

# **“ The City of Heritage ”**



***FINAL ANNUAL REPORT***

***2017/2018 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 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 2017/2018 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 as it has been doing in the past few years. Both The Clean Audits and The Best Run Municipality awards that we received in the previous financial years surely propelled us to want to do even much better. We committed ourselves that we must double our efforts as the Municipality if we want to reduce service delivery backlogs thus, ensuring that Ulundi never regress but remains 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 advocate for equitable distribution of basic services, infrastructure and resources for our diverse communities, both in the urban area and in the rural areas.

We will recall that, the Council of Ulundi concluded a Memorandum of Understanding with the Department of Energy and Minerals, and Eskom to intervene in some rural areas in assisting Eskom to fast track the implementation of electricity projects especially in communities that have been waiting for too long for their homes to be electrified. I have great pleasure to report that, this intervention has left some foot print 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 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.

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

*Cllr M.W. Ntshangase*

***His Worship the Mayor of Ulundi Local Municipality***

## Foreword by the Municipal Manager

The time has come to once again take stock of the events of the 2017/2018 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. The accolades we have received as a municipality (e.g. being named the Best Run Municipality in the province), coupled with the positive audit outcomes we have been receiving during past few years, 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. We have worked very hard to ensure that even with the 2017/2018 audit, 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.) and to do more in terms of service delivery through the distribution of LED projects which has created job opportunities and has had a direct impact in the improvement in people's lives hence Ulundi has seen no civil unrest in the form of service delivery protests contrary to what is currently happening in most parts of the country. We also established the Buy-Back Centre to which members of the community bring waste materials collected in town and other areas for payment. While this helps the people earn some income, it also contributes to keeping the town clean.

Notwithstanding the aforementioned audit opinion, the Auditor-General made some findings which needed to be addressed. We have therefore put in place a comprehensive Action Plan with specific tasks to be performed with target dates in order to address each of those findings. Heads of Departments are required to act upon those tasks and report progress on a monthly basis. These findings in general relate 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 tampering, 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 is provided in the aforementioned 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 are members thereof and the liquidation process of the fund is currently underway. The termination of this fund will relieve the municipality of the financial burden this scheme had become and the savings to be realised will contribute to the improvement of its cash-flow situation.

Through our 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. It is with great pride that I announce the award of one of the employees of this Municipality Ms. Nomfundo Buthelezi who was recently awarded the Best Operational Employee of the Year in the whole province of KwaZulu-Natal. Congratulations!

I also wish to report on the senior management changes that occurred during the year under review wherein Mrs TA Ntombela was appointed as the new Director Community Services on 1 November 2017, a position which became vacant when the previous incumbent Mrs VT Sokhela resigned in December 2016. Her appointment is particularly significant in that as a female, it partially addresses gender balance at management level in terms of the Employment Equity Act.

When we conducted a risk assessment for the municipality before the start of the year under review, 125 risks were identified with a total of 251 mitigation tasks, 81% of which were successfully completed during the year. Among the risks assessed were the following Top 5 risks and measures to mitigate them:

1. Lack of a fully-fledged disaster management centre: *Source funding from government.*
2. Inaccurate billing and non-collection of revenue: *Monthly reports from Planning Department to be submitted through the CFO's office; Handover of privately-owned undeveloped properties.*
3. Spreading of new infections of the HIV/AIDS pandemic within the Municipality: *Holding of Ward Committee Aids Workshops; Staging of World Aids Day Commemoration.*
4. Health, safety and security risks: *Operationalization of the Rapid Response Unit; Fostering of close working relations with the SAPS and RTI; Ensure the functioning of Local Aids Council and War Rooms.*
5. Illegal developments - invasion of land: *Appointment of Building Inspectors; Co-ordination of meeting between the ITB and Traditional Councils in order to access council-owned land; Evaluation of land for sale and conveyancing.*

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 ask for everyone's patience and understanding that the inconvenience caused by the implementation of the Financial Recovery Plan is only a temporal measure which is aimed at putting the municipality back on the right financial footing again. Soon, the municipality will be in a position to provide sufficiently in this regard.

*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 2017/2018. 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 2017/2018 financial year.

### 1.2 Legislation

The 2017/2018 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:

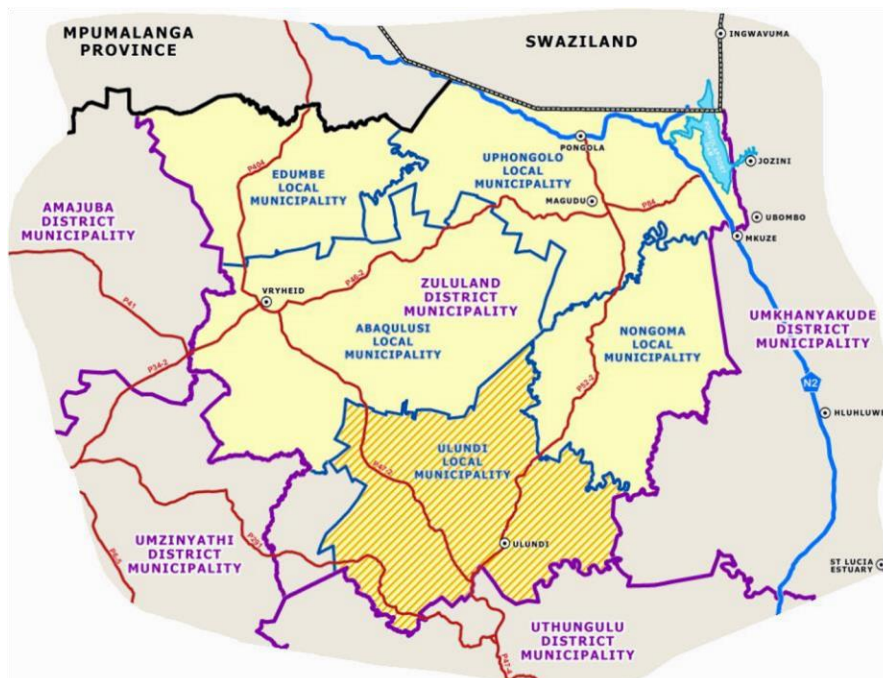
- (1) *A municipality must prepare for each financial year an annual report consisting of –*
  - (a) *a performance report reflecting –*
    - (i) *the municipality's and any service provider's, performance during that financial year, also in comparison with targets of and with performance in the previous 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 km<sup>2</sup> 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.

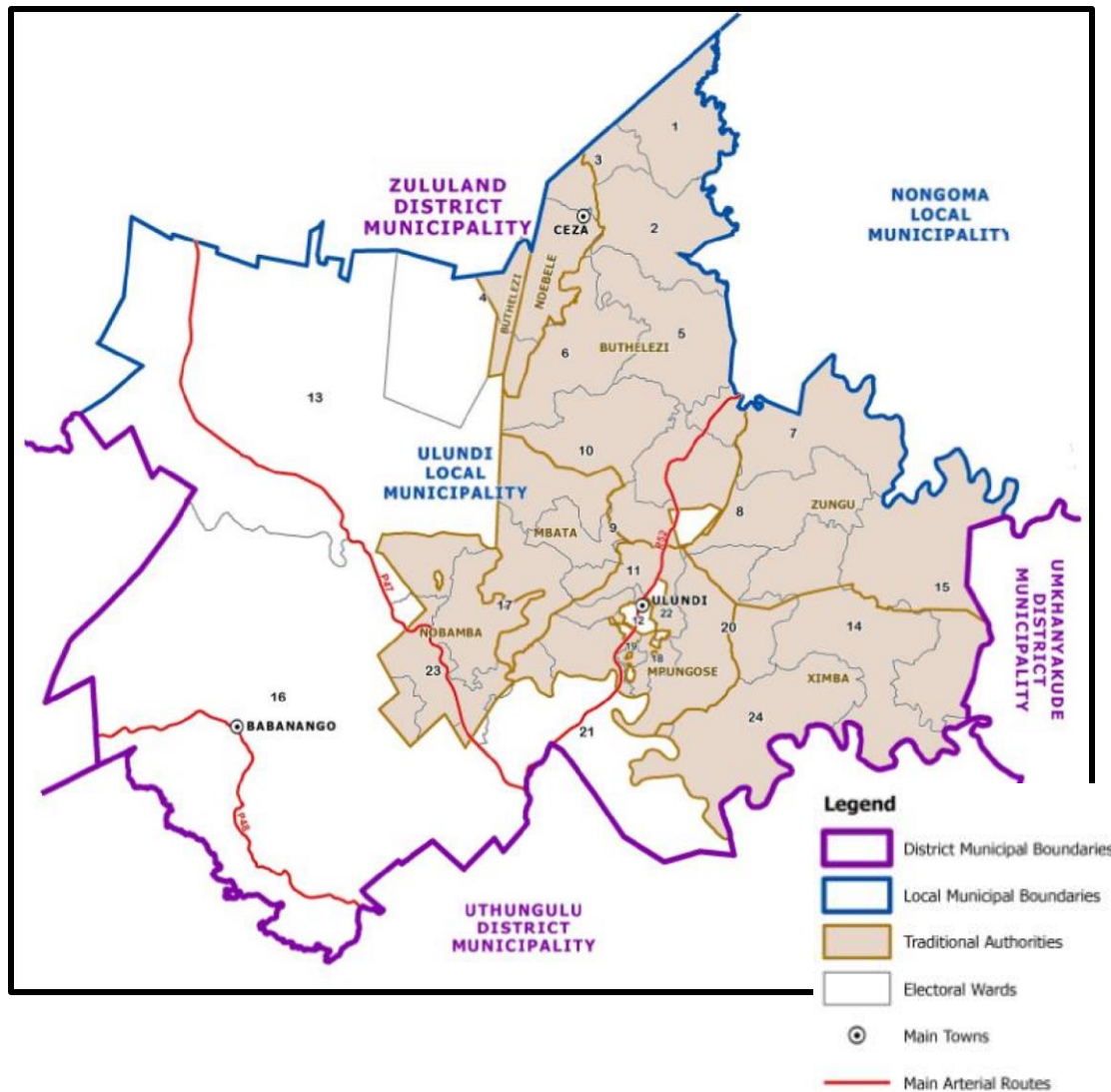
The Ulundi Municipality is one of the five local municipalities that constitute the area of jurisdiction of the Zululand District Municipality – the other four local municipalities are eDumbe Municipality, Abaqulusi Municipality, uPhongolo Municipality and Nongoma Municipality.

### 1.1.5 Demographic Profile

INDICATOR	ULUNDI MUNICIPAL AREA
Area	3 250 km <sup>2</sup>
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

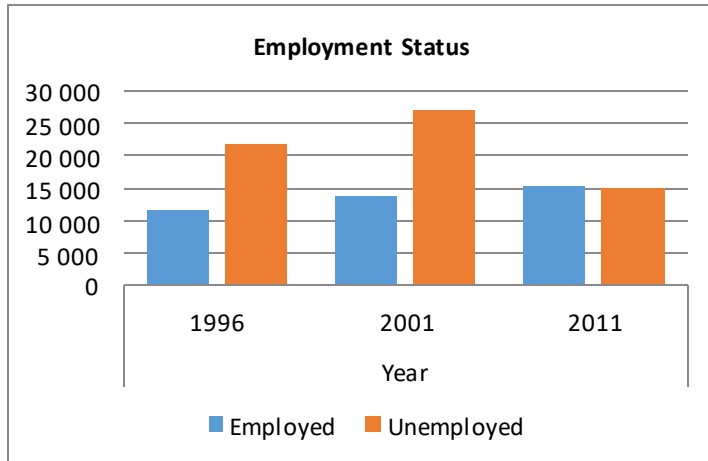
The eastern part of the Municipal area consists of scattered rural settlement in nine Traditional Authority Areas, namely:

- 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



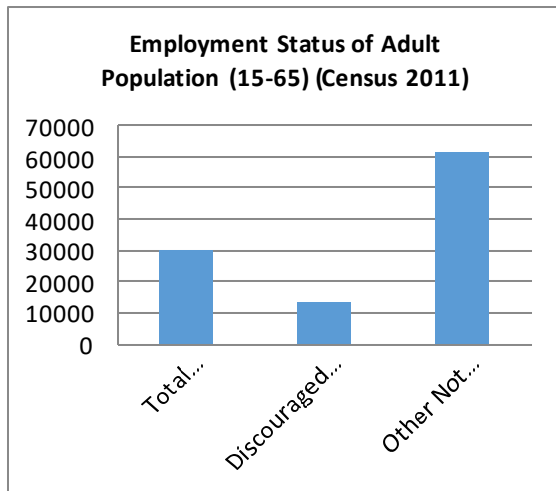
Whilst there seemed to be an increase in the number of economically active persons that are formally employed between 1996 to 2001 and

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%
<b>Total Economically Active</b>	<b>29941</b>	<b>28.80%</b>
Discouraged Work-Seeker	13259	12.75%
Other Not Economically Active	60779	58.45%
<b>TOTAL</b>	<b>103979</b>	<b>100.00%</b>

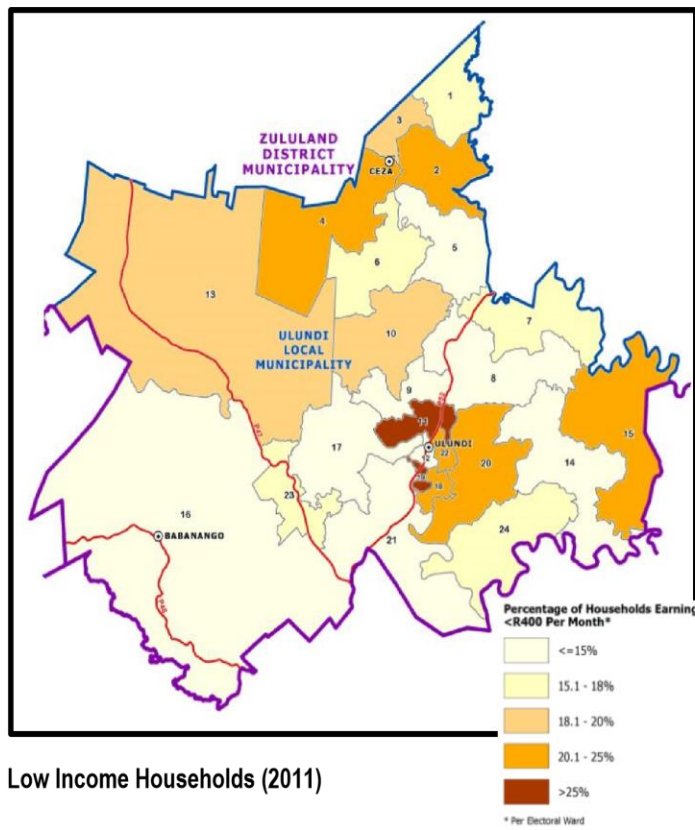
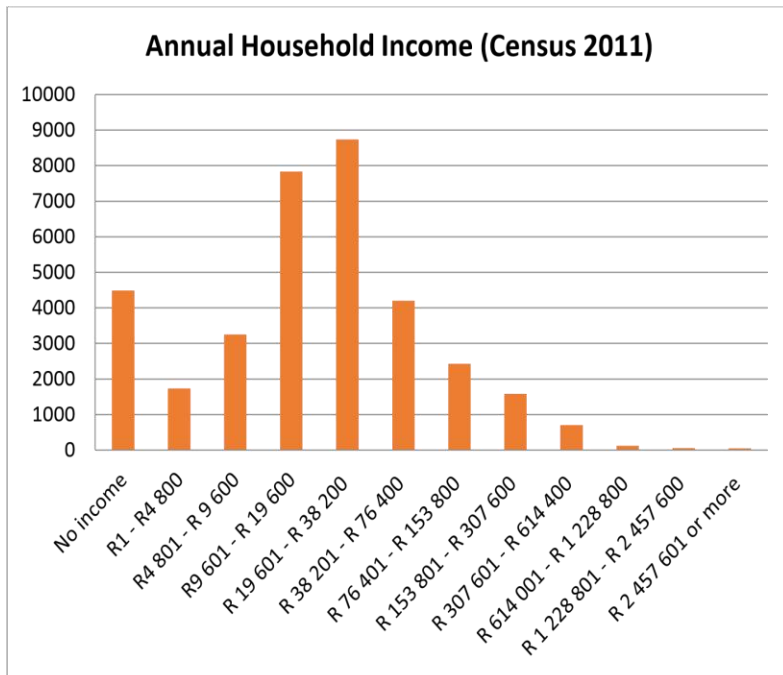


### 1.1.8 Household Income (2011)

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%
<b>TOTAL</b>	<b>35197</b>	<b>100.00%</b>

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.

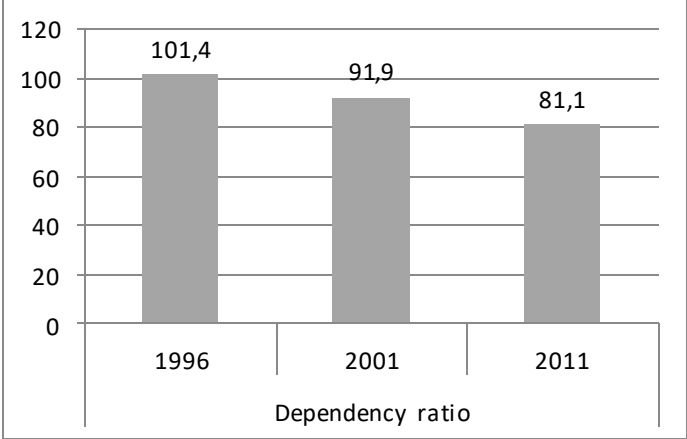


It is noted that many households residing in areas around Ulundi town, are the poorest of the poor. 20.1% of these households earned less than R400 per month. The assumption is that households were drawn to Ulundi town – the main service and administrative centre within Ulundi – in the hopes of finding 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

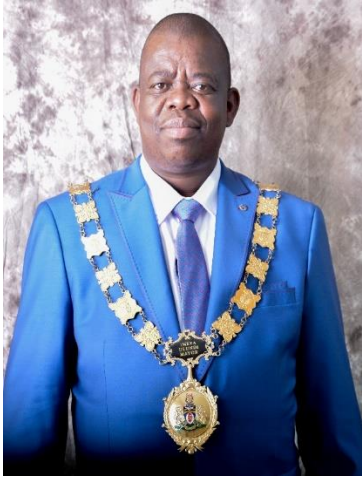
## 2.6 Executive and Finance Committee

Name of Councillor	Position	Political Party
Councillor W.M. Ntshangase	Chairperson	Inkatha Freedom Party
Councillor T.G. Madela	Deputy Chairperson	Inkatha Freedom Party
Councillor N.J. Manana	Ex Officio Member	Inkatha Freedom Party
Councillor H.J. Mlambo	Member	Inkatha Freedom Party
Councillor Adv. R.V. Sibiyi	Member	Inkatha Freedom Party
Councillor S.M. Buthelezi	Member	Inkatha Freedom Party
Councillor Prince T.M. Buthelezi	Member	African National Congress
Councillor B.S. Masondo	Member	Inkatha Freedom Party
Councillor H.S. Sibiyi	Member	African National Congress
Councillor M. S. Buthelezi	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 34 male Councillors and 13 female Councillors. With regard to Ward Councillors, there are 22 male Councillors and 2 female Councillors. In respect of Proportional Representative Councillors there are 12 male Councillors and 11 female Councillors.

## 2.7 Political Parties Represented in Ulundi Municipal Council

<b>Party Name</b>	<b>Ward Seats</b>	<b>PR Seats</b>	<b>Total</b>
Inkatha Freedom Party	<b>24</b>	<b>11</b>	<b>35</b>
African National Congress	<b>00</b>	<b>11</b>	<b>11</b>
Economic Freedom Fighters	<b>00</b>	<b>01</b>	<b>01</b>
<b>Total Seats</b>	<b>24</b>	<b>23</b>	<b>47</b>



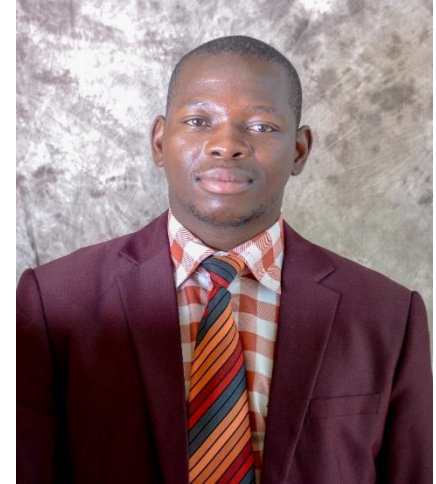
**HIS WORSHIP THE MAYOR: CLLR W. M. NTSHANGASE**



**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.

## 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 risk 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

No.	Member of Committee	Position
1.	Advocate MF Kheswa	Member
2.	MPA Mkhize	Member to Chairperson (from April 2017 - to date)
3	Professor T. I Nzimakwe	Member (from April 2014 to date)

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

Ulundi LM has pledged to abide by the following Batho Pele principles in all its endeavors in promoting its relationships with its Stakeholders and promoting the rendering of services in an efficient, effective, equitable and sustainable manner. The Municipality endeavours to workshop its employees on these principles and to place them at places accessible to all to employees. Further more employees will be expected to sign and acknowledgement to the effect that they will abide by these principles in the daily performance of their duties. The following transformation priorities have been adopted:

- Representivity and affirmative action
- Human resource development and training
- Employment conditions and labour relations and restructuring
- Transforming service delivery
- Information technology
- Promoting a professional service ethos
- Institution-building and management, and Democratizing the State

### 2.11.7 Risk Management Unit

The Risk Management Unit was established on the 1<sup>st</sup> 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 2017/2018 financial year:

- 1) Mr S.W.A. Memela (Chairperson)
- 2) Mr S. Khumalo (Manager: Risk Management Unit)
- 3) Mr M.A. Mlaba (Deputy Director: Office of the Municipal Manager)
- 4) Mrs N. Panday (Deputy Director: Legal Services)
- 5) Mrs N.L.H. Buthelezi (Deputy Director: Planning & Development)
- 6) Miss P.T. Nxumalo (Deputy Director: Civil)
- 7) Mr P.N. Dlatu (Deputy Director: Electrical)
- 8) Mr S.M. Khomo (Deputy Chief Financial Officer)
- 9) Mr M.N. Mahlaba (Deputy Director: Budget)
- 10) Mr E.N. Mcanyana (Deputy Director: Corporate & Management Services)
- 11) Mr D.N.S. Buthelezi (Senior Manager: Corporate & Management Services)
- 12) Mrs Z.P. Khomo (Deputy Director: Community Services)
- 13) Mr H.A.L. Meyer (Deputy Director: Operations- Protection Services)
- 14) Mr M. Zulu (Senior Manager: Protection & Security)
- 15) Mr M. Nkosi (Chair: IT Steering Committee)
- 16) Mr W.C. de Wet (Chair: Occupational Health & Safety Committee)

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

#### **2.11.9 Risk Assessment**

A comprehensive risk assessment of all Occupational and Safety risks in which municipal buildings and construction site inspection was carried out, was done by a service provider which was appointed by Provincial Treasury on 30 March 2017. The risks identified are included in the Occupational Health and Safety Risk Register.

An annual risk assessment for 2017/2018 was done for the risks which are classified in the following risk registers:

- Strategic Risks
- Operational Risks
- Fraud Risks
- IT Risk Register

#### **2.11.10 Monitoring Of Risk**

Quarterly risk reviews were done in respect of all risk registers in terms of the risk management policy. The Risk Management Unit was responsible for assessing whether the mitigation controls were being implemented according to the agreed 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 251 risk mitigation tasks, 203 were completed or "done" and only 48 remained outstanding, translating to an 81% performance rating.

#### **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 2018, 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: 2017/2018**

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 2017/2018 FINANCIAL YEAR END IN TERMS OF SECTION 36 OF SCM

Invoice Date	Invoice Number	Order Number	Supplier	Department	Invoice Total Incl	Description	Reason
4/11/2018	GRV0767	PO00683	Voltex	Technical	293,319.68	ELECTRICITY CABLES	Emergency
6/29/2018	GRV0939	PO00950	Voltex	Technical	241,280.00	ELECTRICAL TRANSFORMERS	Emergency
<b>TOTAL</b>					<b>534,599.68</b>		

### Tenders Awarded

No.	Bid Number	Service Provider	Service	Date Of Appointment	Amount
1	21/2017/2018	Ayanda Rating Enterprise	Supply & Delivery Of Tools Materials & Equipment Repairs	26-Jun-18	as when required
2	40/2017/2018	Bi Infrastructure Consultants (Pty) Ltd	Civil Engineering Consultants	30-May-18	13% of the project value
3	07/2017/2018	Boxer Superstores	Indigent Groceries Vouchers	2-Dec-17	R500 per voucher
4	40/2017/2018	Bvi Consulting Engineers Kzn (Pty) Ltd	Civil Engineering Consultants	30-May-18	10% of the project value
5	04/2017/2018	C Ngubane & Attorneys	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
6	40/2017/2018	Civitech Engineers	Civil Engineering Consultants	30-May-18	14% of the project value
7	04/2017/2018	Cox & Partners	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
8	21/2017/2018	Dream Finders Trading & Projects 330	Supply & Delivery Of Tools Materials & Equipment Repairs	26-Jun-18	as when required
9	19/2017/2018	Ekaya Promotions	Supply & Delivery Of Sports Materials	26-Jun-18	as when required
10	18/2017/2018	Ekaya Promotions	Supply & Delivery Of Library Books & Promotional Items	26-Jun-18	as when required
11	05/2017/2018	Folashandu (Pty) Ltd	Supply & Delivery Of Tents, Tables & Chairs For Led Proj.	2-Dec-17	R601,366.00
12	04/2017/2018	G.N Moabelo Inc.	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
13	26/2017/2018	Gaze Corporation (Pty) Ltd	Supply & Delivery Of Computer Equipments	26-Jun-18	as when required
14	26/2017/2018	Green G Technologies	Supply & Delivery Of Computer Equipments	26-Jun-18	as when required
15	04/2017/2018	Gumede & Jona Inc	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
16	40/2017/2018	Hi Tech Consulting Engineers & Proj.Man.	Civil Engineering Consultants	30-May-18	13% of the project value
17	04/2017/2018	Hlela Attorneys	Law Firms To Serve On Panel Of Attorneys	30-May-18	as when required
18	14/2017/2018	Ilungelo Lami Trading Cc	Review Ulundi Municipality Spatial Development Framework	14-Feb-18	R239,400.00
19	30/2017/2018	Inqubeko Yami Trading & Projects	Supply & Delivery Of Electrical Items	26-Jun-18	as when required
20	21/2017/2018	Intehle Civils (Pty) Ltd	Supply & Delivery Of Tools Materials & Equipment Repairs	26-Jun-18	as when required
21	03/2017/2018	Isaluleko Project Managers	Project Management Unit	27-Sep-17	5% of mig allocation
22	19/2017/2018	Izwilenkosi Trading & Projects (Pty) Ltd	Supply & Delivery Of Sports Materials	26-Jun-18	as when required

23	21/2017/2018	Khonzamancwane Enterprise	Supply & Delivery Of Tools Materials & Equipment Repairs	26-Jun-18	as when required
24	06/2017/2018	Lanigen (Pty) Ltd	Supply & Delivery For Equipments For Led Projects	2-Dec-17	R1,130,398.90
25	26/2017/2018	Lifetime Projects & Trading	Supply & Delivery Of Computer Equipments	26-Jun-18	as when required
26	18/2017/2018	Lindufred Trading (Pty) Ltd	Supply & Delivery Of Library Books & Promotional Items	26-Jun-18	as when required
27	30/2017/2018	Lionel Agricultural Projects & Inv.(Pty) Ltd	Supply & Delivery Of Electrical Items	26-Jun-17	as when required
28	25/2017/2018	Liquid Telecommunications S.A	Provision For Internet Lease Line	26-Jun-18	R1,071,366.13
29	04/2017/2018	M Sibiyi Attorneys	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
30	15/2017/2018	Mabune Consulting Cc	Proposal To Conduct Land Audits For Babanango & Mahlabathini Areas	14-Feb-18	R312,000.00
31	21/2017/2018	Macingis Trading (Pty) Ltd	Supply & Delivery Of Tools Materials & Equipment Repairs	26-Jun-18	as when required
32	40/2017/2018	Mafahleni Engineers & Proj. Managers	Civil Engineering Consultants	30-May-18	12.5% of the project value
33	40/2017/2018	Mageba Consulting Engineers & Proj. Man	Civil Engineering Consultants	30-May-18	14% of the project value
34	40/2017/2018	Mahlaha Consulting Engineers	Civil Engineering Consultants	30-May-18	8% of the project value
35	40/2017/2018	Masakhekulunge Project Managers	Civil Engineering Consultants	30-May-18	as when required
36	04/2017/2018	Maseko Mbatha Inc.	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
37	40/2017/2018	Mugamule Consulting Engineers	Civil Engineering Consultants	30-May-18	11% of the project value
38	40/2017/2018	Mmk Group (Pty) Ltd	Civil Engineering Consultants	30-May-18	12% of the project value
39	30/2017/2018	Moksa Electrical (Pty) Ltd	Supply & Delivery Of Electrical Items	26-Jun-18	as when required
40	04/2017/2018	Nt Sibiyi Attorneys	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
41	04/2017/2018	Nala Attorneys	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
42	41/2017/2018	North Coast Office Equipm.(Zululand) Cc	Proposal For The Leasing Of Multifunctional Machines.	26-Jun-18	R805,490.41
43	36/2017/2018	Phangazitha Project (Pty) Ltd	Maintenance Of Ulundi Regional Stadium	26-Jun-18	R685,000.00
44	21/2017/2018	Sakhisizwe Trading & Projects (Pty) Ltd	Supply & Delivery Of Tools Materials & Equipment Repairs	26-Jun-18	as when required
45	09/2017/2018	Shisalanga Construction Pty (Ltd)	Supply & Delivery Of Cold Pre-Mix Asphalt	14-Feb-18	R1,568,184.00
46	19/2017/2018	Snempilo Security & Trading Cc	Supply & Delivery Of Sports Materials	26-Jun-18	as when required
47	21/2017/2018	Sokolile (Pty) Ltd	Supply & Delivery Of Tools Materials & Equipment Repairs	26-Jun-18	as when required
48	04/2017/2018	Strauss Daly Attorneys	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required
49	07/2017/2018	Tradestar- Ikhwezi Ulundi	Indigent Groceries Vouchers	2-Dec-17	R500 per voucher
50	39/2017/2018	Uhaqane M.I Contractors Cc	Supply & Delivery Of Sand For Concrete.	26-Jun-18	as when required
51	10/2017/2018	Ulundi Christian Comm. Radio Station	Proposal For Electronic Media Service	1-Jan-18	R2,160,000.00
52	13/2017/2018	Zaathi Kmh Jv	Rectify Incorrectly Registered Properties In Ulundi Unit A	14-Feb-18	R300,000.00

53	40/2017/2018	Ziyanda Consulting	Civil Engineering Consultants	30-May-18	as when required
54	10/2017/2018	Zululand Radio	Proposal For Electronic Media Service	3-Jan-18	R2,160,000.00
55	04/2017/2018	Zuma Attorneys	Law Firms To Serve On Panel Of Attorneys	3-Jan-18	as when required



## 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
<b>ANIMAL BYLAWS</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• No animal that is captured may be released without the proper statutory records.</li> <li>• A person on whose property an animal has been trespassing may be liable to be paid a trespass fee, as well as damages caused by the animal trespassing.</li> <li>• This payment may be waived by agreement of the parties.</li> <li>• 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.</li> <li>• 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.</li> <li>• Additional costs may also be claimed from the owner after the sale of the animal.</li> <li>• If an animal is not sold it may be disposed of at the discretion of the pound master.</li> <li>• Whilst an animal has been impounded the pound master has a duty of care.</li> <li>• Keeping of bees is not allowed.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• The costs of destroying the animal, may be recovered by the Municipality from the owner.</li> <li>• The person who seizes an animal is under no duty to trace the owner.</li> <li>• An owner of an animal needs to take all reasonable steps to prevent any destruction or damage.</li> <li>• 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.</li> </ul>	None	None

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

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• The Municipality may with the cooperation of the environmental health officer, issue an exemption certificate, and same may also be issued with conditions.</li> <li>• The business or person must apply for a public health permit. The application procedure is as set out in section 14.</li> <li>• These permits may under conditions stipulated in the bylaws be amended cancelled or suspended.</li> <li>• The Municipality must appoint an environmental health officer.</li> <li>• 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 (section 23), undertake measures prohibiting a person from continuing an activity.</li> <li>• 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.</li> <li>• The Municipality may also enter the premises, in order to conduct remedial work in order to ensure compliance with the bylaw.</li> <li>• The municipal manager may issue a costs order for the work done by the Municipality in order to ensure compliance with the bylaw.</li> <li>• No person may use a caravan, tent or vehicle for human habitation without the written permission of the Municipal Manager.</li> <li>• All buildings must be in accordance with the national building regulations and building structures act, or it may be declared hazardous.</li> <li>• This provision is also applicable to flat, complexes or blocks.</li> <li>• All toilets in buildings must be in accordance with the building regulations.</li> <li>• 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.</li> <li>• In the event of any travelling show or circus proper facilities must be provided.</li> <li>• No person is allowed to provide private service for the removal of human waste.</li> <li>• No person may pollute any water source.</li> </ul>		
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	<ul style="list-style-type: none"> <li>• 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.</li> <li>• Owners of property must ensure that they are able to storm water run off that may be hazardous to health.</li> <li>• The bylaw then goes on to explain in detail what are <b>scheduled trades</b>, as well as instances wherein permits will be required.</li> </ul>		
<b>FIRE PREVENTION BYLAWS</b>	<ul style="list-style-type: none"> <li>• There is an onus on a person who is aware of a fire hazard to notify the municipality of same.</li> <li>• 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.</li> <li>• An owner or an occupier may not alter the building so as to make it more conducive for fire to travel.</li> <li>• No part of a fire escape route may be obstructed in any way.</li> <li>• A locking device that is fitted for the purpose of an escape door, must be approved by the Municipality.</li> <li>• Escape routes must be indicated by clear signage.</li> <li>• Fire extinguishers must be fitted in areas as stipulated in the National Building Regulations.</li> <li>• Fire extinguishers must be regularly checked by a certified permit holder.</li> <li>• 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.</li> <li>• It is an offence to tamper with a fire protection system or fire extinguisher.</li> <li>• 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.</li> <li>• This shall be for the cost of the organiser.</li> <li>• 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.</li> <li>• The escape route plan must be properly displayed in designated sleeping areas.</li> <li>• Combustible waste and refuse must be stored or disposed of in order to prevent hazard.</li> <li>• Chimneys, flues and ducts must not store combustible waste.</li> </ul>	None	None

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• No smoking signs must be properly displayed as a mitigation of risk.</li> <li>• A person may not use a flame emitting device such as a candle in such a way so as to create a hazard.</li> <li>• Lighting of fires is prohibited except in circumstances wherein the Municipality has granted permission.</li> <li>• A person/owner whose premises is carrying a flammable substance must apply to the Municipality for a permit.</li> <li>• 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.</li> <li>• 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.</li> <li>• The bylaws further specify stipulations for underground storage tanks, bulk storage depot, liquefied petroleum gas, storage of refillable liquid petroleum.</li> <li>• 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.</li> <li>• The Municipality is not liable for damage or loss as a result of offences committed as a result of fire.</li> <li>• The bylaw imposes penalties for non-compliance.</li> </ul>		
<p><b>LEASE OF HALLS AND CONFERENCE FACILITY BYLAWS</b></p>	<ul style="list-style-type: none"> <li>• Application to lease must be made in a prescribed form.</li> <li>• The Municipality has the right or discretion to grant permission to lease the facility.</li> <li>• All payments must be made in advance.</li> <li>• 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.</li> <li>• The lessee shall be responsible to make good all losses, damage or breakage.</li> <li>• The lessee may only use equipment that has been paid for.</li> <li>• No additional lighting may be placed in the facility save with the permission of the Municipal Manager.</li> <li>• The lessee will be responsible for all admission requirements, especially if there is sale of tickets at the venue.</li> <li>• No furniture or any movables belonging to council may be moved from the premises.</li> </ul>	None	None

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

	<ul style="list-style-type: none"> <li>• No flower pot may be placed on a footpath or a window sill that has the potential to cause damage.</li> <li>• 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.</li> <li>• No person may dig in a public place or close to a public place without the permission of the tow engineer.</li> <li>• No waste may be deposited on any public property.</li> <li>• A person may not transport goods or liquids that has the potential to cause harm to the public.</li> <li>• No carcass of an animal is to remain on a premises for an indefinite period.</li> <li>• A person may not cause a stream, swimming pool, gutter, watercourse sink, borehole to become so foul as to cause nuisance.</li> <li>• A person may not allow unhygienic liquids to flow into another persons property.</li> <li>• A person may not contribute to water pollution.</li> <li>• A person may not burn rubbish or refuse on any premises so as to cause harm/nuisance</li> <li>• A person who is the owner of a premises must prevent or eradicate rodents, mosquitos, or any other pests or vermins.</li> <li>• A person may not discharge fireworks in a place where domesticated animals are present or contrary to the provisions of any Acts.</li> <li>• 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.</li> <li>• No animals that are domesticated may be allowed to make a noise.</li> <li>• 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.</li> <li>• No explosives or firearms may be used that contributes to noise pollution.</li> <li>• Only emergency vehicles may emit a sound or a noise for emergency purposes.</li> <li>• No excessively bright light may be used to the extent that it causes a nuisance</li> </ul>		
<p><b>REFUSE REMOVAL BYLAWS</b></p>	<ul style="list-style-type: none"> <li>• The occupier of every premises, must make provision for storage collection and removal of waste.</li> <li>• The Municipality may subject to the tariff charged in the tariff bylaws collect and remove, builders waste, special industrial waste special domestic refuse.</li> <li>• The Municipality may at its sole discretion supply refuse storage receptacles having regard to the quantity, suitability and accessibility of the refuse storage area.</li> <li>• Every owner or occupier of premises has a duty of care towards the waste that is collected, in addition there remains an onus on them to ensure that the waste is</li> </ul>	None	None

	<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"> <li>• The dates or days of collection, must be stipulated by the Municipality.</li> <li>• Bulky refuse must be securely tied up.</li> <li>• 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.</li> <li>• 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.</li> <li>• The owner of building refuse must dispose of the refuse within reasonable time.</li> <li>• Refuse whilst in conveyance shall not be conveyed in such a manner so as to cause a nuisance.</li> <li>• 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.</li> <li>• All refuse removed by the Municipality as well as refuse at the disposal site is the refuse of the Municipality.</li> <li>• The bylaw stipulates penalties for offences caused in non-compliance.</li> </ul>		
<b>TARIFF BYLAWS FOR INDIGENT PERSONS</b>	<ul style="list-style-type: none"> <li>• The indigent tariff bylaws, outlines the qualification criteria for free basic services as well as life line services.</li> <li>• 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.</li> <li>• 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.</li> <li>• The bylaw also stipulates an appeal process in the event that an indigent may not agree with a decision taken by an authorised official.</li> </ul>	None	None
<b>TRAFFIC BYLAWS</b>	<ul style="list-style-type: none"> <li>• All taxis in the taxi rank must have a valid permit.</li> <li>• 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.</li> <li>• The tokens are valid for a year only.</li> <li>• The Municipality may on notice to the holder of the permit or token revoke the token</li> <li>• The bylaw goes on to explain general provisions that relate to the rank permit and the token, inclusive of conditions laid out for the display of the tokens.</li> </ul>	None	None



	<ul style="list-style-type: none"> <li>• No person may operate a taxi without a taximeter that has been approved and sealed by the Director: Protection Services.</li> <li>• During loading times a taxi shall not be able to stand for a period of more than 15 min.</li> <li>• Busses will be prohibited from using certain areas. Unauthorised use of bus ranks is prohibited.</li> <li>• Permits are to be applied for in prescribed forms and same can be cancelled or revoked or refused.</li> <li>• 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.</li> <li>• The drivers are to observe these bylaws as well as instructions of the traffic officers.</li> <li>• 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.</li> <li>• 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.</li> <li>• Ques that will be formed at a bus rank must be close to the sign, and not in access points.</li> <li>• When forming ques precedence will be given according to the time of arrival.</li> <li>• All persons waiting to board the bus must at all times take instructions and abide by the instructions of the traffic officers.</li> <li>• Bus stop notices must be clearly marked.</li> <li>• 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.</li> <li>• The bylaw also further prescribes how the metered parking system works.</li> <li>• There are exemptions to the parking bylaws, for disabled persons as well as medical practioners. However this exemption must be done by application.</li> <li>• No washing cleaning or repairs must be done on a public road, except in the vehicle has been broken down on the road.</li> <li>• No person shall use a skate board, or roller skates on a public road or side walk.</li> <li>• Permission must be sought to use an abnormal motor vehicle.</li> <li>• Any person requiring an escort by traffic officers must accordingly make application, to the Director Protection Services.</li> <li>• The bylaw outlines the penalties for offences and offenders.</li> </ul>		
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<b>OUTDOOR ADVERTISING BYLAW</b>	<ul style="list-style-type: none"> <li>• The bylaw gives clear definition as to what is permanent and temporary advertising.</li> <li>• The bylaw also displays certain exemptions that must be applied.</li> <li>• Advertisements will not be permitted unless it has received council approval.</li> <li>• The application must be made in the prescribed form attached to the bylaw.</li> <li>• The bylaw further stipulates what attachments must accompany the application so that same is valid.</li> <li>• The bylaw also stipulates what must be considered when the application is before council.</li> <li>• The bylaw gives specific consideration for permanent advertising.</li> <li>• The bylaw also stipulates what is sign boards affixed to buildings, painted advertisements as well as ground sign boards and flashing adverts.</li> <li>• Advertisements must not obstruct a fire escape.</li> <li>• Advertisements must not be in colours that distract drivers or have intense illumination.</li> <li>• The bylaw also lays strict conditions for the construction of advertisements in that it has to be neat and appealing.</li> <li>• The person having control of the signboard is responsible for maintenance</li> <li>• Alterations or deletions must be applied for in writing, and approved by the Municipal Manager.</li> <li>• Offences attracts fines as well as imprisonment.</li> </ul>	None	None
<b>STORM WATER MANAGEMENT BYLAWS</b>	<ul style="list-style-type: none"> <li>• No person without the direct and written consent of the Municipality may discharge stormwater.</li> <li>• No person may construct a mechanism which allows the discharge of the stormwater.</li> <li>• No person may obstruct or interfere with the normal flow of stormwater into or through a stormwater sewer without the prior written approval of the Municipality.</li> <li>• 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.</li> <li>• As soon as an owner or occupier becomes aware of the risk the owner or occupier must take immediate steps to ensure its containment.</li> <li>• Notify the Municipality as soon as it is reasonable possible.</li> <li>• 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.</li> <li>• Contravention may mean a fine or imprisonment</li> </ul>	None	None

<p><b>REET TRADING BYLAWS</b></p>	<ul style="list-style-type: none"> <li>• The bylaw outlines the general conduct, supervision and control of a street trader.</li> <li>• Some general conduct includes,</li> <li>• that a person trading shall not place his/her goods on a verge or a public area that there is no authority to trade.</li> <li>• Ensure that the trader does not cover a public road or area that is greater than three metres in length or two metres in breadth.</li> <li>• obstruct access to a fire hydrant.</li> <li>• not display goods on private property without the owners consent.</li> <li>• on request by an employee or an agent of the Municipality or any supplier of telecommunication or electricity or other services move his goods so that work can be carried out or services may continue with no obstruction.</li> <li>• Objects may not be attached to buildings, trees, light poles etc.</li> <li>• no fire may be created that could harm a person or damage a building</li> <li>• not store property in a man hole or a draining system</li> <li>• not sleep overnight at the place of business or erect a structure for the purpose of dwelling</li> <li>• create a nuisance</li> <li>• damage or deface property</li> <li>• create a traffic hazard.</li> <li>• The place must be kept in a clean and sanitary condition</li> <li>• No spilling of foodstuff may occur on the road or public place in the case of a food vendor.</li> <li>• Must adhere to the standards as per the health act.</li> <li>• When the vendor requested by an employee or agent of the Municipality must move the goods to allow for cleaning of the area.</li> <li>• No obstruction shall be caused by a street vendor. The bylaw defines what it would consider instances of obstruction.</li> <li>• 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.</li> <li>• The bylaw outlines that in certain instances no trading shall occur near residential business premises.</li> <li>• The bylaw also makes provision for no trading near certain business premises.</li> <li>• In respect of traffic no vendor shall cause obstruction to traffic whilst selling goods.</li> <li>• No vendor may block a traffic sign, a parking space or a railway crossing.</li> <li>• 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.</li> <li>• The Municipality must display signs to display their restrictions.</li> </ul>	<p>None</p>	<p>None</p>
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	<ul style="list-style-type: none"> <li>• The bylaw also allows for removal and impoundment of goods or articles under specific circumstances.</li> <li>• There are a list of vicarious liability issues in respect of the person carrying on business as well as the employee.</li> <li>• The bylaw also specifies penalties for persons guilty of an offence.</li> </ul>		
<b>STANDING RULES AND ORDERS OF MUNICIPAL COUNCIL, AND COMMITTEES OF COUNCIL</b>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• In applying an interpretation to this document all the laws of the country is to be taken into account.</li> <li>• Council must hold a meeting once every three months that is to be convened by the Speaker.</li> <li>• All meetings must be opened to the Public with a few exceptions.</li> <li>• The Municipal Manager must give timeous notice to the Public save for instances where time constraints make it impossible.</li> <li>• Notice to convene an ordinary meeting must occur two calendar days for ordinary meetings, and one calendar day before in instances of special meetings.</li> <li>• This time period is also applicable insofar as documents, pertaining to the meeting is concerned.</li> <li>• Councillors 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.</li> <li>• 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.</li> <li>• A quorum is created in terms of the Municipalities Establishment notice.</li> <li>• Vacancies in the office of a councilor does not invalidate the proceedings/voting in council meetings.</li> <li>• No meeting may occur if 15 minutes after the commencement time a quorum is not present/established.</li> <li>• The meeting may be cancelled, however it needs to be reconvened within 7 days as a continuation meeting.</li> <li>• 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.</li> <li>• A register of all councilors present must be signed.</li> </ul>	None	None

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• the application must show good cause in order for same to be granted.</li> <li>• the speaker must consider the application and either grant/reject the application.</li> <li>• if a councilor fails to remain in a meeting and fails to apply for leave of absence, he/she may be deemed as absent.</li> <li>• leave of absence for two/more consecutive meetings calls that a sanction may be imposed.</li> <li>• Non-attendance may be investigated by the rules committee.</li> <li>• Accordingly sanctions may be imposed.</li> <li>• The Speaker must ensure compliance and maintain order during a meeting.</li> <li>• 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.</li> <li>• All minutes may be available to the members of the public.</li> <li>• The order of business in a council meeting is accordingly stipulated in the bylaw and must be adhered to.</li> <li>• A deputation must be in writing and a memorandum must be presented to the Municipal manager outlining the deputation.</li> <li>• The request for a deputation must be approved by the speaker.</li> <li>• A deputation/member of the public addressing council must adhere to the rules of the council and directed by the speaker.</li> <li>• should this not be adhered to accordingly a sanction may be approved.</li> <li>• All reports must be provided to councilors, same for those instances wherein the matter is urgent.</li> <li>• a motion by a councilor must be brought in writing and signed by the councilor and a seconder.</li> <li>• notice must be given 7 days prior to a meeting and in such instance a councilor is allowed a maximum of three motions per agenda.</li> <li>• If the motion is submitted correctly the speaker may not object to such motion.</li> <li>• A councilor may approach a municipal manager /head of department in order to obtain information as he/she may reasonably require for the proper performance of his/her duty as a councilor</li> <li>• 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</li> <li>• Should a resolution of a committee or council be revoked, prior notice is required</li> <li>• A councilor may only speak when directed by the speaker.</li> </ul>		
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	<ul style="list-style-type: none"> <li>• All speech must be restricted to the matter at hand</li> <li>• All speeches must be confined to a period of 5 minutes save for the mayoral report or the estimates of income or expenditure.</li> <li>• Any councilor may call a point of order by standing up, and the speaker must grant immediate attention to the councilor.</li> <li>• the ruling of the speaker on that point of order is final</li> <li>• All conduct must be of the highest decorum</li> <li>• the speaker may determine and sanction misconduct during proceedings accordingly.</li> <li>• 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</li> <li>• breach of rules may be investigated by the rules committee.</li> </ul>		
<b>PROPERTY ENCROACHMENT BYLAWS</b>	<ul style="list-style-type: none"> <li>• Should an encroachment be envisaged then application must be made to Council.</li> <li>• 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.</li> <li>• All applications must be made to the building control officer.</li> <li>• The bylaw does state penalties for non-compliance.</li> </ul>	None	None
<b>PUBLIC ROADS BYLAWS</b>	<ul style="list-style-type: none"> <li>• No person may cause obstruction on a public road.</li> <li>• If an obstruction is caused then it must be removed by an authorised official.</li> <li>• No excavations may be caused without the written consent of the Municipality.</li> <li>• The Municipality will have to grant permission for hoarding.</li> <li>• No owner or occupier of land be it agricultural or residential may erect a fence that is dangerous.</li> <li>• 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.</li> <li>• No one is allowed to place items on the road that may cause damage to the road.</li> <li>• No person may deface or mark a road without the written consent of the Municipality.</li> <li>• Should there be a game or race on a public road permission must be sought from the Municipality and the prescribed fees to use the road must be paid.</li> </ul>	None	None

<b>SOLID WASTE BYLAWS</b>	<ul style="list-style-type: none"> <li>• The Municipality at the cost to the owner of the premises is responsible for the collection of business as well as residential waste.</li> <li>• The occupier is obliged to make use of the Municipal services in order to have the waste removed.</li> <li>• 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.</li> <li>• The Municipality may deliver containers to the premises having regard to factors such as the quantity of waste, the suitability of waste etc.</li> <li>• 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.</li> <li>• 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.</li> <li>• The occupier of the premises must make provision for waste handling facilities for the Municipality.</li> <li>• In order to facilitate the handling of waste bin liners are to be used for business as well as domestic waste.</li> <li>• The owner when using a bin liner must ensure that the bin is undamaged, and properly closed so as to avoid the contents spilling.</li> <li>• 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.</li> <li>• No liquid may be placed on these containers or the bin liners.</li> <li>• No fire must be lit in the bin container, it must not be used for any other purpose except the collection of waste.</li> <li>• The Municipality may in certain instances ask that the waste is compact.</li> <li>• The Municipality may make provision for the collection of industrial waste, at a cost to the owner.</li> <li>• The bylaw goes on to make stipulations in respect of industrial waste, and collection thereof.</li> <li>• The bylaw also makes provision for the disposal of garden waste as well as special domestic waste and bulky waste.</li> </ul>	None	None
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	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• There are further stipulations in the bylaws in respect of collection and disposal of such waste.</li> <li>• In respect of disposal of all waste the Municipality may advise that waste is to be disposed of at a particular site.</li> <li>• No person may burn waste.</li> <li>• The bylaw stipulates conditions for persons entering a waste disposal site, as well as stipulates conditions for the disposal of waste within this structure.</li> <li>• The Municipality or the owner of private property must take reasonable steps to ensure sufficient approved receptacles are provided for the discarding of litter.</li> <li>• 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.</li> <li>• There is a general prohibition on littering as well as dumping and abandoning articles.</li> <li>• An authorised official may be appointed by the Municipality in order that waste collection and disposal is monitored.</li> <li>• 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.</li> <li>• The authorised official may also issue enforcement notices.</li> <li>• Complaints may also be forwarded to the authorised official.</li> <li>• Representations may be made in terms of complaints and the bylaw is explicit in terms of how this function operates.</li> <li>• Tariff charges will display what the Municipal charges for collection will be.</li> <li>• The person to whom the charges are levied has to make payment.</li> <li>• There are stipulations for the penalties for offences.</li> </ul>		
<b>PUBLIC AMENITIES BYLAWS</b>	<ul style="list-style-type: none"> <li>• A public amenity is something which is either outdoor or indoor, and is controlled by the Municipality and to which the public has access.</li> <li>• The opening and closing times shall be determined by the Municipality and be indicated by Notice.</li> </ul>	None	None



