



Draft 2022/23 MLM Annual Report

Chapter 1

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CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY

COMPONENT A: MAYOR’S FOREWORD

MAYOR’S FOREWORD



It is with great pleasure and gratitude that I have been afforded an opportunity once more to present the annual report of Matatiele Local Municipality for the 2022/2023 financial year. As the Mayor, it is both an honor and a privilege to reflect on the progress we have made, the challenges we have overcome, and the opportunities that lie ahead for our vivacious community.

Over the past year, our Municipality has witnessed remarkable achievements across various facets of public service. We have diligently worked to enhance infrastructure, improve public safety, and foster economic development, all while prioritizing the well-being and prosperity of our residents.

In our effort to foster the economic development, the Municipality held the **LED & Investment Summit** on the 14th of June 2023 to boost the economy of the Municipality and profile our local SMMEs. We did this to market the Municipality as an investment and tourism destination of choice. The main focus are the pillars of the vision which is agriculture, nature & tourism. We are indeed open for business. The Municipality officially opened new **Municipal Offices** which were named after the struggle heroine, Mme Maggie Tsiu-Resha and also honoured her with the 2.8m bronze statue.

We managed to construct **35,2 km** of **new gravel roads** and upgrade about **5,2 km** of **gravel road to surface/tar road**. Rehabilitation of **Matatiele Internal Streets Cluster-1** – This is a **6,5km surfaced road**. It is a rehabilitation of an existing dilapidated surfaced roads in Ward 19. As part of our community development for the youth, the Municipality held **Mayoral cup** in the month of June 2023 to assist the youth that has an interest in sport and to also keep them away from erroneous activities. All wards received soccer & netball kits, **eight (8)** clusters received netball & soccer goal posts.

I am proud to report that through strategic investments and thoughtful planning, we have expanded access to essential services, upgraded our public spaces, and initiated innovative sustainability projects that will benefit generations to come. On the 17th of August, as the government, we officially opened the Khotsong TB Hospital which cost **R689 million**. Even there, about **Two Thousand (2000)** people and more than **Fifty (50)** small businessmen benefited. In our quest to bring quality health care to our people, we have upgraded more than **19 clinics** in the various wards of Matatiele. The Department of Human Settlements appointed Matatiele Local Municipality as an Implementing Agent for the housing projects which including: **Mehloloaneng 491, Maluti 200, Pote 40, Tsitsong 200**.

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The upgrading of our tourism establishments will assist businesses to improve the quality of service offered to visitors, thereby positively promoting Matatiele as a destination of choice. We mention here the upgrading of Mehlosing Hiking Trail by the Department of Tourism with an investment of more than **R20 million**.

However, we also recognize that there are areas where we can further outshine. We remain committed to addressing the needs of all segments of our community, promoting inclusivity, and ensuring equal opportunities for every individual, regardless of background or circumstance. The total amount required to reinstate the **207 km** of damaged roads network is more than **R130 million** for floods occurred in February 2023, whilst a total of **133km** (valued at more than **R72 million**) were damaged in the April 2022. During these disasters **25 bridges** were damaged and require our immediate intervention. **2 new damaged bridges** are estimated to cost more than **R7 million** and 23 existing bridges are estimated at more than **R70 million** to repair.

As we look to the future, I am optimistic about the possibilities that await us. Together, we will continue to build a Municipality that thrives on unity, progress and compassion. By nurturing a culture of engagement and empowerment, we will pave the way for a brighter and more prosperous tomorrow. On the **03rd April 2023 - 05th April 2023** the Municipality held a budget community outreach in all 27 wards to present the tabled draft budget **2023/24 - 2025/26** MTREF. The Municipality also had a session with the Provincial Treasury on assessment or benchmarking of the draft budget. The comments received have been considered on the **final budget 2023/24 -2025/26**. We are a government that listens and in order to do things we start from the people and hear their needs and we will do the same as we will do in the next financial year.

I want to extend my sincerest gratitude to the Municipal council, officials and the community of Matatiele for the unwavering support, cooperation, and dedication to making our Municipality a remarkable place to call home. Your commitment is the bedrock of our success, and I am confident that together, we will continue to achieve extraordinary milestones in the years to come.

Thank you for entrusting me with the responsibility of leading this glorious Municipality. Let us move forward with optimism, determination, and a shared vision for a better tomorrow. May our community flourish, may our bonds grow stronger, and may our aspirations be realized.

Building Better Matatiele Together.

CLLR. S. MNGENELA
HIS WORSHIP THE MAYOR

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COMPONENT B: EXECUTIVE SUMMARY

1.1. MUNICIPAL MANAGER'S OVERVIEW

MUNICIPAL MANAGER'S OVERVIEW



First and foremost, I want to extend my heartfelt thanks to all the dedicated employees of our municipality. Your hard work, commitment, and passion for public service have been instrumental in driving the progress we have seen this year. Whether it's ensuring the smooth functioning of our infrastructure, implementing community programs, or providing essential services, each and every one of you has played a crucial role in our success.

I am also deeply grateful to our community members, businesses, and organizations for their unwavering support and collaboration.

Your active engagement and valuable feedback have helped us better understand the needs of our community and strive for continuous improvement.

As we reflect on the past year, we must acknowledge that we have encountered challenges and obstacles along the way. However, it is our collective resilience and determination that have allowed us to overcome these hurdles and emerge stronger than ever. Through collaborative efforts and innovative solutions, we have navigated through difficult times and remained steadfast in our commitment to uplifting the lives of those we serve.

As the Matatiele Local Municipality we are required to develop an Annual Report (AR) in line with the terms of the provisions of Section 121 of the Municipal Finance Management Act (MFMA), 56 of 2003 and other relevant legislative requirements. The Annual Report articulates the results achieved against the set objectives as embedded in the 2022/23 Service Delivery, Budget and Implementation Plan (SDBIP).

