical Services	R2 000 000.00	21	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.2.1	TS 5.1	Basic Service Delivery	Strategic development of community and sport facilities to meet the recreational needs of the communities within the Municipality	Facilitate the construction of a community Sport fields within areas where such facilities are required	Construction of KwaGage Sports field	Date	0	Construction of KwaGage Sports field by 30 June 2020	na	na	na	Construction of KwaGage Sports field by 30 June 2020	40%	Construction of KwaGage Sports field by 30 June 2020	88% Complete	Technical Services	R2 721 337.60	23	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.2.2	TS 5.2	Basic Service Delivery	Strategic development of community and sport facilities to meet the recreational needs of the communities within the Municipality	Facilitate the construction of a community Sport fields within areas where such facilities are required	Construction of Okama Sports field	Date	0	Construction of Okama Sports field by 30 June 2020	na	na	na	Construction of Okama Sports field by 30 June 2020	40%	Construction of Okama Sports field by 30 June 2020	80% Complete	Technical Services	R2 000 000.00	9	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.2.3	TS 5.3	Basic Service Delivery	Strategic development of community and sport facilities to meet the recreational needs of the communities within the Municipality	Facilitate the construction of a community Sport fields within areas where such facilities are required	Construction of Brush Community Hall	Date	0	Construction of Brush Community Hall by 30 June 2020	na	na	na	Construction of Brush Community Hall by 30 June 2020	48%	Construction of Brush Community Hall by 30 June 2020	89% Complete	Technical Services	R2 000 000.00	2	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.2.4	TS 5.4	Basic Service Delivery	Strategic development of community and sport facilities to meet the recreational needs of the communities within the Municipality	Facilitate the construction of a community Sport fields within areas where such facilities are required	Construction of E.zahweni Sports field	Date	0	Construction of E.zahweni Sports field by 30 June 2020	na	na	na	Construction of E.zahweni Sports field by 30 June 2020	48%	Construction of E.zahweni Sports field by 30 June 2020	52% Complete	Technical Services	R2 000 000.00	20	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-TS-SD.4.2.5	TS 5.5	Basic Service Delivery	Strategic development of community and sport facilities to meet the recreational needs of the communities within the Municipality	Facilitate the construction of a community Sport fields within areas where such facilities are required	Construction of Oweaha Sports field	Date	0	Construction of Oweaha Sports field by 30 June 2020	na	na	na	Construction of Oweaha Sports field by 30 June 2020	10%	Construction of Oweaha Sports field by 30 June 2020	86% Complete	Technical Services	R2 721 337.60	17	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Business Plan, Progress Reports and close out report
KZN26-DPL-SD.5.1	DPL 1	Basic Service Delivery	To ensure availability of Council Owned land for residential, commercial and industrial development	Identification and reservation of land for sale and development in accordance with the provisions of the Spatial Development Framework	Date of identification of land for sale and processing of outstanding sales	Date	na	Date of identification of land for sale and processing of outstanding sales by 30 June 2020	Identification of land for sale and processing of outstanding sales by 30 June 2019	Identification of land for sale and processing of outstanding sales by 20 September 2019	Date of identification of land for sale and processing of outstanding sales	na	Date of identification of land for sale and processing of outstanding sales by 30 June 2020	List of properties for sale, Absentee Register submitted	Planning & Development	na	All Wards	Target achieved	na	Agenda, Minutes & Attendance Register of Portfolio Committee where proposed sites were tabled	
KZN26-DPL-SD.5.2	DPL 2	Basic Service Delivery	To ensure availability of Council Owned land for residential, commercial and industrial development	Promotion of a spirit of co-operation with traditional leadership to facilitate access to Council Owned land within the traditional authority areas	Date of engagements with 9 Traditional Councils to discuss Will to Will Scheme proposals	Date	na	Engagements with 9 Traditional Councils to discuss Will to Will Scheme proposals by 30 June 2020	Engagements with 9 Traditional Councils to discuss Will to Will Scheme proposals by 30 June 2019	Engagements with 9 Traditional Councils to discuss Will to Will Scheme proposals by 30 June 2019	Engagements with 9 Traditional Councils to discuss Will to Will Scheme proposals	0	Engagements with 9 Traditional Councils to discuss Will to Will Scheme proposals by 30 June 2020	Planning & Development	na	All Wards	Target achieved	na	Agenda, Minutes & Attendance Register		
KZN26-DPL-SD.5.3	DPL 3	Basic Service Delivery	To ensure availability of Council Owned land for residential, commercial and industrial development	Service commercial and industrial sites in Urban Towns for which approved layouts are in place in order to attract potential investors	Number of Engagements with Technical Services and the Zulu District Municipality to service land	Date	na	2 Engagements with Technical Services and the Zulu District Municipality to service land by 30 June 2020	3 Engagements with Technical Services and the Zulu District Municipality to service land by 30 June 2019	3 Engagements with Technical Services and the Zulu District Municipality to service land by 30 June 2019	3 Engagements with Technical Services and the Zulu District Municipality to service land	1	2 Engagements with Technical Services and the Zulu District Municipality to service land by 30 June 2020	Planning & Development	na	All Wards	Target partially achieved	Construction behind due to lock down Project not over to 2020/2021	Correspondence & proof of submission and Agenda, Minutes & Attendance Register		
KZN26-PS-SD.6.1.1	PS 1	Basic Service Delivery	To provide an effective and appropriate response to all disaster related occurrences within the Municipality	Implementation of Level 1 Disaster Risk Management Plan approved by Council of the Municipality	Number of Disaster Management Forum Meetings convened	Number	0	4 Disaster Management Forum Meetings convened by 30 June 2020	4 Disaster Management Forum Meetings convened by 30 June 2019	4 Disaster Management Forum Meetings convened by 30 June 2019	4 Disaster Management Forum Meetings convened	4	4 Disaster Management Forum Meetings convened by 30 June 2020	Protection Services	na	All Wards	Target not achieved	COVID19 pandemic halted operations. Riskation was taken to reduce the required frequency of the Disaster Forum	Agenda, Minutes & Attendance Register		
KZN26-PS-SD.6.1.1.1	PS 1.1	Basic Service Delivery	To provide an effective and appropriate response to all disaster related occurrences within the Municipality	Implementation of Level 1 Disaster Risk Management Plan approved by Council of the Municipality	Number of Fire Drills Conducted	Number	0	12 Fire Drills Conducted by 30 June 2020	12 Fire Drills Conducted by 30 June 2019	12 Fire Drills Conducted by 30 June 2019	12 Fire Drills Conducted	2	12 Fire Drills Conducted by 30 June 2020	Protection Services	na	All Wards	Target partially achieved	Yearly plan not provided. COVID 19 halted operations	Inclusion to Community Meetings, Attendance Register, Yearly Plan		
KZN26-PS-SD.6.1.1.2	PS 1.2	Basic Service Delivery	To provide an effective and appropriate response to all disaster related occurrences within the Municipality	Implementation of Level 1 Disaster Risk Management Plan approved by Council of the Municipality	Number of Disaster Community Workshops conducted	Number	0	4 Disaster Community Workshops conducted by 30 June 2020	4 Disaster Community Workshops conducted by 30 June 2019	4 Disaster Community Workshops conducted by 30 June 2019	4 Disaster Community Workshops conducted	4	4 Disaster Community Workshops conducted by 30 June 2020	Protection Services	na	All Wards	Target not achieved	Due to COVID19 Restrictions there are no operations. The Chairman will review the membership	Agenda, Minutes & Attendance Register		
KZN26-PS-SD.6.1.1.3	PS 1.3	Basic Service Delivery	To provide an effective and appropriate response to all disaster related occurrences within the Municipality	Implementation of Level 1 Disaster Risk Management Plan approved by Council of the Municipality	Number of Fire Combat Volunteers recruitment & trained	Number	0	50 Fire Combat Volunteers recruitment & trained by 30 June 2020	50 Fire Combat Volunteers recruitment & trained by 30 June 2019	50 Fire Combat Volunteers recruitment & trained by 30 June 2019	50 Fire Combat Volunteers recruitment & trained	50	50 Fire Combat Volunteers recruitment & trained by 30 June 2020	Protection Services	na	All Wards	Target not achieved	Yearly plan not provided. COVID 19 halted operations	Attendance Register, Inclusion to attend & Certificate of attendance		
KZN26-DPL-SD.7.1	DPL 4	Economic and Social Development	To address the demand of housing projects within the Umlazi Municipal Area	Identification and prioritisation of housing projects within the municipal area	Number of Engagements with Department of Housing regarding funding of projects	Number	na	2 Engagements with Department of Housing regarding funding of projects by 31 March 2020	na	na	2 Engagements with Department of Housing regarding funding of projects	0	2 Engagements with Department of Housing regarding funding of projects by 31 March 2020	Planning & Development	na	na	Target achieved	na	Copy of Project description Report, Copy of the Draft Human Settlement Plan, Copy of Final Draft Human Settlement Plan		
KZN26-DPL-SD.7.1	DPL 5	Economic and Social Development	To address the demand of housing projects within the Umlazi Municipal Area	Identification and prioritisation of housing projects within the municipal area	Date of Review of a Human Settlement Plan	Date	na	Undertake the process of Review of a Human Settlement Plan by 30 June 2020	Undertake the process of Review of a Human Settlement Plan by 30 June 2019	Undertake the process of Review of a Human Settlement Plan by 06 June 2019	Undertake the process of Review of a Human Settlement Plan by 30 June 2020	na	Undertake the process of Review of a Human Settlement Plan by 30 June 2020	Planning & Development	na	All 24 Wards	Target achieved	na	Copy of Final Draft Human Settlement Plan and Council Resolution		

KZN26-CS-SD-10.2	CS.3	Local Economic Development	To assist communities in addressing the needs of poverty prevalent within the municipality	Identification of indigent households within communities and providing these households with a range of services and benefits at no cost	Provision of Burials to persons who are in need (without competent person to bury Adult - R2500, Minor - R2000)	Rand Value	na	Provision of Burials to persons who are in need (without competent person to bury Adult - R2500, Minor - R2000) by 30 June 2020	Provision of Burials to persons who are in need (without competent person to bury Adult - R2500, Minor - R2000) by 30 June 2019	Provision of Burials to persons who are in need (without competent person to bury Adult - R2500, Minor - R2000) by 30 June 2019	Provision of Burials to persons who are in need (without competent person to bury Adult - R2500, Minor - R2000) by 30 June 2020	Provision of Burials to persons who are in need (without competent person to bury Adult - R2500, Minor - R2000) by 30 June 2020	Community Services	R2 000 000.00	All 24 Wards	Target achieved	na	Record of Indigent Register and Application form approved by the Municipal Manager	
KZN26-CS-SD-10.2.1	CS.3.1	Local Economic Development	To assist communities in addressing the needs of poverty prevalent within the municipality	Identification of indigent households within communities and providing these households with a range of services and benefits at no cost	Provision of food vouchers for the indigent (Groceries voucher - R500)	Rand Value	na	Provision of food vouchers for the indigent (Groceries voucher - R500) by 30 June 2020	Provision of food vouchers for the indigent (Groceries voucher - R500) by 30 June 2019	Provision of food vouchers for the indigent (Groceries voucher - R500) by 30 June 2019	Provision of food vouchers for the indigent (Groceries voucher - R500) by 30 June 2020	Provision of food vouchers for the indigent (Groceries voucher - R500) by 30 June 2020	Community Services	R600 000.00	All 24 Wards	Target achieved	na	Record of Indigent Register and Application form approved by the Municipal Manager	
KZN26-CS-SD-11.2	FS.1	Economic and Social Development	To assist communities in addressing the needs of poverty prevalent within the municipality	Identification of indigent households within communities and providing these households with a range of services and benefits at no cost	% of Free Basic Services Budget spent	%	na	% of Free Basic Services Budget spent by 30 June 2020	5 Bills awarded to previously disadvantaged individual owned companies by 30 June 2019	7 Bills awarded to previously disadvantaged individual owned companies by 30 June 2019	15-100% of Free Basic Services Budget spent	1%	65% - 100% Free Basic Services budget	Financial Services	R800 000.00	All 24 Wards	Target achieved	na	Free Basic Electricity provided
KZN26-CS-SD-11.2.1	FS.1.1	Economic and Social Development	To assist communities in addressing the needs of poverty prevalent within the municipality	Identification of indigent households within communities and providing these households with a range of services and benefits at no cost	% of Customer Accounts with refuse rebates	%	na	95% - 100% of Customer Accounts with refuse rebates by 30 June 2020	95% - 100% consumer accounts with refuse rebates by 30 June 2019	95% consumer accounts with refuse rebates by 30 June 2019	95-100% of Customer Accounts with refuse rebates by 30 June 2020	2%	95% - 100% consumer accounts with refuse rebates by 30 June 2020	Financial Services	R1 524 000.00	All 24 Wards	Target achieved	na	Billing Report
KZN26-CS-SD-11.2.2	FS.1.2	Economic and Social Development	To assist communities in addressing the needs of poverty prevalent within the municipality	Identification of indigent households within communities and providing these households with a range of services and benefits at no cost	% of consumer accounts with property rates rebates	%	na	95% - 100% of consumer accounts with property rates rebates by 30 June 2020	95% - 100% of consumer accounts with property rates rebates by 30 June 2019	96% of consumer accounts with property rates rebates by 30 June 2019	95% - 100% of consumer accounts with property rates rebates by 30 June 2020	0%	95% - 100% of consumer accounts with property rates rebates by 30 June 2020	Financial Services	R1 650 000.00	All 24 Wards	Target achieved	na	Billing Report
KZN26-CS-SD-12.1	CS.8	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development of projects and programmes to address gender issues	Date of Staging of Women's Day Celebration	Date	na	Women's Day Celebration held by 31 August 2019	Women's Day Celebration held by 31 August 2018	Women's Day Celebration held by 31 August 2018	Women's Day Celebration held by 31 August 2018	na	Women's Day Celebration held by 31 August 2019	Community Services	R60 500.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.1.1	CS.8.1	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development of projects and programmes to address gender issues	Date of holding of Women's Day Summit	Date	na	Women's Day Summit held by 31 August 2019	Women's Day Summit held by 29 August 2018	Women's Day Summit held by 29 August 2018	Women's Day Summit held by 29 August 2018	na	Women's Day Summit held by 31 August 2019	Community Services	R29 000.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.1.2	CS.8.2	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development of projects and programmes to address gender issues	Date of holding of Men's Day Summit	Date	na	Men's Day held by 31 July 2019	Men's Day held by 27 July 2018	Men's Day held by 27 July 2018	Men's Day held by 27 July 2018	na	Men's Day held by 31 July 2019	Community Services	R85 500.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.1.3	CS.9.1	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of "June 16 Celebrator" Event	Date	na	"June 16 Celebrator" Event held by 30 June 2020	"June 16 Celebrator" Event held by 30 June 2019	"June 16 Celebrator" Event held by 20 June 2019	"June 16 Celebrator" Event held by 20 June 2019	na	"June 16 Celebrator" Event held by 30 June 2020	Community Services	R97 500.00	All 24 Wards	Target achieved	na	Invitations/posters and Photos
KZN26-CS-SD-12.2	CS.8.2	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of "Take a Gender Chair to Work" event	Date	na	"Take a Gender Chair to Work" event held by 31 May 2020	"Take a Gender Chair to Work" event held by 31 May 2019	"Take a Gender Chair to Work" event held by 30 May 2019	"Take a Gender Chair to Work" event held by 30 May 2019	na	"Take a Gender Chair to Work" event held by 31 May 2020	Community Services	R20 000.00	All 24 Wards	Target not achieved	Due to Covid 19 Pandemic, lockdown Regulations, the Department was unable to conduct take a gender chair work. The event will be held after lockdown.	Invitations, Attendance Register and Photos, Certificate of Attendance
KZN26-CS-SD-12.2.1	CS.9.3	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of Youth Summit	Date	na	Youth Summit held by 30 June 2020	Youth Summit held by 30 June 2019	Youth Summit held by 30 June 2019	Youth Summit held by 30 June 2019	na	Youth Summit held by 30 June 2020	Community Services	R40 000.00	All 24 Wards	Target not achieved	Due to Covid 19 Pandemic, lockdown Regulations, the Department was unable to conduct take a youth summit. The event will be held after lockdown.	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.2	CS.9.4	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of Youth Educational Programme Event	Date	na	Youth Educational Programme Event held by 31 January 2020	Youth Educational Programme Event held by 31 January 2019	Youth Educational Programme Event held by 01 October 2018	Youth Educational Programme Event held by 01 October 2018	na	Youth Educational Programme Event held by 31 January 2020	Community Services	R268 500.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.3	CS.9.6	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Number of Career Guidance Events held by 30 June 2020	Number	na	0 Career Guidance Events held by 30 June 2020	4 Career Guidance Events held by 30 June 2019	4 Career Guidance Events held by 30 June 2019	4 Career Guidance Events held by 30 June 2019	5	4 Career Guidance Events held by 30 June 2020	Community Services	R40 000.00	All 24 Wards	Target not achieved	Due to Covid 19 Pandemic, lockdown Regulations, the Department was unable to conduct take a career guidance. The event will be held after lockdown.	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.4	CS.9.6	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of Children's Holiday Programme	Date	na	Children's Holiday Programme held by 30 June 2020	Children's Holiday Programme held by 30 June 2019	Children's Holiday Programme held by 25 June 2019	Children's Holiday Programme held by 25 June 2019	na	Children's Holiday Programme held by 30 June 2020	Community Services	R21 500.00	All 24 Wards	Target not achieved	Due to Covid 19 Pandemic, lockdown Regulations, the Department was unable to conduct children's holiday programme. The event will be held after lockdown.	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.7	CS.9.7	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of Library Week	Date	na	Library Week Event held by 31 March 2020	Library Week Event held by 31 March 2019	Library Week Event held by 22 March 2019	Library Week Event held by 22 March 2019	na	Library Week Event held by 31 March 2020	Community Services	R222 500.00	All 24 Wards	Target not achieved	Due to Covid 19 Pandemic, lockdown Regulations, the Department was unable to conduct library week programme. The event will be held after lockdown.	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.8	CS.9.8	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of Literacy Week	Date	na	Literacy Week event held by 30 September 2019	4 Quality of Life Forum Meetings held by 30 June 2019	4 Quality of Life Forum Meetings held by 30 June 2019	Literacy Week event held by 30 September 2019	na	Literacy Week event held by 30 September 2019	Community Services	R114 000.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.9	CS.9.9	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Number of Quality of Life Forum Meetings held	Date	na	4 Quality of Life Forum Meetings held by 30 June 2020	4 Quality of Life Forum Meetings held by 30 June 2019	4 Quality of Life Forum Meetings held by 30 June 2019	4 Quality of Life Forum Meetings held by 30 June 2019	0	4 Quality of Life Forum Meetings held by 30 June 2020	Community Services	R180 000.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.10	CS.9.10	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of "16 days of action against Women's and Children's event"	Date	na	"16 days of action against Women's and Children's event" held by 30 November 2018	"16 days of action against Women's and Children's event" held by 27 November 2018	"16 days of action against Women's and Children's event" held by 27 November 2018	"16 days of action against Women's and Children's event" held by 27 November 2018	na	"16 days of action against Women's and Children's event" held by 30 November 2019	Community Services	R68 000.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.11	CS.9.11	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Number of ID Campaigns held	Number	na	4 ID Campaigns held by 30 June 2020	4 ID Campaigns held by 30 June 2019	7 ID Campaigns held by 30 June 2019	4 ID Campaigns held by 30 June 2019	1	4 ID Campaigns held by 30 June 2020	Community Services	R100 000.00	All 24 Wards	Target partially achieved	Due to Covid 19 Pandemic, lockdown Regulations, the Department was unable to conduct ID programme. The event will be held after lockdown.	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.2.12	CS.9.12	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Number of Youth Council Programmes held	Number	na	1 Youth Council Programme held by 30 June 2020	1 Youth Council Programme held by 30 June 2019	0 Youth Council Programme held by 30 June 2019	1 Youth Council Programme held by 30 June 2019	0	1 Youth Council Programme held by 30 June 2020	Community Services	R100 000.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos
KZN26-CS-SD-12.3	CS.10	Local Economic Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Development and implementation of projects and programmes that focus on youth matters	Date of holding of Disability Event	Date	na	Disability Event held by 31 December 2019	Disability Event held by 31 December 2018	Disability Event held by 29 November 2018	Disability Event held by 29 November 2018	na	Disability Event held by 31 December 2019	Community Services	R211 000.00	All 24 Wards	Target achieved	na	Invitations, Attendance Register and Photos, Certificate of Attendance

KZ026-CS-SO-12.3.1	CS 10.1	Local Economic Development	To ensure that the needs of the consultant special groups within the Municipality are addressed as a priority	Development and implementation of programmes and projects that provide for the disabled and the elderly	Visit to Lurchen Clubs (Ward 16 & 10)	Date	na	Visit to Lurchen Clubs in Ward 1 and Ward 16 by 30 June 2019	Visit to Old Age Homes Lurchen Clubs in Ward 16 and Ward 20 by 30 June 2019	Visit to Old Age Homes Lurchen Clubs in Ward 16 and Ward 20 by 15 & 21 June 2019	Visit to Old Age Homes Lurchen Clubs in Ward 16 and Ward 20	na	Visit to Lurchen Clubs in Ward 12 and Ward 16 by 30 June 2020	Visit to Lurchen Clubs in Ward 12 and Ward 16 by 30 June 2020 (2019/2020: 21-01-2020 and 11-03-2020)	Community Services	R50 000.00	Ward 16 & Ward 20	Target achieved	na	Communication, Attendance Register and photos.
KZ026-CS-SO-12.3.2	CS 10.2	Local Economic Development	To ensure that the needs of the consultant special groups within the Municipality are addressed as a priority	Development and implementation of programmes and projects that provide for the disabled and the elderly	Date of holding of Golden Games Event	Date	na	Golden Games Event held by 31 September 2019	Golden Games Event held by 31 September 2019	Golden Games Event held by 30 July 2019	Golden Games Event held by 30 July 2019	na	Golden Games Event held by 31 September 2019	na	Community Services	R100 000.00	All 24 Wards	Target not achieved	COVID containment measures. The RFP will be reviewed from the SODP.	Inclusion, Attendance Register and Photos, Certificate of Attendance
KZ026-CS-SO-12.3.3	CS 10.3	Local Economic Development	To ensure that the needs of the consultant special groups within the Municipality are addressed as a priority	Development and implementation of programmes and projects that provide for the disabled and the elderly	Date of holding of Carcon/Albans Awareness	Date	na	Carcon/Albans Awareness held by 30 October 2019	Carcon/Albans Awareness held by 30 October 2019	Carcon/Albans Awareness held by 25 October 2018	Carcon/Albans Awareness held by 30 October 2018	na	Carcon/Albans Awareness held by 30 October 2019	Carcon/Albans Awareness held by 20 October 2019	Community Services	R114 000.00	All 24 Wards	Target achieved	na	Inclusion, Attendance Register and Photos
KZ026-PS-SO-13.1	PS 2	Economic & Social Development	Maintenance of an environment that promotes safety and security of all communities within the Municipality	Ensure that service level agreement with service provider is signed and ensure that all SCM procedures are followed	Number of Payments to the service provider in accordance with contractual provisions (Private Security Services)	Number	na	12 monthly payments to the service provider in accordance with contractual provisions (Private Security Services) by 30 June 2019	12 monthly payments to the service provider in accordance with contractual provisions (Private Security Services) by 30 June 2019	12 monthly payments to the service provider in accordance with contractual provisions (Private Security Services) by 30 June 2019	12 monthly payments to the service provider in accordance with contractual provisions (Private Security Services) by 30 June 2019	0	12 monthly payments to the service provider in accordance with contractual provisions (Private Security Services) by 30 June 2020	12 monthly payments to the service provider in accordance with contractual provisions (Private Security Services) by 30 June 2020	Protection Services	R7 700 000.00	All 24 Wards	Target achieved	na	Invoice & proof of payment
KZ026-PS-SO-13.2	PS 3	Economic & Social Development	Maintenance of an environment that promotes safety and security of all communities within the Municipality	Development and implementation of a strategy to deal with stray animals in the Municipal Area	Number of Payments of stipends to animal handlers	Number	na	12 monthly Payments of stipend to 15 Animal Handlers by 30 June 2019	12 monthly Payments of stipend to 15 Animal Handlers by 30 June 2019	12 monthly Payments of stipend to 15 Animal Handlers by 30 June 2019	12 monthly Payments of stipend to 15 Animal Handlers by 30 June 2019	0	12 monthly Payments of stipend to 15 Animal Handlers by 30 June 2020	12 monthly Payments of stipend to 15 Animal Handlers by 30 June 2020	Protection Services	R10 000.00	All 24 Wards	Target achieved	na	Invoice & proof of payment
KZ026-PS-SO-13.1	PS 4	Economic & Social Development	To ensure the full functionality of the Dining License Testing Centre	Undertake process of relocating and consolidating all functions of the Dining License Testing Centre in accordance with the provisions of the National Roads Traffic Act	Actual amount collected on budgeted revenue from traffic fines, usually collected	Number	na	Collected budgeted revenue from traffic fines amounting to R9 400 000.00 by 30 June 2019	Collected budgeted revenue from traffic fines amounting to R9 400 000.00 by 30 June 2019	Collected budgeted revenue from traffic fines amounting to R9 400 000.00 by 30 June 2019	Collected budgeted revenue from traffic fines amounting to R9 400 000.00 by 30 June 2019	na	Collected budgeted revenue from traffic fines amounting to R9 400 000.00 by 30 June 2020	na	Protection Services	R9 400 000.00	All 24 Wards	Target not achieved	Office closed due to COVID 19 Pandemic.	Income & Expenditure Reports
KZ026-PS-SO-13.1.1	PS 4.1	Economic & Social Development	To ensure the full functionality of the Dining License Testing Centre	Undertake process of relocating and consolidating all functions of the Dining License Testing Centre in accordance with the provisions of the National Roads Traffic Act	Actual amount collected on budgeted revenue from learner's and license fees	Number	na	Collected budgeted revenue from Learner's and License Fees amounting to R3 900 000.00 by 30 June 2019	Collected budgeted revenue from Learner's and License Fees amounting to R3 900 000.00 by 30 June 2019	Collected budgeted revenue from Learner's and License Fees amounting to R3 900 000.00 by 30 June 2019	Collected budgeted revenue from Learner's and License Fees amounting to R3 900 000.00 by 30 June 2019	na	Collected budgeted revenue from Learner's and License Fees amounting to R3 900 000.00 by 30 June 2020	na	Protection Services	R3 900 000.00	All 24 Wards	Target not achieved	Contract expired no new contract in place	Income & Expenditure Reports
KZ026-PS-SO-13.1.2	PS 4.2	Economic & Social Development	To ensure the full functionality of the Dining License Testing Centre	Undertake process of relocating and consolidating all functions of the Dining License Testing Centre in accordance with the provisions of the National Roads Traffic Act	Number of monthly Payments for a Learner's and License Fees in accordance with contractual provisions	Number	na	12 Monthly Payments for a Learner's and License Fees in accordance with contractual provisions by 30 June 2019	12 Monthly Payments for a Learner's and License Fees in accordance with contractual provisions by 30 June 2019	12 Monthly Payments for a Learner's and License Fees in accordance with contractual provisions by 30 June 2019	12 Monthly Payments for a Learner's and License Fees in accordance with contractual provisions by 30 June 2019	10	12 Monthly Payments for a Learner's and License Fees in accordance with contractual provisions by 30 June 2020	na	Protection Services	R1 950 000.00	All 24 Wards	Target not achieved	Contract with Minox has been reviewed. No contract in place at the moment.	Invoice & proof of payment
KZ026-CMS-SO-13.1	CMS 4	Economic Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Stimulate the local economy through the development and implementation of initiatives that stimulate job creation	Number of Business Incubation Program per month spent	Date	na	4 Business Incubation Program per month spent to be conducted through SAMME's Workshops and training by 30 June 2020	4 Business Incubation Program per month spent to be conducted through SAMME's Workshops and training by 30 June 2020	4 Business Incubation Program per month spent to be conducted through SAMME's Workshops and training by 30 June 2020	4 Business Incubation Program per month spent to be conducted through SAMME's Workshops and training by 30 June 2020	2	4 Business Incubation Program per month spent to be conducted through SAMME's Workshops and training by 30 June 2020	4 Business Incubation Program per month spent to be conducted through SAMME's Workshops and training by 30 June 2020	Corporate & Management Services	R112 500.00	All 24 Wards	Target partially achieved	No business training program was conducted for the 4th quarter due to COVID 19 regulations.	Inclusion, Attendance Register, photos, Expenditure Reports
KZ026-CMS-SO-13.1.1	CMS 4.1	Economic Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Stimulate development by expanding the local economy through sustainable use of the heritage assets of the municipality to attract tourists	Development of Feasibility Study, Business Plan and purchase of equipment for 1 industry	Date	na	Development of Feasibility Study, Business Plan and purchase of equipment for 1 industry by 30 June 2020	Development of Feasibility Study, Business Plan and purchase of equipment for 1 industry by 30 June 2020	Development of Feasibility Study, Business Plan and purchase of equipment for 1 industry by 30 June 2020	Development of Feasibility Study, Business Plan and purchase of equipment for 1 industry by 30 June 2020	na	Development of Feasibility Study, Business Plan and purchase of equipment for 1 industry by 30 June 2020	na	Corporate & Management Services	R1 995 200.00	All 24 Wards	Target not achieved	Contract for Feasibility studies. The equipment will be purchased once all flow receivers in a next financial year	Feasibility Study Document, Business Plan, Photographs of payment
KZ026-CMS-SO-13.1.2	CMS 4.2	Economic Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Stimulate development by expanding the local economy through sustainable use of the heritage assets of the municipality to attract tourists	Number of work opportunities created through LED initiatives including capital projects	Number	na	Creation of 152 work opportunities created through LED initiatives including capital projects by 30 June 2020	Creation of 152 work opportunities created through LED initiatives including capital projects by 30 June 2020	Creation of 152 work opportunities created through LED initiatives including capital projects by 30 June 2020	Creation of 152 work opportunities created through LED initiatives including capital projects by 30 June 2020	0	Creation of 152 work opportunities created through LED initiatives including capital projects by 30 June 2020	Creation of 466 work opportunities created through LED initiatives including capital projects by 30 June 2020	na	All 24 Wards	Target exceeded	na	Quarterly Reports on CPW Projects	
KZ026-CMS-SO-13.3	CMS 5	Economic Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Alignments with the provision of support to sector departments that address the challenges faced by the communities with regard to food security	Number of meetings attended to obtain progress on the implementation of food security programmes by Sector Departments	Number	na	4 meetings attended to obtain progress on the implementation of food security programmes by Sector Departments by 30 June 2019	4 meetings attended to obtain progress on the implementation of food security programmes by Sector Departments by 30 June 2019	4 meetings attended to obtain progress on the implementation of food security programmes by Sector Departments by 30 June 2019	4 meetings attended to obtain progress on the implementation of food security programmes by Sector Departments by 30 June 2019	2	4 meetings attended to obtain progress on the implementation of food security programmes by Sector Departments by 30 June 2020	4 meetings attended to obtain progress on the implementation of food security programmes by Sector Departments by 30 June 2020	Corporate & Management Services	na	All 24 Wards	Target partially achieved	The food security programs will be conducted on the 2020/2021 financial year when the lockdown regulations has been lifted	Inclusion, Minutes and attendance registers, photos, Reports on the security programmes
KZ026-CMS-SO-13.4	CMS 6	Economic Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Alignments with the budget for implementation of LED Projects	Number of LED Projects by 30 June 2019	Number	na	100% implementation on the budget for implementation of LED Projects by 30 June 2019	100% implementation on the budget for implementation of LED Projects by 30 June 2019	100% implementation on the budget for implementation of LED Projects by 30 June 2019	100% implementation on the budget for implementation of LED Projects by 30 June 2019	100%	100% implementation on the budget for implementation of LED Projects by 30 June 2020	100% implementation on the budget for implementation of LED Projects by 30 June 2020	Corporate & Management Services	R2 211 200.00	All 24 Wards	Target not achieved	Contract expired. Target will be met in the next financial year	Expenditure Report from Finance Department
KZ026-PS-SO-13.5.1	PS 2	Local Economic Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Ensure that Bid Committees are previously disadvantaged individual owned companies when evaluating and adjudicating bids	Number of Bids awarded to previously disadvantaged individual owned companies	Date	na	7 Bids awarded to previously disadvantaged individual owned companies by 30 June 2020	7 Bids awarded to previously disadvantaged individual owned companies by 30 June 2019	7 Bids awarded to previously disadvantaged individual owned companies by 30 June 2019	7 Bids awarded to previously disadvantaged individual owned companies by 30 June 2019	5	7 Bids awarded to previously disadvantaged individual owned companies by 30 June 2020	7 Bids awarded to previously disadvantaged individual owned companies by 30 June 2020	na	All 24 Wards	Target not met	na	The appointments will be made when the current BIDs which are on contract expires. 7 BIDs appointments on next appointment letters are in the field	Minutes and Minutes of MMD's meetings and appointment letters
KZ026-PS-SO-13.5.2	PS 2.1	Local Economic Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Ensure that Bid Committees are previously disadvantaged individual owned companies when evaluating and adjudicating bids	Number of Quarterly Reports on the implementation of SCM Policy submitted to Council by 30 June 2019	Number	na	4 Quarterly Reports on the implementation of SCM Policy submitted to Council by 30 June 2019	4 Quarterly Reports on the implementation of SCM Policy submitted to Council by 30 June 2019	4 Quarterly Reports on the implementation of SCM Policy submitted to Council by 30 June 2019	4 Quarterly Reports on the implementation of SCM Policy submitted to Council by 30 June 2019	2	4 Quarterly Reports on the implementation of SCM Policy submitted to Council by 30 June 2020	4 Quarterly Reports on the implementation of SCM Policy submitted to Council by 30 June 2020	Financial Services	na	All 24 Wards	Target partially achieved	The reports have since been tabled to Council and well met once EXCO 4 has been happening	Copies of Minutes and summary of awards made
KZ026-CMS-SO-13.1	CMS 7	Local Economic Development	To stimulate development of small businesses and co-operatives as a vehicle to increase employment levels	Identify sources of funding for the establishment and development of small businesses and co-operatives	Number of Informal Trader Meetings held with the municipality by 30 June 2019	Number	na	4 Informal Trader Meetings held with the municipality by 30 June 2019	4 Informal Trader Meetings held with the municipality by 30 June 2019	4 Informal Trader Meetings held with the municipality by 30 June 2019	4 Informal Trader Meetings held with the municipality by 30 June 2019	2	4 Informal Trader Meetings held with the municipality by 30 June 2020	4 Informal Trader Meetings held with the municipality by 30 June 2020	Corporate & Management Services	na	All 24 Wards	Target partially achieved	Target not met due to covid 19 Regulations. Target will be met in the next financial year.	Inclusion, Minutes & Attendance Register
KZ026-CMS-SO-13.1	CMS 8	Municipal Transformation and Organizational Development	To ensure that all positions within the organization of the Municipality are aligned to the IDP	Review, approve and implement within the organization of the Municipality's Organogram for the 2019/2020 financial year	Date of review and approval of the Organogram for implementation in the 2019/2020 financial year	Date	na	Review and approval of the Organogram for implementation in the 2019/2020 financial year by 30 June 2019	Review and approval of the Organogram for implementation in the 2019/2020 financial year by 26 June 2019	Review and approval of the Organogram for implementation in the 2019/2020 financial year by 30 June 2019	Review and approval of the Organogram for implementation in the 2019/2020 financial year by 30 June 2019	na	Review and approval of the Organogram for implementation in the 2020/2021 financial year by 30 June 2020	Review and approval of the Organogram for implementation in the 2020/2021 financial year by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target achieved	na	Correspondence to HOD's, Minutes of the JUF & Approved Organogram & Council Resolution
KZ026-CMS-SO-13.3	CMS 9	Municipal Transformation and Organizational Development	To ensure that all positions within the organization of the Municipality are aligned to the IDP	Compliance with Treasury Regulations regarding the salary budget for the Municipality	Number of monthly submissions to Finance Department on Active & Inactive employees to be paid based on approved salary budget by 30 June 2019	Number	na	12 monthly submissions to Finance Department on Active & Inactive employees to be paid based on approved salary budget by 30 June 2019	12 monthly submissions to Finance Department on Active & Inactive employees to be paid based on approved salary budget by 30 June 2019	12 monthly submissions to Finance Department on Active & Inactive employees to be paid based on approved salary budget by 30 June 2019	12 monthly submissions to Finance Department on Active & Inactive employees to be paid based on approved salary budget by 30 June 2019	1	12 monthly submissions to Finance Department on Active & Inactive employees to be paid based on approved salary budget by 30 June 2020	11 monthly submissions to Finance Department on Active & Inactive employees to be paid based on approved salary budget by 30 June 2020	Corporate & Management Services	na	All 24 Wards	Target partially achieved	For the month of April (target) the Memo is attached. Due to Covid 19 Regulations and the closing of the Municipal Offices	Minutes to the Department of Finance signed by HOD