	<ul style="list-style-type: none"> <li>• The entrance fees shall be determined by the Municipality and no person shall enter unless the relevant fees have been paid.</li> <li>• The Municipality may also determine the maximum number of persons allowed to enter and can display this by means of a notice.</li> <li>• The Municipality may close the premises from time to time for instances such as maintenance.</li> <li>• The bylaw stipulates prohibited conduct when using the facility.</li> <li>• No person may damage this property and in this respect the instances of damage are stipulated in the bylaw.</li> <li>• There are also prohibitions as well as constraints laid down wherein animals are concerned.</li> <li>• People using the facility have a duty of care in so far as ensuring that the facility is used in a proper manner.</li> <li>• There are also restrictions placed in so far as motor vehicles are concerned.</li> <li>• No games etc. may be allowed to be played in an area that is not designated for that purpose.</li> <li>• No property or facility within the public amenity may be used for a purpose that it is not intended.</li> <li>• An authorised official may ask for proof of payment as well as instruct a person to comply with the provisions of this bylaw.</li> <li>• There are stipulated penalties for non-compliance.</li> </ul>		
<p><b>POUND BYLAWS</b></p>	<ul style="list-style-type: none"> <li>• 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.</li> <li>• The Municipality has the onus of establishing a pound.</li> <li>• Animals that are found trespassing or wandering may be impounded.</li> <li>• Any person may impound an animal however the person must transport the animal to the pound.</li> <li>• This animal must be receipted at the pound.</li> <li>• The pound manager must keep a pound register.</li> <li>• In terms of the bylaws the pound manager must take proper care of the pound animals.</li> <li>• The pound manager may release the animal if he is satisfied that it will be released to the owner.</li> <li>• The conveyance, pound fees as well as veterinary fees must be paid.</li> </ul>	None	None

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

	<ul style="list-style-type: none"> <li>• 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.</li> <li>• 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.</li> <li>• In an event of a spillage, a person becoming aware of the spillage must report the incident to the Chief Fire Officer.</li> <li>• All accidents involving flammable liquid spillage must be reported to the Head of Protection Services immediately.</li> <li>• All breach of conditions of certificate means a breach of this bylaw and therefore the incumbent is liable to be penalised under this bylaw.</li> <li>• When necessary the Chief Fire Officer may create places wherein the flammable liquid may be stored given regards to the nature of the material.</li> <li>• The Head of Protection Services may inspect registered premises where the liquids are stored.</li> <li>• There are penalties attached to this bylaw.</li> </ul>		
<p><b>CREDIT CONTROL AND DEBT COLLECTION BYLAW</b></p>	<ul style="list-style-type: none"> <li>• All Municipal services may only be rendered upon application.</li> <li>• This application must be made to the delegated office/official.</li> <li>• 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.</li> <li>• 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.</li> <li>• Where the purpose for which municipal services are used is changed the onus and obligation is on the customer to advise the Municipality accordingly.</li> <li>• The municipality for the services it renders does have applicable charges that it levies these services against.</li> <li>• Charges may differ in respect of different categories of customers.</li> <li>• Services will be terminated due to non-payment for services.</li> <li>• The municipality may consolidate payments for services rendered.</li> <li>• 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.</li> </ul>	None	None

	<ul style="list-style-type: none"> <li>• There are certain services that are subsidised services, the municipality may determine the households that will receive these subsidised services.</li> <li>• Commercial customers do not qualify for any subsidies.</li> <li>• The municipality in the implementation of these bylaws may cover additional costs such as legal costs, from the customer.</li> <li>• 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.</li> <li>• The bylaw determines the method or how the calculation of amounts due and payable are arrived at.</li> <li>• The customer is responsible for payment.</li> <li>• 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.</li> <li>• Where the bill is not paid in full any lesser amount tendered and accepted is not deemed to be settlement in full.</li> <li>• The owner of a premise is liable for all amounts due in respect of services rendered to that premises.</li> <li>• Any charges that have been incurred by the municipality for dishonoured payments must be recovered from the client.</li> <li>• The bylaw stipulates what is to be contained in a statement of account.</li> <li>• A customer may lodge a complaint to query a statement of account.</li> <li>• The query must be raised with the relevant official before the due date for payment.</li> <li>• Thus query must have its supporting documents attached and the municipal official must log this query onto a register.</li> <li>• The complaint must be investigated and the customer advised of the outcome in writing, one month after the complaint is registered.</li> <li>• The appeal procedure for this finding is set out in the bylaw.</li> <li>• Interest is levied on arrear accounts.</li> <li>• The costs associated with a reconnection or disconnection is for the account of the customer.</li> <li>• 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.</li> <li>• Agreements may be entered into for the payment of arrears.</li> <li>• The customers must have a copy of the agreement.</li> <li>• Failure to honour agreements, may lead to legal action, disconnection interest or penalties.</li> </ul>		
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	<ul style="list-style-type: none"> <li>• In respect of rates all rates are due by a specified date, joint owners are jointly and severally liable.</li> <li>• Owner remains liable for payment.</li> <li>• There are certain households that qualify for the household to be regarded as indigent.</li> <li>• The indigent must apply for this status to the Municipality.</li> <li>• A list of documents to be attached to the application is requested in the bylaw.</li> <li>• A municipal official may be authorised to conduct an on-site visit to verify the status that is being applied for.</li> <li>• Application is approved for a period of 12 months only.</li> <li>• Prepaid electricity metres must be installed for the indigents.</li> <li>• Limited water supply of 6 kilolitres is also to be supplied.</li> <li>• The customer must apply every 12 months.</li> <li>• The municipality in accordance with its annual budget must make provision for certain subsidised services to indigent households.</li> <li>• This criteria is further stipulated in the bylaw.</li> <li>• Existing arrears of indigents must be written off, applied as a surcharge to prepaid metres, be attempted to be recovered through legal proceedings.</li> <li>• The municipality must undertake regular audits if this status.</li> <li>• 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.</li> <li>• 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.</li> <li>• If an audit verification does not meet the criteria of approval for an indigent this too leads to automatic disqualification.</li> <li>• 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.</li> <li>• 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.</li> <li>• All customer agreements entered into prior to the approval of these bylaws shall be applied retrospectively, and hence the agreement is valid.</li> <li>• 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.</li> </ul>		
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	<ul style="list-style-type: none"> <li>• No person shall restrict access to physical infrastructure that belongs to the Municipality.</li> <li>• A person who unlawfully, intentionally or negligently reconnects services shall immediately be disconnected.</li> <li>• 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.</li> <li>• The bylaw has penalties for offences.</li> </ul>		
<b>CEMETARY BYLAWS</b>	<ul style="list-style-type: none"> <li>• The Municipality may set aside land for the establishment of cemeteries.</li> <li>• The official hours of the cemetery is as per the bylaw.</li> <li>• No person without the written consent of the Municipality has the right to sell or transfer a grave save in stipulated circumstances.</li> <li>• Religious ceremonies may be conducted with the written consent of the Municipality.</li> <li>• Plans in respect of different graves are kept within the premises of the Municipality.</li> <li>• Complaints in respect of Municipal grave sites must be made in writing to the Municipal Manager.</li> <li>• The tariffs for services is determined by the Municipality.</li> <li>• All participants of a funeral service must obey the instructions of a care taker.</li> <li>• The caretaker may remove flowers from a grave site.</li> <li>• No children under the age of 12 may enter a site unless with the direct supervision of an adult.</li> <li>• Only use paved pathways or roads when inside the cemetery.</li> <li>• 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,</li> <li>• Sit or stand on memorial work, operate a business or bring a firearm within the cemetery.</li> <li>• Dead bodies in conveyance shall be covered.</li> <li>• No loud music inside a cemetery.</li> <li>• All bodies to be buried within the confines of the allocated grave.</li> <li>• No rubble or dirt is to be dumped in a cemetery.</li> <li>• Memorial work cannot be done inside the cemetery in weather that is not conducive to the soil.</li> <li>• Exhumation may only be done in accordance with the Inquest Act.</li> <li>• The bylaw lays the procedure for the application and acquisition of a grave site.</li> <li>• The bylaw also lays criteria of burial of ashes, as well as exhumation.</li> </ul>	None	None

	<ul style="list-style-type: none"> <li>• In respect of the exhumation of bodies and reopening of graves the bylaw lays the provisions to be adhered to in this instance.</li> <li>• 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.</li> <li>• The bylaw makes provision for specific burial areas as well as the establishment of a monumental section, and memorial wall.</li> <li>• The bylaw makes provision for offences and penalties.</li> </ul>		
<b>ELECTRICITY SUPPLY BYLAWS</b>	<ul style="list-style-type: none"> <li>• Only the municipality shall supply or contract for the supply of electricity within the jurisdiction of Ulundi.</li> <li>• Supplying of electricity can only occur by means of a supply agreement with the municipality.</li> <li>• Any person to whom a compliance notice is served must within the specified time period recorded in the notice comply with the provisions.</li> <li>• 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.</li> <li>• The municipality may within the municipal area establish statutory servitudes in order that electricity may be supplied.</li> <li>• 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.</li> <li>• No person may refuse or fail to give information if they are requested to do so by an authorised official.</li> <li>• 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.</li> <li>• 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.</li> <li>• 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.</li> <li>• The Municipality may charge interest on overdue electricity accounts.</li> <li>• Unless authorised by the Municipality no person may resell electricity.</li> <li>• If electricity is resold under written permission of the municipality it must not be sold at a price that is lower than the municipality.</li> <li>• 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.</li> </ul>	None	None

	<ul style="list-style-type: none"> <li>• The Municipality shall not be liable for any loss or damage suffered as a result of electricity disruption.</li> <li>• The Municipality does not undertake to attend to a failure of supply due to the fault of the electrical installation of the consumer.</li> <li>• 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.</li> <li>• No person shall tamper or interfere with metering equipment other than the Municipality or its authorised agent.</li> <li>• No person shall construct or lay construction in a place that will have the effect of interfering with a supply line.</li> <li>• No person may excavate a place wherein the supply line is erected.</li> <li>• No person may make an unauthorised connection to a supply line.</li> <li>• No person may damage or endanger a supply line.</li> <li>• No person except the authorised municipal official may reconnect a supply line.</li> <li>• A municipality may ask the owner of a property to provide and maintain accommodation which shall constitute a substation.</li> <li>• No emergency standby equipment that has been utilised by the consumer may be used in the main supply.</li> <li>• 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.</li> <li>• 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.</li> <li>• A person taking over occupation of the premises if they desire to continue to use the supply application must be made to the municipality.</li> <li>• There are penalties for non-compliance.</li> </ul>		
<b>LIBRARY BYLAWS</b>	<ul style="list-style-type: none"> <li>• The library may be used by any member of the public.</li> <li>• The librarian may refuse access or refuse library material if it is in public interest to do so.</li> <li>• A person wishing to enrol as a borrower must fill in the prescribed form</li> <li>• All items are to be borrowed against an issued library card.</li> <li>• Should a card be lost a duplicate shall be made by the librarian upon payment of the relevant amount.</li> <li>• All items are borrowed for a period of 14 days.</li> </ul>	None	None



	<ul style="list-style-type: none"> <li>• Should same not be returned on the desired date the book shall attract a fine.</li> <li>• 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.</li> <li>• An item not returned two months after the date of issue shall be deemed lost.</li> <li>• 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.</li> <li>• No person who has lost books shall be allowed to borrow until the reimbursement has occurred.</li> <li>• A borrower must notify the library of a change of address.</li> <li>• 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).</li> <li>• The bylaw specifies the conduct of persons using the library.</li> <li>• No person may obstruct the librarian whilst duties are being conducted.</li> <li>• There are penalties for offences laid in the bylaw.</li> </ul>		
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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](http://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

<b>Applications Outstanding as at 1 July 2016/2017</b>	<b>Category</b>	<b>Number of new Applications Received 1 July 2017 – 30 June 2018</b>	<b>Total Value of Applications Received Rand</b>	<b>Applications Outstanding as at 30 June 2018</b>
02	Residential New	27	R76 303.00	05
01	Residential Additions	34	R27 538.00	03
02	Commercial	11	R28 548.00	04
n/a	Industrial	n/a	n/a	n/a
n/a	Schools	02	R10 905.00	n/a

## 2.18 Municipal Oversight Committees

<b>Executive Committee</b>	
<b>Councillors Names</b>	<b>Political Party</b>
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 B.S. Masondo	Inkatha Freedom Party
Cllr H.J. Mlambo	Inkatha Freedom Party
Cllr Adv. R.V. Sibiyi	Inkatha Freedom Party
Cllr H.S. Sibiyi	African National Congress
Cllr M. S. Buthelezi	Inkatha Freedom Party

<b>Community Services Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Political Party</b>
Cllr B.S. Masondo	Inkatha Freedom Party
Inkosi M.D. Buthelezi	Sedction 81 T raditional Leader
Cllr M.E. Buthelezi	Inkatha Freedom Party
Cllr S.N. Buthelezi	Inkatha Freedom Party
Cllr M.R. Dubazane	African National Congress
Cllr D. Khoza	Inkatha Freedom Party
Cllr N.D. Masondo	Inkatha Freedom Party
Cllr S.Z. Mkhize	Inkatha Freedom Party
Cllr H.S. Sibiyi	African National Congress

<b>Technical And Infrastructure Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Political Party</b>
Cllr S.M. Buthelezi	Inkatha Freedom Party
Inkosi S.L.N. Mbatha	Section 81 Traditional Leader
Cllr P.B. Mbatha	Inkatha Freedom Party
Cllr S.P. Nakin	African National Congress
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

*Inkosi S. L. N Mbatha passed away during the term of office "May his soul rest in peace"*

<b>Planning &amp; Development Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Political Party</b>
Cllr H.J. Mlambo	Inkatha Freedom Party
Inkosi B. Zulu	Section 81 Traditional Leader
Cllr Prince T.M. Buthelezi	African National Congress
Cllr T.K. Mkhize	Inkatha Freedom Party
Cllr K.P. Ngema	Inkatha Freedom Party
Cllr I.P. Ngobese	African National Congress
Cllr M.Z. Sikhakhane	Inkatha Freedom Party
Cllr C.K. Zungu	Inkatha Freedom Party

<b>LOCAL ECONOMIC DEVELOPMENT PORTFOLIO COMMITTEE</b>	
<b>Councillors Names</b>	<b>Political Party</b>
Cllr T.G. Madela	Inkatha Freedom Party
Inkosi N.M. Ntombela	Section 81 Traditional Leader
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

<b>Protection Services Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Political Party</b>
Cllr M.S. Buthelezi	Inkatha Freedom Party
Inkosi S.T.Z. Ndebele	Section 81 Traditional Leader
Cllr N.G. Dlamini	African National Congress
Cllr J.T. Gasa	African National Congress
Cllr T.P. Khanyile	Inkatha Freedom Party
Cllr W.V. Mbatha	Inkatha Freedom Party
Cllr Z.B. Mncube	Inkatha Freedom Party
Cllr A.M. Sibiyi	Inkatha Freedom Party

<b>Tourism Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Political Party</b>
Cllr Adv.R.V. Sibiyi	Inkatha Freedom Party
Inkosi M.P. Mlaba	Section 81 Traditional Leader
Cllr J.V. Buthelezi	Inkatha Freedom Party
Cllr M.R. Dubazane	African National Congress
Cllr B.L. Khumalo	Inkatha Freedom Party
Cllr X.T. Mbatha	Economic Freedom Fighters
Cllr M. Mdalose	Inkatha Freedom Party
Cllr M.S. Mhlongo	Inkatha Freedom Party
Cllr P.M. Mthethwa	Inkatha Freedom Party

<b>Municipal Public Accounts Committee (Mpac)</b>	
<b>Councillors Names</b>	<b>Political Party</b>
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 2017/2018 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: 2017/2018 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 2017/2018 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.

#### 3.7.2 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 2017/2018 Financial Year

	Details	Attendees	Venue	Date
1.	Strategic Planning Session	Political Office Bearers; All EXCO Members, All Executive Directors Managers up to level 3	Council Chamber – Ulundi Offices	15-16/01/2018

#### 3.7.3 Performance Management

The Quarterly Assessments were performed as legislated. The 2017/2018 year-end assessments have not yet been conducted.

### Bonuses paid to Section 54/56 Managers for 2017/2018 Financial Year

No.	Position held	Period Covered	Performance Bonus paid/not yet paid
1.	Municipal Manager	01 July 2016 – 30 June 2017	Not Yet Paid
2.	Director: Corporate Services	01 July 2016 – 30 June 2017	Not Yet Paid
3.	Chief Financial Officer	01 July 2016 – 30 June 2017	Not Yet Paid
4.	Director: Technical Services	01 July 2016 – 30 June 2017	Not Yet Paid
5.	Director: Community Services	01 July 2016 – 30 June 2017	Not Yet Paid
6.	Director: Protection Services	01 July 2016 – 30 June 2017	Not Yet Paid
7.	Director Planning and Development Services	01 July 2016 – 30 June 2017	Not Yet Paid

### 3.7.4 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 2017/2018 financial year

No.	Priority Group	Date	Details	Venue
1.	Community	15/09/2017	Arbour day	Umhlatuze Public Primary School
2.	Youth	05/08/2017	Local Mayoral Cup Games	Ulundi Stadium
3.	Youth	02/09/2017	District Mayoral Cup Games	Ulundi Stadium
4.	Community	16/12/2017	Ingoma Tournament	Ulundi Stadium
5.	Youth	7–10/12/2017	Salga Games	Umhlatuze Municipality
6.	Community	7/10/2017	Ulundi Marathon	Ulundi Stadium
7.	Community	30/04/2018	Horse Riding Event	Babanango Horse Riding Ground
8.	Youth	28/06/2018	June 16 Celebration	Stedam
9.	Youth	28/06/2018	Youth Summit	KwaMlaba Tribal Court
10.	Youth	07/03/2018	Youth Educational Programme Event	Mlovu Community Hall
11.	Youth	12/04/2018 10/05/2018 17/05/2018 22/05/2018 24/05/2018 29/05/2018 31/05/2018 28/06/2018	Career Guidance Events	KwaNjojo Community Hall Masibumbane High School Ekwandeni Combined School Mhloluthini High School Ndlovana High School Gqokamandla High School Maqhingendoda High School Mbilane High School
12.	Community	29/06/2018	Computer Graduation Ceremony	Ulundi Community Library
13.	Youth	19/10/2017	Literacy Week Event	Sbanisakhe High School
14.	Community	23/09/2017	Ulundi Cultural Festival	Babanango Hall
15.	Youth	08/09/2017	Operation Siyaya "Reed Dance"	Ulundi Municipality

16.	Community	17/06/2018	Local Indigenous Games	Ulundi Stadium
17.	Community	28/11/2017	World Aids Day Commemoration	Unit L Creche
18.	Women	09/08/2017	Woman's Day Celebration	KwaDuvela Hall
19.	Community	31/10/2017	Cancer/Albinism Awareness	KwaGqikazi Creche
20.	Youth	24/05/2017	Take a girl child to work	Ulundi Municipal Offices
21.	Community	17/07/2017	Public Service Week	Maphovela High School
22.	Physically Challenged	23/11/2017	Disability Summit	Hlophekhulu Primary
23.	Elderly	02/08/2017	Golden Games	Ulundi Stadium
24.	Elderly	18/06/2018 20/06/2018	Visit to Old Age Luncheon Clubs	Unit A Community Hall Ulundi Stadium
25.	Community	14/06/2017	Environmental Week campaign	PZ Phakathi Hall

### 3.7.5 Public Participation

As a consultative and participatory local government, the Municipality has endeavored 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

Ward no.	Date	Time	Venue
All 24 Wards	18/11/2017	10h00	Ulundi Stadium

### 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 by the KZN Provincial Treasury. 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 2017/2018 financial year

No.	Venue	Date	Time
1.	P.Z. Phakathi Community Hall	13 June 2018	09h00

#### 3.7.9 Expenditure Management

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

#### 3.7.10 Revenue Management

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

#### 3.7.11 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.

#### 3.7.12 Bids Awarded: 2017/2018

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 2017/2018 financial year are listed below:

#### Bids awarded and approved during 2017/2018 financial year

No.	BID NUMBER	SERVICE PROVIDER	SERVICE	DATE OF APPOINTMENT	AMOUNT
1	21/2017/2018	AYANDA RATING ENTERPRISE	SUPPLY & DELIVERY OF TOOLS MATERIALS & EQUIPMENT REPAIRS	26-Jun-18	AS WHEN REQUIRED
2	40/2017/2018	BI INFRASTRUCTURE CONSULTANTS (PTY) LTD	CIVIL ENGINEERING CONSULTANTS	30-May-18	13% of the Project Value
3	07/2017/2018	BOXER SUPERSTORES	INDIGENT GROCERIES VOUCHERS	2-Dec-17	R500 PER VOUCHER
4	40/2017/2018	BVI CONSULTING ENGINEERS KZN (PTY) LTD	CIVIL ENGINEERING CONSULTANTS	30-May-18	10% of the Project Value
5	04/2017/2018	C NGUBANE & ATTORNEYS	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
6	40/2017/2018	CIVTECH ENGINEERS	CIVIL ENGINEERING CONSULTANTS	30-May-18	14% of the Project Value
7	04/2017/2018	COX & PARTNERS	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
8	21/2017/2018	DREAM FINDERS TRADING & PROJECTS 330	SUPPLY & DELIVERY OF TOOLS MATERIALS & EQUIPMENT REPAIRS	26-Jun-18	AS WHEN REQUIRED
9	19/2017/2018	EKAYA PROMOTIONS	SUPPLY & DELIVERY OF SPORTS MATERIALS	26-Jun-18	AS WHEN REQUIRED

10	18/2017/2018	EKAYA PROMOTIONS	SUPPLY & DELIVERY OF LIBRARY BOOKS & PROMOTIONAL ITEMS	26-Jun-18	AS WHEN REQUIRED
11	05/2017/2018	FOLASHANDU (PTY) LTD	SUPPLY & DELIVERY OF TENTS, TABLES & CHAIRS FOR LED PROJ.	2-Dec-17	R601,366.00
12	04/2017/2018	G.N MOABELO INC.	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
13	26/2017/2018	GAZE CORPORATION (PTY) LTD	SUPPLY & DELIVERY OF COMPUTER EQUIPMENTS	26-Jun-18	AS WHEN REQUIRED
14	26/2017/2018	GREEN G TECHNOLOGIES	SUPPLY & DELIVERY OF COMPUTER EQUIPMENTS	26-Jun-18	AS WHEN REQUIRED
15	04/2017/2018	GUMEDE & JONA INC	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
16	40/2017/2018	HITECH CONSULTING ENGINEERS & PROJ.MAN.	CIVIL ENGINEERING CONSULTANTS	30-May-18	13% of the Project Value
17	04/2017/2018	HLELA ATTORNEYS	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	30-May-18	AS WHEN REQUIRED
18	14/2017/2018	ILUNGELO LAMI TRADING CC	REVIEW ULUNDI MUNICIPALITY SPATIAL DEVELOPMENT FRAMEWORK	14-Feb-18	R239,400.00
19	30/2017/2018	INQUBEKO YAMI TRADING & PROJECTS	SUPPLY & DELIVERY OF ELECTRICAL ITEMS	26-Jun-18	AS WHEN REQUIRED
20	21/2017/2018	INTEHLE CIVILS (PTY) LTD	SUPPLY & DELIVERY OF TOOLS MATERIALS & EQUIPMENT REPAIRS	26-Jun-18	AS WHEN REQUIRED
21	03/2017/2018	ISALULEKO PROJECT MANAGERS	PROJECT MANAGEMENT UNIT	27-Sep-17	5% of MIG allocation
22	19/2017/2018	IZWILENKOSI TRADING & PROJECTS (PTY) LTD	SUPPLY & DELIVERY OF SPORTS MATERIALS	26-Jun-18	AS WHEN REQUIRED
23	21/2017/2018	KHONZAMANCWANE ENTERPRISE	SUPPLY & DELIVERY OF TOOLS MATERIALS & EQUIPMENT REPAIRS	26-Jun-18	AS WHEN REQUIRED
24	06/2017/2018	LANIGEN (PTY) LTD	SUPPLY & DELIVERY FOR EQUIPMENTS FOR LED PROJECTS	2-Dec-17	R1,130,398.90
25	26/2017/2018	LIFETIME PROJECTS & TRADING	SUPPLY & DELIVERY OF COMPUTER EQUIPMENTS	26-Jun-18	AS WHEN REQUIRED
26	18/2017/2018	LINDUFRED TRADING (PTY) LTD	SUPPLY & DELIVERY OF LIBRARY BOOKS & PROMOTIONAL ITEMS	26-Jun-18	AS WHEN REQUIRED
27	30/2017/2018	LIONEL AGRICULTURAL PROJECTS & INV.(PTY) LTD	SUPPLY & DELIVERY OF ELECTRICAL ITEMS	26-Jun-17	AS WHEN REQUIRED
28	25/2017/2018	LIQUID TELECOMMUNICATIONS S.A	PROVISION FOR INTERNET LEASE LINE	26-Jun-18	R1,071,366.13
29	04/2017/2018	M SIBIYA ATTORNEYS	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
30	15/2017/2018	MABUNE CONSULTING CC	PROPOSAL TO CONDUCT LAND AUDITS FOR	14-Feb-18	R312,000.00

			BABANANGO & MAHLABATHINI AREAS		
31	21/2017/2018	MACINGIS TRADING (PTY) LTD	SUPPLY & DELIVERY OF TOOLS MATERIALS & EQUIPMENT REPAIRS	26-Jun-18	AS WHEN REQUIRED
32	40/2017/2018	MAFAHLENI ENGINEERS & PROJ. MANAGERS	CIVIL ENGINEERING CONSULTANTS	30-May-18	12.5% of the Project Value
33	40/2017/2018	MAGEBA CONSULTING ENGINEERS & PROJ. MAN	CIVIL ENGINEERING CONSULTANTS	30-May-18	14% of the Project Value
34	40/2017/2018	MAHLAHLA CONSULTING ENGINEERS	CIVIL ENGINEERING CONSULTANTS	30-May-18	8% of the Project Value
35	40/2017/2018	MASAKHEKULUNGE PROJECT MANAGERS	CIVIL ENGINEERING CONSULTANTS	30-May-18	AS WHEN REQUIRED
36	04/2017/2018	MASEKO MBATHA INC.	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
37	40/2017/2018	MUGAMULE CONSULTING ENGINEERS	CIVIL ENGINEERING CONSULTANTS	30-May-18	11% of the Project Value
38	40/2017/2018	MMK GROUP (PTY) LTD	CIVIL ENGINEERING CONSULTANTS	30-May-18	12% of the Project Value
39	30/2017/2018	MOKSA ELECTRICAL (PTY) LTD	SUPPLY & DELIVERY OF ELECTRICAL ITEMS	26-Jun-18	AS WHEN REQUIRED
40	04/2017/2018	NT SIBIYA ATTORNETYS	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
41	04/2017/2018	NALA ATTORNEYS	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
42	41/2017/2018	NORTH COAST OFFICE EQUIPM.(ZULULAND) CC	PROPOSAL FOR THE LEASING OF MULTIFUNCTIONAL MACHINES.	26-Jun-18	R805,490.41
43	36/2017/2018	PHANGAZITHA PROJECT (PTY) LTD	MAINTENANCE OF ULUNDI REGIONAL STADIUM	26-Jun-18	R685,000.00
44	21/2017/2018	SAKHISIZWE TRADING & PROJECTS (PTY) LTD	SUPPLY & DELIVERY OF TOOLS MATERIALS & EQUIPMENT REPAIRS	26-Jun-18	AS WHEN REQUIRED
45	09/2017/2018	SHISALANGA CONSTRUCTION PTY (LTD)	SUPPLY & DELIVERY OF COLD PRE-MIX ASPHALT	14-Feb-18	R1,568,184.00
46	19/2017/2018	SNEMPILO SECURITY & TRADING CC	SUPPLY & DELIVERY OF SPORTS MATERIALS	26-Jun-18	AS WHEN REQUIRED
47	21/2017/2018	SOKOLILE (PTY) LTD	SUPPLY & DELIVERY OF TOOLS MATERIALS & EQUIPMENT REPAIRS	26-Jun-18	AS WHEN REQUIRED
48	04/2017/2018	STRAUSS DALY ATTORNEYS	LAW FIRMS TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED
49	07/2017/2018	TRADESTAR-IKHWEZI ULUNDI	INDIGENT GROCERIES VOUCHERS	2-Dec-17	R500 PER VOUCHER
50	39/2017/2018	UHAQANE M.I CONTRACTORS CC	SUPPLY & DELIVERY OF SAND FOR CONCRETE.	26-Jun-18	AS WHEN REQUIRED
51	10/2017/2018	ULUNDI CHRISTIAN COMM. RADIO STATION	PROPOSAL FOR ELECTRONIC MEDIA SERVICE	1-Jan-18	R2,160,000.00

52	13/2017/2018	ZAATHI KMH JV	RECTIFY INCORRECTLY REGISTERED PROPERTIES IN ULUNDI UNIT A	14-Feb-18	R300,000.00
53	40/2017/2018	ZIYANDA CONSULTING	CIVIL ENGINEERING CONSULTANTS	30-May-18	AS WHEN REQUIRED
54	10/2017/2018	ZULULAND RADIO	PROPOSAL FOR ELECTRONIC MEDIA SERVICE	3-Jan-18	R2,160,000.00
55	04/2017/2018	ZUMAAT TORNEYS	LAW FIRM TO SERVE ON PANEL OF ATTORNEYS	3-Jan-18	AS WHEN REQUIRED

### 3.7.13 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. Road access and community facilities, including halls and sports facilities, have been constructed, upgraded and maintained.

#### Access Roads Projects implemented in the 2017/2018 financial year

WARD NO	PROJECT NAME	APPROVED MIG FUNDING (INCL.VAT)	START DATE	END DATE	PROJECT STATUS
12	Construction of 1.5 Km Princess Magogo Street (Phase 2) tar road, with two lanes	R 425 033,63	01/07/2017	30/06/2018	Overall progress – 100% complete.
8	Construction of White City Access roads	R 1 770 900,47	01/07/2017	30/06/2018	Overall progress – 100% complete.
12	Construction of 1 Traffic Light in Princess Magogo	R 1 830 658,75	01/07/2017	30/06/2018	Overall progress – 100% complete.

#### Community Hall Project implemented in the 2017/2018 financial year

WARD NO	PROJECT NAME	APPROVED MIG FUNDING (INCL.VAT)	START DATE	END DATE	PROJECT STATUS
22	Construction of Unit D Community	R 2 350 236,31	01/07/2017	30/06/2018	<ul style="list-style-type: none"> <li>Overall progress for Phase 1 – 100% complete.</li> </ul>
15	Construction of Nomkhaya Community Hall Foundations and Walls	R1 732 724.83	01/07/2017	30/06/2018	<ul style="list-style-type: none"> <li>Overall progress – 39% complete.</li> <li>Foundations has been completed</li> <li>Ablution facilities 30% complete</li> </ul>
5	Construction of Mpanza Community	R1 645 945.98	01/07/2017	30/06/2018	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>

### Sports Field Projects implemented in the 2017/2018 financial year

WARD NO	PROJECT NAME	APPROVED MIG FUNDING (INCL.VAT)	START DATE	END DATE	PROJECT STATUS
13	Construction of Mpungamhlophe Sports	R250 000.00	01/07/2017	30/06/2018	Overall progress – 100% complete.
3	Construction of Ceza Sports Field	R596 868.00	01/07/2017	30/06/2018	Overall progress – 100% complete.
22	Construction of Ulundi Stadium Phase 1	R6 362 143.99	01/07/2017	30/06/2018	Overall progress – 100% complete.
8	Construction of Mahlabathini Sports Field	R1 403 470.05	01/07/2017	30/06/2018	Overall progress – 100% complete.
16	Construction of Babanango Sports Field	R1 434 966.03	01/07/2017	30/06/2018	Overall progress – 100% complete.

### 3.7.14 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 2017/2018 financial year

WARD NO	PROJECT NAME	APPROVED INEP FUNDING (INCL.VAT)	START DATE	END DATE	PROJECT STATUS
16	Electrification of 30 households (cabling with a meter box) in Makhosini	R990 000.00 (R288 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
1	Electrification of 60 households (cabling with a meter box) in eMantungweni	R1 980 000.00 (R360 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
5	Electrification of 60 households (cabling with a meter box) in Ntababomvu	R1 980 000.00 (R1 764 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
16	Electrification of 31 households (cabling with a meter box) in Ematafuleni	R990 000.00	01/07/2017	30/06/2018	Overall progress – 100% complete.
4	Electrification of 80 households (cabling with a meter box) in Stetema	R2 640 000.00 (R180 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
8	Electrification of 50 households (cabling with a meter box) in Nondlovu	R1 650 000.00 (R4 140 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
16	Electrification of 60 households (cabling with a meter box) in Babanango 02	R1 980 000.00	01/07/2017	30/06/2018	Overall progress – 100% complete.



15	Electrification of 60 households (cabling with a meter box) in Makokwana	R1 900 000.00 (R360 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
4,6,10	Electrification of 52 households (cabling with a meter box) in Idlebe S1	R1 650 000.00 (R540 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
13,17,23	Electrification of 50 households (cabling with a meter box) in Mpungamhlophe	R1 650 000.00 (R1 476 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
15	Electrification of 50 households (cabling with a meter box) in Okhukho S1	R1 650 000.00 (R1 332 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
5,7,8	Electrification of 50 households (cabling with a meter box) in KwaMame	R1 650 000.00 (R1 512 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
7	Electrification of 50 households (cabling with a meter box) in Esiphiva	R1 650 000.00 (R1 116 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
10	Electrification of 50 household s(cabling with a meter box) in Langakazi	R1 650 000.00 (R1 800 000.00)	01/07/2017	30/06/2018	Overall progress – 100% complete.
24	Electrification of 30 households (cabling with a meter box) in Basamlilo	R990 000.00	01/07/2017	30/06/2018	Overall progress – 100% complete.
24	Electrification of 30 households (cabling with a meter box) in Ezisaneni	R990 000.00	01/07/2017	30/06/2018	Overall progress – 100% complete.

### 3.7.15 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.

### **3.7.16 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.

### **3.7.17 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.

### **3.7.18 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 31 Peace Officers to assist with traffic management and to enforce the by-laws.

### **3.7.19 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.

### **3.7.20 Pound Management**

A lack of capacity has necessitated the Municipality to outsource the function and has appointed a service provider to undertake the function of pound management on a contractual basis. Currently the animals are being impounded, this was preceded by the building of a Pound, which was followed by awareness meetings and publications. As much as there are challenges of animals on the road despite auctions in terms of the Act, the municipality currently complies with the KwaZulu-Natal Pound Act.

### **3.7.21 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.

### **3.7.22 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.

### **3.7.23 Local Economic Development**

The Local Economic Development Unit assisted a number of emerging entrepreneurs within the area of Ulundi Local Municipality. During the 2017/2018 financial year the municipality was able to create 284 job opportunities through the Expanded Public Works Programme.

### **3.8 Organisational Scorecard: 2017/2018 Financial Year**

The Annual Performance Report for the 2017/2018 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 31 August 2018.

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 2018/2019 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
	<b>Total</b>

### 3.8.1 Summary of Results of Performance for the Organisation: 2017/2018

National KPA's	No. of Set Targets	2016/2017			No. of Set Targets	2017/2018		
		Achieved	Not Achieved	Partially Achieved		Achieved	Not Achieved	Partially Achieved
Basic Service Delivery	26	18	2	6	51	48	3	0
Economic and Social Development	25	22	0	3	63	54	6	3
Good Governance and Public Participation	24	23	0	1	41	36	4	1
Municipal Transformation and Organisational Development	8	8	0	0	12	7	4	1
Spatial and Environment	7	4	0	3	12	11	0	1
Municipal Financial Viability and Management	8	8	0	0	17	13	2	2
<b>Total</b>	<b>98</b>	<b>83</b>	<b>2</b>	<b>13</b>	<b>196</b>	<b>169</b>	<b>19</b>	<b>8</b>

ULUNDI MUNICIPALITY'S ORGANISATIONAL SCORECARD FOR 2017/2018 FINANCIAL YEAR

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266 -TS-SO:1.1	TS 1.1			Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality					
KZN266 -TS-SO:1.2	TS 1.2	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Development and implementation of planned preventative maintenance programme	Date the Planned Preventative Maintenance Programme (for electricity network) is approved by the Municipal Manager	Date	n/a	31/07/2016	15/07/2016	31/07/2017	n/a	Planned Preventative Maintenance Programme (for electricity network) approved by the Municipal Manager by 31/07/2017	Planned Preventative Maintenance Programme (for electricity network) approved by the Municipal Manager by 30/07/2017	Technical Services	n/a	Achieved		Planned Preventative Maintenance Programme approved by the Municipal Manager
KZN266 -TS-SO:1.2.1	TS 1.2.1	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Development and implementation of planned preventative maintenance programme	Number of Monthly Progress Reports on the implementation of the maintenance programme submitted to EXCO by 30 June 2018	Number	n/a	80%	98%	12	n/a	12 Monthly Progress Reports on the implementation of the Maintenance Programme submitted to EXCO by 30 June 2018	12 Monthly Progress Reports on the implementation of the Maintenance Programme submitted to EXCO by 30 June 2018	Technical Services	R470 000.00	Achieved		Monthly Progress Reports on the Implementation of the Plan submitted to EXCO & Works order in accordance with the plan
KZN266 -TS-SO:1.3	TS 1.3	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Makhosini as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	30	n/a	30 households electrified (cabling with a meter box) in Makhosini as pre-approved by Council by 30 June 2018	30 households electrified (cabling with a meter box) in Makhosini as pre-approved by Council by 30 June 2018	Technical Services	R990 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.1	TS 1.3.1	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Emantungweni as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	60	n/a	60 households electrified (cabling with a meter box) in Emantungweni as pre-approved by Council by 30 June 2018	60 households electrified (cabling with a meter box) in Emantungweni as pre-approved by Council by 30 June 2018	Technical Services	R1980 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.2	TS 1.3.2	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Ntababomvu as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	60	n/a	60 households electrified (cabling with a meter box) in Ntababomvu as pre-approved by Council by 30 June 2018	60 households electrified (cabling with a meter box) in Ntababomvu as pre-approved by Council by 30 June 2018	Technical Services	R1 980 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.3	TS 1.3.3	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Ematafuleni as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	31	n/a	Electrification of 31 households electrified (cabling with a meter box) in Ematafuleni as pre-approved by Council by 30 June 2018	Electrification of 31 households electrified (cabling with a meter box) in Ematafuleni as pre-approved by Council by 30 June 2018	Technical Services	R990 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.4	TS 1.3.4	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Sletema as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	80	n/a	80 households electrified (cabling with a meter box) in Sletema as pre-approved by Council by 30 June 2018	80 households electrified (cabling with a meter box) in Sletema as pre-approved by Council by 30 June 2018	Technical Services	R2 640 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.5	TS 1.3.5	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Nondlovu as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	50	n/a	50 households electrified (cabling with a meter box) in Nondlovu as pre-approved by Council by 30 June 2018	50 households electrified (cabling with a meter box) in Nondlovu as pre-approved by Council by 30 June 2018	Technical Services	R1 650 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.6	TS 1.3.6	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Babanango 02 NU as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	60	n/a	60 households electrified (cabling with a meter box) in Babanango 02 NU as pre-approved by Council by 30 June 2018	60 households electrified (cabling with a meter box) in Babanango 02 NU as pre-approved by Council by 30 June 2018	Technical Services	R1 980 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266 -TS-SO:1.3.7	TS 1.3.7			Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality					
KZN266 -TS-SO:1.3.8	TS 1.3.8	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Idlebe S1 as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	52	n/a	52 households electrified (cabling with a meter box) in Idlebe S1 as pre-approved by Council by 30 June 2018	52 households electrified (cabling with a meter box) in Idlebe S1	Technical Services	R1 650 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.9	TS 1.3.9	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Mpungamhlophe as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	50	n/a	50 households electrified (cabling with a meter box) in Mpungamhlophe as pre-approved by Council by 30 June 2018	50 households electrified (cabling with a meter box) in Mpungamhlophe	Technical Services	R1 650 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.10	TS 1.3.10	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Okhukho as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	50	n/a	50 households electrified (cabling with a meter box) in Okhukho as pre-approved by Council by 30 June 2018	50 households electrified (cabling with a meter box) in Okhukho	Technical Services	R1 650 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.11	TS 1.3.11	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in KwaMame as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	50	n/a	50 households electrified (cabling with a meter box) in KwaMame as pre-approved by Council by 30 June 2018	50 households electrified (cabling with a meter box) in KwaMame	Technical Services	R1 650 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.12	TS 1.3.12	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Esiphiva as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	50	n/a	50 households electrified (cabling with a meter box) in Esiphiva as pre-approved by Council by 30 June 2018	50 households electrified (cabling with a meter box) in Esiphiva	Technical Services	R1 650 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.13	TS 1.3.13	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Langakazi as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	50	n/a	50 households electrified (cabling with a meter box) in Langakazi as pre-approved by Council by 30 June 2018	50 households electrified (cabling with a meter box) in Langakazi	Technical Services	R1 650 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.14	TS 1.3.14	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Basamilo as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	30	n/a	30 households electrified (cabling with a meter box) in Basamilo as pre-approved by Council by 30 June 2018	30 households electrified (cabling with a meter box) in Basamilo	Technical Services	R990 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.3.15	TS 1.3.15	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	Facilitate the construction of electrification project	Number of electrified households (cabling with a meter box) in Ezisaneni as pre-approved by Council by 30 June 2018	Number	n/a	100%	74%	30	n/a	30 households electrified (cabling with a meter box) in Ezisaneni as pre-approved by Council by 30 June 2018	30 households electrified (cabling with a meter box) in Ezisaneni	Technical Services	R990 000.00	Achieved		Council Resolution approving projects prior implementation; Monthly Progress Reports, Practical Completion Certificate & Close Out Report
KZN266 -TS-SO:1.4	TS 1.4	Basic Service Delivery	To provide an effective electricity distribution service within the license area of the Municipality	To eradicate illegal electricity connections	Reduce the distribution loss from 45% to 42% by 30 June 2018	%	3%	5%	12%	3%	0	Distribution loss reduced by 22% from 45% to 42% by 30 June 2018	Distribution loss reduced by 22%	Technical Services	n/a	Achieved		Distribution Loss Report

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266-TS-SO:2.1	TS.2.1			Basic Service Delivery	Construction, Upgrading and Maintenance of the roads and storm water network for those roads that the Municipality is responsible for					
KZN266-TS-SO:2.1.1	TS.2.1.1	Basic Service Delivery	Construction, Upgrading and Maintenance of the roads and storm water network for those roads that the Municipality is responsible for	Implementation of a planned and ad hoc maintenance of urban and township roads (including storm water)	Number of Monthly Progress Reports on the implementation Planned and Ad-Hoc Maintenance Plan submitted to EXCO by 30 June 2018	Number	n/a	80%	103%	12	n/a	12 Monthly Progress Reports on the implementation of the Planned & Ad-Hoc Maintenance Plan submitted to EXCO by 30 June	6 Monthly Progress Report submitted	Technical Services		Achieved		Monthly Progress Reports submitted to EXCO & Works order in accordance with the plan
KZN266-TS-SO:2.2	TS.2.2	Basic Service Delivery	Construction, Maintenance and Upgrading of the roads and storm water network for those roads that the Municipality is responsible for	Construction and Upgrading of the roads and storm water network for those roads that the Municipality is responsible for	Construction of 1.5 Km Princess Magogo Street (Phase 2) tar road, with two lanes by 30 June 2018	Rand	n/a	n/a	n/a	R425 033.63	n/a	Construction of 1.5 Km Princess Magogo Street (Phase 2) tar road, with two lanes by 30 June 2018	Construction of 1.5 Km Princess Magogo Street (Phase 2) tar road, with two lanes by 05 October 2017	Technical Services	R425 033.63	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-TS-SO:2.2.1	TS.2.2.1	Basic Service Delivery	Construction, Upgrading and Maintenance of the roads and storm water network for those roads that the Municipality is responsible for	Construction and Upgrading of the roads and storm water network for those roads that the Municipality is responsible for	Construction of 1 Traffic Light in Princess Magogo by 31 December 2017	Rand	n/a	50%	75%	R1 830 658.75	n/a	Construction of 1 Traffic Light in Princess Magogo by 31 December 2017	Construction of 1 Traffic Light in Princess Magogo completed by 30 June 2018	Technical Services	R1 830 658.75	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-TS-SO:2.2.2	TS.2.2.2	Basic Service Delivery	Construction, Upgrading and Maintenance of the roads and storm water network for those roads that the Municipality is responsible for	Construction and Upgrading of the roads and storm water network for those roads that the Municipality is responsible for	Construction of 800m tar road, 6m wide single lane in White City Road (Phase 2) by 30 June 2018	Rand	n/a	60%	70%	R1 770 900.47	n/a	Construction of 800m tar road, 6m wide single lane in White City Road (Phase 2) by 30 June 2018	Completion of the Construction of 800m tar road, 6m wide single lane in White City Road completed in February 2018	Technical Services	R1 770 900.47	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-TS-SO:2.2.3	TS.2.2.3	Basic Service Delivery	Construction, Upgrading and Maintenance of the roads and storm water network for those roads that the Municipality is responsible for	Construction and Upgrading of the roads and storm water network for those roads that the Municipality is responsible for	Construction of 5.1 Km, 5.5 m wide access gravel road in Ezisasani by 30 June 2018	Rand	n/a	100%	80%	R2 658 117.90	n/a	Construction of 5.1 Km, 5.5 m wide access gravel road in Ezisasani by 30 June 2018	Completion of the Construction of 5.1 Km, 5.5 m wide access gravel road in Ezisasani in November 2017	Technical Services	R2 658 117.90	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-CS-SO: 3.1	CS 1	Basic Service Delivery	To provide an effective integrated waste management service within the Municipality	Promotion of the development of a Regional Landfill site under the direction of the Zululand District Municipality	Development and approval by Council of a Business Plan to apply for funding of the development of the landfill site by 30 June 2018	Date	n/a	30/06/2017	6/12/2016	30/06/2018	n/a	Development and approval by Council of a Business Plan to apply for funding of the development of the landfill site by 30 June 2018	Nil	Community Services	n/a	Not Achieved	Target could not be met due delays in the finalisation of the Business Plan, the Business Plan will be approved by Council by 30 September 2018	Copy of Business Plan and Council Resolution
KZN266-CS-SO: 3.2	CS 2	Basic Service Delivery	To provide an effective integrated waste management service within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Operation Khuculula Campaign (Illegal dumping removal) conducted by 30 June 2018	Number	0	n/a	n/a	4	0	4 Operation Khuculula Campaign (Illegal dumping removal) conducted by 30 June 2018	4 Operation Khuculula Campaigns were conducted by 30 June 2018	Community Services	R100 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 3.2.1	CS.2.1	Basic Service Delivery	To provide an effective integrated waste management service within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Community Clean-up Campaign Awareness's conducted by 30 June 2018	Number	0	n/a	n/a	4	0	4 Community Clean-up Campaign Awareness's were conducted by 30 June 2018	4 Community Clean-up Campaign Awareness's were conducted by 30 June 2018	Community Services	R18 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 3.2.2	CS.2.2	Basic Service Delivery	To provide an effective integrated waste management service within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Community Environmental Awareness's conducted by 30 June 2018	Number	0	4	7	4	0	4 Community Environmental Awareness's were conducted by 30 June 2018	5 Community Environmental Awareness's were conducted by 30 June 2018	Community Services	R18 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 3.2.3	CS.2.3	Basic Service Delivery	To provide an effective integrated waste management service within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of daily collections of refuse in the CBD by 30 June 2018	No. of Days	0	n/a	n/a	365	0	365 days collections of refuse in the CBD by 30 June 2018	365 days collections in the CBD were done by 30 June 2018	Community Services	R939 021.76	Achieved		Monthly Report and inspection forms