The Annual Report serves as a yardstick to measure progress made with regards to the implementation of the 2022/23 SDBIP. It is a culmination of quarterly reports against the predetermined objectives as set out in the Municipal SDBIP. The 2022/2023 AR reflects the Municipality's performance and achievements. A total of **152** targets as per the approved Revised 2022/2023 SDBIP were set:

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2022/2023 Departmental Performance Analysis

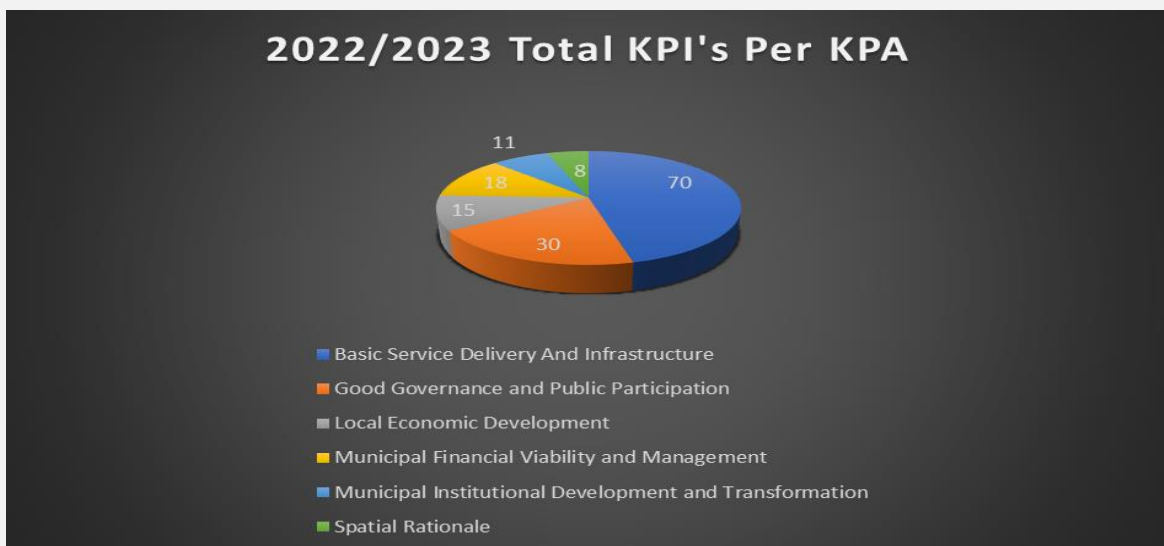
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	Targets Not Achieved
	Targets Achieved

Departmental Performance Summary

	Total Number of Targets	Targets Achieved	Targets Not Achieved	% Achieved	% Not Achieved
Budget and Treasury Office	18	16	2	89%	11%
Community Services	14	9	5	64%	36%
Corporate Services	17	13	4	76%	24%
Economic Development and Planning	25	17	8	68%	32%
Infrastructure Services	49	39	10	80%	20%
Office of the Municipal Manager	29	28	1	97%	3%
Overall	152	122	30	80%	20%

Contribution in the Municipality's Overall Performance:



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The 2022/2023 financial year was both challenging and exciting as the Municipality strived to achieve the imperatives of the Integrated Development Plan. The Municipality has endeavored tirelessly in focusing on delivering the mandate even in the midst of increasing external and internal challenges.

Mr. L Matiwane
Municipal Manager

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1.2. MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

INTRODUCTION TO BACKGROUND DATA

Matatiele Local Municipality (MLM) thus has functions and powers as prescribed by the constitution of Republic of South Africa 1996 section 153(a)(b), Municipal Structures Act, Municipal System Act, Municipal Finance Management Act and Batho Pele principle. Matatiele Local Municipality's function includes the construction and maintenance of access roads, community halls, sport facilities, electricity distribution, removal of solid waste, town planning, build control and local economic development.

Matatiele Local Municipality is located in the Northern part of the Eastern Cape Province. It adjoins onto Elundini Municipality to west, Greater Kokstad Municipality (KZN) to the east, Umzimvubu Municipality to the south, and Lesotho to the north. Traversing the Local Municipality in an east-west direction is the R56 road, linking Matatiele with Kokstad to the east and Mount Fletcher to the west. This roadway links the Municipality with KwaZulu-Natal Province and parts of the Eastern Cape Province located south of Matatiele Municipality.

Matatiele Local Municipality is one of four (4) Local Municipalities situated within the Alfred Nzo District Municipality. Alfred Nzo District Municipality consists of Matatiele, uMzimvubu, Winnie Madikizela Mandela and Ntabankulu Local Municipalities.

The Alfred Nzo District Municipality is situated within the Eastern Cape Province; and is surrounded by OR Tambo District Municipality to the east, Joe Gqabi District Municipality to the west, Harry Gwala District Municipality to the north-east, Ugu District Municipality to the east and Lesotho to the north.

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The powers and function for Matatiele local Municipality are indicated in the table below:

FUNCTION	MLM FUNCTION	MUNICIPAL DEPARTMENT
<i>Fire Fighting</i>	The municipality performs this function with the ANDM. The municipality currently has volunteer firefighters.	Community services
<i>Municipal Airports and Aerodrome</i>	The municipality controls the airstrip and aerodrome. There are no airports	Community services
<i>Cemeteries, Crematoria and funeral parlours</i>	The municipality operates the cemeteries and services concerned in town, Cedarville and Maluti.	Community services

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<i>Cleansing</i>	The municipality is responsible for cleaning and beautification of the towns, in wards 1,19,20,26, Including grass cutting services.	Community services
<i>Control of public nuisances</i>	The municipality has bylaws and policies to regulate and control nuisances.	Community services
<i>Facilities for the accommodation, care and burial of animals</i>	The municipality regulates plans for types of businesses for buildings for accommodation	Community services
<i>Fencing and fences</i>	The municipality does fence for the commonage, cemeteries even in rural areas	Community services
<i>Licensing of Dogs</i>	The municipality provides bylaws for keeping of pets and livestock in residential places in the towns	Community services
<i>Local Amenities</i>	The municipality maintains and ensures that the municipal facilities such as halls, sports fields, public toilets, etc. are kept in good condition.	Community services
<i>Municipal parks and recreation</i>	The municipality maintains the natural reserves in ward 20, and open spaces.	Community services
<i>Noise Pollution</i>	The municipality has policies and bylaws to regulate entertainment in public spaces	Community services
<i>Pounds</i>	The municipality operates a pound. There is one pound.	Community services
<i>Control of Public places</i>	The municipality has policies and bylaws to regulate entertainment in public spaces	Community services
<i>Refuse removal, refuse dumps and solid waste disposal</i>	The municipality offers waste removal services in wards 19, 20, 26 and 1.	Community services
<i>Air Pollution</i>	The municipality currently does not have an air quality plan	Community services
<i>Traffic and parking</i>	The municipality has a public safety unit that performs traffic regulation and law enforcements, including traffic lights. There are no parking meters in the towns	Community services
<i>Building Regulations</i>	The municipality has a building control section; dealing with building inspections, plans and other regulations	Infrastructure services
<i>Electricity Reticulation</i>	The municipality supplies electricity in the urban areas. Rural electricity is supplied by Eskom.	Infrastructure services
<i>Storm water</i>	The municipality performs this function under the OPMU.	Infrastructure services
<i>Local Sport Facilities</i>	The municipality maintain local sports grounds	Infrastructure services