KZN26-CMS-SD 16.4	CMS 10	Municipal Transformation and Organizational Development	To ensure that all positions within the programme of the Municipality are aligned to the DP	Evaluated task job descriptions to be implemented for each position in the programme	Number of reports submitted to MANCO on the implementation of Job Evaluation Outcomes by 30 June 2019	Date	na	2 reports submitted to MANCO on the implementation of Job Evaluation Outcomes by 30 June 2020	na	na	na	2 reports submitted to MANCO on the implementation of Job Evaluation Outcomes	1	2 reports submitted to MANCO on the implementation of Job Evaluation Outcomes by 30 June 2020	1 report submitted to the Municipal Manager on the implementation of Job Evaluation Outcomes by 14 February 2020	Corporate & Management Services	R771 956.00	All 24 Wards	Target partially achieved	No Report by Salsg about Job Evaluations submitted. Municipal Manager will be informed if there is any report received.	Proof of submission of Job Descriptions to be provided, implementation of evaluation outcomes & proof of budget expenditure
KZN26-CMS-SD 16.1	CMS 10	Municipal Transformation and Organizational Development	To ensure that all positions within the programme of the Municipality are aligned to the DP	Evaluated task job descriptions to be implemented for each position in the programme	Number of payments to HR Director by completion of Mund Job Descriptions	Number	na	1 Payment to HR Director by completion of Mund Job Descriptions by 30 June 2019	1 Payment to HR Director by completion of Mund Job Descriptions by 30 June 2019	1 Payment to HR Director by completion of Mund Job Descriptions by 30 June 2019	1 Payment to HR Director by completion of Mund Job Descriptions by 30 June 2020	na	1 Payment to HR Director by completion of Mund Job Descriptions by 30 June 2020	na	1 Payment to HR Director by completion of Mund Job Descriptions by 30 June 2020	Corporate & Management Services	R10 000.00	All 24 Wards	Target not achieved	Target not met when the municipality meeting Job Descriptions of Municipalities. Target will be met in the next financial year	Copies of Job Descriptions prepared, payment made and notice
KZN26-CMS-SD 16.1	CMS 11	Municipal Transformation and Organizational Development	To develop capacity within the Municipality for effective service delivery	Assess and Review Skill Development needs, and address service delivery	Date Municipal Skills Development Plan and Report submitted to Council for approval	Date	na	Municipal Skills Development Plan and Report submitted to ECOM & Council for approval by 30 April 2020	na	na	na	Municipal Skills Development Plan and Report submitted to ECOM & Council for approval by 30 April 2020	Municipal Skills Development Plan and Report submitted to ECOM & Council for approval by 24 March 2020	Corporate & Management Services	na	All 24 Wards	Target achieved	na	Council Resolution		
KZN26-CMS-SD 16.2	CMS 12	Municipal Transformation and Organizational Development	To develop capacity within the Municipality for effective service delivery	Review and implement the recruitment and skills retention strategies	Date of review and approval of Recruitment & Retention Strategy	Date	na	Review and approval of Recruitment & Retention Strategy by 30 June 2019	Review and approval of Recruitment & Retention Strategy by 30 June 2019	Review and approval of Recruitment & Retention Strategy by 30 June 2019	Review and approval of Recruitment & Retention Strategy by 30 June 2020	na	Review and approval of Recruitment & Retention Strategy by 30 June 2020	Review and approval of Recruitment & Retention Strategy by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target not achieved	na	MANCO & LFL Minutes, Copy of reviewed policy & Council Resolutions	
KZN26-CMS-SD 16.3	CMS 13	Municipal Transformation and Organizational Development	To develop capacity within the Municipality for effective service delivery	Reduce the dependency on Consultants by ensuring ongoing skills transfer	Date of submission to MANCO of a Close out report reflecting the number of employees trained and acknowledged skills transferred	Date	na	Submission to MANCO of a Close out report reflecting the number of employees trained and acknowledged skills transferred by 30 June 2019	Submission to MANCO of a Close out report reflecting the number of employees trained and acknowledged skills transferred by 30 June 2019	Submission to MANCO of a Close out report reflecting the number of employees trained and acknowledged skills transferred by 23 April 2019	Submission to MANCO of a Close out report reflecting the number of employees trained and acknowledged skills transferred by 30 June 2019	na	Submission to MANCO of a Close out report reflecting the number of employees trained and acknowledged skills transferred by 30 June 2020	na	Submission to MANCO of a Close out report reflecting the number of employees trained and acknowledged skills transferred by 30 June 2020	Corporate & Management Services	na	All 24 Wards	Target not achieved	Report on Skills Transferred to Corporate Services employees was only submitted to PMU, not to MANCO due to closure of offices because of national lockdown. Skills Transfer is reported to MANCO in the next financial year	Close out Reports & Acknowledgement of Skills Transferred by employees working with Consultants
KZN26-CMS-SD 16.4	CMS 14	Municipal Transformation and Organizational Development	To develop capacity within the Municipality for effective service delivery	Ensure compliance with the Skills Development Act by implementing the Workplace Skills Plan	% of budget spent on the implementation of Workplace Skills Plan	%	na	65% - 100% of Workplace Skills Plan budget spent by 30 June 2019	65% - 100% of Workplace Skills Plan budget spent by 30 June 2019	65% of Workplace Skills Plan budget spent by 30 June 2019	65% - 100% of Workplace Skills Plan budget spent by 30 June 2020	na	65% - 100% of Workplace Skills Plan budget spent by 30 June 2020	7% of Workplace Skills Plan budget spent by 30 June 2020	Corporate & Management Services	na	All 24 Wards	Target not achieved	Target not met due to budget constraints and national lockdown. To what extent training met in line with Code 19 regulations.	Expenditure Report from Finance	
KZN26-CMS-SD 16.4	CMS 14	Municipal Transformation and Organizational Development	To develop capacity within the Municipality for effective service delivery	Assess and review skills development needs, and address service delivery	Number of staff members who attended training against Skills Development Plan (SDP) (used - staff trained)	Number	na	30 staff members who attended training against Skills Development Plan (SDP) (used - staff trained) by 30 June 2019	30 staff members who attended training against Skills Development Plan (SDP) (used - staff trained) by 30 June 2019	22 staff members who attended training against Skills Development Plan (SDP) (used - staff trained) by 30 June 2019	30 staff members who attended training against Skills Development Plan (SDP) (used - staff trained) by 30 June 2019	30	30 staff members who attended training against Skills Development Plan (SDP) (used - staff trained) by 30 June 2020	30	30 staff members who attended training against Skills Development Plan (SDP) (used - staff trained) by 30 June 2020	Corporate & Management Services	R235 000.00	All 24 Wards	Target not achieved	Target not met due to budget constraints and national lockdown. To what extent training met in line with Code 19 regulations.	Attendance Registers & Co-Certificates
KZN26-CMS-SD 20.1	CMS 15	Municipal Transformation and Organizational Development	To transform the Municipality by implementation of Employment Equity principles	Implementation of the Employment Equity Plan by addressing in particular issues of gender and disability	Date Employment Equity Report submitted to Department of Labour	Date	na	Employment Equity Report submitted to Department of Labour by 30 January 2020	na	na	na	Employment Equity Report submitted to Department of Labour	na	Employment Equity Report submitted to Department of Labour by 9 January 2020	Employment Equity Report submitted to Department of Labour by 9 January 2020	Corporate & Management Services	na	All 24 Wards	Target achieved	na	Report Submitted to Department of Labour & Acknowledgement Form
KZN26-CMS-SD 21.1	CMS 16	Good governance and public participation	To promote good governance, accountability and transparency	Regular review, development of new policies, procedures and implementation of by-laws in compliance with local government legislation and regulations.	Initiation and implementation of an electronic records management system	Date	na	Initiation and implementation of an electronic records management system by 30 June 2020	na	na	na	Initiation and implementation of an electronic records management system by 30 June 2020	na	Initiation and implementation of an electronic records management system by 30 June 2020	Corporate & Management Services	R600 000.00	All 24 Wards	Target not achieved	Target not met due to budget constraints. Target will be met in the next financial year.	Letter of authority for distribution of records and destruction list	
KZN26-CMS-SD 21.1.1	CMS 16.1	Good governance and public participation	To promote good governance, accountability and transparency	Regular review, development of new policies, procedures and implementation of by-laws in compliance with local government legislation and regulations.	Drafting, approval and implementation of Registry Procedure Manual	Date	na	Drafting, approval and implementation of Registry Procedure Manual by 30 June 2020	na	na	na	Drafting, approval and implementation of Registry Procedure Manual by 30 June 2020	na	Drafting, approval and implementation of Registry Procedure Manual by 25 September 2019	Corporate & Management Services	na	All 24 Wards	Target achieved	na	Copy of Registry Procedure Manual and Council Resolution	
KZN26-CMS-SD 21.1.2	CMS 16.2	Good governance and public participation	To promote good governance, accountability and transparency	Regular review, development of new policies, procedures and implementation of by-laws in compliance with local government legislation and regulations.	Conduct internal workshops	Date	na	Conduct internal workshops by 30 June 2019	na	na	na	Conduct internal workshop by 30 June 2019	na	Conduct internal workshops by 30 June 2019	Corporate & Management Services	na	All 24 Wards	Target achieved	na	na	
KZN26-FS-SD 21.1.2	FS 3	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of Section 71 Financial Reports submitted to Treasury	Number	na	12 Section 71 Reports Submitted to Treasury within 10 working days of the next month by 30 June 2019	12 Section 71 Reports Submitted to Treasury within 10 working days of the next month by 30 June 2019	12 Section 71 Reports Submitted to Treasury within 10 working days of the next month by 30 June 2019	12 Section 71 Reports Submitted to Treasury within 10 working days of the next month by 30 June 2020	na	12 Section 71 Reports Submitted to Treasury within 10 working days of the next month by 30 June 2020	12 Section 71 Reports Submitted to Treasury within 10 working days of the next month by 30 June 2020	Financial Services	na	All 24 Wards	Target achieved	na	Sec 71 Returns submitted within 10 working days of the next month	
KZN26-FS-SD 21.1.2	FS 3.1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of Quarterly Financial Reports submitted to Treasury	Number	na	4 Quarterly Financial Reports to be submitted to Treasury by 30 June 2019	4 Quarterly Financial Reports to be submitted to Treasury by 30 June 2019	4 Quarterly Financial Reports to be submitted to Treasury by 30 June 2019	4 Quarterly Financial Reports to be submitted to Treasury by 30 June 2020	2	4 Quarterly Financial Reports to be submitted to Treasury by 30 June 2020	4 Quarterly Financial Reports to be submitted to Treasury by 30 June 2020	Financial Services	na	All 24 Wards	Target partially achieved	All reports have been submitted to Treasury (PDF in the file CD)	Returns submitted within 10 working days of the next month	
KZN26-FS-SD 21.1.2.2	FS 3.2	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of Section 72 Financial Report submitted to Treasury	Number	na	1 Section 72 Financial Report to be submitted to Treasury by 30 March 2019	1 Section 72 Financial Report to be submitted to Treasury by 30 March 2019	1 Section 72 Financial Report to be submitted to Treasury by 30 March 2019	1 Section 72 Financial Report to be submitted to Treasury by 30 March 2019	na	1 Section 72 Financial Report to be submitted to Treasury by 30 March 2020	1 Section 72 Financial Report to be submitted to Treasury by 30 March 2020	Financial Services	na	All 24 Wards	Target achieved	na	Sec 72 Returns submitted within 10 working days of the next month	
KZN26-FS-SD 21.3.1	FS 6.1	Good Governance and Public Participation	To ensure that the municipality performs its core functions effectively and efficiently in line with MSCOA Regulations.	Identification, prioritisation, regulation and maintenance of municipal assets	Number of Quarterly Verification of Inventory Register is done	Number	na	2 Inventory Property Register Verification to be done by 30 June 2020	2 Inventory Property Register Verification to be done by 30 June 2019	2 Inventory Property Register Verification to be done by 30 June 2019	2 Inventory Property Register Verification to be done by 30 June 2020	na	2 Inventory Property Register Verification to be done by 30 June 2020	2 Inventory Property Register Verification to be done by 30 June 2020	Financial Services	na	All 24 Wards	Target partially achieved	Target not met due to Code 19 Regulations. Target will be met in the next financial year.	Inventory Property Register	
KZN26-FS-SD 21.3.2	FS 6.2	Good Governance and Public Participation	To ensure that the municipality performs its core functions effectively and efficiently in line with MSCOA Regulations.	Identification, prioritisation, regulation and maintenance of municipal assets	Number of monthly scheduled inspection of Assets to confirm their location to be done by 30 June 2020	Number	na	12 monthly scheduled inspection of Assets to confirm their location to be done by 30 June 2020	12 monthly scheduled inspection of Assets to confirm their location to be done by 30 June 2019	12 monthly scheduled inspection of Assets to confirm their location to be done by 30 June 2019	12 monthly scheduled inspection of Assets to confirm their location to be done by 30 June 2020	1	12 monthly scheduled inspection of Assets to confirm their location to be done by 30 June 2020	11 monthly scheduled inspection of Assets to confirm their location to be done by 30 June 2020	Financial Services	na	All 24 Wards	Target partially achieved	Target not met due to Code 19 Regulations. Target will be met in the next financial year.	Schedules and Asset Inventory Sheets	
KZN26-FS-SD 22.1	FS 7	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	Development and implementation of measures to expand revenue base.	Date of Review and adoption by Council of the Revenue Enhancement Strategy	Date	na	Review and adoption by Council of the Revenue Enhancement Strategy by 31 May 2019	Review and adoption by Council of the Revenue Enhancement Strategy by 31 May 2019	Review and adoption by Council of the Revenue Enhancement Strategy by 29 May 2019	Review and adoption by Council of the Revenue Enhancement Strategy by 31 May 2020	na	Review and adoption by Council of the Revenue Enhancement Strategy by 31 May 2020	Review and adoption by Council of the Revenue Enhancement Strategy by 31 May 2020	Financial Services	na	All 24 Wards	Target achieved	na	Council Resolution and Copy of reviewed Revenue Enhancement Strategy	

KZN26-FS-SO 21.1.2	FS 8	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable.	Development and implementation of measures to reduce the level of customer debt owed to the Municipality	Amount of reduction of debt amounting to R 1 500 000.00 owed by customers who have signed Acknowledgment of Debt	Rand Value	nil	Reduction of Debt amounting to R1 500 000.00 owed by customers by R75 000.00 on a quarterly basis by 30 June 2020	Reduction of Debt owed by customers by R1 500 000.00 by 30 June 2019	Debt owed by customers who have signed AOD's reduced by R1 249 926.92 by 30 June 2019	Reduction of Debt owed by customers by R1 500 000.00	nil	Reduction of Debt amounting to R1 500 000.00 owed by customers by R75 000.00 on a quarterly basis by 30 June 2020	Reduction of Debt amounting to R1 500 000.00 owed by customers by R86 701.19 on a quarterly basis by 30 June 2020	Financial Services	R1 500 000.00	All 24 Wards	Target partially achieved	The target was not met due to COVID 19 challenges which customers raised and there was no one to fully implement the policy during level 5 of lockdown. Since there has been relaxation of restrictions the policy is being fully implemented.	Acknowledgment Of Debt Report, List of linked accounts
KZN26-FS-SO 21.1.3	FS 8.1	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable.	Development and implementation of measures to reduce the level of customer debt owed to the Municipality	Reduction of debt through the use of contact system to prepare electricity sales disallowed towards the existing debt)	Rand Value	nil	Reduction of Debt amounting to R23 500 000.00 owed by customers by R1 125 000.00 on a quarterly basis by 30 June 2020	Reduction of Debt amounting to R23 500 000.00 owed by customers by 30 June 2019	Debt owed by customers reduced by R26 046.46 by 30 June 2019	Reduction of Debt amounting to R23 500 000.00 owed by customers by R1 125 000.00 on a quarterly basis by 30 June 2020	nil	Reduction of Debt amounting to R23 500 000.00 owed by customers by R1 125 000.00 on a quarterly basis by 30 June 2020	Reduction of Debt amounting to R23 500 000.00 owed by customers by R20 556 209.95 on a quarterly basis by 30 June 2020	Financial Services	R23 500 000.00	All 24 Wards	Target partially achieved	The target was not met due to COVID 19 challenges which customers raised and there was no one to fully implement the policy during level 5 of lockdown. Since there has been relaxation of restrictions the policy is being fully implemented.	Age Analysis and Contact Report of invoices
KZN26-FS-SO 21.1.1	FS 9	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the Municipality's Cash Flow	Number of Monthly Creditors' Reconciliation reflecting the amount paid prepared & submitted to the Municipal Manager	Number	nil	12 Monthly Creditors' Reconciliation reflecting the amount paid prepared & submitted to the Municipal Manager by 30 June 2020	12 Monthly Creditors' Reconciliation reflecting the amount paid prepared & submitted to the Municipal Manager by 30 June 2019	12 Monthly Creditors' Reconciliation reflecting the amount paid prepared & submitted to the Municipal Manager by 30 June 2019	12 Monthly Creditors' Reconciliation reflecting the amount paid prepared & submitted to the Municipal Manager by 30 June 2020	nil	12 Monthly Creditors' Reconciliation reflecting the amount paid prepared & submitted to the Municipal Manager by 30 June 2020	12 Monthly Creditors' Reconciliation reflecting the amount paid prepared & submitted to the Municipal Manager by 30 June 2020	Financial Services	nil	All 24 Wards	Target achieved	nil	Monthly Creditors' Reconciliation Report signed by the Chief Financial Officer
KZN26-FS-SO 21.1.1	FS 8.1	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the Municipality's Cash Flow	Number of monthly payments of Councilor Allowances made by 30 June 2020	Number	nil	12 Monthly Payments of Councilor Allowances made by 30 June 2020	12 Monthly Payments of Councilor Allowances made by 30 June 2019	12 Monthly Payments of Councilor Allowances made by 30 June 2019	12 Monthly Payments of Councilor Allowances made by 30 June 2020	nil	12 Monthly Payments of Councilor Allowances made by 30 June 2020	12 Monthly Payments of Councilor Allowances made by 30 June 2020	Financial Services	R11 903 000	All 24 Wards	Target achieved	nil	Bank & Report
KZN26-FS-SO 21.1.2	FS 9.2	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the Municipality's Cash Flow	Number of monthly payments of employee salaries made	Number	nil	12 Monthly Payments of employee salaries made by 30 June 2020	12 Monthly Payments of employee salaries made by 30 June 2019	12 Monthly Payments of employee salaries made by 30 June 2019	12 Monthly Payments of employee salaries made by 30 June 2020	nil	12 Monthly Payments of employee salaries made by 30 June 2020	12 Monthly Payments of employee salaries made by 30 June 2020	Financial Services	R101 000 000	All 24 Wards	Target achieved	nil	Bank & Report
KZN26-FS-SO 21.1.3	FS 9.3	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable.	To effectively and efficiently manage the Municipality's Cash Flow	Number of monthly salary deductions and contributions paid over by the due date.	Number	nil	12 Monthly payments of salary deductions and contributions paid by the due date by 30 June 2020	12 Monthly payments of salary deductions and contributions paid by the due date by 30 June 2019	12 Monthly payments of salary deductions and contributions paid by the due date by 30 June 2019	12 Monthly payments of salary deductions and contributions paid by the due date by 30 June 2020	nil	12 Monthly payments of salary deductions and contributions paid by the due date by 30 June 2020	12 Monthly payments of salary deductions and contributions paid by the due date by 30 June 2020	Financial Services	R28 900 000	All 24 Wards	Target achieved	nil	Bank & Report
KZN26-FS-SO 21.1.6	FS 9.6	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the Municipality's Cash Flow	Number of Monthly Disconnection Reports (Disas & Refused) prepared and submitted to Technical Services for disconnections by 30 June 2020	Number	nil	12 Monthly Disconnection Reports prepared and submitted to Technical Services for disconnections by 30 June 2020	12 Monthly Disconnection Reports prepared and submitted to Technical Services for disconnections by 30 June 2020	12 Monthly Disconnection Reports prepared and submitted to Technical Services for disconnections by 30 June 2020	12 Monthly Disconnection Reports prepared and submitted to Technical Services for disconnections by 30 June 2020	2	12 Monthly Disconnection Reports prepared and submitted to Technical Services for disconnections by 30 June 2020	10 Monthly Disconnection Reports prepared and submitted to Technical Services for disconnections by 30 June 2020	Financial Services	nil	All 24 Wards	Target partially achieved	The target was not met due to COVID 19 challenges which customers raised and there was no one to fully implement the policy during level 5 of lockdown. Since there has been relaxation of restrictions the policy is being fully implemented.	Disconnection Reports signed by the Chief Financial Officer and proof of submissions to Technical Services
KZN26-FS-SO 21.1.3.1	FS 9.7	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the Municipality's Cash Flow	12 Monthly Cashflow Projection Reports prepared and submitted to the Cashflow Management Committee	Number	nil	12 Monthly Cashflow Projection Reports prepared and submitted to the Cashflow Management Committee by 30 June 2020	12 Monthly Cashflow Projection Reports prepared and submitted to the Cashflow Management Committee by 30 June 2020	12 Monthly Cashflow Projection Reports prepared and submitted to the Cashflow Management Committee by 30 June 2020	12 Monthly Cashflow Projection Reports prepared and submitted to the Cashflow Management Committee by 30 June 2020	3	12 Monthly Cashflow Projection Reports prepared and submitted to the Cashflow Management Committee by 30 June 2020	8 Monthly Cashflow Projection Reports prepared and submitted to the Cashflow Management Committee by 30 June 2020	Financial Services	nil	All 24 Wards	Target partially achieved	The Cashflow meetings did not used to be monthly basis. Target will be met in the next Financial Year	Monthly Cashflow Projection Reports signed by the Chief Financial Officer
KZN26-FS-SO 21.2.1	FS 10	Municipal Financial Management	Ensure the maintenance of sound financial practices	Establishment and regular review of internal control procedures and controls	Date of Review and adoption by Council of Financial Policies and Procedures	Date	nil	Approved Financial Policies and Procedures by 31 May 2019	Approved Financial Policies and Procedures by 31 May 2019	Approved Financial Policies and Procedures by 29 May 2019	Approved Financial Policies and Procedures by 31 May 2020	nil	Approved Financial Policies and Procedures by 31 May 2020	Approved Financial Policies and Procedures by 28 May 2020	Financial Services	nil	All 24 Wards	Target achieved	nil	Council Resolution
KZN26-FS-SO 21.2.3	FS 11	Financial Viability and Management	To ensure the maintenance of sound financial practices	To work towards obtaining a clean audit report from the Auditor General	Date of submission for audit purposes of the Annual Financial Statements for the 2018/2019 financial year to the Auditor-General	Date	nil	Submission of the Annual Financial Statements for the 2018/2019 financial year to the Auditor-General by 31 August 2019	Submission of the Annual Financial Statements for the 2017/2018 financial year to the Auditor-General by 31 August 2018	Submission of the Annual Financial Statements for the 2017/2018 financial year to the Auditor-General by 31 August 2018	Submission of the Annual Financial Statements for the 2018/2019 financial year to the Auditor-General	nil	Submission of the Annual Financial Statements for the 2018/2019 financial year to the Auditor-General by 31 August 2019	Submission of the Annual Financial Statements for the 2018/2019 financial year to the Auditor-General by 31 August 2019	Financial Services	nil	All 24 Wards	Target achieved	nil	Copy of AF's and proof of submission to Auditor General
KZN26-FS-SO 21.3.1	FS 13	Financial Viability and Management	Alignment of the operating and capital budget with the priorities reflected in the IDP	Ensuring that there is synergy between the strategic planning and financial planning functions within the Municipality	Date of the Adjustment Budget approved by Council	Date	nil	Adjustment Budget to be approved by Council by 25 February 2020	Adjustment Budget to be approved by Council by 25 February 2019	Adjustment Budget to be approved by Council by 25 February 2019	Adjustment Budget to be approved by Council	nil	Adjustment Budget to be approved by Council by 25 February 2020	Adjustment Budget to be approved by Council by 25 February 2020	Financial Services	nil	All 24 Wards	Target achieved	nil	Copy of Adjustment Budget & Council Resolution
KZN26-FS-SO 21.3.1.1	FS 13.1	Financial Viability and Management	Alignment of the operating and capital budget with the priorities reflected in the IDP	Ensuring that there is synergy between the strategic planning and financial planning functions within the Municipality	Date the Draft Operating and Capital Budget for the 2020/2021 Financial Year is approved by Council	Date	nil	Draft Operating and Capital Budget for 2020/2021 Financial Year be approved by Council by 31 March 2019	Draft Operating and Capital Budget for 2019/2020 Financial Year be approved by Council by 31 March 2019	Draft Operating and Capital Budget for 2019/2020 Financial Year be approved by Council by 27 March 2019	Draft Operating and Capital Budget for 2020/2021 Financial Year be approved by Council by 31 March 2019	nil	Draft Operating and Capital Budget for 2020/2021 Financial Year be approved by Council by 24 March 2020	Draft Operating and Capital Budget for 2020/2021 Financial Year be approved by Council by 24 March 2020	Financial Services	nil	All 24 Wards	Target achieved	nil	Copy of Draft Operating and Capital Budget and tariff adjustment with Council Resolution
KZN26-FS-SO 21.3.1.2	FS 13.2	Financial Viability and Management	Alignment of the operating and capital budget with the priorities reflected in the IDP	Ensuring that there is synergy between the strategic planning and financial planning functions within the Municipality	Number of Stakeholder Engagements conducted on the Budget prior to approval	Date	nil	24 Wards consulted on the Annual Budget prior to the approval by 30 April 2020	24 Wards consulted on the Annual Budget prior to the approval by 30 April 2019	Nil	Number of Stakeholder Engagements conducted on the Budget prior to approval	nil	24 Wards consulted on the Annual Budget prior to the approval by 30 April 2020	24 Wards consulted on the Annual Budget prior to the approval by 26 March 2020	Financial Services	nil	All 24 Wards	Target achieved	nil	Public Notice/Advert, Attendance Registers
KZN26-FS-SO 21.3.1.3	FS 13.3	Financial Viability and Management	Alignment of the operating and capital budget with the priorities reflected in the IDP	Ensuring that there is synergy between the strategic planning and financial planning functions within the Municipality	Date the Final Operating and Capital Budget of the Municipality for 2019/2020 is approved by Council	Date	nil	Final Operating and Capital Budget of the Municipality for 2019/2020 be approved by Council on or before 31 May 2020	Final Operating and Capital Budget of the Municipality for 2019/2020 be approved by Council on or before 31 May 2019	Final Operating and Capital Budget of the Municipality for 2019/2020 be approved by Council on or before 28 May 2019	Final Operating and Capital Budget of the Municipality for 2019/2020 be approved by Council	nil	Final Operating and Capital Budget of the Municipality for 2019/2020 be approved by Council on or before 31 May 2020	Final Operating and Capital Budget of the Municipality for 2019/2020 be approved by Council on or before 28 May 2020	Financial Services	nil	All 24 Wards	Target achieved	nil	Copy of Budget and Council Resolution
KZN26-FS-SO 21.3.1.4	FS 13.4	Financial Viability and Management	Alignment of the operating and capital budget with the priorities reflected in the IDP	Ensuring that there is synergy between the strategic planning and financial planning functions within the Municipality	Date of approval of the Budget Process Plan for 2019/2020 Financial Year is approved by Council	Date	nil	Approval by Council of the Budget Process Plan for 2020/2021 Financial Year by 31 August 2019	Approval by Council of the Budget Process Plan for 2019/2020 Financial Year by 29 August 2018	Approval by Council of the Budget Process Plan for 2019/2020 Financial Year by 29 August 2018	Approval by Council of the Budget Process Plan for 2020/2021 Financial Year	nil	Approval by Council of the Budget Process Plan for 2020/2021 Financial Year by 31 August 2019	Approval by Council of the Budget Process Plan for 2020/2021 Financial Year by 27 August 2019	Financial Services	nil	All 24 Wards	Target achieved	nil	Copy of Budget Process Plan and Council Resolution
KZN26-CMS-SO 21.1.2	CMS 17	Good governance and public participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of Radio Slot broadcasts by 30 June 2019	Number	nil	12 Radio Slot broadcasts by 30 June 2019	12 Radio Slot broadcasts by 30 June 2019	12 Radio Slot broadcasts by 30 June 2019	12 Radio Slot broadcasts by 30 June 2020	0	12 Radio Slot broadcasts (Nguni) by 30 June 2020	12 Radio Slot broadcasts (Nguni) by 30 June 2020	Corporate & Management Services	R670 155.00	All 24 Wards	Target achieved	nil	Monthly radio slots, undertaken and monthly articles published in the newspaper
KZN26-CMS-SO 21.1.2.1	CMS 17.1	Good governance and public participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of Radio Slot broadcasts by 30 June 2019	Number	CMS 17.1	12 Radio Slot broadcasts by 30 June 2019	12 Radio Slot broadcasts by 30 June 2019	12 Radio Slot broadcasts by 30 June 2019	12 Radio Slot broadcasts by 30 June 2020	0	12 Radio Slot broadcasts (Dakwini) by 30 June 2020	12 Radio Slot broadcasts (Nguni) by 30 June 2020	Corporate & Management Services	R670 155.00	All 24 Wards	Target achieved	nil	Monthly radio slots, undertaken and monthly articles published in the newspaper

KZN26-CMS-SD 21.1.2	CMS 17.2	Good governance and public participation	To promote good governance accountability and transparency	Promotion of effective communication with internal and external stakeholders	Date: Communication Strategy reviewed and adopted	Word Value	na	Communication Strategy reviewed and adopted by 30 June 2019	Communication Strategy reviewed and adopted by 24 June 2019	Communication Strategy reviewed and adopted by 24 June 2019	Communication Strategy reviewed and adopted by 30 June 2019	na	Communication Strategy reviewed and adopted by 30 June 2020	Communication Strategy reviewed and adopted by 24 June 2020	Corporate & Management Services	R200 000.00	All 24 Wards	Target achieved	na	Copy of reviewed Communication Strategy and Council Resolution
KZN26-CMS-SD 21.1.3	CMS 17.3	Good governance and public participation	To promote good governance accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of Public Notices issued in terms of Sec. 20 of the Local Government Municipal Systems Act	Number	na	4 Public Notices issued in terms of Sec. 20 of the Local Government Municipal Systems Act by 30 June 2019	4 Public Notices issued in terms of Sec. 20 of the Local Government Municipal Systems Act by 24 June 2019	4 Public Notices issued in terms of Sec. 20 of the Local Government Municipal Systems Act by 24 June 2019	Number of Public Notices issued in terms of Sec. 20 of the Local Government Municipal Systems Act	0	4 Public Notices issued in terms of Sec. 20 of the Local Government Municipal Systems Act by 30 June 2020	4 Public Notices issued in terms of Sec. 20 of the Local Government Municipal Systems Act by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target achieved	na	Copy of Advert / Official Public Notices
KZN26-CMS-SD 21.1.4	CMS 17.4	Good governance and public participation	To promote good governance accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of payments to the service provider for municipal branding & advertising by 30 June 2020	Word Value	na	12 monthly payments of R2 784 000.00 to the service provider for municipal branding & advertising by 30 June 2019	12 monthly payments of R2 784 000.00 to the service provider for municipal branding & advertising by 24 June 2019	12 monthly payments of R2 784 000.00 to the service provider for municipal branding & advertising by 24 June 2019	12 monthly payments of R2 784 000.00 to the service provider for municipal branding & advertising by 30 June 2020	0	12 monthly payments of R2 784 000.00 to the service provider for municipal branding & advertising by 30 June 2020	12 monthly payments of R2 784 000.00 to the service provider for municipal branding & advertising by 24 June 2020	Corporate & Management Services	R2 784 000.00	All 24 Wards	Target achieved	na	Invoice from the Service Provider & proof of payment
KZN26-CMS-SD 21.1.5	CMS 19	Good governance and public participation	To promote good governance accountability and transparency	Strengthening the oversight structures of Council to effectively and efficiently undertake monitoring and evaluation	Number of Monthly EXCO meetings convened and provision of sectoral held by 30 June 2019	Number	na	12 Monthly EXCO meetings convened and provision of sectoral held by 30 June 2019	12 Monthly EXCO meetings convened and provision of sectoral held by 30 June 2019	12 Monthly EXCO meetings convened and provision of sectoral held by 30 June 2019	12 Monthly EXCO meetings convened and provision of sectoral held by 30 June 2020	0	12 Monthly EXCO meetings convened and provision of sectoral held by 30 June 2020	12 Monthly EXCO meetings convened and provision of sectoral held by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target achieved	na	Notices of meetings, circulation registers, attendance registers and minutes
KZN26-CMS-SD 21.1.3.1	CMS 19.1	Good governance and public participation	To promote good governance accountability and transparency	Strengthening the oversight structures of Council to effectively and efficiently undertake monitoring and evaluation	Number of monthly Portfolio meetings convened and provision of sectoral for all 6 Departmental Portfolio Committees by 30 June 2019	Number	na	12 Monthly Portfolio meetings convened and provision of sectoral for all 6 Departmental Portfolio Committees by 30 June 2019	12 Monthly Portfolio meetings convened and provision of sectoral for all 6 Departmental Portfolio Committees by 30 June 2019	12 Monthly Portfolio meetings convened and provision of sectoral for all 6 Departmental Portfolio Committees by 30 June 2019	12 Monthly Portfolio meetings convened and provision of sectoral for all 6 Departmental Portfolio Committees by 30 June 2020	26	12 Monthly Portfolio meetings convened and provision of sectoral for all 6 Departmental Portfolio Committees by 30 June 2020	12 Monthly Portfolio meetings convened and provision of sectoral for all 6 Departmental Portfolio Committees by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target partially achieved	Target not met due to Covid 19 Regulations. To review Standing Rules and Orders to accommodate virtual meetings	Notices of meetings, circulation registers, attendance registers and minutes
KZN26-CMS-SD 21.1.3.2	CMS 19.2	Good governance and public participation	To promote good governance accountability and transparency	Strengthening the oversight structures of Council to effectively and efficiently undertake monitoring and evaluation	Number of Quarterly Council meetings convened and provision of sectoral by 30 June 2019	Number	na	4 Quarterly Council meetings convened and provision of sectoral by 30 June 2019	4 Quarterly Council meetings convened and provision of sectoral by 30 June 2019	4 Quarterly Council meetings convened and provision of sectoral by 30 June 2019	4 Quarterly Council meetings convened and provision of sectoral by 30 June 2020	0	4 Quarterly Council meetings convened and provision of sectoral by 30 June 2020	4 Quarterly Council meetings convened and provision of sectoral by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target exceeded	na	Notices of meetings, circulation registers, attendance registers and minutes
KZN26-CMS-SD 21.1.3.3	CMS 19.3	Good governance and public participation	To promote good governance accountability and transparency	Strengthening the oversight structures of Council to effectively and efficiently undertake monitoring and evaluation	Number of MPAC Quarterly meetings convened by 30 June 2019	Number	na	4 MPAC Quarterly meetings convened by 30 June 2019	4 MPAC Quarterly meetings convened by 30 June 2019	4 MPAC Quarterly meetings convened by 30 June 2019	4 MPAC Quarterly meetings convened by 30 June 2020	2	4 MPAC Quarterly meetings convened by 30 June 2020	4 MPAC Quarterly meetings convened by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target partially achieved	All four MPAC meetings were done but not as planned. Challenge was due to National Lockdown	Notices of meetings, circulation registers, attendance registers & minutes
KZN26-CMS-SD 21.1.3.4	CMS 19.4	Good governance and public participation	To promote good governance accountability and transparency	Strengthening the oversight structures of Council to effectively and efficiently undertake monitoring and evaluation	Number of Reports submitted to Council for the implementation of Council Resolutions by 30 June 2019	Number	na	12 Reports submitted to Council for the implementation of Council Resolutions by 30 June 2019	12 Reports submitted to Council for the implementation of Council Resolutions by 30 June 2019	12 Reports submitted to Council for the implementation of Council Resolutions by 30 June 2019	12 Reports submitted to Council for the implementation of Council Resolutions by 30 June 2020	3	12 Reports submitted to Council for the implementation of Council Resolutions by 30 June 2020	12 Reports submitted to Council for the implementation of Council Resolutions by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target partially achieved	All 12 implementations Reports were achieved but not as planned. Due to National Lockdown, target was not achieved as planned.	Monthly reports submitted to EXCO and Council
KZN26-CMS-SD 21.1.4	CMS 20	Good governance and public participation	To promote good governance accountability and transparency	Training and development of traditional leaders who attend training (NRF rated /short courses) against the S&B Development Plan by 30 June 2020	Number of Councilors & Traditional Leaders who attend training (NRF rated /short courses) against the S&B Development Plan by 30 June 2019	Number	na	47 Councilors & 6 Traditional Leaders who attend training (NRF rated /short courses) against the S&B Development Plan by 30 June 2019	47 Councilors & 6 Traditional Leaders who attend training (NRF rated /short courses) against the S&B Development Plan by 30 June 2019	47 Councilors & 6 Traditional Leaders who attend training (NRF rated /short courses) against the S&B Development Plan by 30 June 2019	47 Councilors & 6 Traditional Leaders who attend training (NRF rated /short courses) against the S&B Development Plan by 30 June 2020	46	47 Councilors & 6 Traditional Leaders who attend training (NRF rated /short courses) against the S&B Development Plan by 30 June 2020	47 Councilors & 6 Traditional Leaders who attend training (NRF rated /short courses) against the S&B Development Plan by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target not achieved	Due to lockdown and travel regulations Council in the terms of facilitation of training. To add for virtual training method in the with Covid 19 regulations.	Certificates and Attendance Registers
KZN 26 - MM -SD 21.1.5	MM 1	Good governance and public participation	To promote good governance accountability and transparency	Roll out of the performance management process within the Municipality beyond Section 56 Managers	Date: OPMS Policy Reviewed and adopted	Date	na	Review and Adopt OPMS Policy by 30 June 2019	Review and Adopt OPMS Policy by 24 June 2019	Review and Adopt OPMS Policy by 24 June 2019	Review and Adopt OPMS Policy	na	Review and Adopt OPMS Policy by 30 June 2020	Review and Adopt OPMS Policy by 24 June 2020	Municipal Manager	na	All 24 Wards	Target achieved	na	Initiation & Attendance Register
KZN 26 - MM -SD 21.1.5.1	MM 1.1	Good governance and public participation	To promote good governance accountability and transparency	Roll out of the performance management process within the Municipality beyond Section 56 Managers	Number of Performance Agreements signed by Sec. 54/56 Managers annually	Number	0	Signed Section 54/56 Performance Contracts by 31 July 2019	Signed Section 54/56 Performance Contracts by 31 July 2018	Signed Section 54/56 Performance Contracts by 31 July 2018	Signed Section 54/56 Performance Contracts	na	Signed Section 54/56 Performance Contracts by 31 July 2019	Signed Section 54/56 Performance Contracts by 24 July 2019	Municipal Manager	na	All 24 Wards	Target achieved	na	Copies of signed Performance Agreements
KZN 26 - MM -SD 21.1.5.2	MM 1.2	Good governance and public participation	To promote good governance accountability and transparency	Roll out of the performance management process within the Municipality beyond Section 56 Managers	Date of Submission of Annual Performance Report for 2017/2018 to AG	Date	0	Annual Performance Report for 2017/2018 submitted to AG by 11 August 2018	Annual Performance Report for 2017/2018 submitted to AG by 11 August 2018	Annual Performance Report for 2017/2018 submitted to AG by 11 August 2018	Annual Performance Report for 2017/2018 submitted to AG	na	Annual Performance Report for 2017/2018 submitted to AG by 11 August 2019	Annual Performance Report for 2017/2018 submitted to AG by 11 August 2019	Municipal Manager	na	All 24 Wards	Target achieved	na	Copy of Draft Annual Report and proof of submission
KZN 26 - MM -SD 21.1.5.3	MM 1.3	Good governance and public participation	To promote good governance accountability and transparency	Submission of Final Annual Report in terms of Sec. 46 of the MSA to AG, COGTA & Treasury by 30 March 2019	Date of Submission of Final Annual Report in terms of Sec. 46 of the MSA to AG, COGTA & Treasury	Date	0	Submission of Final Annual Report in terms of Sec. 46 of the MSA to AG, COGTA & Treasury by 31 March 2019	Submission of Final Annual Report in terms of Sec. 46 of the MSA to AG, COGTA & Treasury by 31 March 2019	Submission of Final Annual Report in terms of Sec. 46 of the MSA to AG, COGTA & Treasury by 31 March 2019	Submission of Final Annual Report in terms of Sec. 46 of the MSA to AG, COGTA & Treasury	na	Submission of Final Annual Report in terms of Sec. 46 of the MSA to AG, COGTA & Treasury by 30 March 2020	Submission of Final Annual Report in terms of Sec. 46 of the MSA to AG, COGTA & Treasury by 24 March 2020	Municipal Manager	na	All 24 Wards	Target achieved	na	Copy of Final Annual Report, Council Resolution and proof of submission to AG, COGTA.
KZN 26 - MM -SD 21.1.5.4	MM 1.4	Good governance and public participation	To promote good governance accountability and transparency	Roll out of the performance management process within the Municipality beyond Section 56 Managers	Number of Organizational Performance Reports submitted to Council	Number	0	4 Organizational Performance Reports submitted to Council by 30 June 2019	4 Organizational Performance Reports submitted to Council by 30 June 2019	4 Organizational Performance Reports submitted to Council by 30 June 2019	4 Organizational Performance Reports submitted to Council by 30 June 2020	na	4 Organizational Performance Reports submitted to Council by 30 June 2020	4 Organizational Performance Reports submitted to Council by 24 June 2020	Municipal Manager	na	All 24 Wards	Target achieved	na	Quarterly Performance Reports
KZN26-CMS-SD 21.2.1	CMS 21	Good governance and public participation	Placing the primary focus on addressing the needs of communities within the Municipality	Training and development of community structures (wards committees) to support good governance.	Date of Ward Committees training conducted	Date	na	Ward Committees training conducted by 31 December 2019	na	na	Ward Committees training conducted	na	Ward Committees training conducted by 31 December 2019	Done	Corporate & Management Services	R500 000.00	All 24 Wards	Target achieved	na	Initiation and Attendance Registers
KZN26-CMS-SD 21.2.2	CMS 22	Good governance and public participation	Placing the primary focus on addressing the needs of communities within the Municipality	Strengthening of public participation mechanisms in compliance with appropriate local government legislation and regulations	Date of review, adoption of the Public Participation Strategy by 30 June 2020	Date	na	Review, adoption of the Public Participation Strategy by 30 June 2020	Review, adoption of the Public Participation Strategy by 30 June 2019	Review, adoption of the Public Participation Strategy by 30 June 2019	Review, adoption of the Public Participation Strategy	na	Review, adoption of the Public Participation Strategy by 30 June 2020	Review, adoption of the Public Participation Strategy by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target achieved	na	Copy of Strategy and Council Resolution
KZN26-CMS-SD 21.2.2.1	CMS 22.1	Good governance and public participation	Placing the primary focus on addressing the needs of communities within the Municipality	Strengthening of public participation mechanisms in compliance with appropriate local government legislation and regulations	Number of monthly payments of R1000.00 per meeting attended per Ward Committee Member by 30 June 2020	Number	na	12 monthly payments of R1000.00 per meeting attended per Ward Committee Member by 30 June 2019	12 monthly payments of R1000.00 per meeting attended per Ward Committee Member by 30 June 2019	12 monthly payments of R1000.00 per meeting attended per Ward Committee Member by 30 June 2019	12 monthly payments of R1000.00 per meeting attended per Ward Committee Member by 30 June 2020	1	12 monthly payments of R1000.00 per meeting attended per Ward Committee Member by 30 June 2020	12 monthly payments of R1000.00 per meeting attended per Ward Committee Member by 24 June 2020	Corporate & Management Services	R2 880 000.00	All 24 Wards	Target partially achieved	All payments of stipend are done on the 15th of the new month (in the case of stipend) per Ward Committee Member by 30 June 2020.	Signed copy of schedule of payments, proof of payment
KZN26-CMS-SD 21.2.2.2	CMS 22.2	Good governance and public participation	Placing the primary focus on addressing the needs of communities within the Municipality	Strengthening of public participation mechanisms in compliance with appropriate local government legislation and regulations	Number of Monthly Ward Committee Functionality Reports submitted to Council by 30 June 2019	Number	na	4 Monthly Ward Committee Functionality Reports submitted to Council by 30 June 2019	4 Monthly Ward Committee Functionality Reports submitted to Council by 30 June 2019	4 Monthly Ward Committee Functionality Reports submitted to Council by 30 June 2019	4 Monthly Ward Committee Functionality Reports submitted to Council	3	4 Monthly Ward Committee Functionality Reports submitted to Council by 30 June 2020	4 Monthly Ward Committee Functionality Reports submitted to Council by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target not achieved	The 4th Quarter assessment report from COGTA was not received by the Dept Corporate, due to National Lockdown and processes to be undertaken by COGTA before the reports are handed to municipalities. The target has been reduced from 3 to 2 to allow COGTA to finish its processes.	Items submitted to Council
KZN26-CMS-SD 21.2.3	CMS 21	Good governance and public participation	Placing the primary focus on addressing the needs of communities within the Municipality	To ensure the inclusion of a customer care approach to the municipal administration	Number of Recorded & processed Customer Complaints/Compliments in the Complaints Register by 30 June 2020	Number	na	12 monthly Recorded & processed Customer Complaints/Compliments in the Complaints Register by 30 June 2019	12 monthly Recorded & processed Customer Complaints/Compliments in the Complaints Register by 30 June 2019	12 monthly Recorded & processed Customer Complaints/Compliments in the Complaints Register by 30 June 2019	12 monthly Recorded & processed Customer Complaints/Compliments in the Complaints Register	2	12 monthly Recorded & processed Customer Complaints/Compliments in the Complaints Register by 30 June 2020	12 monthly Recorded & processed Customer Complaints/Compliments in the Complaints Register by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target partially achieved	No complaints were recorded in April and May due to National Lockdown	Copy of recorded complaints in the Complaints Register & proof of submission to the relevant Department
KZN26-CMS-SD 21.2.3.1	CMS 21.1	Good governance and public participation	Placing the primary focus on addressing the needs of communities within the Municipality	To ensure the inclusion of a customer care approach to the municipal administration	Date: Customer Satisfaction Survey conducted	Date	na	Date: Customer Satisfaction Survey conducted by 30 June 2019	Customer Satisfaction Survey conducted by 30 June 2019	Customer Satisfaction Survey conducted by 30 June 2019	Date: Customer Satisfaction Survey conducted	na	Date: Customer Satisfaction Survey conducted by 30 June 2020	na	Corporate & Management Services	na	All 24 Wards	Target not achieved	Target not met due to lockdown. Target will be met in the next financial year	Report on Customer Satisfaction Survey conducted