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266-CS-SO: 3.2.4	CS 2.4			Basic Service Delivery	To provide an effective integrated waste management service within the Municipality					
KZN266-CS-SO: 3.2.5	CS 2.5	Basic Service Delivery	To provide an effective integrated waste management service within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Collection of Refuse in Babanango Town by 30 June 2018	No. of Collections	0	n/a	n/a	104	0	104 Collections of Refuse done in Babanango Town by 30 June 2018	107 Collections of Refuse were done by 30 June 2018	Community Services	R167 400.00	Achieved		Monthly Report and inspection forms
KZN266-CS-SO: 3.2.6	CS 2.6	Basic Service Delivery	To provide an effective integrated waste management service 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 2018	Number	0	n/a	n/a	72 000	0	72 000 black refuse bags supplied to appointed service providers by 30 June 2018	72 000 black refuse bags supplied by 30 June 2018	Community Services	R50 000	Achieved		Monthly report, billing statement
KZN266-CS-SO: 3.2.7	CS 2.7	Basic Service Delivery	To provide an effective integrated waste management service 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 2018	Number	0	21636 (No. of households)	21636 (No. of households)	311 760	0	311 760 black refuse bags supplied to urban households by 30 June 2018	311 760 black refuse bags supplied by 30 June 2018	Community Services	R110 000.00	Achieved		Monthly report, billing statement
KZN266-CS-SO: 3.2.8	CS 2.8	Basic Service Delivery	To provide an effective integrated waste management service 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 2018	Number	0	n/a	n/a	52 800	0	52 800 black refuse bags supplied to waste pickers by 30 June 2018	53 800 black refuse bags supplied by 30 June 2018	Community Services	R60 000.00	Achieved		Monthly report, billing statement
KZN266-CS-SO: 3.2.9	CS 2.9	Basic Service Delivery	To provide an effective integrated waste management service within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of Supply of black refuse bags to 3600 to refuse trucks by 30 June 2018	Number	0	n/a	n/a	3 600	0	3 600 black refuse bags supplied to refuse trucks by 30 June 2018	3 600 black refuse bags supplied by 30 June 2018	Community Services	R100 000.00	Achieved		Monthly report, billing statement
KZN266-CS-SO: 3.2.10	CS 2.10	Basic Service Delivery	To provide an effective integrated waste management service within the Municipality	Development and implementation of an Integrated Waste Management Plan for the Municipality	Number of black refuse bags supplied to cleansing services by 30 June 2018	Number	0	n/a	n/a	18 000	0	18 000 black refuse bags supplied to cleansing services by 30 June 2018	18 000 black refuse bags supplied by 30 June 2018	Community Services	R70 000.00	Achieved		Monthly report, billing statement
KZN266-CS-SO: 3.2.11	CS 2.11	Basic Service Delivery	To provide an effective integrated waste management service 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 2018	Number	0	n/a	n/a	2 000	0	2 000 black refuse bags supplied for clean up campaigns by 30 June 2018	2 000 black refuse bags supplied by 30 June 2018	Community Services	R110 000.00	Achieved		Monthly report, billing statement
KZN266-TS-SO:4.1	TS 3.1	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 halls within areas where such halls are required	Construction of Unit D Community Hall by 30 June 2018	Rand	n/a	80%	80%	6500097.6	n/a	Construction of Unit D Community Hall by 30 June 2018	Construction of Unit D Community Hall completed by 30 June 2018	Technical Services	6500097.6	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-TS-SO:4.1.1	TS 3.1.1	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 halls within areas where such halls are required	Construction of Nomkhaya Community hall foundations and walls by 30 June 2018	Rand	n/a	80%	39%	R1 732 724.83	n/a	Construction of Nomkhaya Community hall foundations and walls by 30 June 2018	39 % overall project status Foundations and walls completed by 30 June 2018	Technical Services	R1 732 724.83	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-TS-SO:4.1.2	TS 3.1.2	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 halls within areas where such halls are required	Construction of Mpanza Community Hall by 30 June 2018	Rand	n/a	70%	70%	R1 645 945.98	n/a	Construction of Mpanza Community Hall by 30 June 2018	Construction of Mpanza Community Hall was completed by 30 June 2018	Technical Services	R1 645 945.98	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-TS-SO:4.2	TS 3.2	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 halls within areas where such halls are required	Construction of Mpungamphophe Sports Field by 30 June 2018	Rand	n/a	n/a	n/a	R250 000.00	n/a	Construction of Mpungamphophe Sports Field by 30 June 2018	Construction of Mpungamphophe Sports Field was completed by 30 June 2018	Technical Services	R250 000.00	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-TS-SO:4.2.1	TS 3.2.1	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 sport fields within areas where such sport fields are required	Construction of Ceza Sports Field by 30 June 2018	Rand	n/a	n/a	n/a	R596 868.00	n/a	Construction of Ceza Sports Field by 30 June 2018	Completion of the Construction of Ceza Sports Field by 30 June 2018	Technical Services	R596 868.00	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266-TS-SO.4.2.2	TS 3.2.2			Basic Service Delivery	Strategic development of community and sport facilities to meet the recreational needs of the communities within the Municipality.					
KZN266-TS-SO.4.2.3	TS 3.2.3	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 sport fields within areas where such sport fields are required	Construction of Mahlabathini Sports Field by 30 June 2018	Rand	n/a	n/a	n/a	R1 403 470.05	n/a	Construction of Mahlabathini Sports Field by 30 June 2018	Completion of the Construction of Mahlabathini Sports Field by 30 March 2018	Technical Services	R1 403 470.05	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-TS-SO.4.2.4	TS 3.2.4	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 sport fields within areas where such sport fields are required	Construction of Babanango Sports field by 30 June 2018	Rand	n/a	n/a	n/a	R1 434 966.03	n/a	Construction of Babanango Sports field by 30 June 2018	Completion of the construction of Babanango Sports field by 30 June 2018	Technical Services	R1 434 966.03	Achieved		Business Plan, Progress Reports, Practical Completion Certificate & Close Out Report
KZN266-DPL-SO5.1	DPL 1.1	Basic Service Delivery	To ensure availability of Council Owned land for residential, commercial and industrial	Identification and reservation of land for future development in accordance with the provisions of the Spatial Development Framework	Date of evaluation of land for sale and conveyancing by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Evaluation of land for sale and conveyancing by 30 June 2018	Evaluation of land for sale and conveyancing was done by 02 July 2017	Planning and Development Services	R100 000.00	Achieved		Letter to the MEC for COGTA to obtain sale approval and the list of sites/properties identified for selling, Council resolution, Advert.
KZN266-DPL-SO5.2	DPL 1.2	Basic Service Delivery	To ensure availability of Council Owned land for residential, commercial and industrial	Promotion of a spirit of co-operation with traditional leadership to facilitate access to Council Owned land within the traditional authority areas	Date of engagement with ITB and Traditional Councils to discuss about the current and the proposed wall-to-wall scheme boundaries by 30 June 2018	Number	n/a	n/a	n/a	30/06/2018	n/a	Engagement with ITB and Traditional Councils to discuss about the current and the proposed wall-to-wall scheme boundaries by 30 June 2018	Traditional Councils were engaged to discuss about the current and the proposed wall-to-wall scheme boundaries by 15 May 2018	Planning and Development Services	R100 000.00	Achieved	ITB was not available for such discussions. A decision to engage Traditional Leaders on Wall-to-Wall Scheme through the IDP meetings was taken. Engagement on Wall-to-Wall took	IDP Stakeholders Forum Program and Attendance register.
KZN266-DPL-SO5.3	DPL 1.3	Basic Service Delivery	To ensure availability of Council Owned land for residential, commercial and industrial	Service commercial and industrial site in Ulundi Town for which approved layouts are in place in order to attract potential investors	Date to engage Technical Services and the Zululand District Municipality to service land by 30 September 2017	Date	n/a	n/a	n/a	30/09/2017	n/a	Engage Technical Services and the Zululand District Municipality to service land by 30 September 2017	Technical Services and the Zululand District Municipality were engaged by 29 September 2017	Planning and Development Services	n/a	Achieved		Copies of correspondence to Technical Service and ZDM
KZN266-PS-SO6.1	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 held by 30 June 2018	Number	0	4	4	4	0	4 Disaster management forum meetings held by 30 June 2018	2 Disaster management forum meetings were held by 30 June 2018	Protection Services	n/a	Not Achieved	Target was not met due to quorum not being met. Target will be met in the next	Agendas, Minutes & Attendance Registers
KZN266-DPL-SO7.1	DPL 2.1	Economic and Social Development	To address the demand of housing within the Ulundi Municipal Area	Identification and prioritization of housing projects within the Municipality	Appointment of the service provider to review the current Housing Sector Plan by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Appointment of the service provider to review the current Housing Sector Plan by 30 June 2018	nil	Planning and Development Services	R300 000.00	Not Achieved	Target was not met due to delays in the SCM process. Target was only met on the 4th of July.	Copy of Advert and appointment letter
KZN266-DPL-SO7.1.1	DPL 2.2	Economic and Social Development	To address the demand of housing within the Ulundi Municipal Area	Preparation and submission of applications for funding of prioritized housing projects to the Department of Human Settlement to secure such funding	Date of submission of 1 application for a housing project by 31 March 2018	Date	n/a	n/a	n/a	31/03/2018	n/a	Submission of 1 application for a housing project by 31 March 2018	1 application for a housing project was done by 28 February 2018	Planning and Development Services	n/a	Achieved		Application Letter and proof of submission
KZN266-DPL-SO7.1.2	DPL 2.3	Economic and Social Development	To address the demand of housing within the Ulundi Municipal Area	Management of the construction and completion of all funded housing projects	Number of 7 Housing forum meetings convened by 30 June 2018	Number	0	n/a	n/a	7	0	7 Housing forum meetings convened by 30 June 2018	7 Housing forum meetings were convened by 30 June 2018	Planning and Development Services	n/a	Achieved		Schedule of meetings, Minutes and Attendance Registers
KZN266-CS-SO.8.1	CS 4	Economic and Social Development	To promote participation in sports by communities within the Municipality	Identification and enhancement of sporting talent among the community members within the municipality	Date of holding of Zonal play-offs in preparation for the Local Mayoral Cup (6 zones) by 30 June 2018	Date	0	6	6	30/06/2018	0	Zonal play-offs in preparation for the Local Mayoral Cup (6 zones) held by 30 June 2018	Zonal play-offs in preparation for the Local Mayoral Cup (6 zones) were done by 30 June 2018	Community Services	R75 000.00	Achieved		Team Sheets, schedule of zonal play-offs, pictures



KZN266-CS-SO: 8.1.1	CS 4.1	Economic and Social Development	To promote participation in sports by communities within the Municipality	Identification and enhancement of sporting talent among the community members within the municipality	Staging of Ward Tournament / Ingoma to all 24 Wards by 31 March 2018	Number	0	n/a	n/a	24 Wards	0	Staging of Ward Tournament / Ingoma to all 24 Wards by 31 March 2018	24 Wards	Community Services	R240 000.00	Achieved		Notices, Team Sheets, Attendance Register and photos
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IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266-CS-SO: 8.2	CS 5			Economic and Social Development	To promote participation in sports by communities within the Municipality					
KZN266-CS-SO: 8.2.1	CS 5.1	Economic and Social Development	To promote participation in sports by communities within the Municipality	Encourage the participation of communities in a variety of sport codes and facilitate the arrangement of specific sporting events involving all communities	Date of attendance of Squads to the District Mayoral Cup games by 30 September 2017	Date	n/a	31/10/2016	27/09/2016	30/09/2017	n/a	Attendance of Squads to the District Mayoral Cup games by 30 September 2017	District Mayoral Cup games held by 02 September 2017	Community Services	R655 000.00	Achieved		Invitations, Team sheets, photos
KZN266-CS-SO: 8.2.2	CS 5.2	Economic and Social Development	To promote participation in sports by communities within the Municipality	Encourage the participation of communities in a variety of sport codes and facilitate the arrangement of specific sporting events involving all communities	Date of attendance of Squads to Salga Games by 31 December 2017	Date	n/a	n/a	n/a	31/12/2018	n/a	Attendance of Squads to Salga Games by 31 December 2017	Salga Games attended from 7-10 December 2017	Community Services	R150 000.00	Achieved		Invitations, Team sheets, photos
KZN266-CS-SO: 8.2.3	CS 5.3	Economic and Social Development	To promote participation in sports by communities within the Municipality	Encourage the participation of communities in a variety of sport codes and facilitate the arrangement of specific sporting events involving all communities	Date of holding of Ulundi Marathon Event by 31 October 2017	Date	n/a	n/a	n/a	31/10/2018	n/a	Ulundi Marathon Event held by 31 October 2017	Ulundi Marathon was held by 07 October 2017	Community Services	R361 850.00	Achieved		Posters, registration forms, photos
KZN266-CS-SO: 8.2.4	CS 5.4	Economic and Social Development	To promote participation in sports by communities within the Municipality	Encourage the participation of communities in a variety of sport codes and facilitate the arrangement of specific sporting events involving all communities	Date of conducting coaching clinics for Rugby and Table Tennis by 31 March 2018	Date	n/a	n/a	n/a	31/03/2018	n/a	Coaching Clinics for Rugby and Table Tennis conducted by 31 March 2018	Nil	Community Services	R24 500.00	Not Achieved	Target not met due to financial constraints. A new indicator will be set in the next financial year	Invitations, Attendance Register and Photos
KZN266-CS-SO: 8.2.5	CS 5.5	Economic and Social Development	To promote participation in sports by communities within the Municipality	Encourage the participation of communities in a variety of sport codes and facilitate the arrangement of specific sporting events involving all communities	Date of holding Sport Codes Managers and Sport Council Workshop by 30 September 2017	Date	n/a	n/a	n/a	30/09/2017	n/a	Sport Codes Managers and Sport Council Workshop held by 30 September 2017	Sport Codes Managers and Sport Council Workshop was held by 18 August 2017	Community Services	R19 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 8.2.6	CS 5.6	Economic and Social Development	To promote participation in sports by communities within the Municipality	Encourage the participation of communities in a variety of sport codes and facilitate the arrangement of specific sporting events involving all communities	Date of establishment of Sporting Structures (League formation for Sports codes) by 31 March 2018	Date	n/a	n/a	n/a	31/03/2018	n/a	Sporting Structures (League formation for Sports codes) establishment by 31 March 2018	Sporting Structures (League formation for Sports codes) establishment was held by 02 March 2018	Community Services	R80 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 8.2.7	CS 5.7	Economic and Social Development	To promote participation in sports by communities within the Municipality	Encourage the participation of communities in a variety of sport codes and facilitate the arrangement of specific sporting events involving all communities	Date of holding of Horse Riding Event by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Horse Riding Event held by 30 June 2018	Horse Riding Event was held by 30 April 2018	Community Services	R105 500.00	Achieved		Invitations/posters and Photos
KZN266-CS-SO: 9.1	CS 6	Economic and Social Development	To enhance and protect the cultural heritage of the communities within the Municipality	Develop and implement cultural activities that underline and promote the cultural heritage of the municipal area	Date of staging the Ulundi Cultural Festival by 30 September 2017	Date	n/a	30/09/2016	27/09/2016	30/09/2017	n/a	Ulundi Cultural Festival held by 30 September 2017	Ulundi Cultural Festival was held by 23 September 2017	Community Services	R85 500.00	Achieved		Invitations/posters and Photos
KZN266-CMS-SO 9.1	CMS 4.1	Economic and Social Development	To enhance and protect the cultural heritage of the communities within the municipality	Development & implementation of cultural activities that underline & promote the cultural heritage of the municipal area	Date of Consultative Workshop on the establishment of a Zulu-Themed Theatre within the Municipal Area by 30 June 2018	Date	n/a	30/06/2017	Nil	30/06/2018	n/a	Consultative Workshop on the establishment of a Zulu-Themed Theatre held by 30 June 2018	Nil	Corporate Services	R100 000.00	Not Achieved	Target not met due to financial constraints. A new indicator will be set in the next financial year	Invitations, Attendance Registers, pictures
KZN266-CS-SO: 9.1.1	CS 6.1	Economic and Social Development	To enhance and protect the cultural heritage of the communities within the Municipality	Develop and implement cultural activities that underline and promote the cultural heritage of the municipal area	Date of holding of "Operation Siyaya to the Reed Dance" event by 30 September 2017	Date	n/a	30/09/2016	9/9/2016	30/09/2017	n/a	Operation "Siyaya to the Reed Dance" held by 30 September 2017	Operation "Siyaya to the Reed Dance" was held by 08 September 2017	Community Services	R300 000.00	Achieved		Invitations/posters and Photos
KZN266-CMS-SO 9.1.1	CMS 4.1.1	Economic and Social Development	To enhance and protect the cultural heritage of the communities within the municipality	Development & implementation of cultural activities that underline & promote the cultural heritage of the municipal area	Number of Tourism Awareness Workshop conducted by 30 September 2017	Number	0	n/a	n/a	1	0	1 Tourism Awareness Workshop conducted by 30 September 2017	1 Tourism Awareness Workshop was conducted by 28 September 2017	Corporate Services	R200 000.00	Achieved		Invitations, Attendance Registers, pictures
KZN266-CS-SO: 9.1.2	CS 6.2	Economic and Social Development	To enhance and protect the cultural heritage of the communities within the Municipality	Develop and implement cultural activities that underline and promote the cultural heritage of the municipal area	Date of staging Local Indigenous Games by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Local Indigenous Games event held by 30 June 2018	Local Indigenous Games event was held by 17 June 2018	Community Services	R9 000.00	Achieved		Invitations/posters and Photos

KZN266-CMS-SO 9.1.2	CMS 4.1.2	Economic and Social Development	To enhance and protect the cultural heritage of the communities within the municipality	Development & implementation of cultural activities that underline & promote the cultural heritage of the municipal area	Number of Tourism Learnership students placed within the municipality by 31 December 2017	Number	0	n/a	n/a	20	0	20 Tourism Learnership students placed within the municipality by 31 December 2017	4 Tourism Learnership students placed within the municipality	Corporate Services	R200 000.00	Not Achieved	Target was not met due to financial constraints. A new indicator will be set in the next	Appointment letters, attendance registers
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IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266-CMS-SO 9.1.3	CMS 4.1.3			Economic and Social Development	To enhance and protect the cultural heritage of the communities within the municipality					
KZN266-CMS-SO 9.1.4	CMS 4.1.4	Economic and Social Development	To enhance and protect the cultural heritage of the communities within the municipality	Development & implementation of cultural activities that underline & promote the cultural heritage of the municipal area	Date of conducting Upskill Workshop for tourism product owners conducted by 31 March 2018	Date	n/a	n/a	n/a	31/03/2018	n/a	Upskill Workshop for tourism product owners conducted by 31 March 2018	1 Upskill Workshop was conducted by 28 June 2018	Corporate Services	R39 300.00	Achieved		Invitations, Programme, Attendance Registers and pictures
KZN266-CS-SO: 10.1	CS 7	Economic and Social Development	To eradicate the incidence of infection and address the impact of the HIV/AIDS pandemic within the Municipality	Align municipal programmes with those of sector departments such as the Department of Social Development vis-à-vis HIV/AIDS prevention support	Holding of Ward Aids Committee and War Room Support (Awareness's/Interventions) @ R10 000 to 24 Wards by 30 June 2018	Number	0	4	11	24 Wards	0	Holding of Ward Aids Committee and War Room Support (Awareness's/Interventions) @ R10 000 to 24 Wards by 30 June 2018	21 Wards	Community Services	R240 000.00	Not Achieved	Target was not met due to financial constraints. A new indicator will be set in the next financial year	Request letters from Ward Councillors
KZN266-CS-SO: 10.1.1	CS 7.1	Economic and Social Development	To eradicate the incidence of infection and address the impact of the HIV/AIDS pandemic within the Municipality	Align municipal programmes with those of sector departments such as the Department of Social Development vis-à-vis HIV/AIDS prevention support	Date of holding of Ward Aids Committee Workshop by 31 January 2018	Date	n/a	n/a	n/a	31/01/2018	n/a	Ward Aids Committee Workshop held by 31 January 2018	Ward Aids Committee Workshop was held by 30 November 2017	Community Services	R157 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 10.1.2	CS 7.2	Economic and Social Development	To eradicate the incidence of infection and address the impact of the HIV/AIDS pandemic within the Municipality	Align municipal programmes with those of sector departments such as the Department of Social Development vis-à-vis HIV/AIDS prevention support	Staging of World Aids Day Commemoration by 31 December 2017	Date	n/a	31/12/2016	1/12/2016	31/12/2017	n/a	Date of staging the World Aids Day Commemoration was held by 31 December 2017	The World Aids Day Commemoration was held by 28 November 2017	Community Services	R41 000.00	Achieved		Invitations/posters and Photos
KZN266-CMS-SO11.1	CMS 1.1	Economic and Social Development	To assist communities in addressing the ravages of poverty prevalent within the Municipality	Facilitate access by communities to the poverty alleviation initiatives of national and provincial government	Date of Confirmation of the availability of funding for EPWP from Department of Public Works by 30 September 2017	Date	0	30/9/2016	30/09/2016	30/09/2017	0	Confirmation of the availability of funding for EPWP from Department of Public Works confirmed by 30 September 2017	Funding for EPWP from Department of Public Works was confirmed by 16 May 2017	Corporate Services	n/a	Achieved		Signed Incentive Grant Agreement for EPWP and Confirmation from Finance of receipt of grant
KZN266-CS-SO: 11.2	CS 3	Economic and Social Development	To assist communities in addressing the ravages of poverty prevalent within the municipality	Identification of indigent households within communities and providing those 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) by 30 June 2018	Rand Value	0	100%	76.47%	R1 500 000.00	0	Provision of Burials to persons who are in need (without competent person to bury, Adult - R2500, Minor - R2000) by 30 June 2018	All qualifying applicants were approved by 30 June 2018	Community Services	R1 500 000.00	Achieved		Record of Indigent Register and Application form approved by the Municipal Manager
KZN266-CS-SO: 11.2.1	CS 3.1	Economic and Social Development	To assist communities in addressing the ravages of poverty prevalent within the municipality	Identification of indigent households within communities and providing those households with a range of services and benefits at no cost	Provision of food vouchers for the indigent (Groceries voucher = R500) by 30 June 2018	Rand Value	0	n/a	n/a	R500 000.00	0	Provision of food vouchers for the indigent (Groceries voucher = R500) by 30 June 2018	All qualifying applicants were approved by 30 June 2018	Community Services	R500 000.00	Achieved		Record of Indigent Register and Application form approved by the Municipal Manager
KZN266-CMS-SO11.2.1	CMS 1.2.1	Economic and Social Development	To assist communities in addressing the ravages of poverty prevalent within the Municipality	Identification of indigent households within communities and providing those households with a range of services and benefits at no cost	Date of review and adoption of Indigent Register for the Municipality for implementation in the 2018/2019 financial year (Verification of Indigent Register) by 30 June 2018	Date	n/a	30/06/2017	28/06/2017	30/06/2018	n/a	Reviewed and adopted the Indigent Register for the Municipality for implementation in the 2018/2019 financial year by 30 June 2018	Indigent Register for the Municipality for implementation in the 2018/2019 financial year was reviewed and adopted by 26 July 2018	Corporate Services	n/a	Not Achieved	The adoption of the Indigent Register was delayed due to receipt of verification results was received after June 2018. Target will be met early in 2019	Recommendations of the Portfolio Committee, Council Resolution
KZN266-CMS-SO11.2.2	CMS 1.2.2	Economic and Social Development	To assist communities in addressing the ravages of poverty prevalent within the Municipality	Identification of indigent households within communities and providing those households with a range of services and benefits at no cost	Provision of R240 000.00 assistance to persons who are in need through Mayoral Grant-in-aid by 30 June 2018	Rand Value	n/a	n/a	n/a	R240 000.00	n/a	Provision of R240 000.00 assistance to persons who are in need through Mayoral Grant-in-aid by 30 June 2018	Provision of R435 000.00 assistance to persons who are in need through Mayoral Grant-in-aid by 20 June 2018	Corporate Services	R240 000.00	Achieved		Applications, income and expenditure report.

KZN266-CS-SO: 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 by 31 August 2017	Date	n/a	30/09/2016	30/08/2016	31/08/2017	n/a	Women's Day Celebration held by 31 August 2017	Women's Day Celebration was held by 09 August 2017	Community Services	R39 000.00	Achieved		Invitations, Attendance Register and Photos
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IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-CS-SO: 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 by 31 August 2017	Date	n/a	n/a	n/a	31/08/2017	n/a	Women's Day Summit held by 31 August 2017	Women's Day Summit was held by 09 August 2017	Community Services	R39 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 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 by 31 July 2017	Date	n/a	30/07/2017	27/07/2017	31/07/2017	n/a	Men's Day held by 31 July 2017	Nil	Community Services	R41 000.00	Not Achieved	Target was not met due to financial constraints. A new indicator will be set for the next	Invitations, Attendance Register and Photos
KZN266-CS-SO: 12.1.3	CS 8.3	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 Cancer/Albinism Awareness by 31 October 2017	Date	n/a	n/a	n/a	31/10/2017	n/a	Cancer/Albinism Awareness held by 31 October 2017	Cancer/Albinism Awareness was held by 31 October 2017	Community Services	R124 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 12.1.4	CS 8.4	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 "Take a Girl/Boy Child" to Work by 31 May 2018	Date	n/a	31/05/2017	25/05/2017	31/05/2018	n/a	"Take a Girl/Boy Child" to Work event held by 31 May 2018	"Take a Girl/Boy Child" to Work event was held by 24 May 2018	Community Services	R61 000.00	Achieved		Invitations, Attendance Register and Photos, Certificate of Attendance
KZN266-CS-SO: 12.1.5	CS 8.5	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	Holding of Public Service Week by 31 July 2017	Date	n/a	n/a	n/a	31/07/2017	n/a	Holding of Public Service Week by 31 July 2017	Holding of Public Service Week was held by 17 July 2017	Community Services	R50 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 12.1.6	CS 8.6	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 Training of Community Members on Silk Screen Printing by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Training of Community Members on Silk Screen Printing conducted by 30 June 2018	Training of Community Members on Silk Screen Printing was conducted by 24 November 2017	Community Services	R198 000.00	Achieved		Invitations, Attendance Register, Photos and copies of Certificates of Attendance
KZN266-CS-SO: 12.2	CS 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	Date of holding of "June 16 Celebration" Event by 30 June 2018	Date	n/a	30/06/2017	16/06/2017	30/06/2018	n/a	"June 16 Celebration" Event held by 30 June 2018	"June 16 Celebration" Event was held by 28 June 2018	Community Services	R41 000.00	Achieved		Invitations/posters and Photos
KZN266-CS-SO: 12.2.1	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 Youth Summit by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Youth Summit held by 30 June 2018	Youth Summit was held by 28 June 2018	Community Services	R21 800.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 12.2.2	CS 9.2	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 Youth Educational Programme Event by 31 January 2018	Date	n/a	n/a	n/a	31/01/2018	n/a	Youth Educational Programme Event held by 31 January 2018	Youth Educational Programme Event was held by 07 March 2018	Community Services	R245 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 12.2.3	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	Number of Career Guidance Events held by 30 June 2018	Number	n/a	n/a	n/a	30/06/2018	n/a	6 Career Guidance Events held by 30 June 2018	7 Career Guidance Events were conducted by 30 June 2018	Community Services	R41 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 12.2.4	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	Holding of Computer graduation ceremony by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Holding of Computer graduation ceremony by 30 June 2018	Computer graduation ceremony was held by 29 June 2018	Community Services	R81 500.00	Achieved		Invitations, Attendance Register and photos
KZN266-CS-SO: 12.2.5	CS 9.5	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 by 30 September 2017	Date	n/a	n/a	n/a	30/09/2017	n/a	Literacy Week event held by 30 September 2017	Literacy Week event was held by 19 October 2017	Community Services	R41 000.00	Achieved		Invitations, Attendance Register and photos

KZN266-CS-SO: 12.3	CS 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 programmes and projects that provide for the disabled and the elderly	Date of holding of Disability Event by 31 December 2017	Date	n/a	31/12/2016	6/12/2016	31/12/2017	n/a	Disability Event held by 31 December 2017	Disability Event was held by 23 November 2017	Community Services	R179 500.00	Achieved		Invitations, Attendance Register and Photos, Certificate of Attendance
KZN266-CS-SO: 12.3.1	CS 10.1	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 programmes and projects that provide for the disabled and the elderly	Visit to Old Age Homes Luncheon Clubs in Ward 16 and Ward 20 by 30 June 2018	Date	0	n/a	n/a	30/06/2018	0	Visit to Old Age Homes Luncheon Clubs in Ward 16 and Ward 20 by 30 June 2018	Visit to Old Age Homes was conducted by 18-20 June 2018	Community Services	R55 000.00	Achieved		Communication, Attendance Register and photos

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-CS-SO: 12.3.2	CS 10.2	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 programmes and projects that provide for the disabled and the elderly	Date of holding of Golden Games Event by 30 September 2017	Date	n/a	n/a	n/a	30/09/2017	n/a	Golden Games Event held by 30 September 2017	Golden Games was held by 02 August 2017	Community Services	R176 000.00	Achieved		Invitations, Attendance Register and Photos, Certificate of Attendance
KZN266-FS-SO12.4	FS 7	Economic and Social Development	To ensure that the needs of the constituent special groups within the Municipality are addressed as a priority	Implementation of Internship programmes	Confirm the availability of funding from the FMG by 31 July 2017, Appointments and provision of adequate training of interns by 30 June 2018	Date	n/a	31/07/2016	31/07/2016	30/06/2018	n/a	Confirm the availability of funding from the FMG by 31 July 2017, Appointments and provision of adequate training of interns by 30 June 2018	Funding from the FMG was confirmed and received by 26 July 2018	Financial Services	R 1,800,000.00	Achieved		Payment Schedule, Bank Statement & Reports
KZN266-PS-SO13.1	PS 2.1	Economic and Social Development	Maintenance of an environment that promotes safety and security of all communities within the Municipality	Facilitation of the provision for a security service to the municipality	Payment of monthly fee to service provider in accordance with contractual provisions (Private Security Services) by 30 June 2018	Number	0	12	12	12	0	Payment of monthly (12) fee to service provider in accordance with contractual provisions (Private Security Services) by 30 June 2018	12 monthly payment were made to service provider by 30 June 2018	Protection Services	R7 000 000.00	Achieved		Invoice & proof of payment
KZN266-PS-SO13.2	PS 2.2	Economic and Social Development		Development and implementation of a strategy to deal with stray animals in the Municipal Area	Payment of a monthly stipend to animal herders by 30 June 2018	Number	0	n/a	n/a	12	0	Payment of a monthly (12) stipend to animal herders by 30 June 2018	12 monthly stipend were made to animal herders by 30 June 2018	Protection Services	R300 000.00	Achieved		Attendance Registers, proof of payment (Payslips)
KZN266-PS-SO14.1	PS 3.1	Economic and Social Development	To ensure the full functionality of the Driving License Testing Centre	Undertake process of relocating and centralizing of all functions at the Driver's License Testing Centre in accordance with the provisions of the National Roads Traffic Act	Relocating and centralizing all functions at Drivers License Testing Centre by 31 January 2018	Date	n/a	n/a	n/a	31/01/2018	n/a	Relocating and centralizing all functions at Drivers License Testing Centre by 31 January 2018	Relocating and centralizing all functions at Drivers License Testing Centre were done by 31 January 2018	Protection Services	R100 000.00	Achieved		Quotations, invoice and proof of payment
KZN266-PS-SO14.1.1	PS 3.1.1	Economic and Social Development	To ensure the full functionality of the Driving License Testing Centre	Undertake process of relocating and centralizing of all functions at the Driver's License Testing Centre in accordance with the provisions of the National Roads Traffic Act	Computerizing of Drivers Licenses (Tablet & Software) by 31 January 2018	Date	0	n/a	n/a	31/01/2018	0	Computerizing of Drivers Licenses (Tablet & Software) by 31 January 2018	Computerizing of Drivers Licenses was done by 31 January 2018	Protection Services	R315 000.00	Achieved		Quotations, invoice and proof of payment
KZN266-PS-SO14.1.2	PS 3.1.2	Economic and Social Development	To ensure the full functionality of the Driving License Testing Centre	Undertake process of relocating and centralizing of all functions at the Driver's License Testing Centre in accordance with the provisions of the National Roads Traffic Act	Installation of CCTV DLTC Offices by 31 January 2018	Date	n/a	n/a	n/a	31/01/2018	n/a	Installation of CCTV DLTC Offices by 31 January 2018	2 CCTV were installed in the DLTC Offices by 31 January 2018	Protection Services	R300 000.00	Achieved		Quotations, invoice and proof of payment
KZN266-PS-SO14.1.3	PS 3.1.3	Economic and Social Development	To ensure the full functionality of the Driving License Testing Centre	Undertake process of relocating and centralizing of all functions at the Driver's License Testing Centre in accordance with the provisions of the National Roads Traffic Act	Installation of Security Access DLTC Offices by 31 January 2018	Date	n/a	n/a	n/a	31/01/2018	n/a	Installation of Security Access DLTC Offices by 31 January 2018	Installation of Security Access DLTC Offices was done by 31 January 2018	Protection Services	R30 000.00	Achieved		Quotations, invoice and proof of payment
KZN266-CMS-SO15.1	CMS 2.1	Economic and Social Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Stimulate the local economy within the Municipality through the development and implementation of initiatives that stimulate job creation	Number of SMME Workshops & Exhibitions to be conducted by 30 June 2018	Number	0	n/a	n/a	4	0	4 SMME Workshops & Exhibitions to be conducted by 30 June 2018	4 SMME Workshops & Exhibitions were conducted by 30 June 2018	Corporate Services	R208 000.00	Achieved		Invitations, Attendance Registers

KZN266-CMS-SO15.1.1	CMS 2.1.1	Economic and Social Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Stimulate the local economy within the Municipality through the development and implementation of initiatives that stimulate job creation	Number of work opportunities created through LED initiatives including capital projects by 30 June 2018	Number	0	100	142	100	0	Creation of 100 job opportunities through LED initiatives including capital projects by 30 June 2018	235 job opportunities created by 30 June 2018	Corporate Services	n/a	Achieved		Quarterly Reports
KZN266-CMS-SO15.2	CMS 2.2	Economic and Social Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Investigate potential opportunities presented by Aloe and Game Farming	Number of applications to various funders to operationalize Business Plan by 30 June 2018	Number	0	2	4	2	0	Applications to 2 various funders to operationalize Business Plan by 30 June 2018	7 applications were sent to various funders to operationalize Business Plan by 30 June 2018	Corporate Services	n/a	Achieved		Applications, Council resolution, proof of submission & acknowledgement

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-CMS-SO15.3	CMS 2.3	Economic and Social Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Alignment 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 department of Agriculture by 30 June 2018	Number	0	4	4	4	0	4 meetings attended to obtain progress on the implementation of food security programmes by Department of Agriculture by 30 June 2018	7 meetings attended by 30 June 2018	Corporate Services	n/a	Achieved		Invitations, Minutes and attendance registers, Progress Reports on food security programmes
KZN266-CMS-SO 15.4	CMS 2.4	Economic and Social 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	Participate in the planning of development of new hospitality service in Cengeni Gate by attending plenary meetings by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Participate in the planning of development of new hospitality service in Cengeni Gate by attending plenary meetings by 30 June 2018	1 plenary meeting attending by 04 June 2018.	Corporate Services	n/a	Achieved		Invitations, Agendas, Attendance Registers and Business Plan
KZN266-CMS-SO 15.4.1	CMS 2.4.1	Economic and Social 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	R2 356 098.00 expenditure budgeted for implementation of LED Projects by 31 December 2017	Rand Value	0	100%	100%	R2 356 098.00 (LED Projects)	0	R2 356 098.00 expenditure budgeted for implementation of LED Projects by 30 June 2018	R1 046 181.90 budgeted for implementation of LED Projects by 30 June 2018	Corporate Services	R2 356 098.00 (LED Projects)	Not Achieved	Target was not met due to financial constraints. This item budgeted for the next financial year	Payment Schedule & Bank Statement
KZN266-FS-SO 15.5	FS 8	Economic and Social Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Ensure that Bid Committees are inspired to give preference to previously disadvantaged individual owned companies when evaluating and adjudicating bids	Number of Quarterly Reports on the awarding of tenders to entities that comply with the preferential procurement framework by 30 June 2018	Number	n/a	80%	80%	4	n/a	4 Quarterly Reports on the awarding of tenders to entities that comply with the preferential procurement framework submitted to Municipal Manager and Mayor by 30 June 2018	4 Quarterly Reports on the awarding of tenders were submitted to Municipal Manager and Mayor by 30 June 2018	Financial Services	n/a	Achieved		Quarterly Reports submitted to the Municipal Manager and Mayor and proof of submission
KZN266-FS-SO 15.5.1	FS 8.1	Economic and Social Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Ensure that Bid Committees are inspired to give preference to previously disadvantaged individual owned companies when evaluating and adjudicating bids	Number of monthly Bid Adjudication Committee Minutes to the Municipal Manager with details of all awards made by 30 June 2018	Number	n/a	12	3	12	n/a	Submission of 12 monthly Bid Adjudication Committee Minutes to the Municipal Manager with details of all awards made by 30 June 2018	8 monthly Bid Adjudication Committee Minutes were submitted to the Municipal Manager with details of all awards made by 30 June 2018	Financial Services	n/a	Not Achieved	Target could not be achieved due to no Bids being awarded in some months. Monthly targets will be changed to quarterly targets in the next financial year	Copies of Minutes and summary of awards made and proof of submission to the Municipal Manager
KZN266-FS-SO 15.5.2	FS 8.2	Economic and Social Development	To uplift communities and contribute to the alleviation of poverty by stimulating employment	Ensure that Bid Committees are inspired to give preference to previously disadvantaged individual owned companies when evaluating and adjudicating bids	Number of quarterly reports to the Municipal Manager and the Mayor regarding the functioning of the SCM process to Council by 30 June 2018	Number	0	4	4	4	0	Submit 4 quarterly reports to the Municipal Manager and the Mayor regarding the functioning of the SCM process to Council by 30 June 2018	Submit 4 quarterly reports to the Municipal Manager and the Mayor regarding the functioning of the SCM process to Council by 30 June 2018	Financial Services	n/a	Achieved		SCM Quarterly Reports submitted to the Municipal Manager and Mayor and proof of submission

KZN266-CMS-SO16.1	CMS 3.1	Economic and Social Development	To expand the economy of the municipality by marketing the unique attributes of the area to attract visitors, both domestically and	Publication and promotion of tourist related activities and facilities within Ulundi Municipal Area	Number of tourism educational tour to a potentially developing tourist attraction by 31 December 2017	Number	0	31/12/2016	16/11/2016	1	0	1 tourism educational tour to a potentially developing tourist attraction to be conducted by 31 December 2017	1 tourism educational tour was conducted 06 September 2017	Corporate Services	R250 000.00 (Brand Awareness)	Achieved		Quarterly Reports
KZN266-CMS-SO 17.1	CMS 5.1	Economic and Social 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 Entrepreneurial Skills Workshop for Small Business and Co-operatives conducted by 30 June 2018	Number	0	2	6	4	0	4 Entrepreneurial Skills Workshop for Small Business and Co-operatives conducted by 30 June 2018	4 Entrepreneurial Skills Workshop were conducted	Corporate Services	n/a	Achieved		Invitations, Attendance Registers, pictures
KZN266-CMS-SO 18.1	CMS 6.1	Municipal Transformation and Organizational Development	To ensure that all positions within the organogram of the Municipality are aligned to the IDP	Review, approve and implement the Municipality's Organogram	Date of review and approval of the Organogram for implementation in the 2018/2019 financial year by 30 June 2018	Date	n/a	20/06/2017	28/06/2017	30/06/2018	n/a	Review and approval of the Organogram for implementation in the 2018/2019 financial year by 30 June 2018	Organogram was approved by Council on the 24th May 2018	Corporate Services	n/a	Achieved		Correspondence to HOD's, Minutes of the LLF & Approved Organograms & Council Resolution

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266-CMS-SO 18.2	CMS 6.2			Municipal Transformation and Organizational Development	To ensure that all positions within the organogram of the Municipality are aligned to the IDP					
KZN266-CMS-SO 18.3	CMS 6.3	Municipal Transformation and Organizational Development	To ensure that all positions within the organogram 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 2018	Number	0	12	12	12	0	12 monthly submissions to Finance Department on Active & Inactive employees to be paid based on approved salary budget by 30 June 2018	12 monthly confirmations of active and inactive employees for payment of salaries was submitted to Finance by 30 June 2018	Corporate Services	n/a	Achieved		Memo to the Department of Finance
KZN266-CMS-SO 18.4	CMS 6.4	Municipal Transformation and Organizational Development	To ensure that all positions within the organogram of the Municipality are aligned to the IDP	Evaluated task job descriptions to be implemented for each position in the organogram	Number of reports submitted to MANCO on the Implementation of Job Evaluation Outcomes by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	2 reports submitted to MANCO on the Implementation of Job Evaluation Outcomes by 30 June 2018	1 reports on the implementation of Job Evaluation Outcomes was submitted to MANCO	Corporate Services	R644 800.00 (Provision for Wage Curves Adjustment - Human Resources)	Not Achieved	Target was partially achieved due to the delays in receipt of Job Evaluation Outcomes Report for implementation by the Municipality. Target will be met	Proof of submission of Job Descriptions to be evaluated, implementation of evaluation outcomes & proof of budget expenditure
KZN266-CMS-SO 18.4.1	CMS 6.4.1	Municipal Transformation and Organizational Development	To ensure that all positions within the organogram of the Municipality are aligned to the IDP	Evaluated task job descriptions to be implemented for each position in the organogram	Number of payments to HR Concept for compilation of Ulundi Job Descriptions by 30 June 2018	Number	n/a	n/a	n/a	1	n/a	1 Payment to HR Concept for compilation of Ulundi Job Descriptions by 30 June 2018	2 Payment to HR Concept by 30 June 2018	Corporate Services	R100 000.00	Achieved		Copies of Job Descriptions prepared, payment voucher and invoice
KZN266-CMS-SO 19.1	CMS 7.1	Municipal Transformation and Organizational Development	To develop capacity within the Municipality for effective service delivery	Assess and Review Skill Development needs and address identified gaps	Date Municipal Skills Audit Report submitted to Council for approval by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Municipal Skills Audit Report submitted to Council for approval by 30 June 2018	Municipal Skills Audit Report was submitted by 24 April 2018	Corporate Services	n/a	Achieved		Work-study Report, Record of Training conducted, Workplace Skills Plan Annual Report & PIVOTAL Report & proof of submission
KZN266-CMS-SO 19.2	CMS 7.2	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 by 30 June 2018	Date	n/a	30/06/2017	28/06/2017	30/06/2018	n/a	Review and approval of Recruitment & Retention Strategy by 30 June 2018	Recruitment & Retention Strategy was approved by 27 June 2018	Corporate Services	n/a	Achieved		MANCO & LLF Minutes, Copy of reviewed policy & Council Resolution
KZN266-CMS-SO 19.3	CMS 7.3	Municipal Transformation and Organizational Development	To develop capacity within the Municipality for effective service delivery	Reduction in the dependency on Consultants by ensuring on-going skills transfer	Date of submission to MANCO of a Close-out report reflecting the number of employees trained and acknowledged skills transferred by 30 June 2018	Date	n/a	30/06/2017	14/03/2017	30/06/2018	n/a	Submission to MANCO of a Close-out report reflecting the number of employees trained and acknowledged skills transferred	nil	Corporate Services	n/a	Not Achieved	Department that have Consultants do not submit to Corporate Services, Municipal Manager to intervene	Close-out Reports & acknowledgement of Skills Transfer by employees working with Consultants

KZN266-CMS-SO 19.4	CMS 8.1	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.	100% of WSP implemented by 30 June 2018	%	0	100%	86%	100%	0	100% of WSP implemented by 30 June 2018	27% of WSP implemented by 30 June 2018	Corporate Services	n/a	Not Achieved	Target not met due to financial constraints. Target will be met in the next financial year 2018/2019	Expenditure Report from Finance
KZN266-CMS-SO 19.4.1	CMS 8.1.1	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.	Actual Budget spent on Training by 30 June 2018	Rand Value	0	R1 660 929.00	R1 702 729.21	R1 465 780.00	0	R1 465 780.00	R543 621.05	Corporate Services	R1 465 780.00	Not Achieved	Target was not met due to financial constraints. This item budgeted for the next financial year 2018/2019	Payment Vouchers
KZN266-CMS-SO 19.4.2	CMS 8.1.2	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.	Number of employees trained in accordance with the Skills Development Plan for 2017/2018 by 30 June 2018	Number	0	80	115	80	0	80 employees trained in accordance with the Skills Development Plan for 2017/2018 by 30 June 2018	22 employees trained by 30 June 2018	Corporate Services	R960 000.00 (Training)	Not Achieved	Target was not met due to financial constraints. This item budgeted for the next financial year 2018/2019	Attendance Registers & Certificates

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-CMS-SO20.1	CMS 8.2	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	Number of Employment of previously disadvantaged person in the three highest levels of management by 30 June 2018	Number	0	2	6	1	0	1 Employment of previously disadvantaged persons were employed in the three highest levels of management by 30 June 2018	3 previously disadvantaged persons were employed in the three highest levels of management by 30 June 2018	Corporate Services	n/a	Achieved	Employment of previously disadvantaged persons	Adverts and Appointment Letters.
KZN266-MM-SO21.1.1	MM 1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Regular review and development of new policies, procedures and by-laws in compliance with local government legislation and regulations	Date of Review and development of policies, procedures and by-laws by 30 June 2018	Date	n/a	30/06/2017	28/06/2017	30/06/2018	n/a	Review and development of policies, procedures and by-laws by 30 June 2018	Policies reviewed and developed by-laws by 27 June 2018	Municipal Manager	n/a	Achieved	Reviewed and developed by-laws	Council Resolutions
KZN266-CMS-SO 21.1.1	CMS 9.1	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	Number of monthly inspections conducted through monitoring of Taxi Rank By-laws and other related by-laws by 30 June 2018	Number	0	12	12	12	0	12 Monthly inspections conducted through monitoring of Taxi Rank By-laws and other related by-laws by 30 June 2018	12 Monthly inspections were by 30 June 2018	Corporate Services	n/a	Achieved	Inspections conducted	Inspection Reports
KZN266-MM-SO21.1.1.1	MM 1.1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Regular review and development of new policies, procedures and by-laws in compliance with local government legislation and regulations	Number of Performance Agreements signed by Sec. 54/56 Managers annually by 31 July 2017	Number	0	6	7	7	0	7 Performance Agreements signed by Sec. 54/56 Managers annually by 31 July 2017	7 Performance Agreements signed by Sec. 54/56 Managers annually by 31 July 2017	Municipal Manager	n/a	Achieved	Performance Agreements signed	Copies of Signed Performance Agreements
KZN266-CMS-SO 21.1.1.1	CMS 9.1.1	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	Date of annual appraisal of records in terms of the National Archives and Records Service Act, No 43 of 1996 by 30 March 2018	Date	n/a	n/a	n/a	30/03/2018	n/a	Annual appraisal of records in terms of the National Archives and Records Service Act, No 43 of 1996 by 30 March 2018	n/a	Corporate Services	n/a	Not Achieved	Still awaiting response on the disposal from the Provincial Archivist. Write a letter of reminder	Letter of authority for destruction of records and destruction list
KZN266-MM-SO21.1.1.2	MM 1.2	Good Governance and Public Participation	To promote good governance, accountability and transparency	Regular review and development of new policies, procedures and by-laws in compliance with local government legislation and regulations	Date of submission of Draft Annual Report to the Auditor-General in terms of Sec 46 of the MSA by 31 August 2017	Date	n/a	31/08/2016	31/08/2016	31/08/2017	n/a	Submission of Draft Annual Report to the Auditor-General in terms of Sec 46 of the MSA by 31 August 2017	The Draft Annual Report in terms of Sec 46 of the MSA was submitted to the Auditor-General in terms of Sec 46 of the MSA by 31 August 2017	Municipal Manager	n/a	Achieved	Submission of Draft Annual Report	Copy of Draft Annual Report and proof of submission to relevant stakeholders

KZN266-MM-SO21.1.1.3	MM 1.3	Good Governance and Public Participation	To promote good governance, accountability and transparency	Regular review and development of new policies, procedures and by-laws in compliance with local government legislation and regulations	Date of submission of Final Annual Report in terms of Sec 46 of the MSA to AG, COGTA & Treasury by 31 March 2018	Date	n/a	31/03/2018	31/03/2017	31/03/2018	n/a	Submission of Final Annual Report in terms of Sec 46 of the MSA to AG, COGTA & Treasury by 31 March 2018	Final Annual Report in terms of Sec 46 of the MSA to AG, COGTA & Treasury was submitted by 31 March 2018	Municipal Manager	n/a	Achieved		Copy of Final Annual Report and proof of submission to the Auditor-General
KZN266-CMS-SO 21.1.2	CMS 9.2	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of Radio Slots broadcasts by 30 June 2018	Date	n/a	20	52	30/06/2018	n/a	12 Radio Slots broadcasts by 30 June 2018	62 Radio Slots were broadcasted by 30 June 2018	Corporate Services		Achieved		Monthly radio slots undertaken and monthly articles published in the newspaper.
						To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Number of Newspaper Articles printed by 30 June 2018	Number	0	20	20	12	0	12 Newspaper Articles printed by 30 June 2018	20 Newspaper Articles printed by 30 June 2018	Corporate Services	
KZN266-CMS-SO 21.1.2.1	CMS 9.2.1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Erection of 4 Bill Boards to promote Service Deliverables within Ulundi Municipality by 30 June 2018	Number	0	n/a	n/a	4	0	Erection of 4 Bill Boards to promote Service Deliverables within Ulundi Municipality by 30 June 2018	1 Bill Boards erected by 30 June 2018	Corporate Services	R2 000 000.00	Not Achieved	Target was not met due to financial constrains. This item budgeted for the next financial year 2019/2020	Purchasing quotations and proof of payment
KZN266-FS-SO21.1.2	FS 4	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Submission of monthly financial reports to Treasury (Sec 71) by 30 June 2018	Number	0	12	12	12	0	Submission of 12 monthly financial reports to Treasury (Sec 71) by 30 June 2018	12 monthly financial reports were submitted to Treasury (Sec 71) by 30 June 2018	Financial Services	n/a	Achieved		Sec 71 Returns submitted within 10 working days of the next month

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
								KZN266-CMS-SO 21.1.2.2	CMS 9.2.2			Good Governance and Public Participation	To promote good governance, accountability and transparency					
KZN266-FS-SO21.1.2.1	FS 4.1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Submission of quarterly financial reports to Treasury by 30 June 2018	Number	0	4	4	4	0	Submission of 4 quarterly financial reports to Treasury by 30 June 2018	4 quarterly financial reports were submitted to Treasury by 30 June 2018	Financial Services	n/a	Achieved		Returns submitted within 10 working days of the next month
KZN266-FS-SO21.1.2.2	FS 4.2	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Submission of 1 half-yearly financial reports to Treasury (Sec 72) by 25 January 2018	Number	0	25/01/2017	24/01/2017	1	0	Submission of 1 half-yearly financial reports to Treasury (Sec 72) by 25 January 2018	1 half-yearly financial reports were submitted to Treasury (Sec 72) by 25 January 2018	Financial Services	n/a	Achieved		Sec 72 Returns submitted within 10 working days of the next month
KZN266-CMS-SO 21.1.2.3	CMS 9.2.3	Good Governance and Public Participation	To promote good governance, accountability and transparency	Promotion of effective communication with internal and external stakeholders	Date of "LED/IDP Roadshow & the Awards Ceremony" Event held by 31 December 2017	Date	n/a	31/12/2017	31/12/2017	31/12/2017	n/a	"LED/IDP Roadshow & the Awards Ceremony" Event held by 31 December 2017	"LED/IDP Roadshow & the Awards Ceremony" Event was held by 18 November 2017	Corporate Services	R109 900.00	Achieved		Invitations, Photos and Attendance Registers
KZN266-CMS-SO 21.1.2.4	CMS 9.2.4	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	Date of "Taking Council to the people" Event held by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	"Taking Council to the people" Event held by 30 June 2018	Nil	Corporate Services	R194 500.00	Not Achieved	"Taking Council to the People" event was not done in the 17/18 financial year due to municipality Cashflow. Target will be met in the 18/19 financial year	Invitations and Attendance Registers
KZN266-CMS-SO 21.1.3	CMS 9.3	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 Monthly EXCO meetings convened and provision of secretariat by 30 June 2018	Number	0	12	13	12	0	12 Monthly EXCO meetings convened and provision of secretariat held by 30 June 2018	16 Monthly EXCO meetings were convened by 30 June 2018	Corporate Services	n/a	Achieved		Notices of meetings, circulation registers, attendance registers and minutes