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<i>Municipal Roads</i>	The municipality provides access roads in rural areas and internal streets/roads in urban areas	Infrastructure services
<i>Street Lighting</i>	The municipality installs and maintains street lights	Infrastructure services
<i>Child care facilities</i>	The municipality maintains the building of preschools	Infrastructure services
<i>Local Tourism</i>	The municipality has a tourism section and champions programmes and plans to improve tourism.	Economic Development and Planning
<i>Municipal Planning</i>	This function including spatial planning is done by the municipality	Economic Development and Planning
<i>Trading Regulations</i>	The municipality provides business licenses and trading bylaws	Economic Development and Planning
<i>Billboards and the display of adverts in public places</i>	The municipality provides this function under the town planning unit. There are bylaws to regulate such.	Economic Development and Planning
<i>Control of undertakings that sell liquor to the public</i>	The municipality has liquor trading policy.	Economic Development and Planning
<i>Licensing and control of undertakings that sell food to the public</i>	The municipality performs this function with the ANDM	Economic Development and Planning
<i>Markets</i>	The municipality in the process of developing a fresh produce market	Economic Development and Planning
<i>Municipal Abattoirs</i>	There is a privately-owned abattoir. AND is responsible for health and hygiene in the area	Economic Development and Planning
<i>Street Trading</i>	Municipality regulates street trading. There are bylaws and policies. offers supports to hawkers	Economic Development and Planning

Population size and Distribution

According to the 2016 Community survey; Matatiele local municipality has a population size of 219 447 people, spread across 27 wards. This shows a slight increase in the population size over the last five years, since the 2011 census. A comparative demographical analysis demonstrates that Matatiele Local Municipality has the largest geographical size at 4352km² within Alfred Nzo District Municipality. The area accounts for 41% of the district's population. In terms of Population density, Matatiele local Municipality has a rather lower density (46.8 p/square kilometre) within ANDM

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Area	Area Size (Km ²)	Population Density (persons per km2)	Population size Census 2011	Population size 2016 community survey
South Africa	1,221,037	42.4	51,770,560	55 653 654
Eastern Cape	168,966	39	6,562,053	6 996 976
Alfred Nzo DM	10,731	74.7	801,344	867,864
Matatiele Local Municipality	4,352	46.8	203,843	219,447
Umzimvubu Local Municipality	2,577	74.4	191,620	199,620
Ntabankulu Local Municipality	1,385	89.5	123,976	128,849
Mbizana Local Municipality	2,417	116.6	281,905	319,948

Table 2.3.1 Population size. Source: STATSSA, Census 2011, CS 2016

Population groups

The majority of the population is African at 98.4%, while Coloured, Indian/Asian and White population groups, constitute 1%, 0.2% and 0.4% respectively. The majority of the population is mostly residing in rural villages around the towns of Matatiele, Maluti and Cedarville.

Households

These households are distributed unevenly over 27 wards. The 2016 municipal demarcation has not affected changes in the geographical size of the municipality; however, the ward boundaries of some wards have changed, with some wards assigned new villages from other wards. Hence, the number of villages in each ward is unevenly distributed as well. The number of villages per ward also varies in size and number. The average household size is 3.9.

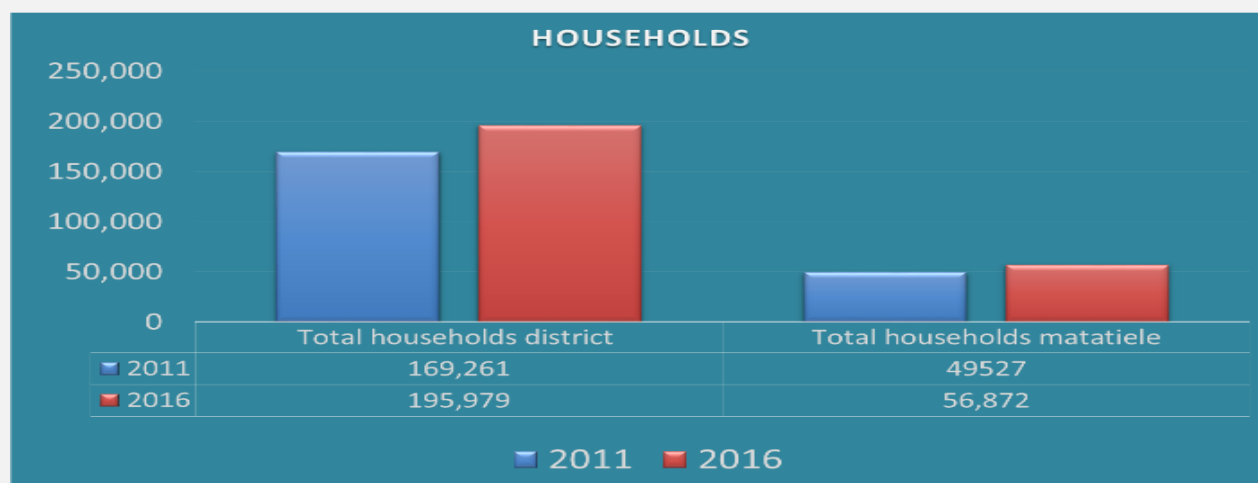


Figure 2.3.1: Total households; Statistics South Africa. CS 2016

2.3.2 Gender differentiation and Age distribution

54% of the population of Matatiele Local Municipality are females. There are more females than males (46%). This is not a unique case of MLM as this trend is also evident within the district, province and the country as a whole. The figure below shows the population pyramid for MLM.