KZN26-CMS-SD 21.2.2	CMS 23.2	Good governance and public participation	Placing the primary focus on addressing the needs of communities within the Municipality	To ensure the inculation of a customer care approach to the municipal administration	Date: Batho Pele Policy and Service Delivery Improvement Plan is reviewed by Council	Date	na	Date: Batho Pele Policy and Service Delivery Improvement Plan is reviewed by Council by 31 June 2020	Batho Pele Policy and Service Delivery Improvement Plan is adopted by Council by 31 December 2019	Batho Pele Policy and Service Delivery Improvement Plan is reviewed by Council by 31 June 2020	Batho Pele Policy and Service Delivery Improvement Plan is reviewed by Council by 31 December 2019	Date: Batho Pele Policy and Service Delivery Improvement Plan is reviewed by Council	na	Date: Batho Pele Policy and Service Delivery Improvement Plan is reviewed by Council by 24 June 2020	Batho Pele Policy and Service Delivery Improvement Plan is reviewed by Council by 24 June 2020	Corporate & Management Services	na	All 24 Wards	Target achieved	na	Copies of Batho Pele Policy, Service Delivery Plan & Council Resolution
KZN26-CMS-SD 21.2.3	CMS 23.1	Good governance and public participation	Placing the primary focus on addressing the needs of communities within the Municipality	To ensure the inculation of a customer care approach to the municipal administration	Number of Batho Pele Awareness Campaigns conducted	Number	na	Number of Batho Pele Awareness Campaigns conducted by 30 June 2020	2 Batho Pele Awareness Campaigns conducted by 30 June 2019	2 Batho Pele Awareness Campaigns conducted by 30 June 2019	2 Batho Pele Awareness Campaigns conducted by 30 June 2019	Number of Batho Pele Awareness Campaigns conducted	1	2 Batho Pele Awareness Campaigns conducted by 30 June 2020	10 Batho Pele Awareness Campaigns conducted by 30 June 2020	Corporate & Management Services	na	All 24 Wards	Target partially achieved	Target not met due lockdown. Target will be met in the next financial year	Attendance Register & Pictures
KZN26-CMS-SD 21.4	CMS 24	Economic Development	To ensure the effective and efficient roll out of National and Provincial Programmes as a municipal level	Facilitate access by communities to the poverty alleviation initiatives through EPWP and report progress on a monthly basis	Number of monthly reports submitted to National Public Works & COGTA on the expenditure of the EPWP Grant by 30 June 2019	Rand Value	na	12 monthly reports submitted to National Public Works & COGTA on the expenditure of the EPWP Grant by 30 June 2019	12 monthly reports submitted to National Public Works & COGTA on the expenditure of the EPWP Grant by 30 June 2019	12 monthly reports submitted to National Public Works & COGTA on the expenditure of the EPWP Grant by 30 June 2019	12 monthly reports submitted to National Public Works & COGTA on the expenditure of the EPWP Grant by 30 June 2019	0	12 monthly reports submitted to National Public Works & COGTA on the expenditure of the EPWP Grant by 30 June 2020	12 monthly reports submitted to National Public Works & COGTA on the expenditure of the EPWP Grant by 30 June 2020	Corporate & Management Services	R3 654 000.00	All 24 Wards	Target achieved	na	Monthly Reports submitted to National Public Works & COGTA & National Treasury	
KZN26-DPL-SD 21.1	DPL 8	Good Governance and Public Participation	Promotion of integrated and coordinated development within the Municipality	Annual Review of the Integrated Development Plan	Date of Review and approval of the IDP Document by Council	Date	na	Date of Review and approval of the IDP Document by Council by 30 June 2019	Date of Review and approval of the IDP Document by Council by 30 June 2019	Date of Review and approval of the IDP Document by Council by 26 June 2019	Date of Review and approval of the IDP Document by Council	na	Date of Review and approval of the IDP Document by Council by 30 June 2020	Date of Review and approval of the IDP Document by Council by 24 June 2020	Planning & Development	R288 750.00	All 24 Wards	Target achieved	na	Council Resolution (Framework & Process Plan), Proof of submission of IDP to COGTA, proof of publication, and Council resolution approving the final IDP	
KZN26-DPL-SD 21.1	DPL 8.1	Good Governance and Public Participation	Promotion of integrated and coordinated development within the Municipality	Annual Review of the Integrated Development Plan	Number of IDP Roadshows (Public Participation) held	Number	na	1 IDP Roadshow held by 30 June 2020	1 IDP Roadshow held by 30 June 2019	1 IDP Roadshow held by 30 June 2019	1 IDP Roadshow held	na	1 IDP Roadshow held by 30 June 2019	1 IDP Roadshow held by 30 June 2019	Planning & Development	R240,000.00	All 24 Wards	Target achieved	na	Public Notice, Attendance Registers and photos	
KZN26-DPL-SD 21.2	DPL 8.2	Good Governance and Public Participation	Promotion of integrated and coordinated development within the Municipality	Annual Review of the Integrated Development Plan	% of IDP Credibility Score obtained from COGTA IDP Assessment	%	na	% of IDP Credibility Score obtained from COGTA IDP Assessment by 30 June 2019	50% or more IDP Credibility Score achieved for the IDP Assessment by COGTA by 30 June 2019	57.13% or more IDP Credibility Score achieved for the IDP Assessment by COGTA by 30 June 2019	57.13% or more IDP Credibility Score achieved for the IDP Assessment by COGTA by 30 June 2019	% of IDP Credibility Score obtained from COGTA IDP Assessment	na	% of IDP Credibility Score obtained from COGTA IDP Assessment by 30 June 2020	52.80% of IDP Credibility Score obtained from COGTA IDP Assessment by 30 June 2020	Planning & Development	na	All 24 Wards	Target achieved	na	MEC IDP Assessment Letter with Credibility score
KZN26-DPL-SD 22	DPL 9	Good Governance and Public Participation	Promotion of integrated and coordinated development within the Municipality	Development within the Municipality is guided by the IDP	Number of IDP Stakeholders Forum held	Number	na	1 IDP Stakeholders Forum held by 30 June 2020	1 IDP Stakeholders Forum held by 30 June 2019	1 IDP Stakeholders Forum held by 30 June 2019	1 IDP Stakeholders Forum held	na	1 IDP Stakeholders Forum held by 30 June 2020	1 IDP Stakeholders Forum held by 30 June 2020	Planning & Development	na	All 24 Wards	Target not achieved	Due to Covid 19 Public Health Regulations, the Department was unable to conduct IDP Stakeholders Forum-related activities. The event will be held after lockdown	Attendance Register, Minutes of the IDP Forum/ Stakeholders	
KZN 26 - MM-SD 23.1	MM 1.5	Financial Viability and Management	Ensure the maintenance of sound financial practices	Implementation of performance auditing as envisaged by the Municipal Systems Act and the Municipal Planning & Performance Regulations	Number of Performance Audit Reports submitted to the Audit Committee	Number	0	4 Performance Audit Reports submitted to the Audit Committee & Performance Committee by 30 June 2020	4 Performance Audit Reports submitted to the Audit Committee & Performance Committee by 30 June 2019	4 Performance Audit Reports submitted to the Audit Committee & Performance Committee by 30 June 2019	4 Performance Audit Reports submitted to the Audit Committee & Performance Committee by 30 June 2019	na	4 Performance Audit Reports submitted to the Audit Committee & Performance Committee by 30 June 2020	4 Performance Audit Reports submitted to the Audit Committee & Performance Committee by 30 June 2020	Municipal Manager	na	All 24 Wards	Target achieved	na	Quarterly Performance Audit Reports	
KZN 26 - MM-SD 21.7	MM 8	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of Risk within the Institution and operations of the Municipality	Date of Risk Management Framework & Policy reviewed and adopted	Date	na	Risk Management Framework & Policy reviewed and adopted by 30 June 2020	Risk Management Framework & Policy reviewed and adopted by 30 June 2019	Risk Management Framework & Policy reviewed and adopted by 30 June 2019	Risk Management Framework & Policy reviewed and adopted by 30 June 2019	na	Risk Management Framework & Policy reviewed and adopted by 30 June 2020	Risk Management Framework & Policy reviewed and adopted by 30 June 2020	Municipal Manager	na	All 24 Wards	Target achieved	Target was not met due to Covid 19 Regulations. Target will be met by 21 August 2020	Council Resolution	
KZN 26 - MM-SD 21.7.1	MM 8.1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of Risk within the Institution and operations of the Municipality	Date of Annual Risk Assessment (Operational, Fraud and IT)	Number	0	Annual Risk Assessment conducted by 30 June 2020	Annual Risk Assessment conducted by 30 June 2019	Annual Risk Assessment conducted by 30 June 2019	Annual Risk Assessment conducted by 30 June 2019	na	Annual Risk Assessment conducted by 30 June 2020	Annual Risk Assessment conducted by 30 June 2020	Municipal Manager	na	All 24 Wards	Target not achieved	Target was not met due to Covid 19 Regulations. Target will be met by 21 August 2020	Attendance Registers	
KZN 26 - MM-SD 23.2	MM 1.7	Financial Viability and Management	Ensure the maintenance of sound financial practices	Development of cognitive linkage between the external & internal and internal audit functions	Number of Audit & Performance Committee Meetings held	Number	4	4 Audit & Performance Committee Meetings held by 30 June 2020	4 Audit & Performance Committee Meetings held by 30 June 2019	4 Audit & Performance Committee Meetings held by 30 June 2019	4 Audit & Performance Committee Meetings held by 30 June 2019	na	4 Audit & Performance Committee Meetings held by 30 June 2020	4 Audit & Performance Committee Meetings held by 30 June 2020	Municipal Manager	na	All 24 Wards	Target achieved	According to our schedule (Internal Audit) meetings, the meeting was scheduled to be held on April 2020. However we could not hold the meeting as scheduled due to President's announcement that all people employees should be under lockdown to minimize the spread of the Virus. The meeting will be held on the 29 May 2020 via Skype which is within the 4th Quarter	Agenda, Minutes & attendance registers of A & P meetings	
KZN 26 - MM-SD 23.1.1	MM 1.8	Financial Viability and Management	Ensure the maintenance of sound financial practices	To work towards obtaining a Clean Audit Report from the Auditor General	Date of Approval of the AG Quoties Action Plan	Date	na	Approval of the AG Quoties Action Plan by MANCO by 31 January 2020	Approval of the AG Quoties Action Plan by MANCO by 31 January 2019	AG Quoties Action Plan approved by MANCO by 31 January 2019	Approval of the AG Quoties Action Plan	na	Approval of the AG Quoties Action Plan by 31 January 2020	Approval of the AG Quoties Action Plan by 31 January 2020	Municipal Manager	na	All 24 Wards	Target achieved	na	Developed Action Plan & Progress Report on the Action Plan	
KZN 26 - MM-SD 23.1.2	MM 1.9	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of MANCO Meetings to be convened by the Municipal Manager	Number	0	12 Manco meetings to be convened by MM by 30 June 2020	12 Manco meetings to be convened by MM by 30 June 2019	12 Manco meetings to be convened by MM by 30 June 2019	12 Manco meetings to be convened by MM by 30 June 2019	0	12 Manco meetings to be convened by MM by 30 June 2020	12 Manco meetings to be convened by MM by 30 June 2020	Municipal Manager	na	All 24 Wards	Target achieved	na	Minutes of monthly MANCO Meetings	
KZN26-DPL-SD 24.1.1	DPL 10	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Review and adoption of the Spatial Development Framework	Date	na	Review and adoption of the Spatial Development Framework by 30 June 2020	Review and adoption of the Spatial Development Framework by 30 June 2019	Review and adoption of the Spatial Development Framework by 30 June 2019	Review and adoption of the Spatial Development Framework by 30 June 2019	na	Review and adoption of the Spatial Development Framework by 30 June 2020	Review and adoption of the Spatial Development Framework by 24 June 2020	Planning & Development	R715,000.00	All 24 Wards	Target achieved	na	Agenda, Minutes & Attendance Registers, Copy of Draft SDF Document and Council resolution	
KZN26-DPL-SD 24.1.2	DPL 10.1	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Adoption of Draft Walk-to-Work Scheme	Date	na	Adoption of Draft Walk-to-Work Scheme by 30 June 2020	Adoption of Draft Walk-to-Work Scheme by 30 June 2019	Adoption of Draft Walk-to-Work Scheme by 30 June 2019	Adoption of Draft Walk-to-Work Scheme by 30 June 2019	na	Adoption of Draft Walk-to-Work Scheme by 30 June 2020	Adoption of Draft Walk-to-Work Scheme by 24 June 2020	Planning & Development	R735,000.00	All 24 Wards	Target achieved	na	Agenda, Minutes & Attendance Registers, Copy of Draft Walk-to-Work Scheme Document, Copy of Second Draft Walk-to-Work Scheme Document	
KZN26-DPL-SD 24.1.2.1	DPL 10.2	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	UoA A Layout Amendment	Date	na	UoA A Layout Amendment by 30 June 2020	UoA A Layout Amendment by 30 June 2019	UoA A Layout Amendment by 30 June 2019	UoA A Layout Amendment by 30 June 2019	na	UoA A Layout Amendment by 30 June 2020	Application Form submitted by 30 June 2020	Planning & Development	R300,000.00	18	Target achieved	na	Application Form	
KZN26-DPL-SD 24.1.2.4	DPL 10.3	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Development of a Layout Plan (UoA) B South	Date	na	Development of a Layout Plan (UoA) B South by 30 June 2020	na	na	Development of a Layout Plan (UoA) B South by 30 June 2020	na	Development of a Layout Plan (UoA) B South by 30 June 2020	Development of a Layout Plan (UoA) B South by 30 June 2020	Planning & Development	R315,000.00	19	Target achieved	na	Revised layout plan	
KZN26-DPL-SD 24.1.2.3	DPL 10.4	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Undertake Land Audit: Makhathini	Date	na	Undertake Land Audit: Makhathini by 30 June 2020	Undertake Land Audit: Makhathini by 30 June 2019	Undertake Land Audit: Makhathini by 30 June 2019	Undertake Land Audit: Makhathini by 30 June 2019	na	Undertake Land Audit: Makhathini by 30 June 2020	Land Audit Report submitted	Planning & Development	R120,000.00	8	Target achieved	na	Close Out report	

KZN26-DPL-SD24.1.2.4	DPL 10.5	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalise the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Undertake Land Audit: Batsaringa	Date	na	Undertake Land Audit: Batsaringa by 30 June 2020	Undertake Land Audit: Batsaringa by 30 June 2019	Undertake Land Audit: Batsaringa by 30 June 2019	Undertake Land Audit: Batsaringa by 30 June 2020	na	Undertake Land Audit: Batsaringa by 30 June 2020	Undertake Land Audit: Batsaringa by 30 June 2020	Planning & Development	R210,000.00	16	Target achieved	na	Close out report
KZN26-DPL-SD24.1.2.5	DPL 10.6	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalise the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Undertake Land Audit: Mungamhlophe	Date	na	Undertake Land Audit: Mungamhlophe by 30 June 2020	Undertake Land Audit: Mungamhlophe by 30 June 2019	Undertake Land Audit: Mungamhlophe by 30 June 2019	Undertake Land Audit: Mungamhlophe by 30 June 2020	na	Undertake Land Audit: Mungamhlophe by 30 June 2020	Undertake Land Audit: Mungamhlophe by 30 June 2020	Planning & Development	R200,000.00	13	Target achieved	na	Project work plan, minutes and the agenda Draft Land Audit report
KZN26-DPL-SD24.1.2.6	DPL 10.7	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalise the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Development of CBD Master Plan	Date	na	Development of CBD Master Plan by 30 June 2020	Development of CBD Master Plan by 30 June 2019	Development of CBD Master Plan by 30 June 2019	Development of CBD Master Plan by 30 June 2020	na	Development of CBD Master Plan by 30 June 2020	Development of CBD Master Plan by 30 June 2020	Planning & Development	R800,000.00	12	Target achieved	na	Recapital report, Draft CBD master plan, Council Resolution
KZN26-DPL-SD24.1.2.7	DPL 10.8	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalise the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Appointment of a Service Provider to Manage Outdoor Advertising	Date	na	Appointment of a Service Provider to Manage Outdoor Advertising by 30 June 2020	na	na	Appointment of a Service Provider to Manage Outdoor Advertising by 30 June 2020	na	Appointment of a Service Provider to Manage Outdoor Advertising by 30 June 2020	na	Planning & Development	R180,000.00	All 24 Wards	Target not achieved	Target not met due to budget constraints. Project will be undertaken in the next financial year	Alert: Appointment Letter and Draft Action Plan
KZN26-DPL-SD24.1.2.8	DPL 10.9	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalise the Urban Planning Scheme and prepare walk-to-work Planning Scheme for the whole Municipal Area	Subdivision of properties in CBD (Layout Amendment)	Date	na	Subdivision of properties in CBD (Layout Amendment) by 30 June 2020	na	na	Subdivision of properties in CBD (Layout Amendment) by 30 June 2020	na	Subdivision of properties in CBD (Layout Amendment) by 30 June 2020	Subdivision of properties in CBD (Layout Amendment) by 30 June 2020	Planning & Development	R300,000.00	12	Target achieved	na	Advert: Appointment Letter and reception report
KZN26-DPL-SD 25.1	DPL 11	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Ensure that due consideration is given to the impact on the environment caused by the programmes and projects planned and implemented within the municipal area	Number of Monthly Inspections done within 4 days of receiving inspection form (Buildings under construction) by 30 June 2019	Number	na	12 Monthly Inspections done within 4 days of receiving inspection form (Buildings under construction) by 30 June 2019	12 Monthly Inspections done within 4 days of receiving inspection form (Buildings under construction) by 30 June 2019	12 Monthly Inspections done within 4 days of receiving inspection form (Buildings under construction) by 30 June 2019	12 Monthly Inspections done within 4 days of receiving inspection form (Buildings under construction) by 30 June 2020	0	12 Monthly Inspections done within 4 days of receiving inspection form (Buildings under construction) by 30 June 2020	10 Monthly Inspections done within 4 days of receiving inspection form (Buildings under construction) by 30 June 2020	Planning & Development	na	All 24 Wards	Target partially achieved	Target not met due to lockdown. Target to be achieved in the next financial year	Copies of Inspection Forms & Summary Report on inspection done and time taken to perform it from date of receiving request
KZN26-DPL-SD 25.1.2	DPL 11.1	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Ensure that due consideration is given to the impact on the environment caused by the programmes and projects planned and implemented within the municipal area	% of Building Plans approved within 30 days of receiving all requirements	%	na	100 % of Building Plans approved within 30 days of receiving all requirements by 30 September 2019	na	na	100 % of Building Plans approved within 30 days of receiving all requirements by 30 June 2020	20%	100 % of Building Plans approved within 30 days of receiving all requirements by 30 September 2019	80 % of Building Plans approved within 30 days of receiving all requirements by 30 September 2019	Planning & Development	na	All 24 Wards	Target partially achieved	Target not met due to lockdown. Target to be achieved in the next financial year	Building Plan Register, Letter of Approval/ Disapproval Letter
KZN26-CS-SD 25.1.1	CS 15	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognisance of environmentally sensitive areas and promote the protection of environmental assets	Develop and implement programmes and projects that address the environmental challenges, including those presented by Climate Change impacts, faced by the Municipality	Number of holding of Environmental Week	Date	na	24 Environmental Week held in 24 Wards by 30 June 2020	24 Environmental Week held in 24 Wards by 30 June 2019	24 Environmental Week held in 24 Wards by 30 June 2019	24 Environmental Week held in 24 Wards by 30 June 2020	24	24 Environmental Week held in 24 Wards by 30 June 2020	na	Community Services	R12,000.00	All 24 Wards	Target not achieved	Due to Covid 19 lockdown, holding of Environmental Week was unable to conduct Environmental Week Event. EPA to be done in 2020/2021 Financial year	Minutes, Attendance Register and Photos
KZN26-CS-SD 25.1.1.1	CS 15.1	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognisance of environmentally sensitive areas and promote the protection of environmental assets	Develop and implement programmes and projects that address the environmental challenges, including those presented by Climate Change impacts, faced by the Municipality	Date of holding of Arbor Day	Date	na	Arbor Day event held by 30 September 2019	Arbor Day event held by 30 September 2018	Arbor Day event held by 30 September 2018	Date of holding of Arbor Day	na	Arbor Day event held by 30 September 2019	5/9/2019	Community Services	R112,500.00	All 24 Wards	Target achieved	na	Minutes, Attendance Register and Photos
KZN26-CS-SD 25.1.1.2	CS 15.2	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognisance of environmentally sensitive areas and promote the protection of environmental assets	Develop and implement programmes and projects that address the environmental challenges, including those presented by Climate Change impacts, faced by the Municipality	Number of Week where Environmental Programmes held	Number	na	Environmental Programmes held in 24 Wards by 30 June 2020	Environmental Programmes held in 24 Wards by 30 June 2019	Environmental Programmes held in 24 Wards by 30 June 2019	Environmental Programmes held in 24 Wards	14	Environmental Programmes held in 24 Wards by 30 June 2020	Environmental Programmes held in 11 Wards by 30 June 2020	Community Services	R120,000.00	All 24 Wards	Target not achieved	The event was scheduled to take place in March. Due to Covid 19 Pandemic Regulations, the Department was unable to conduct event. The held after lockdown.	Minutes, Attendance Register and Photos
KZN26-CS-SD 25.1.4	CS 16	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognisance of environmentally sensitive areas and promote the protection of environmental assets	Development and implementation of programmes for Alien Weed Eradication	Number of Monthly Reports on the implementation of the Alien Plant Eradication Programme submitted to Council	Number	na	12 Monthly Reports on the implementation of the Alien Plant Eradication Programme submitted to Council by 30 June 2020	12 Monthly Reports on the implementation of the Alien Plant Eradication Programme submitted to Council by 30 June 2019	12 Monthly Reports on the implementation of the Alien Plant Eradication Programme submitted to Council by 30 June 2019	12 Monthly Reports on the implementation of the Alien Plant Eradication Programme submitted to Council by 30 June 2020	0	12 Monthly Reports on the implementation of the Alien Plant Eradication Programme submitted to Council by 30 June 2020	12 Monthly Reports on the implementation of the Alien Plant Eradication Programme submitted to Council by 30 June 2020	Community Services	R60,000.00	All 24 Wards	Target achieved	na	Programme Implemented and Monthly Reports

CHAPTER 4

CHAPTER 4

1. Organizational Development Performance

1.1 Introduction

The Municipal Manager is the Head of the Municipal administration and is subject to the policy direction of Council (in terms of Section 55 of the Municipal Systems Act, Act No. 32 of 2000). The Municipal Manager is required to form and develop an economical, effective, efficient and accountable administration.

The employment of staff is subject to the Employment Equity Act, Act No. 55 of 1998. The person appointed in any capacity must have the relevant skills and expertise to perform the duties associated with the post but the protection and advancement of persons disadvantaged by unfair discrimination is also taken into account.

1.2 Human Resources

On an annual basis, councilors and employed staff are required to sign a Code of Conduct and Declaration of Financial interest. Also, in place are the Human Resource Strategy reviewed when necessary and an Employment Equity Plan which is reviewed on an annual basis.

One challenge the Municipality has been confronted with is the non-representation of certain race and gender groups and the failure for employment opportunities to appeal to these groups. In response to alleviating the lack of capacity and scarce skills, the Municipality has adopted a policy on the retention of scarce skills.

Employment Equity for top management (Sec 54 & 56) by race and gender for 2019/2020

Target Group: Race and Gender	Level of Representation: Required Workforce	Percentage of Workforce
African Female	1	14%
African Male	5	72%
Coloured Female	0	0%
Coloured Male	0	0%
Indian Female	0	0%
Indian Male	0	0%
White Female	0	0%
White Male	1	14%
Total	7	100%

Qualification profile for Leadership, Governance and Managers

Personnel	Below NQF 1	NQF 1	NQF 2	NQF 3	NQF 4	NQF 5	NQF 6	NQF 7	NQF 8	NQF 9	NQF 10
Mayor							1				
Councillors	0	0	1	1	23	15	6				
Municipal Manager											1
Corporate Services											1

Financial Services								1			
Community Services									1		
Technical Services							1				
Protection Services									1		
Planning and Development											1
Total	0	0	1	1	23	15	8	1	2	0	3

Skills profile of employees for 2019/2020

Description	Total Number	Total Percentage %	Total Trained	Gender	
				Males	Females
Managers	40	10%	04	23	17
Professionals	56	0	0	27	29
Technicians & Associates Professionals	12	0	0	12	0
Clerical Support Workers	55	0	0	15	40
Service and Sale workers	65	0	0	43	22
Skilled Agricultural, Forestry, Fishery, Craft and Related Trade workers	01	0	0	01	0
Plant and Machinery Operators Assemblers	12	0	0	10	02
Elementary Occupations	38	0	0	23	15
Interns	11	0	0	5	6
Total	290	10%	04	159	131

Qualification profile for staff employees for 2019/2020

Personnel	Below NQF 1	NQF 1	NQF 2	NQF 3	NQF 4	NQF 5	NQF 6	NQF 7	NQF 8	NQF 9	NQF 10
Managers						14	18	03	03	02	
Professionals				01	13	23	11	06	02		
Technicians & Associates Professionals				01	08	01	02				
Clerical Support Workers				01	33	11	08	02			
Service and Sale workers				06	31	26	02				
Skilled Agricultural, Forestry, Fishery, Craft and Related				01							

Trade workers											
Plant and Machinery Operators Assemblers		03	0	04	04	0	01				
Elementary Occupations		22	03	05	04	04					
Interns							05	06			
Total		25	03	19	93	79	47	17	05	02	

1.3 Organizational Structure

To support and ensure the objectives of local government as incorporated in the White Paper are implemented within the Municipality, the administration is guided and directed by an impressive and dynamic leadership. The Ulundi Local Municipality has been structured in order to address the challenges and execute the functions delegated to it.

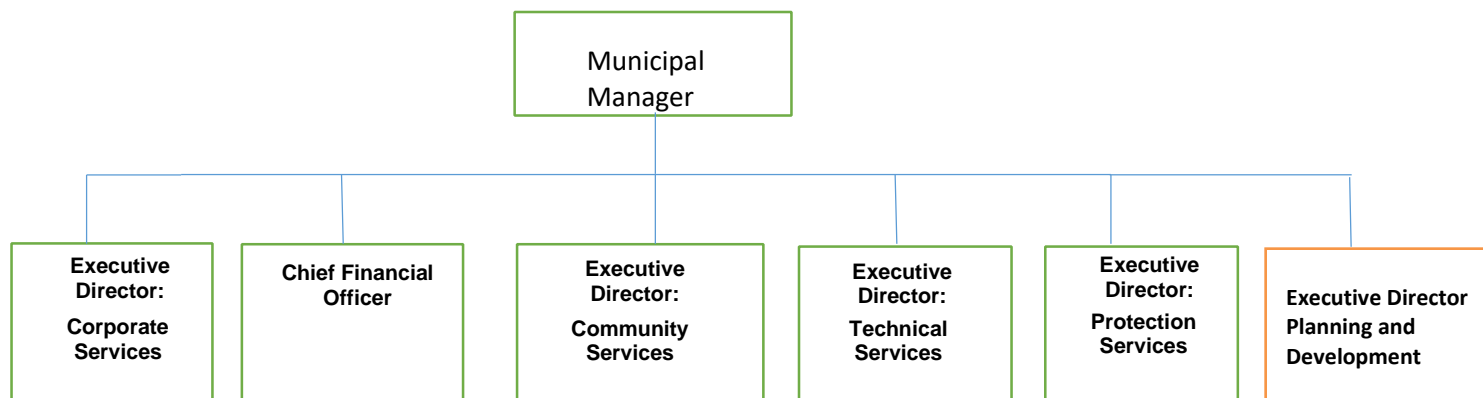
The operations of the Municipality is administered and managed by five components of Departments. Each Department is managed by a Departmental Head who is appointed in terms of Section 57 of the Local Government Municipal Systems Act, No. 32 of 2000. These departments ensure that the goals and objectives set by Council are implemented; key performance targets are achieved within the annual budget, and excellent service is delivered to the community. Each department is structures according to the line functions specified in the IDP. These Departments have sections/divisions that are headed by Level 2 and 3 Managers

The departments work closely together to provide a holistic entity and positive image of the Municipality. They also interact, co-operate, assist and support other municipal areas and Zululand District Municipality as well as provincial and national government departments.

The organization of the Municipality is as follows:

- Office of the Municipal Manager
- Corporate Services
- Technical Services
- Community Services
- Financial Services
- Protection Services.
- Planning and Development

During the 2019/2020 financial year the structure was amended to meet the changed circumstances and provide capacity in certain Sections. There is general compliance with the Amendment Act 7 of 2011 as well as gradual compliance with the Collective Agreements on Wage Curves.



1.3.1 Organogram

The Ulundi Municipality has 286 number of full-time employees and 19 part-time employees to date.

Department	Total No. of Posts	Filled Post	Funded Vacant Posts	Unfunded Vacant Posts	Number of Interns	Percentage Vacant Posts
Office of the Municipal Manager	17	16	01	0	1	6%
Corporate Services	49	45	04	0	3	8%
Financial Services	58	48	10	0	5	17%
Community Services	66	61	05	0	0	6%
Technical Services	70	56	14	0	1	20%
Protection Services	88	75	13	0	0	15%
Planning and Development	21	11	10	0	1	46%
Total	369	305	57	0	11	

2. JOB EVALUATION

The Provincial Job Evaluation Unit members and alternates for Umhlathuze Region were officially trained by Deloitte and Touch to conduct Job Evaluation, in line with KZN SALGA Policy on Job Description Evaluation and Grading.

Ulundi Municipality has submitted the Job Descriptions that need to be evaluated and the Final Outcome Report was issued to the Municipality on 21 June 2019 with 79 positions which were finalized. The Municipality has submitted other job descriptions for regrade of the posts that were not evaluated and also awaiting for their outcomes.

Due to Covid 19 pandemic the committee sittings were suspended in March 2020 and SALGA has proposed that the Job evaluation process at the Regions be conducted through virtual in line with Covid 19 Regulations.

The Ulundi Municipality has adopted the Job Evaluation Policy from SALGA in order to serve as guideline for implementation process.

3. REMUNERATION

The Ulundi Municipality Employees are remunerated in terms of the TASK Grade System. The remunerations due date is 25th and 30th of each month to permanent and contractual employees.

4. BENEFITS

Employees are receiving statutory benefits such as Medical Aid, Unemployment Insurance Fund, Housing allowance and Skills Development Levy and Pension. Other employees have Vehicle Allowances and Cellphone Allowances which are paid in terms of vehicle allowance policy and Cellphone allowance respectively.

5. PERSONNEL EXPENDITURE

During the year 2019/2020, the Ulundi Municipality has spent about **R 135 618 044.00** on employees' salaries from an annual salary budget of **R 138 898 643.00**.

6. AFFIRMATIVE ACTION

All advertised positions are in terms of Affirmative Action and Employment Equity Act.

7. RECRUITMENT

The Ulundi Municipality has recruited three (3) employees and two (2) financial interns during the financial year 2019/2020.

1.	MS BP NXUMALO	EXIMINER - DRIVERS LICENCE	2019/09/01
2.	MR NM MNCWANGO	EXIMINER - DRIVERS LICENCE	2019/09/01
3.	MISS NX CELE	PERSONAL ASSISTANT	2019/09/01
4.	MR LW XULU	FINANCE INTERN	2019/09/01
5.	MR SF ZUNGU	FINANCE INTERN	2020/06/01

8. PROMOTION

Ulundi Municipality has promoted four employees two (2) males on senior management positions, one (1) female on middle management and one (1) female on as Coordinator.