KZN266-CMS-SO 21.1.3.1	CMS 9.3.1	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 Portfolio meetings convened and provision of secretariat for all 6 Departmental Portfolio Committees by 30 June 2018	Number	0	32	50	40	0	40 Portfolio meetings convened and provision of secretariat for all 6 Departmental Portfolio Committees by 30 June 2018	46 Portfolio meetings were convened by 30 June 2018	Corporate Services	n/a	Achieved		Notices of meetings, circulation registers, attendance registers and minutes
KZN266-CMS-SO 21.1.3.2	CMS 9.3.2	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 secretariat by 30 June 2018	Number	0	4	12	4	0	4 Quarterly Council meetings convened and provision of secretariat by 30 June 2018	13 Quarterly Council meetings were convened by 30 June 2018	Corporate Services	n/a	Achieved		Notices of meetings, circulation registers, attendance registers and minutes
KZN266-CMS-SO21.1.3.3	CMS 9.3.3	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 2018	Number	0	4	2	4	0	4 MPAC Quarterly meetings convened by 30 June 2018	4 MPAC Quarterly meetings were convened by 30 June 2018	Corporate Services	n/a	Achieved		Notices of meetings, circulation registers, attendance registers & minutes
KZN266-CMS-SO21.1.3.4	CMS 9.3.4	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 on the implementation of Council Resolutions by 30 June 2018	Number	0	12	35	12	0	12 Reports submitted to Council on the implementation of Council Resolutions by 30 June 2018	48 Reports submitted to Council on the implementation of Council Resolutions by 30 June 2018	Corporate Services	n/a	Achieved		Monthly reports submitted to EXCO and Council
KZN266-CMS-SO21.1.4	CMS 9.4	Good Governance and Public Participation	To promote good governance, accountability and transparency	Training and development of political office bearers and political structures in the operation of Council	Number of Political Office Bearers and Traditional Leaders who attended training to build their skills by 30 June 2018	Number	0	47	47	47	0	47 Political Office Bearers and 6 Traditional Leaders who attended training to build their skills by 30 June 2018	nil	Corporate Services	n/a	Not Achieved	The target was not met due to Cashflow challenges. This item budgeted for the next financial year 2018/2019	Certificates and Attendance Registers

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-MM-SO21.1.7	MM 3	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of risk within the structures and operations of the Municipality	Number of Risk Assessment Report submitted by Risk Management Unit to the Audit Committee by 30 June 2018	Number	0	n/a	n/a	4	0	4 Risk Assessment Report submitted by Risk Management Unit to Audit Committee by 30 June 2018	4 Risk Assessment Report were submitted by Risk Management Unit to Audit Committee by 30 June 2018	Municipal Manager	n/a	Achieved		Copies of Reports and Minutes where reports were discussed
KZN266-MM-SO21.1.7.1	MM 3.1	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of risk within the structures and operations of the Municipality	Monitoring of Risk Assessment Register on a quarterly basis by 30 June 2018	Number	0	4	4	4	0	4 Progress Reports on the monitoring of Risk Assessment Register by 30 June 2018	4 Progress Reports on the monitoring of Risk Assessment Register were submitted by 30 June 2018	Municipal Manager	n/a	Achieved		Updated Risk Register
KZN266-MM-SO21.1.7.2	MM 3.2	Good Governance and Public Participation	Ensure the maintenance of sound financial practices	Management of risk within the structures and operations of the Municipality	Date of Development of Risk Assessment Register by RMU by 30 June 2018	Date	n/a	30/06/2017	30/06/2017	30/06/2018	n/a	Risk Assessment Register developed by 30 June 2018	Risk Assessment Register was developed by RMU by 30 June 2018	Municipal Manager	n/a	Achieved		Copy of Risk Register
KZN266-MM-SO21.1.7.3	MM 3.3	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of risk within the structures and operations of the Municipality	Develop an Annual Audit Plan which includes audit of Performance Management by 31 July 2017	Number	0	n/a	n/a	1	0	Development of an Annual Audit Plan which includes audit of Performance Management for approval by the Audit Committee by 31 July 2017	1 Annual Audit Plan which includes audit of Performance Management was approved by the Audit Committee by 31 July 2017	Municipal Manager	n/a	Achieved		Copy of Annual Audit Plan and Minutes where Plan was discussed

KZN266-MM-SO21.1.7.4	MM 3.4	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of risk within the structures and operations of the Municipality	Number of Performance audit reports to Municipal Manager and the Performance Committee In terms of Section 14 of Municipal Regulations by 30 June 2018	Number	0	n/a	n/a	4	0	4 Performance audit reports to Municipal Manager and the Performance Committee In terms of Section 14 of Municipal Regulations by 30 June 2018	4 Performance audit reports were submitted to Municipal Manager and the Performance Committee In terms of Section 14 of Municipal Regulations by 30 June 2018	Municipal Manager	n/a	Achieved		Agendas , Minutes and Reports
KZN266-MM-SO21.1.7.5	MM 3.5	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of risk within the structures and operations of the Municipality	Number of Internal audit / assessment of the following areas : a) The functionality of the Municipality's Performance management system and compliance to Legislation by 30 June 2018	Number	0	n/a	n/a	4	0	4 Internal audit / assessment of the following areas : a) The functionality of the Municipality's Performance management system and compliance to	4 Internal audit / assessment of the following areas : a) The functionality of the Municipality's Performance management system and compliance to	Municipal Manager	n/a	Achieved		Agendas , Minutes and Reports
KZN266-MM-SO21.1.7.6	MM 3.6	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of risk within the structures and operations of the Municipality	Number of Audit Committee invitations and Agendas submitted to Stakeholders within reasonable period ( 7) days prior to Meeting by 30 June 2018	Number	0	4	4	4	0	4 Audit Committee invitations and Agenda submitted to Stakeholders within reasonable period ( 7) days prior to Meeting by 30 June 2018	4 Audit Committee invitations and Agenda were submitted to Stakeholders within reasonable period ( 7) days prior to Meeting by 30 June 2018	Municipal Manager	n/a	Achieved		Invitations.
KZN266-MM-SO21.1.7.7	MM 3.7	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of risk within the structures and operations of the Municipality	Date of Rating performance of the Audit committee by the Municipal Council by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Rating of performance of the Audit committee by the Municipal Council by 30 June 2018	Rating of performance of the Audit committee by the Municipal Council was done by 30 June 2018	Municipal Manager	n/a	Achieved		Rating Reports
KZN266-MM-SO21.1.7.8	MM 3.8	Good Governance and Public Participation	To promote good governance, accountability and transparency	Management of risk within the structures and operations of the Municipality	Number of Rating performance of the CAE by Audit Committee by 30 June 2018	Number	0	n/a	n/a	2	0	2 Rating of performance of the CAE by Audit Committee by 30 June 2018	2 Rating of performance of the CAE by Audit Committee was done by 30 June 2018	Municipal Manager	n/a	Achieved		Rating Reports

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-CMS-SO 21.2.1	CMS 9.5	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 by 30 June 2018	Date	n/a	30/03/2017	20/12/2016	30/09/2017	n/a	Ward Committees training conducted by 30 September 2017	Ward Committees training conducted by 14 June 2018	Corporate Services	n/a	Achieved		Invitations and Attendance Registers
KZN266-CMS-SO 21.2.2	CMS 9.6	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 2018	Date	n/a	30/06/2017	28/06/2017	30/06/2018	n/a	Review and adopt the Public Participation Strategy by 30 June 2018	Public Participation Strategy was reviewed and adopted by 27 June 2018	Corporate Services	n/a	Achieved		Copy of Strategy and Council Resolution
KZN266-CMS-SO 21.2.2.1	CMS 9.6.1	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 stipends of R750.00 per meeting attended per Ward Committee Member by 30 June 2018	Number	0	12	12	12	0	12 monthly payments of stipends of R750.00 per meeting attended per Ward Committee Member by 30 June 2018	12 monthly payments of stipends by 30 June 2018	Corporate Services	n/a	Achieved		Signed copy of schedule of payments
KZN266-CMS-SO 21.2.2.2	CMS 9.6.2	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 Payment Commission fees to a Service Provider for payment of stipends to Ward Committee Members by 30 June 2018	Number	0	12	12	12	0	12 monthly Payment Commission fees to a Service Provider for payment of stipends to Ward Committee Members by 30 June 2018	12 monthly Payments Commission fees by 30 June 2018	Corporate Services	n/a	Achieved		Signed copy of schedule of payments

KZN266-CMS-SO 21.2.2.3	CMS 9.6.3	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 2018	Number	0	4	1	4	0	4 Monthly Ward Committee Functionality Reports submitted to Council by 30 June 2018	4 Monthly Ward Committee Functionality Reports submitted to Council by 30 June 2018	Corporate Services		Achieved		Items submitted to Council
KZN266-CMS-SO21.2.3	CMS 10	Good Governance and Public Participation	Placing the primary focus on addressing the needs of communities within the Municipality	To ensure the inculcation of a customer care approach to the municipal administration	Number of Recorded & processed Customer Complaints/Compliments in the Complaints Register by 30 June 2018	Number	0	12	12	12	0	12 monthly Recorded & processed Customer complaints/Compliments in the Complaints Register by 30 June 2018	12 monthly Compliments submitted by 30 June 2018	Corporate Services	n/a	Achieved		Copy of recorded complaints in the Complaints Register & proof of submission to the relevant Department
KZN266-CMS-SO 21.2.4	CMS 11	Good Governance and Public Participation	Placing the primary focus on addressing the needs of communities within the Municipality	To ensure the effective and efficient roll-out of all national and provincial programmes at Municipal Level, such as Sukuma Sakhe, War on Poverty, Siza Bonke, and EPWP	Number of monthly reports on the Implementation of the Expanded Public Works Programme submitted to National Public Works by 30 June 2018	Number	0	12	12	12	0	12 Monthly Reports on the Implementation of the Expanded Public Works Programme submitted to National Public Works by 30 June 2018	12 Monthly EPWP Reports submitted to National Public Works by 30 June 2018	Corporate Services	n/a	Achieved		Monthly Reports submitted to National Public Works, COGTA & National Treasury
KZN266-FS-SO 21.3.3	FS 3	Good Governance and Public Participation	To ensure that the municipality performs its core functions effectively and efficiently in line with MSCOA Regulations	Identification, prioritization, acquisition and maintenance of municipal assets	Updating of Fixed Asset Register to reflect all infrastructure and moveable assets within the Municipality on a quarterly basis by 30 June 2018	Date	0	4	3	4	0	Updating of Fixed Asset Register to reflect all infrastructure and moveable assets within the Municipality on a quarterly basis by 30 June 2018	4 quarterly Updates of Fixed Asset Register were undertaken by 30 June 2018	Financial Services	n/a	Achieved		Updated Asset Register per quarter
KZN266-FS-SO21.3.3.1	FS 3.1	Good Governance and Public Participation	To ensure that the municipality performs its core functions effectively and efficiently in line with MSCOA Regulations	Identification, prioritization, acquisition and maintenance of municipal assets	Update the Investment Property Register bi-annually by 30 June 2018	Date	0	2	2	30/06/2018	0	Update the Investment Property Register bi-annually by 30 June 2018	2 Updates on the Investment Property Register were undertaken by 30 June 2018	Financial Services	n/a	Achieved		Updated Property Register
KZN266-FS-SO21.3.3.2	FS 3.2	Good Governance and Public Participation	To ensure that the municipality performs its core functions effectively and efficiently in line with MSCOA Regulations	Identification, prioritization, acquisition and maintenance of municipal assets	Undertake scheduled monthly inspections of assets to confirm location of assets by 30 June 2018	Number	0	12	12	12	0	Undertake scheduled 12 monthly inspections of assets to confirm location of assets by 30 June 2018	12 monthly scheduled inspections of assets to confirm location were undertaken by 30 June 2018	Financial Services	n/a	Achieved		Schedule and Asset Inventory Sheets

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-DPL-SO22.1	DPL 3.1	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 by 30 June 2018	Date	n/a	30/06/2017	28/06/2017	30/06/2018	n/a	Review and approval of the IDP Document by Council by 30 June 2018	IDP Document reviewed and approved by Council by 27 June 2018	Planning and Development Services	R275 000.00	Achieved		Council Resolution
KZN266-DLP-SO22.2	DPL 3.2	Good Governance and Public Participation	Promotion of integrated and coordinated development within the Municipality	All development within municipality is guided by IDP	Number of IDP Road Shows conducted in all 24 Wards by 31 December 2017	Number	0	24 Wards	24 Wards	1	0	1 IDP Road Shows conducted in all 24 Wards by 31 December 2017	1 IDP Road Shows was conducted for all 24 Wards by 18 November 2017	Planning and Development Services	R240 000.00	Achieved		Attendance Registers, photos
KZN266-FS-SO23.1.1	FS 9	Municipal Financial Viability and Management	To ensure that the municipality remains Financially viable.	Development and Implementation of measures to expand revenue base	Development & approval of the Revenue Enhancement Strategy by 30 June 2018	Date	n/a	31/07/2016	22/06/2016	30/06/2018	n/a	Development & approval of the Revenue Enhancement Strategy by 30 June 2018	The Revenue Enhancement Strategy was developed and approved by Council by 24 May 2018	Financial Services	n/a	Achieved		Council Resolution and Revenue Enhancement Strategy
KZN266-FS-SO23.1.2	FS 10	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 of R1 000 000.00 owed by customers who have signed Acknowledgement of Debt on a quarterly basis by 30 June 2018	Rand Value	0	R800 000.00	R1 225 304.00	R1 000 000.00	0	Reduction of debt of R1 000 000.00 owed by customers who have signed Acknowledgement of Debt on a quarterly basis by 30 June 2018	Debt owed by customers who have signed Acknowledgement of Debt was reduced by R1 112 826.49 by 30 June 2018	Financial Services	R1 000 000.00	Achieved		AOD Report, List of settled account

KZN266-PS-SO 23.1.3	PS.4.1	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the municipality's cash flow	Collection of budgeted Revenue for the Directorate from Traffic Fines amounting to R4 500 000.00 by 30 June 2018	Rand Value	0	R2 520 000.00	R1 121 867.41	R4 500 000.00	0	Collection of budgeted Revenue for the Directorate from Traffic Fines amounting to R4 500 000.00 by 30 June 2018	Collection of budgeted Revenue for the Directorate from Traffic Fines amounting to R3 767 468.68 was done by 30 June 2018	Protection Services	R4 500 000.00	Not Achieved	Target could not be met due to the suspension of the service provider by the Deputy Public Prosecutor and breaking down of the mobile office	Income & Expenditure Reports
KZN266-FS-SO 23.1.3	FS 1	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 creditor reconciliations to be completed to reflect the amount paid by 30 June 2018	Number	0	12	12	12	0	12 Monthly creditor reconciliations to be completed to reflect the amount paid by 30 June 2018	12 Monthly creditor reconciliations completed	Financial Services	R145,276,000.00	Achieved		Monthly Creditors Reconciliations
KZN266-PS-SO 23.1.3.1	PS 4.1.1	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the municipality's cash flow	Collection of budgeted Revenue for the Directorate from Learner's and License Fees amounting to R4 000 000.00 by 30 June 2018	Rand Value	0	n/a	n/a	R4 000 000.00	0	Collection of budgeted Revenue for the Directorate from Learner's and License Fees amounting to R4 000 000.00 by 30 June 2018	Collection of budgeted Revenue for the Directorate from Learner's and License Fees amounting to R2 353 810.96 by 30 June 2018	Protection Services	R4 000 000.00	Not Achieved	Target could not be met due to disruptions of services while relocating the DLTC offices. Target will be met in the next period.	Income & Expenditure Reports
KZN266-FS-SO 23.1.3.1	FS 1.1	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the Municipality's Cash Flow	Update payroll on a 12 monthly basis with information obtained from HR Office by 30 June 2018	Number	0	12	12	12	0	Update payroll on a 12 monthly basis with information obtained from HR Office by 30 June 2018	12 monthly Updates completed	Financial Services	n/a	Achieved		Exception Report
KZN266-PS-SO 23.1.3.2	PS 4.1.2	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the municipality's cash flow	Payment of monthly (12) commission fee to Mikros in accordance with contractual provisions by 30 June 2018	Number	0	12	12	12	0	Payment of monthly (12) commission fee to Mikros in accordance with contractual provisions by 30 June 2018	11 monthly payments made to Mikros by 30 June 2018	Protection Services	R1 500 000.00	Not Achieved	Target could not be met due to the suspension of the service provider by the Deputy Public Prosecutor and breaking down of the mobile office	Invoice & proof of payment
KZN266-FS-SO 23.1.3.2	FS 1.2	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the Municipality's Cash Flow	Process the payment of salaries and councillor allowances to meet the due date on a 12 monthly basis by 30 June 2018	Number	0	12	12	12	0	Process the payment of salaries and councillor allowances to meet the due date on a 12 monthly basis by 30 June 2018	12monthly payments of Salaries and Councillor allowances were processed	Financial Services	R	Achieved		Bank-it Report

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-FS-SO 23.1.3.3	FS 1.3	Municipal Financial Viability and Management	To ensure that the municipality remains financially viable	To effectively and efficiently manage the Municipality's Cash Flow	Ensure that salary deductions and contributions are paid over by due date on a 12 monthly basis by 30 June 2018	Number	0	12	12	12	0	Ensure that salary deductions and contributions are paid over by due date on a 12 monthly basis by 30 June 2018	12monthly deductions and contributions are paid over by due date on a monthly basis	Financial Services	n/a	Achieved		Bank-it Report
KZN266-FS-SO23.2.1	FS2	Municipal Financial Viability and Management	Ensure the maintenance of sound financial practices	Establishment and regular review of internal control procedures and controls	Undertake Review of Financial Policies and procedures by 31 May 2018	Date	n/a	31/05/17	1/6/2017	31/05/2018	n/a	Undertake Review of Financial Policies and procedures by 31 May 2018	Review of Financial Policies and procedures were approved by 21 May 2018	Financial Services	n/a	Achieved		Council Resolution
KZN266-MM-SO23.2.2	MM 3.13	Municipal Financial Viability and Management	Ensure the maintenance of sound financial practices	Development of co-operative linkage between the external & internal and internal audit functions	Number of Reports tabled to Council by the Audit and Performance Committee Chairperson in terms of Section 14 (4) (3) of the Municipal Planning and Performance Regulations Act twice a year by 30 June 2018	Number	0	n/a	n/a	2	0	2 Reports tabled to Council by the Audit and Performance Committee Chairperson in terms of Section 14 (4) (3) of the Municipal Planning and Performance Regulations Act twice a year by	1 Report was tabled to Council by the Audit and Performance Committee Chairperson by 30 June 2018	Municipal Manager	n/a	Not achieved	The fourth Quarter Audit Committee Report will be submitted in the next Council meeting, including the review of the Financial Statements (September).	Copy of Report tabled and Council Minutes

KZN266-FS-SO 23.3.1	FS 5	Municipal 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	Approved Adjustment Budget for the Municipality in respect of 2017/18 financial year by 28 February 2018	Date	n/a	28/02/2017	27/02/2017	28/02/2018	n/a	Approved Adjustment Budget for the Municipality in respect of 2017/18 financial year by 28 February 2018	Adjustment Budget for the Municipality was approved in 28 February 2018	Financial Services	n/a	Achieved		Copy of Adjustment Budget & Council Resolution
KZN266-FS-SO 23.3.1.1	FS 5.1	Municipal 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	Prepare a detailed draft operating and capital budget for 18/19 Financial year by 31 March 2018	Date	n/a	31/03/2017	31/03/2018	31/03/2018	n/a	Prepare a detailed draft operating and capital budget for 18/19 Financial year by 31 March 2018	Prepare a detailed draft operating and capital budget for 18/19 Financial year was prepared and approved by 27 March 2018	Financial Services	n/a	Achieved		Copy of Draft Operating and Capital Budget and tariff adjustment with Council Resolution
KZN266-FS-SO 23.3.1.2	FS 5.2	Municipal 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	Undertake public participation process on the tabled budget by 30 April 2018	Date	n/a	30/04/2017	7/4/2017	30/04/2018	n/a	Undertake public participation process on the tabled budget by 30 April 2018	Public participation process on the tabled budget was undertaken by 11 April 2018	Financial Services	n/a	Achieved		Public Notice/Advert, Attendance Registers
KZN266-FS-SO 23.3.1.3	FS 5.3	Municipal 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	Adoption by Council of the Operating and Capital Budget of the Municipality for 2018/2019 by 30 April 2018	Date	n/a	31/05/2017	10/5/2017	30/04/2018	n/a	Adoption by Council of the Operating and Capital Budget of the Municipality for 2018/2019 by 30 April 2018	The Operating and Capital Budget of the Municipality for 2018/2019 was adopted by Council on the 30th April 2018	Financial Services	n/a	Achieved		Copy of Budget and Council Resolution
KZN266-FS-SO 23.3.1.4	FS 5.4	Municipal 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	Development, submission and approval of the budget process plan for 18/19 Financial year by 31 August 2017	Date	n/a	31/08/2016	31/08/2016	31/08/2017	n/a	Development, submission and approval of the budget process plan for 18/19 Financial year by 31 August 2017	The budget process plan for 18/19 Financial year by 31 August 2017	Financial Services	n/a	Achieved		Copy of Budget Process Plan and Council Resolution
KZN266-FS-SO23.2.3	FS 6	Municipal Financial Viability and Management	To ensure the maintenance of sound financial practices	To work towards obtaining a clean audit report from the Auditor General	Completion and submission for audit purposes of the Annual Financial Statements for the 2017/2018 financial year by 31 August 2017	Date	n/a	31/08/2016	31/08/2016	31/08/2018	n/a	Completion and submission for audit purposes of the Annual Financial Statements for the 2017/2018 financial year by 31 August 2017	The Annual Financial Statements for the 2017/2018 financial year were submitted to Auditor General for Audit purposes by 31 August 2017	Financial Services	n/a	Achieved		Copy of AFS and proof of submission to Auditor General

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-DPL-SO24.1.1	DPL 4	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Approve and implement the reviewed Spatial Development Framework	Appointment of the service provider to review the Spatial Development Framework by 30 June 2018	Date	n/a	31/12/2016	Nil	30/06/2018	n/a	Appointment of the service provider to review the Spatial Development Framework by 30 June 2018	Appointment of the service provider was done and the Draft Action Plan was approved by the Planning and Development Steering	Planning and Development Services	R300 000.00	Achieved		Inception Report and Draft Action Plan, Agenda, Minutes and Attendance Register of the Planning and Development Steering Committee
KZN266-DPL-SO24.1.2	DPL 5	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare wall-to-wall Planning Scheme for the whole Municipal Area	Adoption of Action Plan to prepare Wall-to-Wall Scheme by 30 June 2018	Date	n/a	30/06/2017	Nil	30/06/2018	n/a	Adoption of Action Plan to prepare Wall-to-Wall Scheme by 30 June 2018	Action Plan was approved by the Planning and Development Steering Committee by 20 March 2018	Planning and Development Services	R502 000.00	Achieved		Inception Report and Draft Action Plan, Agenda, Minutes and Attendance Register of the Planning and Development Steering Committee

KZN266-DPL-SO24.1.2.1	DPL 5.1	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare wall-to-wall Planning Scheme for the whole Municipal Area	Subdivision of properties in CBD (Layout Amendment) by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Subdivision of properties in CBD (Layout Amendment) by 30 June 2018	nil	Planning and Development Services	R300 000.00	Not Achieved	Advert was erroneously omitted when other projects were advertised. A new advert could not be advertised on its own due to financial constraints. The project will be rolled-over to the	Inception Report and Draft Action Plan, Agenda, Minutes and Attendance Register of the Planning and Development Steering Committee
KZN266-DPL-SO24.1.2.2	DPL 5.2	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare wall-to-wall Planning Scheme for the whole Municipal Area	Unit A Layout Amendment by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Unit A Layout Amendment by 30 June 2018	Draft Action Plan was approved by the Planning and Development Steering Committee by 20 March 2018	Planning and Development Services	R300 000.00	Achieved		Inception Report and Draft Action Plan, Agenda, Minutes and Attendance Register of the Planning and Development Steering Committee
KZN266-DPL-SO24.1.2.3	DPL 5.3	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare wall-to-wall Planning Scheme for the whole Municipal Area	Undertake Land Audit: Mahlabathini by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Undertake Land Audit: Mahlabathini by 30 June 2018	Draft Action Plan was approved by the Planning and Development Steering Committee by 20 March 2018	Planning and Development Services	R200 000.00	Achieved		Inception Report and Draft Action Plan, Agenda, Minutes and Attendance Register of the Planning and Development Steering Committee
KZN266-DPL-SO24.1.2.4	DPL 5.4	Spatial and Environmental	Promotion of integrated and coordinated spatial development within the municipality	Obtain funding to finalize the Urban Planning Scheme and prepare wall-to-wall Planning Scheme for the whole Municipal Area	Undertake Land Audit: Babanango by 30 June 2018	Date	n/a	n/a	n/a	30/06/2018	n/a	Undertake Land Audit: Babanango by 30 June 2018	Draft Action Plan was approved by the Planning and Development Steering Committee by 20 March 2018	Planning and Development Services	R300 000.00	Achieved		Inception Report and Draft Action Plan, Agenda, Minutes and Attendance Register of the Planning and Development Steering Committee
KZN266-DPL-SO25.1.1	DPL 6	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognizance of environmental sensitive areas and promote the protection of environmental resources	Development and implementation of a Strategic Environmental Assessment for the Municipality	Number of Application for funding to prepare Strategic Environmental Assessment by 30 June 2018	Number	0	n/a	n/a	2	0	2 Application for funding to prepare Strategic Environmental Assessment by 30 June 2018	2 Applications were done by 30 June 2018	Planning and Development Services	n/a	Achieved		Application letter and proof submission
KZN266-DPL-SO25.1.2	DPL 7	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognizance of environmental sensitive areas and promote the protection of environmental resources	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 of all developments within the Municipal Area by 30 June 2018	Number	0	12	12	12	0	12 Monthly inspections of all developments within the municipal area by 30 June 2018	12 Monthly inspections were conducted by 30 June 2018	Planning and Development Services	n/a	Achieved		Inspection forms
KZN266-CS-SO: 25.1.3	CS 11	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognizance of environmentally sensitive areas and promote the protection of environmental resources	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 Environmental Week by 30 June 2018	Date	n/a	30/06/2017	23/06/2017	30/06/2018	n/a	Environmental Week held by 30 June 2018	Environmental Week was held by 14 June 2018	Community Services	R41 000.00	Achieved		Invitations, Attendance Register and Photos

IDP Alignment	Project Number	National KPA	Objectives	Strategies	Performance Indicator	Unit of Measure	Baseline 2016/2017 Actuals	Comparison with previous year		Demand	Backlogs	Current year		Responsible Department	Financial Implications	Status (Achieved / Not Achieved)	Measures taken to improve performance	POE Required
								2016/2017 (Target)	2016/2017 (Actual)			2017/2018 (Target)	2017/2018 (Actual)					
KZN266-CS-SO: 25.1.3.1	CS 11.1	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognizance of environmentally sensitive areas and promote the protection of environmental resources	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 by 30 September 2017	Date	n/a	30/09/2016	13/09/2016	30/09/2017	n/a	Arbor Day event held by 30 September 2017	Arbor Day event held by 15 September 2017	Community Services	R81 000.00	Achieved		Invitations, Attendance Register and Photos
KZN266-CS-SO: 25.1.3.2	CS 11.2	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognizance of environmentally sensitive areas and promote the protection of environmental resources	Develop and implement programmes and projects that address the environmental challenges, including those presented by Climate Change impacts, faced by the Municipality	Number of Wards where Environmental Programmes held by 30 June 2018	Number	0	n/a	n/a	30/06/2018	0	Environmental Programmes held in 24 Wards by 30 June 2018	24 Wards	Community Services	R120 000.00	Achieved		Invitations, Attendance Register and Photos

KZN266-CS-SD: 25.1.4	CS 12	Spatial and Environmental	To ensure that the Municipality's development strategies and projects take cognizance of environmentally sensitive areas and promote the protection of environmental assets	Development and implementation of programme for Alien Weed Eradication	Number of Monthly Reports on the Implementation of the Alien Plant eradication programme submitted to Council by 30 June 2018	Number	n/a	12	10	12	n/a	12 Monthly Reports on the Implementation of the Alien Plant Eradication Programme submitted to Council by 30 June 2018	12 Monthly Reports submitted to Council by 30 June 2018	Community Services	R60 000.00	Achieved		Programme implemented and Monthly Reports
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# 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 scarcity 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 2017/2018**

<b>Target Group: Race and Gender</b>	<b>Level of Representation: Required Workforce</b>	<b>Percentage of Workforce</b>
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%
<b>Total</b>	<b>7</b>	<b>100%</b>

### 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	6	13	16	2	8	1			
Municipal Manager											1
Corporate Services											1
Financial Services								1			
Community Services									1		
Technical Services							1				
Protection Services									1		
Planning and Development									1		
<b>Total</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>13</b>	<b>16</b>	<b>2</b>	<b>10</b>	<b>2</b>	<b>3</b>	<b>0</b>	<b>2</b>

### Skills profile of employees for 2017/2018

Description	Total Number	Total Percentage %	Total Trained	Gender	
				Males	Females
Professionals	14	3%	14	7	7
Artisans/Technicians	25	5%	0	21	4
Unskilled	100	75%	100	29	71
In-Service Trainees	20	6%	0	9	11
<b>Total</b>	<b>159</b>	<b>89%</b>	<b>114</b>	<b>66</b>	<b>93</b>

### Qualification profile for staff employees for 2017/2018

Personnel	Below NQF 1		NQF 1		NQF 2		NQF 3		NQF 4		NQF 5		NQF 6		NQF 7		NQF 8	
	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M	F	M
Professionals												7	7					
Artisans/Technicians							2	9	2	12								
Unskilled									71	29								
<b>Total</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>9</b>	<b>73</b>	<b>41</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

## 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 2017/2018 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

Ulundi municipality Staff Establishment for 2017/2018 was approved by Council. This entails 290 permanent employees and 20 contractual. The Ulundi Municipality has 290 number of full time employees as at 01 July 2017 to 30 June 2018.

## Organogram as at 30 June 2018

Department	Total No. of Posts	Filled Post	Funded Vacant Posts	Unfunded Vacant Posts	Percentage Vacant Posts
Office of the Municipal Manager	19	14	5	0	26.3%
Corporate Services	46	42	4	0	0.86%
Financial Services	54	45	09	0	16.7%
Community Services	70	62	08	0	11.4%
Technical Services	67	53	14	0	20.9%
Protection Services	91	75	16	0	17.6%
Planning and Development	22	10	12	0	54.5%
<b>Total</b>	<b>369</b>	<b>301</b>	<b>68</b>	<b>0</b>	<b>18%</b>

### 1.4 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 SALGAPolicy on Job Description Evaluation and Grading. Job Evaluation Committee for Region 4 has started the job evaluation process. Ulundi Municipality has submitted the outstanding Job Descriptions that need to be evaluated and awaiting for final outcome report from the Provincial Audit Committee.

### 1.5 Remuneration

The Ulundi Municipality Employees are remunerated in terms of the TASK Grade System with the exception of those incumbents who are still on post levels, which are yet to be submitted to the Provisional Job Evaluation. The remunerations due date is 25<sup>th</sup> and 30<sup>th</sup> of each month to permanent and contractual employees.

### 1.6 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.

### 1.7 Personnel Expenditure

During the year 2017/2018, the Ulundi Municipality has spent about **R 130 441 504.00** on employees' salaries from an annual salary budget of **R 132 928 001.96**

### 1.8 Affirmative Action

All advertised positions were in terms of affirmative Action. Furthermore please note that 1 Female is appointed in Senior Management.

## 1.9 Recruitment

The Ulundi Municipality has recruited forty three (43) employees during the financial year 2017/2018 wherein twenty (20) are black females and twenty three (23) black males.

## 1.10 Promotion

- Mr L.S. Mahlaba, who was appointed as Traffic Warden within the Department of Protection Services translated in Rank as Traffic Officer on 01 August 2017.
- Mr M.E. Zungu was promoted as Traffic Officer on 01 August 2017 within the Department of Protection Services.
- Mrs Z.F. Zungu was promoted as a Traffic Officer on 01 August 2017 within the Department of Protection Services.
- Mr N.L. Makhathini as a Traffic Officer on 01 August 2017 within the Department of Protection Services.
- Mr W. Vilakazi was promoted as a Traffic Officer on 01 August 2017 within the Department of Protection Services.
- Mr E.D. Mhlongo, who was appointed as Traffic Warden within the Department of Protection Services translated in Rank as Traffic Officer on 01 August 2017.
- Mr F.M. Mula, who was appointed as Supervisor Driver within the Department of Protection Services translated in Rank as Traffic Officer on 01 August 2017.
- Mr W. Vilakazi, who was appointed as Driver within the Department of Protection Services translated in Rank as Traffic Officer on 01 August 2017.
- Promotion of Mr H.A.L. Meyer as Deputy Director Protection Services on 01 September 2017.
- Promotion of Miss P.C. Luthuli as a Deputy Director Internal Auditor on 01 September 2017.
- Promotion of Mr K.S. Dladla as a Manager Internal Auditor within the Office of the Municipal Manager.
- Miss N.B. Mlambo as a SCM Procurement Officer on 01 September 2017 within the Department of Financial Services.
- Mr D.S. Mngayi was promoted as Fire Station Officer on 01 September 2017 within the Department of Protection Services.
- Facilitated the Horizontal Transfer in respect of Mr Z.N. Mpontshane from the Department of Community Services to the Department of Financial Services as IT Support Officer with effect from 01 September 2017
- Mrs T.A. Ntombela appointed as the Executive Director - Community Services on 01 Nov 2017 to 30 October 2022.

- Facilitated the promotion of Miss L.B. Zulu as Traffic Officer on 01 November 2017.
- Facilitated the promotion of Mr C.S. Ngema as Horticulturist within the Department of Community Services on 01 November 2017.
- Facilitated the promotion of Miss S.G. Mbatha as the Senior Internal Auditor within the Office of the Municipal Manager on 01 December 2017.
- Manager IT, Mr M.T. Nkosi was translated to Senior Manager Information Technology position on 01 April 2018
- Facilitated the promotion of Mr B.B. Phakathi as an Engineering Technician Electrical within the Department of Technical Services on 01 April 2018.

#### **1.11 Termination**

The Ulundi Municipality has terminated the services of thirteen (13), Please note that 7 employees exited on retirement, 3 employees resigned and 3 employee exited due to ill-health.

#### **1.12 Skills Development**

The Workplace Skills Plan for 2018/2019 and Annual Training Report 2017/18 was submitted to Local Government SETA and the acknowledgement of receipt of WSP & ATR Submission was signed by the LGSETA Administrator on 24 April 2018.

#### **1.13 Injury On Duty**

No cases were reported.

#### **1.14 Labour Relations**

One disciplinary case is underway.

#### **1.15 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 2017/2018 and it amounted to R 10 716 024.78 per annum.

#### **1.16 Discharge due To ill Health**

Three (3) employees were discharged due to ill-health.  
 Mr. P.D. Nzuza (S000197) General Assistant  
 Mr. N.L.B. Nkomonde (S000239) Firefighter  
 Mr. M.B. Sangweni (S000250) Traffic Warden

### **1.17 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.
- 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 also resolved that all municipalities will have to comply with the Skills Audit that will be conducted across all departments in order to identify skills gap, as part of their capacity building strategy. The Skills Audit was piloted from the Department of Technical Services and it will further be escalated to other five departments within the municipality. The comprehensive report will be communicated with the Municipality in due course.
- 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 2017-2018.

### **1.18 Achievements**

Ulundi Municipality was nominated and won the Best Municipality Award and also received the Best Municipal Manager Award in KZN at the Premier's Awards ceremony. Furthermore Ulundi Municipality was awarded the Best Compliant Local Municipality in the Expanded Public Works Programme (EPWP) at the KAMOSO awards ceremony. Ulundi Municipality was awarded the Certificate of Compliance by Local Government Sector Education and Training Authority (LGSETA).

# CHAPTER 5



## **Financial Overview**

The complete set of financial information on how did 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](http://www.ulundi.gov.za)

## **Sections within the department of finance**

Finance department consist of the below listed Divisions/Units which are under the control of the Chief Financial Officer:

### **Administration and Strategic Planning**

- Ensure a maximum support to all divisions so that they are able to 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 on a daily basis.
- 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**

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. Council is also providing R45 000 as additional rebates to Rates for all our residence. Council took a resolution to reduce to R100.00 and write off all debts that were owed by the tenants occupying wendy houses in CBD the reason being that Council was reaching out to communities that are unable to pay for services due to unemployment and affordability and supporting Local Economic Development.

Based on the Revenue Enhancement Strategy, community is encouraged to pay for services so that Ulundi Municipality can deliver the services to the community. As Ulundi Municipality we also have ten vending stations established for the purposes of selling prepaid electricity to consumers and one of them is providing this service for 24 hours. 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. The Municipality

also took a resolution as part of Revenue Enhancement Strategy and debt reduction to recover 30% of the prepaid electricity purchases if the customer owes rates and refuse and other services.

### **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.

### **Assets management Unit**

- This unit is responsible for the maintenance of the Municipal Asset Register as well as Safeguarding of Assets as required by Section 63 and Section 96 of the Local Government: Municipal Finance Management Act No.56 of 2003 respectively.
- 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).

### **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 a number of benefits – efficient updating of the website is one of the benefits. Part of our plans is improve 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.

### **Budget and Reporting Unit**

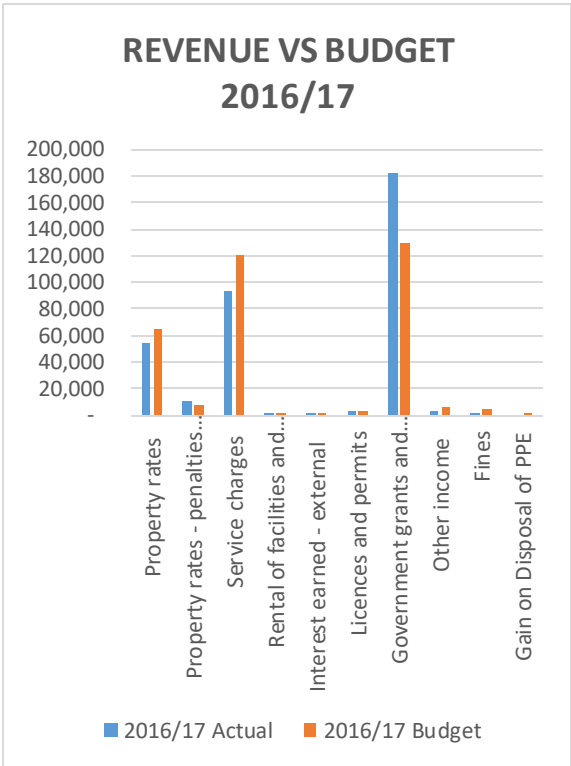
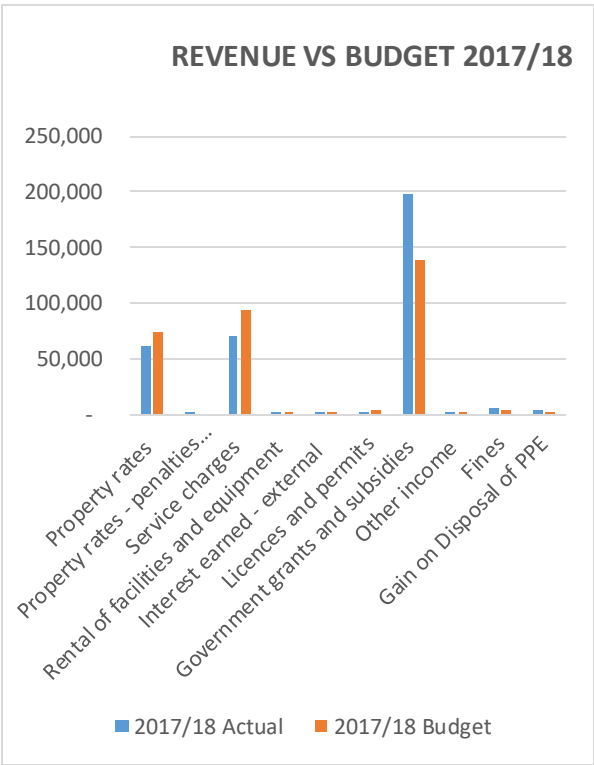
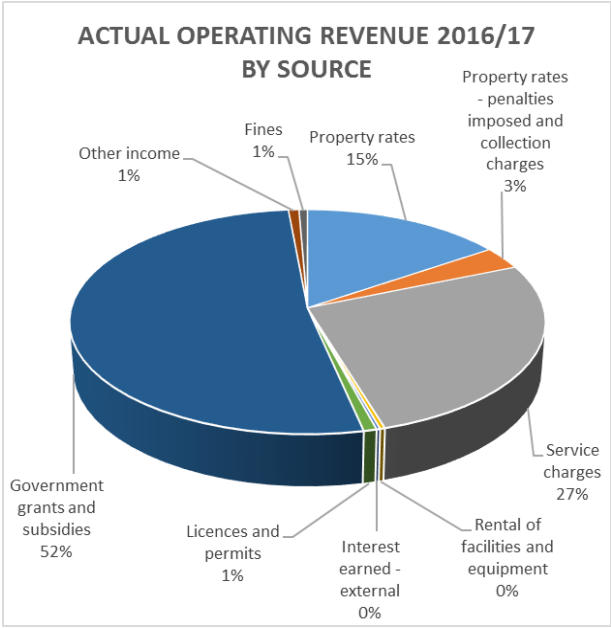
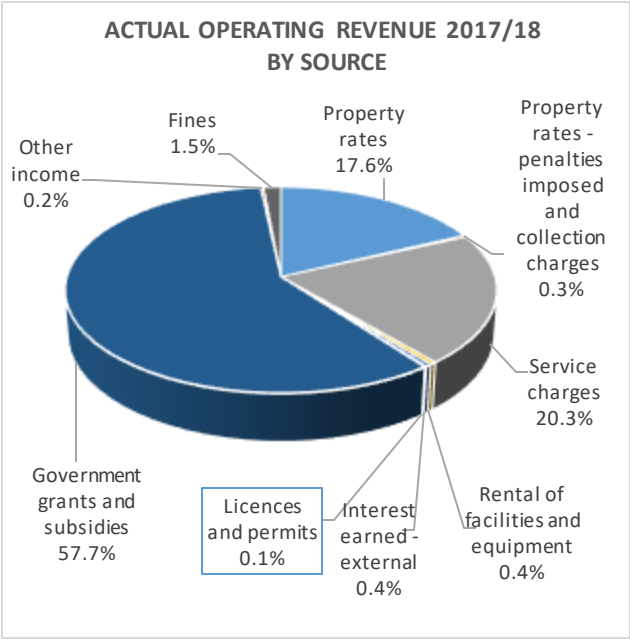
- The municipality's activities are as per MFMA Section 21 (1)(b)(i), which states that the Mayor of a municipality must approve the Budget Process Plan at least 10 months prior the start of the budget year and table in the municipal council a time schedule outlining key deadlines for the preparation, 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 two sets of reports namely, Data Strings and Manual submissions which are submitted to the LG Portal and LG Database respectively. On a monthly basis these Financial Reports are submitted to the Executive Committee for Reporting purposes.
- The Municipality welcomed the new Regulations on MSCOA, in terms of which 2017/18 Budget was prepared in a new format and where the Municipality was able to comply with three validation phases. The Implementation phase was successfully completed since the Municipality was transacting using version 6.1 of MSCOA and preparing a 2018/19 Budget in the new MSCOA 6.2 version.
- The Municipality participates in the Internship Programme which allows graduates in the commercial 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 have been absorbed by the municipality.

## Statement of Financial Performance Summary

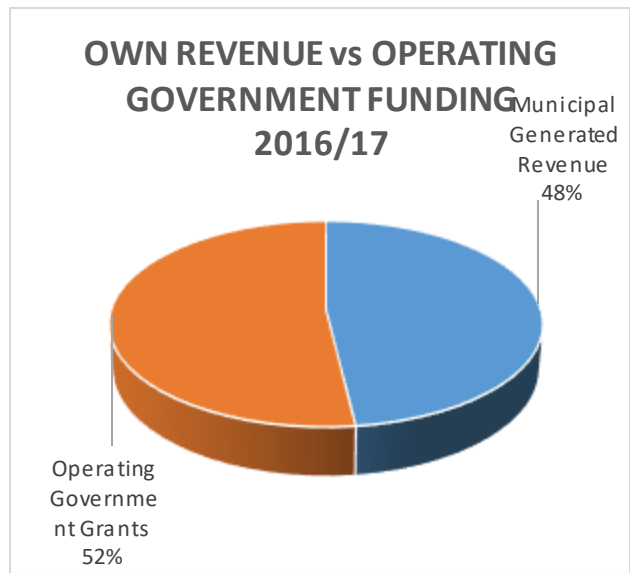
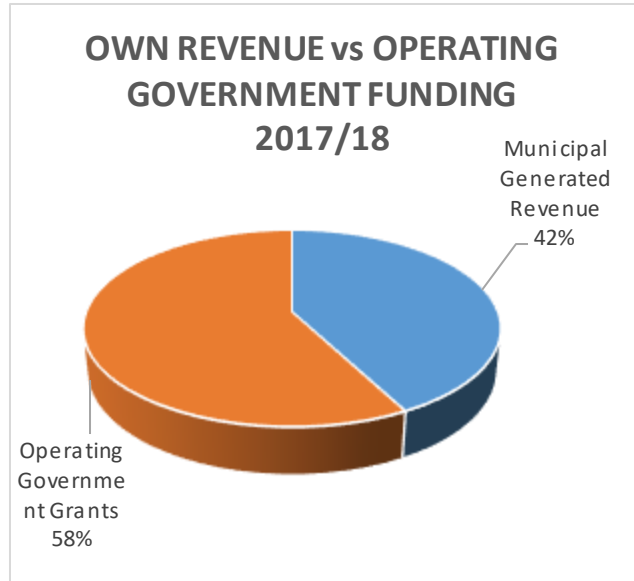
The statement of financial performance reflects a summary of income and expenditure below:

1. Actual operating Revenue versus Budget				
No	Description	Actual Revenue- 17/18 ('R)	Budget – 17/18 (‘R)	Actual Revenue- 16/17 ('R)
1.	Property rates	60,681,455.00	74,310,000.00	54 295 934
2.	Property rates - penalties imposed and collection charges	2,903,670.00	2,000,000.00	11 416 944
3.	Service charges	68,272,984.00	84,419,000.00	92 534 853
4.	Rental of facilities and equipment	1,444,700.00	680,500.00	1 043 918
5.	Interest earned - external	787,257.00	1,000,000.00	776 601
6.	Licences and permits	2,725,797.00	4,000,000.00	3 068 005
7.	Government grants and subsidies	196,193,075.00	139,744,000.00	182 647 885
8.	Other income	2,179,902.00	186,000	2 826 498
9.	Fines	4,991,532.00	4 500 000	7 240 151



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

No	Description	Actual Revenue 17/18 ('R)	Actual Revenue-16/17 ('R)
1.	Municipal Generated revenue	145 328 000	169 238 000
2.	Operating Government Grants	198 530 000	183 656 000

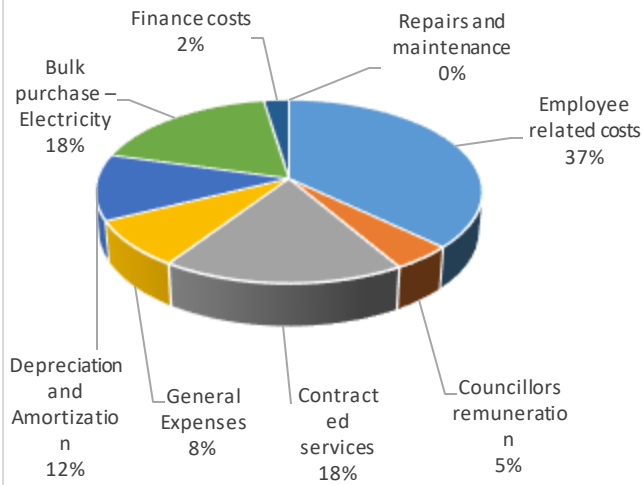


The slight reduction in own revenue due to the revenue challenges faced by the Municipality to collect from the ITB and Farmers while the account accumulate interest continuously.