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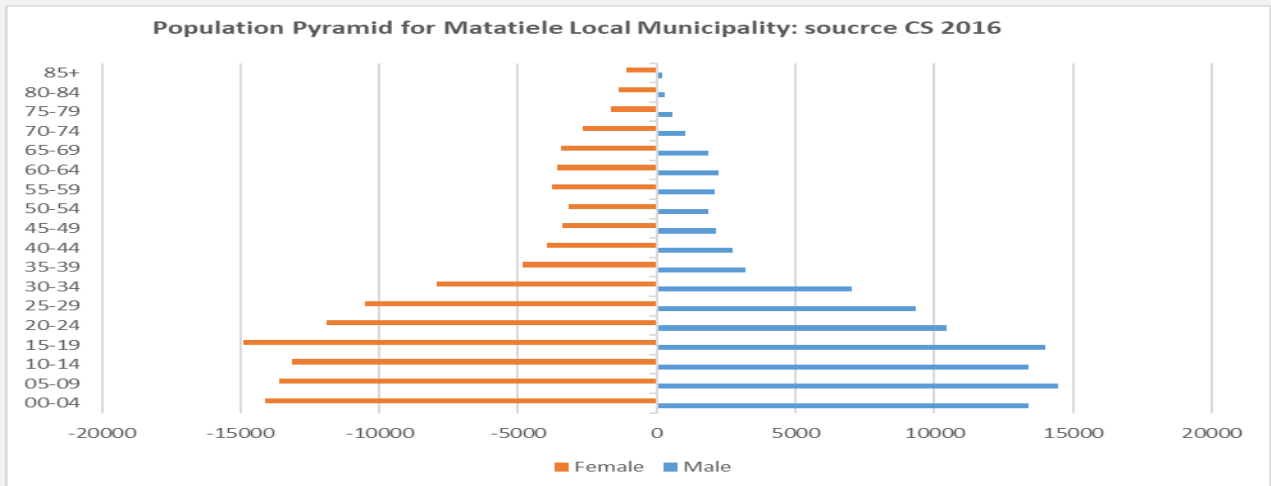


Figure 2.3.2: Population Pyramid for MLM: Statistics South Africa .CS 2016.

MLM has a large youthful population. The largest part of the population falls within the ages of 15 – 19. The majority of these young people are still in school. Females are more across the age groups with the exception of the 05 -09 age group.

2.3.3 Youth population

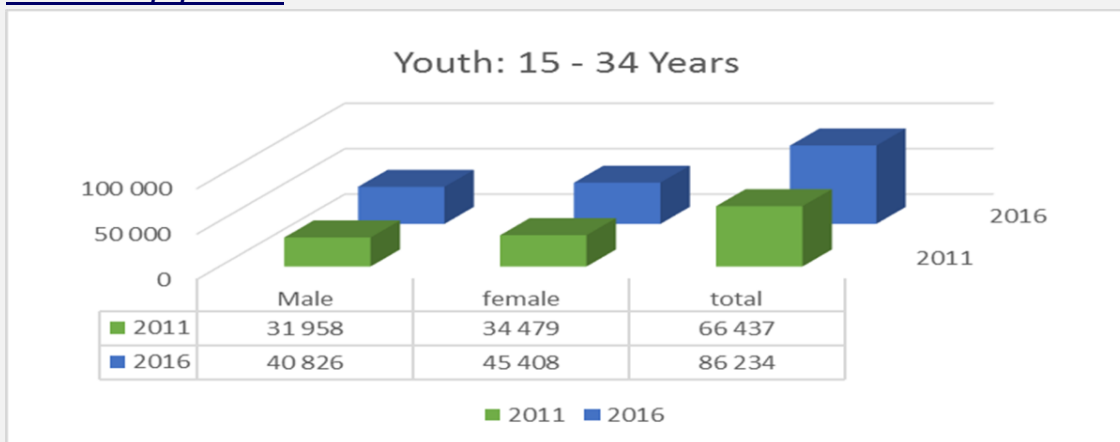


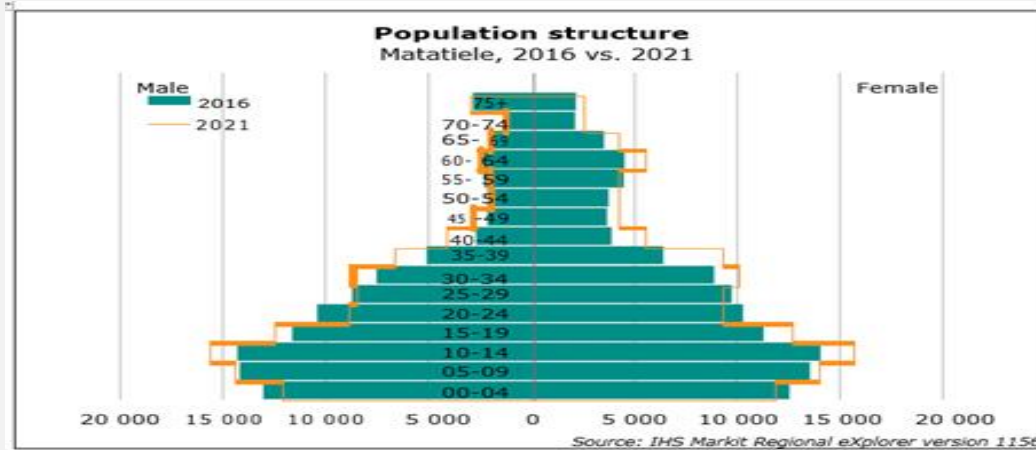
Figure 2.3.3: Youthful Population. Statistics South Africa. Census 2011and CS2016.

The majority of the population being youthful; This should be given by the Municipality, Sector Departments and other stakeholders; ensuring that a large percentage of the budget is allocated to social development facilities and youth Empowerment initiatives in order to meet the needs of a youthful population and ensuring that people falling within this age acquire relevant skills. The development of skills, creation of more job opportunities is one of the key aspects of the developmental issues by the municipality in partnership with the sector departments and other stakeholders.

2.3.2 Population projections-2021

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Figure: 2.3.4 POPULATION PYRAMID - MATATIELE LOCAL MUNICIPALITY, 2016 VS. 2021 [PERCENTAGE]



The population pyramid reflects a projected change in the structure of the population from 2016 and 2021. The differences can be explained as follows:

- In 2016, there is a significantly larger share of young working age people between 20 and 34 (25.6%), compared to what is estimated in 2021 (23.7%). This age category of young working age population will decrease over time. The fertility rate in 2021 is estimated to be significantly higher compared to that experienced in 2016.

The share of children between the ages of 0 to 14 years is projected to be significant smaller (36.4%) in 2021 when compared to 2016 (37.6%).

In 2016, the female population for the 20 to 34 years age group amounts to 13.3% of the total female population while the male population group for the same age amounts to 12.2% of the total male population. In 2021, the male working age population at 11.5% does not exceed that of the female population working age population at 12.2%, although both are at a lower level compared to 2016.