- Facilitated the promotion of Mr D.N.S Buthelezi as Deputy Director : Corporate Services on 01 July 2019.
- Facilitated the promotion of Miss N.P. Buthelezi as EPWP Coordinator on 01 October 2019.
- Facilitated the promotion of Mr S.W. Memela as Deputy Director-Strategic Operations (COO) on 01 February 2020
- Facilitated the promotion of Ms M.V. Dunge as Manager Law Enforcement on 01 April 2020

9. TERMINATION

The Ulundi Municipality has terminated the services of thirteen (13) employees, please note that two (2) financial interns contracts were terminated. 1 employee exited on normal retirement, 6 employees exited on early retirement, 1 employee resigned, and 3 employees passed away.

10. SKILLS DEVELOPMENT

The Workplace Skills Plan for 2020/2021 and Annual Training Report 2019/2020 was submitted to Local Government SETA and the acknowledgement of receipt of WSP & ATR Submission was signed by the LGSETA Administrator on the 20th of April 2020.

11. INJURY ON DUTY

Ulundi Municipality employees who were injured during this financial year 2019/2020

1. Mr W. Vilakazi	Traffic Officer	31/01/2020
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12. LABOUR RELATIONS

One disciplinary case which is in progress for Mr L.T. Simelane, Protection Officer.

13. LEAVE

The Ulundi Municipality employees took the excessive annual leave in line with the South African Local Government Bargaining Council Main Collective Agreement as well as the Basic Conditions of Employment Act as amended. At the end of the leave cycle, all leave credits was quantified to formulate leave provision for 2019/2020 and it amounted to **R12 856 556** per annum.

14. DISCHARGE DUE TO ILL HEALTH

Nil

15. EMPLOYEE ASSISTANT PROGRAMME

Ulundi Municipality had an Employee Wellness Day on the 20th of February 2020 for all employees and Councillors Wellness Day was on the 26th of February 2020.

16. GAPSKILL

The Ulundi Municipality, with the aid of the National Department of Co-operative Governance and Traditional Affairs conducted the Municipal Skills Audit to determine the skills Gap within Ulundi Municipality's employees and Councillors.

- COGTA started by providing a Councillor Development Programme that was aimed at familiarizing Councillors with Local Government environment. Furthermore, a skills audit was conducted to all Councillors in a form of questionnaires that were completed by all Councillors in order to be monitored and evaluated by COGTA in identifying the skills gap for Councillors. Skills Audit report was received by municipalities in clarifying how many Councillors required training interventions.

- COGTA has urged municipalities to start conducting the Skills Audit process themselves and capture information on the Gap-Skill System and submit back to COGTA before end of September 2020.
- This process emanated from the State of Local Government Assessment conducted in June 2019 that further reinforced the need for Skills Audit in Municipalities.
- The Cabinet Lekgotla Resolution 4.7 (June 2019) mandates local government to “prioritize and implement Skills Audit in Municipalities”, Furthermore this initiative is intended to address the state of dysfunctional municipalities.
- Ulundi Municipality has an approved Skills Development Plan which is aimed at identification and execution of training needs for the Councillors, Employees and unemployed youth during the financial year 2019/2020.

17. Organogram

Ulundi municipality Staff Establishment for 2019/2020 was approved by Council. This entails 7 Sec 54/56 Managers, 286 permanent employees and 19 contractual. (Copy is attached)

CHAPTER 5

Financial Overview

The complete set of financial information on how the Municipality performed is contained in the Audited Annual Financial Statement which are contained on this report Volume II and viewable on the Municipalities website on www.ulundi.gov.za

Sections within the department of financial Services

Finance department consist of the below listed Divisions/Units which are under the control of the Chief Financial Officer - Mr. JH Mhlongo:

Administration and Strategic Planning

- Ensure a maximum support to all divisions so that they can function optimally which will eventually benefit the community.
- Ensure that all Municipal finances are handled in accordance with the Local Government: Municipal Finance Management Act No.56 of 2003 and the funds are used for the intended programmes which benefit the community.
- Ensure that the work environment becomes educational as well to employees through continuous communication (Internal workshops, meetings, etc.)
- Strive to achieve the unqualified audit report with no matters and to maintain it.
- Ensure that the Batho Pele principles are brought into action daily.
- Municipal Standard Chart of account Regulations have been implemented successfully, challenges that arise are attended with the assistance of main financial system and sub-systems vendors.

Expenditure Management Unit –

- We strive to pay creditors within 30 days upon receipt of invoices (Invoice that is compliant to Section 20 of the VAT Act no 89 of 1999) provided that all Supply Chain Management Regulations are complied with.
- We strive to pay employee related costs and Councillors remuneration on time. Both costs respectively are within Treasury Norms when considered to total operating expenses.
- Payments are made in compliance with Municipal Finance Management Act Circular No.82 of 2016 – Cost Containment Measures.

Revenue Management Unit

- Municipality has the following streams of revenue: Service charges (Electricity Sales and Refuse collection), Rates, Government Operating Grants (Equitable share, Financial management Grant, Extended Public Works Programme, Provincialization of Libraries) and other revenue (Rates clearance certificates, Traffic fines and Licenses Valuation Certificates, Reconnection fees, Facilities hire, Business licences)
- Revenue management is driven by Council Policies and by-laws. One of our Policies which is Indigent Policy which emphasizes on the well-being of our community and surrounding areas of Ulundi. Consumers who qualify as indigents are given 50kwh pm of electricity and 100% rebates on refuse and Property Rates. Council is also providing R45 000 as additional rebates to Rates for all our residence. Based on the Revenue Enhancement Strategy, community is

encouraged to pay for services so that Ulundi Municipality can deliver the services to the community. All our commercial customers including Government are encouraged to make a once off payment for annual property rates. This will enhance revenue, as a result the debtors' book will decrease. This drive is supported by Senior Management and the municipal staff members.

- Main purpose of the unit is to protect and enhance revenue position to enable the objectives of the municipality by implementing Council's Policies, By-Laws and Strategies.
- Effective revenue management means that all consumers are billed correctly for all services received and all property owners are billed correct property rates in accordance with the Local Government Property Rates Act, 2004 as amended in 2014. Revenue, as a product of service delivery and the municipal valuation roll, is dependent on the extent and use of land and services provided, as well as on the municipality's ability to accurately and comprehensively identify, record and manage all its revenue sources. Monthly reconciliations are performed between the valuation roll and the billing system, as well as regular data verification tests done to ensure that consumption charges are within acceptable norms.
- The following areas were prioritized during the financial year to achieve Improved Revenue Management;
- Collection rate of 90% targeted;
- Ongoing completeness of revenue reconciliations;
- Reduction of outstanding government debt – various initiatives are underway to reduce government debt and ensure ongoing payment for services;
- Improved indigent management;
- Council's revenue enhancement strategy;
- Ulundi Financial Recovery Plan

Supply Chain Management Unit

- This unit ensures that there is maximum compliance with Supply Chain Management Regulations and Municipal Policy in sourcing of goods and services.
- Ensure a transparent, fair, and economic manner of sourcing of good and services.
- Monthly and Quarterly Reports have been submitted in respect with the procurement of goods and services in terms of Municipal Approved Supply Chain Management Policy and Local Government: Municipal Finance Management Regulations (Published in terms of Act No.56 of 2003).The situation was also strengthened by the introduction of a Contract Management system as well as Central Suppliers database the training of which was facilitated by the dedicated delegates from the Provincial Treasury.
- All officials within this section have met minimum competencies.

Assets management Unit

- This unit is responsible for the maintenance of the Municipal Asset Register with a value of over R 350 million and Investment property to the value of about R 9.1 million and there have been no non-compliance findings reported by Auditor General's office in the Audit report for the past three financial years

- In terms of Section 96 of the Local Government: Municipal Finance Management Act No.56 of 2003 by means of unique identification of new assets, verification and monitoring the movement of assets which determines the existence and condition of the asset there after calculating depreciation of the asset as opposed to its useful life to determine future economic benefit and to be able to make provisions for replacement timeously (Budget).
- It is worth noting that this function is done by the municipal officials.

Information Technology Unit

- The major role of Information Technology (IT) division is to support business processes of the Municipality. This is achieved by providing a stable, secure and efficient network environment to allow efficient operation of all computer systems in the Municipality. Due to the recent upgrade of the whole network infrastructure, the network environment is now built with more durable hardware devices that run latest technologies which enable effective monitoring of user activities on the network.
- Furthermore, the network infrastructure will allow the municipality to offer free Wi-Fi to the community at the municipal library once further configurations on the network are completed. The free Wi-Fi access will be an added value and a contribution to advancement of education, especially to learners utilising the library and in addition to that, IT division will also design a website specifically for the library. The website will provide more information about the services offered in the library and possibly allow community to interact with the website.
- The website design, development and maintenance has been done in-house. The insourcing comes with several benefits – efficient updating of the website is one of the benefits. Part of our plans is improving the municipal website by developing in functions that allow community to interact with the municipality for queries and complements. This will improve the communication between municipality and the community.

Financial support, budget process management and budget reporting section

- The process which is led by Schedule of key budget deadlines to the approval of each MTREF (Medium Term Revenue and Expenditure Framework) is a cycle (Draft Budget, Adjustment Budget, Final Budget and In year monitoring reports), commencing immediately after the ensuing years MTREF is approved by Council.
- In the 2019/20 financial year municipality complied with MFMA in tabling and approval of budgets within legislated timeframes.
- A budget consultation process which was undertaken with different municipal stakeholders through meetings. Attendance by the Community attendance in these consultation meetings are always improving and the understanding of the municipal process by the community is also encouraging to note.
- National Treasury endeavours through support to ensure that municipalities prepare a budget document that provides concise and understandable financial and non-financial information, which will ensure that informed decisions are made to promote effective financial management and service delivery. By ensuring that the allocation of financial resources is aligned to service delivery targets it will be clear what services are being promised when budgets are approved.
- The municipality's activities are as per MFMA Section 21 (1)(b)(i), which states that the Mayor of a municipality must approve the Budget Process Plan at least 10 months prior the

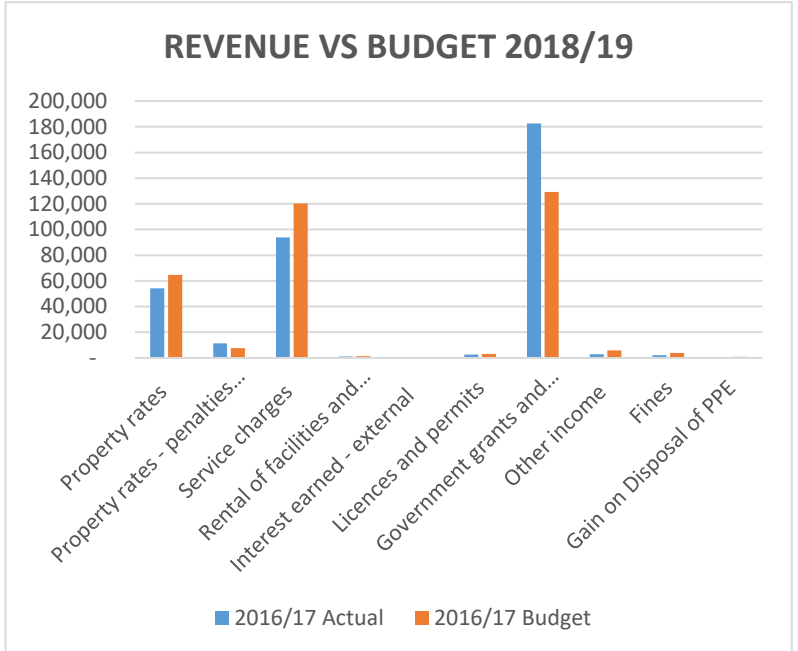
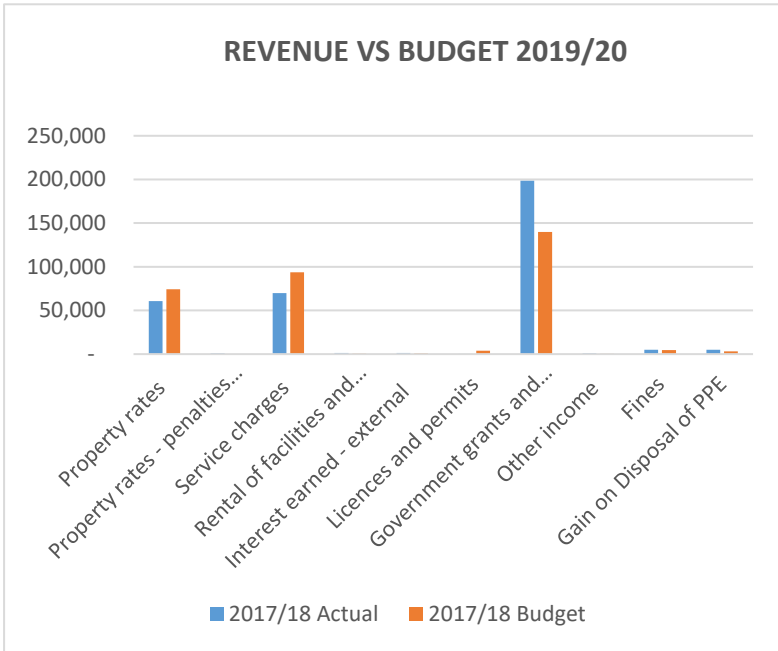
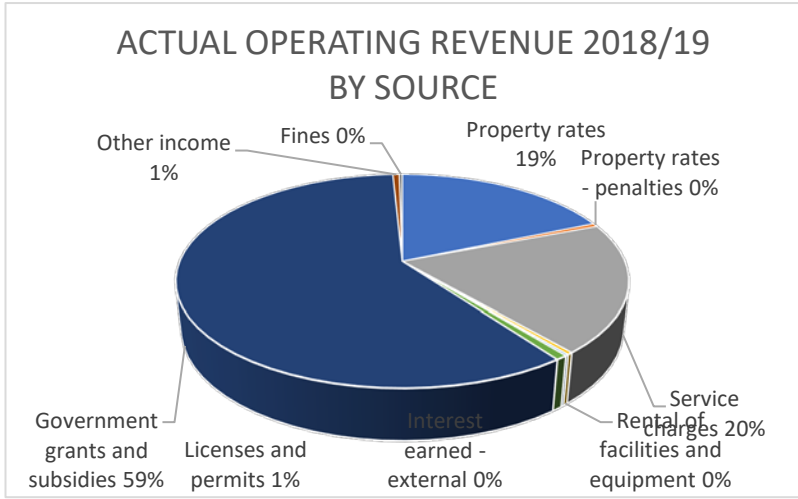
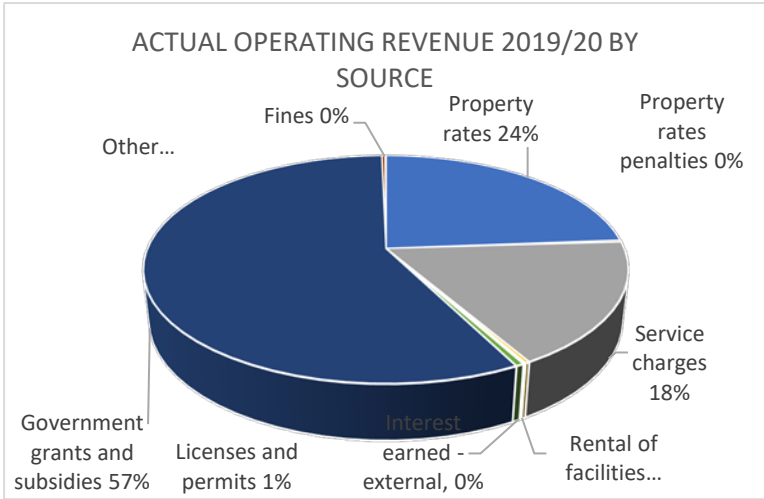
start of the budget year and table in the municipal council a time schedule outlining key deadlines for the preparation, tabling and approval of the annual budget.

- The MFMA Act no.56 of 2003 section 71 requires the Municipality to submit a Financial Report within 10 working days of each month, the Municipality must submit monthly report (s71) in the form of Data Strings which has been successfully uploaded for all the months. On a monthly basis these Financial Reports are submitted to the Executive Committee for Reporting purposes.
- The Municipality continues to engage with both National and Provincial Treasuries where there are still challenges and errors in the reports submitted.
- Municipality is current transacting on version 6.3 and all segments have been fully implemented with an exception of costing segment.
- The Municipality participates in the Internship Programme which allows graduates in the financial field to be exposed to Financial Management for a maximum of two years and in this program a maximum of five interns are subjected to a three month rotational plan where they are deployed to different divisions / sections of the department for relevant training purposes and this is in line with the conditions of the Financial Management Grant (FMG). In the past decade this program has been a success since all the interns has been absorbed by the municipality. This is monitored through the personal development plans signed off before rotation.
- It is worth mentioning that Annual and Interim Financial Statements are internally prepare by the municipality's officials and the unqualified audit reports have been received by the municipality for over past five years.

Statement of Financial Performance Pearl (Please complete columns with yellow for now Summary

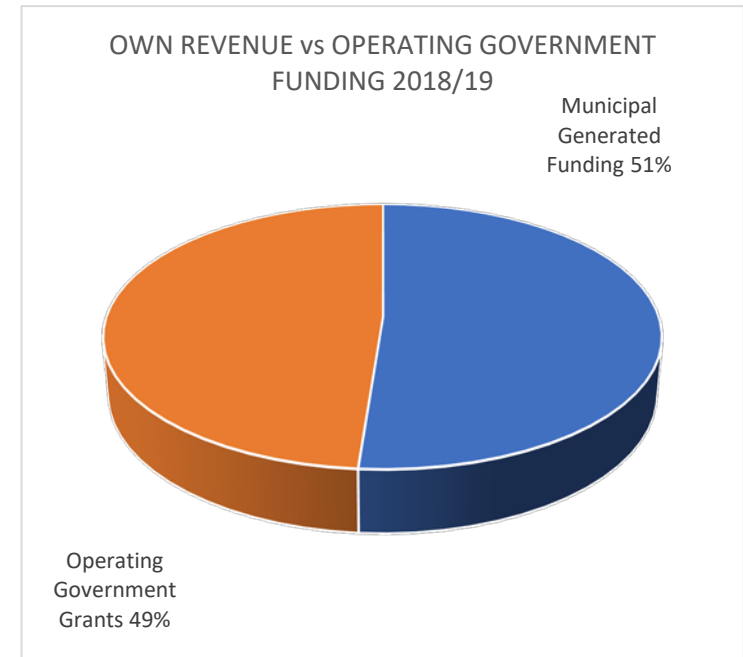
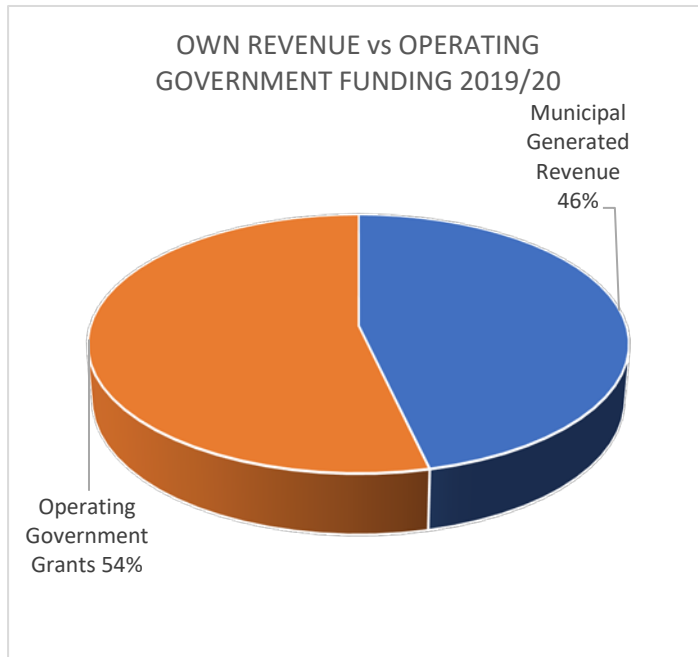
The statement of financial performance reflects a summary of income and expenditure below:

1. Actual operating Revenue versus Budget				
No	Description	Actual Revenue-19/20 ('R)	Budget - 19/20 ('R)	Actual Revenue-18/19 ('R)
1.	Property rates	96 643 522	92 841 000	64 540 056
2.	Property rates - penalties imposed and collection charges	1 055 311	1 692 000	1 751 243
3.	Service charges	71 308 175	80 982 477	67 716 380
4.	Rental of facilities and equipment	966 878	1 484 300	1 127 248
5.	Interest earned - external	609 090	1 055 000	724 229
6.	Licences and permits	1 887 709	2 000 000	2 501 560
7.	Government grants and subsidies	232 260 616	193 597 770	205 349 009
8.	Other income	1 072 337	1 385 681	1 906 618
9.	Fines	317 929	2 500 000	889 421



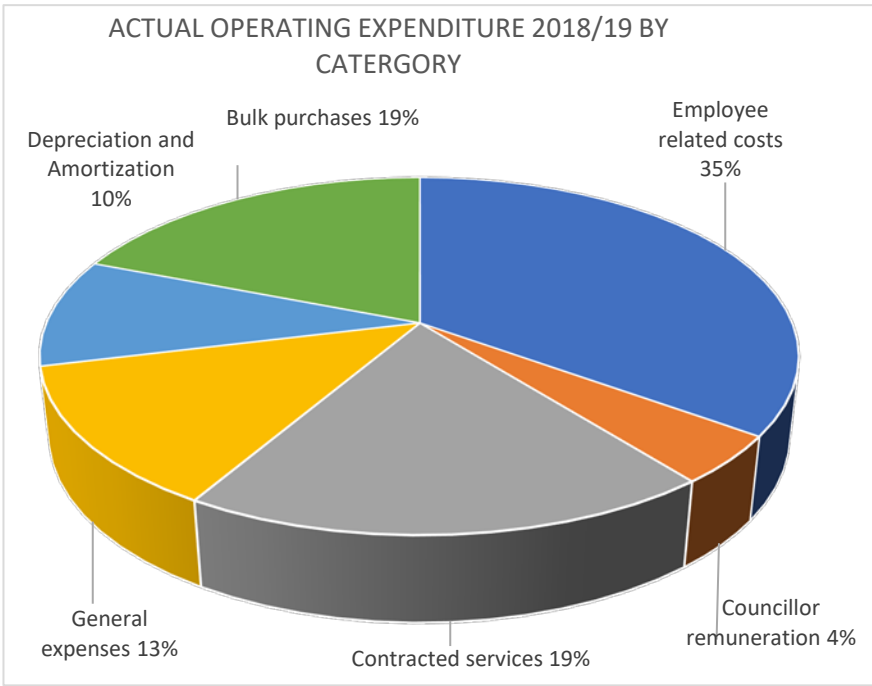
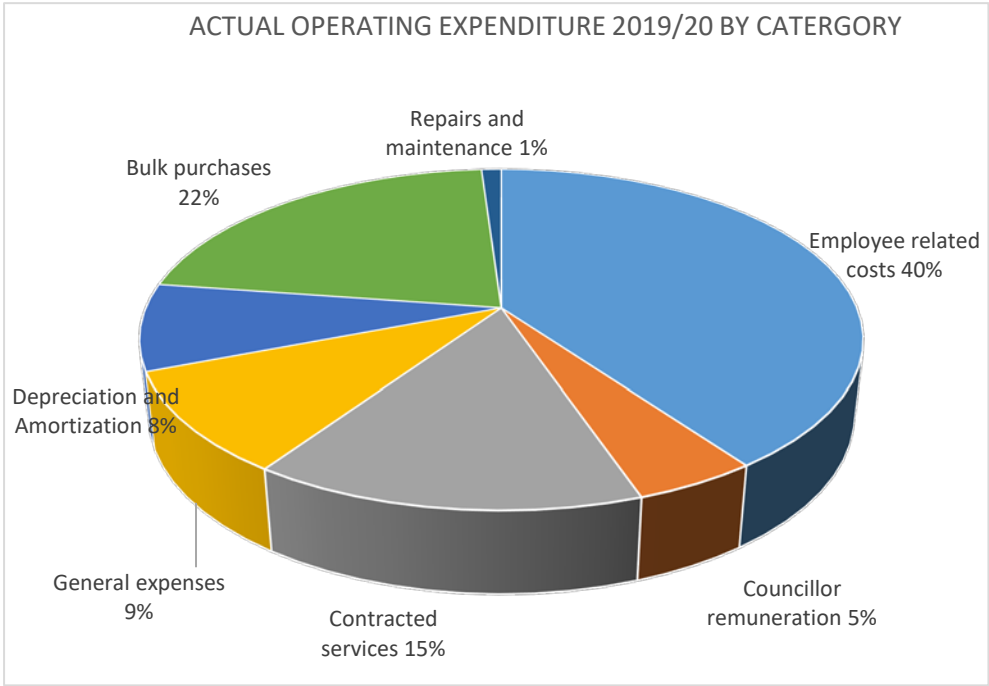
2. Municipal reliance on Government Grants (Own revenue versus Operating Government Grants)

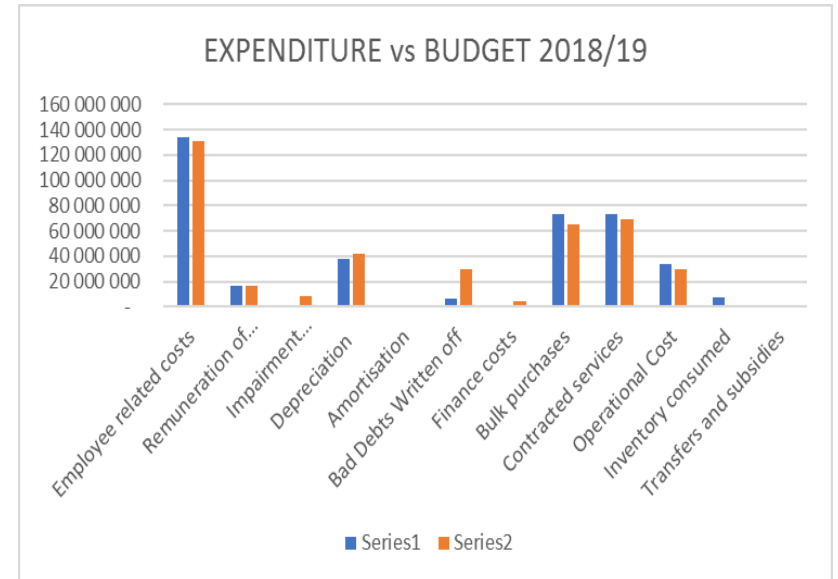
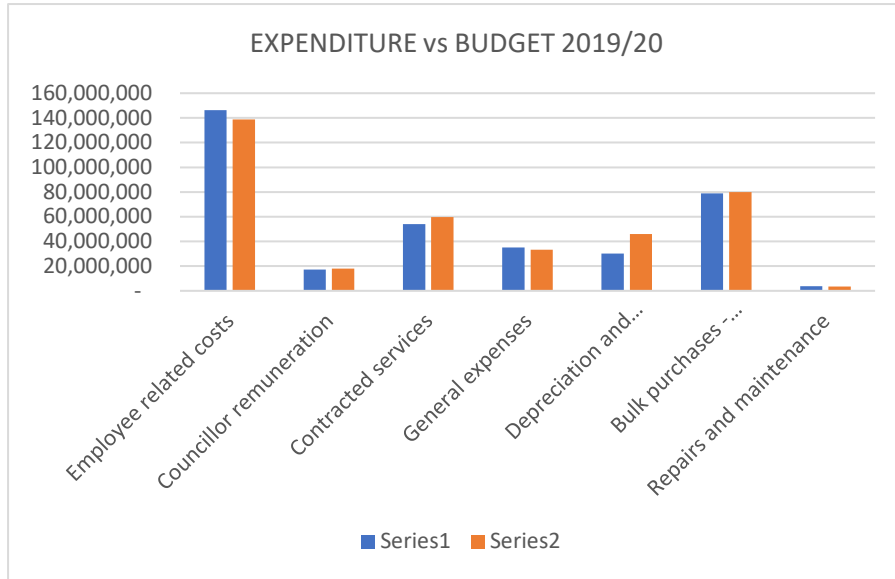
No	Description	Actual Revenue 2019/20 ('R)	Actual Revenue-2018/19 ('R)
1.	Municipal Generated revenue	173 890 950	177 491 755
2.	Operating Government Grants	201 360 616	169 014 009



The slight reduction in own revenue due to the revenue challenges faced by the Municipality to collect from the ITB and Farmers while the account accumulate interest continuously.

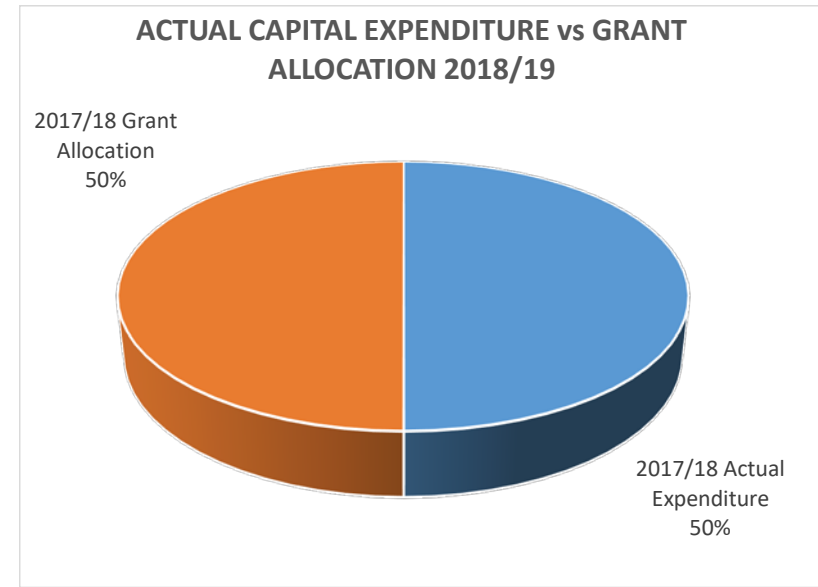
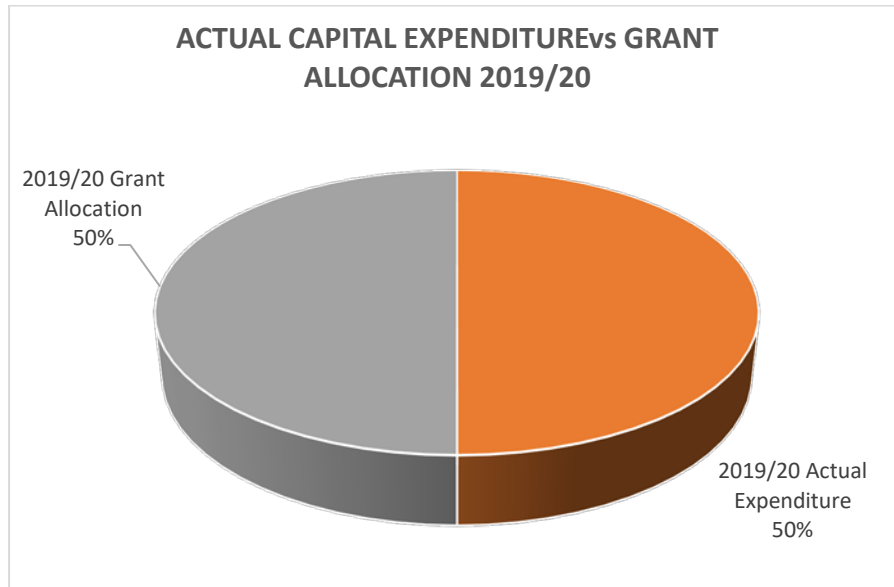
3. Actual operating expenditure				
No	Description	Actual Expenditure-2019/20 ('R)	Budget - 2019/20 ('R)	Actual Expenditure-2018/19 ('R)
1.	Employee related costs	146 403 803	138 898 643	134 294 033
2.	Councillors remuneration	17 099 648	17 997 000	16 720 824
3.	Contracted services	54 030 009	59 764 622	73 439 103
4.	General Expenses	35 025 520	33 411 697	48 749 049
5.	Depreciation and Amortization	38 078 666	46 000 000	37 729 956
6.	Bulk purchase – Electricity	79 006 425	79 980 000	73 077 867
7.	Repairs and maintenance	3 856 533	3 437 126	





Employee related costs is within the norm as guided by Municipal Finance Management Act Circular No. 71. The increase are mostly due to the general price increase as guided by Municipal Finance Management Act circular No 94 which suggested that 6.25% be applied.

4. Actual Capital expenditure – 17/18;18/19 & 19/20					
No	Description	Actual Expenditure-19/20 ('R)	Grant allocation ('R)	Actual Expenditure-18/19 ('R)	Grant allocation 17/18 ('R)
1.	Expenditure (MIG)	30 900 000	30 900 000	36 335 000.00	31,388 000
29 .	Expenditure (INEP)	18 000 000	18 000 000	18 000 000	26,000 000



Municipality incurred an expenditure which in line with the conditions of the grants as prescribed in Division of Revenue Act.

5. Analysis and Interpretation of Annual Financial Statements

Ratio	Norm	Result	Comment
Capital Expenditure to Total Expenditure	10% - 20%	30 900 000 / 28 241 783 *100= 91%	The Municipality managed to prioritise the budget towards service delivery and this is evidenced by the ratio which is 91% which is way above the stipulated norm
Capital Expenditure Budget Implementation Indicator	95% - 100%	30 900 000 / 28 241 783 *100= 91%	The ratio indicates that the Municipality has used all the capital allocations towards service deliver in accordance with the grant conditions as shown on the result where all grant allocation was utilised.

CHAPTER 6

6.1 Auditor-General's Audit Findings

The municipality received an unqualified audit report for the 2018/2019 financial year with matters of emphasis. An action plan on matters raised was developed and monitored during the 2019/2020 financial year, as depicted hereunder.

Mr. NG Zulu
The Accounting Officer
Ulundi Municipality
Private Bag X17
ULUNDI
3838

30 November 2019

Reference: 60637REG18-19

Dear Sir

Report of the Auditor-General on the financial statements and other legal and regulatory requirements of Ulundi Municipality for the year ended 30 June 2019

1. The above-mentioned report of the Auditor-General is submitted herewith in terms of section 21(1) of the Public Audit Act of South Africa read in conjunction with section 188 of the Constitution of the Republic of South Africa section 121(3) of the Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA).
2. We have not yet received the other information that will be included in the annual report with the audited financial statements and have thus not been able to establish whether there are any inconsistencies between this information and the audited financial statements and the reported performance against pre-determined objectives. You are requested to supply this information as soon as possible. Once this information is received it will be read and should any inconsistencies be identified these will be communicated to you and you will be requested to make the necessary corrections. Should the corrections not be made we will amend and reissue the audit report.
3. In terms of section 121(3) of the MFMA you are required to include the audit report in the Municipality's annual report to be tabled at your Council meeting.
4. Until the annual report is tabled as required by section 127(2) of the MFMA the audit report is not a public document and should therefore be treated as confidential.
5. Prior to printing or copying the annual report which will include the audit report you are required to do the following:
 - Submit the final printer's proof of the annual report to the relevant senior manager of the Auditor-General of South Africa for verification of the audit-related references in the audit report and for confirmation that the financial statements, annual performance report and other information are those documents that have been read and audited. Special care should be taken with the page references in your report, since an incorrect reference could have audit implications.
 - The signature *Auditor-General* in the handwriting of the auditor authorised to sign the audit report at the end of the hard copy of the audit report should be scanned in when

preparing to print the report. This signature, as well as the place and date of signing and the Auditor-General of South Africa's logo, should appear at the end of the report, as in the hard copy that is provided to you. The official logo will be made available to you in electronic format.

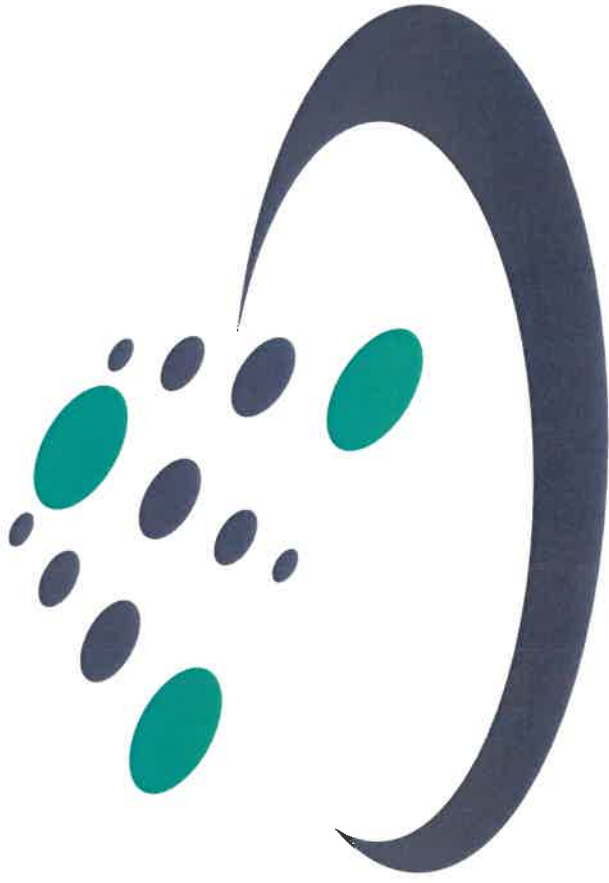
6. Please notify the undersigned senior manager well in advance of the date on which the annual report containing this audit report will be tabled.
7. You are kindly requested to draft and implement an action plan to address all matters in the attached management report and the audit report.
8. Your co-operation to ensure that all these requirements are met would be much appreciated.
9. Kindly acknowledge receipt of this letter.

Yours sincerely



Preshnee Moonia
Senior Manager: KwaZulu-Natal

Enquiries: Brian Marshall
Telephone: (033) 264 7400
Fax: (033) 264 7596



**A U D I T O R - G E N E R A L
S O U T H A F R I C A**

Auditor-General of South Africa
Ulundi Municipality
Audit report 2018-19

Report of the auditor-general to the KwaZulu-Natal Provincial Legislature and council on Ulundi Municipality

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the Ulundi Municipality set out on pages ... to ..., which comprise the statement of financial position as at 30 June 2019, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of budget information with actual information for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, the financial statements present fairly, in all material respects, the financial position of the Ulundi Municipality as at 30 June 2019, and its financial performance and cash flows for the year then ended in accordance with the South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and the requirements of the Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act of South Africa, 2018 (Act No. 1 of 2018) (Dora).