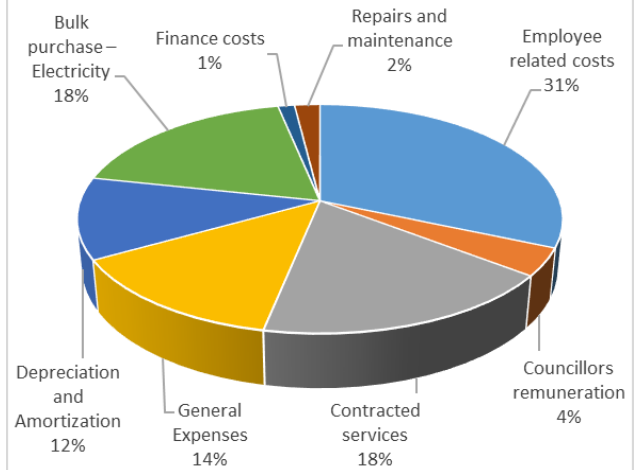
**3. Actual operating expenditure**

No	Description	Actual Expenditure-17/18 ('R)	Budget – 17/18 ('R)	Actual Expenditure-16/17 ('R)
1.	Employee related costs	130,441,504.00	130,728,000	114 230 839
2.	Councillors remuneration	16,027,016.00	15,850,000	14 211 321
3.	Contracted services	69,314,070.00	18,564,000	67 600 097
4.	General Expenses	29,412,046.00	15,712,000	47 904 499
5.	Depreciation and Amortization	42,116,239.00	41,000,000	41 812 745
7.	Bulk purchase – Electricity	65,507,222.00	70,000,000	66 659 488
8.	Finance costs	3,985,815.00		4 640 345
9.	Repairs and maintenance			4 901 677

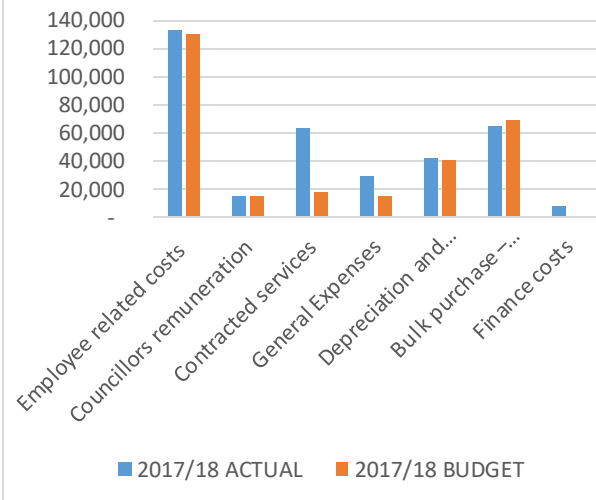
**ACTUAL OPERATING EXPENDITURE 2017/18 BY CATEGORY**



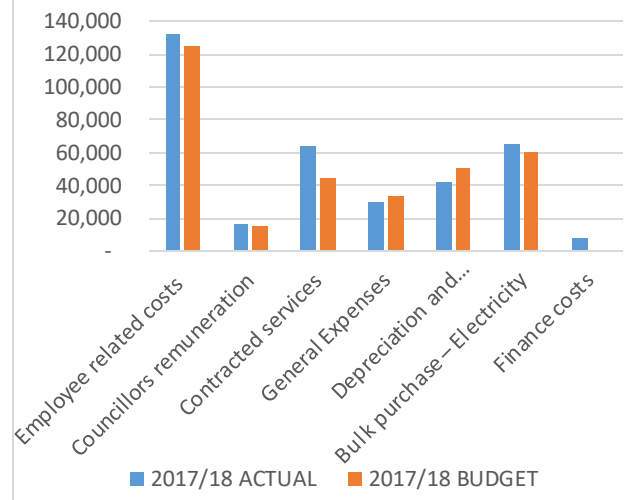
**ACTUAL OPERATING EXPENDITURE 2016/17 BY CATEGORY**



**EXPENDITURE VS BUDGET 2017/18**



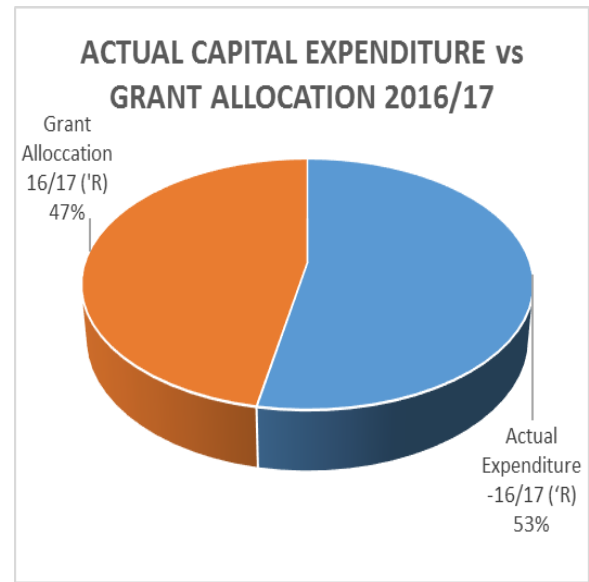
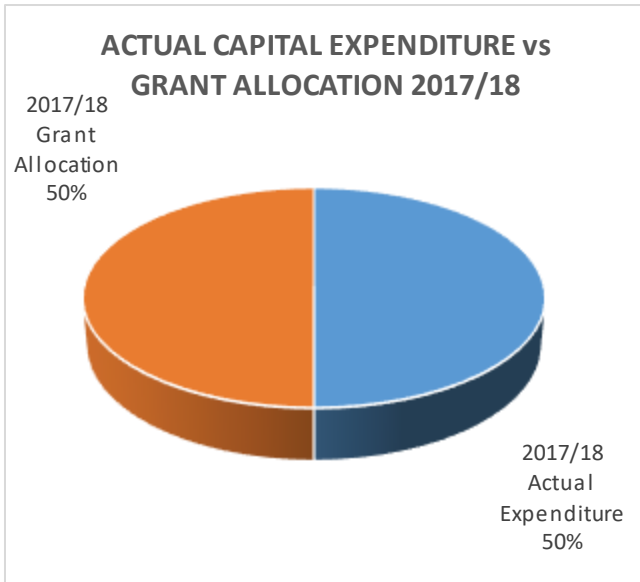
**EXPENDITURE VS BUDGET 2016/17**



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 79 which suggested that 6.2% be applied.

**4. Actual Capital expenditure - 16/17**

No	Description	Actual Expenditure- 17/18 ('R)	Grant allocation ('R)	Actual Expenditure- 16/17 ('R)	Grant allocation 16/17 ('R)
1.	Expenditure (MIG)	31,388 000	31 388 000	33 307 000	29 492 000
29.	Expenditure (INEP)	26,000 000	26 000 000	26 667 000	25 000 000



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%	31 388 000 / 291 854 000 *100= 10.75%	The Municipality managed to prioritise the budget towards service delivery this is evidenced by the ratio which is 10.75% which is within the stipulated norm
Capital Expenditure Budget Implementation Indicator	95% - 100%	31 388 000 / 31 388 000 *100 = 100%	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 2017/2018 financial year with matters of emphasis. An action plan on matters raised has been developed and it will be monitored during the 2018/2019 financial year, as depicted hereunder.

Auditor-General of South Africa

**Ulundi Municipality**

**Audit report 2017-18**

# Report of the auditor-general to the KwaZulu-Natal Provincial Legislature and the 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 2018, the statement of financial performance, statement of changes in net assets, cash flow statement and the statement of comparison of actual information versus budget 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 2018, and its financial performance and cash flows for the year then ended in accordance with 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, 2017 (Act No. 3 of 2017) (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 the International Ethics Standards Board for Accountants' *Code of ethics for professional accountants* (IESBA code) and 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 code.
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 electricity distribution losses of R23,44 million at 30 June 2018, a deficit of R22,55 million for the year and as of that date the municipality's current liabilities exceeded its current assets by R78,71 million. Consequently, the municipality is unable to pay its creditors timeously. These conditions, along with other matters stated in the above note, 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 R30,12 million was incurred as a result of a write-off of irrecoverable trade debtors.

### **Material losses – electricity**

10. As disclosed in note 37 to the financial statements, material electricity losses of R23,44 million (2016-17: R15,21 million) was incurred, which represents 36% (2016-17: 33%) of total electricity purchased. Technical losses amounted to R14,98 million (2016-17: R8,69 million) and was due to transmission and distribution losses. Non-technical losses amounted to R8,47 million (2016-17: R6,52 million) and were due to illegal connections and inaccurate meter readings.

### **Restatement of corresponding figures**

11. As disclosed in note 43 to the financial statements, the corresponding figures for 30 June 2017 were restated as a result of errors/ reclassifications in the financial statements of the municipality at, and for the year ended, 30 June 2018.

## **Other matters**

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

### **Unaudited disclosure notes**

13. 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.

### **Unaudited supplementary schedules**

14. The supplementary information set out on pages XX to XX does not form part of the financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion on them.

## **Responsibilities of the accounting officer for the financial statements**

15. 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.

16. 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**

17. 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.

18. 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**

19. 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 selected objectives presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.

20. 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.

21. 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 following selected objective presented in the annual performance report of the municipality for the year ended 30 June 2018:

<b>Objective</b>	<b>Pages in the annual performance report</b>
Strategic objective 2 – Construction, upgrading and maintenance of the roads and storm-water network for those roads that the municipality is responsible for	xx

22. 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.
23. The material finding in respect of the usefulness and reliability of the selected objective is as follows:

### **Strategic objective 2 – Construction, upgrading and maintenance of the roads and storm-water network for those roads that the municipality is responsible for**

#### **Number of monthly progress reports on the implementation of the maintenance plan**

24. The achievement for the target of 12 monthly progress reports on the implementation of the maintenance plan reported in the annual performance report was 12. However, the supporting evidence provided did not agree to the reported achievement and indicated an actual achievement of six reports.

#### **Other matter**

25. I draw attention to the matter below.

#### **Achievement of planned targets**

26. The annual performance report on pages xx to xx includes information on the achievement of planned targets for the year. This information should be considered in the context of the material finding on the usefulness and reliability of the reported performance information in paragraph 24 of this report.

## **Report on the audit of compliance with legislation**

### **Introduction and scope**

27. 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.
28. The material findings on compliance with specific matters in key legislation are as follows:

#### **Annual financial statements**

29. 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 assets, revenue, current assets, current liabilities, expenditure, commitments, contingent assets 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**

30. Money owed by the municipality was not always paid within 30 days, as required by section 65(2)(e) of the MFMA.
31. Effective steps were not taken to prevent fruitless and wasteful expenditure amounting to R5,57 million, as disclosed in note 33.2 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 due to late payment of accounts.
32. Effective steps were not taken to prevent irregular expenditure amounting to R55,76 million as disclosed in note 33.3.1 to the financial statements, as required by section 62(1)(d) of the MFMA. The majority of the irregular expenditure was caused by competitive bidding processes not being followed in awarding of contracts.

### **Consequence management**

33. 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**

34. 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).

### **Procurement and contract management**

35. Some of the goods and services of a transaction value above R200 000 were procured without inviting competitive bids, as required by supply chain management (SCM) regulation 19(a). Similar non-compliance was also reported in the prior year.
36. Sufficient appropriate audit evidence could not be obtained that some contracts were awarded to bidders based on points given for criteria that were stipulated in the original invitation for bidding, as required by the Preferential Procurement Regulations.
37. Sufficient appropriate audit evidence could not be obtained that some contracts were awarded to suppliers based on preference points that were allocated and calculated in accordance with the requirements of the Preferential Procurement Policy Framework Act and its regulations.
38. Sufficient appropriate audit evidence could not be obtained that some of the bid documentation for procurement of commodities designated for local content and production stipulated the minimum threshold for local production and content as required by the 2017 preferential procurement regulation 8(2).

39. Sufficient appropriate audit evidence could not be obtained that some contracts were awarded to bidders based on pre-qualification criteria that were stipulated in the original invitation for bidding, in contravention of the 2017 preferential procurement regulation 4(1) and 4(2).
40. Construction contracts were awarded to contractors that were not registered with the Construction Industry Development Board (CIDB) and/or did not qualify for the contract in accordance with section 18(1) of the CIDB Act. Similar non-compliance was also reported in the prior year.

#### Other information

41. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report, which includes the audit committee's report, the mayor's foreword and the accounting officer's report. The other information does not include the financial statements, the auditor's report and those selected objectives presented in the annual performance report that have been specifically reported in this auditor's report.
42. 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.
43. 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.
44. 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 2018.
45. When I do receive and read the mayor's foreword and audit committee's 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

46. 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.
47. The matters reported below are limited to the significant internal control deficiencies that resulted in the findings on the annual performance report and the findings on compliance with legislation included in this report.



48. Senior management did not implement proper records management systems for the maintenance of documents supporting reported financial and performance information. This contributed to inaccurate reporting as evidenced by the quality of the financial statements and annual performance report. 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 2018



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 objectives 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: 2017/2018

ACHIEVED = Remedial Action has been completed

NOT ACHIEVED = Remedial Action not completed by the Implementation Date

ON-GOING/IN PROGRESS = No specific Implementation Date / Partially completed

Updated: 21/01/2019

No.	A-G Finding	Causal Factors	Remedial Action Plan	Responsible HoD	Implementation Date	MANAGEMENT REPORTED PROGRESS TO DATE	Current Status	Comments
1	<b>Material uncertainty relating to going concern;</b> Distribution losses = R23.44m; Deficit = R22.55m; Current liabilities exceeded current assets by R78.71m.	Eskom debt which constitute a larger portion of the creditors amounting to over R88 millions.	Explore possibilities of externalisation of the electricity service. - Obtain Council resolution. - Engage Eskom re: externalisation. - Seek advice from Treasury re: externalisation. - Usage of the Equitable Share to honour the Eskom repayment plan	All HOD's	30-Jun-19			
2	<b>Material losses - electricity; FS Note 37:</b> (1) Material <b>electricity losses of R23.44 m</b> incurred during the year which represents 36% of total electricity purchased. <i>[Technical losses = R14.98m due to transmission / distribution losses . Non-technical losses = R8.47m due to illegal connections and inaccurate meter readings.]</i>  <b>Year to Year Comparison:</b> <b>Total Electricity distribution losses:</b> 2017/2018: R23.44m 2016/2017: R15.21m 2015/2016: R28.02m  <b>Technical losses:</b> 2017/2018: R14.98m 2016/2017: R8.69m 2015/2016: R10.19m <b>None Technical losses:</b> 2017/2018: R8.47m 2016/2017: R6.52m 2015/2016: R17.83m	Ageing electricity network.	The losses of 13% for technical losses is a norm in the electricity industry.	Director Technical Services				
		Inaccurate meter readings Meter auditing not done regularly	To intensify meter audits (for non-technical losses)	Director Technical Services	Ongoing			
			Internalisation of meter readings.	Director Technical Services	31 Jan 2019			

3	<b>Expenditure management; AR</b> <b>Note 30:</b> Money owed by the municipality was not always paid within 30 days, as required by Section 65(2) (e) of the MFMA.	Inability to collect o/s debts Eskom debt	Implementation of the Financial Recovery Plan	Chief Financial Officer	Ongoing			
4	<b>Expenditure management; FS</b> <b>Note 33.2:</b> Effective steps were not taken to prevent <i>fruitless and wasteful expenditure</i> amounting to R6.73m in contravention of section 62(1)(d) of the MFMA. The majority of the expenditure was due to penalty interest incurred due to late payment of accounts.	Municipality incurred interest as a result of Eskom's outstanding debt.	Adherence to the Eskom payment plan	Chief Financial Officer	Ongoing			
5	<b>Expenditure management; FS</b> <b>Note 33.3.1:</b> Effective steps were not taken to prevent <i>irregular expenditure</i> amounting to R54.38m as required by section 62(1)(d) of the MFMA. The majority of the irregular expenditure was caused by Competitive bidding processes not being followed in awarding of contracts.	This arose through differences in the interpretation of SCM Regulation 32	a) The Municipality has resolved not to utilize SCM Regulation 32 but to follow the normal BID process as detailed in the SCM regulations.	Chief Financial Officer	01-Jul-17	No procurement done using Regulation 32 since 1/07/2018 except the existing contracts procured on the previous financial year.	Achieved	
6	<b>Consequence management; AR</b> <b>Note 33:</b> 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) (a) and (b) of the MFMA.	UIFWE Committee with approved TOR did not exist.	UIFWE Committee to do investigations and report	MM	Ongoing			

7	<b>Human resource management; AR Note 34:</b> (2) Appropriate systems and procedures to monitor, measure and evaluate performance of staff below the level of senior management, were not developed and adopted, as required by section 67(1)(d) of the Municipal Systems Act of South Africa, 2000 (Act No. 32 of 2000) (MSA).	No collective agreement yet	Introduced one-level below SM already. To await outcome of SALGA workshop arranged for February 2019.	MM	01-03-2019	To wait for outcome of Salga meeting		
8	<b>Procurement and contract management; AR Note 35:</b> (3) Some of the goods and services of transation value above R200 000 were procured without inviting competitive bids as required by supply chain management regulation 19(a). Similar non-compliance was also reported in the prior year.	This arose through differences in the interpretation of SCM Regulation 32	a) The Municipality has resolved not to utilize SCM Regulation 32 but to follow the normal BID process as detailed in the SCM regulations.	Chief Financial Officer	01-Jul-17	No procurement done using Regulation 32 since 1/07/2018 except the existing contracts procured on the previous financial year.	Achieved	
9	<b>Procurement and contract management; AR Note 36:</b> Sufficient appropriate audit evidence could not be obtained that some contracts were awarded to bidders based on <i>points given for criteria that was stipulated in the original invitation</i> for bidding, as required by the Preferential Procurement Regulations.	This arose through differences in the interpretation of SCM Regulation 32	a) The Municipality has resolved not to utilize SCM Regulation 32 but to follow the normal BID process as detailed in the SCM regulations.	Chief Financial Officer	01-Jul-17	No procurement done using Regulation 32 since 1/07/2018 except the existing contracts procured on the previous financial year.	Achieved	

10	<p><b>Procurement and contract management; AR Note 37:</b> Sufficient appropriate audit evidence could not be obtained that some contracts were awarded to suppliers based on <i>preference points that were allocated and calculated</i> in accordance with the requirements of the Preferential Procurement Policy Framework Act and its regulations.</p>	No training was provided to bid committees when the new regulations were introduced.	The Municipality to seek training from Provincial Treasury on the regulations for the Bid committees.	Chief Financial Officer	30-Jan-19	Municipality have issued the request letter to provincial Treasury.		
11	<p><b>Procurement and contract management; AR Note 38:</b> Sufficient appropriate audit evidence could not be obtained that some of the bid documentation for procurement of commodities designated for local content and production <i>stipulated the minimum threshold for local production and content</i> as required by the 2017 preferential procurement regulation 8(2).</p>	No training was provided to bid committees when the new regulations were introduced.	The Municipality to seek for a refresher training from Provincial Treasury on the regulations for the Bid committees.	Chief Financial Officer	30-Jan-19	There hasn't been any BID advertised yet.		
12	<p><b>Procurement and contract management; AR Note 39:</b> Sufficient appropriate audit evidence could not be obtained that some contracts were awarded to bidders based on <i>pre-qualification criteria that were stipulated in the original invitation</i> for bidding in contravention of the 2017 preferential procurement regulation 4(1) and 4(2).</p>	This was due to the use of Regulation 32.	Municipality will ensure that all bid advertisement contain all required information as guided by the regulations.	Chief Financial Officer	07/01/2019	There hasn't been any new advertisement yet		

13	<b>Procurement and contract management; AR Note 40:</b> Construction contracts were awarded to contractors that were <b>not registered with the CIDB and/or did not qualify</b> for the contract in accordance with section 18(1) of the CIDB Act. Similar non-compliance was also reported in the prior year.	This was due to the use of Regulation 32.	The Municipality has resolved not to utilize SCM Regulation 32 but to follow the normal BID process as detailed in the SCM regulations.	Chief Financial Officer	01/07/2018	No procurement done using Regulation 32 since 1/07/2018. No contractor who is not registered with the CIDB is used since 1/07/2018.	Achieved	
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<b>No of Findings</b>	<b>13</b>
<b>No of Remedial Actions</b>	<b>0</b>
Achieved	
Not Achieved	
Ongoing/In Progress	

	Achieved
	Not Achieved
	Ongoing / In Progress

# APPENDIX A



## Ulundi Municipal Political Structure

### Serving Councillors for the 2016 to 2021 Term of Office

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 NSL Mbatha	Male	741008 5894 08 1	Section 81 Traditional Leader
Inkosi B. Zulu	Male	480731 5538 08 6	Section 81 Traditional Leader
Inkosi MD Buthelezi	Male	770204 5509 08 4	Section 81 Traditional Leader
Inkosi NM Ntombela	Female	580608 0863 08 2	Section 81 Traditional Leader
Inkosi MP Mlaba	Male	510529 5479 08 5	Section 81 Traditional Leader
Inkosi STZ Ndebele	Male	841125 5485 08 9	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. Sibiyi	Male	590417 5702 08 1	IFP PR Cllr EXCO Member, Chairperson of the Portfolio Committee
Councillor B.S. Masondo	Male	850910 5822 08 6	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 H.S. Sibiya	Female	860101 2555 08 9	ANC PR Cllr EXCO Member
Councillor P.M. Mthethwa	Male	750223 5427 08 3	IFP, Ward 1 Cllr OrdinaryMember of Council
Councillor N.D. Masondo	Male	640511 5472 08 1	IFP - Ward 4 Cllr OrdinaryMember of Council
Councillor S.N. Buthelezi	Male	831014 5611 08 8	IFP - Ward 5 Cllr OrdinaryMember of Council
Councillor Z.B. Mncube	Male	570527 5787 08 2	IFP - Ward 6 Cllr OrdinaryMember of Council
Councillor J.E. Xulu	Male	521125 5513 08 5	IFP - Ward 7 Cllr OrdinaryMember of Council
Councillor A.M. Sibiya	Male	690812 5590 08 1	IFP - Ward 8 Cllr OrdinaryMember of Council
Councillor L.B. Khumalo	Male	770527 5884 08 5	IFP - Ward 9 Cllr OrdinaryMember of Council
Councillor M.S. Mhlongo	Male	76022 354 34 08 7	IFP - Ward 10 Cllr OrdinaryMember of Council
Councillor T.K. Mkhize	Male	780319 5177 08 4	IFP - Ward 12 Cllr OrdinaryMember of Council
Councillor L. Yaka	Male	901129 5707 08 5	IFP – Ward 13 Cllr OrdinaryMember of Council
Councillor S.P. Ximba	Female	760902 0527 08 2	IFP-Ward 15 Cllr OrdinaryMember of Council
Councillor M.E. Buthelezi	Male	650516 5233 08 3	IFP - Ward 16 Cllr OrdinaryMember of Council
Councillor M. Mdalose	Male	710412 5607 08 8	IFP - Ward 18 Cllr OrdinaryMember of Council
Councillor S.D. Sibiya	Male	741008 5511 08 1	IFP - Ward 19 Cllr OrdinaryMember of Council
Councillor S.Z. Mkhize	Male	730207 5527 08 8	IFP - Ward 20 Cllr OrdinaryMember of Council
Councillor T.P. Khanyile	Male	700327 5799 08 5	IFP - Ward 21 Cllr OrdinaryMember of Council
Councillor V. Ngcobo	Male	631114 5583 08 9	IFP - Ward 22 Cllr OrdinaryMember of Council
Councillor J.V. Buthelezi	Male	680512 5411 08 8	IFP - Ward 23 Cllr OrdinaryMember of Council
Councillor D. Khoza	Male	800331 5549 08 5	IFP - Ward 24 Cllr OrdinaryMember of Council
Councillor J.T. Gasa	Male	490204 5528 08 3	ANC PR Cllr OrdinaryMember of Council
Councillor Z. Siyaya	Female	750820 0962 08 7	ANC PR Cllr OrdinaryMember 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
Councillor S.P. Nakin	Female	8709271673087	ANC PR Cllr Ordinary Member of Council
Councillor X.T. Mbatha	Male	820128 5363 087	EFF PR Cllr Ordinary Member of Council
Councillor S.S. Buthelezi	Female	850103 0714 082	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 C.K. Zungu (m)	Male	710830 5400 08 1	IFP PR Cllr Ordinary Member of Council

**Schedule of Meetings: 2017/2018 Financial Year**

**Exco & Council**

<b>EXCO MEETINGS</b>	<b>TIME</b>	<b>COUNCIL MEETINGS</b>	<b>TIME</b>
1 <sup>ST</sup> 26/07/2017	14H00		
2 <sup>ND</sup> 30/08/2017	14H00		
3 <sup>RD</sup> 27/09/2017	9H00	1 <sup>ST</sup> 27/09/2017	10H00
4 <sup>TH</sup> 25/10/2017	14H00		
5 <sup>TH</sup> 29/11/2017	14H00		
6 <sup>TH</sup> 06/12/2017	9H00	2 <sup>ND</sup> 06/12/2017	10H00
7 <sup>TH</sup> 31/01/2018	14H00		
8 <sup>TH</sup> 28/02/2018	14H00		
9 <sup>TH</sup> 28/03/2018	9H00	3 <sup>RD</sup> 28/03/2018	10H00
10 <sup>TH</sup> 25/04/2018	14H00		
11 <sup>TH</sup> 30/05/2018	14H00		
12 <sup>TH</sup> 27/06/2018	9H00	4 <sup>TH</sup> 27/06/2018	10H00

**Schedule of Meetings: Portfolio Committees**

<b>Local Economic Development</b>	<b>Community Services Portfolio Committee</b>	<b>Protection Services Portfolio Committee</b>	<b>Technical &amp; Infrastructure Portfolio Committee</b>	<b>Tourism Portfolio Committee</b>	<b>Planning &amp; Development Portfolio Committee</b>
<b>10H00</b>	<b>14H00</b>	<b>10H00</b>	<b>14H00</b>	<b>10H00</b>	<b>14H00</b>
	11-07-2017	13-07-2017	13-07-2017	05-07-2017	13-07-2017
08-08-2017	08-08-2017	10-08-2017	10-08-2017	04-08-2017	10-08-2017
12-09-2017	12-09-2017	14-09-2017	07-09-2017	06-09-2017	14-09-2017
10-10-2017	10-10-2017	12-10-2017	12-10-2017	04-10-2017	12-10-2017
07-11-2017	14-11-2017	09-11-2017	09-11-2017	10-11-2017	16-11-2017
05-12-2017	12-12-2017	07-12-2017	07-12-2017	06-12-2017	07-12-2017
09-01-2018	09-01-2018	11-01-2018	11-01-2018		
13-02-2018	13-02-2018	18-02-2018	08-02-2018		
13-03-2018	13-03-2018	15-03-2018	08-03-2018		
10-04-2018	10-04-2018	12-04-2018	12-04-2018		
08-05-2018	08-05-2018	10-05-2018	10-05-2018		
12-06-2018	12-06-2018	14-06-2018	07-06-2018		

**Record of Actual Meetings Convened In 2017/2018 Financial Year  
(01 July 2017 to June 2018)**

<b>Executive &amp; Finance Committee</b>		<b>Council</b>		<b>MPAC</b>
<b>ordinary meetings (12)</b>	<b>special meetings (8)</b>	<b>ordinary meetings (4)</b>	<b>special meetings (10)</b>	<b>ordinary meeting (4)</b>
27/07/2017	23/08/2017	02/10/2017	13/07/2017	28/08/2017
30/08/2017	10/11/2017	13/12/2017	31/07/2017	23/01/2018
29/09/2017	04/01/2018	27/03/2018	30/08/2017	20/03/2018
25/10/2017	24/01/2018	26/06/2018	24/10/2017	21/06/2018
29/11/2017	26/02/2018		04/01/2018	
13/12/2017	24/04/2018		25/01/2018	
31/01/2018	24/05/2018		13/02/2018	
01/03/2018			26/02/2018	
37/03/2018			24/04/2018	
18/04/2018			24/05/2018	
31/05/2018				
27/06/2018				

**Record of Actual of Meetings 2017/2018: Portfolio Committees**

<b>Community Services Portfolio Committee (11)</b>	<b>Technical &amp; Infrastructure Portfolio Committee (11)</b>	<b>Protection Services Portfolio Committee (10)</b>	<b>Planning &amp; Development Portfolio Committee (9)</b>	<b>Local Economic Development (6)</b>	<b>Tourism Portfolio Committee (5)</b>
<b>14H00</b>	<b>14H00</b>	<b>10H00</b>	<b>14H00</b>	<b>10H00</b>	<b>10H00</b>
24/07/2017	17/07/2017	10/08/2017	19/07/2017	12/09/2017	05/07/2017
08/08/2017	15/08/2017	14/09/2017	10/08/2017	24/10/2017	06/09/2017
12/09/2017	07/09/2017	12/10/2017	21/09/2017	17/01/2018	07/02/2018
11/10/2017	12/10/2017	14/11/2017	12/10/2017	20/03/2018	10/05/2018
14/11/2017	09/11/2017	08/12/2017	16/11/2017	10/05/2018	11/06/2018
23/01/2018	16/01/2018	15/02/2018	23/01/2018	12/06/2018	
21/02/2018	08/02/2018	23/03/2018	15/02/2018		
13/03/2018	13/03/2018	12/04/2018	15/03/2018		
10/04/2018	17/04/2018	10/05/2018	12/04/2018		
17/04/2018	10/05/2018	14/06/2018			
15/05/2018	19/06/2018				

**Record of Attendance of Meetings in 2017/2018 Financial Year**

**01 July 2017 to 30 June 2018**

COUNCILLORS NAMES	COUNCIL MEETINGS	
	Ordinary Meetings	Special Meetings
	Total Number (4)	Total Number (10)
Cllr N.J. Manana	4	8
Cllr W.M. Ntshangase	4	10
Cllr T.G. Madela	4	9
Cllr R.B. Nyawo	4	9
Cllr K.P. Ngema	4	10
Inkosi M.D. Buthelezi	0	4
Inkosi M.P. Mlaba	0	0
Inkosi N.L.S. Mbatha	0	0
Inkosi S.T.Z. Ndebele	2	4
Inkosi N.M. Ntombela	2	6
Inkosi B. Zulu	4	8
Cllr J.V. Buthelezi	2	7
Cllr M.E. Buthelezi	4	8
Cllr M.S. Buthelezi	4	9
Cllr Prince T.M. Buthelezi	4	7
Cllr S.M. Buthelezi	3	9
Cllr S.N. Buthelezi	4	7
Cllr S.S. Buthelezi	4	10
Cllr S.F. Cindi	4	6
Cllr N.G. Dlamini	2	8
Cllr M.R. Dubazane	2	6
Cllr J.T. Gasa	3	10
Cllr T.P. Khanyile	4	9
Cllr B.L. Khumalo	3	4
Cllr D. Khoza	3	9
Cllr B.S. Masondo	3	9
Cllr N.D. Masondo	4	9
Cllr P.B. Mbatha	4	8
Cllr W.V. Mbatha	4	9

Cllr X.T. Mbatha	1	6
Cllr H.J. Mlambo	4	7
Cllr M. Mdlalose	4	8
Cllr S.Z. Mkhize	4	9
Cllr T.K. Mkhize	4	9
Cllr M.S. Mhlongo	3	8
Cllr Z.B. Mncube	4	10
Cllr P.M. Mthethwa	4	7
Cllr M.T. Mthembu	4	8
Cllr S.P. Nakin	3	9
Cllr V. Ngcobo	4	9
Cllr I.P. Ngobese	3	8
Cllr S. Ntshingila	3	10
Cllr A.M. Sibiyi	3	10
Cllr H.S. Sibiyi	3	3
Cllr Adv. R.V. Sibiyi	2	8
Cllr S.D. Sibiyi	2	10
Cllr M.Z. Sikhakhane	4	8
Cllr T.D. Sikhakhane	2	5
Cllr Z. Siyaya	2	4
Cllr S.P. Ximba	4	6
Cllr J.E. Xulu	4	10
Cllr L. Yaka	2	5
Cllr C.K. Zungu	4	9

# 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.

<b>Executive And Finance Committee</b>		
<b>Councillors Names</b>	<b>Ordinary Meetings Total Number (12)</b>	<b>Special Meetings Total Number (7)</b>
Cllr W.M. Ntshangase	12	7
Cllr T.G. Madela	9	6
Cllr N.J. Manana	3	5
Cllr Prince T.M. Buthelezi	10	6
Cllr S.M. Buthelezi	10	7
Cllr B.S. Masondo	11	6
Cllr H.J. Mlambo	10	5
Cllr Adv. R.V. Sibiya	9	6
Cllr H.S. Sibiya	6	1
Cllr M.S. Buthelezi	12	6

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	Ordinary Meetings Total Number (11)
Cllr B.S. Masondo	10
Inkosi M.D. Buthelezi	3
Cllr M.E. Buthelezi	8
Cllr S.N. Buthelezi	9
Cllr M.R. Dubazane	4
Cllr D. Khoza	9
Cllr N.D. Masondo	10
Cllr S.Z. Mkhize	9
Cllr H.S. Sibiya	6

#### 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

<b>Local Economic Development Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Ordinary Meetings Total Number (8)</b>
Cllr T.G. Madela	7
Inkosi N.M. Ntombela	5
Cllr S.S. Buthelezi	6
Cllr S.F. Cindi	4
Cllr M.T. Mthembu	6
Cllr T.D. Sikhakhane	3
Cllr S.P. Ximba	6
Cllr L. Yaka	6

### 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

<b>Tourism Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Ordinary Meetings Total Number (5)</b>
Cllr Adv.R.V. Sibiyi	5
Inkosi M.P. Mlaba	0
Cllr J.V. Buthelezi	1
Cllr M.R. Dubazane	2
Cllr B.L. Khumalo	5
Cllr X.T. Mbatha	1
Cllr M. Mdlalose	5
Cllr M.S. Mhlongo	5
Cllr P.M. Mthethwa	5

#### 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

<b>Technical And Infrastructure Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Ordinary Meetings Total Number (11)</b>
Cllr S.M. Buthelezi	11
Inkosi S.L.N. Mbatha	0
Cllr P.B. Mbatha	7
Cllr S.P. Nakin	7
Cllr V. Ngcobo	10
Cllr S.D. Sibiyi	10
Cllr S. Siyaya	4
Cllr J.E. Xulu	8

Inkosi passed away during the term of office "May his soul rest in peace"

#### 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

<b>Planning &amp; Development Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Ordinary Meetings Total Number (9)</b>
Cllr H.J. Mlambo	9
Inkosi B. Zulu	9
Cllr Prince T.M. Buthelezi	7
Cllr T.K. Mkhize	7
Cllr K.P. Ngema	9
Cllr I.P. Ngobese	8
Cllr M.Z. Sikhakhane	8
Cllr C.K. Zungu	6

**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

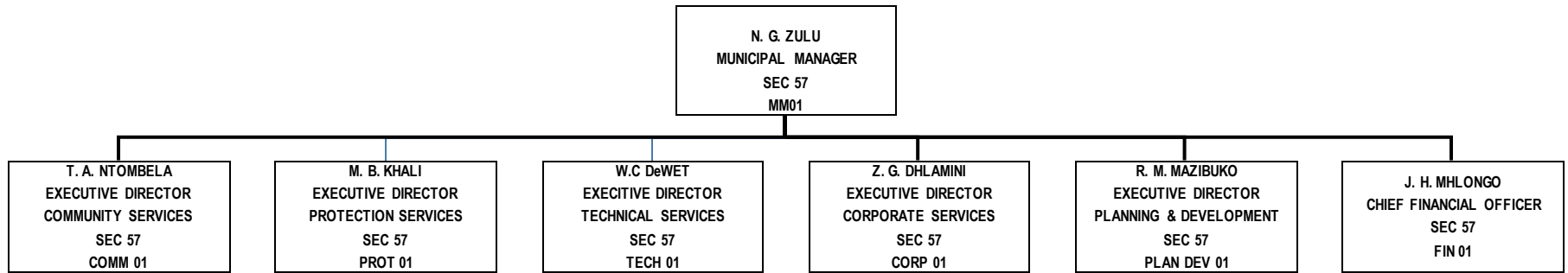
<b>Protection Services Portfolio Committee</b>	
<b>Councillors Names</b>	<b>Ordinary Meetings Total Number (9)</b>
Cllr R.B. Nyawo	8
Inkosi S.T.Z. Ndebele	1
Cllr N.G. Dlamini	7
Cllr J.T. Gasa	4
Cllr T.P. Khanyile	7
Cllr W.V. Mbatha	5
Cllr Z.B. Mncube	8
Cllr A.M. Sibiya	6

<b>Municipal Public Accounts Committee (MPAC)</b>	
<b>Councillors Names</b>	<b>Ordinary Meetings Total Number (4)</b>
Cllr R.B. Nyawo	4
Cllr N.G. Dlamini	3
Cllr T.K. Mkhize	4
Cllr P.B. Mbatha	3
Cllr W.V. Mbatha	4



# APPENDIX C

**ULUNDI LOCAL MUNICIPALITY  
MANAGEMENT STRUCTURE 2017/2018**



# 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 above mentioned 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 Support**

- 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 all 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.



# APPENDIX E

## 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 local/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 R750.00. 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 plans to Council
- Number of door to door campaigns and/or interactions with substructures
- Number of complaints, queries and requests registered from the community and those that were attended to
- Participation in ward plans and programmes of municipality. All 24 Ulundi Ward Committees are 100% functional regardless of minor challenges encountered in getting all correct poes from ward councillors timeously.

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 the 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 hope the 100% functionality that one has got will be consistent.

Training of Ward Secretariat members will also assist in the safe keeping of ward documentation which has been the challenge in the previous committee and Councillors 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 2017/2018

Ward Committee Sitting Dates					
Ward Name	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter	Performance Status
1	04/07/2017 02/08/2017 05/09/2017	03/10/2017 09/11/2017 05/12/2017	09/01/2018 06/02/2018 06/03/2018	03/04/2018 04/05/2018 05/06/2018	100% Functional
2	26/07/2017 18/08/2017 27/09/2017	27/10/2017 24/11/2017 18/12/2017	18/01/2018 08/02/2018 22/03/2018	19/04/2018 23/05/2018 14/06/2018	100% Functional
3	06/07/2017 01/08/2017 07/09/2017	05/10/2017 13/11/2017 12/12/2017	15/01/2018 05/02/2018 12/03/2018	02/04/2018 07/05/2018 04/06/2018	100% Functional
4	11/07/2017 08/08/2017 12/09/2017	10/10/2017 14/11/2017 07/12/2017	16/01/2018 13/02/2018 13/03/2018	10/04/2018 08/05/2018 22/06/2018	100% Functional
5	05/07/2017 03/08/2017 06/09/2017	04/10/2017 08/11/2017 06/12/2017	10/01/2018 07/02/2018 07/03/2018	04/04/2018 02/05/2018 06/06/2018	100% Functional
6	13/07/2017 10/08/2017 14/09/2017	10/10/2017 12/11/2017 11/12/2017	12/01/2018 09/02/2018 08/03/2018	05/04/2018 03/05/2018 07/06/2018	100% Functional
7	18/07/2017 15/08/2017 19/09/2017	17/10/2017 07/11/2017 08/12/2017	23/01/2018 20/02/2018 10/03/2018	08/04/2018 12/05/2018 10/06/2018	100% Functional
8	25/07/2017 11/08/2017 04/09/2017	02/10/2017 10/11/2017 07/12/2017	11/01/2018 02/02/2018 02/03/2018	06/04/2018 09/05/2018 08/06/2018	100% Functional
9	12/07/2017 30/08/2017 29/09/2017	25/10/2017 29/11/2017 14/12/2017	24/01/2018 23/02/2018 21/03/2018	27/04/2018 30/05/2018 29/06/2018	100% Functional
10	20/07/2017 17/08/2017 28/09/2017	26/10/2017 20/11/2017 01/12/2017	05/01/2018 15/02/2018 19/03/2018	26/04/2018 25/05/2018 27/06/2018	100% Functional
11	10/07/2017 07/08/2017 08/09/2017	06/10/2017 03/11/2017 13/12/2017	19/01/2018 16/02/2018 09/03/2018	13/04/2018 11/05/2018 15/06/2018	100% Functional

12	20/07/2017 17/08/2017 21/09/2017	19/10/2017 16/11/2017 14/12/2017	18/01/2018 08/02/2018 15/03/2018	19/04/2018 17/05/2018 14/06/2018	100% Functional
13	17/07/2017 21/08/2017 11/09/2017	13/10/2017 23/11/2017 15/12/2017	08/01/2018 21/02/2018 22/03/2018	18/04/2018 21/05/2018 18/06/2018	100% Functional
14	19/07/2017 22/08/2017 22/09/2017	24/10/2017 21/11/2017 08/12/2017	25/01/2018 22/02/2018 20/03/2018	24/04/2018 15/05/2018 19/06/2018	100% Functional
15	07/07/2017 04/08/2017 15/09/2017	16/10/2017 02/11/2017 04/12/2017	22/01/2018 14/02/2018 05/03/2018	12/04/2018 10/05/2018 01/06/2018	100% Functional
16	28/07/2017 25/08/2017 28/09/2017	30/10/2017 27/11/2017 05/12/2017	29/01/2018 26/02/2018 29/03/2018	20/04/2018 29/05/2018 26/06/2018	100% Functional
17	12/07/2017 23/08/2017 13/09/2017	19/10/2017 01/11/2017 20/12/2017	08/01/2018 21/02/2018 16/03/2018	18/04/2018 21/05/2018 18/06/2018	100% Functional
18	20/07/2017 14/08/2017 01/09/2017	09/10/2017 01/11/2017 01/12/2017	08/01/2018 01/02/2018 01/03/2018	09/04/2018 14/05/2018 11/06/2018	100% Functional
19	14/07/2017 16/08/2017 13/09/2017	11/10/2017 15/11/2017 06/12/2017	17/01/2018 21/02/2018 14/03/2018	11/04/2018 16/05/2018 13/06/2018	100% Functional
20	27/07/2017 29/08/2017 26/09/2017	31/10/2017 28/11/2017 06/12/2017	30/01/2018 27/02/2018 27/03/2018	26/04/2018 22/05/2018 12/06/2018	100% Functional
21	17/07/2017 21/08/2017 11/09/2017	13/10/2017 23/11/2017 11/12/2017	08/01/2018 19/02/2018 19/03/2018	16/04/2018 21/05/2018 18/06/2018	100% Functional
22	12/07/2017 23/08/2017 27/09/2017	18/10/2017 22/11/2017 07/12/2017	24/01/2018 15/02/2018 22/03/2018	18/04/2018 23/05/2018 21/06/2018	100% Functional
23	21/07/2017 24/08/2017 20/09/2017	20/10/2017 17/11/2017 15/12/2017	31/01/2018 12/02/2018 16/03/2018	17/04/2018 18/05/2018 20/06/2018	100% Functional
24	24/07/2017 28/08/2017 08/09/2017	23/10/2017 06/11/2017 04/12/2017	26/01/2018 28/02/2018 26/03/2018	23/04/2018 28/05/2018 28/06/2018	100% Functional

## 6. Challenges

- Consistent training of Ward Committees by the Municipality is necessary, hence the capacitation of ward committees may lead to the consistent 100% functionality of ward committees.
- Ward Community feedback meetings is still challenging to other Councilors, hence it scores more marks in the assessment of the ward functionality.
- Insufficient Human Resource in the Public Participation office.
- Scarcity of tools of trade to provide Ward Committees especially Ward Committee Secretariat individuals since there are the ones responsible for the safe keeping of the ward information.

## 7. Interventions by the Municipality to Sustain the Functional and to Assist the Non-Functional:

- Consistent Training of Ward Committee members will assist a lot
- Staffing of the Public Participation office is also going to assist and improve performance.
- Annual stipend payment review has also been done for 2018/2019, from R750.00 to R1000.00.
- Encouragement and commitment of Ward Councilors to hold Community feedback meetings consistently is assisting a lot in ward performance.
- Budget for Ward Committees tools of trade be provided.

## Community Feedback Meetings

### WARD 01

DATE	VENUE	TIME
11/07/2017	Emantungweni Community Hall	10H00
02/08/2017	Emantungweni Community Hall	10H00
24/10/2017	Mdumela Area	10H00
15/11/2017	Ningizimu Area	10H00
28/11/2017	Oncweleni Area	10H00
23/01/2018	Magquma Area	09H00
03/02/2018	Esikhwebezane Area	10H00
08/02/2018	Magquma Area	09H00
20/02/2018	Mpambukelweni Area	10H00
21/02/2018	Ngogelana Area	10H00
28/02/2018	Ncencethu Area	14H00
09/03/2018	Ezibomvu Area	10H00
21/03/2018	Mdumela Area	10H00
26/03/2018	Esikhwebezane Area	10H00
10/04/2018	Ezidwadweni Area	10H00
13/04/2018	Emantungweni Community Hall	10H00
21/04/2018	Engogelana Area	10H00
01/05/2018	Emantungweni Community Hall	10H00
12/05/2018	Esikhwebezane Area	10H00
30/05/2018	Ombimbini Area	10H00
31/05/2018	Emantungweni Community Hall	10H00
07/06/2018	Ningizimu Area	09H30
08/06/2018	Emantungweni Community Hall	10H00
09/06/2018	Emtshikini Area	10H00

**WARD 02**

DATE	VENUE	TIME
08/08/2017	Sizilo Area	11H00
11/08/2017	Dlakude Area	10H30
02/09/2017	Zwele Area	10H00
18/10/2017	Nodayana CommunityHall	10H00
13/11/2017	Nodayana CommunityHall	10H00
14/12/2017	Nodayana CommunityHall	08H00
13/03/2018	Nodayana CommunityHall	15H00
22/03/2018	Nodayana CommunityHall	08H00
06/06/2018	Mhongozini Primary School	11H00
06/06/2018	Nodayana CommunityHall	14H30

**WARD 03**

DATE	VENUE	TIME
14/09/2017	Nqabayokuphila CommunityCrèche	09H00
05/12/2017	Godlankomo Area	10H00
25/02/2018	Godlankomo Area	09H00
25/02/2018	Nsungangihlale Area	11H00
30/06/2018	Godlankomo Area	09H30

**WARD 04**

DATE	VENUE	TIME
27/07/2017	Mlovu T/C	10H00
03/08/2017	Ogedleni Area	10H00
03/08/2017	Esdakeni Area	11H30
04/09/2017	Ngubaneni Area	09H30
07/09/2017	Pithimpithini Area	10H00
21/11/2017	Duvela CommunityHall	10H00
14/02/2018	Mpithimpithini T/C	10H00
19/02/2018	Ndebele T/C-Mlovu	10H00
21/02/2018	Ogedleni Area	10H00
05/04/2018	Engubaneni Area	09H00
16/04/2018	KwaNduku Area	10H00
15/05/2018	Mpithimpithini T/C	10H00
18/06/2018	Ezembeni Area	09H00

**WARD 05**

DATE	VENUE	TIME
22/08/2017	Magagadolo Area	10H00
04/10/2017	KwaMpanza CommunityHall	10H00
05/11/2017	KwaMpanza CommunityHall	09H00
05/02/2018	KwaMpanza CommunityHall	10H00
18/04/2018	Edulini Area	10H00

**WARD 06**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
24/07/2017	Zone 1	10H00
26/07/2017	Zone 2	10H00
28/08/2017	Dlebe CommunityCentre	10H00
18/09/2017	Dlebe CommunityCentre	09H00
23/10/2017	Nsukazi CommunityHall	10H00
23/11/2017	Edlebe Primary School	10H00
22/01/2018	Dlebe CommunityCentre	09H00
25/01/2018	Nsukazi CommunityHall	09H00
07/03/2018	Mlovu CommunityHall	10H00
19/03/2018	Dlebe CommunityCentre - Zone 1	10H00
21/03/2018	Nsukazi CommunityHall – Zone 2	10H00
24/04/2018	Edlebe CommunityCentre	10H00
22/05/2018	Edlebe CommunityCentre	08H00
30/05/2018	Nsukazi CommunityHall	08H00
25/06/2018	P704 CommunityBridge	08H00

**WARD 07**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
13/07/2017	Obhokweni Area	09H00
21/07/2017	Bhungwane Area	09H00
21/07/2017	eXolo Area	11H00
21/07/2017	Obhokweni Area	11H50
21/07/2017	Mame Area	13H30
16/11/2018	Endinde Area	10H00
13/01/2018	Obhokweni Area	09H20
22/02/2018	Xolo Area	09H00
09/03/2018	Endinde Area	09H00
15/04/2018	Endinde Area	09H00
24/05/2018	Xolo CommunityHall	09H00
03/06/2018	Emame PrimarySchool	09H00



**WARD 08**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
18/08/2017	Station – Ndina Area	08H30
18/08/2017	Jikaza Station	10H00
05/09/2017	Mashona E	09H00
06/09/2017	Mganimbobo Area	10H00
23/09/2017	Vuthela Primary School	08H00
25/09/2017	Phoqukhalo Area	09H00
25/09/2017	Ewela Area	14H00
03/12/2017	Eziqhwageni Area	10H00
05/12/2017	Mawombeni Area	10H00
25/11/2017	Nhlamvuziyashisa CommunityHall	09H00
27/11/2017	Donsamahoho Area	09H00
28/11/2017	KwaMqakwe Area	10H00
03/01/2018	Mawombeni Area	09H00
31/01/2018	Ememulweni Area	09H00
07/02/2018	KwaJikaza Station	09H00
07/02/2018	Eziqhwageni Station	12H00
08/02/2018	Siphethu Area	09H00
22/02/2018	Nhlamvuziyashisa CommunityHall	09H00
23/02/2018	Echibini Area	09H00
04/03/2018	Vuthela Area	10H00
06/03/2018	Phoqukhalo Area	09H00
08/03/2018	Nhlamvuziyashisa CommunityHall	09H00
21/03/2018	KwaMqakwe Area	09H00
27/03/2018	KwaMqakwe Area	10H00
06/04/2018	Gezidlandla Area	07H30
07/04/2018	Eziqhwageni Area	09H40
11/04/2018	Endosa Area	09H00
12/04/2018	Mganimbobo Area	13H20
19/04/2018	Etshenilezintombi Sports Ground	09H00
19/04/2018	Emawombeni Area	12H00
21/04/2018	Nhlamvuziyashisa CommunityHall	09H00
27/04/2018	Ezihlabeni Area	09H00
09/05/2018	Donsamahoho Area	09H00
25/05/2018	Vuthela Area	08H00
26/05/2018	Jikaza Area	09H00
26/05/2018	Eziqhwageni Area	14H00
31/05/2018	Ememulweni Area	09H00
17/06/2018	Vuthela Area	09H00

**WARD 09**

DATE	VENUE	TIME
25/08/2017	Othini Sports ground	09H00
14/09/2017	Ntontiyane Area	14H00
05/12/2017	KwaPhindangene Community Hall	09H00
09/03/2018	Vezunyawo Area	08H00
17/04/2018	Nkonjeni Market	14H00
19/04/2018	Vezunyawo T/C	10H00

**WARD 10**

DATE	VENUE	TIME
06/07/2017	Madaka Primary School	09H00
13/07/2017	Nomdiya Area	09H00
22/10/2017	Bhekambatha Community Hall	10H00
19/11/2017	Zihlalo Primary School	10H00
17/02/2018	Goqo Community Hall	09H00
11/02/2018	Zihlalo Primary School	09H00
18/05/2018	Ndumakude Area	13H00
08/06/2018	Goqo Area	13H00
28/06/2018	Bhekambatha Community Hall	10H00

**WARD 11**

DATE	VENUE	TIME
09/07/2017	KwaSishwili 1 Area – Power	10H00
08/09/2017	Mahlabathin Sports ground	10h00
14/12/2017	KwaSishwili 2 Area	10H00
25/02/2018	Ntendeka Area	11H00
08/03/2018	KwaSishwili 2 Area	09H00
26/05/2018	KwaSishwili 1 Area – Power	10H00

**WARD 12**

DATE	VENUE	TIME
18/07/2017	Mbangagayiya Community Crèche	10H00
16/08/2017	Old Taxi Rank - Ezifubeni	08H00
14/09/2017	Ulundi Private School	17H00
09/11/2017	Zelaphile Community Crèche	14H00
01/03/2018	Zelaphile Community Crèche	10H00
08/03/2018	Mndumezulu Clinic	10H00
13/03/2018	Mbangagayiya Crèche	10H00
06/06/2018	Zelaphile Community Crèche	10H00
17/06/2018	Prince Dabulamanzi Primary School	15H00
23/06/2018	Mbangagayiya Crèche	10H00
24/06/2018	Ulundi Primary School	15H00

**WARD 13**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
15/07/2017	Mpungamhlophe Area	11H00
18/07/2017	Erasmusfontein Area	11H00
18/10/2017	Zulu Rock	14H00
26/03/2018	Nhlazatshe Farmers Hall	10H00
05/05/2018	Mawane Primary School	10H00
07/05/2018	Mpungamhlophe Community Hall	13H00
07/05/2018	Draaihoek Community Crèche	10H00
10/05/2018	Mashudu Area	10H00
10/05/2018	Sitholinhlanhla Primary School	13H00

**WARD 14**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
21/07/2017	Njomelwane Primary School	10H00
23/07/2017	Ntilingwe Community Hall	10H00
09/08/2018	Hlushwana Primary School	09H00
24/08/2017	Sasol Garage	09H00
28/08/2017	Mlaba T/C	10H00
22/10/2017	Njomelwane Primary School	10H00
26/05/2018	Bhodludaka Area	10H00
09/01/2018	Bhodludaka Community Crèche	09H00
25/02/2018	Ntilingwe Community Hall	09H00
28/02/2018	Mlaba T/C	09H00
15/03/2018	Njonjo Community Hall	09H00
14/04/2018	KwaNyoni Area	09H00
15/04/2018	Hlushwana Primary School	09H00
20/05/2018	Eziganwini Area	09H00