2.4. Social Profile

2.4.1 Education Profile and Literacy Levels

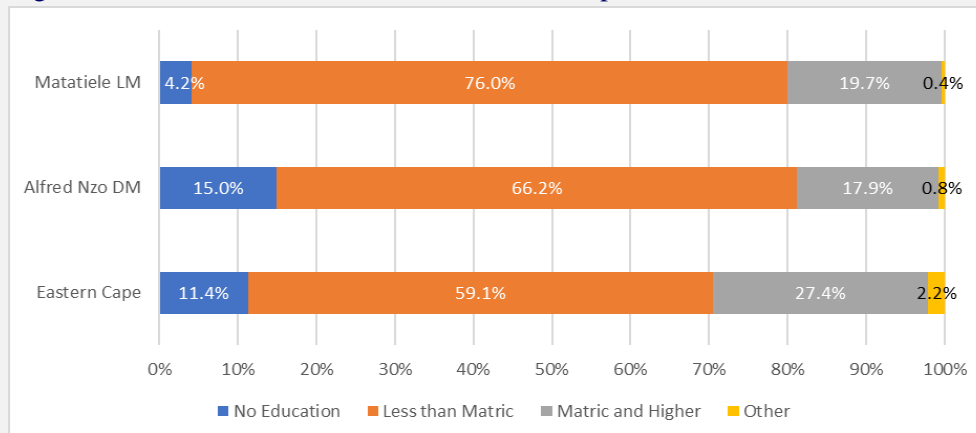
Education shapes how people experience the social, political and economic conditions in society. Consequently, education is central to how we respond to the quest for human development and flourishing. The basic purpose of education is to provide children, youth and adults with a socializing experience that enables self-knowledge and develops personal and social attributes to engage with, change and contribute meaningfully to society.

Education and training are important to the future socio-economic dynamics of MLM, because through improved education provision, this enables empowerment of the population of Matatiele. Education attainment is an important indicator of the environment for the development of the local economy and the human resource capacity for business establishment and employment.

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One of the challenges within the municipality is the increasing number of school drop outs. This results in a large number of young people who do not complete high school.

Figure 6.1: Education Attainment Levels in the Population 20 Years and Older, 2017



Source: (Quantec, 2018)



Percentage working age population with Matric or higher qualifications

The proportion of the working age population that is between the ages of 15 and 65 years who have obtained at least a matric or higher level of education in Matatiele is 22.6%.

The majority of learners in Matatiele are in primary and secondary school. Most matric graduates are required to leave the area and study in cities within the province and in other provinces. Furthermore, the small percentage of youth people enrolled in higher educational institutions could be attributed to poor financial backgrounds, in that most students after Matric do not have the financial means to further their studies.

Within the Matatiele Local municipality there is only one institution of higher learning, Ingwe TVET college which is in the Maluti area in ward 1. There is a need for provision of tertiary institution in the municipal area.

2.4.2 Poverty Levels

The IDP 2017 - 2022 indicates that the percentage of households living in poverty had decreased from 43.7% in 2001 to 41.6% in 2011. In Matatiele Local Municipality, there are still large numbers of people living in poverty, however looking at the poverty trends for Matatiele Local Municipality, there seems to be a decline in the number of people living in poverty over the years.

Municipal planning recognizes the need to focus strongly on poverty alleviation mechanisms as well as job creation. The Matatiele Local Municipality has an Indigent support policy and a credible indigent register, with 19 602 households registered, with about 8142 households who are indigent not yet registered. The register is updated as and when new people need to be captured on an annual basis. The current indigent threshold income per household each month is R2700.00. Currently the indigent support is in the form of free basic electricity, non-grid energy, and alternative energy and refuses removal. Indigent household also receive 6 kilolitres of water per Household and there is an adopted Indigents Support Policy.

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2.4.3 HIV and AIDS

The HIV prevalence in Matatiele is estimated at 11.5% of the population. The prevalence rate among those aged 15-19 is 6.5%. Matatiele local municipality has an HIV/AIDS strategy in line with the Provincial strategic plan. The strategy focuses on issues that are critical in developing the multi-sectorial municipal response to HIV/AIDS. The impact of the pandemic on the lively hood of the communities is reflected as:

- Impact on Family Life and Children
- Provision of Service Health, Education and Welfare
- Impact on Local Economy
- Impact on community and poverty

2.4.4 Crime and Policing

Within the municipal area, there are currently seven police stations, serving the communities of the area. Crime has the potential to Impact negatively on the local economic development of the municipal area. When analyzing the crime statistics within the municipality; Assaults, Burglaries at residential areas, Rape and murders are among the top crimes listed for 21/22. Commercial crimes, driving under the influence of alcohol or drugs, burglary at residential premises, common assault, and murders are the most prevalent crimes in the area.

CRIME CATOG ORY	AFSONDE RING	AVOND ALE	CEDERVI LLE	LUKHOL WENI	MAL UTI	MATATI ELE	PHOLI LE	TOT AL
Robbery Aggravate d	0	01	01	0	02	02	0	06
Common Robbery	0	0	01	0	01	04	0	06
Murder	02	01	0	02	04	01	01	11
Att Murder	0	01	0	0	02	0	0	03
Rape	02	03	01	0	08	05	02	21
Att Rape	0	02	0	0	01	0	0	03
Assault GBH	01	01	04	07	20	11	07	52
Common Assault	01	01	08	0	04	06	02	22
Sexual Assault	0	0	0	01	02	02	0	06
Total	06	11	15	10	31	31	12	130

Chapter 1

Figure: 2.4.1. Crime statistics. SAPS

Stock theft is also a common problem in Matatiele; however, over the past two to three years; the prevalence of violent crimes has somehow preceded the issue of stock theft. There are various social challenges that have an impact on the increasing number of violent crimes and also the increasing number of Gender-based violence. According to the local SAPS offices; substance abuse (both alcohol and drugs) has a greater impact on the increasing crime rates. The SAPS has planned programmes aimed at reducing major crimes by at least 2% in the current year.

2.4.5 Access to information.

Access to information is important, not only to improve public participation but also to keep communities informed about services provided in their communities. There are various methods and tools used to share information. These provide access to information to the relevant people. The 2016 community survey provides information on some of the information tools widely used within Matatiele local municipality that about 93% of the population have access to cell phone; and approximately 58% of the population have access to TV's and Radio. Generally, Internet access seems to be a challenge within the area, especially in schools where only able 1.4% of the people have access to the internet. The statistics above helps to identify which methods can be best used to effectively access information across the municipality.