Basis for opinion

3. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of this auditor's report.
4. I am independent of the municipality in accordance with sections 290 and 291 of the International Ethics Standards Board for Accountants' *Code of ethics for professional accountants* and, parts 1 and 3 of the International Ethics Standards Board for Accountants' *International Code of Ethics for Professional Accountants (including International Independence Standards)* (IESBA codes) as well as the ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA codes.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Material uncertainty relating to going concern

6. I draw attention to the matter below. My opinion is not modified in respect of this matter.
7. I draw attention to note 40 to the financial statements, which indicates that the municipality incurred a deficit of R37,22 million for the year and as of that date the municipality's current liabilities exceeded its current assets by R124,29 million. These conditions, indicate the existence of a material uncertainty that may cast significant doubt on the municipality's ability to continue as a going concern in the foreseeable future.

Emphasis of matters

8. I draw attention to the matters below. My opinion is not modified in respect of these matters.

Material losses – receivables from exchange transactions

9. As disclosed in the statement of financial performance, material losses of R6,46 million was incurred as a result of irrecoverable trade debtors written off.

Material losses – electricity

10. As disclosed in note 37 to the financial statements, material electricity losses of R22,49 million (2017-18: R23,44 million) were incurred, which represent 36% (2017-18: 36%) of total electricity purchased. This was due to illegal connections and inaccurate meter readings.

Other matter

11. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited disclosure notes

12. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it.

Responsibilities of accounting officer for the financial statements

13. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the SA Standards of GRAP and the requirements of the MFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

14. In preparing the financial statements, the accounting officer is responsible for assessing the municipality's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the municipality or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

15. My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

16. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Report on the audit of the annual performance report

Introduction and scope

17. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report material findings on the reported performance information against predetermined objectives for the selected programme presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.
18. My procedures address the reported performance information, which must be based on the approved performance planning documents of the municipality. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures also did not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
19. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the basic service delivery objective presented on pages xx to xx in the annual performance report of the municipality for the year ended 30 June 2019.
20. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
21. I did not raise any material findings on the usefulness and reliability of the basic service delivery objective.

Other matter

22. I draw attention to the matter below.

Achievement of planned targets

23. The annual performance report on pages XX to XX includes information on the achievement of planned targets for the year.

Adjustment of material misstatements

24. I identified material misstatements in the annual performance report submitted for auditing. These material misstatements were on the reported performance information of the basic service delivery objective. As management subsequently corrected the misstatements, I did

not raise any material findings on the usefulness and reliability of the reported performance information.

Report on the audit of compliance with legislation

Introduction and scope

25. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the compliance of the municipality with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
26. The material findings on compliance with specific matters in key legislation are as follows:

Annual financial statements

27. The annual financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122 of the MFMA. Material misstatements on non-current liabilities, commitments and cash flow statement identified by the auditors in the submitted financial statements, were subsequently corrected, resulting in the financial statements receiving an unqualified audit opinion.

Expenditure management

28. Money owed by the municipality was not always paid within 30 days, as required by section 65(2)(e) of the MFMA.
29. Reasonable steps were not taken to prevent fruitless and wasteful expenditure amounting to R11,08 million, as disclosed in note 34.1 to the financial statements, in contravention of section 62(1)(d) of the MFMA. The majority of the expenditure was due to penalty interest incurred on late payment of accounts.
30. Reasonable steps were not taken to prevent irregular expenditure amounting to R72,61 million as disclosed in note 34.2.1 to the financial statements, as required by section 62(1)(d) of the MFMA. The majority of the irregular expenditure was caused by the preference point system not being applied and bid documentation for the procurement of commodities designated for local content and production not stipulating minimum thresholds.

Consequence management

31. Irregular as well as fruitless and wasteful expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(b) of the MFMA.

Human resource management

32. Appropriate systems and procedures to monitor, measure and evaluate performance of staff below the level of deputy director were not developed and adopted, as required by section 67(1)(d) of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000) (MSA).

Procurement and contract management

33. Some of the goods and services with a transaction value of below R200 000 were procured without obtaining the required price quotations, in contravention of by supply chain management (SCM) regulation 17(a) and (c). Similar non-compliance was also reported in the prior year.
34. The preference point system was not applied to some of the procurement of goods and services above R30 000 as required by section 2(a) of the Preferential Procurement Policy Framework Act, 2000 (Act No. 5 of 2000).
35. Some of the bid documentation for procurement of commodities designated for local content and production, did not stipulate the minimum threshold for local production and content as required by the 2017 preferential procurement regulation 8(2). Similar non-compliance was also reported in the prior year.
36. Some of the quotations were accepted from bidders who did not submit a declaration on whether they are employed by the state or connected to any person employed by the state, as required by SCM regulation 13(c).

Other information

37. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report and the selected program presented in the annual performance report that have been specifically reported in this auditor's report.
38. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion thereon.
39. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected objectives presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.
40. The other information I obtained prior to the date of this auditor's report is the accounting officer's report. The mayor's foreword and audit committee's report are expected to be made available to me after 30 November 2019. If based on the work I have performed, I conclude that there is a material misstatement in this other information, I am required to report that fact. I have nothing to report in this regard.
41. When I do receive and read the mayor's foreword and audit committee report, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

Internal control deficiencies

42. I considered internal control relevant to my audit of the financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. The matters reported below are limited to the significant internal control deficiencies that resulted in the findings on compliance with legislation included in this report.
43. Senior management did not implement proper records management systems for the maintenance of documents supporting financial information. This contributed to inaccurate reporting as evidenced by the quality of the financial statements. Management did not always adhere to legislative requirements pertaining to procurement, expenditure management and consequence management due to staff not fully understanding the requirements of the applicable legislation.

Auditor-General

Pietermaritzburg

30 November 2019



AUDITOR - GENERAL
SOUTH AFRICA

Auditing to build public confidence

Annexure – Auditor-general’s responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements, and the procedures performed on reported performance information for selected programmes and on the municipality’s compliance with respect to the selected subject matters.

Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor’s report, I also:
 - identify and assess the risks of material misstatement of the financial statements whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control
 - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality’s internal control
 - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
 - conclude on the appropriateness of the accounting officer’s use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Ulundi Municipality’s ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor’s report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify the opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor’s report. However, future events or conditions may cause a municipality to cease continuing as a going concern
 - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation

Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also confirm to the accounting officer that I have complied with relevant ethical requirements regarding independence, and communicate all relationships and other matters that may reasonably be thought to have a bearing on my independence and, where applicable, related safeguards.

ULUNDI MUNICIPALITY
ACTION PLAN ON A-G'S FINDINGS: 2018/2019

ACHIEVED = Remedial Action has been completed

NOT ACHIEVED = Remedial Action not completed by the Impleme

ON-GOING/IN PROGRESS = No specific Implementation Date / Pc

NOT DUE YET = Implementation date not yet arrived.

Updated: 08/07/2020

No.	A-G Finding	Causal Factors	Remedial Action Plan	Responsible HoD	Implimentati on Date	Management Reported Progress	Evidence (POE) Required	Status	Internal Audit Comments
1	Material uncertainty relating to going concern. AR 7: The municipality incurred a deficit of R37.22m for the year and as of that date the municipality's current liabilities exceeded its current assets by R124.29m.		1. Strive to honour payments within 30 days and as at the end of the fin/year.	Chief Financial Officer	01/07/2019	The deficits that was shown on the Annual Financila Statements was inclusive of non cash items. There is a payment plan to adress the Eskom debt.	Monthly creditors recons. Annexure A		Based on our review, we have noted that the Municipality is still under going concern risk as the Liabilities Exceeds assets and the creditors are not paid . We have noted that the there is Eskom payment plan in place. We have also noted that the monthly payments are being made.
			2. Performance of current ratio and acid test ratio analysis.	Chief Financial Officer	Monthly from end of Jan'20	Cashflow and ratio analysis done and evidence submitted.	2. Cashflow and ratio analysis.		The cashflow analyses was not completed for all months, it was last updated with October 2019 figures , the ratio analyses are not comlpted with 2019-2020 figure .
2	Material losses - receivables from exchange transactions; AR 9: As disclosed in the Statement of financial Performance material losses of R6.46 m was incurred as a result of irrecoverable trade debors written off.	Data cleansing which is part of debt management	Enforcement of the Credit Conrol and Debt Collection Policy	Chief Financial Officer	Ongoing	The write off was part of the data cleansing which is guided by the Debt and Credit Control Policy. There is no action to be taken towards this item.	1. Interim annual financial statements.		We could not perform follow up, as management has indicated that write off was part of cleansing.
							2. Monthly Reconciliation of non current liabilities and commitments and cashflow statements.		The cashflow analyses was attached to POE , however it was not completed updated as most figures were updated until October 2019. the Non Current Liabilities and commitments reconciliation was not performed. We have noted that there creditors reconciliations were atatched , the Non current liabilities were not attached.
3	Material losses - electricity; AR 10: The municipality incurred material electricity losses of R22,49 m which represents 36% of total electricity purchased.	Inaccurate meter readings and illegal connections.	1. Monthly Pre-billing checks.	Director, Technical	Monthly	Pre-billing for Jan done. Pre-billing for Feb done. Pre-billing for Mar done. Pre-billing for Apr done. Pre-billing for May - outstanding. Pre-billing for Jun done.	1. Pre billing report.		Through inspection of the Electrical information , it was noted that the Meter Auidt were we performed before lockdown and we disrupted for three months.

			2. Meter auditing and disconnections.	Director, Technical	Monthly	<p>Meter audits: January = 836 February = 740 March = 861 April = Nil May = Nil June = Nil</p> <p>Disconnections: January = 140 February = 213 March = 242 April = Nil May = 141 June = 125</p>	2. Audit and disconnection monthly report.	
4	Annual Financial Statements; AR27: The Annual Financial Statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122 Of the MFMA. Material misstatements on non current liabilities, commitments and cashflow statements identified by the auditors in the submitted financial statements were subsequently corrected, resulting in the financial statements receiving an unqualified audit opinion.	Interim Financial Statements not done.	Interim Financial Statements will be produced by no later than 28 February 2020.	Chief Financial Officer	28/02/2020	Currently Interim Financial Statements are being prepared in order to achieve the 28 February 2020 deadline.	1. Interim annual financial statements. Annexure B	Based on our review, the Interim Afs were done, however there were Material variances that we noted.
							2. Monthly Reconciliation of non current liabilities and commitments and cashflow statements.	Based on our review, the Interim Afs were done, however there were Material variances that we noted.
5	Expenditure Management; AR 28: Money owed by the municipality was not always paid within 30 days, as required by section65(2)(e) of the MFMA.	This municipality has a challenge with Eskom debt which hinders timeous payments to other creditors such as Pension fund and SARS.	1. A 5-year Repayment Plan has been entered into with Eskom.	Chief Financial Officer	10/1/2019	1. New plan is attached as Eskom rejected the five year plan and opted for three years which is yet to be signed. Annexure E	1. 5-year Repayment Plan document. Annexure E	Eskom payment plan in place. We have also noted that the monthly payments are being made.
			2. Continued implementation of the Financial Recovery Plan so that there is more expendable cash save for filling of critical positions.	Chief Financial Officer	10/1/2019	The municipality strives to honor the Eskom invoices and repayment plan.	2. Proof of payment to Eskom. Annexure F	Based on our review we have noted that most creditors are still not being paid within 30 days due to going concern issues.
			3. Avoidance of payment of interest on late payments to other creditors.	MM	10/1/2019	Cashflow meetings were held; attendance registers and minutes submitted as evidence. From March to date, no Cashflow meetings were held due to disruptions occasioned by the introduction of the national Lockdown.	3. Proof of monthly cashflow management meetings.	Based on our review we have noted that most creditors are still not being paid within 30 days due to going concern issues.

			4. Downward adjustment of budget.	Chief Financial Officer	10/1/2019	Budget was adjusted in line with the needs of the municipality and also taking into account the Budget Funding Plan as approved by Council.	4. Nov'2019 Special Budget adjustment and Feb'20 Budget adjustment. Annexure G		Based on council resolution it was noted that the budget was revised downwards.
			5. Compliance with National Treasury Regulations No 97.	Chief Financial Officer	10/1/2019	All monthly reports have been submitted via data strings successfully.	5. Section 71 Reports. Annexure H		During the review on mid year reports and budget information it was noted that the data strings were successfully submitted on monthly level.
6	Expenditure Management; AR 29: Reasonable steps were not taken to prevent fruitless and wasteful expenditure amounting to R11.08m as disclosed in Note 34.1 to the FS, in contravention of s62 (1) (d) of the MFMA. The majority of the expenditure was due to penalty interest incurred on late payment of accounts.	This municipality has a challenge with Eskom debt which hinders timeous payments to other creditors such as Pension fund and SARS.	1. A 5-year Repayment Plan has been entered into with Eskom	Chief Financial Officer	10/1/2019	1. New plan is attached as Eskom rejected the five year plan and opted for three years which is yet to be signed. Annexure E	1. 5-year Repayment Plan document. Annexure E		Based on our audit it was noted that there was a committee established to manage assist Mpac Committee in investigating the UIWF . The UIWF unto the month of January 2020, has been investigated and forward to Municipal Mpac committee for further investigation and recommendations. in the meeting held in May 2020..
			2. Continued implementation of the Financial Recovery Plan so that there is more expendable cash save for filling of critical positions.	Chief Financial Officer		Payments made as per Repayment Plan. Proof of payments submitted as evidence.	2. Proof of 100% payment to Eskom. Annexure F		Based on the review of Finance recovery plan there has not been changes on the implemnetion of the recovery plan.
			3. Avoidance of payment of interest on late payments to other creditors.	MM		Cashflow meetings were held; attendance registers and minutes submitted as evidence. From March to date, no Cashflow meetings were held due to disruptions occasioned by the introduction of the national Lockdown.	3. Proof of monthly cashflow management meetings.		Based on the review, it was noted creditors are still not paid within 30 days due to Going Corncern Issues.
			4. Downward adjustment of budget.	Chief Financial Officer		Budget was adjusted in line with the needs of the municipality and also taking into account the Budget Funding Plan as approved by Council.	4. Nov'2019 Special Budget adjustment and Feb'20 Budget adjustment. Annexure G		Based on council resolution it was noted that the budget was revised downwards.
			5. Compliance with National Treasury Regulations No 97.	Chief Financial Officer		5. All MFMA Section 71 Reports have been successfully submitted within legislated date. Annexure H	5. Section 71 Reports. Annexure H		Through inspection of section 71 reports, it was submitted on time.

7	<p>Expenditure Management; AR 30: Reasonable steps were not taken to prevent irregular expenditure amounting to R72.61 million as disclosed in note 34.2.1 to the financial statements, as required by section 62(1)(d) of the MFMA. The majority of the irregular expenditure was caused by the preference point system not being applied and bid documentation for the procurement of commodities designated for local content and production not stipulating minimum thresholds.</p>	<p>This was due to SCM regulation 32 awards which were effected from previous financial years.</p>	<ol style="list-style-type: none"> 1. A resolution to do away with SCM regulation 32 was taken by Management. 2. Training of all bid committee members. 3. Always comply with SCM i.r.o. obtaining quotations. 4. For all quotations, declarations to be obtained. 5. To appoint all contractors through competitive bidding. (It is however noted that payments i.r.o. turnkey awarded projects will continue taking place). 	<p>All HOD's</p>	<p>1-Jul-19</p>	<p>In all current bids/tenders, local production content is evaluated.</p> <p>There has been on BID awarded which is for service. Annexure J</p>	<p><i>All bids awarded in 2019/20 financial year to comply as undertaken. (IA to audit as per Audit Plan). Annexure J</i></p>		<p>Through audit of SCM it was noted there were no new tenders for the period under review. We have noted they are still irregular expenditure incurred on tenders that were initially reported by the AG in the previous financial year. We have inspected the register and irregular expenditure was not disclosed as such.</p>
8	<p>Consequence management; AR 31: Irregular as well as fruitless and wasteful expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by Section 32(2) (b) of the MFMA.</p>	<p>UIFWE Committee with approved TOR did not exist.</p>	<p>UIFWE Committee to do investigations and report.</p>	<p>MM</p>	<p>Ongoing</p>	<p>UIFWE Committee sat in May'20 to consider all cases of Fruitless & Wasteful Expenditure (15) that happened since July 2019 to January 2020. [Report attached]</p> <p>The Committee will sit again shortly to conclude on all outstanding cases from Feb'20 to Jun'20.</p>	<p><i>Investigation Report.</i></p>		<p>Based on our audit it was noted that there was a committee established to manage assist Mpac Committee in investigating the UIWF. The UIWF until the month of January 2020, has been investigated and forwarded to Municipal Mpac committee for further investigation and recommendations. In the meeting held in May 2020.</p>
9	<p>Human resource management; AR 32: Appropriate systems and procedures to monitor, measure and evaluate performance of staff below the level of deputy director, were not developed and adopted, as required by s67 (1) (d) of the LG Systems Act 2000.</p>		<p>1. Establish a joint committee between Corporate & MM's Office to drive the process.</p>	<p>Director, Corporate</p>	<p>1/31/2020</p>	<p>Meeting was held; Notice of Meeting, Agenda and Attendance Register submitted as evidence.</p>	<p><i>1. Notice of Meeting, Agenda and Attendance Registers.</i></p>		<p>Through inspection of agenda, it was noted that the joint operation was held to discuss the PMS strategies and cascading of PMS to lower level.</p>
			<p>2. Review PMS policy framework.</p>	<p>Director, Corporate</p>	<p>30-Apr-20</p>	<p>Done, however the action need to be realigned with activity plan as resolved by SALGA Provincial Executive Committee</p>	<p><i>Council Resolution</i></p>		<p>Based on supporting information provided. We have noted PMS policy was not reviewed, however there were meetings held regarding the cascading of PMS to lower level of employees.</p>
			<p>3. Develop Performance Agreements and Assessment Tools (for Levels below Section 54/56 Managers)</p>	<p>Director, Corporate</p>	<p>31-Oct-20</p>	<p>Not due yet: The Municipality has since received SALGA Provincial Executive Committee resolutions as per circular 24 of 2020. The whole action plan needs to be realigned with SALGA recommendations.</p>	<p><i>Performance Agreement document & Assessment Tool.</i></p>		<p>The SALGA Recommendations attached, no action have been taken yet.</p>

			4. Introduce PMS to the LLF.	Director, Corporate	31-May-20	Activity not performed due to the National Lockdown. However, the whole Action Plan on the roll out of PMS by ULM needs to be revised so that it will be in line with Circular 24 of 2020 dated 06 April 2020, which outlines how municipalities in KZN should escalate PMS to other employees. SALGA PROVINCIAL EXECUTIVE COMMITTEE RESOLUTIONS as appearing on page 2 of the Circular . Resolution number 9 clarifies the effective date for	<i>Notice of Meeting, Agenda, Minutes and Attendance Registers.</i>		The SALGA Recommendations attached , no action have been taken yet.
			5. Workshop PMS to Extended Manco.	Director, Corporate	30-Jun-20	Same as in 4 above.	<i>Notice of Workshop, Attendance Register and Presentation.</i>		The SALGA Recommendations attached , no action have been taken yet.
			6. Procure PMS system.	Director, Corporate	31-Jul-20	Circular dated 06 April 2020, received during National Lockdown has been received. Training and Workshop will be cascaded after receiving assistance from panel of SALGA experts	<i>Invoice & GRV.</i>		The SALGA Recommendations attached , no action have been taken yet.
			7. Review Organisational Structure.	Director, Corporate	30-Jun-20	Same as in 6 above.	<i>Council resolution.</i>		The SALGA Recommendations attached , no action have been taken yet.
			8. Adopt PMS policy.	Director, Corporate	30-Jun-20	Same as in 6 above.	<i>Council resolution</i>		The SALGA Recommendations attached , no action have been taken yet.
			9. Implement PMS policy (to Levels below Section 54/56 Managers).	Director, Corporate	30-Nov-20		<i>Completed Performance agreements.</i>		The SALGA Recommendations attached , no action have been taken yet.

10	Procurement and Contract Management; AR 33: Some of the goods and services with a transaction value of below R200 000 were procured without obtaining the required price quotations, in contravention of supply chain management (SCM) regulation 17(a) and (c). Similar non compliance was also reported in the prior year.	Non compliance with SCM regulations and SCM policy	To always obtain 3 quotations regarding transactions to the value below R200 000.	Chief Financial Officer	Ongoing	All procurement has been centralised; Evidence submitted.	<i>Quotations. Annexure I</i>		This was audited under SCM Review . Exceptions were noted. Please refer to Internal Audit SCM Report for detailed findings.
11	Procurement and Contract Management; AR 34: The preference point system was not applied to some of the procurement of goods and services above R30 000 as required by section 2(a) of the preferential procurement policy framework act,2000 (act no.5 of 2000)	Document management	All payment related information to be included in the payment voucher.	Chief Financial Officer	1-Jul-19	Currently all payment related documentation is included in the payment voucher.	<i>Evaluation results attached to the payment voucher. Annexure I</i>		This was audited under SCM Review . Exceptions were noted. Please refer to Internal Audit SCM Report for detailed findings.
12	Procurement and Contract Management; AR 35: Some of the bid documentation for procurement of commodities designated for local content and production, did not stipulate the minimum threshold for local production and content as required by the 2017 preferential procurement regulation 8(2). Similar non compliance was also reported in the prior year.	Inadequate training	Training of all bid committee members was done by Provincial Treasury whereby all members attended and training on local production content was done.	Chief Financial Officer	1-Jul-19	In all current bids/tenders local production content is evaluated. Evidence submitted.	<i>1. Evaluation report and the quotation request stating minimum threshold for local content production to be attached to the voucher. Annexure I</i>		Based on the SCM review , we have noted that there were no correct tenders in the 2019-2020 financial year as per information received from DFCO. For detailed audit findings on SCM review , please refer to our Internal Audit report on SCM.
							<i>2. Declaration of interest to be attached. Annexure I</i>		Based on the SCM review , we have noted that there were no correct tenders in the 2019-2020 financial year as per information received from DFCO. For detailed audit findings on SCM review , please refer to our Internal Audit report on SCM.
13	Procurement and Contract Management; AR 36: Some of the quotations were accepted from the bidders who did not submit a declaration on whether they are employed by the state or connected to any person employed by the state, as required by SCM regulation 13(c).	Document management	To intensify filling measures.	Chief Financial Officer	1-Jul-19	Currently all payment related documentation is included in the payment voucher. Evidence submitted.	<i>Declaration of interest to be attached. Annexure I</i>		Based on the SCM review , we have noted that there were no correct tenders in the 2019-2020 financial year as per information received from DFCO. For detailed audit findings on SCM review , please refer to our Internal Audit report on SCM.

No of Findings	13
No of Remedial Actions	34
Achieved	14

Not Achieved	4	
Ongoing/In Progress	13	
Not Due Yet	3	

APPENDIX A

**ULUNDI MUNICIPAL POLITICAL STRUCTURE
SERVING COUNCILLORS FOR THE 2016 TO 2021 TERM OF OFFICE**

THIS IS THE POLITICAL STRUCTURE AS AT 30 JUNE 2020

COUNCILLORS NAMES	GENDER	IDENTITY NUMBERS	POLITICAL PARTY & STATUS
Councillor N.J. Manana	Female	480717 0598 08 4	IFP – PR Cllr Honourable Speaker Chairperson of Council
Councillor W.M. Ntshangase	Male	670516 5527 08 4	IFP – PR Cllr His Worship the Mayor Chairperson of EXCO
Councillor T.G. Madela	Female	660516 0509 08 9	IFP, Ward 11 Cllr Honourable Deputy Mayor EXCO Member , Chairperson of the Portfolio Committee
iNkosi M.D. Buthelezi	Male	770204 5509 08 4	Section 81 Traditional Leader
iNkosi S.T.Z. Ndebele	Male	841125 6485 08 9	Section 81 Traditional Leader
iNkosi B. Zulu	Male	480731 5538 08 6	Section 81 Traditional Leader
iNkosi F.A. Zungu	Male	661204 5422 08 8	Section 81 Traditional Leader
iBamba buKhosi N.N.E. Mpungose	Female	720912 0711 08 0	Section 81 Traditional Leader
Councillor K.P. Ngema	Male	700602 5718 08 1	IFP - Ward 17 Cllr Ordinary Member of Council - Chief Whip
Councillor R.B. Nyawo	Male	820119 5656 08 5	IFP-Ward 02 Cllr EXCO Member, Chairperson of the MPAC
Councillor S.M. Buthelezi	Male	770925 5315 08 6	IFP-Ward 03 Cllr EXCO Member, Chairperson of the Portfolio Committee
Councillor M.S. Buthelezi	Male	660308 5281 08 2	IFP - Ward 14 Cllr EXCO Member Chairperson of Protection Services Portfolio
Councillor H.J. Mlambo	Male	630507 5750 08 0	IFP-PR Cllr EXCO Member, Chairperson of the Portfolio Committee
Councillor Adv R.V. Sibiya	Male	590417 5702 08 1	IFP PR Cllr EXCO Member, Chairperson of the Portfolio Committee
Councillor C.K. Zungu	Male	710830 5400 08 1	IFP PR Cllr EXCO Member, Chairperson of the Portfolio Committee
Councillor Prince T.M. Buthelezi	Male	500325 5421 08 2	ANC PR Cllr EXCO Member
Councillor S.P. Nakin	Female	8709271673087	ANC PR Cllr EXCO Member

Councillor P.M. Mthethwa	Male	750223 5427 08 3	IFP, Ward 1 Cllr Ordinary Member of Council
Councillor N.D. Masondo	Male	640511 5472 08 1	IFP - Ward 4 Cllr Ordinary Member of Council
Councillor S.N. Buthelezi	Male	831014 5611 08 8	IFP - Ward 5 Cllr Ordinary Member of Council
Councillor Z.B. Mncube	Male	570527 5787 08 2	IFP - Ward 6 Cllr Ordinary Member of Council
Councillor J.E. Xulu	Male	521125 5513 08 5	IFP - Ward 7 Cllr Ordinary Member of Council
Councillor A.M. Sibiya	Male	690812 5590 08 1	IFP - Ward 8 Cllr Ordinary Member of Council
Councillor L.B. Khumalo	Male	770527 5884 08 5	IFP - Ward 9 Cllr Ordinary Member of Council
Councillor M.S. Mhlongo	Male	76022 354 34 08 7	IFP - Ward 10 Cllr Ordinary Member of Council
Councillor T.K. Mkhize	Male	780319 5177 08 4	IFP - Ward 12 Cllr Ordinary Member of Council
Councillor L. Yaka	Male	901129 5707 08 5	IFP - Ward 13 Cllr Ordinary Member of Council
Councillor S.P. Ximba	Female	760902 0527 08 2	IFP-Ward 15 Cllr Ordinary Member of Council
Councillor M.E. Buthelezi	Male	650516 5233 08 3	IFP - Ward 16 Cllr Ordinary Member of Council
Councillor M. Mdlalose	Male	710412 5607 08 8	IFP - Ward 18 Cllr Ordinary Member of Council
Councillor S.D. Sibiya	Male	741008 5511 08 1	IFP - Ward 19 Cllr Ordinary Member of Council
Councillor S.Z. Mkhize	Male	730207 5527 08 8	IFP - Ward 20 Cllr Ordinary Member of Council
Councillor T.P. Khanyile	Male	700327 5799 08 5	IFP - Ward 21 Cllr Ordinary Member of Council
Councillor V. Ngcobo	Male	631114 5583 08 9	IFP - Ward 22 Cllr Ordinary Member of Council
Councillor J.V. Buthelezi	Male	680512 5411 08 8	IFP - Ward 23 Cllr Ordinary Member of Council
Councillor D. Khoza	Male	800331 5549 08 5	IFP - Ward 24 Cllr Ordinary Member of Council
Councillor J.T. Gasa	Male	490204 5528 08 3	ANC PR Cllr Ordinary Member of Council
Councillor Z. Siyaya	Female	750820 0962 08 7	ANC PR Cllr Ordinary Member of Council
Councillor S.F. Cindi	Female	510115 0552 08 2	ANC PR Cllr Ordinary Member of Council
Councillor M.R. Dubazane	Male	731023 5679 08 7	ANC PR Cllr Ordinary Member of Council
Councillor T.D. Sikhakhane	Male	82122655 01 083	ANC PR Cllr Ordinary Member of Council
Councillor I.P. Ngobese	Female	590309 0557 08 3	ANC PR Cllr

			Ordinary Member of Council
Councillor S. Ntshingila	Female	881126 0339 082	ANC PR Cllr Ordinary Member of Council
Councillor N.G. Dlamini	Female	681005 0895 081	ANC PR Cllr Ordinary Member of Council
Cllr M.A. Zulu *	Male	741123 5297 08 4	ANC PR Cllr Ordinary Member of Council
Cllr H.P. Shangase *	Male	7309125687085	ANC PR Cllr Ordinary Member of Council
Councillor X.T. Mbatha *	Male	820128 5363 08 7	EFF PR Cllr Ordinary Member of Council
Cllr S.J. Mbatha *	Female	720319 0315 08 8	EFF PR Cllr Ordinary Member of Council
Councillor S.S. Buthelezi	Female	850103 0714 08 2	IFP PR Cllr Ordinary Member of Council
Councillor P.B. Mbatha	Female	900227 1006 089	IFP PR Cllr Ordinary Member of Council
Councillor W.V. Mbatha	Male	680901 5726 084	IFP PR Cllr Ordinary Member of Council
Councillor M.Z. Sikhakhane	Female	681001 0512 08 1	IFP PR Cllr Ordinary Member of Council
Councillor M.T. Mthembu	Male	761128 5624 083	IFP PR Cllr Ordinary Member of Council
Councillor S.V. Zondo	Female	630322 0518 08 0	IFP PR Cllr Ordinary Member of Council

Notes:-

- * Cllr M.A. Zulu resigned in January 2020
- * Cllr H.P. Shangase was appointed in February 2020
- * Cllr X.T. Mbatha ceased to hold a position in February 2020
- * Cllr S.J. Mbatha was appointed in March

COUNCIL STANDING COMMITTEES 2019/2020

EXECUTIVE AND FINANCE COMMITTEE	
Councillors Names	Political Party
Cllr W.M. Ntshangase	Inkatha Freedom Party
Cllr T.G. Madela	Inkatha Freedom Party
Cllr N.J. Manana	Inkatha Freedom Party
Cllr Prince T.M. Buthelezi	African National Congress
Cllr S.M. Buthelezi	Inkatha Freedom Party
Cllr M.S. Buthelezi	Inkatha Freedom Party
Cllr H.J. Mlambo	Inkatha Freedom Party
Cllr Adv. R.V. Sibiyi	Inkatha Freedom Party
Cllr C.K. Zungu	Inkatha Freedom Party
Cllr S.P. Nakin	African National Congress

COMMUNITY SERVICES PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr M.S. Buthelezi	Inkatha Freedom Party
Inkosi M.D. Buthelezi	Section 81 Traditional Leader
Cllr M.E. Buthelezi	Inkatha Freedom Party
Cllr S.N. Buthelezi	Inkatha Freedom Party
Cllr J.V. Buthelezi	African National Congress
Cllr N.D. Masondo	Inkatha Freedom Party
Cllr S.Z. Mkhize	Inkatha Freedom Party
Cllr S.P. Nakin	African National Congress

TECHNICAL AND INFRASTRUCTURE PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr S.M. Buthelezi	Inkatha Freedom Party
Inkosi F.A. Zungu	Section 81 Traditional Leader
Cllr N.G. Dlamini	African National Congress
Cllr P.B. Mbatha	Inkatha Freedom Party
Cllr V. Ngcobo	Inkatha Freedom Party
Cllr S.D. Sibiyi	Inkatha Freedom Party
Cllr S. Siyaya	African National Congress
Cllr J.E. Xulu	Inkatha Freedom Party

PLANNING & DEVELOPMENT PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr H.J. Mlambo	Inkatha Freedom Party
Inkosi B. Zulu	Section 81 Traditional Leader
Cllr Prince T.M. Buthelezi	African National Congress
Cllr B.L. Khumalo	Inkatha Freedom Party
Cllr T.K. Mkhize	Inkatha Freedom Party
Cllr K.P. Ngema	Inkatha Freedom Party
Cllr I.P. Ngobese	Inkatha Freedom Party
Cllr S Ntshingila	African National Congress
Cllr S.V. Zondo	Inkatha Freedom Party

TOURISM PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Cllr Adv.R.V. Sibiyi	Inkatha Freedom Party
iBamba buKhosi N.N.E. Mpungose	Section 81 Traditional Leader
Cllr M.R. Dubazane	African National Congress
Cllr J.T. Gasa	African National Congress
Cllr M. Mdlalose	Inkatha Freedom Party
Cllr M.S. Mhlongo	Inkatha Freedom Party
Cllr P.M. Mthethwa	Inkatha Freedom Party
Cllr D. Khoza	Inkatha Freedom Party
Cllr M.Z. Sikhakhane	Inkatha Freedom Party

LOCAL ECONOMIC DEVELOPMENT PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Clr T.G. Madela	Inkatha Freedom Party
Clr S.S. Buthelezi	Inkatha Freedom Party
Clr S.F. Cindi	African National Congress
Clr M.T. Mthembu	Inkatha Freedom Party
Clr T.D. Sikhakhane	African National Congress
Clr S.P. Ximba	Inkatha Freedom Party
Clr L. Yaka	Inkatha Freedom Party
PROTECTION SERVICES PORTFOLIO COMMITTEE	
Councillors Names	Political Party
Clr C.K. Zungu	Inkatha Freedom Party
Inkosi S.T.Z. Ndebele	Section 81 Traditional Leader
Clr T.P. Khanyile	Inkatha Freedom Party
Clr W.V. Mbatha	Inkatha Freedom Party
Clr Z.B. Mncube	Inkatha Freedom Party
Clr A.M. Sibiya	Inkatha Freedom Party
MUNICIPAL PUBLIC ACCOUNTS COMMITTEE	
Councillors Names	Political Party
Clr R.B. Nyawo	Inkatha Freedom Party
Clr N.G. Dlamini	African National Congress
Clr T.K. Mkhize	Inkatha Freedom Party
Clr P.B. Mbatha	Inkatha Freedom Party
Clr W.V. Mbatha	Inkatha Freedom Party

SCHEDULE OF MEETINGS: 2019/2020 FINANCIAL YEAR

EXCO MEETINGS	TIME	COUNCIL MEETINGS	TIME	MPAC	TIME
1 ST 31/07/2019	14H00				
2 ND 28/08/2019	14H00			11/09/2019	10H00
3 RD 18/09/2019	09H00	25/09/2019	10H00		
4 TH 30/10/2019	14H00				
5 TH 27/11/2019	14H00			20/11/2019	10H00
6 TH 04/12/2019	09H00	11/12/2019	10H00		
7 TH 29/01/2020	14H00				
8 TH 27/02/2020	14H00			11/03/2020	10H00
9 TH 18/03/2020	09H00	25/03/2020	10H00		
10 TH 29/04/2020	14H00				
11 TH 27/05/2020	14H00			10/06/2020	10H00
12 TH 17/06/2020	09H00	24/06/2020	10H00		

PORTFOLIO COMMITTEES SCHEDULE OF MEETINGS 2019/2020

Technical Services Portfolio @10H00	Protection Services Portfolio @10H00	Community Services Portfolio @14H00	Planning & Development Portfolio @14H00	Tourism Portfolio	Local Economic Development Portfolio
Every 2 nd Thursday @10H00	On Thursdays @10H00	Every 2 nd Tuesday @14H00	Every 2 nd Thursday @14H00	Every 2 nd Thursday @14H00	Every 1 st Thursday @14H00
11/07/2019	11/07/2019	09/07/2019	11/07/2019	11/07/2019	04/07/2019
15/08/2019	08/08/2019	13/08/2019	08/08/2019	15/08/2019	01/08/2019
12/09/2019	12/09/2019	10/09/2019	12/09/2019	12/09/2019	05/09/2019
10/10/2019	10/10/2019	08/10/2019	10/10/2019	10/10/2019	03/10/2019
14/11/2019	07/11/2019	12/11/2019	14/11/2019	14/11/2019	07/11/2019
12/12/2019	02/12/2019	03/12/2019	05/12/2019	12/12/2019	05/12/2019
16/01/2020	09/01/2020	14/01/2020	16/01/2020	16/01/2020	09/01/2020
13/02/2020	06/02/2020	11/02/2020	13/02/2020	13/02/2020	06/02/2020
12/03/2020	05/03/2020	10/03/2020	12/03/2020	12/03/2020	05/03/2020
09/04/2020	09/04/2020	14/04/2020	09/04/2020	09/04/2020	02/04/2020
14/05/2020	07/05/2020	12/05/2020	14/05/2020	14/05/2020	07/05/2020
11/06/2020	04/06/2020	09/06/2020	11/06/2020	11/06/2020	04/06/2020

**RECORD OF ACTUAL MEETINGS CONVENED IN 2019/2020 FINANCIAL YEAR
(01 JULY 2019 TO 30 JUNE 2020)**

Executive & Finance Committee		Council		MPAC
Ordinary meetings (11)	Special meetings (2)	ordinary meetings (4)	Special meetings (9)	Ordinary meeting (5)
30/07/2019	07/11/2019	25/09/2019	20/08/2019	27/09/2019
27/08/2019	23/01/2020	11/12/2019	11/10/2019	28/11/2019
18/09/2019		24/03/2020	07/11/2019	22/01/2020
30/10/2019		24/06/2020	23/01/2020	24/03/2020
27/11/2019			26/02/2020	10/06/2020
11/12/2019			28/04/2020	
29/01/2020			07/05/2020	
26/02/2020			26/05/2020	
24/03/2020			17/06/2020	
25/05/2020				
17/06/2020				

**RETURN OF ATTENDANCE OF COUNCIL MEETINGS IN 2019/2020 FINANCIAL YEAR
ENDING 30 JUNE 2020 (01 JULY 2019 TO 30 JUNE 2020)**

COUNCILLORS NAMES	COUNCIL MEETINGS	
	Ordinary Meetings	Special Meetings
	Total Number (4)	Total Number (9)
Cllr N.J. Manana	4	9
Cllr W.M. Ntshangase	4	9
Cllr T.G. Madela	3	7
Cllr R.B. Nyawo	4	8
Cllr K.P. Ngema	3	7
Inkosi M.D. Buthelezi	2	4
Inkosi S.T.Z. Ndebele	1	2
Inkosi F.A. Zungu	0	0
Inkosi B. Zulu	3	6
IBamba buKhosi N.N.E. Mpungose	2	3
Cllr J.V. Buthelezi	2	6
Cllr M.E. Buthelezi	3	9
Cllr M.S. Buthelezi	3	9
Cllr Prince T.M. Buthelezi	3	7
Cllr S.M. Buthelezi	3	9
Cllr S.N. Buthelezi	3	7
Cllr S.S. Buthelezi	3	9
Cllr S.F. Cindi	2	7
Cllr N.G. Dlamini	4	7
Cllr M.R. Dubazane	1	5
Cllr J.T. Gasa	4	9
Cllr T.P. Khanyile	4	9
Cllr B.L. Khumalo	4	8
Cllr D. Khoza*	4	6
Cllr N.D. Masondo	3	6
Cllr P.B. Mbatha	3	7
Cllr S.J. Mbatha *	2	4
Cllr W.V. Mbatha	2	8
Cllr X.T. Mbatha *	2	4
Cllr H.J. Mlambo	3	8

COUNCILLORS NAMES	COUNCIL MEETINGS	
	Ordinary Meetings	Special Meetings
	Total Number (4)	Total Number (9)
Cllr M. Mdlalose	2	9
Cllr S.Z. Mkhize*	1	4
Cllr T.K. Mkhize	4	7
Cllr M.S. Mhlongo	3	4
Cllr Z.B. Mncube	4	9
Cllr M.T. Mthembu	4	8
Cllr P.M. Mthethwa	3	6
Cllr S.P. Nakin	3	9
Cllr V. Ngcobo	4	9
Cllr I.P. Ngobese	4	9
Cllr S. Ntshingila	4	9

Cllr H.P. Shangase*	2	4
Cllr A.M. Sibiya	3	8
Cllr Adv. R.V. Sibiya	4	9
Cllr S.D. Sibiya	3	8
Cllr M.Z. Sikhakhane	4	8
Cllr T.D. Sikhakhane	3	6
Cllr Z. Siyaya	3	7
Cllr S.P. Ximba	3	7
Cllr J.E. Xulu	4	8
Cllr L. Yaka	2	8
Cllr S.V. Zondo	4	8
Cllr M.A. Zulu *	1	3
Cllr C.K. Zungu	4	9

- * Cllr D Khoza on sick leave
- * Cllr S.Z. Mkhize on sick leave
- * Cllr M.A. Zulu resigned in January 2020
- * Cllr H.P. Shangase was appointed in February 2020
- * Cllr X.T. Mbatha ceased to hold a position in February 2020
- * Cllr S.J. Mbatha was appointed in March 2020

APPENDIX B

TERMS OF REFERENCE FOR COUNCIL STANDING COMMITTEES

The Executive and Finance Committee

Powers delegated to the Executive and Finance Committee

1. General Powers

- Designates Councillors, as determined by the MEC as full-time Councillors;
- Sets policy in respect of matters falling within the delegated powers of the Executive Committee or within the powers of the executive, below itself;
- Comments on proposed legislation and government policies;
- Appoints or nominates Councillors to attend national and local meetings/conferences/ seminars, etc.;
- Appoints or nominates Councillors to represent Council on outside bodies;
- Co-ordinates the operations of the Councillors;
- Decides to institute or defend any action in the High Court, or court of equal or higher stature;
- Decides to institute or defend arbitration proceedings in matters where it otherwise would have been dealt with the High Court or court of equal or higher stature;
- Grants leave of absence to members from meetings of the Executive Committee;
- Decisions to expropriate immovable property or rights in or to immovable property within a prescribed policy framework.