**WARD 15**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
09/07/17	Lomo Area-Ephalamende	09H00
22/10/2017	Lomo Area	10H00
04/12/2017	Nqulwane Area	10H00
22/02/2018	Dladla Community Hall	09H00
04/03/2018	Jahidada Community Crèche - Okhukho	09H00
22/06/2018	Dladla Community Hall	09H00
28/06/2018	Lomo Area-Ephalamende	09H00

**WARD 16**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
07/09/2017	Ezingudeni Area	10H00
13/09/2017	KweyeZulu	10H00
26/10/2017	Matafuleni Area	10H00
28/10/2017	Water Board Office	10H00
04/11/2017	Nsubeni Area	10H00
08/11/2017	Nkololweni Area	10H00
16/01/2018	Makhosini Area	15H00
18/01/2018	Ziqongwane Area	10H00
21/01/2018	Babanango Hall	13H00
26/03/2018	Sinqobile Location - Ezakhiweni	17H00
01/04/2018	Matafuleni Area	10H00
05/04/2018	Nkololweni Area	10H00
10/04/2018	KweyeZulu Area	10H00
03/06/2018	KwaNzololo Area - Othathaweni	09H00
15/06/2018	Babanango Town	15H00

**WARD 17**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
17/09/2017	Qwasha Area	09H00
28/09/2017	Zibindini Area	10H00
04/10/2017	Qwasha Store	10H00
18/10/2017	Zibindini Area	10H00
10/01/2018	Cengeni Area	09H00
19/01/2018	Mabedlana Area	16H00
17/01/2018	Nsiligwane Area	09H00
23/02/2018	Mabedlane Area	10H00
04/03/2018	Mbudle Area	15H00
08/03/2018	Qwasha Area	15H00
16/03/2018	Zibindini Area	09H00
08/05/2018	Mabedlane Community Hall	15H00
24/05/2018	Mabedlane Primary School	15H00
28/05/2018	Thulwana Area	08H00
29/05/2018	Ntabamhlophe Area	09H00

**WARD 18**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
09/07/2017	Egigwini Community Creche	10H00
19/11/2018	Unit A Community Hall	15H00
26/11/2018	Unit L Community Crèche	14H00
18/02/2018	Mthombothini Area	09H00
18/02/2018	Unit L Community Crèche	14H00
19/02/2018	Gugwini Community Crèche	09H00
02/05/2018	Unit A Community Hall	16H00
30/06/2018	Zihlabeni Area	10H00

**WARD 19**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
02/07/2017	Here Is Life Ministries – T hokoza Area	14H00
02/08/2017	Mbhoshongweni Sports ground	13H00
02/08/2017	Mbangayiya Community Crèche	10H00
04/08/2017	Here Is Life Ministries – T hokoza Area	10H00
23/08/2017	B/South Community Hall	09H00
23/08/2017	T hengisangaye Primary School	12H00
30/08/2017	B/South Community Hall	11H00
18/10/2017	Mbhoshongweni Sports ground	16H00
04/12/2017	B/South Community Hall	12H00
21/01/2018	T hengisangaye Primary School	10H00
04/02/2018	Mbhoshongweni Sports ground	15H00
21/02/2018	Mbhoshongweni Sports ground	10H00
15/03/2018	Mbhoshongweni Sports ground	10H00
29/03/2018	Mfaniseni Community Crèche	11H00
21/04/2018	Mtikini Area	10H00

**WARD 20**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
16/09/2017	KwaManekwane Sports ground	10H00
09/11/2017	Ondini Museum	10H00
17/11/2017	Gqikazi Area	10H00
13/03/2018	Sangoyane Area	10H00
21/04/2018	Ndayini Community Crèche	10H00

**WARD 21**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
18/07/2017	Mkhazane CommunityCrèche	10H00
19/07/2017	Mkhazane Area - Ezihlabathini	14H00
20/07/2017	Sbunjane Area	10H00
21/07/2017	Mkhazane CommunityCrèche - esigcawini	14H00
21/07/2017	Mkhazane Area – Newlands	10H00
21/07/2017	Godlumkhonto P. School	10H00
21/07/2017	Ndonsa CommunityCrèche	10H00
22/07/2017	Newlands CommunityCrèche	12H00
22/08/2017	Ndlovane Area	10H00
29/08/2017	Maqhingendoda High School	10H00
15/09/2017	Mkhazane CommunityCrèche	14H00
08/10/2017	Mkhazane Area	09H00
12/10/2018	Mkhazane CommunityCrèche	09H00
19/10/2017	Mkhazane Area – Newlands	09H00
13/02/2018	Ndonsakusa Area	10H00
04/03/2018	Godlumkhonto Area	09H00
30/03/2018	Ndlovane Area	10H00
28/05/2018	Ndonsa Area	10H00
18/06/2018	Ndlovana Area	10H00
21/06/2018	KwaSbunjana Area	09H00
28/06/2018	Newlands Area	10H00

**WARD 22**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
09/07/2017	Zondela CommunityHall	15H00
21/11/2017	Zondela CommunityHall	14H00
15/02/2018	Zondela CommunityHall	10H00
21/04/2018	Unit D - Kojele	16H00
22/04/2018	Zondela CommunityHall	14h00
22/04/2018	Unit D	16H00
25/04/2018	Unit D - Flats	17H00

**WARD 23**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
05/08/2017	Dalton Area	10H30
05/08/2017	Ngono Area	10H30
15/08/2017	Senzangakhona Community Hall	09H30
29/08/2017	Madumela Area	09H30
26/10/2017	Mthinzima Area	09H00
01/11/2017	Sgodiphola Area	09H30
14/12/2017	Mandeva Area	10H15
10/02/2018	KwaGoje Community Hall	09H00
11/03/2018	Mthinzima Area	11H00
22/04/2018	KwaGoje Community Hall	13H00
27/05/2018	Nobamba Area	09H00
10/06/2018	KwaFani Area	11H00
29/06/2018	Mpofazana Area	13H00

**WARD 24**

<b>DATE</b>	<b>VENUE</b>	<b>TIME</b>
07/07/2017	Dindi Area	10H00
08/07/2017	Nkonjane Area	10H00
09/07/2017	Basamlilo Area	10H00
15/08/2017	Enguqe Area	10H00
20/08/2017	KwaMwula War Room	10H00
16/08/2017	Ekujulukeyi Primary School	09H00
11/09/2017	Ezikumbeni Area	10H00
22/09/2017	Sibanisakhe P. School	10H00
31/10/2017	Bhaleni Area	10H00
07/11/2017	Enguqe Area	10H00
02/03/2018	KwaMaqaka Area	09H00
25/02/2018	Ezikhumbeni Area	09H00
15/02/2018	Ekujulukeni Primary School	09H00
13/04/2018	Enguqe Area	09H00
14/04/2018	Ntshiyazana Area	14H00
18/04/2018	KwaMwula War Room	09H00

# APPENDIX F



## Capital Projects

Item	Projects	Status	Start date	Complete Date	Budget
1.	Unit D Community Hall –Ward 22	<ul style="list-style-type: none"> <li>Overall progress for Phase 1 – 100% complete.</li> </ul>	10 September 2016	30 June 2018	R 2 350 236,31
2.	Nomkhaya Community Hall Ward 15	<ul style="list-style-type: none"> <li>Overall progress – 39% complete.</li> <li>Foundations and Walls has been completed</li> <li>Ablution facilities 30% complete</li> </ul>	13 November 2016	30 August 2018	R 1 732 724,83
3	Construction of White City Access roads Ward 8	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	12 November 2016	30 June 2018	R 1 770 900,47
4	Mpanza Hall ward 5	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	20 September 2016	30 June 2018	R 1 645 945,98
5.	Sasaneni Gravel Road Ward 24	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 September 2016	30 November 2017	R 2 658 117,90
6.	Ulundi streetlights & traffic lights. Ward 22	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	2 September 2016	30 June 2018	R 1 830 658,75
7.	Construction Ceza Sports field	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	22 Oct 2015	30 June 2018	R 596 868,00
8.	Construction of Mahlabathini Sports field.	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	24 July 2016	30 March 2018	R 1 403 470,05
9.	Construction of Mpungamhlope Sportsfield	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	12 Oct 2015	30 June 2018	R 250 000,00
10.	Princess Magogo Construction	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	1 Sept 2015	05 Oct 2017	R 425 033,63
11.	Ulundi Stadium	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	13 July 2016	30 Nov. 2017	R 7 362 143,99
12.	Babanango Sportsfield	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	15 July 2015	30 June 2018	R 2 434 966,03

**Two projects per Ward had been identified as follows:**

<b>Ward no.</b>	<b>Name of Projects</b>	<b>Submitted for funding Yes/no</b>	<b>Consultant name</b>
01	Gravel road and CommunityHall	Yes	Sibgem Consultants
02	Sportsfield and communityHall	Yes	Mashi-mollo consultants
03	Communityhall & gravel road	Yes	Mashi-mollo
04	CommunityHall & gravel road	Yes	Delca Systems
05	Sportsfield	Yes	Mahlahla Cons.
06	Sportsfield	Yes	Mashi-mollo cons.
07	Sportsfield and CommunityHall	Yes	Mashi-mollo
08	Construction of river bridge & gravel road	No	Delca Systems
09	Gravel roads	No	Sbgem cons.
10	CommunityHall	Yes	Mahlahla Cons.
11	Gravel road & Sportsfield	Yes	BI Infrastructure
12	Gravel road & Sportsfield	Yes	BI Infrastructure
13	Gravel road & Sportsfield	No	Delca Systems
14	Sportsfield,road & Njomelwane Hall	Yes	Mahlahla Cons.
15	Bridge and approach roads	Yes	Bi Infrastructure
16	CommunityHall & Gravel Road	No	Delca Systems
17	Sportsfield & gravel road	No	Sibgem Cons.
18	Road & Unit A communityrenovation	Yes	Mahlahla Cons.
19	Construction of pedestrian bridge	No	Delca Systems
20	Communityhall & gravel road	Yes	Mahlahla Cons.
21	Sportsfield & bridge	No	Delca Systems
22	Sportsfield	No	Sibgem
23	Sportsfield & communityhall renovation	yes	Mahlahla cons.
24	Communityhall & gravel road	Yes	Mashi-mollo

# APPENDIX G

## Recommendations of the Committee

Resolution Taken by the Audit Committee for the 2017/2018				
No.	Date of the meeting	Item Discussed	Recommendation	Implemented or Not
1.	10 July 2017	Monitoring of service providers.	Corporate services table their report next meeting	Not implemented
2.	10 July 2017	Monitoring of service providers	All departments must prepare in advance service monitoring reports for review by the Audit committee.	Implemented
3.	10 July 2017	Internal audit reports	The follow up reports will be provided to management to comment on status on each finding	Implemented
4.	10 July 2017	General: Annual Financial	The Annual financial Statement be submitted to internal audit by the 14 August 2017.	Implemented
5	28 August 2017	Matters arising	The service providers monitoring report for corporate services be presented in the next meeting.	Not implemented
6	28 August 2017	Finance Reports: Annual Financial Statements	The Audit Committee noted the AFS reviewed by the internal audit	Implemented
7	28 August 2017	Finance Reports: Annual Financial Statements	The internal audit findings on the AFS be corrected and resubmitted to the internal audit for final review prior to submitting the final copy of AFS to Auditor General.	Implemented
8	28 August 2017	Annual Performance Report	The department should review their PMS and report accordingly to avoid same findings coming up in future.	Implemented
9	28 August 2017	Audit Committee Annual Report	The Annual Report be presented together with AG report to Council	Implemented
10	28 August 2017	Draft Annual Report	The final internal audit review on Annual Report be emailed to audit committee members	Implemented

10	22 January 2018	Matters arising from the previous minutes (28 August 2017)	The service providers monitoring report for corporate services be presented in the next meeting.	Not Implemented
11	22 January 2018	Action plan to address AG findings.	The audit committee noted the action plan	Implemented
12	22 January 2018	Dashboard Report	The audit committee noted the dashboard.	Implemented
13	22 January 2018	Internal audit reports: Performance Management Review	The quarter 2 performance management review be presented in the next audit committee.	Implemented
14	22 January 2018	Risk management review	The risk follow up be conducted and be tabled in the next meeting.	Implemented
15.	02 May 2018	Quarter three performance report	That departments should ensure achievement of all set targets and clearly indicated challenges and corrective action for those that are not achieved.	Not implemented
16	02 May 2018	Executive summary on internal Reports and functions ( <b>Human Resource</b> )	A written communication to Cogta regarding skills audit and training be made.	Implemented
17	02 May 2018	Risk Management Report (quarterly report).	Protection services to follow with speed prosecution application and ensure that it is granted on time so that the municipality does not lose revenue.	Implemented
18	02 May 2018	Risk Management Report (quarterly report).	The internal controls be implemented regarding the safeguarding of fire arms.	Implemented
19	02 May 2018	Audit of Mscoa project by Provincial and National Treasury	The audit committee noted the Mscoa report.	Implemented

<b>20</b>	<b>02 May 2018</b>	Outstanding Disciplinary and alleged fraud cases/Investigations	An updated report on the matter be presented at the next audit committee meeting.	Implemented
<b>21</b>	<b>02 May 2018</b>	Internal Audit score card (Performance score card)	The audit committee noted the Internal Audit Performance Score Card.	Implemented
<b>22</b>	<b>02 May 2018</b>	Internal Audit score card (Performance score card)	That the screening of Audit committee members be conducted in respect of every new member appointed and training and induction be conducted as soon as possible.	Implemented

# APPENDIX H

**Largest Projects**

<b>Budget</b>	<b>Projects</b>	<b>Status</b>	<b>Complete Date</b>
R 2 350 236,31	Unit D Community Hall – Ward 22	<ul style="list-style-type: none"><li>• Overall progress – 100% complete.</li></ul>	30 June 2018
R 2 658 117,90	Sasaneni Gravel Road Ward 24	<ul style="list-style-type: none"><li>• Overall progress – 100% complete.</li></ul>	30 Nov 2017
R 7 362 143,99	Ulundi Stadium	<ul style="list-style-type: none"><li>• Overall progress – 100% complete.</li></ul>	05 Oct 2017



# APPENDIX I

**Contractors Performance for the Year Ended 30 June 2018**

**TECHNICAL SERVICES**

NO.	BID/ QUOTATION NUMBER	APPOINTED BIDDER	DESCRIPTION OF GOODS/SERVICES/PROJECTS	RATING	COMMENT
1	0	STRATOTEK CONSULT	PROVIDING TECHNICAL, ADVISORY AND CONSULTATION SERVICES	4	
3	0	MHALAHLA CONSULTING ENGINEERS	DESIGN AND CONSTRUCTION OF THE OFFICES AT THE TESTING GROUNDS AS WELL AS THE DESIGN AND CONSTRUCTION OF THE MDLALOSE HOUSE	4	COMPLETED. TO BE DELETED FROM LIST
5	02/2015/2016	BUYI'S CIVILS	CONSTRUCTION OF MAHLABATHINI SPORTS FIELD IN WARD 8, ULUNDI	4	COMPLETED. TO BE DELETED FROM LIST
7	05-2015/2016	PURE MAGIC TRADING 22 CC JV VINPOWER	CONSTRUCTION OF ULUNDI STADIUM - PHASE 1	4	COMPLETED. TO BE DELETED FROM LIST
9	05/2014/2015	ALMEZONE JV YIMPIE PROJECTS	COMPLETION OF CEZA SPORTS FIELD IN WARD 3 AFTER TERMINATION OF PREVIOUS APPOINTED CONTRACTOR (SIKOTE INVESTMENTS)	1	TERMINATED. TO BE DELETED FROM LIST
10	06/2014/2015	ALMEZONE JV YIMPIE PROJECTS	MPUNGAMHLOPHE SPORTS FIELDS IN WARD 13	1	TERMINATED. TO BE DELETED FROM LIST
12	0	ISALULEKO PROJECT MANAGERS	MANAGEMENT OF MIG PROJECTS	4	
18	0	NEVLYN TRADING	SERVICES INCLUDING BUT NOT LIMITED TO SUPPLY AND INSTALLATION OF AIR CONDITIONING AND/OR ANCILLARY AIR-CONDITIONING PRODUCTS.	4	
21	0	KAMBULA ELECTRICAL	GENERAL ELECTRICAL SERVICES AS INSTRUCTED INCLUDING CABLE FINDING	3	
22	0	STRATOTEK CONSULT	REHABILITATION OF STREET LIGHTS - MAIN STREET	3	COMPLETED. TO BE DELETED FROM LIST
23	12/2015/2016	SHISALANGA	SUPPLY DELIVERY AND OFF-LOADING OF COLD AND HOT PRE MIX FOR ROAD PATCHING	3	CONTRACT ENDED. TO BE DELETED FROM LIST

25	17/2014/2015	BI INFRASTRUCTURECONSULTANTS (PTY) LTD	TO ACT AS THE COORDINATING CONSULTANTS FOR THE EXTENSION AND UPGRADING OF PRINCESS MAGOGO STREET	3	COMPLETED. TO BE DELETED FROM LIST
27	SLA	HI-TECH CONSULTING ENGINEERING	CONSULTING OF BABANGO SPORT FIELD	3	COMPLETED. TO BE DELETED FROM LIST
28	15/2014/2015	IDEALS PREPAID	IMPLEMENTATION OF FUND ON SMART METERING SYSTEM FOR DOMESTIC AND COMERCIAL ELECTRICAL	1	TERMINATED. TO BE DELETED FROM LIST
29	03/2016/2017	JV YIMPIE PROJECT AND KAYS AVANTEGARDE	CONSTRUCTION OF EZISASANENI GRAVEL ROAD AT WARD 24	3	COMPLETED. TO BE DELETED FROM LIST
30	04/2016/2017	JV BEE -TEE AND INTSE ENGENNERING	CONSTRUCTION OF ACCESS ROAD AT WARD 13	3	COMPLETED. TO BE DELETED FROM LIST
31	05/2016/2017	SIBGEM MANAGEMENT	CONSTRUCTION OF NOMKHANYA COMMUNITYHALL IN WARD 15	3	
32	06/2016/2017	UZAMILE TRADING	CONSTRUCTION OF ACCESS ROAD AT WARD 06	4	
33	07/2016/2017	ZIYADUMA TRADINNG	CONSTRUCTION OF MPANZACOMMUNITYHALL	4	COMPLETED. TO BE DELETED FROM LIST
35	13/2015/2016	TRUE BUILD SERVICES	CONSTRUCTION OF WHITE CITY TOWNSHIP ACCESS ROAD IN WARD 08	4	COMPLETED. TO BE DELETED FROM LIST
37	2/2014/2-014	RIS VEHICLE HIRE	FULL MAINTENANCE LEASE OF VEHICLES	3	CONTRACT ENDED. TO BE DELETED FROM LIST
38	0	QUATROSSO (PTY) LTD	MONTHLY READING OF ELECTRICAL METRES: REVENUE ENHANCEMENT	3	CONTRACT ENDED. TO BE DELETED FROM LIST
39	40/2017/2018	MAGEBA CONSULTING	RENOVATION OF UNIT A COMMUNITYHALL	4	2018/2019 PROJECTS
40	40/2017/2018	MAGEBA CONSULTING	RENOVATION OF UNIT B SOUTH COMMUNITYHALL	4	2018/2019 PROJECTS
41	40/2017/2018	MHLAHLA	ULUNDI UNIT D ACCESS ROADS	3	2018/2019 PROJECTS
42	40/2017/2018	MHLAHLA	REHABILITATION OF B NORTH ROADS	4	2018/2019 PROJECTS
43	40/2017/2018	HI TECH CONSULTING	UPGRADING OF CBD ROADS	4	2018/2019 PROJECTS
44	40/2017/2018	BI INFRASTRUCTURE	UNIT L ROADS	3	2018/2019 PROJECTS
45	40/2017/2018	MAGEBA CONSULTING	MHLAHLANE GRAVEL ROAD	3	2018/2019 PROJECTS
46	40/2017/2018	BI INFRASTRUCTURE	BABANANGO TOWN ACCESS ROADS	3	2018/2019 PROJECTS
47	40/2017/2018	BI INFRASTRUCTURE	NOMKHANYA COMMUNITYHALL	4	2018/2019 PROJECTS
48	40/2017/2018	MASH-MOLO	CONSTRUCTION OF ACCESS ROAD AT WARD 06	4	2018/2019 PROJECTS

### COMMUNITY SERVICES

NO.	BID NUMBER	APPOINTED BIDDER	DESCRIPTION OF GOODS/SERVICES/PROJECTS	RATING	COMMENTS
1	11/2015/2016	ZWELIHLE FUNERAL HOME PTY (LTD)	PROVISION FOR PAUPER INDIGENT BURIAL SERVICES	4	NONE
2	07/2017/2018	BOXER SUPERSTORES (PTY) LTD	PROVISION ON INSTRUCTION FROM MUNICIPALITY OF FOOD PARCELS MAX R500-00	4	NONE
3	06/2015/2016	VBM GENERAL TRADING CC	REFUSE COLLECTION IN ULUNDI CBD	4	NONE
4	07/2015/2016	ZINHLE CONSTRUCTION	CLEANSING AND REFUSE REMOVAL AT BABANANGO TOWNSHIP	4	NONE
5	01/2016/2017	IBUTHO LODONDO GROUP	CLEANSING AND REFUSE REMOVAL AT OLD TAXI RANK AND ABLUTION FACILITIES	4	NONE
7	12/2014/2015	UHAQANE MI CONTRACTORS	TRANSPORTATION OF WASTE FROM ULUNDI (UNIT A) TO THE EMPANGENI LANDFILL SITE	4	NONE

### FINANCIAL SERVICES

No.	BID NUMBER	APPOINTED BIDDER	DESCRIPTION OF GOODS/SERVICES/PROJECTS	RATING	COMMENT
1	NONE	CONTOUR TECHNOLOGY	SUPPORTING VENDING STATION SYSTEM AND SUPPLY STATIONERY FOR THE MACHINES	4	
2	0	CAMELSA CONSULTING GROUP (PTY) LTD	INTERGRATED FINANCIAL MANAGEMENT AND INTERNAL CONTROL SYSTEM FOR LOCAL GOVERNMENT - PASTEL EVOLUTION	4	
3	TRANVERSAL	VESTA	INTERGRATED FINANCIAL MANAGEMENT AND INTERNAL CONTROL SYSTEM FOR LOCAL GOVERNMENT - PASTEL EVOLUTION	1	TERMINATED
4		PAYDAY	PAYROLL AND HUMAN RESOURCES SYSTEM	4	
5		METGOVIS (PTY) LTD	VALUATION ROLL SYSTEM	4	
6		19/2016/2017	FIRST NATIONAL BANK	BANKING SERVICES	4
7	08/2017/2018	BPG MASS APPRAISAL	VALUATION ROLL COMPILATION		
8	07-2015/2016	MADLUPHUTU CONSTRUCTION AND KHONDOVU PROJECTS	SUPPLY DELIVERY AND OFF-LOADING OF STORES ITEMS	3	
9	0	G4S CASH SOLUTIONS (PTY) LTD	CASH HANDLING AND COLLECTION	4	

**CORPORATE SERVICES**

NO.	BID/ QUOTATION NUMBER	APPOINTED BIDDER	DESCRIPTION OF GOODS/SERVICES/PROJECTS	RATING	COMMENT
1	0	PICK N' PAY	PAYMENT 00F ULUNDI MUNICIPALITY'S WARD COMMITTEE MEMBERS	4	
2	11/2017/2018	BRAND PARTNERS	BRANDING AND COMMUNICATION	4	
3	15/2016/2017	UMQONDO CONSULTANCY	EDUCATION AND TRAINING	4	
4	10/2017/2018	ZULULAND FM	DEVELOPMENT OF ULUNDI TOURISM SITE	4	
5	10/2017/2018	ULUNDI CHRISTIAN COMMUNITY RADIO	PROVISION OF RADIO SERVICES REQUIRED TO SUPPORT AND SUSTAIN COMMUNICATION BETWEEN THE MUNICIPAL AND COMMUNITY THEY SERVE	4	
6	0	UMQONDO CONSULTANCY	TRAINING OF NATIONAL DIPLOMA IN LOCAL GOVERNMENT FOR OFFICIALS	4	

**PROTECTION SERVICES**

No.	BID/ QUOTATION NUMBER	APPOINTED BIDDER	DESCRIPTION OF GOODS/SERVICES/PROJECTS	RATING	COMMENT
1	0	MIKROSTRAFFIC MONITORING	PROVISION OF SERVICES TO ENHANCE THE LAW ENFORCEMENT FUNCTION INCLUDING BACK OFFICE, CAMERA SERVICES, SERVING OF SUMMONSES AND EXECUTION OF WARRANTS OF ARREST.	4	
2	0	WE-INDLOVU SECURITY PROJECTS CC	PROVISION OF SECURITY SERVICES	4	

**PLANNING & DEVELOPMENT**

No.	BID/ QUOTATION NUMBER	APPOINTED BIDDER	DESCRIPTION OF GOODS/SERVICES/PROJECTS	RATING	COMMENT
1	14/2017/2018	ILUNGELO LAMI TRADING CC	REVIEW ULUNDI MUNICIPALITY SPATIAL DEVELOPMENT FRAMEWORK	4	
2	13/2017/2018	ZAATHI KMH JV	RECTIFY INCORRECTLY REGISTERED PROPERTIES IN ULUNDI UNIT A	4	
3	15/2017/2018	MABUNE CONSULTING CC	PROPOSAL TO CONDUCT LAND AUDITS FOR BABANANGO & MAHLABATHINI AREAS	3	

<b>RATING SCALE</b>
<i>1= POOR (30-39)</i>
<i>2= SATISFACTORY (40-59)</i>
<i>3= GOOD (60-69)</i>
<i>4= VERY GOOD (70-79)</i>
<i>5= EXCELLENT (± 80)</i>

# APPENDIX J

**Disclosure of Financial Interests: Executive Directors: 2017/2018 Financial Year**

<b>POSITION</b>	<b>INITIALS &amp; SURNAME</b>	<b>DISCLOSURE</b>	<b>PERIOD</b>
<b>MUNICIPAL MANAGER</b>	Mr. N.G. Zulu	<ul style="list-style-type: none"> <li>• Workshop Exclusive Boutique (Retail) R100 000.00</li> <li>• House R1 950 000.00</li> </ul>	01 July 2017 – 30 June 2018
<b>CHIEF FINANCIAL OFFICER</b>	Mr J.H. Mhlongo	<ul style="list-style-type: none"> <li>• Residential (Durban) R2 100 000.00</li> <li>• Residential (Ulundi) R890 000.00</li> <li>• Residential (Ulundi) R50 000.00</li> </ul>	01 July 2017 – 30 June 2018
<b>EXECUTIVE DIRECTORS: CORPORATE SERVICES</b>	Mr Z.G. Dhlamini	<ul style="list-style-type: none"> <li>• Mandela Estates (Start-up Business)</li> <li>• House R425 000.00</li> </ul>	01 July 2017 – 30 June 2018
<b>EXECUTIVE DIRECTOR: PLANNING</b>	Mr R.M. Mazbuko	<ul style="list-style-type: none"> <li>• House R1 000 000.00</li> </ul>	01 July 2017 – 30 June 2018
<b>EXECUTIVE DIRECTOR: TECHNICAL</b>	Mr W.C. de Wet	<ul style="list-style-type: none"> <li>• House R900 000.00</li> </ul>	01 July 2017 – 30 June 2018
<b>EXECUTIVE DIRECTOR: PROTECTION</b>	Mr M.B. Khali	<ul style="list-style-type: none"> <li>• Shares (Bestways Trading c.c.)</li> <li>• Zilulwane Community Trust</li> </ul>	01 July 2017 – 30 June 2018
<b>EXECUTIVE DIRECTOR: COMMUNITY</b>	Mrs T.A. Ntombela	<ul style="list-style-type: none"> <li>• None</li> </ul>	01 July 2017 – 30 June 2018



# APPENDIX K

APPENDIX K1

Part1: Operating Revenue and Expenditure Per Votes

Description	Ref	2016/17	Budget year 2017/18																							
			Original Budget	Adjusted Budget	M01 July Actual	M02 Aug Actual	M03 Sept Actual	Q1 Sept Actual	M04 Oct Actual	M05 Nov Actual	M06 Dec Actual	Q2 Dec Actual	M07 Jan Actual	M08 Feb Actual	M09 Mar Actual	Q3 Mar Actual	M10 Apr Actual	M11 May Actual	M12 June Actual	Q4 June Actual	YTD Actual	YTD Budget	YTD Variance	YTD variance %	Full Year Forecast	
<b>Revenue By Source</b>																										
Property rates	2	54,296	74,310	74,310	33,256	2,094	2,128	37,478	4,791	2,203	2,120	9,114	2,012	1,992	2,069	6,073	1,992	2,071	0	4,063	56,728	68,118	(11,390)	(16.72)	74,310	
Property rates - penalties and collection charges		11,417	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0
Service charges - electricity revenue	2	85,537	84,419	84,419	56	37	2,388	2,480	3,592	2,877	(1,805)	4,664	3,088	2,940	2,951	8,979	2,940	3,307	0	6,247	22,370	77,384	(55,014)	(71.09)	84,419	
Service charges - water revenue	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0
Service charges - sanitation revenue	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0
Service charges - refuse revenue	2	0	9,026	9,026	(738)	738	739	739	740	746	(746)	740	741	741	741	2,223	741	643	0	1,384	5,085	8,274	(3,189)	(38.54)	9,026	
Service charges - other		6,998	0	0	5,864	1,651	5,440	12,955	3,008	3,551	5,626	12,186	3,498	1,592	3,095	8,185	1,592	3,148	0	4,740	38,066	0	38,066	.00	0	
Rental of facilities and equipment		1,044	681	1,696	40	45	70	155	130	424	60	614	52	70	261	382	70	68	0	138	1,289	1,555	(266)	(17.11)	1,696	

Interest earned - external investments		777	1,000	1,000	1,086	1,274	206	2,565	602	47	51	699	2,253	49	15	2,318	49	40	0	90	5,673	917	4,756	518.65	1,000
Interest earned - outstanding debtors		0	0	0	0	0	9	9	0	0	0	0	4	0	0	4	0	0	0	0	12	0	12	.00	0
Dividends received		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0
Fines		7,240	4,500	4,500	185	961	471	1,617	168	226	(164)	230	729	362	392	1,482	362	434	0	795	4,125	4,125	0	.00	4,500
Licences and permits		3,068	4,000	4,000	0	0	0	0	0	0	267	267	0	0	0	0	0	1	0	1	268	3,667	(3,399)	(92.69)	4,000
Agency services		0	0	0	0	0	273	273	166	158	(81)	243	232	196	302	730	196	108	0	304	1,550	0	1,550	.00	0
Transfers recognised - operational		128,156	139,744	138,379	55,667	0	201	55,868	0	16	44,195	44,211	0	321	33,239	33,561	321	0	0	321	133,961	126,847	7,114	5.61	138,379
Other own revenue	2	51,619	186	1,378	15	13	10	38	13	31	52	97	38	62	196	296	62	140	0	202	633	1,263	(630)	(49.88)	1,378
Gains on disposal of PPE		0	3,000	3,000	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2,750	(2,750)	(100.00)	3,000
<b>Total Revenue (excl. capital transfers and contributions)</b>		<b>350,152</b>	<b>320,866</b>	<b>321,708</b>	<b>95,431</b>	<b>6,813</b>	<b>11,935</b>	<b>114,177</b>	<b>13,210</b>	<b>10,279</b>	<b>49,575</b>	<b>73,065</b>	<b>12,647</b>	<b>8,325</b>	<b>43,261</b>	<b>64,233</b>	<b>8,325</b>	<b>9,960</b>	<b>0</b>	<b>18,285</b>	<b>269,760</b>	<b>294,900</b>	<b>(25,140)</b>	<b>(8.52)</b>	<b>321,708</b>
<b>Expenditure By Type</b>																									
Employee related costs	2	114,231	130,728	132,928	10,685	10,606	10,603	31,894	8,594	9,390	8,619	26,603	8,945	8,915	8,969	26,829	8,915	8,294	0	17,209	102,535	121,851	(19,316)	(15.85)	132,928
Remuneration of councillors		14,211	15,850	16,837	1,207	1,219	1,203	3,629	1,207	1,203	1,206	3,616	2,092	1,330	1,340	4,761	1,330	0	0	1,330	13,336	15,434	(2,098)	(13.59)	16,837
Debt impairment	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0

Depreciation and asset impairment	2	41,813	41,000	47,893	2,516	7,302	2,503	12,322	2,494	4,989	2,491	9,974	2,487	2,457	2,381	7,324	2,457	2,126	0	4,583	34,203	43,902	(9,699)	(22.09)	47,893
Finance charges		4,640	0	0	4	118	47	169	96	3,591	39	3,726	1,669	45	47	1,760	45	156	0	200	5,856	0	5,856	.00	0
Bulk purchases	2	66,659	70,000	70,000	0	0	0	0	0	30,068	0	30,068	9,613	0	0	9,613	0	9,615	0	9,615	49,296	64,167	(14,871)	(23.18)	70,000
Other Materials	8	0	0	10,231	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	9,378	(9,378)	(100.00)	10,231
Contractes services		63,534	18,564	69,965	1,191	878	4,112	6,182	2,704	5,756	5,719	14,179	1,814	3,943	3,393	9,149	3,943	2,008	0	5,951	35,461	64,135	(28,674)	(44.71)	69,965
Transfers and grants		0	0	0	0	435	0	435	0	359	0	359	1	0	0	1	0	0	0	0	795	0	795	.00	0
Other expenditure	4,5	89,457	15,712	40,989	1,589	2,248	2,784	6,621	3,718	4,815	3,861	12,394	467	1,301	577	2,345	1,301	1,107	0	2,408	23,768	37,573	(13,805)	(36.74)	40,989
Loss on disposal of PPE		110	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	4	4	0	4	.00	0
<b>Total Expenditure</b>		<b>394,655</b>	<b>291,854</b>	<b>388,843</b>	<b>17,192</b>	<b>22,806</b>	<b>21,252</b>	<b>61,252</b>	<b>18,813</b>	<b>60,171</b>	<b>21,935</b>	<b>100,919</b>	<b>27,088</b>	<b>17,991</b>	<b>16,707</b>	<b>61,782</b>	<b>17,991</b>	<b>23,310</b>	<b>0</b>	<b>41,300</b>	<b>265,254</b>	<b>356,440</b>	<b>(91,186)</b>	<b>(25.58)</b>	<b>388,843</b>
<b>Surplus/(Deficit)</b>		<b>(44,503)</b>	<b>29,012</b>	<b>(67,135)</b>	<b>78,239</b>	<b>(15,993)</b>	<b>(9,317)</b>	<b>52,925</b>	<b>(5,603)</b>	<b>(49,892)</b>	<b>27,640</b>	<b>(27,854)</b>	<b>(14,441)</b>	<b>(9,666)</b>	<b>26,554</b>	<b>2,451</b>	<b>(9,666)</b>	<b>(13,350)</b>	<b>0</b>	<b>(23,015)</b>	<b>4,506</b>	<b>(61,540)</b>	<b>66,046</b>	<b>(107.32)</b>	<b>(67,135)</b>
Transfers recognised - capital		54,492	57,388	0	15,576	2,440	1,452	19,468	333	5,265	(17,415)	(11,817)	(6,140)	5,070	(7,966)	(9,035)	5,070	5,622	0	10,693	9,308	0	9,308	.00	0
Contributions recognised - capital	6	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0
Contributed assets		0	0	0	942	94	0	1,036	1,399	4,158	0	5,557	3	2	4,089	4,094	2	0	0	2	10,688	0	10,688	.00	0
<b>Surplus/(Deficit) after capital</b>		<b>9,989</b>	<b>86,400</b>	<b>(67,135)</b>	<b>94,757</b>	<b>(13,459)</b>	<b>(7,865)</b>	<b>73,429</b>	<b>(3,871)</b>	<b>(40,469)</b>	<b>10,225</b>	<b>(34,114)</b>	<b>(20,578)</b>	<b>(4,594)</b>	<b>22,677</b>	<b>(2,490)</b>	<b>(4,594)</b>	<b>(7,728)</b>	<b>0</b>	<b>(12,320)</b>	<b>24,502</b>	<b>(61,540)</b>	<b>86,042</b>	<b>(139.81)</b>	<b>(67,135)</b>

<b>transfers and contributions</b>																									
Taxation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0
<b>Surplus/(Deficit) after taxation</b>		<b>9,989</b>	<b>86,400</b>	<b>(67,135)</b>	<b>94,757</b>	<b>(13,459)</b>	<b>(7,865)</b>	<b>73,429</b>	<b>(3,871)</b>	<b>(40,469)</b>	<b>10,225</b>	<b>(34,114)</b>	<b>(20,578)</b>	<b>(4,594)</b>	<b>22,677</b>	<b>(2,490)</b>	<b>(4,594)</b>	<b>(7,728)</b>	<b>0</b>	<b>(12,320)</b>	<b>24,502</b>	<b>(61,540)</b>	<b>86,042</b>	<b>(139.81)</b>	<b>(67,135)</b>
Attributable to minorities		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0
<b>Surplus/(Deficit) attributable to municipality</b>		<b>9,989</b>	<b>86,400</b>	<b>(67,135)</b>	<b>94,757</b>	<b>(13,459)</b>	<b>(7,865)</b>	<b>73,429</b>	<b>(3,871)</b>	<b>(40,469)</b>	<b>10,225</b>	<b>(34,114)</b>	<b>(20,578)</b>	<b>(4,594)</b>	<b>22,677</b>	<b>(2,490)</b>	<b>(4,594)</b>	<b>(7,728)</b>	<b>0</b>	<b>(12,320)</b>	<b>24,502</b>	<b>(61,540)</b>	<b>86,042</b>	<b>(139.81)</b>	<b>(67,135)</b>
Share of surplus/ (deficit) of associate	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	.00	0
<b>Surplus/(Deficit) for the year</b>		<b>9,989</b>	<b>86,400</b>	<b>(67,135)</b>	<b>94,757</b>	<b>(13,459)</b>	<b>(7,865)</b>	<b>73,429</b>	<b>(3,871)</b>	<b>(40,469)</b>	<b>10,225</b>	<b>(34,114)</b>	<b>(20,578)</b>	<b>(4,594)</b>	<b>22,677</b>	<b>(2,490)</b>	<b>(4,594)</b>	<b>(7,728)</b>	<b>0</b>	<b>(12,320)</b>	<b>24,502</b>	<b>(61,540)</b>	<b>86,042</b>	<b>(139.81)</b>	<b>(67,135)</b>

APPENDIX K2

Standard Classification Description	Ref	2016/17	Budget year 2017/18															
		Audited Outcome	Original Budget	Adjusted Budget	M01 July Actual	M02 Aug Actual	M03 Sept Actual	Q1 Sept Actual	M04 Oct Actual	M05 Nov Actual	M06 Dec Actual	Q2 Dec Actual	M07 Jan Actual	M08 Feb Actual	M09 Mar Actual	Q3 Mar Actual	M10 Apr Actual	M11 May Actual
<b>Revenue - Standard</b>																		
<b>Governance and Administration</b>		308,799	217,222	218,067	96,913	5,175	8,061	110,149	9,930	10,433	52,394	72,757	7,861	4,086	42,974	54,921	4,086	5,463
Executive & Council		0	1,365	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Budget & Treasury Office		308,799	212,862	218,067	96,913	5,081	8,061	110,055	9,473	6,275	52,394	68,142	7,858	4,084	38,885	50,827	4,084	5,463
Corporate Services		0	2,995	0	0	94	0	94	457	4,158	0	4,615	3	2	4,089	4,094	2	0
<b>Community and Public Safety</b>		10,308	19,252	10,196	63	941	1,292	2,295	321	296	(87)	531	900	470	532	1,902	470	319
Community & Social Services		0	10,752	1,696	8	3	1,019	1,029	0	3	4	8	5	2	2	10	2	3
Sport And Recreation		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Public Safety		10,308	8,500	8,500	55	938	273	1,266	321	293	(91)	523	895	468	530	1,892	468	316
Housing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Health		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>Economic and Environmental Services</b>		0	22,335	0	8,640	2,064	799	11,503	346	84	(11,456)	(11,026)	45	238	(7,961)	(7,678)	238	720
Planning and Development		0	0	0	8,577	2,059	340	10,976	346	22	(11,292)	(10,924)	23	172	(8,049)	(7,854)	172	720
Road Transport		0	22,335	0	63	5	459	527	0	62	(164)	(102)	22	66	88	176	66	0
Environmental Protection		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

<b>Trading Services</b>		<b>85,537</b>	<b>119,445</b>	<b>93,445</b>	<b>6,334</b>	<b>1,166</b>	<b>3,234</b>	<b>10,734</b>	<b>4,344</b>	<b>8,889</b>	<b>(8,690)</b>	<b>4,542</b>	<b>(2,297)</b>	<b>8,603</b>	<b>3,841</b>	<b>10,147</b>	<b>8,603</b>	<b>9,080</b>
Electricity		85,537	110,419	84,419	7,072	428	2,495	9,995	3,604	8,143	(7,944)	3,802	(3,038)	7,862	3,100	7,924	7,862	8,437
Water		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Waste Water Management		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Waste Management		0	9,026	9,026	(738)	738	739	739	740	746	(746)	740	741	741	741	2,223	741	643
<b>Other</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>Total Revenue - Standard</b>	<b>2</b>	<b>404,644</b>	<b>378,254</b>	<b>321,708</b>	<b>111,950</b>	<b>9,346</b>	<b>13,386</b>	<b>134,681</b>	<b>14,941</b>	<b>19,702</b>	<b>32,161</b>	<b>66,804</b>	<b>6,509</b>	<b>13,397</b>	<b>39,386</b>	<b>59,292</b>	<b>13,397</b>	<b>15,582</b>
<b>Expenditure - Standard</b>																		
<b>Governance and Administration</b>		<b>287,196</b>	<b>205,667</b>	<b>205,905</b>	<b>15,567</b>	<b>20,664</b>	<b>16,815</b>	<b>53,045</b>	<b>12,006</b>	<b>17,424</b>	<b>12,097</b>	<b>41,527</b>	<b>10,935</b>	<b>9,165</b>	<b>9,538</b>	<b>29,638</b>	<b>9,165</b>	<b>6,792</b>
Executive & Council		53,662	53,105	73,307	1,793	2,003	1,982	5,778	2,268	2,252	2,884	7,404	2,741	2,290	2,955	7,986	2,290	459
Budget & Treasury Office		179,804	131,781	76,128	10,847	16,294	12,312	39,452	3,867	7,507	3,488	14,862	4,621	3,343	3,042	11,006	3,343	3,248
Corporate Services		53,730	20,781	56,470	2,927	2,367	2,521	7,815	5,871	7,665	5,725	19,261	3,573	3,532	3,541	10,646	3,532	3,085
<b>Community and Public Safety</b>		<b>53,730</b>	<b>41,562</b>	<b>56,470</b>	<b>1,042</b>	<b>1,580</b>	<b>2,516</b>	<b>5,138</b>	<b>4,421</b>	<b>8,047</b>	<b>4,194</b>	<b>16,663</b>	<b>3,510</b>	<b>5,422</b>	<b>4,057</b>	<b>12,987</b>	<b>5,422</b>	<b>3,504</b>
Community & Social Services		26,865	20,781	28,235	453	396	574	1,423	683	1,046	627	2,356	777	960	707	2,444	960	1,023
Sport And Recreation		0	0	0	32	1,150	629	1,812	629	582	317	1,529	61	9	110	179	9	66
Public Safety		26,865	20,781	28,235	528	34	1,284	1,845	3,106	6,419	3,220	12,745	2,672	4,453	3,240	10,364	4,453	2,415
Housing		0	0	0	0	0	26	26	3	0	30	33	0	0	0	0	0	0
Health		0	0	0	29	0	3	32	0	0	0	0	0	0	0	0	0	0
<b>Economic and Environmental Services</b>		<b>26,865</b>	<b>2,153</b>	<b>56,470</b>	<b>0</b>	<b>99</b>	<b>192</b>	<b>291</b>	<b>1,202</b>	<b>2,249</b>	<b>3,338</b>	<b>6,789</b>	<b>1,089</b>	<b>1,382</b>	<b>1,197</b>	<b>3,668</b>	<b>1,382</b>	<b>1,568</b>
Planning and Development		26,865	2,153	28,235	0	0	46	46	767	1,437	2,591	4,794	573	571	682	1,826	571	618

Road Transport		0	0	28,235	0	91	107	198	435	737	747	1,920	516	625	515	1,656	625	764
Environmental Protection		0	0	0	0	8	39	47	0	75	0	75	0	186	0	186	186	186
<b>Trading Services</b>		<b>26,865</b>	<b>42,471</b>	<b>70,000</b>	<b>585</b>	<b>464</b>	<b>1,458</b>	<b>2,507</b>	<b>1,033</b>	<b>32,437</b>	<b>2,224</b>	<b>35,694</b>	<b>11,552</b>	<b>2,013</b>	<b>1,773</b>	<b>15,338</b>	<b>2,013</b>	<b>11,447</b>
Electricity		26,865	42,471	70,000	64	312	731	1,107	1,033	31,340	1,356	33,729	11,047	1,760	1,045	13,852	1,760	10,589
Water		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Waste Water Management		0	0	0	0	13	47	60	0	45	1	46	0	0	0	0	0	0
Waste Management		0	0	0	521	139	680	1,340	0	1,052	867	1,919	505	253	728	1,486	253	858
<b>Other</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>270</b>	<b>270</b>	<b>152</b>	<b>13</b>	<b>83</b>	<b>248</b>	<b>1</b>	<b>8</b>	<b>141</b>	<b>150</b>	<b>8</b>	<b>0</b>
<b>Total Expenditure - Standard</b>	<b>3</b>	<b>394,656</b>	<b>291,853</b>	<b>388,845</b>	<b>17,194</b>	<b>22,807</b>	<b>21,251</b>	<b>61,251</b>	<b>18,814</b>	<b>60,170</b>	<b>21,936</b>	<b>100,921</b>	<b>27,087</b>	<b>17,990</b>	<b>16,706</b>	<b>61,781</b>	<b>17,990</b>	<b>23,311</b>
<b>Surplus/(Deficit) for the year</b>		<b>9,988</b>	<b>86,401</b>	<b>(67,137)</b>	<b>94,756</b>	<b>(13,461)</b>	<b>(7,865)</b>	<b>73,430</b>	<b>(3,873)</b>	<b>(40,468)</b>	<b>10,225</b>	<b>(34,117)</b>	<b>(20,578)</b>	<b>(4,593)</b>	<b>22,680</b>	<b>(2,489)</b>	<b>(4,593)</b>	<b>(7,729)</b>



# APPENDIX L

**APPENDIX L**

	<i>Original Budget</i>	<i>Adjusted Budget</i>				
<b>Income</b>		<i>Annual</i>	<i>Total Spent</i>	<i>Variance</i>	<i>Variance %</i>	<i>Conditional/ UnConditional</i>
<b>Transfer receipts - operational</b>						
Local Government Equitable Share	132,566,000.00	132,566,000.00	132,566,000.00	-	<b>100%</b>	UnConditional
EPWP Incentive	2,995,000.00	2,995,000.00	2,995,000.00	-	<b>100%</b>	Conditional
Finance Management	1,800,000.00	1,800,000.00	1,800,000.00	-	<b>100%</b>	Conditional
Provincialisation of Libraries	806,000.00	806,000.00	806,000.00	-	<b>100%</b>	Conditional
Community Library service	212,000.00	212,000.00	212,000.00	-	<b>100%</b>	Conditional
Electrification of Households Grant (INEP)	26,000,000.00	26,000,000.00	26,000,000.00	-	<b>100%</b>	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 CommunityHall Ward 22 Phase 1	R 2 212 431.98	R 3,463,699.43		R 5,061,560.11
Unit D CommunityHall 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 CommunityHall 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 CommunityHall 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
	<b>R 21,503,707.72</b>	<b>R 21,944,500.49</b>		<b>R 21,944,500.49</b>

**APPENDIX M (ii)**

	PRIOR YEAR EXPENDITURE	UPGRADE/RENEWAL		Variance
		ACTUAL EXPENDITURE	ADJUSTMENT BUDGET	
Ulundi Stadium Ward 12	R2,406,350.00	R 3,808,823.31		R 3,808,823.31
Ulundi Sportfield - Paving		R 3,500,000.00		R 3,500,000.00
	<b>R 2,406,350.00</b>	<b>R 7,308,823.31</b>		<b>R 7,308,823.31</b>

# APPENDIX N

**APPENDIX N**

	NEW ASSETS		variance	UPGRADE/RENEWAL		variance
	ACTUAL EXPENDITURE	ADJUSTMENT BUDGET		ACTUAL EXPENDITURE	ADJUSTMENT BUDGET	
Ulundi Stadium Ward 12				R 3,808,823.31		R 3,808,823.31
Ulundi Stadium - Paving				R 3,500,000.00		R 3,500,000.00
Sasaneni Gravel Road Ward 24	R 2,425,129.17		R 2,425,129.17			
Unit D Community Hall Ward 22 Phase 1	R 3,463,699.43		R 3,463,699.43			
Unit D Community Hall Ward 22 Phase 2	R 1 597 860.68		R 1 597 860.68			
Construction : White City	R 2,012,632.48		R 2,012,632.48			
Nomkhanya Community Hall Ward 15	R 782 215.42		R 782 215.42			
Construction of Mpanza Community Hall Ward 5	R 1,876,993.46		R 1,876,993.46			
Princess Magogo Street	R 425,282.83		R 425,282.83			
Blacktop Surface Roads In Zondela	R 256,958.86		R 256,958.86			
Construction of Babanango Sportsfield	R 2,286,504.53		R 2,286,504.53			
Ceza Sportsfield Ward 3	R 643,049.54		R 643,049.54			
Ulundi Street Lights and Traffic Lights	R 1,800,176.21		R 1,800,176.21			
Construction of Mahlabathini Sportsfield	R 1,969,288.00		R 1,969,288.00			
Consulting Fees Access Road Ward 6	R 452,896.92		R 452,896.92			
Construction of Mpungamhlophe Access Roads	R 2,285,918.36		R 2,285,918.36			
<b>TOTAL</b>	<b>R 21,944,500.79</b>		<b>R 21,944,500.79</b>	<b>R7,308,823.31</b>		<b>R7,308,823.31</b>

# APPENDIX O



### Progress on Capital Projects

Budget	Projects	Status	Complete Date
R 2 350 236,31	Unit D Community Hall – Ward 22	<ul style="list-style-type: none"> <li>Overall progress for Phase 1 – 100% complete.</li> </ul>	30 June 2018
R 1 732 724,83	Nomkhaya Community Hall Ward 15	<ul style="list-style-type: none"> <li>Overall progress – 39% complete.</li> <li>Foundations has been completed</li> <li>Ablution facilities 30% complete</li> </ul>	30 August 2018
R 1 770 900,47	Construction of White City Access roads Ward 8	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 June 2018
R 1 645 945,98	Mpanza Hall ward 5	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 June 2018
R 2 658 117,90	Sasaneni Gravel Road Ward 24	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 November 2017
R 1 830 658,75	Ulundi streetlights & traffic lights. Ward 22	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 June 2018
R 596 868,00	Construction Ceza Sports field	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 June 2018
R 1 403 470,05	Construction of Mahlabathini Sports field.	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 March 2018
R 250 000,00	Construction of Mpungamhlophe Sportsfield	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 June 2018
R 425 033,63	Princess Magogo Construction	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	05 Oct 2017
R 7 362 143,99	Ulundi Stadium	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 Nov. 2017
R 2 434 966,03	Babanango Sportsfield	<ul style="list-style-type: none"> <li>Overall progress – 100% complete.</li> </ul>	30 June 2018

# APPENDIX P

### CLINICS IN URBAN AREA

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

	Eskom			Yes		
	DoT				Yes	
Zilulwane	Zululand DistrictM	Yes	Septic Tank			Ward 14
	Eskom			Yes		
	DoT				Yes	
Esidakeni	Zululand DistrictM	Yes	Septic Tank			Ward 4
	Eskom			Yes		
	DoT					Yes
Ezimfabeni	Zululand DistrictM	Yes	Septic Tank			Ward 6
	Eskom			Yes		
	DoT					Yes
Idlebe	Zululand DistrictM	Yes	Septic Tank			Ward 6
	Eskom			Yes	Yes	
	DoT					
Magagadolo	Zululand DistrictM	Yes	Yes			
	Eskom			Yes		
	DoT				Yes	
Ombimbini	Zululand DistrictM	Yes	Yes			Ward 1
	Eskom			Yes		
	DoT				Yes	
Sizane	Zululand DistrictM	Yes	Yes			Ward 1
	Eskom			Yes		
	DoT				Yes	
Sterdam	Zululand DistrictM	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**

<b>Education Ward</b>	<b>Primary Schools</b>	<b>High Schools</b>	<b>Combined Schools</b>	<b>Total Schools</b>	<b>Access to Electricity</b>	<b>Access to Water</b>
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	02 None 03 Borehole 04 Tap 25 Tank
Ondini	19	13	02	34	34 Yes	04 None 16 Tap 14 Tank
<b>Total</b>	<b>109</b>	<b>51</b>	<b>08</b>	<b>168</b>	<b>123 Yes 45 No</b>	<b>18 None 08 Borehole 45 Tap 94 Tank 03 Mobile Tanker</b>

# APPENDIX R

**APPENDIX R**

<b>Transfer Receipts - Operational</b>	<b>Annual Receipts</b>	<b>July</b>	<b>August</b>	<b>September</b>	<b>October</b>	<b>November</b>	<b>December</b>	<b>January</b>	<b>February</b>	<b>March</b>	<b>Total</b>	<b>Conditional/ Unconditional</b>	<b>Source</b>
	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>	<b>R'000</b>		
<b>Equitable Share</b>	<b>132,566</b>	55,237					44,188			33,141	<b>132,566</b>	Unconditional	National Treasury
<b>Municipal System Grant</b>	<b>0</b>										<b>0</b>		
<b>EPWP Incentive</b>	<b>2,995</b>		749			1,347			899		<b>2,995</b>	Conditional	National Treasury
<b>Finance Management Grant</b>	<b>1,800</b>	1,800									<b>1,800</b>	Conditional	National Treasury
<b>Provincialisation of Libraries</b>			806									Conditional	Provincial Treasury
<b>Community Library Service</b>			212									Conditional	Provincial Treasury
<b>Electrification of Households</b>	<b>26,000</b>	8,000			6,000		7,000		5,000		<b>26,000</b>	Conditional	National Treasury
<b>Municipal Infrastructure Grant</b>	<b>31,388</b>	10,000				5,000	10,000			6,338	<b>31,388</b>	Conditional	National Treasury



# APPENDIX S

**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**

# Annual Financial Statements

for

## Ulundi Local Municipality

for the year ended 30 June 2018

Province:

AFS rounding:

<b>Contact Information:</b>	
<b>Name of Municipal Manager:</b>	Mr NG Zulu
Contact telephone number:	0358745810
Contact e-mail address:	<a href="mailto:nzulu@ulundi.gov.za">nzulu@ulundi.gov.za</a>
<b>Name of Chief Financial Officer:</b>	Mr J H Mhlongo
Contact telephone number:	035 874 5102
Contact e-mail address:	<a href="mailto:jmhlongo@ulundi.gov.za">jmhlongo@ulundi.gov.za</a>
<b>Name of contact at provincial treasury:</b>	Mr M Ndumo
Contact telephone number:	033 897 4525
Contact e-mail address:	<a href="mailto:MTHOKOZISI.NDUMO@KZNTREASURY.GOV.ZA">MTHOKOZISI.NDUMO@KZNTREASURY.GOV.ZA</a>
<b>Name of relevant Auditor:</b>	Ms Presnee Moonie
Contact telephone number:	0332647400
Contact e-mail address:	<a href="mailto:Presneem@agsa.co.za">Presneem@agsa.co.za</a>
<b>Name of contact at National Treasury:</b>	Johan Botha
Contact telephone number:	012 315 5347
Contact e-mail address:	<a href="mailto:johan.botha@treasury.gov.za">johan.botha@treasury.gov.za</a>

Compiled by:

Reviewed by:

Recommended by:

Approved by:

Handwritten signatures and initials for Compiled, Reviewed, Recommended, and Approved by.