Chapter 1

1.3. SERVICE DELIVERY OVERVIEW

SERVICE DELIVERY INTRODUCTION

Matatiele Local Municipality is mandated by the Constitution of South Africa to distribute the basic services such as electricity, roads, street lighting, traffic controls, refuse collection and maintenance, as well as municipal parks and recreation.

T 1.3.1

1.4. FINANCIAL HEALTH OVERVIEW

FINANCIAL OVERVIEW

As at 30 June 2023, it has been declared in the Annual Financial Statements that the Municipality would continue to operate as a going concern and that has been substantiated by the positive bank balance as reflected in the cash and cash equivalent amounting to **R255 385** million as compared to the opening balance at the beginning of the financial year.

This then represented the Municipality's ability to pay its current liabilities for a fair period of a couple of months. Section 71 returns were successfully submitted to National Treasury and no invoking of section 38 of DoRA was experienced during the year. The grant allocations were not all spent hence there was a budget roll over for Municipal Infrastructure Grant (MIG) and Integrated National Electrification Programme INEP.

T 1.4.1

Financial Overview: Year 2022/23

			R' 000
Details	Original budget	Adjustment Budget	Actual
Income:	-579 582 983	-588 104 132	-565 921 467
Grants	-395 773 992	-403 579 001	-402 115 388
Taxes, Levies and tariffs	-55 857 419	-55 857 419	-51 325 058
Other	-127 951 572	-128 667 712	-112 481 021
Sub Total	-579 582 983	-588 104 132	-565 921 467
Less: Expenditure	480 023 232	612 547 719	529 696 191
Net Total*	99 559 751	4 443 587	-36 225 276

T 1.4.2

Chapter 1

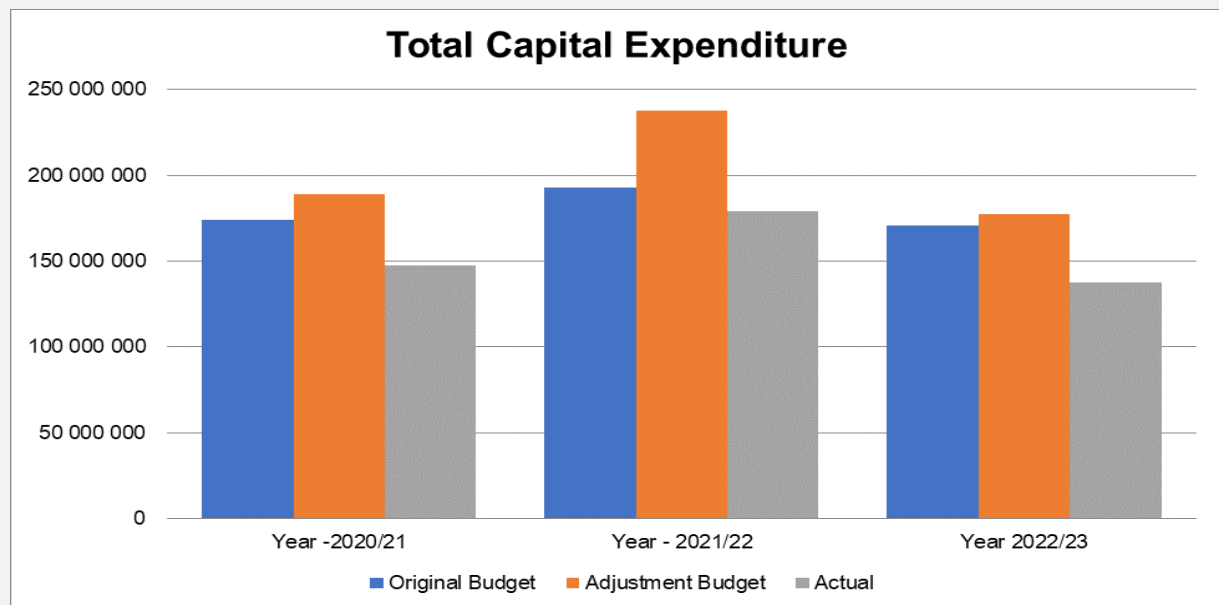
Operating Ratios	
Detail	%
Employee Cost	27%
Repairs & Maintenance	2%
Finance Charges & Impairment	2%
	<i>T 1.4.3</i>

COMMENT ON OPERATING RATIOS:

Employee Costs is 27% which lower than the threshold of 30%; Repairs and maintenance are 2% of the operating budget and Finance Charges and Impairment also 2%.

T 1.4.4

Total Capital Expenditure: Year 2020/2021 to Year 2022/2023			
Detail	Year 2020/2021	Year 2021/2022	Year 2022/2023
Original Budget	174 313 700	192,872,520	170,759,316
Adjustment Budget	188 712 689	237,655,515	177,305,984
Actual	147 687 164	179,102,257	129,865,478
			<i>T 1.4.5</i>



T.1.4.5

Chapter 1

1.5. ORGANISATIONAL DEVELOPMENT OVERVIEW

ORGANISATIONAL DEVELOPMENT PERFORMANCE

Matatiele Local Municipality identified six (6) key strategic priorities as follows;

1. Reduction of service delivery backlogs and refurbishing of infrastructure.
2. Sound financial management.
3. Sustainable development and growth of the local economy.
4. Proper Spatial Development Planning through localized SDF throughout the Municipality.
5. Promote proper institutional arrangements.
6. Enhance public participation and integrated planning

T 1.5.1

1.6. AUDITOR GENERAL REPORT

AUDITOR GENERAL REPORT: YEAR 2022/23 (CURRENT YEAR)

The Matatiele Local Municipality received an unqualified audit opinion with matter emphases (Material impairment, unaudited disclosure notes and unaudited supplementary schedules).