2 Financial Matters

- Determines the amount of loss of damage suffered by Council
- where the Municipal Manager or any other manager reporting directly to the Municipal Manager or other staff member has been responsible for such loss or damage, and recovers the loss or damage from them;
- Takes any appropriate action with regard to any loss of or shortage in funds or property belonging to or controlled by the Council involving alleged fraud, theft or negligence on the part of all staff, members of Council or any other structure of Council;
- Approves the virement of funds of any capital amount provided that such virement is taken up in the adjustment estimates;
- Resolves any other matter not specifically reserved by Council or specifically delegated to another structure or individual.

EXECUTIVE AND FINANCE COMMITTEE		
Councillors Names	Ordinary Meetings Total Number (11)	Special Meetings Total Number (2)
Cllr W.M. Ntshangase	11	2
Cllr T.G. Madela	11	1
Cllr N.J. Manana	7	1
Cllr Prince T.M. Buthelezi	6	1
Cllr M.S. Buthelezi	10	2
Cllr S.M. Buthelezi	8	2
Cllr S.P. Nakin	9	2
Cllr H.J. Mlambo	9	-
Cllr Adv. R.V. Sibiyi	9	1
Cllr C.K. Zungu	11	2

The Portfolio Committees are established with the primary objective of oversight in respect of departmental performance. These Committees analyze departmental performance targets set in the IDP, Service Delivery Budget Implementation Plan (SDBIP) and other specific documented deliverables agreed to as determined by Council and adopted as amendments to the SDBIP.

The oversight functions of Portfolio Committees are provided below. It is important not to lose sight of general functions as they provide the basis for specific oversight roles.

Responsibilities of Portfolio Committees:-

The responsibilities of the Portfolio Committees, in respect of their functional areas are:-

1. To develop and recommend strategy;
2. To develop and recommend by-laws;
3. To consider and make recommendations in respect of the draft budget and IDP;
4. To ensure public participation in the development of policy, legislation, IDP and budget;
5. To exercise oversight on all functional areas.

The general functions of Portfolio Committees are:-

1. To formulate in consultation with the relevant Head of Department, policy falling within the functional area of the portfolio;
2. To receive and consider annual business plans falling within the functional area of the portfolio;
3. To oversee the implementation of the business plans of the functional areas of the portfolio;
4. To oversee the review of financial performance against approved budgets relating to prior and current years including dealing with reports from the Auditor-General;
5. To formulate and prepare in consultation with the relevant Head of Department the draft budget in respect of the functional areas of the portfolio, including tariffs of charges;
6. To receive and consider reports and recommendations submitted in respect of the functional areas of the portfolio;
7. To ensure compliance with the legislation, norms and standards in respect of the functional areas of the portfolio;

8. To recommend the passing or amendments of by-laws pertaining to the function of the portfolio;
9. To evaluate and recommend the prioritization of projects falling within the functional areas of the portfolio; and
10. To consult with the municipal manager and the relevant Head of Department on Council's policies and programs

1) Community Services Portfolio Committee

Legislative Functions:

- Control of public nuisances
- Cleansing of public places
- Refuse removal, refuse dumps and solid waste disposal
- Public Libraries
- Community Awareness Programmes
- Indigent Support
- Youth Social Development Programmes
- Cultural Programmes
- HIV/AIDS and communicable diseases
- Greening Programmes
- Indigent and Pauper Burial
- Amusement facilities
- Local amenities
- Local sport facilities
- Parks and recreation

Administrative Functions:

- Municipal Libraries
- Sport on municipal facilities and within the municipal area
- Licensing of dogs
- Refuse dumps
- Cemeteries and burials
- Facilities for the accommodation of, care and burial of animals
- Social upliftment programmes

COMMUNITY SERVICES PORTFOLIO COMMITTEE	
Councillors Names	Total Number of Meetings (10)
Cllr M.S. Buthelezi	10
Inkosi M.D. Buthelezi	6
Cllr M.E. Buthelezi	9
Cllr S.N. Buthelezi	9
Cllr J.V. Buthelezi	5
Cllr N.D. Masondo	10
Cllr S.Z. Mkhize	4
Cllr S.P. Nakin	4

2) *Economic Development Dev. Portfolio Committee*

Legislative Functions:

- Local Economic Development
- Rural Development
- Small Medium Micro Enterprises Development
- Trading Regulations
- Informal sector development

Administrative Functions:

- Local Economic Development Awareness Programmes
- Facilitation of rural development initiatives
- Promotion of job creation initiatives
- Skills Development for Co-operatives and SMMEs;
- Grants –In-Aid
- Business Administration
- Business partnerships
- Economic research and policy
- Trading management
- Promotion of international relations

LOCAL ECONOMIC DEVELOPMENT PORTFOLIO COMMITTEE	
Councillors Names	Total Number of Meetings (10)
Cllr T.G. Madela	10
Cllr S.S. Buthelezi	8
Cllr S.F. Cindi	7
Cllr M.T. Mthembu	4
Cllr T.D. Sikhakhane	9
Cllr S.P. Ximba	10
Cllr L. Yaka	5

3) *Tourism Portfolio Committee*

Legislative Functions:

- Provision and maintenance of Tourism services, sites and attractions
- Site Heritage and cultural preservation and development
- Promotion, marketing and development of Local Tourism
- Monitoring of Local Tourism operators

Administrative Functions:

- Drive Tourism quality assurance
- Provision and maintenance of tourist services
- Tourism Awareness Programmes
- Tourism sites and attractions
- Regulation of tourism operators
- Tourism structures and institutions
- Maintaining Database of registered tourism products and service providers
- Local Information Services
- Capacity Building

TOURISM PORTFOLIO COMMITTEE	
Councillors Names	Total Number of meetings (9)
Cllr Adv.R.V. Sibiya	8
iBamba buKhosi N.N.E. Mpungose	4
Cllr M.R. Dubazane	7
Cllr J.T. Gasa	9
Cllr M. Mdlalose	9
Cllr M.S. Mhlongo	6
Cllr P.M. Mthethwa	5
Cllr D. Khoza	4
Cllr M.Z. Sikhakhane	7

4) ***The Technical Services Portfolio Committee***

Legislative functions:

- Electricity and gas reticulation matters
- Storm-water management systems
- Municipal roads
- Street lighting
- Fleet Management

Administrative Functions:

- Sustainable provision of technical and Infrastructure
- Electricity Supply
- Building Maintenance
- Municipal Roads Management

TECHNICAL AND INFRASTRUCTURE PORTFOLIO COMMITTEE	
Councillors Names	Total Number of Meetings (11)
Cllr S.M. Buthelezi	11
Inkosi F.A. Zungu	0
Cllr N.G. Dlamini *	5
Cllr P.B. Mbatha	5
Cllr S.P. Nakin*	2
Cllr V. Ngcobo	10
Cllr S.D. Sibiya	6
Cllr S. Siyaya	6
Cllr J.E. Xulu	9
<p>* Cllr N.G. Dlamini was redeployed to serve into this Portfolio Committee from September 2019</p> <p>* Cllr S.P. Nakin was redeployed into Community Services Portfolio Committee in September 2019</p>	

5) ***Planning and Development Portfolio Committee***

Legislative functions:

- Spatial Planning and Land Use Management
- Planning and Development
- Real Estates
- Housing Development
- Alienation, acquisition and use of immovable residential property

- Building regulations
- Billboards and the display of adverts in public places
- Fencing and fences

Administrative Functions:

- Development planning
- Land Use and Development Management
- Land survey
- Housing administration
- Sustainable Provision of land
- IDP
- GIS

PLANNING & DEVELOPMENT PORTFOLIO COMMITTEE	
Councillors Names	Total Number of meetings (9)
Cllr H.J. Mlambo	9
Inkosi B. Zulu	5
Cllr Prince T.M. Buthelezi	6
Cllr B.L. Khumalo	8
Cllr T.K. Mkhize	6
Cllr K.P. Ngema	5
Cllr I.P. Ngobese	9
Cllr S Ntshingila	7
Cllr S.V. Zondo	7

6) ***Protection Services Portfolio Committee***

Legislative Functions:

- Control of traffic and parking
- Security
- Law Enforcement
- Pounds
- Noise pollution
- Public gatherings management

Administrative Functions:

- Fire Fighting services
- Disaster Management
- Road Safety
- Development and Implementation of rank permits
- Issue learners and drivers licence
- Road Traffic Administration

PROTECTION SERVICES PORTFOLIO COMMITTEE	
Councillors Names	Total Number of meetings (10)
Cllr C.K. Zungu	10
Inkosi S.T.Z. Ndebele	4
Cllr N.G. Dlamini *	2
Cllr T.P. Khanyile	9
Cllr W.V. Mbatha	8
Cllr X.T. Mbatha *	4
Cllr Z.B. Mncube	8
Cllr A.M. Sibiya	8
Cllr M.A. Zulu*	1
<p>* Cllr N.G Dlamini was redeployed into the Technical and Infrastructure Portfolio Committee in September 2019</p> <p>* Cllr M.A. Zulu resigned in January 2020</p> <p>* Cllr X.T. Mbatha was expelled by his Political Party (EFF) in February 2020</p>	

7) MUNICIPAL OVERSIGHT STRUCTURE (MPAC) FUNCTIONS

- To ensure that Municipal resources are used effectively and efficiently and report any deviations to Council;
- To review Auditor-General reports together with comments from Management and Audit Committee thereon and to make recommendations to Council;
- To review Internal Audit reports together with comments from Management and Audit Committee thereon and to make recommendations to Council;
- To initiate and develop the Annual Oversight report as part of Annual Report; and
- To attend and to make recommendation to Council on any relevant matter referred to it by Council, Exco, a Portfolio Committee, a member of MPAC, a Councillor and the Municipal Manager,
- On its own initiate investigate and report to Council on any relevant matter affecting the municipality

The meetings convened by the Oversight Committee in 2019/2020 and attendance thereof is as follows:-
27/09/2019; 28/11/2019;22/01/2020;24/03/2020 & 10/06/2020

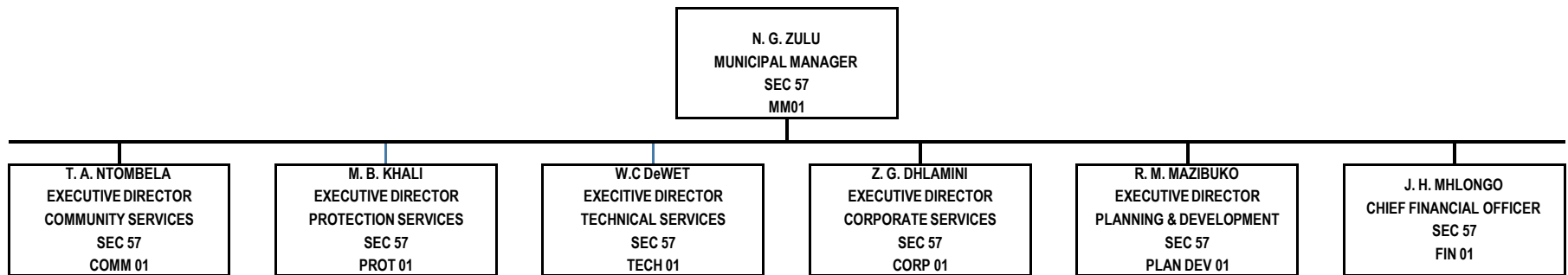
MUNICIPAL PUBLIC ACCOUNTS COMMITTEE	
Councillors Names	Total Number of meetings (5)
Cllr R.B. Nyawo	5
Cllr T.K. Mkhize	3
Cllr P.B. Mbatha	3
Cllr W.V. Mbatha	4
Cllr N.G. Dlamini	4

APPENDIX C

ULUNDI LOCAL MUNICIPALITY

MANAGEMENT STRUCTURE

2018/2019



APPENDIX D

FUNCTIONS OF THE MUNICIPALITY

Chapter 3, Section 11 of the Local Government: Municipal Systems Act, No. 32 of 2000 provides that the Executive and legislative authority of a municipality is exercised by the council of the municipality and the council takes all the decisions of the municipality although in terms of section 59, a municipal council must develop a system of delegation that will maximize administrative and operational efficiency and provide for adequate checks and balances.

A municipality exercises its legislative or executive authority by;

- (a) Developing and adopting policies, plans, strategies and programmes including targets for delivery
- (b) Promoting and undertaking development,
- (c) Establishing and maintaining and administration;
- (d) Administering and regulating its internal affairs and the local government affairs of the local community;
- (e) Implementing applicable national and provincial legislation and its by-laws;
- (f) Providing municipal services to the local community, or appointing appropriate service providers;
- (g) Monitoring and where appropriate regulating municipal services where those services are provided by service providers other than the municipality;
- (h) Preparing, approving and implementing its budget;
- (i) Imposing and recovering rates, taxes, levies duties, services fees and surcharges on fees including setting and implementing tariff, rates and tax and debt collection policies;
- (j) Monitoring the impact and effectiveness of any services, policies, programmes and plans;
- (k) Establishing and implementing performance management systems;
- (l) Promoting a safe and healthy environment;
- (m) Passing by-laws and taking decisions on any abovementioned matters; and (n) Doing anything else within its legislative and executive competence.

For Ulundi Municipality, to fulfil the above mentioned mandate, it has invoked Section 59 of the System Act with the following objectives in mind:

- Ensure maximum municipal administrative and operational efficiency without compromising accountability;
- Provide for good governance and allow for adequate checks and balances;
- Delegate decision making to the most effective level within the administration;
- Involve employees in management decisions as far as practicable;
- Promote a sense of collective responsibility for performance;
- Assign clear delegated duties for the management and co-ordination of administrative components, systems and mechanisms;
- Define in precise terms the delegated duties of each political structure political office bearer and the municipal manager;
- Determine the relationships amongst the political structures, political of the bearers and the administration and the appropriate lines of accountability and reporting for each of them.

FUNCTIONS OF THE MUNICIPALITY THROUGH THE DEPARTMENT OF TECHNICAL SERVICES

This department is responsible for the following functions Electricity reticulation matters (electricity supply)

- Municipal road management
- Storm water management systems
- Street lighting
- Buildings maintenance
- Sustainable provision of technical, and infrastructure
- Fleet management

FUNCTIONS OF THE MUNICIPALITY THROUGH THE DEPARTMENT OF DEVELOPMENT PLANNING

This department is responsible for the following functions

- Building regulations
- Development Planning
- Land survey
- Land use management
- Real estates
- Housing development and administration
- Alienation acquisition and use of immovable residential property
- Billboards and the display of adverts in public places

FUNCTIONS OF COMMUNITY SERVICES

This department is responsible for the following functions

- Refuse removal, refuse dumps and solid waste disposal
- Cleansing of public places
- Control of public nuisance
- Public Libraries
- Community Awareness Programmes
- Indigent Support
- Youth Social Development Programmes
- Cultural programmes
- HIV and communicable diseases
- Greening programmes
- Parks and Recreations
- Local amenities
- Local sports facilities
- Indigent and Pauper burials
- Cemeteries and burials

FUNCTIONS OF THE DEPARTMENT OF PROTECTION SERVICES

This department is responsible for the following functions

- Road Traffic Administration;
 - Road safety,
 - Control of traffic and parking;
 - Security and Law enforcement;
 - Disaster management;
 - Firefighting services;
 - Issuing of Learners and Drivers licenses;
 - Pound management;
 - Public gatherings management;
 - Noise pollution management;
 - Development and implementation of ranks permits

FUNCTIONS OF THE DEPARTMENT OF FINANCIAL SERVICES

This department is responsible for the following functions

- Asset Management
- Supply Chain Management
- Revenue, Expenditure Management and Control
- Prepare of Annual Financial Statements
- Annual Budget Preparation and Adjustment

FUNCTIONS OF THE DEPARTMENT OF CORPORATE SERVICES

This department is responsible for the following functions

COUNCIL SUPPPORT

- Manages all Council, Section 79 committees (Portfolio committees), and MPAC and Audit committee meetings and provide secretariat duties.
- Manages matters relating to Ward committee meetings and community development workers - Ensure that committee minutes and records are safely kept.

REGISTRY

Registry is charged with the management of municipal records e.g.

- Paper based records
- Electronic records
- Micrographic records
- Audi-visual records
- Security classified records in al formats

HUMAN RESOURCES

Implements the administration of the councils' obligation in respect of:

- the Employment Equity Act
- the skills Development Act
- the Labour Relations
- the Basic Conditions of Employment Act
- Attend to all other human resources related matters such as:
 - Personnel provisioning
 - Personnel utilization
 - Personnel exit.

LEGAL SERVICES

- Conducts case law and legal research
- Legal interpretation and opinion
- Legal consultation
- Contracts and agreements
- Legal proceedings
- Administration (Reports and Records)

LOCAL ECONOMIC DEVELOPMENT

- Local Economic Development;
- Rural development;
- Small, medium micro enterprises development;
- Trading regulations;
- Informal sector development;
- Local Economic Development awareness Programmes;
- Promotion of international relations;
- Promotion of Job creation initiatives

TOURISM

- Tourism initiatives
- Aligning outcomes of broader tourism objectives
- Promoting and positioning the region in so far as Tourism is concerned.
- Project co-ordination and events management
- Information update, reports and correspondence
- Tourism awareness programmes
- Promoting, marketing and development of local tourism
- Tourism quality assurance

INTERNAL AUDIT

This structure is established in terms of section 165 of the MFMA:

- Prepare a risk based audit plan and an internal audit program for each financial year;
- Advise the accounting officer and report to the audit committee on the implementation of the internal audit plan and matters relating to:
 - i. internal audit
 - ii. internal controls
 - iii. accounting procedures and practices;
 - iv. risk and risk management;
 - v. performance management;
 - vi. loss control and
 - vii. compliance with the MFMA, DORA and any other applicable legislation;
 - viii. perform such other duties as may be assigned to it by the accounting officer.

APPENDIXE

WARD REPORTING

INTRODUCTION

The government is committed to a form of participation which is empowering and this includes the creation of democratic representative structures such as ward committees to assist in planning, implementation and monitoring of service delivery at ward level. In addition, this framework seeks to deepen the involvement of local communities in Local Governance matters by incorporating ward committees and communities at large in consultation around key municipal process such as the IDP, Budget process, Performance Management System and service delivery.

There is a need to improve the accountability of ward (committees) and municipal structures to community they serve. This will further assist municipalities with the practical implementation of a well-planned, resourced and a more structured participation programme, so that communities can actively contribute to the decision-making process within the council and to become agents of change and development.

Ward committees should be given necessary capacity and resources to develop and implement Ward Plans, which are Ward Operational Plan, Ward Based Plan and Ward Improvement Plan thus extending the impact of ward committees in the community and within the council in order to further strengthen the impact of ward committees in Municipalities as well as in communities they serve, there is a need for a framework to make provision for specific functions to be performed by ward committees. This may assist to clarify the roles and responsibilities as uniform minimum requirements for ward committees.

BACKGROUND

The Local Government Structures Act 117 of 1998 in Chapter 2 paragraph (2-6) as amended outlines the object of the national framework in terms of the role and support for ward committees in particular around payment of stipend payments of R1000.00.

Further it charts the functionality of ward committees by linking the payment of stipend to key functional indicators, amongst these:

- Number of ward committee management meetings held
- Submission and tabling of ward reports and reviewed ward plans to Council
- Number of door to door campaigns and/or interactions with all relevant substructures
- Number of complaints, queries and requests registered from the community and attended to
- Participation in projects and programmes of municipalities

In light of these indicators the EMM is committed through various supporting policies to ensure that ward committees' function as intended and are able to enhance participatory governance in a manner that would encourage maximum community involvement.

FUNCTIONING OF WARD COMMITTEES

A Ward Committee may make recommendations on any matter affecting its ward to the Ward Committee, the Executive Committee or Support Committees or Council

The Ward Committee will be regarded as the statutory structure, recognized by the Municipal Council as its body and communication channel on matters affecting the ward, including, but not limited to:

- Representing the community on the compilation and implementation of the IDP
- Ensuring constructive and harmonious interaction between the Municipality and its community
- Budgeting process with an aid to develop the ward and the entire Municipality.

(a) To serve as a mobilizing agent for community action. This may be achieved as follows:

- Attending to all matters that affect and benefit the community
- Acting in the best interest of the community
- Ensure that active participation of the community in:
 - Service payment campaigns
 - The Municipality's budgetary process
 - Decisions about the provisions of Municipal services
 - Decisions about By-laws and or policies
 - Such other functions as may be assigned to it by the Municipal Council
 - Performance management systems
 - Izimbizo for community participation

In terms of section 16 (2) of the Municipal Systems Act, the above functions and powers should not be interpreted as permitting interference with the Councils right to govern and to exercise its executive and legislative authority.

DETERMINATION OF INTERESTS TO BE REPRESENTED IN WARD COMMITTEES BY INDIVIDUAL MEMBERS (SECTOR REPRESENTATION)

At least one Ward Committee member must be elected from the following interest groups [Sect.73. (3) Municipal Structures Act] Act 117 of 1998 as amended.

Composition of seats

There are ten (10) members that constitute a Ward Committee plus a Ward Councillor who is also the Chairperson of the Committee:

The below listed seats are commonly found in all wards:

1. Women seat-which is compulsory to all Wards;
2. Youth seat – mandatory to all Wards;
3. Physically Challenged seat;
4. Traditional leadership seat;
5. Business Sector seat;
6. Agricultural seat;
7. Faith Based seat (NGO);
8. Public Transport seat;
9. Safety and Security seat;
10. Tourism seat;
11. Health;
12. Sports and Recreation;
13. Informal Traders, etc.

FUNCTIONALITY OF WARD COMMITTEES

There has been a great improvement in the functionality of Ward Committee since the dedicated division for Public Participation with dedicated officials has been formalized. We therefore have the 100% functionality consistently in all 24 wards.

Training of Ward Secretariat members assists in the safe keeping of wad documentation which has been the challenge in the previous committee and Councilors which led to loss of information and POE that is needed by CoGTA to assess the functionality of all ward committees.

FUNCTIONALITY RESULTS OF EACH WARD PER QUARTER IN 2019/2020

WARD COMMITTEE SITTING DATES					
Ward Name	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	Status
1	04/07/2019 12/08/2019 24/09/2019	03/10/2019 14/11/2019 02/12/2019	08/01/2020 26/02/2020 05/03/2020	09/04/2020 07/05/2020 13/06/2020	Functional
2	17/07/2019 21/08/2019 18/09/2019	23/10/2019 20/11/2019 04/12/2019	22/01/2020 19/02/2020 18/03/2020	22/04/2020 20/05/2020 17/06/2020	Functional
3	05/07/2019 02/08/2019 05/09/2019	02/10/2019 01/11/2019 09/12/2019	13/01/2020 04/02/2020 03/03/2020	01/04/2020 01/05/2020 02/06/2020	Functional
4	15/07/2019 16/08/2019 16/09/2019	20/10/2019 15/11/2019 06/12/2019	20/01/2020 18/02/2020 16/03/2020	13/04/2020 15/05/2020 16/06/2020	Functional
5	03/07/2019 07/08/2019 04/09/2019	16/10/2019 06/11/2019 04/12/2019	15/01/2020 05/02/2020 04/03/2020	15/04/2020 06/05/2020 15/06/2020	Functional
6	29/07/2019 28/08/2019 30/09/2019	18/10/2019 28/11/2019 11/12/2019	27/01/2020 17/02/2020 30/03/2020	29/04/2020 25/05/2020 29/06/2020	Functional
7	09/07/2019 13/08/2019 10/09/2019	08/10/2019 12/11/2019 03/12/2019	14/01/2020 11/02/2020 13/03/2020	21/04/2020 12/05/2020 09/06/2020	Functional
8	01/07/2019 08/08/2019 09/09/2019	04/10/2019 11/11/2019 03/12/2019	10/01/2020 10/02/2020 09/03/2020	03/04/2020 08/05/2020 12/06/2020	Functional
9	23/07/2019 27/08/2019 26/09/2019	22/10/2019 25/11/2019 03/12/2019	28/01/2020 25/02/2020 24/03/2020	10/04/2020 26/05/2020 23/06/2020	Functional
10	26/07/2019 23/08/2019 20/09/2019	11/10/2019 29/11/2019 06/12/2019	31/01/2020 14/02/2020 06/03/2020	17/04/2020 22/05/2020 05/06/2020	Functional
11	12/07/2019 08/08/2019 13/09/2019	20/10/2019 08/11/2019 05/12/2019	17/01/2020 13/02/2020 13/03/2020	23/04/2020 21/05/2020 11/06/2020	Functional
12	10/07/2019 30/08/2019 11/09/2019	19/10/2019 01/10/2019 11/12/2019	23/01/2020 24/02/2020 02/03/2020	24/04/2020 01/05/2020 19/06/2020	Functional
13	10/07/2019 20/08/2019 12/09/2019	25/10/2019 27/11/2019 10/12/2019	09/01/2020 06/02/2020 05/03/2020	14/04/2020 14/05/2020 09/06/2020	Functional
14	18/07/2019 15/08/2019 19/09/2019	17/10/2019 21/11/2019 05/12/2019	16/01/2020 20/02/2020 19/03/2020	16/04/2020 18/05/2020 18/06/2020	Functional
15	16/07/2019 05/08/2019 17/09/2019	15/10/2019 19/11/2019 02/12/2019	21/01/2020 18/02/2020 10/03/2020	07/04/2020 19/05/2020 08/06/2020	Functional
16	22/07/2019 26/08/2019	28/10/2019 22/11/2019	24/01/2020 21/02/2020	17/04/2020 11/05/2020	Functional

	27/09/2019	10/12/2019	23/03/2020	26/06/2020	
17	31/07/2019 22/08/2019 25/09/2019	25/10/2019 18/11/2019 09/12/2019	17/01/2020 28/02/2020 20/03/2020	24/04/2020 13/05/2020 22/06/2020	Functional
18	24/07/2019 23/08/2019 25/09/2019	31/10/2019 29/11/2019 10/12/2019	30/01/2020 24/02/2020 25/03/2020	30/04/2020 05/05/2020 10/06/2020	Functional
19	24/07/2019 30/08/2019 16/09/2019	30/10/2019 18/11/2019 02/12/2019	30/01/2020 12/02/2020 16/03/2020	27/04/2020 29/05/2020 22/06/2020	Functional
20	19/07/2019 19/08/2019 06/09/2019	10/10/2019 07/11/2019 06/12/2019	23/01/2020 07/02/2020 12/03/2020	02/04/2020 05/05/2020 04/06/2020	Functional
21	02/07/2019 06/08/2019 02/09/2019	07/10/2019 04/11/2019 02/12/2019	06/01/2020 03/02/2020 02/03/2020	06/04/2020 04/05/2020 01/06/2020	Functional
22	10/07/2019 14/08/2019 11/09/2019	09/10/2019 13/11/2019 04/12/2019	0/01/2020 12/02/2020 11/03/2020	08/04/2020 13/05/2020 10/06/2020	Functional
23	11/07/2019 22/08/2019 03/09/2019	01/10/2019 05/11/2019 11/12/2019	17/01/2020 28/02/2020 25/03/2020	28/04/2020 28/05/2020 25/06/2020	Functional
24	30/07/2019 29/08/2019 23/09/2019	29/10/2019 26/11/2019 02/12/2019	29/01/2020 27/02/2020 31/03/2020	20/04/2020 27/05/2020 30/06/2020	Functional

6. CHALLENGES

- Frequent training and capacitation of Ward Committees by the Municipality is necessary to keep the consistent 100% functionality of Ward Committees.
- Community feedback meetings not being held by other Councilors, hence it scores more marks in the assessment of the ward functionality.
- Insufficient Human Resource in the Public Participation office is indeed a big challenge.
- Scarcity of tools of trade to provide Ward Committees for their record safe keeping.
- Some Ward Committees had challenges of prolonged sick periods of its Councilors and that caused a problem in them signing or authorizing the validity of ward sittings and community meetings held in that particular period.

7. INTERVENTIONS BY THE MUNICIPALITY TO SUSTAIN THE FUNCTIONAL AND TO ASSIST IN THE ELIMINATION OF NON-FUNCTIONAL WARD COMMITTEES.

- The Council to provide training or to capacitate Ward Committee members to ensure that they thoroughly understand their functions until the end of their term of Office.
- Proposed staffing of the Public Participation Office and the Office of the Speaker.
- Review of stipend payment for 2018/2019, from R750.00 to R1000.
- Encouragement of Ward Councilors to hold Community feedback meetings consistently and not to skip a quarter without the Community Feedback meeting hence it is a requirement that they hold the Community Feedback meetings quarterly.
- The Department to allocate budget for Ward Committees tools of trade and other financial support needed to sustain functionality of Ward Committees.

- To those Wards that had a challenge of ill Ward Councillors, the Speaker as the Chairperson of the Council will ensure that such Wards are given support by other Council. The Provincial COGTA be formally informed in writing as to what support will Municipality.

COMMUNITY FEEDBACK MEETINGS

WARD 01

DATE	VENUE	TIME
06/07/2020	Mantungweni	10H00
10/07/2020	Mbimbini	10H00
17/07/2020	Ningizimu	10H00
24/07/2020	Ezidwadweni	10H00
07/08/2020	Eskhwebezana	10H00
14/08/2020	Ocweleni	10H00
21/08/2020	Empambukweni	10H00
28/08/2020	Emdumela	10H00
11/09/2020	Goqo	10H00
18/09/2020	Mbimbini	10H00
16/10/2020	Mantungweni	10H00
23/10/2020	Zidwadweni	10H00
30/10/2020	Ngogelana	10H00
13/11/2020	Ocweleni	10H00
27/11/2020	Eskhwebezana	10H00
11/12/2020	Embizeni	10H00
18/12/2020	Ezikhukhuleni	10H00
15/01/2021	Mantungweni	10H00
22/01/2021	Ngogelana	10H00
12/02/2021	Mdumela	10H00
19/02/2021	Mpambukelweni	10H00
26/02/2021	Zidwadweni	10H00
11/03/2021	Mbizeni	10H00
25/03/2021	Zikhukhuleni	10H00
15/04/2021	Ningizimu	10H00
29/04/2021	Cweleni	10H00
13/05/2021	Mdumela	10H00
27/05/2021	Mbimbini	10H00
10/06/2021	Mantungweni	10H00

WARD 02

DATE	VENUE	TIME
20/07/2019	Mhlangandlovu area	09H00
17/08/2019	Sizilo, Ematsheni ampisholo	09H00
21/09/2019	Ivungu area, Nondayana Hall	09H00
19/10/2019	Uzwela area, Mnyamatheni	09H00
16/11/2019	Mndaweni area, Ezikingini	09H00
05/12/2019	Mdelu area	09H00
18/01/2020	Brush area, Msebeni store	09H00
21/03/2020	Ekushumayeleni area	09H00
18/04/2020	Ophisweni area	09H00
22/05/2020	Phethu area	09H00
19/05/2020	Nsimbi area	09H00

WARD 03

DATE	VENUE	TIME
13/07/2019	Dayingubo	10H00
14/07/2019	Thandaziphi	10H00
17/08/2019	Nsukangihlale	10H00
18/08/2019	Godlankomo	10H00
28/09/2019	Dayingubo	10H00
29/09/2019	Thandaziphi	10H00
19/10/2019	Nsukangihlale	10H00
20/10/2019	Godlankomo	10H00
16/11/2019	Thandaziphi	10H00
17/11/2019	Dayingubo	10H00
07/12/2019	Godlankomo	10H00
08/12/2019	Nsukangihlale	10H00
20/01/2020	Thandaziphi	10H00
21/01/2020	Dayingubo	10H00
14/02/2020	Nsukangihlale	10H00
15/02/2020	Godlankomo	10H00
04/03/2020	Dayingubo	10H00
05/03/2020	Thandaziphi	10H00
11/04/2020	Godlankomo	10H00
12/04/2020	Nsukangihlale	10H00
20/05/2020	Dayingubo	10H00
21/05/2020	Thandaziphi	10H00
19/06/2020	Nsukangihlale	10H00
20/06/2020	Godlankomo	10H00

WARD 04

DATE	VENUE	TIME
19/07/2019	Esidakeni	10H00
18/09/2019	Ezembeni	10H00
16/11/2019	Ogedleni	10H00
24/01/2020	Mlovu	10H00
05/04/2020	Mpithimpithini	10H00
14/05/2020	Chibini	10H00
22/06/2020	Stedhem	10H00

WARD 05

DATE	VENUE	TIME
10/07/2019	KwaMpanza Hall	10H00
23/07/2019	Magagadol	10H00
14/08/2019	Mfabeni	10H00
09/09/2019	Esikhumbeni	10H00
09/10/2019	Qhudebe	10H00
06/11/2019	Okhalweni	10H00
04/12/2019	KwaMpanza Hall	10H00
08/01/2020	KwaMpanza Hall	10H00
05/02/2020	Esikhumbeni	10H00
11/03/2020	Saku	10H00
08/04/2020	Magagadolo	10H00
06/05/2020	Nsabekhulumahale	10H00
10/06/2020	KwaMpanza Hall	10H00

WARD 06

DATE	VENUE	TIME
18/07/2019	Idlebe area	10H00
22/08/2019	Mwelase area	10H00
18/09/2019	Mabeka area	10H00
17/10/2019	Mfekazi area	10H00
20/11/2019	Dlabane area	10H00
09/12/2019	Mwelase area	10H00
13/01/2020	Idlebe area	10H00
19/02/2020	Mfekazi area	10H00
18/03/2020	Mabeka area	10H00
22/04/2020	Dlabane area	10H00
18/05/2020	Mwelase area	10H00
18/06/2020	Mbabazi area	10H00

WARD 07

DATE	VENUE	TIME
11/07/2019	Siphiva	09H00
15/08/2019	Bhungwana	09H00
19/09/2019	Xasana	09H00
10/10/2019	Thombothi	09H00
05/11/2019	Exolo	09H00
10/12/2019	Equbeni	09H00
16/01/2020	Obhokweni	09H00
13/02/2020	Nqabeni	09H00
10/03/2020	Mame	09H00
07/04/2020	Ndinde	09H00
12/05/2020	Siphiva	09H00
23/06/2020	Bhungwana	09H00

WARD 08

DATE	VENUE	TIME
26/07/2019	Eziqhwangeni Area	10H00
12/07/2019	Donsa Area	10H00
12/07/2019	Phoqukhalo Area	10H00
18/07/2019	Siphethu/ Chibini Area	10H00
24/07/2019	Ezihlabeni Area	10H00
26/07/2019	Gezizandla Area	10H00
13/07/2019	Mashona	10H00
09/07/2019	Memulweni/Tshelezintombi Area	10H00
17/07/2019	Mngawe Area	10H00
25/07/2019	Jikaza/ Linda/Mganga Area	10H00
24/07/2019	Ziganda Area	10H00
19/07/2019	Mganimbabo	10H00
02/07/2019	Mawombeni	10H00
26/08/2019	Sphethu Area	10H00
29/08/2019	Donsa Area	10H00
29/08/2019	Ezihlabeni Area	10H00
24/08/2019	Phoqukhalo Area	10H00
29/08/2019	Mashona Area	10H00
08/08/2019	Mngawe Area	10H00
08/08/2019	Mganimbobo Area	10H00
18/08/2019	Mawombeni Area	10H00