**Ulundi Local Municipality**  
**ANNUAL FINANCIAL STATEMENTS**  
for the year ended 30 June 2018

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**ULUNDI LOCAL MUNICIPALITY**  
**ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

**General information**

**Legal form of entity** Local Municipality  
**Municipal demarcation code** KZN266

**Nature of business and principal activities:**

The main business operations of the Municipality is to engage in local governance activities, which includes planning and promotion of integrated development planning, land, economic and environmental development and supplying of the following services to the community rates and general service - All types of services rendered by the Municipality, excluding the following: Housing Services - Supply housing to the community and includes the rental of units owned by the Municipality to public and staff; Waste Management Services - The collection, disposal and purifying of waste, and sewerage; - Electricity is bought in bulk from Eskom and distributed to consumers by the Municipality.

**Members of the Council**

Councillor W M Ntshangase (M)	<b>His Worship the Mayor</b>
Councillor T.G Madela (F)	<b>Honourable Deputy Mayor</b>
Councillor N.J Manana (F) - EXCO Ex Officio Member	<b>Honourable Speaker</b>
Councillor H.J Mlambo (M)	Member of the Executive Committee
Councillor R V Sibiya (M)	Member of the Executive Committee
Councillor H.S Sibiya (F)	Member of the Executive Committee
Councillor S M Buthelezi (M)	Member of the Executive Committee
Councillor R B Nyawo (M)	Member of the Executive Committee
Councillor B S Masondo (M)	Member of the Executive Committee
Councillor Prince T M Buthelezi (M)	Member of the Executive Committee

**Ordinary Council Members**

Councillor PM Mthethwa (M)	Councillor M E Buthelezi (M)
Councillor ND Masondo (M)	Councillor KP Ngema (M)
Councillor SN Buthelezi(M)	Councillor M Mdlalose (M)
Councillor ZB Mncube (M)	Councillor SD Sibiya (M)
Councillor J E Xulu (M)	Councillor S Z Mkhize (M)
Councillor Am Sibiya (M)	Councillor TP Khanyile (M)
Councillor BL Khumalo (M)	Councillor V Ngcobo (M)
Councillor MS Mhlongo (M)	Councillor JV Buthelezi (M)
Councillor T K Mkhize (M)	Councillor D Khoza (M)
Councillor L Yaka (M)	Councillor XT Mbatha (M)
Councillor MS Buthelezi (M)	Councillor SP Nakin (F)
Councillor MS Ximba (F)	Councillor NG Dlamini (F)
Councillor TD Sikhakhane (M)	Councillor S Ntshingila (F)
Councillor MR Dubazane (M)	Councillor IP Ngobese (F)
Councillor JT Gasa (M)	Councillor S F Cindi (F)
Councillor CK Zungu (M)	Councillor Z Siyaya (F)
Councillor MT Mthembu (M)	Councillor SS Buthelezi (F)
Councillor WV Mbatha (M)	Councillor MZ Sikhakhane (F)
	Councillor PB Mbatha (F)

**Municipal Manager**

**Chief Financial Officer** Mr N G Zulu

**Grading of Local Authority** Mr J H Mhlongo

**Grade** Grade 3

**Auditors** Low Capacity

**Attorneys** Auditor - General South Africa

**Bankers** Cox & Partners and Bothas Incorporated

First National Bank

**ULUNDI LOCAL MUNICIPALITY**  
**ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

**General information (continued)**

**Registered Office:** Cnr Princess Magogo & King Zwelithini Streets, Ulundi

**Physical address:** *Cnr Princess Magogo & King Zwelithini Streets*  
Ulundi  
3838

**Postal address:** *Private Bag X17*  
Ulundi  
3838

**Telephone number:** +27 35 874 5100 +27 35 874 5800

**Fax number:** +27 35 870 3506

**E-mail address:** [nzulu@ulundi.gov.za](mailto:nzulu@ulundi.gov.za)

**Ulundi Local Municipality**  
**ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

**Accounting Officer's Responsibilities and Approval**

The Accounting Officer is required by the Municipal Finance Management Act (Act 56 of 2003), to maintain adequate accounting records and is responsible for the content and integrity of the Annual Financial Statements and related financial information included in this report. It is the responsibility of the Accounting Officer to ensure that the Annual Financial Statements fairly present the state of affairs of the Municipality as at 30 June 2018 and the results of its operations and cash flows for the year then ended. The external auditors are engaged to express an independent opinion on the annual financial statements and were given unrestricted access to all financial records and related data.

The Annual Financial Statements have been prepared in accordance with Standards of Generally Recognised Accounting Practice (GRAP) including any interpretations, guidelines and directives issued by the Accounting Standards Board.

The Annual Financial Statements are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The Accounting Officer acknowledges that he is ultimately responsible for the system of internal financial control established by the Municipality and places considerable importance on maintaining a strong control environment. To enable the Accounting Officer to meet these responsibilities, the Accounting Officer sets standards for internal control aimed at reducing the risk of error or deficit in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the Municipality and all employees are required to maintain the highest ethical standards in ensuring the Municipality's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the Municipality is on identifying, assessing, managing and monitoring all known forms of risk across the Municipality. While operating risk cannot be fully eliminated, the Municipality endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The Accounting Officer is of the opinion, based on the information and explanations given by Management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the Annual Financial Statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or deficit.

The Accounting Officer has reviewed the Municipality's cash flow forecast for the period to 30 June 2018 and, in the light of this review and the current financial position, he is satisfied that the Municipality has or has access to adequate resources to continue in operational existence for the foreseeable future.

I certify that the salaries, allowances and benefits of Councillors, and payments made to Councillors for loss of office, if any, as disclosed in note 23 to note 24 of these annual financial statements are within the upper limits of the framework envisaged in Section 219 of the Constitution, read with the Remuneration of Public Officer Bearers Act and the Minister of Provincial and Local Government's determination in accordance with this Act.

The Annual Financial Statements set out on pages 5 to 39, which have been prepared on the assumption that the municipality will continue to operate as a going concern for the next 12 months, were approved and signed by the Accounting Officer on 31 August 2018.

Accounting Officer: Mr N G Zulu

DATE :31 August 2018



**Ulundi Local Municipality**  
**ANNUAL FINANCIAL STATEMENTS**  
**STATEMENT OF FINANCIAL POSITION FOR THE YEAR ENDED 30 JUNE 2018**

	Note	2018 R	2017 R
<b>ASSETS</b>			
<b>Current assets</b>		<b>74 527 712</b>	<b>68 835 160</b>
Cash and cash equivalents	2	865 272	1 947 421
Trade and other receivables: Exchange Transactions	3	20 609 300	20 053 143
Trade and other receivables from non-exchange transactions	4	46 048 515	35 670 172
Inventories	5	-1 069 074	3 504 472
VAT receivable	6	8 073 859	7 459 852
<b>Non-current assets</b>		<b>394 313 214</b>	<b>408 284 530</b>
Property, plant and equipment	7	384 335 819	397 698 795
Heritage Assets	7.1	10 501	10 501
Investment property	8	9 915 000	9 915 000
Intangible assets	9	51 894	600 234
<b>Total assets</b>		<b>468 840 926</b>	<b>476 919 690</b>
<b>LIABILITIES</b>			
<b>Current liabilities</b>		<b>157 259 029</b>	<b>139 378 111</b>
Trade and other payables from exchange transactions	10	141 846 219	121 026 187
Consumer deposits	11	2 619 777	2 437 188
Current provisions	11	12 399 659	9 356 846
Current portion of unspent conditional grants and receipts	12	-	1 141 418
Current portion of long service awards	13	393 374	725 794
Current portion of finance lease liability	15	-	4 630 678
<b>Non-current liabilities</b>		<b>5 469 626</b>	<b>4 497 179</b>
Non-current portion of long service awards	13	5 469 626	4 497 179
Long term portion of finance lease liability	15	-	-
<b>Total liabilities</b>		<b>162 728 655</b>	<b>143 875 290</b>
<b>NET ASSETS</b>		<b>310 873 133</b>	<b>312 540 312</b>
Reserves	16.2	10 690	10 690
Accumulated surplus	16.1	310 862 443	312 529 622
<b>Total net assets</b>		<b>310 873 133</b>	<b>312 540 312</b>

Notes to the user:

Rows may be inserted for additional line items that warrant disclosure on the face of the statement of financial position. Be sure to update the formulae in the sub totals and totals lines if new lines are added in. GRAP 1 states: **"Additional line items, headings and sub-totals shall be presented on the face of the statement of financial position when such presentation is relevant to an understanding of the entity's financial position."**

**Investment property:**  
**Delete note and line item which is not applicable**

**(refer to accounting policy of municipality for treatment of investment property)**

Items are to be presented. Paragraph 78 simply provides a list of items that are sufficiently different in nature or function to warrant separate presentation on the face of the statement of financial position.

In addition:

(a) line items are included when the size, nature or function of an item or aggregation of similar items is such that separate presentation is relevant to an understanding of the entity's financial position; and

(b) the descriptions used and the ordering of items or aggregation of similar items may be amended according to the nature of the entity and its transactions, to provide information that is relevant to an understanding of the entity's financial position.

**Ulundi Local Municipality**  
**ANNUAL FINANCIAL STATEMENTS**  
**STATEMENT OF FINANCIAL PERFORMANCE FOR THE YEAR ENDED 30 JUNE 2018**

	Note	2018 R	2017 R Restated
<b>Revenue</b>			
<b>Revenue from exchange transactions:</b>			
Service charges	18	63 136 885	85 132 065
Rental of facilities and equipment	19	1 444 700	1 043 918
Interest earned - external	20	787 257	776 601
Licences and permits		2 725 797	3 068 005
Other income	22	1 464 563	2 826 498
Interest on overdue debtors		5 136 099	7 402 788
<b>Revenue from non exchange transactions:</b>			
Property rates	17	60 681 455	54 295 934
Property rates - penalties imposed and collection charges	17	2 903 670	11 416 944
Fines	36	13 939 792	5 240 151
Government grants and subsidies	21	196 908 414	182 647 885
Provision for bad debts adjustment	3	24 582 378	48 792 540
<b>Total revenue</b>		<b>373 711 010</b>	<b>402 643 330</b>
<b>Expenses</b>			
Employee related costs	23	130 441 504	114 230 839
Remuneration of councillors	24	16 027 016	14 211 321
Impairment adjustment on traffic fines		8 209 655	18 504 088
Depreciation	25	41 961 256	41 692 910
Amortisation	8	154 983	119 835
Bad Debts Written off		30 124 641	32 584 571
Repairs and maintenance	14		4 901 677
Finance costs	26	3 985 815	4 640 345
Bulk purchases	27	65 507 212	66 659 488
Contracted services	28	69 314 070	67 600 097
General expenses	29	29 412 046	47 904 499
<b>Total expenses</b>		<b>395 138 197</b>	<b>413 049 669</b>
Actuarial Gain / (loss)	30	(381 669)	(109 517)
Profit / (loss) on fair value adjustment	8		
<b>Surplus / (deficit) for the period</b>		<b>(21 808 855)</b>	<b>(10 515 857)</b>

**Ulundi Local Municipality**  
**STATEMENT OF CHANGES IN NET ASSETS FOR THE YEAR ENDED 30 JUNE 2018**

	Revaluation Reserve	Other reserves	Total: Reserves	Accumulated Surplus/(Deficit)	Total: Net Assets
	R	R	R	R	R
Balance at 30 June 2017-as previously reported	10 690			323 045 478	323 056 168
Inventory Long Service				1 615	1 615
Balance at 30 June 2017-now restated	10 690	-	-	(364 027)	322 693 756
Restated balance at 30 June 2017	10 690			9 988 232	9 988 232
Surplus / (deficit) for the year - 2017/2018				332 671 298	332 681 988
Balance at 30 June 2018	10 690			(21 808 855)	(21 808 855)
	<b>10 690</b>			<b>310 862 443</b>	<b>310 873 133</b>

**Ulundi Local Municipality**  
**ANNUAL FINANCIAL STATEMENTS**  
**CASH FLOW STATEMENT FOR THE YEAR ENDED 30 JUNE 2018**

	Note	2018 R	2017 R
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Cash Receipts from Customers and Government		393 245 906	377 108 240
Cash paid to suppliers and employees		-362 255 946	(334 834 346)
<b>Cash generated by/(utilised in) operations</b>	31	<b>30 989 959</b>	
Interest received		(787 257)	759 637
Interest paid		3 985 815	(4 640 345)
<b>Net cash flows from operating activities</b>		<b>34 188 517</b>	<b>(3 880 708)</b>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Purchase of fixed assets (PPE)		(28 598 279)	(34 129 902)
Proceeds from sale of fixed assets		-	-
<b>Net cash flows from investing activities</b>		<b>(28 598 279)</b>	<b>(34 129 902)</b>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Increase/(decrease) in consumer deposits		122 589	248 060
Increase(decrease) in Finance lease liability		(4 630 678)	(4 941 932)
<b>Net cash flows from financing activities</b>		<b>(4 508 089)</b>	<b>(4 693 872)</b>
<b>Net increase / (decrease) in net cash and cash equivalents</b>		<b>(1 082 149)</b>	<b>(430 244)</b>
<b>Net cash and cash equivalents at beginning of period</b>		<b>1 947 421</b>	<b>2 377 665</b>
<b>Net cash and cash equivalents at end of period</b>	32	<b>865 272</b>	<b>1 947 421</b>

ULUNDI LOCAL MUNICIPALITY						
STATEMENT OF COMPARISON OF ACTUAL VERSUS BUDGET (REVENUE AND EXPENDITURE) FOR THE YEAR ENDED 30 JUNE 2018						
	Approved Budget	Adjustments	Final Budget	Actual	Actual vs Final Budget Variance	Actual vs Final Budget Variance %
	R	R	R	R	R	%
<b>Revenue</b>						
Property rates	74 310 000	-	74 310 000	60 681 455	13 628 545	18.34
Property rates - penalties imposed and collection charges	-	-	-	2 903 670	(2 903 670)	-
Service charges	84 419 000	-	84 419 000	63 136 885	21 282 115	25.21
Rental of facilities and equipment	681 000	1 016 000	1 697 000	1 444 700	252 300	14.87
Interest earned - external investments	1 000 000	-	1 000 000	787 257	212 743	21.27
Fines	4 500 000	-	4 500 000	13 939 792	(9 439 792)	-209.77
Licences and permits	4 000 000	-	4 000 000	2 725 797	1 274 203	31.86
Government grants and subsidies	197 132 000	-938 825	196 193 075	196 908 414	(715 339)	-0.36
Other income	188 000	1 192 000	1 378 000	1 464 563	(86 563)	-6.28
Proceeds on sale on assets	3 000 000	-	3 000 000	3 000 000	0	0.00
Provision for bad debts adjustment	-	-	-	24 582 378	(24 582 378)	-100.00
<b>Total Revenue</b>	<b>369 228 000</b>	<b>1 269 075</b>	<b>370 497 075</b>	<b>368 574 911</b>	<b>1 922 164</b>	
<b>Expenses</b>						
Employee related costs	130 728 000	2 200 000	132 928 000	130 441 504	2 486 496	1.87
Remuneration of councillors	15 850 000	987 000	16 837 000	16 027 016	809 984	4.81
Bad debts	-	-	-	-	-	-
Depreciation and amortisation expense	41 000 000	6 893 000	47 893 000	41 961 256	5 931 744	12.39
Bad Debts Written Off	-	-	-	30 124 641	(30 124 641)	-100.00
Repairs and maintenance	11 123 597	-	11 123 597	-	11 123 597	-100.00
Finance costs	4 800 000	-	4 800 000	3 985 815	814 185	16.96
Bulk purchases	70 000 000	-	70 000 000	65 507 212	4 492 788	6.42
Contracted services	18 564 000	51 401 000	69 965 000	69 314 070	650 930	0.93
General expenses	15 712 000	25 278 000	40 990 000	29 412 046	11 577 954	28.25
<b>Total Expenses</b>	<b>307 777 597</b>	<b>86 759 000</b>	<b>394 536 597</b>	<b>386 773 559</b>	<b>7 763 038</b>	<b>1.97</b>
Actual Gain / (loss)				-381 669	381 669	
Change in Accounting Estimate				-	-	
Profit / (loss) on fair value adjustment				-	-	
<b>Surplus / (deficit) for the period</b>	<b>61 450 403</b>	<b>-85 489 925</b>	<b>-24 039 522</b>	<b>-21 808 855</b>	<b>(5 940 374)</b>	<b>26.78</b>

Explanation of significant variances greater than 10 % versus budget

This is due to the implementation of the amendment M

This is attributable to the error that occurred when the data strings were uploaded after the budget approval. Eskom payment which was received after adjustment budget facilities. This service is dependent upon the community hiring facilities. This is due to the shorter period which the cash was invested. Law enforcement of recovering of fines

This depends to the community demand for the service

This is due to an increase charges for tempering and reconnection fees.

This is due to the infrastructures that were anticipated to be completed before year end which could not be completed. The debtors that were declared irrecoverable The change is due to MSCOA classification

This is due to the reduced charge by Eskom which is attributable to reduction on electricity usage. This is due to the savings through implementation of MFMA circular 82. The change is due to MSCOA classification

Note: This statement of comparison of budget and actual amounts is on the same accounting basis with the rest of the financial statements which is on the accrual basis as well the budget on a the same basis.



STATEMENT OF ACTUAL VERSUS BUDGET (ACQUISITION OF PROPERTY, PLANT AND EQUIPMENT) FOR THE YEAR ENDED 30 JUNE 2018

	Additions R	Under Construction R	Total Additions R	Budgeted Additions R	Variance
<b>Infrastructure</b>					
Roads		5 791 765	5 791 765	12 108 000	-12 108 000
Buildings			-		-
	-	5 791 765	5 791 765	12 108 000	-6 316 235
<b>Community Assets</b>					
Recreational facilities	-	10 736 777	10 736 777	11 570 000	-833 223
	-	10 736 777	10 736 777	11 570 000	-833 223
<b>Other Assets</b>					
Furniture and fittings			-		-
Computer Equipment			-		-
Machinery and equipment			-		-
Vehicles			-		-
	-	-	-	-	-
<b>Total</b>	-	16 528 542	16 528 542	23 678 000	-7 149 458

ULUNDI LOCAL MUNICIPALITY

APPROPRIATION STATEMENT FOR THE YEAR ENDED 30 JUNE 2018

2018 2017

	Approved Budget		Budget Adjustments		Final Adjustment		Shifting of funds (r. to S31 of the MFMA)	Final Budget		Unauthorised expenditure	Variance	Audit outcome as % of Final Budget	Audit outcome as % of Original Budget	Reported unauthorised expenditure	Expenditure authorised in terms of s32 of MFMA	Balance to be recovered	Restated Audit Outcome
	R		(to S32 and s31 of the MFMA)	R	R	R		R	R								
<b>Revenue</b>																	
Property rates	55 412 000	9 300 000	64 712 000	-	64 712 000	60 661 455		94	4 030 545								
Property rates - penalties imposed and collection charges	1 593 000	6 000 000	7 593 000	-	7 593 000	2 903 670		36	4 689 330								
Service charges	126 025 000	-5 785 000	120 240 000	-	120 240 000	63 136 869		53	57 103 115								
Rental of facilities and equipment	1 511 000	11 000	1 522 000	-	1 522 000	1 444 700		95	77 300								
Interest earned - external investments	1 000 000	-216 000	784 000	-	784 000	787 267		100	-3 257								
Fines	4 000 000	4 000 000	4 000 000	-	4 000 000	13 939 792		348	-9 939 792								
Licenses and permits	3 100 000	3 100 000	3 100 000	-	3 100 000	2 725 797		88	374 203								
Government grants and subsidies	129 164 000	13 000	129 177 000	-	129 164 000	196 008 414		152	-67 744 414								
Other income	5 847 000	1 000 000	6 847 000	-	6 847 000	1 464 563		25	4 495 437								
Proceeds on sale of assets	1 000 000	1 000 000	1 000 000	-	1 000 000	24 582 378		0									
Provision for bad debts adjustment				-		0		0									
<b>Total Revenue</b>	<b>328 752 000</b>	<b>9 323 000</b>	<b>338 075 000</b>	-	<b>338 075 000</b>	<b>368 574 911</b>			<b>-30 499 911</b>								
<b>Expenses</b>																	
Employee related costs	107 062 000	17 465 000	124 527 000	-	124 525 000	130 441 504		105	-5 916 504								
Remuneration of councillors	14 953 000		14 953 000	-	14 953 000	16 027 016		107	-1 074 016								
Bad debts written off				-		0		0									
Provision for impairment of Trade Debtors				-		0		0									
Depreciation and amortisation expense	71 309 000	-20 000 000	51 309 000	-	51 329 000	30 124 641		59	-21 204 359								
Repairs and maintenance	7 250 000		7 250 000	-	7 250 000	7 250 000		0									
Finance costs	4 640 400		4 640 400	-	4 640 400	3 985 815		86	654 585								
Bulk purchases	60 000 000	7 000 000	67 000 000	-	67 000 000	65 507 212		98	1 492 788								
Contracted services	38 574 000	25 845 000	64 419 000	-	64 419 000	69 314 070		108	-4 895 070								
General expenses	31 067 000	18 379 000	49 446 000	-	49 446 000	29 412 046		59	20 033 954								
<b>Total Expenses</b>	<b>334 875 400</b>	<b>48 687 000</b>	<b>383 562 400</b>	-	<b>383 562 400</b>	<b>386 773 559</b>			<b>-3 211 159</b>								
Gain / (loss) on sale of assets				-		0		0									
Transfers recognised capital	54 492 000		54 492 000	-	54 492 000			0	54 492 000								
Profit / (loss) on fair value adjustment				-				0									
Surplus / (deficit) for the period	<b>(6 123 400)</b>	<b>(39 364 000)</b>	<b>9 004 600</b>	-	<b>9 004 600</b>	<b>(18 198 648)</b>			<b>-27 203 248</b>								
<b>Capital expenditure and fund sources</b>																	
<b>Capital expenditure</b>																	
Transfers recognised capital	29 492 000		29 492 000	-	29 492 000	43 505 269		148	-14 013 269								
Public donations & contributions				-		0		0									
Borrowing				-		0		0									
Internally generated funds				-		0		0									
Total sources of capital funds	29 492 000	0	29 492 000	-	29 492 000	43 505 269		0	-14 013 269								
Cashflows																	
Net cash flows from (used) operating activities																	
Net cash flows from (used) investing activities																	
Net cash flows from (used) financing activities																	
Cash and cash equivalents at year end																	



**Ulundi Local Municipality**  
**ACCOUNTING POLICIES FOR THE YEAR ENDED 30 JUNE 2018**

**1 BASIS OF ACCOUNTING**

**1.1 BASIS OF PRESENTATION**

The annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention unless specified otherwise.

These annual financial statements have been prepared in accordance with Generally Recognised Accounting Practice (GRAP), issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act, (Act No 56 of 2003).

The principal accounting policies adopted in the preparation of these annual financial statements are set out below.

GRAP 1	Presentation of Financial Statements
GRAP 2	Cash Flow Statements
GRAP 3	Accounting Policies, Changes in Accounting Estimates and Errors
GRAP 9	Revenue From Exchange Transactions
GRAP 11	Construction Contracts
GRAP 12	Inventories
GRAP 13	Leases
GRAP 14	Events After Reporting Date
GRAP 16	Investment Property
GRAP 17	Property, Plant and Equipment
GRAP 19	Provisions, Contingent Liability and Contingent Assets
GRAP 21	Impairment of Non Cash Generating Assets
GRAP 23	Revenue From Non Exchange Transactions (Taxes and Transfers)
GRAP 24	Presentation of Budget Information in the Financial Statements
GRAP 25	Employee Benefits
GRAP 26	Impairment of Non Generating Assets
GRAP 102	Intangible Assets
GRAP 104	Financial Instruments
I GRAP 1	Revenue Recognition (Traffic fines)

Assets, liabilities, revenues and expenses have not been offset except when offsetting is required or permitted by a Standard of GRAP.

The accounting policies applied are consistent with those used to present the previous year's financial statements, unless explicitly stated. The details of any changes in accounting policies are explained in the relevant policy.

**1.2 PRESENTATION CURRENTLY**

These annual financial statements are presented in South African Rand, which is the functional currency of the municipality and added and recorded to the nearest rand.

**1.3 GOING CONCERN ASSUMPTION**

These annual financial statements have been prepared on the assumption that the municipality will continue to operate as a going concern for at least the next 12 months.

**1.4 COMPARATIVE INFORMATION**

Budget information in accordance with GRAP 1 and 24, has been provided in a statement of comparison of actual and budget to these financial statements and forms part of the audited annual financial statements.

When the presentation or classification of items in the annual financial statements is amended, prior period comparative amounts are restated. The nature and reason for the reclassification is disclosed. Where accounting errors have been identified in the current year, the correction is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly. Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly.

**1.5 STANDARDS, AMENDMENTS TO STANDARDS AND INTERPRETATIONS ISSUED BUT NOT YET EFFECTIVE**

The following GRAP standards have been issued but are not yet effective and have not been early adopted by the municipality:

GRAP 18 Segment Reporting

**2 PROPERTY, PLANT AND EQUIPMENT**

**2.1 INITIAL RECOGNITION**

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one year. Items of property, plant and equipment are initially recognised as assets on acquisition date and are initially recorded at cost. The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by the municipality. Trade discounts and rebates are deducted in arriving at the cost. The cost also includes the necessary costs of dismantling and removing the asset and restoring the site on which it is located.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Where an asset is acquired by the municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of that asset on the date acquired.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

Major spare parts and servicing equipment qualify as property, plant and equipment when the municipality expects to use them during more than one period. Similarly, if the major spare parts and servicing equipment can be used only in connection with an item of property, plant and equipment, they are accounted for as property, plant and equipment.

## 2.2 SUBSEQUENT MEASUREMENT - REVALUATION MODEL (LAND AND BUILDINGS)

Subsequent to initial recognition, land and buildings are carried at a revalued amount, being its fair value at the date of revaluation less any subsequent accumulated depreciation and impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation is credited directly to a revaluation surplus reserve, except to the extent that it reverses a revaluation decrease of the same asset previously recognised in surplus or deficit.

A decrease in the carrying amount of an asset as a result of a revaluation is recognised in surplus or deficit, except to the extent of any credit balance existing in the revaluation surplus in respect of that asset.

### Derecognition

The carrying amount of items of property, plant and equipment is derecognised on disposal, or when no future economic benefits or service potential are expected from its use or disposal. The gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

## 2.3 DEPRECIATION AND IMPAIRMENT

Depreciation is calculated on the depreciable amount, using the straight-line method over the estimated useful lives of the assets. Components of assets that are significant in relation to the whole asset and that have different useful lives are depreciated separately. The annual depreciation rates are based on the following estimated average asset lives:

<b>Infrastructure</b>		<b>Other</b>	
Roads and Paving	10-20	Buildings	30
Pedestrian Malls	30	Air Conditioners	7
Electricity	25	Vehicles and tractors	7
Sewerage	20	Office equipment	5
		Furniture and fittings	10
		computer software	3
<b>Community</b>		Machinery and Equipment	7
Buildings	30	Tools	5
Recreational facilities	10	Radio	5
		Computer equipment	3

The residual value, the useful life of an asset and the depreciation method is reviewed annually and any changes are recognised as a change in accounting estimate in the Statement of Financial Performance.

2.4 The municipality tests for impairment where there is an indication that an asset may be impaired. An assessment of whether there is an indication of possible impairment is done at each reporting date. Where the carrying amount of an item of property, plant and equipment is greater than the estimated recoverable amount (or recoverable service amount), it is written down immediately to its recoverable amount (or recoverable service amount) and an impairment loss is charged to the Statement of Financial Performance.

Items of Property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use of the asset. The gain or loss arising on the disposal or retirement of an item of property, plant and equipment is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

## 3 INTANGIBLE ASSETS

### 3.1 INITIAL RECOGNITION

An intangible asset is an identifiable non-monetary asset without physical substance. Examples include computer software, licences, and development costs. The municipality recognises an intangible asset in its Statement of Financial Position only when it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the municipality and the cost or fair value of the asset can be measured reliably.

Internally generated intangible assets are subject to strict recognition criteria before they are capitalised. Research expenditure is never capitalised, while development expenditure is only capitalised to the extent that:

- the municipality intends to complete the intangible asset for use or sale;
- it is technically feasible to complete the intangible asset;
- the municipality has the resources to complete the project; and
- it is probable that the municipality will receive future economic benefits or service potential.

Intangible assets are initially recognised at cost.

Where an intangible asset is acquired by the municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of that asset on the date acquired.

Where an intangible asset is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

### 3.2 SUBSEQUENT MEASUREMENT - COST MODEL

Intangible assets are subsequently carried at cost less accumulated amortisation and impairments. The cost of an intangible asset is amortised over the useful life where that useful life is finite. Where the useful life is indefinite, the asset is not amortised but is subject to an annual impairment test.

### 3.3 AMORTISATION AND IMPAIRMENT

Amortisation is charged so as to write off the cost or valuation of intangible assets over their estimated useful lives using the straight line method. The annual amortisation rates are based on the following estimated average asset lives:

#### Computer software

The amortisation period and the amortisation method for an intangible asset with a finite useful life are reviewed at each reporting date and any changes are recognised as a change in accounting estimate in the Statement of Financial Performance.

The municipality tests intangible assets with finite useful lives for impairment where there is an indication that an asset may be impaired. An assessment of whether there is an indication of possible impairment is done at each reporting date. Where the carrying amount of an item of an intangible asset is greater than the estimated recoverable amount (or recoverable service amount), it is written down immediately to its recoverable amount (or recoverable service amount) and an impairment loss is charged to the Statement of Financial Performance.

### 3.4 DERECOGNITION

Intangible assets are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use of the asset. The gain or loss arising on the disposal or retirement of an intangible asset is determined as the difference between the sales proceeds and the carrying value and is recognised in the Statement of Financial Performance.

## 4 INVESTMENT PROPERTY

### 4.1 INITIAL RECOGNITION

Investment property includes property (land or a building, or part of a building, or both land or buildings held under a finance lease) held to earn rentals and/or for capital appreciation, rather than held to meet service delivery objectives, the production or supply of goods or services, or the sale of an asset in the ordinary course of operations. The values were determined by the Municipal Valuers, and Civil Engineers appointed for the purpose, and the valuation process was completed during the financial year ending 30 June 2013

At initial recognition, the municipality measures investment property at cost including transaction costs once it meets the definition of investment property. However, where an investment property was acquired through a non-exchange transaction (i.e. where it acquired the investment property for no or a nominal value), its cost is its fair value as at the date of acquisition.

### 4.2 SUBSEQUENT MEASUREMENT - FAIR VALUE MODEL

Investment property is measured using the fair value model. Under the fair value model, investment property is carried at its fair value at the reporting date. Any gain or loss arising from a change in the fair value of the property is included in surplus or deficit for the period in which it arises.

## 5 INVENTORIES

### 5.1 INITIAL RECOGNITION

Inventories comprise current assets held for sale, consumption or distribution during the ordinary course of business. Inventories are initially recognised at cost. Cost generally refers to the purchase price, plus taxes, transport costs and any other costs in bringing the inventories to their current location and condition. Where inventory is manufactured, constructed or produced, the cost includes the cost of labour, materials and overheads used during the manufacturing process.

Where inventory is acquired by the municipality for no or nominal consideration (i.e. a non-exchange transaction), the cost is deemed to be equal to the fair value of the item on the date acquired.

### 5.2 SUBSEQUENT MEASUREMENT

Inventories, consisting of consumable stores, raw materials, work-in-progress and finished goods, are valued at the lower of cost and net realisable value unless they are to be distributed at no or nominal charge, in which case they are measured at the lower of cost and current replacement cost. Redundant and slow-moving inventories are identified and written down in this way. Differences arising on the valuation of inventory are recognised in the Statement of Financial Performance in the year in which they arose. The amount of any reversal of any write-down of inventories arising from an increase in net realisable value or current replacement cost is recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

The carrying amount of inventories is recognised as an expense in the period that the inventory was sold, distributed, written off or consumed, unless that cost qualifies for capitalisation to the cost of another asset.

## 6 FINANCIAL INSTRUMENTS

The municipality has various types of financial instruments and these can be broadly categorised as either financial assets, financial liabilities or residual interests in accordance with the substance of the contractual agreement. The municipality only recognises a financial instrument when it becomes a party to the contractual provisions of the instrument.

### 6.1 INITIAL RECOGNITION

Financial assets and financial liabilities are recognised on the entity's Statement of Financial Position when the entity becomes party to the contractual provisions of the instrument. The entity does not offset a financial asset or financial liability unless a legally enforceable right to offset the recognised amounts currently exist; and the entity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously. "Fair value methods and assumption. The fair values of financial instruments are determined as follows: The fair value of quoted investments are based on current bid prices. If the market for a financial asset is not active (and for unutilised securities), the company establishes fair value by using valuation techniques. These include the use of the recent arm's length transactions, reference to other instruments that are substantially the same, discounted cash flow analysis, and option pricing models making maximum use of market inputs and relying as little as possible on entity-specific inputs."

### 6.2 The effective interest rate

The effective interest rate method of calculating the amortised cost of a financial asset or financial liability and of allocating the interest income or interest expense over the relevant period. The effective interest rate is the rate that exactly discounts estimated future cash payments or receipts through the expected life of the financial instrument or, when appropriate, a shorter period to the net carrying amount of the financial asset or financial liability.

### 6.3 Amortised cost

Amortised cost is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction for impairment or uncollectibility.

### 6.4 SUBSEQUENT MEASUREMENT

Financial Assets are categorised according to their nature as either financial assets at fair value through profit or loss, held-to-maturity, loans and receivables, or available for sale. Financial liabilities are categorised as either at fair value through profit or loss or financial liabilities carried at amortised cost ("other"). The subsequent measurement of financial assets and liabilities depends on this categorisation and, in the absence of an approved GRAP Standard on Financial Instruments, is in accordance with IAS 39.

#### 6.4.1 INVESTMENTS

Investments, which include listed government bonds, unlisted municipal bonds, fixed deposits and short-term deposits invested in registered commercial banks, are categorised as either held-to-maturity where the criteria for that categorisation are met, or as loans and receivables, and are measured at amortised cost. Where investments have been impaired, the carrying value is adjusted by the impairment loss, which is recognised as an expense in the period that the impairment is identified. Impairments are calculated as being the difference between the carrying amount and the present value of the expected future cash flows flowing from the instrument. On disposal of an investment, the difference between the net disposal proceeds and the carrying amount is charged or credited to the Statement of Financial Performance.

#### 6.4.2 TRADE AND OTHER RECEIVABLES

Trade and other receivables are categorised as financial assets: loans and receivables and are initially recognised at fair value and subsequently carried at amortised cost. Amortised cost refers to the initial carrying amount, plus interest, less repayments and impairments. An estimate is made for doubtful receivables based on a review of all outstanding amounts at year-end. Significant financial difficulties of the debtor, probability that the debtor will enter bankruptcy or financial reorganisation, and default or delinquency in payments (more than 30 days overdue) are considered indicators that the trade receivable is impaired. Impairments are determined by discounting expected future cash flows to their present value. Amounts that are receivable within 12 months from the reporting date are classified as current.

An impairment of trade receivables is accounted for by reducing the carrying amount of trade receivables through the use of an allowance account, and the amount of the loss is recognised in the Statement of Financial Performance within operating expenses. When a trade receivable is uncollectible, it is written off. Subsequent recoveries of amounts previously written off are credited against operating expenses in the Statement of Financial Performance.

#### 6.4.3 TRADE PAYABLES AND BORROWINGS

Financial liabilities consist of trade payables and borrowings. They are categorised as financial liabilities held at amortised cost, are initially recognised at fair value and subsequently measured at amortised cost which is the initial carrying amount, less repayments, plus interest.

#### 6.4.4 CASH AND CASH EQUIVALENTS

Cash includes cash on hand (including petty cash) and cash with banks (including call deposits). Cash equivalents are short-term highly liquid investments, readily convertible into known amounts of cash, that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value. For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held on call with banks, net of bank overdrafts. The municipality categorises cash and cash equivalents as financial assets: loans and receivables.

Bank overdrafts are recorded based on the facility utilised. Finance charges on bank overdraft are expensed as incurred. Amounts owing in respect of bank overdrafts are categorised as financial liabilities: other financial liabilities carried at amortised cost.

#### 6.4.5 INITIAL RECOGNITION

Cash includes cash on hand (including petty cash) and cash with banks (including call deposits). Cash equivalents are short-term highly liquid investments, readily convertible into known amounts of cash, that are held with registered banking institutions with maturities of three months or less and are subject to an insignificant risk of change in value. For the purposes of the cash flow statement, cash and cash equivalents comprise cash on hand, deposits held on call with banks, net of bank overdrafts. The municipality categorises cash and cash equivalents as financial assets: loans and receivables.

## 7 UNAUTHORISED EXPENDITURE

Unauthorised expenditure is expenditure that has not been budgeted, expenditure that is not in terms of the conditions of an allocation received from another sphere of government, municipality or organ of state and expenditure in the form of a grant that is not permitted in terms of the Municipal Finance Management Act (Act No.56 of 2003). Unauthorised expenditure is accounted for as an expense in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

## 8 IRREGULAR EXPENDITURE

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the Municipality's supply chain management policy. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

## 9 FRUITLESS AND WASTEFUL EXPENDITURE

Fruitless and wasteful expenditure is expenditure that was made in vain and would have been avoided had reasonable care been exercised. Fruitless and wasteful expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

## 10 PROVISIONS

Provisions are recognised when the municipality has a present or constructive obligation as a result of past events, it is probable that an outflow of resources embodying economic benefits will be required to settle the obligation and a reliable estimate of the provision can be made. Provisions are reviewed at reporting date and adjusted to reflect the current best estimate. Where the effect is material, non-current provisions are discounted to their present value using a pre-tax discount rate that reflects the market's current assessment of the time value of money, adjusted for risks specific to the liability (for example in the case of obligations for the rehabilitation of land).

The municipality does not recognise a contingent liability or contingent asset. A contingent liability is disclosed unless the possibility of an outflow of resources embodying economic benefits is remote. A contingent asset is disclosed where an inflow of economic benefits is probable.

Future events that may affect the amount required to settle an obligation are reflected in the amount of a provision where there is sufficient objective evidence that they will occur. Gains from the expected disposal of assets are not taken into account in measuring a provision. Provisions are not recognised for future operating losses. The present obligation under an onerous contract is recognised and measured as a provision.

A provision for restructuring costs is recognised only when the following criteria over and above the recognition criteria of a provision have been met: the principal locations affected; the location, function, and approximate number of employees who will be compensated for terminating their services; - the expenditures that will be undertaken; and when the plan will be implemented; and (a) The municipality has a detailed formal plan for the restructuring identifying at least: - the business or part of a business concerned; - the principal locations affected; - the location, function, and approximate number of employees who will be compensated for terminating their services; - the expenditures that will be undertaken; and - when the plan will be implemented; and

(b) The municipality has raised a valid expectation in those affected that it will carry out the restructuring by starting to implement that plan or announcing its main features to those affected by it.

## 11 LEASES

Lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership. Lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

### 11 Finance leases - lessee

Leases are classified as finance leases where substantially all the risks and rewards associated with ownership of an asset are transferred to the municipality. Property, plant and equipment or intangible assets subject to finance lease agreements are initially recognised at the lower of the asset's fair value and the present value of the minimum lease payments. The corresponding liabilities are initially recognised at the inception of the lease and are measured as the sum of the minimum lease payments due in terms of the lease agreement, discounted for the effect of interest. In discounting the lease payments, the municipality uses the interest rate that exactly discounts the lease payments and unguaranteed residual value to the fair value of the asset plus any direct costs incurred.

Subsequent to initial recognition, the leased assets are accounted for in accordance with the stated accounting policies applicable to property, plant, equipment or intangibles. The lease liability is reduced by the lease payments, which are allocated between the lease finance cost and the capital repayment using the effective interest rate method. Lease finance costs are expensed when incurred. The accounting policies relating to derecognition of financial instruments are applied to lease payables. The lease asset is depreciated over the shorter of the asset's useful life or the lease term.

### 11 Finance leases - lessor

Amounts due from lessees under finance leases are recorded as receivables at the amount of the net investment in the leases. The receivable is calculated as the sum of all the minimum lease payments to be received, plus any unguaranteed residual accruing to the municipality, discounted at the interest rate implicit in the lease. The receivable is reduced by the capital portion of the lease instalments received, with the interest portion being recognised as interest revenue on a time proportionate basis. The accounting policies relating to derecognition and impairment of financial instruments are applied to lease receivables.

#### 11 Operating leases - lessees

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset/ liability. Any contingent rents are expensed in the period they are incurred.

#### 11 Operating leases - lessor

Operating lease income is recognised as revenue on a straight-line basis over the lease term. Initial direct costs incurred in negotiating and arranging operating leases are added to the carrying amount of the leased asset and recognised as an expense over the lease term on the same basis as the lease income.

Income for leases is disclosed under revenue in statement of financial performance.

### 12 REVENUE

#### 12 REVENUE FROM EXCHANGE TRANSACTIONS

Revenue from exchange transactions refers to revenue that accrued to the municipality directly in return for services rendered / goods sold, the value of which approximates the consideration received or receivable.

Service charges relating to electricity and water are based on consumption. Meters are read on a quarterly basis and are recognised as revenue when invoiced. Provisional estimates of consumption are made monthly when meter readings have not been performed. The provisional estimates of consumption are recognised as revenue when invoiced. Adjustments to provisional estimates of consumption are made in the invoicing period in which meters have been read. These adjustments are recognised as revenue in the invoicing period.

Revenue from the sale of electricity prepaid meter cards is recognised at the point of sale.

Service charges relating to refuse removal are recognised on a monthly basis in arrears by applying the approved tariff to each property that has improvements. Tariffs are determined per category of property usage, and are levied monthly based on the recorded number of refuse containers per property.

Interest revenue is recognised on a time proportion basis.

Revenue from the rental of facilities and equipment is recognised on a straight-line basis over the term of the lease agreement.

Dividends are recognised on the date that the Municipality becomes entitled to receive the dividend.

Revenue arising from the application of the approved tariff of charges is recognised when the relevant service is rendered by applying the relevant gazetted tariff. This includes the issuing of licences and permits.

Revenue from the sale of goods is recognised when substantially all the risks and rewards in those goods is passed to the consumer.

Revenue arising out of situations where the municipality acts as an agent on behalf of another entity (the principal) is limited to the amount of any fee or commission payable to the municipality as compensation for executing the agreed services.

#### 12 REVENUE FROM NON-EXCHANGE TRANSACTIONS

Revenue from non-exchange transactions refers to transactions where the municipality received revenue from another entity without directly giving approximately equal value in exchange. Revenue from non-exchange transactions is generally recognised to the extent that the related receipt or receivable qualifies for recognition as an asset and there is no liability to repay the amount.

Revenue from property rates is recognised when the legal entitlement to this revenue arises. Collection charges are recognised when such amounts are legally enforceable. Penalty interest on unpaid rates is recognised on a time proportionate basis.

Fines constitute both spot fines and summonses. Revenue from spot fines and summonses is recognised when payment is received, together with an estimate of spot fines and summonses that will be received based on past experience of amounts collected.

Revenue from public contributions and donations is recognised when all conditions associated with the contribution have been met or where the contribution is to finance property, plant and equipment, when such items of property, plant and equipment qualifies for recognition and first becomes available for use by the municipality. Where public contributions have been received but the municipality has not met the related conditions, a deferred income (liability) is recognised.

Contributed property, plant and equipment is recognised when such items of property, plant and equipment qualifies for recognition and become available for use by the municipality.

Revenue from the recovery of unauthorised, irregular, fruitless and wasteful expenditure is based on legislated procedures, including those set out in the Municipal Finance Management Act (Act No.56 of 2003) and is recognised when the recovery thereof from the responsible councillors or officials is virtually certain.

#### 12 GRANTS, TRANSFERS AND DONATIONS

Grants, transfers and donations received or receivable are recognised when the resources that have been transferred meet the criteria for recognition as an asset. A corresponding liability is raised to the extent that the grant, transfer or donation is conditional. The liability is transferred to revenue as and when the conditions attached to the grant are met. Grants without any conditions attached are recognised as revenue when the asset is recognised.

### 13 BORROWING COSTS

Borrowing costs that are directly attributable to the acquisition, construction or production of qualifying assets are capitalised to the cost of that asset unless it is inappropriate to do so. The municipality ceases the capitalisation of borrowing costs when substantially all the activities to prepare the asset for its intended use or sale are complete. It is considered inappropriate to capitalise borrowing costs where the link between the funds borrowed and the capital asset acquired cannot be adequately established. Borrowing costs incurred other than on qualifying assets are recognised as an expense in surplus or deficit when incurred.

### 14 CONSTRUCTION CONTRACTS AND RECEIVABLES

Where the outcome of a construction contract can be estimated reliably, contract revenue and costs are recognised by reference to the stage of completion of the contract activity at the reporting date, as measured by [the proportion that contract costs incurred for work performed to date bear to the estimated total contract costs OR surveys of work done OR completion of a physical proportion of the contract work].

Variations in contract work, claims and incentive payments are included to the extent that they have been agreed with the customer.

When the outcome of a construction contract cannot be estimated reliably, contract revenue is recognised to the extent that contract costs incurred are recoverable. Contract costs are recognised as an expense in the period in which they are incurred.

When it is probable that total contract costs will exceed total contract revenue, the expected loss is recognised as an expense immediately.