According to the opinion of Auditor General of South Africa, the financial statements were presented fairly, in all material respect, the financial position of the Matatiele Local Municipality as at 30 June 2023 and its financial performance and cash flows for the year ended in June 2023, in accordance with South African Standard of General Recognised Accounting Practice (GRAP) and the requirements of the Municipal Management Act 56 of 2023 (MFMA) and Division of Revenue Act 05 of 2022 (Dora)

T 1.6.1

Chapter 1

1.7. STATUTORY ANNUAL REPORT PROCESS

No.	Activity	Timeframe
1	Consideration of next financial year's Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period	July
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting).	
3	Finalize the 4th quarter Report for previous financial year	
4	Submit draft Year 2022/23 Annual Report to Internal Audit	
5	Municipal entities submit draft annual reports to MM	
6	Audit committee considers draft Annual Report of municipality and entities.	August
8	Mayor tables the unaudited Annual Report	
9	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General	
10	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	
11	Auditor General audits Annual Report including Annual Financial Statements and Performance data	September - October
12	Municipalities receive and start to address the Auditor General's comments	January
13	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General's Report	
14	Audited Annual Report is made public and representation is invited	
15	Oversight Committee assesses Annual Report	
16	Council adopts Oversight report	March
17	Oversight report is made public	
18	Oversight report is submitted to relevant provincial councils	
19	Commencement of draft Budget/ IDP finalization for next financial year. Annual Report and Oversight Reports to be used as input	May
<i>T 1.7.1</i>		

Chapter 2

CHAPTER 2 – GOVERNANCE

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO POLITICAL AND ADMINISTRATIVE GOVERNANCE

The Matatiele Municipal Council is established in terms of Sections 9 (b) and 22 of the Local Government: Municipal Structures Act 117 of 1998. It has a collective type of the Executive with 52 Councillors and ten (2) Traditional Leaders participating in the Municipal Council in terms of Section 81 of the Local Government and Municipal Structures Act, No. 117 of 1998. The Speaker of the Municipal Council is elected in terms of Section 36 and thereafter becomes its Chairperson. The Mayor as the Political Head of the Municipality is elected by the Municipal Council amongst the elected members of the Executive in terms of Section 48: (1) of the Local Government: Municipal Structures Act, No. 117 of 1998. The Matatiele Local Municipality has a full-time Chief Whip who is elected by the Council as per the Circular issued by the Member of the Executive Council in the Province.

The structure known as the TROIKA plus One which is composed of the Mayor, Speaker, Chief Whip and the Municipal Manager oversees the Political Management of the Municipality and also ensures the coordination of the Municipal affairs between Council Meetings. It is further responsible for the maintenance of the stability within the Municipality. The Executive Committee as the Principal Committee of Council is responsible for playing an oversight role over the workings of the Municipal Departments in between the Municipal Council Meetings through ensuring that the Council Resolutions are implemented and the issues requiring administrative and political interface are promptly attended to. The Council Meetings and that of its Standing Committees, both Sections 80 and 79 Committees are open to the public.

There are six (6) Section 80 Committees and six (6) Section 79 Committees. Out of the six (6) Section 79 Committees the Municipality has a Risk Management and Audit Committee that provides opinions and recommendations to the Municipal Council on financial processes and performance periodically based on the schedule of meeting for the Municipal Council and its Committees. In order to ensure the direct interaction with the community almost all the Municipal Council and that of its committee meetings are open to the public.

The Municipal Public Accounts Committee (MPAC) which is a Committee established by the Municipal Council in terms of section 79 of the Local Government: Municipal Structures Act, No. 117 of 1998 provided an oversight role during the year under review. The Committee is comprised of nine (9) non-executive members drawn from parties represented in Council, with a full-time Chairperson who is elected by the Municipal Council from one of the non-executive members of the council

T 2.1.0

Chapter 2

2.1 POLITICAL GOVERNANCE

	MAYOR Executive Committee Member Cllr. S. Mngenela	FUNCTIONS: <ul style="list-style-type: none"> • Calling the meetings of the Executive Committee • Presiding over the meetings of the Executive Committee • Discharging responsibilities listed in the relevant provisions of the MFMA • Discharging functions as provided for in the MSA
	SPEAKER Chairperson of Council Cllr. N. Ngwanya	FUNCTIONS: <ul style="list-style-type: none"> • Calling the Council meetings • Presiding over the Council meetings • Maintaining order in the Council meetings • Seeing to it that the meetings of the Council and its Committees are running according to the rules and orders of Council.
	CHIEF WHIP Chief Whip of Council Cllr. N.A. Nkukhu	FUNCTIONS: <ul style="list-style-type: none"> • Allocation of Councillors to Committees • Monitoring adherence of Councillors to the rules and orders of the Council. • Assisting the Speaker in the maintenance of discipline • Cracking the whip on Councillors when necessary
	Cllr. M. Stuurman Executive Committee Member Portfolio Head: Budget and Treasury	FUNCTIONS: <ul style="list-style-type: none"> • Calling Budget and Treasury Office (BTO) committee meetings. • Chairing the Budget and Treasury Committee meetings • Running the proceedings of the Budget and Treasury Committee meetings in accordance with the rules and orders of the Council • Presenting the Standing Committee Reports to the Executive Committee meeting.

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	<p>Cllr F.M. Shale Executive Committee Member Portfolio Head: Infrastructure Services</p>	<p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Calling Infrastructure Services Committee meetings. • Chairing the Infrastructure Services Committee meetings • Running the proceedings of the Infrastructure Services Committee meetings in accordance with the rules and orders of the Council • Presenting the Standing Committee Reports to the Executive Committee meeting.
	<p>Cllr. M. Facu Executive Committee Member Portfolio Head: EDP</p>	<p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Calling Economic Development Planning (EDP) committee meetings. • Chairing the Economic Development Planning Committee meetings • Running the proceedings of the Economic Development Planning Committee meetings in accordance with the rules and orders of the Council • Presenting the Standing Committee Reports to the Executive Committee meeting.
	<p>Cllr. N. Ludidi-Ndabane Executive Committee Member Portfolio Head: Corporate Services</p>	<p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Calling Corporate Services committee meetings. • Chairing the Corporate Services Committee meetings • Running the proceedings of the Corporate Services Committee meetings in accordance with the rules and orders of the Council • Presenting the Standing Committee Reports to the Executive Committee meeting.
	<p>Cllr. S.D. Booth Executive Committee Member Portfolio Head: Community Services</p>	<p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Calling Community Services committee meetings. • Chairing the Community Services Committee meetings • Running the proceedings of the Community Services Committee meetings in accordance with the rules and orders of the Council • Presenting the Standing Committee Reports to the Executive Committee meeting.