01/09/2019	Eziqhwageni Area	10H00
19/09/2019	Sphethu Area	10H00
30/09/2019	Phoqukhalo Area	10H00
08/09/2019	Gezizandla Area	10H00
17/09/2019	Memulweni Area	10H00
27/09/2019	Mngawe Area	10H00
04/09/2019	Jikaza Area	10H00
03/09/2019	Zigando Area	10H00
20/09/2019	Mganimbabo	10H00
04/10/2019	Sphethu Area	10H00
18/10/2019	Ezihlabeni Area	10H00
06/10/2019	Mashona Area	10H00
24/10/2019	Mawombeni Area	10H00
13/11/2019	Eziqhwageni Area	10H00
18/11/2019	Donsa Area	10H00
13/11/2019	Ezihlabeni Area	10H00
17/11/2019	Gezizandla Area	10H00
17/11/2019	Jikaza Area	14H00
20/11/2019	Memulweni Area	10H00
15/11/2019	Zigando Area	10H00
05/12/2019	Donsa	10H00
08/12/2019	Siphethu/Chibini	10H00
02/12/2019	Phoqukhalo Area	10H00
05/12/2019	Mashona	14H00
15/12/2019	Mawombeni	10H00
06/12/2019	Memulweni/Tshelezintombi	10H00
18/12/2019	Mganimbobo	10H00
30/12/2019	Mqawe	10H00
05/01/2020	Siphethu/Chibini	10H00
05/01/2020	Ezihlabeni	14H00
21/01/2020	Gezizandla	10H00
24/01/2020	Phoqukhalo	10H00
31/01/2020	Donsa	10H00
25/01/2020	Mashona	10H00
05/01/2020	Mganimbobo	16H00
07/02/2020	Eziqhangeni	10H00
18/02/2020	Siphethu/Chibini	10H00
27/02/2020	Donsa	10H00
07/02/2020	Mashona	14H00
04/02/2020	Memulweni/Tshelezintombi	10H00
04/02/2020	Mqawe	14H00
08/02/2020	Zingando	10H00
10/02/2020	Jikaza Area	10H00
18/02/2020	Mawombeni Area	10H00
04/03/2020	Mashona	10H00
07/03/2020	Ezihlabeni	10H00
16/03/2020	Phoqukhalo Area	10H00
18/03/2020	Mganibombo	10H00
18/03/2020	Memulweni	14H00
22/03/2020	Gezizandla	10H00
08/04/2020	Mqawe	10H00
09/04/2020	Donsa	10H00

15/04/2020	Eziqhwangeni	10H00
18/04/2020	Gezizindla	10H00
18/04/2020	Jikaza	14H00
25/04/2020	Ezingando	10H00
27/04/2020	Siphethu	10H00
29/04/2020	Mashona	10H00
30/04/2020	Mawombeni	10H00
18/05/2020	Phoqukhalo	10H00
26/05/2020	Donsa	10H00
28/05/2020	Ezihlabeni	10H00
03/06/2020	Gezizandla	10H00
04/06/2020	Siphethu	10H00
04/06/2020	Ezihlabeni	14H00
06/06/2020	Mganibombo	10H00
14/06/2020	Donsa	10H00
15/06/2020	Mqawe	10H00
18/06/2020	Mashona	10H00
18/06/2020	Zingando	10H00
21/06/2020	Mawombeni	10H00
24/06/2020	Eziqhwangeni	10H00
25/06/2020	Jikaza	10H00
27/06/2020	Memulweni	10H00

WARD 09

DATE	VENUE	TIME
05/07/2019	Ntontiyane	10H00
13/07/2019	Vezunyawo	10H00
20/07/2019	Whole Ward	10H00
02/08/2019	Nzimakazi	10H00
13/09/2019	Othini	10H00
13/09/2019	Ndindindi	14H00
17/10/2019	Othini	10H00
17/10/2019	Ntontiyane	14H00
16/11/2019	Ekudubekeni	10H00
16/11/2019	Zikhonele	14H00
25/12/2019	Whole Ward	10H00
18/01/2020	Ndindindi	10H00
11/02/2020	Dunge	10H00
20/03/2020	Zikhonele	10H00
20/03/2020	Gwabini	14H00
14/04/2020	Nzimakazi	10H00
14/04/2020	Othini	14H00
19/05/2020	Mission	10H00
09/06/2020	Ekudubekeni	10H00

WARD 10

DATE	VENUE	TIME
06/07/2019	Mhlahlane area	10H00
13/07/2019	Langakazi area	10H00
20/07/2019	Goqo area	10H00
21/07/2019	Othini area	10H00
04/08/2019	Madaka area	10H00
18/08/2019	Mshayazafe area	10H00
31/08/2019	Mondiya ara	10H00

08/09/2019	Langakazi area	10H00
21/09/2019	Myeye area	10H00
05/10/2019	Madaka area	10H00
26/10/2019	Mhlahlane area	10H00
03/11/2019	Zihlalo area	10H00
23/11/2019	Langakazi area	10H00
01/12/2019	Goqo area	10H00
22/12/2019	Othini area	10H00
19/01/2020	Madaka area	10H00
25/01/2020	Langakazi area	10H00
08/02/2020	Zihlalo area	10H00
29/02/2020	Mhlahlane area	10H00
08/03/2020	Madaka area	10H00
22/03/2020	Myeye area	10H00
12/04/2020	Mpembeni area	10H00
30/04/2020	Goqo area	10H00
17/05/2020	Ezihlalo area	10H00
30/05/2020	Othini area	10H00
14/06/2020	Zihlalo area	10H00

WARD 11

DATE	VENUE	TIME
07/07/2019	Sishwili 01 (Power)	10H00
11/08/2019	Entendeka	10H00
15/09/2019	Sishwili 01 (Power)	10H00
13/10/2019	Vukuzenzele	10H00
10/11/2019	Empolweni	10H00
08/12/2019	KwaNcwane	10H00
12/01/2020	Sishwili 02 (Sizabantu)	10H00
09/02/2020	Entendeka	10H00
08/03/2020	Sishwili 01 (Power)	10H00
12/04/2020	Vukuzenzele (Sishwili)	10H00
10/05/2020	Empolweni	10H00
14/06/2020	KwaNcwane	10H00

WARD 12

DATE	VENUE	TIME
06/07/2019	Sishwili 2- Sizabantu	09H00
07/09/2019	Imbilane – Zelaphile Creche	09H00
02/11/2019	Mbangayiya Creche	09H00
01/03/2020	B North – Ulundi Private School	15H00
05/04/2020	Mdumezulu – Prince Dabulamanzi	15H00

WARD 13

DATE	VENUE	TIME
09/07/2019	Nhlazatshe Farmers Hall	10H00
16/07/2019	Mpungamhlophe Hall	10H00
23/07/2019	Konfoor	10H00
06/08/2019	Mashudu	10H00
13/08/2019	Erasmusfontein	10H00
20/08/2019	Draaihoek Creche	10H00
27/08/2019	Zulu Rock	10H00
10/09/2019	Sitholinhlaha	10H00
17/09/2019	Gade	10H00
05/11/2019	Nhlazatshe	10H00

12/11/2019	Mpungamhlophe	10H00
19/11/2019	Konfoor	10H00
26/11/2019	Mashudu	10H00
03/12/2019	Erasmusfontein	10H00
10/12/2019	Draaihoek	10H00
17/12/2019	Zulu Rock	10H00
07/01/2020	Sitholinhlaha	10H00
14/01/2020	Gade	10H00
03/03/2020	Nhlazatshe	10H00
10/03/2020	Mpungamhlophe	10H00
17/03/2020	Konfoor	10H00
24/03/2020	Mashudu	10H00
07/04/2020	Erasmusfontein	10H00
21/04/2020	Draaihoek	10H00
05/05/2020	Zulu Rock	10H00
19/05/2020	Sitholinhlaha	10H00
09/06/2020	Gade	10H00

WARD 14

DATE	VENUE	TIME
11/07/2019	Njojo Area	10H00
16/08/2019	Njomelwane Area	10H00
12/09/2019	Mtilingwe Area	10H00
15/10/2019	Banda Area	10H00
12/11/2019	Mtilingwe Area	10H00
10/12/2019	KwaNyoni Area	10H00
17/01/2020	Hlushwana Area	10H00
27/02/2020	Zilulwana Area	10H00
26/03/2020	Dibha Area	10H00
28/04/2020	Njojo Area	10H00
28/05/2020	Njomelwana Area	10H00
25/06/2020	KwaNyoni Area	10H00

WARD 15

DATE	VENUE	TIME
14/07/2019	Madla Hall	09H00
10/08/2019	KwaShwele Area	09H00
09/11/2019	Nqolothi Area	09H00
08/01/2020	Madla Hall	09H00
10/04/2020	Makhalathini Area	09H00
13/06/2020	Gcinuxolo Area	09H00

WARD 16

DATE	VENUE	TIME
11/07/2019	Nkololweni	10H00
03/08/2019	Cokolo	10H00
14/09/2019	Ziqongwana	10H00
16/12/2019	Babanango	10H00
09/01/2020	Kweyezulu	10H00
08/02/2020	Nsubeni	10H00
14/03/2020	Matafuleni	10H00
17/04/2020	Lukhwazi	10H00
12/05/2020	Makhosini	10H00
08/06/2020	Nzololo	10H00

WARD 17

DATE	VENUE	TIME
16/07/2019	Mabedlane	16H00
25/07/2019	Cengeni & Ntabamhlophe	09H00
27/07/2019	Mbudle	09H00
15/08/2019	Otsiligwaneni	09H00
16/08/2019	Mphothi	16H00
26/08/2019	Mawulashe	09H00
16/09/2019	Qwasha	14H00
25/09/2019	Ezibindini	14H00
15/10/2019	Mphothi	10H00
16/10/2019	Otsiligwaneni	09H00
25/10/2019	Mbudle	09H00
18/11/2019	Cengeni & Ntabamhlophe	09H00
25/11/2019	Mabedlane	16H00
26/11/2019	Ezibindini	14H00
10/12/2019	Qwasha School	14H00
11/12/2019	Mawulashe	10H00
15/01/2020	Ezibindini	14H00
16/01/2020	Qwasha	14H00
28/01/2020	Mawulashe	10H00
17/02/2020	Mphothi	10H00
25/02/2020	Otsiligwaneni	09H00
26/02/2020	Mbudle	09H00
16/03/2020	Cengeni & Ntabamhlophe	09H00
26/03/2020	Mabedlane	16H00
16/04/2020	Mawulashe	10H00
27/04/2020	Qwasha School	10H00
18/05/2020	Ezibindini School	10H00
25/05/2020	Mabedlane School	10H00
27/05/2020	Cengeni & Ntabamhlophe	10H00
15/06/2020	Mbudle	10H00
25/06/2020	Otsiligwaneni	10H00
26/06/2020	Mphothi School	16H00

WARD 18

DATE	VENUE	TIME
13/07/2019	Ulundi Creche, Ezihlabeni	10H00
14/07/2019	Siphumelele Creche, Unit L	14H00
11/08/2019	Mbhoshongweni Area	10H00
18/08/2019	Egugwini Creche, Mhlwathini	10H00
08/09/2019	Unit A Hall	14H00
15/09/2019	Mhlwathini, Egugwini Creche	10H00
05/10/2019	Ezihlabeni, Ulundi Creche	10H00
13/10/2019	Unit L, Sphumelele Creche	14H00
09/11/2019	Mhlwathini, Egugwini Creche	10H00
17/11/2019	Unit A, Unit A Hall	14H00
07/12/2019	Mbhoshongweni	10H00
14/12/2019	Ezihlabeni, Emthombothini	10H00
11/01/2020	Ezihlabeni, Emthombothini	10H00
19/01/2020	Mhlwathini, Egugwini Creche	10H00
08/02/2020	Unit L, Sphumelele Creche	14H00
16/02/2020	Mhlwathini, Egugwini Creche	10H00

07/03/2020	Unit A, Unit A Hall	14H00
14/03/2020	Mbhoshongweni	10H00
04/04/2020	Ezihlabeni,Ulundi Creche	10H00
10/04/2020	Mhlwathini, Egugwini	10H00
16/05/2020	Unit L,Sphumelele Creche	14H00
24/05/2020	Unit A Hall	14H00
06/06/2020	Ezihlabeni, Ulundi Creche	10H00
14/06/2020	Mbhoshongweni	10H00

WARD 19

DATE	VENUE	TIME
15/06/2019	Mbhoshongweni Sport Ground	10H00
23/06/2019	B-South Hall	15H00
13/07/2019	Mfaniseni Creche	10H00
27/07/2019	Mtikini,Esihlahleni	10H00
10/08/2019	Hire is Life, Thokoza	10H00
24/08/2019	Mbhoshongweni Sport Ground	10H00
15/09/2019	B-South Hall	15H00
28/09/2019	Mfaniseni Creche	10H00
12/10/2019	Mtikini, Esihlahleni	10H00
26/10/2019	Hire is Life,Thokoza	10H00
09/11/2019	Kusasa Lethu Creche	10H00
24/11/2019	B-South Hall	15H00
07/12/2019	Mfaniseni Creche	10H00
18/01/2020	Mtikini,Esihlahleni	10H00
08/02/2020	Hire is Life, Thokoza	10H00
22/02/2020	Mbhoshongweni Sport Ground	10H00
15/03/2020	B-South Hall	15H00
29/03/2020	Mfaniseni Creche	15H00
12/04/2020	Thengisangaye School	15H00
25/04/2020	Sthandiwe Creche	14H00
09/05/2020	Mbhoshongweni Sport Ground	10H00
30/05/2020	B-South Hall	15H00
13/06/2020	Mfaniseni Creche	10H00
27/06/2020	Mtikini Esihlahleni	10H00

WARD 20

DATE	VENUE	TIME
19/07/2019	Ezihlabeni area	10H00
16/08/2019	Ndayini area	10H00
20/09/2019	Gqikazi area	10H00
18/10/2019	Sangoyane area(esiphansi)	10H00
22/11/2019	Sangoyane area(esiphezulu)	10H00
06/12/2019	Manekwane area	10H00
18/01/2020	Ntandakuwela area	10H00
15/02/2020	Siyanda area	10H00
07/03/2020	Mxolisi area	10H00
18/04/2020	Nqunqa area	10H00
16/05/2020	KIDECO	10H00
20/06/2020	Folose area	10H00

WARD 21

DATE	VENUE	TIME
02/07/2019	Mkhazane	10H00
11/07/2019	Ndonsakusa	10H00
30/07/2019	Zihlabathini	10H00
08/08/2019	Ndonsakusa	10H00
22/08/2019	Newlands	10H00
27/08/2019	Zihlabathini	10H00
10/09/2019	Sbunjana	10H00
26/09/2019	Ndlovana	10H00
01/10/2019	Newlands	10H00
21/10/2019	Zihlabathini	10H00
31/10/2019	Sbunjana	10H00
04/11/2019	Zidwadweni	10H00
14/11/2019	Ndlovana	10H00
18/11/2019	Ndonsakusa	10H00
02/12/2019	Sbunjana	10H00
05/12/2019	Mkhazane	10H00
05/12/2019	Zwelisha	15H00
12/12/2019	Zidwadweni	10H00
16/01/2020	Sbunjana	10H00
21/01/2020	Newlands	10H00
30/01/2020	Mkhazane	10H00
06/02/2020	Zihlabathini	10H00
11/02/2020	Mkhazane	10H00
20/02/2020	Ndonsakusa	10H00
29/02/2020	Sbunjana	10H00
09/03/2020	Newlands	10H00
19/03/2020	Zihlabathini	10H00
24/03/2020	Zidwadweni	10H00
31/03/2020	Zwelisha	10H00
07/04/2020	Ndonsakusa	10H00
16/04/2020	Mkhazane	10H00
21/04/2020	Ndlovana	10H00
31/04/2020	Newlands	10H00
14/05/2020	Mkhazane	10H00
14/05/2020	Zwelisha	15H00
19/05/2020	Ndonsakusa	10H00
28/05/2020	Ndlovana	10H00
09/06/2020	Sbunjana	10H00
18/06/2020	Newlands	10H00
23/06/2020	Zihlabathini	10h00
30/06/2020	Zidwadweni	10H00

WARD 22

DATE	VENUE	TIME
11/08/2019	Zondela Community Hall	15H00
18/08/2019	D Section	15H00
10/11/2019	Zondela Community Hall	15H00
17/11/2019	D-Section	15H00
09/02/2020	Zondela Community Hall	15H00
16/02/2020	D-Section	15H00
10/05/2020	Zondela Community Hall	15H00
17/05/2020	D-Section	15H00

WARD 23

DATE	VENUE	TIME
06/07/2019	Mandeva Area	09H00
13/07/2019	Mbuzikazi Area	09H00
20/07/2019	Duze Area	09H00
03/08/2019	Mahlomane Area	09H00
16/08/2019	Hlungulwane Area	09H00
18/08/2019	Mpofazane Area	09H00
21/09/2019	Senzangakhona Area	09H00
24/09/2019	Kwanobamba Area	09H00
27/09/2019	Emathayini Area	09H00
29/09/2019	Enkiligi Area	09H00
05/10/2019	Madumela Area	09H00
19/10/2019	Mshisampisi Area	09H00
26/10/2019	Vezunyawo Area	09H00
02/11/2019	Ngono Area	09H00
09/11/2019	Sgodiphola Area	09H00
16/11/2019	Ezimpayini Area	09H00
07/12/2019	Mandeva Area	09H00
13/12/2019	Mahlomane Area	09H00
21/12/2019	Senzangakhona Area	09H00
24/12/2019	Maqwatha Area	09H00
26/12/2019	Malomeni Area	09H00
04/01/2020	Goje Area	09H00
05/01/2020	Mbuzikazi Area	09H00
11/01/2020	Maqwatha Area	09H00
01/02/2020	Mandeva Area	09H00
08/02/2020	Duze Area	09H00
16/02/2020	Mahlomane Area	09H00
22/02/2020	Hlungulwane Area	09H00
07/03/2020	Mpofazane	09H00
15/03/2020	Senzangakhona Area	09H00
21/03/2020	KwaNobamba Area	09H00
04/03/2020	Emathayini Area	09H00
11/03/2020	Madumela Area	09H00
19/03/2020	Nkiligi Area	09H00
02/05/2020	Mshisampisi Area	09H00
10/05/2020	Vezunyawo Area	09H00
16/05/2020	Ngono Area	09H00
06/06/2020	Sgodiphola Area	09H00
14/06/2020	Ezimpayini Area	09H00
20/06/2020	Maqwatha Area	09H00

WARD 24

DATE	VENUE	TIME
16/07/2019	Nkonjeni	10H00
28/08/2019	Hlophekhulu	10H00
17/09/2019	Kwa Mvula	10H00
16/10/2019	Nguqe	10H00
05/11/2019	Ekujulukeni	10H00
04/12/2019	Ezikhumbeni	10H00
20/01/2020	Basamlilo	10H00
18/02/2020	Ntshiyazana	10H00
17/03/2020	Dindi	10H00
16/04/2020	Gijima	10H00
20/05/2020	Ebhaleni	10H00
04/06/2020	Thuthu	10H00

APPENDIX F

Capital Projects

Item	Ward	Projects	Status	Start date	Complete Date	Budget
1.	1	Ezidwadweni Community Hall	84%	01 July 2019	30 August 2020	R 3,300,00.00
2.	03	Gazini of Community Hall	92%	01 July 2019	30 July 2020	R 3,300,00.00
3	09	Dikana Sportfield	60%	01 July 2019	30 November 2020	R 2,000,000.00
4	02	Brush Community Hall	89%	01 July 2019	30 September 2020	R 3,300,000,00
5.	21	Mkhazane Sportfield	73%	01 July 2019	15 September 2020	R 2,000,000.00
6.	17	Qwasha Sportfield	100%	01 July 2019	30 June 2020	R2 ,721,337.60
7.	18	Sishwili Community Hall	90%	01 July 2019	25 August 2020	R 3,300,000,00
9.	23	KwaGoje Sportfield	83%	01 July 2019	30 July 2020	R 2 721 337.60
10.	20	Ezakhiweni Sportfield	52%	01 July 2019	15 December 2020	R 2,000,000,00
11.	07	Mame Community Hall	62%	01 July 2019	10 December 2020	R 3,3000,000.00
12.	20	Ezintendeni Community Hall	97%	01 July 2019	30 July 2020	R2,007,432.71
13.	24	Hlophekhulu community hall	100%	01 July 2019	30 June 2020	R 2,844,595.27
14.	04	Chibini community hall	87%	01 July 2019	30 October 2020	R 3,000,000.00

Two projects per Ward had been identified as follows:

Ward no.	Name of Projects	Consultant name
01	Mtshikini Causeway and Ezidwadweni Community Hall	Hi Tech Consulting Engineers
02	Nondayana Sportsfield and Brush Community Hall	Impande Consulting Engineers
03	Gazini Community hall & Nsukangihlale Community Hall	Impande Consulting Engineers
04	Chibini Community Hall & Chibini Sportfield	Hi Tech Consulting Engineers
05	Ntambode Sportsfield & Ntambode Community hall	Mahlahla Consulting Engineers.
06	Okhalweni Sportsfield & Mbotsheni Community Hall	Mageba Consulting and Project Managers
07	Zungu Sportsfield and Mame Community hall	Mageba Consulting and project Managers
08	Jikaza Community Hall & Siphethu Community Hall	Mageba Consulting and project managers
09	Vezunyawo Community Hall & Dikana Sportfield	Mageba Consulting Engineers
10	Nomdiya Community Hall & Madaka Community Hall	Mahlahla Consulting Engineers.
11	Shishwili Community Hall & Ntendeka Sportsfield	Hi Tech Consulting Engineers
12	Unit B North Creche & Imbilane Community Hall	Mageba Consulting Engineers
13	Zulu Rock Community Hall & Nhlanzantshe Community Hall	Bi Infrastructure Consulting
14	Njojo Sportsfield, & Njomelwane Hall	Mahlahla Consulting Engineers.
15	Emakhalathini Causeway and Nqulwane Hall	Impande Consulting Engineers
16	Kwazi Ohongweni Community Hall & KweZulu Community Hall	Bi Infrastructure Consulting
17	Qwasha Sportsfield & Embudle Community Hall	Hi Tech Consulting Engineers
18	Police College road & Ezihlabeni Sportfield	Hi Tech Consulting Engineers.
19	Ntukwini Causeway & Mtikini Community hall	Impande Consulting Engineers
20	Manekwane Community hall & Ezakhiweni Sportfield	Mahlahla Consulting Engineers.
21	Mkhazane Sportsfield & Ndlovane Community Hall	Mahlahla Consulting Engineers
22	Zondela Sportsfield & Zondela Causeway	Impande Consulting and Project managers
23	Kwa Goje Sportsfield & Sgodiphola community hall	Mahlahla consulting Engineers.
24	KwaDindi Community Hall & Mvula Sportfield	Mahlahla Consulting Engineers
	Technical Services Offices	Hi- Tech Consulting Engineers
	Ulundi Landfill Site in ward 13	Hi Tech Consulting Engineers

APPENDIX G

7. RECOMMENDATIONS OF THE COMMITTEE.

The number of meetings held with the 2019-2020 financial year were four meetings. The number of recommendation made by the committee were seventy four (74) . Implemented – thirty nine (39) and Not Implemented thirty one (41), in progress four . The internal audit findings raised during the 2019-2020 financial year were one three hundred and forty 340 implemented or in progress recommendations were twenty-nine (97) and implemented sixteen (16). Please refer to the tracking tool for the detailed review internal audit recommendations.

No.	Meeting Date	Item Discussed	Resolutions	Implemented/ Not
JULY 2019				
1	8th July 2019	<p>Action Plan to address AG Findings .</p> <p>AG Report Action Plan- technical losses, non-technical losses, going concern and minimisation of expenditure.</p> <p>The measures to reduce the Eskom Debt and resolve the going concern issues .</p>	The Committee noted the report and emphasizes the importance of improving the Audit Outcome.	Not Implemented
2	8th July 2019	<p>Supply Chain Management Report</p> <p>Supply Chain Management report was presented by the Deputy CFO</p>	The Audit committee noted Supply Chain Management Report and emphasizes that the lower performing service provides should be attended to by the Management.	Implemented
3	8th July 2019	Workplan for draft of Annual Financial Statements	The Committee noted the report and emphasizes the	Implemented

		<p>CFO tabled a draft plan for the preparation of the Annual Financial Statements, and stated that the plan lists a number of items from one to fifteen and that each item is allocated responsible personnel and the time frame that it needs to be completed.</p>	<p>importance of meeting deadline in support of timely review prior to submission to the Auditor General.</p>	
4	8th July 2019	<p>Finance Recovery Plan . Targets established by Senior management of the Municipality at the beginning of the year as a strategy to mitigate the going concern issues face by the municipality and the Internal audit role is to perform quarterly follow up on which targets are met, in progress and not yet met.</p>	<p>The Audit Committee noted the report and emphasizes to management to take measures to achieve the set targets.</p>	Implemented
5	8th July 2019	<p>Performance Management Quarter 4 report is not ready yet due to late submissions of portfolio of evidence files by the departments.</p>	<p>Chairperson enquired if all departments submitted their portfolio of evidence files for third quarter.</p>	Implemented

			The workplan for Annual Report and progress on Performance Management quarterly report be noted.	
6	8th July 2019	<p>Bank and Cash Management Review</p> <p>Deputy Director IA presented the report and indicated that even though there were findings noted, they were not material, they relate to control weaknesses that management need to address. Overall rating is acceptable</p>	The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.	Implemented
7	8th July 2019	<p>Payroll Management Review.</p> <p>The Deputy director IA presented the report.</p>	The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.	Implemented
8	8th July 2019	<p>Performance Management Quarter 3</p> <p>Deputy Director IA presented the report and highlighted that overall rating is weak with limited internal control and recommended that there</p>	The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.	Not Implemented

		should be consequences for non-performance.		
9	8th July 2019	<p>IT Follow up Review</p> <p>The Deputy Director IA presented the report and indicated that the Audit was conducted by National Treasury two years ago. The Internal Audit performs follow up to ensure that risks are being mitigated. However due to IT department not having a manager, IT Follow ups were carried out after deployment of the new IT manager. There were 24 findings, 11 are resolved, 9 partially resolved and 4 unresolved. The unresolved risks are not being reduced due to lack of resources in the IT department.</p>	The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.	Not Implemented
10.	8th July 2019	<p>Local Economic Development Management Review.</p> <p>The report was presented, and it was indicated that this department was audited for the first time. She further</p>	The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.	In progress

		<p>explained the background of LED that the Municipality has Local Economic Development Strategy that intends to assist cooperatives and small businesses through applying for funds from departments and internal resources. Overall rating is weak with limited controls.</p>	<p>and management to improve the controls within LED.</p>	
11	8th July 2019	<p>Property Management Review. The report was presented where it was indicated that it was the first time that Planning was audited as a stand-alone unit. Overall rating is weak with limited controls in place. Actions were agreed with management and Internal Audit will do follow up on implementation of the agreed action.</p>	<p>The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.</p>	Implemented
12	8th July 2019	<p>Inventory Management Review Deputy Director IA presented the report to the Audit committee and indicated that a stock take was performed to verify if regular stock checks</p>	<p>The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.</p>	Not Implemented

		was done and reconciled to the ledger. Overall rating is weak with limited controls.		
13	8th July 2019	Risk Management Review. Deputy Director IA presented the report to the Audit committee. Overall rating is weak with limited controls.	The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.	Not Implemented.
14	8th July 2019	Risk Management Report. Risk Management Report (Quarterly report) <input type="checkbox"/> <input type="checkbox"/> Snr Manager Risk presented the Risk Management quarterly report. <input type="checkbox"/> <input type="checkbox"/> He stated that the annual risk assessment for 2019/2020 was carried out in March/April 2019 and on the last meeting it was indicated that risk assessment will be reported in detail on risk assessment that was done.	The Audit Committee noted Risk Management Report be noted.	Not Implemented.
15	8th July 2019	MSCOA Project Reports 13.1MSCOA Project Report to Date	The Audit Committee note the Mscoa Project report.	In progress.

		<p>Deputy CFO reported that there was a summary forwarded by National Treasury to all municipalities on what has been submitted, in progress and errors for attention.</p> <p>□□Ulundi Municipality has been successfully submitting monthly reports, from the beginning of the year. There is nothing outstanding.</p>		
16	8th July 2019	Internal Audit Charter	The Internal Audit Charter was approved by the committee and recommended that the same be forwarded to Council.	Implemented.
17	8th July 2019	Internal Audit Methodology	The Internal Audit Methodology was approved by the Audit Committee and recommended that same be forwarded to Mpac.	Implemented.
18	8th July 2019	Internal Audit Plan	The Internal Audit Plan was approved by the committee and recommended that the	Implemented

			same be forwarded to Council.	
19	8th July 2019	Audit committee rooster	The was Audit committee rooster approved by the Audit Committee and recommended that same be forwarded to Mpac.	Implemented
20	8th July 2019	Audit Committee workplan	The Audit Committee workplan was approved by the Audit Committee and recommended that same be forwarded to Mpac.	Implemented
21	8th July 2019	Finance, Performance and Risk Audit committee Charter	The Finance, Performance and Risk Audit committee Charter was approved by the committee and recommended that the same be forwarded to Council.	Implemented
22	8th July 2019	MSCOA Projects- Section 71 and 72 successfully submitted, however there are still issues with full integration	The Audit Committee noted the report and encouraged management to continue with good submission status.	Implemented
23	8th July 2019	Implementation of Internal Audit plan- reported on	Implementation of Internal Audit plan was noted.	Implemented

		progress of the internal audit plan		
24	8th July 2019	Delays in Implementation of Internal Audit plan- delays in receiving information requested	MPAC recommended, Management cooperation in order to improve Municipal Operations and achieve objectives.	Implemented
25	8th July 2019	Internal Audit scorecard	Internal Audit scorecard was noted, the committee stressed the need to continue monitoring and reporting.	Implemented
26	8th July 2019	Outstanding Disciplinary and alleged fraud cases-employee under disciplinary hearing	Chairperson recommended that recommendations of the Municipal Manager and report to be presented in the next audit committee meeting	Implemented
27	8th July 2019	<p>Fraud Prevention Plans and Disciplinary cases.</p> <p>15.1 Outstanding Disciplinary and alleged fraud cases/Investigations</p> <p>CFO reported that there is one pending case relating to Protection Services employee, case is with</p>	The Audit Committee noted the report on Fraud and Prevention plan and disciplinary cases. The committee requested that there be regular updates provided on quarterly bases.	Implemented.

		<p>Arbitration, employee charged with misconduct</p> <p>□□Last week midnight there was a burglary in the cashier's office, the security was held hostage and the burglars tampered with the drop safe box and took cash and the case is under investigation</p>		
28	8th July 2019	<p>Implementation of internal Audit plan</p> <p>Deputy Director IA stated that according to the plan it has been successfully completed for 2018/2019 apart from the assignment reported on the executive summary: interim Financial Statement which was not submitted for audit and maintenance schedule not done due to the refurbishment .Starting a new plan in the new financial year as soon as the plan is approved.</p>	The report on Status of Implementation of Internal Audit plan be noted.	Implemented.

29	8th July 2019	<p>Internal Audit Performance Review.</p> <p>Internal Audit scorecard</p> <p>Deputy Director IA reported that the internal audit successfully met their target, apart from the target relating to internal audit report on performance management which is due to late submissions from department we were not able to report on the relevant quarter, and it is beyond our control.</p>	It was resolved that the report on Internal audit score card and implementation plan be noted	Implemented.
	AUGUST 2019			
30	26 AUGUST 2019	<p>Action Plan to address AG Findings</p> <p>Chief Finance Officer highlighted that the main issues contained in the Action plan are:</p>	<p>The audit committee resolved that :</p> <p>The progress on action Plan be noted.</p>	Implemented

		1. Distribution electricity losses, which talks to the percentage that according to AG findings increase in the previous year due to electricity losses.		
31	26 AUGUST 2019.	SCM Report. Chief Finance Officer reported that no SCM activities have taken place, the only activity is the appointment of the BID Committee by the municipal manager.	The audit committee resolved that: The progress on action Plan be noted.	Implemented
32	26 AUGUST 2019.	Draft Annual Financial Statements. Deputy CFO highlighted that on the 29th July there was an MSCOA specimen issued by National Treasurer on how Financial Statement should be prepared, which is MSCOA aligned. The specimen breaks down the notes mostly which feeds the financial statements, so	The Audit Committee noted the report.	Implemented

		majority of the items are not yet in line with specimen.		
33	26 AUGUST 2019.	<p>Performance Management Quarter 4 Performance Report.</p> <p>Manager PMS reported that quarter 4 forms part of the Draft Annual Report and Draft Annual Performance Report. Draft Annual report is submitted for compliance purposes and will be submitted together with the AFS and Annual Performance Report on the 31 of August 2019 to AG.</p>	<p>It was resolved that :</p> <p>The Draft Annual Report be Noted.</p> <p>The Annual Performance Report be noted.</p>	Implemented.
34	26 AUGUST 2019	Annual Performance Reports- the major concern was departments not submitting information on time	The Audit Committee noted the report and requested management to implement recommendations from the internal Audit.	Implemented
35	26 AUGUST 2019	<p>Internal Audit Review of Draft AFS</p> <p>Deputy Director IA highlighted that the main concern was the AFS being prepared on an old MSCOA format, however Mr</p>	<p>It was resolved that:</p> <p>The internal Audit Review on draft Annual Financial Statement be noted.</p>	Implemented

		Khomo has reported that it is being corrected and will be finalised before the submission to AG. .		
36	26 AUGUST 2019	Internal Audit Review of Draft Annual Performance Report Deputy Director IA highlighted the major findings on report which were measures taken for improvement were not indicated and monitoring of service providers report was there however certain service providers were not included.	It was resolved that: The Internal audit review on draft Annual Performance report be noted.	Implemented
37	26 AUGUST 2019	Internal Audit Review of Draft Annual Report Deputy Director IA highlighted that the main concern is Chapter 5 of the Annual report and supporting annexures need to be updated, and summary of the operating results needs to be updated prior to being submitted to AG.	It was resolved that: The Internal Audit Review on Draft Annual Report be noted.	Implemented
38	26 AUGUST 2019	PMS Quarter 4 Deputy Director IA presented the report and highlighted that there was one common finding	It was resolved that: The Performance Management review for quarter 4 be noted. requested management to	Implemented

		<p>across all departments was the Target not being met and there were no corrective actions reported therefore we could not verify whether target was attempted so that an action plan can be developed, and target be met in future or upcoming review.</p>	<p>implement recommendations from the internal Audit.</p>	
39	26 AUGUST 2019	<p>IT Assessment (MSCOA requirements) Deputy Director IA presented the report and highlighted that the audit was based on the system to see if they are MSCOA compliant. During the review it was noted that the main system is able to host period 13,14 and 15 however even though the applications are there on subsystems , they are not being fully utilised especially the payroll system,</p>	<p>It was resolved that : The IT Assessment report be noted. requested management to implement recommendations from the internal Audit.</p>	Not Implemented.
40	26 AUGUST 2019	<p>Surprise Cash Count Review Deputy Director IA reported that at the end of the year a cash count was performed to verify cash amount at the end of financial year. It was noted</p>	<p>It was resolved that: The Surprise Cash Count Review be noted. requested management to implement</p>	Not Implemented.

		that the library office was being used and it did not have a safe cash register, cash was kept on the desk until it is deposited in the safe box. However subsequent to the report there was an incident at the library office and cash was stolen as a result the finding has become irrelevant as the library office is no longer used as cashiers office.	recommendations from the internal Audit.	
41	26 AUGUST 2019	Revenue -LED (Market Stalls) Deputy Director IA presented the report and emphasized that focus of the review was on market stalls. She highlighted that the major weakness is that there are no reconciliations performed. The municipality is losing money taking into perspective the services that the Municipality is providing Market Stall tenants. Such as waters, electricity and cleaning services.	Chairperson encouraged the HOD to whom LED resides to strengthen the internal controls within LED Resolution It was resolved that: The Revenue report be noted.	Not Implemented.
	26 AUGUST 2019	Human Resource (Study Assistance) Deputy Director IA presented the report and highlighted that	It was resolved that: The Human Resource report be noted. requested management to	Not Implemented.