### 15 IMPAIRMENT OF ASSETS

#### 15 Cash generating assets

The municipality assesses at each reporting date whether there is any indication that an asset may be impaired. If any such indication exists, the municipality estimates the recoverable service amount of the asset.

If there is any indication that an asset may be impaired, the recoverable service amount is estimated for the individual asset. If it is not possible to estimate the recoverable service amount of the individual asset, the recoverable service amount of the cash-generating unit to which the asset belongs is determined.

The recoverable service amount of an asset or a cash-generating unit is the higher of its fair value less costs to sell and its value in use.

#### Value in use:

Value in use of a cash-generating asset is the present value of the estimated future cash flows expected to be derived from the continuing use of an asset and from its disposal at the end of its useful life. When estimating the value in use of an asset, the municipality estimates the future cash inflows and outflows to be derived from continuing use of the asset and from its ultimate disposal and the municipality applies the appropriate discount rate to those future cash flows.

#### Discount rate:

The discount rate is a rate that reflects current market assessments of the time value of money, represented by the current risk-free rate of interest and the risks specific to the asset for which the future cash flow estimates have not been adjusted.

#### Recognition and measurement:

If the recoverable amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable amount. That reduction is an impairment loss. An impairment loss of assets carried at cost less any accumulated depreciation or amortisation is recognised immediately in surplus or deficit. An impairment loss is recognised for cash-generating units if the recoverable amount of the unit is less than the carrying amount of the unit. The impairment loss is allocated to reduce the carrying amount of the assets of the unit as follows: to the assets of the unit, pro rata on the basis of the carrying amount of each asset in the unit. A municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for assets may no longer exist or may have decreased. If any such indication exists, the recoverable amounts of those assets are estimated.

#### 15 Non-cash generating assets

##### Identification:

The municipality assesses at each reporting date whether there is any indication that an asset may be impaired. If any such indication exists, the municipality estimates the recoverable service amount of the asset. If there is any indication that an asset may be impaired, the recoverable service amount is estimated for the individual asset. If it is not possible to estimate the recoverable service amount of the individual asset, the recoverable service amount of the cash-generating unit to which the asset belongs is determined. The recoverable service amount of an asset or a non-cash-generating unit is the higher of its fair value less costs to sell and its value in use.

##### Value in use:

Value in use of an asset is the present value of the asset's remaining service potential. The present value of the remaining service potential of an asset is determined using the following approach: Depreciated replacement cost approach: Value in use of an asset is the present value of the asset's remaining service potential. The present value of the remaining service potential of an asset is determined using the following approach:

##### Depreciation replacement cost approach:

The present value of the remaining service potential of a non-cash-generating asset is determined as the depreciated replacement cost of the asset. The replacement cost of an asset is the cost to replace the asset's gross service potential. This cost is depreciated to reflect the asset in its used condition. An asset may be replaced either through reproduction (replication) of the existing asset or through replacement of its gross service potential. The depreciated replacement cost is measured as the reproduction or replacement cost of the asset, whichever is lower, less accumulated depreciation calculated on the basis of such cost, to reflect the already consumed or expired service potential of the asset.

The replacement cost and reproduction cost of an asset is determined on an "optimised" basis. The rationale is that the municipality would not replace or reproduce the asset with a like asset if the asset to be replaced or reproduced is an overdesigned or overcapacity asset. Overdesigned assets contain features which are unnecessary for the goods or services the asset provides. Overcapacity assets are assets that have a greater capacity than is necessary to meet the demand for goods or services the asset provides. The determination of the replacement cost or reproduction cost of an asset on an optimised basis thus reflects the service potential required of the asset.

**Recognition and measurement:**

If the recoverable service amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. That reduction is an impairment loss. An impairment loss of assets carried at cost less any accumulated depreciation or amortisation is recognised immediately in surplus or deficit.

An impairment loss is recognised for non-cash-generating units if the recoverable service amount of the unit is less than the carrying amount of the unit. The impairment loss is allocated to reduce the carrying amount of the assets of the unit as follows: to the assets of the unit, pro rata on the basis of the carrying amount of each asset in the unit. The Municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for assets may no longer exist or may have decreased. If any such indication exists, the recoverable service amounts of those assets are estimated. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior periods.

The municipality assesses at each reporting date whether there is any indication that an asset may be impaired. If any such indication exists, the municipality estimates the recoverable service amount of the asset.

Irrespective of whether there is any indication of impairment, the municipality also:

- tests intangible assets with an indefinite useful life or intangible assets not yet available for use for impairment annually by comparing its carrying amount with its recoverable amount. This impairment test is performed during the annual period and at the same time every period.

If there is any indication that an asset may be impaired, the recoverable service amount is estimated for the individual asset. If it is not possible to estimate the recoverable service amount of the individual asset, the recoverable service amount of the cash-generating unit to which the asset belongs is determined.

The recoverable service amount of an asset or a cash-generating unit is the higher of its fair value less costs to sell and its value in use.

If the recoverable service amount of an asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. That reduction is an impairment loss.

An impairment loss of assets carried at cost less any accumulated depreciation or amortisation is recognised immediately in surplus or deficit. Any impairment loss of a revalued asset is treated as a revaluation decrease.

An impairment loss is recognised for cash-generating units if the recoverable service amount of the unit is less than the carrying amount of the unit. The impairment loss is allocated to reduce the carrying amount of the assets of the unit as follows: to the assets of the unit, pro rata on the basis of the carrying amount of each asset in the unit.

A municipality assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for assets may no longer exist or may have decreased. If any such indication exists, the recoverable service amounts of those assets are estimated.

The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss of assets carried at cost less accumulated depreciation or amortisation is recognised immediately in surplus or deficit. Any reversal of an impairment loss of a revalued asset is treated as a revaluation increase.

**16 Employee benefits****16 Long service awards**

The present value of the long service award depends on a number of factors that are determined on an actuarial basis using a number of assumptions. The Projected Unit Credit funding method has been used to determine the value of this liability.

**16 Short-term employee benefits**

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as paid vacation leave and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted. The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs.

The expected costs of surplus sharing and bonus payments is recognised as an expense when there is a legal or constructive obligation to make such payments as a result of past performance.

**16 Defined contribution plans**

Council employees contribute to the Natal Joint Municipal Pension Fund. The retirement benefit fund is subject to the Pension Fund Act, 1956, with pension being calculated on the pensionable remuneration paid. A defined contribution plan is a plan under which the municipality pays fixed contributions into a separate entity. The municipality has no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employees the benefits relating to service in the current or prior periods. The municipality's contributions to the defined contribution funds are established in terms of the rules governing those plans. Contributions are recognised in the Statement of Financial Performance in the period in which the service is rendered by the relevant employees. The municipality has no further payment obligations once the contributions have been paid.

**17 Budget**

The municipality's budget has been prepared on accrual basis method.

**18 Commitments**

Commitments are not recognised. Commitments are disclosed in the notes to the annual financial statements. A commitment is disclosed unless the possibility of an outflow of resources embodying economic benefits is remote.

**19 Value Added Tax**

The municipality accounts for Value Added Tax on the cash basis.

**20 Related parties**

The municipality operates in an economic sector currently dominated by entities directly or indirectly owned by the South African Government. As a consequence of the constitutional independence of the three spheres of government in South Africa, only entities within the local sphere of government are considered to be related parties.

Management are those persons responsible for planning, directing and controlling the activities of the municipality, including those charged with the governance of the municipality in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that management in their dealings with the municipality.

Only transactions with related parties not at arm's length or not in the ordinary course of business are disclosed.

**21 Events after reporting date**

Recognised amounts in the financial statements are adjusted to reflect events arising after the reporting date that provided evidence of conditions that existed at the reporting date. Events after the reporting date that are indicative of conditions that arose after the reporting date are dealt with by way of a note to the annual financial statements.



**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 30 JUNE 2018

Note	2018 R	2017 R
<b>2 CASH AND CASH EQUIVALENTS</b>		
Cash and cash equivalents consist of the following:		1
Cash on hand	60 070.00	15 611.00
Cash at bank	468 751.00	213 507.00
Call deposits	336 451.00	1 718 303.00
	<b>865 272.00</b>	<b>1 947 422.00</b>
The Municipality has the following bank accounts: -		
<b>Current Account (Primary Bank Account)</b>		
First National Bank - Ulundi; 62035267609		
Cash book balance at beginning of year	194 962.00	825 691.00
Cash book balance at end of period	449 403.00	194 962.00
Bank statement balance at beginning of year	194 962.00	825 691.00
Bank statement balance at end of period	449 403.00	194 962.00
<b>Current Account (Other Account)</b>		
First National Bank - Ulundi Branch; 62033637846		
Cash book balance at beginning of year	3 586.00	42 143.00
Cash book balance at end of period	19 348.00	3 586.00
Bank statement balance at beginning of year	3 586.00	3 586.00
Bank statement balance at end of period	19 348.00	3 586.00
<b>Debit Card account</b>		
First National Bank - 8812710030007004		
Cash book balance at beginning of year	14 959	10 127
Cash book balance at end of period	14 959	14 959
Bank statement balance at beginning of year	-	10 127
Bank statement balance at end of period	-	14 959
<b>Cash on hand</b>		
Petty cash	1 000	1 000
Main direct cashiers clearing account	59 070	6 411
Traffic cashiers clearing account	-	8 200
	<b>60 070</b>	<b>15 611</b>
<b>Cash at bank</b>		
Primary bank account	449 403	194 962
Salaries bank account	19 348	3 586
Credit card	-	14 959
	<b>468 751</b>	<b>213 507</b>
<b>Call Accounts - FNB</b>		
(FNB 62328066776 Electricity Sales Acc)	266 788	700 335
(FNB 62324120261 DME Account)	18 982	2 736
(FNB 62062833639 Housing Grant)	606	219 303
(FNB 62067492802 Conditional Grant)	1 090	2 518
(FNB 62064936093 FMG GRANT)	1 279	9 859
(FNB 62064936340 Statutory Funds)	370	3 545
(FNB 62064935855 Mayoral Empowerment)	0	6 708
(FNB 62067492943 MIG Funds)	46 023	15 797
(FNB 62067492638 Community Gardens)		2 056
(FNB 62408436675 DDA)		11 314
(FNB 62539513897 Disaster)		6 324
(FNB 62228583888 MSIG ACC)		39 307
(FNB 62179391190 Investment Acc Main)	550	688 650
(FNB 62261683471 Traffic revenue)	763	9 851
	<b>336 451</b>	<b>1 718 303</b>
Unutilised Conditional Grants must be ring fenced and separately invested. This was not implemented and amounts invested at year end were insufficient to cover the value of unspent conditional grants, as indicated hereunder:		
Unutilised Conditional Grants	-	1 141 418
Amounts Invested	336 451	1 718 303
Surplus (Shortfall)	<b>336 451</b>	<b>576 885</b>

**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 30 JUNE 2018

Note	2018 R	2017 R
Gross Balances R	Provision for Doubtful Debts R	Net balance R
<b>3 TRADE AND OTHER RECEIVABLES FROM EXCHANGE TRANSACTIONS</b>		
<b>Trade receivables</b>		
<b>as at 30 June 2018</b>		
Service debtors	38 800 888	20 609 300
	<b>38 800 888</b>	<b>20 609 300</b>
<b>Total Trade and other receivables</b>		
<b>as at June 2017</b>		
Service debtors	36 541 939	20 053 143.00
<b>Total</b>	<b>36 541 939</b>	<b>20 053 143</b>
<b>Refuse: Ageing</b>		
Current (0 – 30 days)	606 717	516 562
31 - 60 Days	343 898	384 894
61 - 90 Days	294 359	282 382
91 - 120 Days	439 513	226 029
121 Days and over	2 176 792	5 201 238
<b>Total</b>	<b>3 861 279</b>	<b>6 611 105</b>
<b>Electricity and other: Ageing</b>		
	<b>2 018</b>	<b>2017</b>
Current (0 – 30 days)	6 094 886	5 184 479
31 - 60 Days	1 215 827	1 281 922
61 - 90 Days	437 305	2 093 338
91 - 120 Days	643 241	225 274
121 Days and over	30 409 629	17 236 258
<b>Total</b>	<b>38 800 888</b>	<b>26 021 271</b>
<b>4 TRADE AND OTHER RECEIVABLES FROM NON EXCHANGE TRANSACTIONS</b>		
Other debtors (Petrol deposit)	30 000	30 000
Accrued interest on investments	2 773	1 813
Traffic fines accruals	23 131 079	22 222 464
Traffic fines to date	120 533 491	111 415 221
Traffic fines impaired	(97 402 412)	(89 192 757)
Other debtors	143 120	21 292
Property rates debtors	22 741 543	13 394 603
	<b>46 048 515</b>	<b>35 670 172</b>
<b>Property rate debtors</b>		
<b>Trade receivables</b>		
<b>as at 30 June 2018</b>		
Rates	48 407 760	22 741 543
	<b>48 407 760</b>	<b>22 741 543</b>
<b>as at June 2017</b>		
Rates	65 345 989	13 394 603.00
<b>Total</b>	<b>65 345 989</b>	<b>13 394 603</b>
<b>Rates: Ageing</b>		
Current (0 – 30 days)	(18 895 842)	1 977 731
31 - 60 Days	794 124	1 439 925
61 - 90 Days	670 660	1 094 025

**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS**  
for the year ended 30 JUNE 2018

Note	2018 R	2017 R
91 - 120 Days	2 765 111	1 254 811
121 Days and over	63 073 707	59 579 497
<b>Total</b>	<b>48 407 760</b>	<b>65 345 989</b>

**Reconciliation of the doubtful debt provision for Exchange and Non-exchange Receivables**  
**Reconciliation of the doubtful debt provision**

Balance at beginning of the year	68 440 183	117 232 723
Contributions to doubtful debt provision	(24 582 378)	(48 792 540)
Reversal of provision		
<b>Balance at end of year</b>	<b>43 857 805</b>	<b>68 440 183</b>

The ageing of amounts past due but not impaired is as follows:

Current (0 – 30 days)	-	-
31 - 60 Days	-	-
61 - 90 Days	241 877	846192.3425
91 - 120 Days	1 603 548	305 798
121 Days and over	42 012 380	67 288 193
	<b>43 857 805</b>	<b>68 440 183</b>

No Government debts have been provided for in above amounts as per the Municipal approved policy.

**Trade and other receivables impaired**

As of 30 June 2018, trade and other receivables of R43 857 805 were impaired and provided for. The fair value of trade and other receivables approximates their carrying amounts.

**5 Inventory**

Stock issued	(1 069 074)	(3 746 262)
Obselete stock	-	(252 937)
Shortages/surpluses	-	9 954

**Closing balance of inventories:**

<b>(1 069 074)</b>	<b>(3 989 245)</b>
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**6 VAT RECEIVABLE**

VAT provision	8 692 084	3 260 490
VAT receivable	(618 385)	4 199 462
	<b>8 073 699</b>	<b>7 459 952</b>

The municipality accounts for Value Added Tax on the cash basis.

**Ulundi Local Municipality**  
**ANNUAL FINANCIAL STATEMENTS**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

**7 PROPERTY, PLANT AND EQUIPMENT**

Reconciliation of Carrying Value	Land and Buildings R	Infrastructure R	Community R	Other Assets R	Finance lease assets R	Total R
Carrying as at 01 July 2017	118 913 509	187 243 230	79 444 756	8 887 342	3 209 958	397 698 795
Cost/Revaluation	141 599 554	840 680 269	104 197 356	16 358 350	13 786 800	1 116 622 329
Accumulated depreciation and impairment losses	(22 686 045)	(653 437 039)	(24 752 600)	(7 471 008)	(10 576 842)	(718 923 534)
<b>Movements for the period ended 30 JUNE 2018</b>						-
<b>Movements for the year</b>						-
Acquisitions/ Additions	375 000	3 892 773	8 057 734.00	724 073		13 049 580
Capital Under Construction		2 910 313	12 638 386			15 548 699
Depreciation for the year	-3 022 891.00	(30 695 797)	(3 300 311)	(1 732 299)	(3 209 958)	(41 961 256)
Transfers of Assets/disposals (cost)					13 786 800	13 786 800
Transfers of Assets/disposals (Accumulated Depreciation) Cost/Revaluation					(13 786 800)	(13 786 800)
<b>Carrying amount as at 30 JUNE 2018</b>	<b>116 265 618</b>	<b>163 350 519</b>	<b>96 840 565</b>	<b>7 879 117</b>	<b>-</b>	<b>384 335 819</b>
Cost/Revaluation	141 974 554	847 483 355	124 893 476	17 082 424	13 786 800	1 145 220 608
Accumulated depreciation and impairment losses	(25 708 936)	(684 132 836)	(28 052 911)	(9 203 307)	(13 786 800)	(760 884 790)

**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2017**  
**Property, Plant and Equipment (continued)**

Reconciliation of Carrying Value	Buildings R	Infrastructure R	Community R	Other Assets R	Finance lease assets R	Total R
Carrying as at 01 July 2016	120 971 677	200 477 630	68 907 888	7 885 203	7 805 558	406 047 957
Cost/Revaluation	140 844 053	824 213 778	90 783 349	17 690 382	13 786 800	1 087 318 362
Accumulated depreciation and impairment losses	(19 872 376)	(623 736 148)	(21 875 461)	(9 805 179)	(5 981 242)	(681 270 405)
<b>Movements for the year</b>						
Acquisitions/ Additions	64 100	3 383 766	-	2 817 267	-	6 265 133
Capital Under Construction	691 401	13 082 725	13 414 007			27 188 133
Depreciation for the year	(2 813 669)	(29 700 891)	(2 877 139)	(1 705 612)	(4 595 600)	(41 755 662)
Transfers of Assets/disposals (cost)				(4 149 299)		(4 149 299)
Transfers of Assets/disposals (Accumulated Depreciation) Cost/Revaluation				(4 039 782)		(4 039 782)
<b>Carrying amount as at 30 June 2016</b>	<b>118 913 509</b>	<b>187 243 230</b>	<b>79 444 756</b>	<b>8 887 342</b>	<b>3 209 958</b>	<b>397 698 795</b>
Cost/Revaluation	141 599 554	840 680 269	104 197 356	16 358 350	13 786 800	1 116 622 329
Accumulated depreciation and impairment losses	(22 686 045)	(653 437 039)	(24 752 600)	(7 471 008)	(10 576 842)	(718 923 534)

	2018	2017
<b>7.1 Heritage asset</b>		
Opening balance	10 501	10 501
Movements	-	-
Closing balance	<u>10 501</u>	<u>10 501</u>

**8 INVESTMENT PROPERTY CARRIED AT FAIR VALUE**

	2018	2017
<b>Carrying amount beginning of the year</b>		
Transferred to PPE	9 915 000	9 915 000
Prior period error	-	-
<b>Sales recognised during the year</b>	-	-
Lot D1715 incorrectly disclosed as investment property	-	-
<b>Carrying amount end of the year</b>	<u>9 915 000</u>	<u>9 915 000</u>

Full listing was revalued, and ownership verified by Professional Valuers, Municipal Valuer, BPG Mass Appraisals, and it has been confirmed that the evaluated investment properties under the ownership of Ulundi Municipality.

**9 Intangible asset**

	2018	2 017
Opening balance	660 234	103 433
Cost	909 363	232 727
Accumulated amortisation	(249 129)	(129 294)
Write off - cost	223 279	-
Additions	-676636	-
Amortisation	-154 983	-119 835
Closing balance	51 894	660 234
Fair Value	232 727	909 363
Accumulated amortisation	(180 833)	(249 129)

**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

Note	2 018.00	2 017
	R	R
<b>10. TRADE AND OTHER PAYABLES FROM EXCHANGE TRANSACTIONS</b>		
Trade creditors	113 202 912.21	96 076 790.59
Workmans Compensation Fund	3 121 125.00	3 571 402.50
Payments received in advance	4 493 085.00	4 413 755.00
Retentions	9 779 179.00	7 003 378.00
Deposits other	200 530.00	201 141.50
Land Sales Suspense	9 059 243.00	9 759 719.50
Overdrawn-Credit Card	35 000.00	
Other creditors	1 955 145.00	
<b>Total creditors</b>	<b>141 846 219.21</b>	<b>121 026 187.09</b>
The fair value of trade and other payables approximates their carrying amounts.		
<b>11. PROVISIONS -PERFORMANCE BONUS &amp; STAFF LEAVE</b>		
Opening	9 356 846.20	8 572 386.00
Increase/Decrease in performance provision	360 247.00	-58 208.80
Increase in Leave provision	2 662 566.00	842 669.00
<b>Total Provisions</b>	<b>12 599 659.20</b>	<b>9 356 846.20</b>
<b>12. UNSPENT CONDITIONAL GRANTS AND RECEIPTS</b>		
Unspent conditional grants from other spheres of government		1 141 418.00
See note 21 for reconciliation of grants.		<b>1 141 418.00</b>
<b>13. LONG SERVICE LEAVE AWARDS</b>		
	2 018	2 017
	R	R
Accrued liability on 30 June 2017	5 222 973.00	4 497 179.00
Prior year adjustment	364 027.00	
<b>Current service cost</b>	<b>5 587 060.00</b>	<b>4 497 179.00</b>
Interest cost	519 000.00	453 625.00
Benefits paid	534 000.00	435 680.00
Current portion of long service	-828 763.29	840 394.00
Actuarial loss (Gain)	293 974.00	725 794.00
Accrued liability on 30 JUNE 2018	-341 910.71	
	<b>5 853 000.00</b>	<b>3 820 296.00</b>
<b>14. REPAIRS AND MAINTAINANCE</b>		
Fencing		33 990.00
Network		4 827 178.00
Streetslights		1 858.33
Airconditioners		39 250.00
		<b>4 901 678.83</b>
<b>15. FINANCE LEASE LIABILITY</b>		
	2018	2017
	R	R
Amounts payable under finance leases		
Within one year		
Within two to five years		
Less: Amount due for settlement within 12 months (current portion)	0	
	2017	2017
	R	R
Amounts payable under finance leases		
Within one year	6 875 825	2 245 147.00
Within two to five years		4 630 678.00
Less: Amount due for settlement within 12 months (current portion)	6 875 825.00	2 245 147.00
		<b>4 630 678.00</b>
<b>16.1 ACCUMULATED SURPLUS</b>		
	2 018.00	2 017
(Deficit)/Surplus for the year	310 862 442.54	312 529 621.54
Other accumulated surplus	-21 808 855.46	-10 515 856.51
	<b>322 671 288.00</b>	<b>323 045 478.05</b>
<b>16.2 Reserves</b>		
Revaluation Reserves	10 690.00	10 690.00
	<b>10 690.00</b>	<b>10 690.00</b>

**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

Note

R 2 018.00 R 2 017

**17 PROPERTY RATES**

**Actual**

Residential	12 154 456.00	11 317 847.00
Commercial	18 013 120.00	15 637 330.00
Agriculture	2 773 016.00	2 531 524.00
State	31 179 773.00	29 382 188.00
Rates rebates	64 120 368.00	58 898 889.00
<b>Total property rates</b>	<b>60 681 455.00</b>	<b>54 285 934.00</b>
Property rates - penalties imposed and collection charges	2 903 670.00	11 416 944.00
<b>Total</b>	<b>63 585 125.00</b>	<b>65 712 878.00</b>

**Valuations**

Residential	827 486 000.00	827 486 000.00
Commercial	564 254 000.00	564 254 000.00
State	952 707 000.00	952 707 000.00
Agriculture	734 062 200.00	734 062 200.00
Non-Rateable	144 342 000.00	144 342 000.00
<b>Total Property Valuations</b>	<b>3 212 851 200.00</b>	<b>3 212 851 200.00</b>

Valuations on land and buildings are performed every four years. The last valuation came into effect on 1 July 2013. Interim valuations are processed on a quarterly basis to take into account changes in individual property values due to alterations.

A rate per category is applied to property valuations to determine assessment rates. Rebates of R15 000.00 as per MPRA and R45 000.00 additional rebate as per council resolution are granted to residential property owners. Rates are levied on an annual basis on property owners. Interest at 18% per annum is levied on outstanding rates.

**Ulundi Local Municipality**  
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018

	Note	2 018.00	2 017
		R	R
<b>18 SERVICE CHARGES</b>			
Sale of electricity:			
Electricity sales		56 396 503.00	78 133 753.00
Eskom-Back billing			55 006 517.00
Refuse removal		8 631 250.00	23 127 236.00
Less rebates on refuse		-1 890 868.00	6 988 312.00
<b>Total Service Charges</b>		<b>63 136 885.00</b>	<b>85 132 065.00</b>
<b>19 RENTAL OF FACILITIES AND EQUIPMENT</b>			
Rental of facilities		1 444 700.00	1 043 917.97
<b>Total rentals</b>		<b>1 444 700.00</b>	<b>1 043 917.97</b>
<b>20 INTEREST EARNED - EXTERNAL INVESTMENTS</b>			
Investments (Call deposits)		787 257.07	728 786.37
Sundry			47 832.00
<b>Total Interest</b>		<b>787 257.07</b>	<b>776 601.37</b>
<b>21 GOVERNMENT GRANTS AND SUBSIDIES</b>			
Equitable share		132 566 000.00	124 460 000.00
Conditional Grants utilised		64 342 414.00	58 207 255.00
<b>Total Government Grant and Subsidies</b>		<b>196 908 414.00</b>	<b>182 667 255.00</b>
<b>21.1 Equitable Share</b>			
In terms of the Constitution, this grant is used to subsidise the provision of basic services to indigent community members. All registered indigents receive a 100% monthly subsidy for rates which is funded from the grant.		132 566 000.00	124 460 000.00
<b>21.2 MIG Grant</b>			
Balance unspent at beginning of year			
Current year receipts		31 388 000.00	29 492 000.00
Conditions met - transferred to revenue		-31 388 000.00	-29 492 000.00
Conditions still to be met - remain liabilities (see note 21)			
<i>Provide explanations of conditions still to be met and other relevant information</i>			
<b>21.3 Electrification of households</b>			
Balance unspent at beginning of year			
Current year receipts		26 000 000.00	25 000 000.00
Conditions met - transferred to revenue		-26 000 000.00	-25 000 000.00
Conditions still to be met - remain liabilities (see note 21)			
<b>21.4 ZDM Corridor Grant</b>			
Balance unspent at beginning of year			535 575.00
Current year receipts			
Conditions met - transferred to revenue			-535 575.00
Conditions still to be met - remain liabilities (see note 21)			
<b>21.5 Finance Management Grant</b>			
Balance unspent at beginning of year			602.00
Current year receipts		1 800 000.00	1 725 000.00
Conditions met - transferred to revenue		-1 800 000.00	-1 725 002.00
Conditions still to be met - remain liabilities (see note 21)			
<b>21.6 Developmental Planning Grant</b>			
Balance unspent at beginning of year		28 493.00	28 493.00
Current year receipts			
Conditions met - transferred to revenue		-28 493.00	
Conditions still to be met - remain liabilities (see note 21)			28 493.00
<b>21.7 EPWP Grant</b>			
Balance unspent at beginning of year			
Current year receipts		2 994 996.00	1 000 000.00
Conditions met - transferred to revenue		-2 994 996.00	-1 000 000.00
Conditions still to be met - remain liabilities (see note 21)			
<b>21.8 SETA Grant</b>			
Balance unspent at beginning of year		24 595.00	2 995.00
Current year receipts			21 600.00
Conditions met - transferred to revenue		-24 595.00	
Conditions still to be met - remain liabilities (see note 21)			24 595.00
<b>21.9 Admin. Capacity Building Grant</b>			
Balance unspent at beginning of year		14 616.00	14 616.00
Current year receipts			
Conditions met - transferred to revenue		-14 616.00	
Conditions still to be met - remain liabilities (see note 21)			14 616.00
<b>21.1 Strategic planning Grant</b>			
Balance unspent at beginning of year		462.00	462.00
Current year receipts			
Conditions met - transferred to revenue		-462.00	
Conditions still to be met - remain liabilities (see note 21)			462.00
<b>21.11 Grant - Tourism</b>			
Balance unspent at beginning of year		281 327.00	231 327.00
Current year receipts			
Conditions met - transferred to revenue		-281 327.00	
Conditions still to be met - remain liabilities (see note 21)			281 327.00
<b>21.12 Grant - housing</b>			
Balance unspent at beginning of year		73 180.00	73 180.00
Current year receipts			
Conditions met - transferred to revenue		-73 180.00	
Conditions still to be met - remain liabilities (see note 21)			73 180.00
<b>21.13 Grant - investment plan</b>			
Balance unspent at beginning of year		2 000.00	2 000.00
Current year receipts			
Conditions met - transferred to revenue		-2 000.00	
Conditions still to be met - remain liabilities (see note 21)			2 000.00



**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

Note	2 018.00	2 017
	R	R
<b>21.14 Grant - sportsfields</b>		
Balance unspent at beginning of year	280 355.00	280 355.00
Current year receipts		
Conditions met - transferred to revenue	-280 355.00	
Conditions still to be met - remain liabilities (see note 21)		280 355.00
<b>21.15 KZN Arts and Culture</b>		
Balance unspent at beginning of year	-	-4 477.00
Current year receipts	1 018 000.00	989 983.00
Conditions met - transferred to revenue	-1 018 000.00	-985 506.00

**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

	Note	2 018.00	2 017	
		R	R	
<b>Conditions still to be met - remain liabilities (see note 21)</b>				
<b>21.18 Other Government Grants and Subsidies</b>				
Balance unspent at beginning of year		436 390.00	436 390.00	
Current year receipts				
Conditions met - transferred to revenue		-436 390.00	-	
Conditions still to be met - remain liabilities (see note 21)			436 390.00	
Total unspent conditional grants			1 141 418	
<b>Changes in levels of government grants</b>				
Based on the allocations set out in the Division of Revenue Act, no significant changes in the level of government grant funding are expected over the forthcoming 3 financial years.				
<b>22 OTHER INCOME, PUBLIC CONTRIBUTIONS AND DONATIONS</b>				
Other income (Reconnection fees, Tempering, Building plans, Commission, Market stall, Highmast)		1 484 563.00	2 826 497.53	
Wheeling charges				
Line losses				
Interest (Repayment plan and wheeling)				
Total Other Income		1 484 563.00	2 826 497.53	
<b>23 EMPLOYEE RELATED COSTS</b>				
Employee related costs - Salaries and Wages		77 550 851.00	70 020 521.00	
Employee related costs - Contributions for UIF, pensions and medical aids		24 551 655.00	21 963 337.00	
Travel, motor car, accommodation, subsistence and other allowances		8 475 747.00	7 640 578.00	
Housing benefits and allowances		261 933.00	184 358.00	
Overtime payments		674 414.00	1 693 914.00	
Performance and other bonuses		2 801 842.00	4 604 328.00	
Other employee related costs		16 125 082.00	8 123 802.76	
Employee Related Costs		130 441 504.00	114 236 838.76	
There were no advances to employees / Loans to employees are set out in note 3.				
<b>Remuneration of the Municipal Manager</b>				
Annual Remuneration		1 192 936.00	1 122 076.56	
Performance and other bonuses				
Travel, motor car, accommodation, subsistence and other allowances		124 509.00	108 509.16	
Contributions to UIF, Medical and Pension Funds		1 785.00	1 784.65	
Settlement				
Total		1 319 230.00	1 232 370.37	
<b>Remuneration of the Chief Finance Officer</b>				
Annual Remuneration		824 272.00	824 276.52	
Performance and other bonuses				
Travel, motor car, accommodation, subsistence and other allowances		108 509.00	108 509.16	
Contributions to UIF, Medical and Pension Funds		1 785.00	1 785.00	
Total		934 566.00	934 570.68	
<b>Remuneration of the Director Corporate Services</b>				
Annual Remuneration		1 008 470.00	800 956.16	
Annual leave encashment			117 095.84	
Travel, motor car, accommodation, subsistence and other allowances		102 509.00	89 539.44	
Contributions to UIF, Medical and Pension Funds		1 785.00	892.00	
Total		1 112 764.00	898 622.00	
<b>Remuneration of Individual Executive Directors</b>				
	Technical Services	Planning & Development	Community Services	Protection Services
	R	R	R	R
<b>2018</b>				
Annual Remuneration	952 150	737 558	387 779.00	768 099.00
Performance and other bonuses				
Travel, motor car, accommodation, subsistence and other allowances	176 600	102 509	14 000.00	107 109.00
Contributions to UIF, Medical and Pension Funds	1 785	1 785	1 041.00	1 785.00
Total	1 130 535.00	841 853.00	402 820.00	879 993.00
<b>2017</b>				
Annual Remuneration	822 625	340 960	412 137.92	824 276.52
Performance and other bonuses				
Travel, motor car, accommodation, subsistence and other allowances	173 800	54 255	54 254.68	108 509.00
Contributions to UIF, Medical and Pension Funds	1 785	892	892.00	1 785.00
Total	998 210	396 107	467 284.50	934 570.52
<b>24 REMUNERATION OF COUNCILLORS</b>				
Executive Mayor		840 313.08	756 561.87	
Deputy Executive Mayor		682 648.44	601 285.16	
Speaker		681 131.04	645 970.04	
Executive Committee Members		2 830 089.00	2 753 420.00	
Councillors		4 956 928.00	4 804 378.58	
Councillors' allowances		6 233 906.00	4 649 705.00	
Total Councillors' Remuneration		16 027 016	14 211 320.65	
<b>In-kind Benefits</b>				
The Executive Mayor, Deputy Executive Mayor, Speaker and Executive Committee Members are full-time. Each is provided with an office and secretarial support at the cost of the Council.				
<b>25 DEPRECIATION AND AMORTISATION EXPENSE</b>				
Property, plant and equipment		41 961 255.87	41 892 910.00	
Intangible assets		154 963.00	119 635.00	
Total Depreciation and Amortisation		42 116 238.87	41 812 745.00	
<b>26 FINANCE COSTS</b>				
Finance Lease interest		3 885 815.00	4 640 345.00	
Total Finance Costs		3 885 815.00	4 640 345.00	
<b>27 BULK PURCHASES</b>				
Electricity		65 507 212.00	66 659 488.00	
Total Bulk Purchases		65 507 212.00	66 659 488.00	

**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

Note	2 018.00	2 017
	R	R
<b>28 CONTRACTED SERVICES</b>		
Hire of equipment	1 080 922.97	797 320.00
Hire of offices		291 737.14
Hire of Vehicles	3 318 567.21	2 663 354.16
Audit fees - Audit committee	46 766.00	51 429.00
Animal pound		324 213.60
Catering Services	4 051 477.00	
Cash handling fee	608 003.00	512 820.00
Cleaning material	107 818.89	
Commission : Sale pre-paid Electricity	2 269 254.73	121 410.00
Commission : Traffic fines	1 272 619.00	747 025.00
Grant expenditure - FMG		800 563.00
Gargening services	100 000.00	
Indigent burials	1 229 103.00	1 529 383.00
Insurance	448 858.00	224 090.00
Networks (MVLV)	4 525 898.25	235 910.00
Legal expenses	1 485 684.00	1 621 793.38
Land & Quantity Survey	162 473.00	
Maintenance to Municipal Buildings	442 898.80	285 408.00
Maintenance of equipment	1 089 728.00	805 875.00
Maintenance to stadiums	964 566.16	
Mayoral functions	1 125 706.87	1 498 361.00
Medical examination fees	49 788.00	1 170.00
Publicity	5 520.00	3 658 220.97
Professional fees	800 423.89	2 719 005.27
Telephone cost	1 366 640.07	1 524 739.00
Private Security Service	6 736 033.71	6 029 261.00
Quality Special projects/Grass cutting	236 354.09	1 942 144.85
Refuse Removal contracts	8 229 831.76	7 777 060.91
Roads Maintenance	1 894 944.21	903 594.00
Stage & Sound Crew	2 324 219.53	
Seminars	39 500.00	
Street signs	322 875.20	
Stocks and material		1 247 064.00
Transport		
Grant expenditure - MIG	1 146 388.00	2 019 791.25
Grant expenditure - MSIG		
Grant expenditure - Electrification of households	20 896 522.00	20 894 042.00
Sports & recreation infrastructure		3 804 893.00
Grant expenditure - Library		12 119.00
Grant expenditure-Grant-in-aid		7 458.00
Grant expenditure-Provisionalisation of Libraries	360 000.00	21 600.00
Grant expenditure - KZN Arts & Culture		
MIG funded internally		
Valuation costs	460 577.00	33 900.00
Electrification projects funded internally		2 493 203.00
	<b>66 314 069.76</b>	<b>67 600 096.83</b>
<b>29 GENERAL EXPENSES</b>		
Included in general expenses are the following:-		
Accommodation	952 469.99	760 406.63
Obsolete stock		251 360.00
Arts and Culture		252 522.00
Audit fees - External	2 318 330.00	1 600 300.00
Bank charges	299 718.79	255 319.45
Back to Basic programme		2 296 112.28
Cash shortages		11 104.00
Chemicals and gases		60 000.00
Children holiday programme		35 250.00
Civic entertainment		831 163.00
Conference fees		139 693.00
Community Initiatives	11 500.00	
Commission	307 399.00	
Delivery - Consumer accounts	115 137.00	116 928.00
Disaster relief	358 600.00	1 726 460.00
Disability event	4 800.00	
Employee assistance programme	49 320.00	
Entertainment / Refreshments		190 188.00
Electricity consumption-departmental		319 891.00
Expendable tools		45 711.00
Flight costs	8 250.00	
Free basic Services - Electricity		1 035 220.00
Fruitless and wasteful expenses	5 572 187.00	6 732 935.02
Highmasts & streetlights		850 001.50
HIV/AIDS Projects		955 460.50
IDP projects		234 825.00
International programmes		58 500.00
Interns Compensation	18 000.00	
Inventory Consumed	2 001 186.29	
Junior Council	20 000.00	
LED projects		2 393 062.13
LED activities		2 801 056.00
LED strategy		1 630.00
Local mayoral sports cup	1 883 704.79	
Membership fees	5 382.50	941 851.00
Out of pocket expenses		41 943.00
Printing and stationery	2 418 910.73	2 342 453.51
Projects tourism		367 100.00
Promotional material	954 797.51	54 798.00
Refuse receptacles		108 833.00
Stamps and postage	682.00	
Software and licenses	767 344.47	2 938 862.93
Study aid - Staff		74 484.00
Tourism brand awareness		249 500.00
Tourism education		134 400.00
Training	3 196 388.36	1 463 857.46
Travel and subsistence	116 071.04	402 867.00
Wet Fuel	2 523 711.63	3 245 422.00
Protective clothing/Uniforms	296 619.85	1 075 876.00
Ward committees	2 145 849.22	1 604 235.57
Water charges	355 694.31	22 983.00
Weed killers and insecticides	74 561.40	10 535.00
Youth affairs	24 765.00	2 820 109.50
MSCOA Implementation	2 619 954.73	170 973.00
Trees & Trubs		6 060 348.00
	<b>29 412 046.83</b>	<b>47 994 488.46</b>

**Ulundi Local Municipality**  
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018

Note	2 018.00	2 017	
	R	R	
<b>30 GAIN / (LOSS)</b>			
Loss on sale of land	-40 058.00		
Actuarial gain/(loss)	-341 610.71	-109 517.00	
<b>Total Gain / (Loss)</b>	<b>-381 668.71</b>	<b>-</b>	
<b>31 CASH GENERATED BY OPERATIONS</b>			
Surplus/(deficit) for the year	-21 808 855.46	-10 515 856.51	
Adjustment for: prior year			
Fines	-3 057 698.00		
Depreciation and impairment disposal of land	42 118 238.87	41 803 785.00	
(Increase)/decrease in provisions	381 669.00	109 507.00	
Contribution to provisions - current	3 042 813.00	-341 894.00	
Finance costs	-24 582 378.00	-48 708 183.00	
Interest earned	3 985 815.00	4 640 345.00	
<b>Operating surplus before working capital changes:</b>	<b>-708 622.59</b>	<b>-13 772 033.51</b>	
(Increase)/decrease in inventories	551 289.00	-410 420.00	
(Increase)/decrease in trade receivables	9 905 532.00	23 221 675.00	
(Increase)/decrease in other receivables	1 031 403.00	810 547.00	
(Increase)/decrease in VAT receivable	-808 674.00	-2 914 427.00	
Increase/(decrease) in conditional grants and receipts	-	20 213.00	
Increase/(decrease) in trade payables	20 820 032.00	19 102 274.00	
<b>Cash generated by/(utilised in) operations</b>	<b>30 989 959.41</b>	<b>25 857 828.49</b>	
<b>32 CASH AND CASH EQUIVALENTS</b>			
Cash and cash equivalents included in the cash flow statement comprise the following:			
Bank balances and cash	865 272.00	1 947 421.00	
<b>Net cash and cash equivalents (net of bank overdrafts)</b>	<b>865 272.00</b>	<b>1 947 421.00</b>	
<b>33 UNAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE DISALLOWED</b>			
<b>33.1 Unauthorised expenditure</b>			
Reconciliation of unauthorised expenditure			
Opening balance			
Unauthorised expenditure current year	1 992 000.00	1 992 000.00	
Transfer to receivables for recovery			
Unauthorised expenditure approved by Council and awaiting condoning	1 992 000.00	1 992 000.00	
<b>33.2 Fruitless and wasteful expenditure</b>			
Reconciliation of fruitless and wasteful expenditure			
Opening balance	35 234 231.00	28 501 266.00	
Fruitless incurred during the year	5 572 187.00	6 732 935.00	
Fruitless and wasteful expenditure for the period ended 30 June 2018			
Fruitless and wasteful expenditure approved by Council and awaiting condoning	40 806 418.00	35 234 231.00	
<b>33.3 Irregular expenditure and Deviations</b>			
<b>33.3.1 Irregular expenditure</b>			
Reconciliation of irregular expenditure			
Opening balance	56 490 739.00	43 047 636.00	
Irregular expenditure current year	55 758 636.00	12 442 803.00	
Condoning recommended or written off by Council			
Awaiting Treasury's final approval			
Transfer to receivables for recovery – not condoned			
Irregular expenditure awaiting condoning	111 249 675.00	55 490 739.00	
<b>33.3.2 Deviations</b>			
Reconciliation of Deviations			
Opening balance		3 690 000	
Deviations current year	534 600.00	2 325 753	
Condoned or written off by Council		-8 015 753	
Transfer to receivables for recovery – not condoned			
Deviations awaiting condonement	534 600.00	0	
<b>33.3.3 Awards to close family members of persons in the service of the state</b>			
<b>Supplier</b>	<b>Interest declared</b>	<b>Employee in service of state</b>	<b>Payments made in 2017/18 (R)</b>
Brand partners	Yes	Honourable MEC of COGTA Nomusa Dube-Ncube	1 147 900.00
Sizsa Ukhanzi Tradini 532	Yes	Mrs S Nzumalo	83 200.00
			<b>1 231 100.00</b>
<b>34 ADDITIONAL DISCLOSURES IN TERMS OF MUNICIPAL FINANCE MANAGEMENT ACT</b>			
<b>34.1 Contributions to organised local government</b>			
Opening balance			
Council subscriptions		-1 498 361.00	
Amount paid - current			-1 498 361.00
Amount paid - previous years			
<b>Balance unpaid (included in payables)</b>		<b>-1 498 361.00</b>	<b>-1 498 361</b>
<b>34.2 Audit fees</b>			
Opening balance			
Current year audit fee		2 319 330.00	1 600 500.00
Amount paid - current year		-2 319 330.00	-1 600 500.00
Amount paid - previous years			
<b>Balance unpaid (included in payables)</b>			

**Ulundi Local Municipality**  
NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018

	Note	2 018.00	2 017
		R	R
<b>34.3 PAYE and UIF</b>			
Opening balance			
Current year payroll deductions			15 869 430.00
Amount paid - current year			-15 869 430.00
Amount paid - previous years			
Balance unpaid (included in payables)			
<b>34.4 Pension and Medical Aid Deductions</b>			
Opening balance			
Current year payroll deductions and Council Contributions			21 963 337.00
Amount paid - current year			-21 963 337.00
Amount paid - previous years			
Balance unpaid (included in payables)			
<b>34.5 Councillor's arrear consumer accounts</b>			
The following Councillors had arrear accounts outstanding for more than 90 days as at:-			
	Total	Outstanding less than 90 days	Outstanding more than 90 days
as at 30 June 2018			
TG Madela	2 003.00	774.00	1 229.00
	2 003.00	774.00	1 229.00
Total Councillor Arrear Consumer Accounts			
as at 30 June 2017			
NJ Manana	6 248.00	1 735.00	4 513.00
Prince N M Buthelez	947.00	204.00	743.00
TG Madela	515.00	172.00	343.00
	7 710.00	2 111.00	5 599.00
<b>34.6 CAPITAL COMMITMENTS</b>			
		2018	2017
Commitments in respect of capital expenditure			
- Approved and contracted for			
Infrastructure		31 388 000.00	37 310 672.00
Community		21 950 382.00	14 995 402.00
Heritage		9 437 618.00	22 315 270.00
Other			
Total		31 388 000.00	
This expenditure will be financed from:			
- Government Grants		57 338 000.00	54 492 000.00
- Own resources			
		57 338 000.00	54 492 000.00
<b>34.7 Operating commitment</b>			
		2018	2017
Commitments		22 326 278.54	25 000 000.00
		22 326 278.54	25 000 000.00
<b>34.8 Operating leases</b>			
At the reporting date the entity has outstanding commitments under operating leases which fall due as follows:			
Operating leases - lessee			
Within one year			4 630 678.00
Greater than one year			
Total			4 630 678.00
Operating Leases consists of the following: Operating lease payments represent rentals payable by the municipality for certain of its office properties and motor vehicles. Leases are negotiated for an average term of seven years and rentals are fixed for an average of three years. No contingent rent is payable			
<b>34.9 PENSION FUND INFORMATION</b>			
<b>34.9.1 Defined contribution plan</b>			
Certain Councillors and Certain employees belong to defined benefit retirement funds administered by the Natal Joint Municipal Pension Fund. These funds are subject to a triennial actuarial valuation. The last statutory actuarial valuation was performed as at 31 March 2015. The Actuary advised that the fund is 90.6% funded. The surcharge has been increased from 17% to 17.5% and the repayment period be extended from 5 to 8 years, at which time the deficit is expected to be fully funded.			
<b>34.9.2 SUPERANNUATION FUND</b>			
The Actuary advised that the valuation disclosed that, for the fund overall, the liabilities for service to the valuation date were 88% funded. The actuarial valuation disclosed that the fund was in deficit A surcharge of 9.5% of pensionable salaries has been imposed for 8 years from 1 March 2014 to meet the deficit.			
The actuary has recommended the following: It is recommend that the local authorities continue to pay the current contribution rate of 21.63% of pensionable salaries to be reviewed as at 31 March 2013			
<b>34.9.3 Provident Fund</b>			
The actuary is satisfied that the fund was in a sound financial condition as at 31 March 2012. Certain Councillors and employees belong to defined benefit retirement funds administered by the Natal Joint Municipal Pension Fund. These funds are subject to a triennial actuarial valuation. The last valuation was performed in 2009.			
<b>35 CONTINGENT LIABILITY</b>			
Claim for damages The following matters are currently on the roll of the high court and as at balance sheet date the following amounts represent possible liabilities, they are an estimate from the Municipality's attorneys.			
G.M. Zondo on behalf of L.Z. Zondo vs Ulundi Municipality		2 000 000.00	2 000 000.00
Telkom SA vs Ulundi		128 289.33	200 000.00
Mabaso case, the municipality is defending the matter, pleadings not yet closed		150 000.00	150 000.00
Clout media case, municipality defending the matter awaiting trial date.		400 000.00	400 000.00
Umpherne Bid Appeal		800 000.00	800 000.00
R & G Consultants and others vs Ulundi municipality and others		100 000.00	70 000.00
Vision Homes			
Ulundi Independent School vs Ulundi Municipality			
		3 576 289.33	3 620 000.00

**Ulundi Local Municipality**  
**NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2018**

Note	2 018.00	2 017
	R	R
<b>36 FINES</b>		
Library Fines	454 772.00	274 389.79
Traffic fines as per i GRAP 1	13 485 020.00	4 965 761.00
	<b>13 939 792.00</b>	<b>5 240 150.79</b>
<b>KEY SOURCES OF ESTIMATION UNCERTAINTY AND JUDGEMENTS</b>		
No areas have involved a significant degree of estimation, uncertainty or judgements made by management in applying the municipalities accounting policies and that have a material and significant affect on the amounts recognised in the financial statements.		
<b>37 DISTRIBUTION LOSSES</b>		
The municipality incurred distribution losses on Electricity amounting to approximately 28 588 844 units for the period ended 30 June 2018, this loss amounted to approximately R23 442 852. These losses are calculated as the difference between power supplies purchased and sales recorded.		
Number of consumers ( Residential and Commercial)	2018	2017
Units purchased ( kwh)		
Units sold ( total)	79 934 419	73 705 733.00
Units lost in distribution	51 345 575	49 118 257.00
% Lost in distribution	28 588 844	24 587 478.00
Average Cost per unit purchased ( cents )	36.00	33.00
	0.82	0.62
<b>TOTAL COST OF DISTRIBUTION LOSSES</b>	<b>23 442 852</b>	<b>15 214 730</b>
<b>38 RISK MANAGEMENT</b>		
<b>Maximum credit risk exposure</b>		
Credit risk is the risk that a counterparty will not meet its obligations under a financial instrument or consumer contract, leading to financial loss. The municipality is exposed to credit risk from its operating activities (primarily for trade receivables)		
Credit risk consists mainly of cash deposits, cash equivalents and trade debtors. The municipality only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.		
Trade receivables comprise a widespread customer base. Management evaluates credit risk relating to customers on an ongoing basis. If customers are independently rated, these ratings are used. Otherwise, if there is no independent rating, risk control assesses the credit quality of the customer, taking into account financial position, past experience and other factors. Individual risk limits are set based on internal or external ratings in accordance with limits set by the municipality.	38 800 888.00	#REF!
These balances represent the maximum exposure to credit risk:		
Cash and cash equivalents	865 272.00	1 847 422.00
Trade receivables	38 800 888.00	#REF!
Credit risk from balances with banks and financial institutions is managed by the municipality's finance and management committee in accordance with the municipality's policy. Investments of surplus funds are made only with approved counterparties.		
Counterparty credit facilities are reviewed by MANCO on an annual basis, and may be updated throughout the year subject to approval by EXCO.		
<b>Financial assets exposed to credit risk at year end were as follows:</b>		
First National Bank Call Investments	336 451.00	1 718 303.00
These balances represent the maximum exposure to credit risk.		
<b>39 Liquidity risk</b>	2018	2017
The municipality's risk to liquidity is a result of the funds available to cover future commitments. The municipality manages liquidity risk through an ongoing review of future commitments and credit facilities. Cash flow forecasts are prepared and adequate utilised borrowing facilities are monitored.		
The table below analyses the municipality's financial liabilities into amounts due within 12 months after year end.		
Loans payable-Finance Lease		4 030 878.00
Payables	113 202 912.21	69 365 937.00
Unspent conditional grants	-	1 141 418.00
	<b>113 202 912.21</b>	<b>75 138 033.00</b>