		<p>the municipality is incurring cost in upgrading and developing employees skills .</p> <p>The process is that if an employee fails or drop out, they have to repay the municipality however that part of the process was not implemented.</p>	<p>implement recommendations from the internal Audit.</p>	
42	26 AUGUST 2019.	<p>MSCOA Project Reports</p> <p>12.1MSCOA Project Report to Date</p> <ul style="list-style-type: none"> ➤ Deputy CFO reported that MSCOA is successfully transacting on version 6.3. ➤ Monthly reports are submitted successfully on the portal. ➤ One segment not fully implemented is the costing segment. ➤ New valuation roll successfully updated. ➤ Pending areas are on payday integration with Pastel. 	<p>It was resolved that :</p> <p>Mscoa Project report be noted. requested management to implement recommendations from the internal Audit.</p>	<p>Not Implemented.</p>
43	26 AUGUST 2019	<p>Fraud, Prevention Plans and Disciplinary cases.</p> <p>Outstanding Disciplinary and alleged fraud cases/Investigations</p>	<p>Adv. Kheswa inquired what has been done regarding the burglaries.</p> <p>It was noted that the:</p>	<p>Not Implemented.</p>

		<p>Director Corporate Services reported that currently there is no disciplinary hearing, apart the appeal by Mr Khathi which is with the Bargaining Council. Two burglaries have taken place within the municipality and it under police investigation.</p>	<p>The report on Fraud and Prevention plan and disciplinary cases be noted.</p>	
44	26 AUGUST 2019.	<p>Implementation of internal Audit plan ➤ Deputy Director IA stated that based on the targeted assignments all have been completed successful and we report on all first quarter assignments on the next meeting</p>	<p>It was resolved that : The report on Status of Implementation of Internal Audit plan be noted.</p>	Implemented
	26 AUGUST 2019.	<p>Internal Audit Performance Review. Internal Audit scorecard Deputy Director IA reported in the previous meeting with regards to IA scorecard, 2018/2019 has been completed. The next report will be presented in next meeting</p>	<p>It was resolved that : The report on Internal audit score card and implementation plan be noted</p>	Implemented

JANUARY 2019			

No.	Meeting Date	Item Discussed	Resolutions	Implemented/ Not
45	20 Jan 2020	Auditor General Report for 2017/18- CFO presented the reports and highlighted that the Municipality received an unqualified audit opinion with emphasis of matters and an action plan has been documented to address the findings.	The Audit Committee noted the audit report and emphasis the implementation of action plan in due time.	In Progress
46	20 Jan 2020	Auditor General Report Chief Finance Officer reported on the Auditor General report for financial year 2018/2019. He stated that the Ulundi Municipality maintained the same audit outcome as the previous year which is unqualified with other matters. There were lot of issues of concern raised which can be improved, one being the category of leadership performance.	The audit committee resolved that: The Auditor General report be noted	In Progress

		<p>The Information Technology was the only section that showed improvements.</p> <p>Other matters raised were: Material losses (Receivables from exchange transactions) amounts to R6 4600 000 which are as a result of irrecoverable debtors and MSCOA implementation (as result of data cleansing</p>		
47	20 Jan 2020	<p>SCM Report.</p> <p>Chief Finance Officer requested the committee that the SCM report be tabled comprehensively in the next Audit Committee meeting or special meeting, due to the visit from Provincial Treasurer (SCM unit for Treasurer) towards the end of December 2019, who came with their own Assessment report.</p> <p><input type="checkbox"/> The report raised several issues that needs to be addressed and that report was followed by the new issues raised by the AG on SCM.</p> <p><input type="checkbox"/> He further requested that the SCM report be presented after attending to and addressing</p>	<p>The audit committee resolved that:</p> <p>The SCM report be differed to next meeting.</p>	Not Implemented.

		both the Provincial and AG issues, as to present a clean report.		
48	20 Jan 2020	<p>Mid-year Finance Report- Chief Finance Officer presented the report, and mentioned that it was prepared in terms of section 72 of the MFMA , which is the Municipal half yearly financial performance, to assess if there is a need for budget adjustment or not</p> <p>Chairperson inquired if the refuse removal refers to businesses refuse only?</p> <p>CFO responded that it refers to both businesses and residential.</p> <p>Chairperson inquired as to why the speed cameras were suspended.</p> <p>Deputy Director Protection responded by indicating that the first SLA with Mikros was renting speed timing machine and that contract came to an end in 2019, it was decided not to renew the contract due to new regulation that the service provider did not comply with</p>	The audit committee noted the mid-year report.	Implemented

49	20 Jan 2020	<p>Mid-Year Performance Report- Manager PMS presented the Mid-year Performance report.</p> <p><input type="checkbox"/> She stated that during the performance review it was noted that there were reasons that lead to amendment of SDBIP, where some Key Performance Indicator (KPI) were not included in the SDBIP before implementation in the 2019/2020 financial year, KPI needed to be reviewed due to comments received in quarter two from Internal Audit.</p> <p>She further stated that they also needed to adjust budget allocations to projects due to comments received from National Treasury, regarding unfunded budget.</p> <p>Municipal Manager requested Deputy Director IA to include item of Implementation of Action plan to the agenda in future meetings and he also reported that the Mr Memela (COO) has been tasked to monitor the process.</p>	It was resolved that: Mid-Year Performance Report be noted..	Implemented

50	20 Jan 2020	<p>Compliance for IDP, SDBIP, Budget and PMS Information</p> <p>Deputy Director IA highlighted that communication was forwarded to the Municipal Manager relating to the alignment of the IDP, SDBIP and Budget, as it is also appearing on the AG report.</p> <p>There are management actions that are planned. Director Planning has agreed to take steps to amend the IDP.</p> <p>The Main concern was that the IDP, SDBIP and Budget documents did not align to each other therefore could not confirm that the municipality conducted its affairs according to the IDP</p>	<p>It was resolved that: IDP, SDBIP, Budget and PMS Information be noted. requested management to implement recommendations from the internal Audit.</p>	Not Implemented.
51	20 Jan 2020	<p>Risk Management Review Q4</p> <p>Deputy Director IA presented Risk Management report.</p>	<p>It was resolved that: Risk Management report be noted. requested management to implement recommendations from the internal Audit.</p>	Not Implemented.
52	20 Jan 2020	<p>10.3 Asset Verification (Councillors Laptops)</p> <p>Deputy Director IA highlighted that this assignment was a</p>	<p>It was resolved that: Asset verification report be noted. requested management to</p>	Not Implemented.

		<p>special request from the Municipal Manger.</p> <p>To assess whether councillors still have laptops which were purchased by the municipality.</p> <p>Report was submitted to the Municipal Manger and he has drafted an Action plan in order to deduct from the councillors that lost their laptop.</p>	<p>implement recommendations from the internal Audit.</p>	
53	20 Jan 2020	<p>EPWP Verification</p> <p>Deputy Director IA reported that the report was drafted, however Director Corporate Services could not meet with Internal Audit to discuss finding before the meeting and the findings were of material concern.</p> <p>Internal audit is still to draft Action plan.</p>	<p>It was resolved that: EPWP verification be noted and the Final report be forwarded to Audit committee as soon as the management comments has been received.</p>	Implemented
54	20 Jan 2020	<p>Cash Management Review</p> <p>Deputy Director IA reported that in the main office there were no material findings, however the Protection office there were material findings even though money kept there is not material, however the controls needed to be attended to and one of the noted finding was that cashiers</p>	<p>It was resolved that: Cash management report be noted and the final report be forwarded to Audit committee as soon as the management comments has been received</p>	Implemented

		<p>uses supervisor password while she was on leave.</p> <p>She also reported that the management comments were not received from Department's Management.</p>		
55	20 Jan 2020	<p>Financial Records Management (Reconciliation)</p> <p>Deputy Director IA reported that not all reconciliations are performed on the regular basis even those that are of material concerns e.g Asset Management reconciliation.</p> <p>This report was discussed with Deputy CFO and he ensured that corrections will be implemented in future.</p>	<p>It was resolved that: Financial Records Management report be noted.</p>	Not Implemented.
56	20 Jan 2020	<p>Financial Recovery Plan Q1</p> <p>Deputy Director IA reported that on FRP there were some improvements made and the Internal Audit will continue to monitor the progress on quarterly basis.</p>	<p>It was resolved that: Financial Recovery Plan report be noted.</p>	Not Implemented.
57	20 Jan 2020	<p>Follow up Review: Fleet Management</p> <p>Deputy Director IA indicated that the issue of Fleet requires Management Attention, mostly</p>	<p>It was resolved that: The Fleet Management follow up report be noted. requested management to implement</p>	Not Implemented.

		<p>with regards to segregation of duties between Mr Mahlaba (Traffic office) and the Fleet Manager (Who is responsible to perform daily inspections of Fleet and prepare the report).</p> <p>The utilisation of designated Fleet form to record those inspection performed for proper reporting.</p>	<p>recommendations from the internal Audit.</p>	
58	20 Jan 2020	<p>Follow up Review: Contract Management</p> <p>Deputy Director IA reported that contract management require management intervention especially when it comes to the terms of each contract (SLA) and adverting on time before contract expires. As some contracts were paid for while there have already expired.</p>	<p>It was resolved that: The Contract Management report be noted.</p>	Implemented
59	20 Jan 2020	<p>Follow up Review: Human Resource Management.</p> <p>Deputy Director IA reported that there is more proper record keeping required at Human Resources,</p> <p>Induction is not conducted on municipal policies</p>	<p>It was resolved that: The Human Resource Management report be noted. requested management to implement recommendations from the internal Audit.</p>	Implemented

60	20 Jan 2020	<p>Follow up Review: Local Economic Development</p> <p>Deputy Director IA reported that the great concern on market stalls is the collection of revenue that cannot be located on the municipal account and reconciliations not performed accordingly. As the result the Municipality is not collecting Revenue that is due.</p>	<p>It was resolved that: The Local Economic Development report be noted. requested management to implement recommendations from the internal Audit.</p>	Not Implemented
61	20 Jan 2020	<p>Follow up Review: Land Sales and Rentals</p> <p>Deputy Director IA reported that the main concern was regarding property sold which were not paid in full and those that paid in fully however there were no transferred to the owners enable the Municipality to charge rates, Municipality losing monthly revenue.</p>	<p>It was resolved that: The Land Sales and Rentals report be noted</p>	In progress.
62	20 Jan 2020	<p>Follow up Review: Project Management.</p> <p>Deputy Director IA presented the report.</p> <p>She highlighted that this review was performed to compare status report by Consultants and the Municipality to assess whether</p>	<p>It was resolved that: The Project Management report be noted. requested management to implement recommendations from the internal Audit.</p>	

		the amount paid is equivalent to the physical project status.		
	20 Jan 2020	<p>Mid-Year Finance Report Review</p> <p>Deputy Director IA reported that the draft report was discussed with the DCFO.</p> <p>She recommended that deciding whether to increase or decrease the budget, financial figures need to be reviewed as most reconciliations were not performed and the financial information was not accurate and complete</p>	<p>It was resolved that:</p> <p>The Mid-Year Finance Report Review report be noted.</p>	Not implemented.
63	20 Jan 2020	<p>Mid-Year Finance Report Review</p> <p>Deputy Director IA reported that the concerning matters are the same as those reported by Manager PMS.</p> <p>Actual performance not reported, supporting evidence not adequate and budget not reported.</p>	<p>It was resolved that:</p> <p>The Mid-Year Finance Report Review report be noted.</p>	Not implemented.
MAY 2020				

No.	Meeting Date	Item Discussed	Resolutions	Implemented/ Not
64	29 May 2020.	<p>Action Plan to Address AG Finding.</p> <p>The action plan to address the prior year finding is tabled to the audit committee on quarterly bases . to assess the progress made. There were no significant improvement on mitigating the risks due to cash flow issue which is giving rise to most finding on the AG report. The going concern has not been mitigated hence there noticeable municipal initiations by the to reduce the risk and the finance recovery plan was developed.</p>	<p>The committee noted the progress reports and emphasizes the importance of improving the financial health of the Municipality.</p>	Not implemented
64	29 May 2020	<p>The CFO highlighted the following regarding the SCM reports:</p> <p>SCM Regulation 36, there were no deviations</p> <p>There were no contract variations orders issued</p> <p>Contracts and Extensions: one new service provider was appointed started on 1 April 2020.</p>	<p>It was resolved that:</p> <p>Meeting with AG be arranged prior the commencement of the audit.</p> <p>The Finance reports are noted.</p>	Not implemented

		Awarding of Bids were none.		
65	29 May 2020	<p>Performance Management Quarter 3 Performance Report.</p> <p>Deputy Director IA reported that previously when the Agenda was distributed. It was reported that PMS information was not available and subsequently the information was received within a week to meeting from PMS . This was than audited and the report is hence presented to the audit committee.</p>	<p>It was resolved that:</p> <p>A meeting between Managers and Internal Audit be scheduled to discuss the report and resolve these issues and report back in the next meeting.</p>	Implemented
66	29 May 2020	<p>Organizational Ethics</p> <p>Deputy Director IA informed the committee that this was the first time this section was audited</p>	<p>It was resolved that:</p> <p>The Organizational Ethics Comprehensive report be noted.</p>	Implemented
67	29 May 2020	<p>Organizational Ethics: Human Resource</p> <p>Deputy Director IA reported that during this audit it was noted that there is an abandonment of leave application by employees</p>	<p>Organizational Ethics: Indigent Support</p> <p>Deputy Director IA reported that this was discussed with Municipal Manager.</p>	In progress
68	29 May 2020	<p>Supply Chain Management</p> <p>Deputy Director IA presented the SCM report and stated that this report was discussed with SCM department and an Action Plan</p>	<p>It was resolved that:</p> <p>The Supply Chain Management be noted.</p>	Not Implemented.

		has been developed and a follow up will be conducted.		
69	29 May 2020	<p>Asset Management Review</p> <p>Deputy Director IA reported that the findings has been discussed with Asset Manager.</p> <p>She highlighted that the overall limitation of internal controls is regarding the Asset reconciliations, which needs improvements in order to ensure that reconciliations and information on the system reconciling and follow up discrepancies is done on a timely manner.</p>	<p>It was resolved that:</p> <p>The Asset Management report be noted.</p>	Not Implemented.
70	29 May 2020	<p>Payroll Management Report</p> <p>Deputy Director IA reported that the most concerning issues were the overpayment of medical aids (employer contribution was allocated at double amount), deceased employee over paid for leave (unrecoverable) and discrepancies on employee tax deduction not according to SARS tax table.</p>	<p>It was resolved that:</p> <p>The Payroll Management report be noted. Management strive to improve the remedial actions.</p>	In progress
71	29 May 2020	<p>Information Technology Review</p> <p>Deputy Director IA reported the greatest concern is regarding the</p>	<p>It was resolved that:</p> <p>The Information Technology report be</p>	Not Implemented.

		<p>lack of monitoring of 3rd party systems.</p> <p>She highlighted that IT only focuses on the main system, which is pastel, other 3rd party systems are not being properly managed and some systems the IT manager does not have access to only the user department. This create limitation of internal controls.</p>	<p>noted. Management strive to improve the remedial actions.</p>	
72	29 May 2020	<p>Financial Record Keeping.</p> <p>Deputy Director IA reported that there is a need for management to improve and review on regular basis the accuracy of the financial reports.</p>	<p>It was resolved that: The Financial Record Keeping report be noted</p>	Not Implemented.
73	29 May 2020	<p>Interim Financial Statements Review</p> <p><input type="checkbox"/> Deputy Director IA highlighted that, as it was reported earlier the reports were received and reviewed by internal audit , the finding were issued and management responses were received.</p>	<p>It was resolved that: The Interim Financial Statement Review report be noted.</p>	Not Implemented.
74	29 May 2020	<p>Infrastructure Asset Maintenance Plan</p> <p>Deputy Director IA highlighted that mainly in this report the focus</p>	<p>It was resolved that: The Infrastructure Asset Maintenance Plan report be noted.</p>	Not Implemented.

		<p>was on planned progress report to verify whether the maintenance was being done as reported.</p> <p>It was noted that there were discrepancies, some were indicated on the report as being serviced/maintained whereas when verified on the ground they were not being maintained.</p>		
75	29 May 2020	<p>EPWP</p> <p>Deputy Director IA highlighted that on this verification the main focus was on the December intake.</p> <p>Discrepancies were noted even though management has taken action to resolve some of the issues, there is still a risk of certain employees not available for the review even the after extension of audit period to allow more employee to be available for physical head count.</p>	<p>It was resolved that:</p> <p>The EPWP report be noted.</p>	Not Implemented.
76	29 May 2020	<p>Market Stalls Review</p> <p>Deputy Director IA explained that this report was presented on the previous meeting, however based on the findings raised before it was noted that there was a need to increase the scope regarding</p>	<p>It was noted that the:</p> <p>The Market Stalls Report be noted.</p>	Not Implemented.

		the reported issues with reconciliations		
77	29 May 2020	<p>Follow up on Property Management Review</p> <p>Deputy Director IA highlighted that this report was presented on a previous meeting held in 2018/2019 financial year and this is a follow up report to ensure management has taken action as agreed on audit findings</p>	<p>It was noted that the:</p> <p>The Follow up Review Report be noted.</p>	Not Implemented.
78	29 May 2020	<p>AG Action plan Follow up</p> <p>Deputy Director IA reported that based on the report received there were 32 remedial actions and non were achieved.</p> <p>The Municipal Manager commented that this is a disturbing report to see all 32 issues not attended to however he pleaded that management be afforded an opportunity to deal with these reports.</p> <p>He added that he will set up a date where he will request all management to come to the office to deal with these issues.</p>	<p>It was resolved that:</p> <p>A meeting will be arranged for management to come and resolve issues on all reports.</p>	Implemented.
79	29 May 2020	Finance Recovery Plan.	The Committee noted the report and emphasised on department heads to make	Not implemented

	<p>The report was presented and statistics were tabled with regarding the achieved targets in restoring the financial health of the municipality and improve the Going Concern Challenge.</p>	<p>commitment in improving or achieving the targeted strategies.</p>	
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APPENDIX H

Largest Projects

Budget	Projects	Responsible Department	Status	Start Date	Completion Date	Expected Completion Date
R 3,300,000.00	Ezidwadweni Community Hall	Technical Services	Overall progress – 84% complete.	01 July 2019	30 June 2020	30 August 2020
R 3,300,000.00	Gazini of Community Hall	Technical Services	Overall progress – 92% complete.	01 July 2019	30 June 2020	30 July 2020
R 3,300,000.00	Brush Community Hall	Technical Services	Overall progress – 89% complete.	01 July 2019	30 June 2020	30 September 2020

- The Municipality does not have any Public Private Partnerships (PPP)

APPENDIX I

CONTRACTORS PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2020

PERFORMANCE OF SERVICE PROVIDERS			
Service provider	Description of service / goods	Department	Rating
We-Indlovu cc	Security services	Protection Services	4
CCG Systems	Financial System	Financial Services	4
Payday Software	Payroll and Human Resources system	Financial Services	3
Liquid telecom	Internet services	Financial Services	5
MetGovis	Valuation roll system	Financial Services	4
BPG Mass appraisal	Valuation Roll	Financial Services	3
First National Bank	Banking services	Financial Services	4
Fidelity Cash solutions	Cash management services	Financial Services	4
Ibutho Lodondo Group (Pty) Ltd	Cleaning and Refuse removal - Ulundi CBD	Community Services	3
Uhaqane MI Contractors	Transfer of waste to Uthungulu landfill site	Community Services	3
Ibutho lodondo Group (PTY) Ltd	Cleaning of taxi ranks in Ulundi	Community Services	3
Zinhle Construction and Electrical	Cleaning and Refuse removal – Babanango Township	Community Services	3
Zwelihle Funeral Services	Indigent burial	Community Services	4
Tradestar	Indigent food vouchers	Community Services	4
Boxer superstore	Indigent food vouchers	Community Services	4
Brand Partners	Marketing and branding	Corporate services	3
Zululand FM	Media services (Radio)	Corporate services	4
BCX – Telkom	Telecommunications	Corporate services	3
Ulundi Christian Community Radio	Media services (Radio)	Corporate services	4
Isaluleko Project Management (Pty) Ltd	Projects - PMU	Technical Services	3
Mahlahla Consulting Engineers	MIG - Projects	Technical Services	4
BI Infrastructure	MIG - Projects	Technical Services	4
Hi Tech Consultants,	MIG - Projects	Technical Services	4
Mageba Consulting engineers	MIG - Projects	Technical Services	4
Inqubeko Yami Trading & Projects	Electrical Stores items	Technical Services	4
Lionel Agricultural projects and Investments (PTY) Ltd	Electrical Stores items	Technical Services	4
Impande Construction	MIG - Projects	Technical Services	4
Gwazela Consultants (Pty) LTD	Plant Hire	Technical Services	4
Assegai Engineering Consultants	INEP – Projects (contractor)	Technical Services	4
Ulungeni Consultants	INEP – Projects (consultant)	Technical Services	4
Qababa Civils and Plant Hire	Supplier - Stationery	Financial Services	4
Fezisivumelwano Trading	Refuse removal bags supplier	Financial Services	4
Ayabukwa trading	Supplier – Cleaning Material	Financial Services	4
Zuma and Partners	Legal Services	MM's Office	4
Mzims Trading	PMS support	MM's Office	4
Hlela Attorneys	Legal Services	MM's Office	4
Ubuhlebesu Trading and Project (PTY) Ltd	Integrated Development Plan Review	Planning and Development	4
Ubuhlebesu Trading and Project (PTY) Ltd	Ulundi CBD Layout Amendment Plan	Planning and Development	4

1 – Poor	2 - Satisfactory
3 - Good	4 – Very Good
5 - Excellent	

APPENDIX J

DISCLOSURE OF FINANCIAL INTERESTS: EXECUTIVE DIRECTORS: 2019/2020 FINANCIAL YEAR

POSITION	INITIALS &	DISCLOSURE	PERIOD
MUNICIPAL MANAGER	Mr. N.G. Zulu	<ul style="list-style-type: none"> • House R1 950 000.00 	01 July 2019– 30 June 2020
CHIEF FINANCIAL OFFICER	Mr J.H. Mhlongo	<ul style="list-style-type: none"> • Residential (Durban) R2 100 000.00 • Residential (Ulundi) R890 000.00 	01 July 2019– 30 June 2020
EXECUTIVE DIRECTORS: CORPORATE SERVICES	Mr Z.G. Dhlamini	<ul style="list-style-type: none"> • Mandela Estates (Start-up Business) • House R425 000.00 	01 July 2019– 30 June 2020
EXECUTIVE DIRECTOR: PLANNING	Mr R.M. Mazibuko	<ul style="list-style-type: none"> • House R1 000 000.00 	01 July 2019– 30 June 2020
EXECUTIVE DIRECTOR:	Mr W.C. de Wet	<ul style="list-style-type: none"> • House R900 000.00 	01 July 2019– 30 June 2020
EXECUTIVE DIRECTOR: PROTECTION	Mr M.B. Khali	<ul style="list-style-type: none"> • Shares (Bestways Trading c.c.) • Zilulwane Community Trust 	01 July 2019– 30 June 2020
EXECUTIVE DIRECTOR:	Mrs T.A. Ntombela	<ul style="list-style-type: none"> • None 	01 July 2019– 30 June 2020

APPENDIXK

KZN266 Ulundi - Supporting Table SB14 Adjustments Budget - monthly revenue and expenditure -

Appendix K1

Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Revenue By Source																
Property rates		7,596	7,596	7,596	7,596	7,596	7,596	7,596	7,596	7,596	7,596	7,596	7,596	91,149	95,979	101,066
Service charges - electricity revenue		5,984	5,984	5,984	5,984	5,984	5,984	5,984	5,984	5,984	5,984	5,984	5,984	71,808	75,614	79,621
Service charges - water revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - sanitation revenue		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Service charges - refuse		765	765	765	765	765	765	765	765	765	765	765	765	9,174	9,661	10,173
Rental of facilities and equipment		124	135	135	135	135	135	135	135	135	135	135	11	1,484	1,563	1,646
Interest earned - external investments		88	135	135	135	135	135	135	135	135	135	135	(382)	1,055	1,111	1,170
Interest earned - outstanding debtors		-	135	135	135	135	135	135	135	135	135	135	(1,349)	-	-	-
Dividends received		-	135	135	135	135	135	135	135	135	135	135	(1,349)	-	-	-
Fines, penalties and forfeits		208	135	135	135	135	135	135	135	135	135	135	942	2,500	2,633	2,772
Licences and permits		167	135	135	135	135	135	135	135	135	135	135	484	2,000	2,106	2,218
Agency services		-	135	135	135	135	135	135	135	135	135	135	(1,349)	-	-	-
Transfers and subsidies		16,133	135	135	135	135	135	135	135	135	135	135	176,114	193,596	203,857	214,661
Other revenue		115	135	135	135	135	135	135	135	135	135	135	(79)	1,386	1,459	1,536
Gains on disposal of PPE		-	135	135	135	135	135	135	135	135	135	135	(1,349)	-	-	-
Total Revenue		31,179	15,694	15,694	15,694	15,694	15,694	15,694	15,694	15,694	15,694	15,694	186,037	374,152	393,982	414,863
Expenditure By Type																
Employee related costs		11,575	135	135	135	135	135	135	135	135	135	135	125,974	138,899	146,261	154,012
Remuneration of councillors		0	135	135	135	135	135	135	135	135	135	135	(1,349)	0	18,951	19,955
Debt impairment		(333)	135	135	135	135	135	135	135	135	135	135	(5,016)	(4,000)	2,106	2,218
Depreciation & asset impairment		3,833	135	135	135	135	135	135	135	135	135	135	40,817	46,000	48,649	51,227
Finance charges		-	135	135	135	135	135	135	135	135	135	135	(1,349)	-	-	-
Bulk purchases		6,665	135	135	135	135	135	135	135	135	135	135	71,966	79,980	84,219	88,683
Other materials		286	135	135	135	135	135	135	135	135	135	135	1,801	3,437	3,619	3,811
Contracted services		4,980	135	135	135	135	135	135	135	135	135	135	53,435	59,765	62,932	66,268
Grants and subsidies		639	135	135	135	135	135	135	135	135	135	135	5,683	7,672	6,823	7,185
Other expenditure		2,784	135	135	135	135	135	135	135	135	135	135	29,278	33,412	35,183	37,047
Loss on disposal of PPE		-	135	135	135	135	135	135	135	135	135	135	(1,349)	-	-	-
Total Expenditure		30,430	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	1,484	319,891	365,164	408,742	430,406
Surplus/(Deficit)		749	14,209	14,209	14,209	14,209	14,209	14,209	14,209	14,209	14,209	14,209	(133,854)	8,988	(14,760)	(15,542)
Transfers and subsidies - capital (monetary allocations) (National / Provincial and District)		2,575	135	135	135	135	135	135	135	135	135	135	26,976	30,900	32,538	34,262
Transfers and subsidies - capital (monetary allocations) (National / Provincial Departmental Agencies, Households, Non-profit Institutions, Private Enterprises, Public Corporations, Higher Educational Institutions)		-	135	135	135	135	135	135	135	135	135	135	(1,349)	-	-	-
Transfers and subsidies - capital (in-kind - all)		-	135	135	135	135	135	135	135	135	135	135	(1,349)	-	-	-
Surplus/(Deficit) after capital transfers & contributions		3,324	14,614	14,614	14,614	14,614	14,614	14,614	14,614	14,614	14,614	14,614	(109,577)	39,888	17,778	18,720

References

1. Surplus (Deficit) must reconcile with budget table A4 and monthly budget statement table C4

check

KZN266 Ulundi - Supporting Table SB17 Adjustments Budget - monthly capital expenditure (functional classification) -

K2

Description	Ref	Budget Year 2019/20												Medium Term Revenue and Expenditure Framework		
		July	August	Sept.	October	November	December	January	February	March	April	May	June	Budget Year 2019/20	Budget Year +1 2020/21	Budget Year +2 2021/22
		Outcome	Outcome	Outcome	Outcome	Outcome	Outcome	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget	Adjusted Budget
R thousands																
Capital Expenditure - Functional																
<i>Governance and administration</i>		737	737	737	737	737	737	737	737	737	737	737	737	8,844	9,313	9,807
Executive and council		17	17	17	17	17	17	17	17	17	17	17	17	200	211	222
Finance and administration		720	720	720	720	720	720	720	720	720	720	720	720	8,644	9,103	9,585
Internal audit		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Community and public safety</i>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Community and social services		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Sport and recreation		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Public safety		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Housing		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Health		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Economic and environmental services</i>		2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	29,062	30,602	32,224
Planning and development		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Road transport		2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	2,422	29,062	30,602	32,224
Environmental protection		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Trading services</i>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Energy sources		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Water management		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Waste water management		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Waste management		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<i>Other</i>		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Capital Expenditure - Functional		3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	3,159	37,907	39,916	42,031

References

1. Table should be completed as either Multi-Year expenditure appropriation or Budget Year and Forward Year estimates
2. Total Capital Expenditure must reconcile to the 'Financial Position' budget and monthly budget statement

check

APPENDIX L

APPENDIX L

	<i>Original Budget</i>	<i>Adjusted Budget</i>				<i>Conditional/UnConditional</i>
Income		<i>Annual</i>	<i>Total Spent</i>	<i>Variance</i>	<i>Variance %</i>	
Transfer receipts - operational						
Local Government Equitable Share	163 194 0000.00	163 194,000.00	163 194,000.00	-	100%	UnConditional
EPWP Incentive	4 040,000.00	4,040,000.00	4,040,000.00	-	100%	Conditional
Finance Management	1,870,000.00	1,870,000.00	1,870,000.00	-	100%	Conditional
Provincialisation of Libraries	1 502,000.00	1 502,000.00	1 502,000.00	-	100%	Conditional
Community Library service	212,000.00	212,000.00	212,000.00	-	100%	Conditional
Electrification of Households Grant (INEP)	18,000,000.00		17 271 519	728 481-	100%	Conditional

APPENDIX M

APPENDIX M (i)

	PRIOR YEAR EXPENDITURE	NEW ASSETS		variance
		ACTUAL EXPENDITURE	ADJUSTMENT BUDGET	
Ulundi Stadium Ward 12				
Sasaneni Gravel Road Ward 24	R 3,559,833.8	R 2,425,129.17		R 2,425,129.17
Unit D Community Hall Ward 22 Phase 1	R 2 212 431.98	R 3,463,699.43		R 5,061,560.11
Unit D Community Hall Ward 22 Phase 2		R 1 597 860.68		R 1 597 860.68
Construction: White city township		R 2,012,632.48		R 2,012,632.48
Nomkhanya Community Hall Ward 15	R 293,074.65	R 448,110.32		R 448,110.32
Princess Magogo Street		R 425,282.83		R 425,282.83
Construction of Mpanza Community Hall Ward 5	R 2,287,838.6	R 1,876,993.46		R 1,876,993.46
Construction of Mahlabathini Sportfield		R 1,969,288.00		R 1,969,288.00
Blacktop Surface Roads in Zondela	R 2,217,484.9	R 256,958.86		R 256,958.86
Construction of Babanango Sportsfield	R 3,497,360.1	R 2,286,504.53		R 2,286,504.53
Ulundi Street Lights and Traffic Lights	R 3,823,558.5	R 1,800,176.21		R 1,800,176.21
Ceza Sportsfield Ward 3	R 720,148.97	R 643,049.54		R 643,049.54
Consulting Fees Access Road Ward 6	R 397,278.00	R 452,896.92		R 452,896.92
Construction of Mpungamhlophe Access Roads	R 2,766,400.4	R 2,285,918.36		R 2,285,918.36
	R 21,503,707.72	R 21,944,500.49		R 21,944,500.49

APPENDIX M (ii)

	PRIOR YEAR EXPENDITURE	UPGRADE/RENEWAL		Variance
		ACTUAL EXPENDITURE	ADJUSTMENT BUDGET	
Renovation Ezintendeni ZakaMbambo	R0.00	R 2,007,232.10	0	R 200,61 - savings
Renovation of Hlophekhulu community hall	R0.00	R 2,247,819.94	0	R 596,775,33 - project not yet completed
Totals	0	R4,255,052.04	0	

APPENDIXN

APPENDIX N

	NEW ASSETS		variance	UPGRADE/RENEWAL		variance
	ACTUAL EXPENDITURE	ADJUSTMENT BUDGET		ACTUAL EXPENDITURE	ADJUSTMENT BUDGET	
Ezidwadweni Community Hall	R 1,997,174.71	0	R1,302,825.29 - project not yet completed	0	0	0
Gazini of Community Hall	R 1,997,319.94	0	R1,302,680.06 - project not yet completed	0	0	0
Dikana Sportfield	R 1,999,659.90	0	R 340.10 - savings	0	0	0
Brush Community Hall	R 1,999,983.95	0	R 16,05 - savings	0	0	0
Mkhazane Sportfield	R 1,444,007.57	0	R 555,992.43 - project not yet completed	0	0	0
Qwasha Sportfield	R 2,720,981,41	0	R 356,03 - savings	0	0	0
Sishwili Community Hall	R 1,999,981.57	0	R1,300,018.43 - project not yet completed	0	0	0
KwaGoje Sportfield	R 2 721,337.60	0	R 0.00	0	0	0
Ezakhiweni Sportfield	R 1,043,568.37	0	R 956,431.63 - project not yet completed	0	0	0
Mame Community Hall	R 1,880,381.26	0	R1,419,618,74 - project not yet completed	0	0	0
Ezintendeni Community Hall	0	0	0	R 2,007,232.10	0	R 200,61 - savings
Hlophekhulu community hall	0	0	0	R 2,247,819.94	0	R 596,775,33 - project not yet completed
Chibini community hall	R 1,999,897.56	0	R1,300,102.44 - project not yet completed	0	0	0

APPENDIXO

Progress on Capital Projects

Budget	Projects	Status	Start Date	Completion Date	Expected Completion Date
R 3,300,000.00	Ezidwadweni Community Hall	84%	01 July 2019	30 June 2020	30 August 2020
R 3,300,00.00	Gazini of Community Hall	92%	01 July 2019	30 June 2020	30 July 2020
R 2,00 ,000.00	Dikana Sportfield	60%	01 July 2019	30 June 2020	30 November 2020
R 3,300,00.00	Brush Community Hall	89%	01 July 2019	30 June 2020	30 September 2020
R 2,000,000.00	Mkhazane Sportfield	73%	01 July 2019	30 June 2020	15 September 2020
R2 ,721,337.60	Qwasha Sportfield	100%	01 July 2019	30 June 2020	n/a
R 3,300,000.00	Sishwili Community Hall	90%	01 July 2019	30 June 2020	25 August 2020
R2 721 337.60	KwaGoje Sportfield	83%	01 July 2019	30 June 2020	30 July 2020
R 2,000,000.00	Ezakhiweni Sportfield	52%	01 July 2019	30 June 2020	15 December 2020
R 3,300,000.00	Mame Community Hall	62%	01 July 2019	30 June 2020	10 December 2020
R2,007,432.71	Ezintendeni Community Hall	97%	01 July 2019	30 June 2020	30 July 2020
R 2,844,595.27	Hlophekhulu community hall	100%	01 July 2019	30 June 2020	n/a
R 3,000,000.00	Chibini community hall	87%	01 July 2019	30 June 2020	30 October 2020

APPENDIX P

CLINICS IN URBAN AREA

Name of Clinic	Responsible Agent	Type of Service	Type of Service	Type of Electricity	Type of Access	Location
		Water	Sanitation			
Unit A Clinic	Ulundi Municipality			Yes	Yes	Ward 18
Unit C Clinic	Ulundi Municipality			Yes	Yes	Ward 12
Mashona Clinic	Ulundi Municipality			Yes	Yes	Ward 8
	Zululand District Municipality	Yes	Yes			

CLINICS IN RURAL AREAS

Name of the	Responsible Agent	Water	Sanitation	Electricity	Access	Location
Mame	Zululand District M	Yes	Septic Tank			Ward 7
	Eskom			Yes		
	DoT				Yes	
Lomo	Zululand District M	Mobile Tank	Septic Tank			Ward 15
	Eskom			Yes		
	DoT				Yes	
Okhukho	Zululand District M	Yes	Septic Tank			Ward 15
	Eskom			Yes		
	DoT				Yes	
Mabedlane	Zululand District M	Yes	Septic Tank			Ward 17
	Eskom			Yes		
	DoT				Yes	
Makhosini	Zululand District M	Yes	Septic Tank			Ward 23
	Eskom			Yes		
	DoT				Yes	
Mpungamhlophe	Zululand District M	Yes	Septic Tank			Ward 13
	Eskom			Yes		
	DoT				Yes	
Ncemaneni	Zululand District M	Yes	Septic Tank			Ward 15
	Eskom			Yes		
	DoT				Yes	
Nhlungwane	Zululand District M	Yes	Septic Tank			Ward 24
	Eskom			Yes		
	DoT				Yes	
Nomdiya	Zululand District M	Yes	Septic Tank			Ward 10
	Eskom			Yes		
	DoT				Yes	
Wela	Zululand District M	Yes	Septic Tank			Ward 8

	Eskom			Yes		
	DoT				Yes	
Zilulwane	Zululand District M	Yes	Septic Tank			Ward 14
	Eskom			Yes		
	DoT				Yes	
Esidakeni	Zululand District M	Yes	Septic Tank			Ward 4
	Eskom			Yes		
	DoT					Yes
Ezimbabeni	Zululand District M	Yes	Septic Tank			Ward 6
	Eskom			Yes		
	DoT					Yes
Idlebe	Zululand District M	Yes	Septic Tank			Ward 6
	Eskom			Yes	Yes	
	DoT					
Magagadolo	Zululand District M	Yes	Yes			
	Eskom			Yes		
	DoT				Yes	
Ombimbini	Zululand District M	Yes	Yes			Ward 1
	Eskom			Yes		
	DoT				Yes	
Sizane	Zululand District M	Yes	Yes			Ward 1
	Eskom			Yes		
	DoT				Yes	
Sterdam	Zululand District M	Yes	Yes			Ward 4
	Eskom			Yes		

*Accordingly, in Ulundi there are 168 schools. The Department of Education has 5 Wards namely Ceza, Makhosini, Mashona, Okhukho and Ondini.

APPENDIX Q

SERVICE BACKLOGS WHERE ANOTHER SPHERE OF GOVERNMENT IS RESPONSIBLE

Education Ward	Primary School	High Schools	Combined Schools	Total Schools	Access to Electricit	Access to Water
Ceza	22	09	03	34	19 Yes 15 No	03 None 01 Borehole 06 Tap 21 Tank 03 Mobile Tanker
Makhosini	21	10	01	32	25 Yes 07 No	05 None 03 Borehole 11 Tap 13 Tank
Mashona	22	11	01	34	19 Yes 15 No	04 None 01 Borehole 08 Tap 21 Tank
Okhukho	25	08	01	34	26 Yes 08 No	2 None 3 Borehole 4 Tap 25 Tank
Ondini	19	13	02	34	34 Yes	04 None 16 Tap 14 Tank
Total	109	51	08	168	123 Yes 45 No	18 None 08 Borehole 45 Tap 94 Tank 03 Mobile Tanker

APPENDIX R

APPENDIX R

Transfer Receipts - Operational	Annual Receipts	July	August	September	October	November	December	January	February	March	Total	Conditional/Unconditional	Source
	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000	R'000		
Equitable Share	163,194	67,998					54,398			40,798	32,566	Unconditional	National Treasury
Municipal System Grant	0										0		
EPWP Incentive	4,040		10,010			18,18			12,12		2,995	Conditional	National Treasury
Finance Management Grant	1,870	1,870									1,800	Conditional	National Treasury
Provincialisation of Libraries			1,502									Conditional	Provincial Treasury
Community Library Service			212									Conditional	Provincial Treasury
Electrification of Households	18,000	8,000			6,000				4,000		26,000	Conditional	National Treasury
Municipal Infrastructure Grant	30,900	10,000				5,000	10,000			6,338	31,388	Conditional	National Treasury

APPENDIXS

1. **Declarations of Returns not made in due time under MFMA s71**

All the Returns in terms of 71 of the MFMA were submitted on time.

VOLUME II:

AUDITED ANNUAL FINANCIAL STATEMENTS