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	<p>Cllr. M. Nyembezi Executive Committee Member Portfolio Head: Special Programmes Unit and Communications</p>	<p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Calling Good Governance & Special Programmes and Communications committee meetings. • Chairing the Good Governance & Special Programmes and Communications Committee meetings • Running the proceedings of the Good Governance & Special Programmes and Communications Committee meetings in accordance with the rules and orders of the Council • Presenting the Standing Committee Reports to the Executive Committee meeting.
	<p>Cllr. T. Dyaty Executive Committee Member Portfolio Head: Human settlements and Planning</p>	<p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Calling Human Settlements and Planning committee meetings. • Chairing the Human Settlements and Planning Committee meetings • Running the proceedings of the Human Settlements and Planning Committee meetings in accordance with the rules and orders of the Council • Presenting the Standing Committee Reports to the Executive Committee meeting
	<p>Cllr. W.B. Potwana Executive Committee Member</p>	<p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Attendance of the Executive Committee meeting • Perform functions as may be delegated by the EXCO and the Mayor
	<p>Cllr. S. Sikhafungana Executive Committee Member</p>	<p>FUNCTIONS:</p> <ul style="list-style-type: none"> • Attendance of the Executive Committee meeting • Perform functions as may be delegated by the EXCO and the Mayor

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2.2 ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

The Municipal Manager is the head of Administration and chairs the General Management Team Meetings (GMTM) that sits every week. The GMT discusses departmental issues relating to Departmental progress, challenges and any other issues that related to service delivery.

The Management Team Meeting (MTM) sits every month. In the MTM each Unit manager tables their Unit's Progress on the performance achievement of their Service Delivery, Budget and Implementation Plan (SDBIP), matters that need to be adopted by Council, Risk progress and Operational matters.

T 2.2.1

MEETING		MANAGERS	
MANAGEMENT TEAM MEETING (MTM)	GENERAL MANAGERS TEAM MEETING (GMTM)	Section 54A and 56 Managers	Municipal Manager Chief Financial Officer General Manager: Corporate Services General Manager: Community Services General Manager: Economic Development and Planning General Manager: Infrastructure Planning & Development
		Middle Managers	Chief Audit Executive Manager: Legal and Compliance Services Manager: Strategic Governance Manager: Communications and Special Programmes Unit (SPU) Manager: Budget Planning and Investments Manager: Financial Reporting and Assets Management Manager: Revenue and Expenditure Manager: Supply Chain Management and Fleet Manager: Human Resource Management Manager: Information and Communication Technology Manager: Admin. and Council Support Manager: Public Participation & Customer care Manager: Projects Management Unit Manager: Operations and Maintenance Management Manager: Electricity Manager: Development Planning Manager: Local Economic Development Manager: Environmental and Solid Waste management Manager: Public Safety Manager: Public Amenities and Expanded Public Works


Chapter 2

			Programme (EPWP)
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TOP MANAGEMENT (GENERAL MANAGEMENT TEAM)		
	TITLE AND NAME	FUNCTIONS
	MUNICIPAL MANAGER Mr. Lizo Matiwane	<p>As head of the administration, the following statutory powers and duties are assigned and delegated to the Municipal Manager in accordance with the provisions of the Structures Act and the Systems Act:</p> <ul style="list-style-type: none"> ➤ To form and develop an economical, effective, efficient, accountable and performance driven administration for the Municipality in accordance with the provisions of Section 51 of the Systems Act. ➤ To manage the Municipality's administration in accordance with the provisions of the Systems Act and other legislation applicable to the Municipality. ➤ To implement the Municipality's IDP, and to monitor the progress with the implementation of the plan. ➤ To manage the provisions of services to communities, residents and ratepayers in a sustainable manner. ➤ To control and manage the effective utilisation and training of staff. ➤ To maintain discipline of staff. ➤ To promote sound labour relations and compliance by the Municipality of applicable labour legislation, conditions of service and collective agreements. ➤ To advise the structures and functionaries of the Municipality. ➤ To manage the communication between the Municipality's administration and its structures and functionaries. ➤ To carry out the decisions of the structures and functionaries of the Municipality. ➤ To administer and implement the Municipality's By-laws and other legislation. ➤ To implement national and provincial legislation applicable to the Municipality.

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		<ul style="list-style-type: none"> ➤ To facilitate participation by communities, residents, ratepayers and other stakeholders in the affairs of the Municipality.
	CHIEF FINANCIAL OFFICER Mr. K. Mehlomakulu	<ul style="list-style-type: none"> ➤ Responsible for: <ul style="list-style-type: none"> - all income and expenditure of the Municipality; - all assets and the discharge of all liabilities of the Municipality; and - Proper and diligent compliance with the Municipal Finance Management Act. ➤ Ensuring that the Municipality has and maintains: <ul style="list-style-type: none"> - effective, efficient and transparent systems of financial and risk management and internal control; - an appropriate procurement and provisioning system which is fair, equitable, transparent, competitive and cost-effective; - A system for properly evaluating and prioritising all major capital projects prior to a final decision on the project. ➤ Keeping full and proper records of the financial affairs of the Municipality in accordance with any prescribed norms and standards. ➤ The effective, efficient, economical and transparent use of the resources of the Municipality. ➤ Taking effective and appropriate steps to: <ul style="list-style-type: none"> - collect all money due to the Municipality; - prevent unauthorised expenditure; - prevent losses resulting from possible criminal conduct; and - Manage available working capital efficiently and economically. ➤ Without delay report all losses as a result of suspected criminal conduct to the South African Police Service. ➤ The management, including the safeguarding and the maintenance of the assets,

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		<p>and managing the liabilities, of the Municipality.</p> <ul style="list-style-type: none">➤ Compliance by the Municipality with any tax, levy, duty, pension and audit commitments as may be required by legislation.➤ Setting all contractual obligations of, and pay all money owing by the Municipality within the prescribed or agreed period.➤ On discovery of any unauthorised expenditure, must immediately report, in writing, particulars of the expenditure to the Municipal Manager, mayor, the members of the➤ Executive Council of the Province responsible for finance and for local government and the Auditor-General.➤ Taking effective and appropriate disciplinary steps against any employee who:<ul style="list-style-type: none">- contravenes or fails to comply with a provision of the Municipal Finance Management Act, financial by-laws, policies or procedures of the Municipality;- commits an act which undermines the financial management and internal control system of the Municipality; or- Makes or permits any unauthorised or fruitless expenditure.➤ Administer the budget and treasury office, as well as the Supply Chain Management Unit, and advise the Municipal Manager and other officials on financial matters.➤ Set out the annual budget in a schedule that shows revenue by source and expenditure by vote.➤ Review the remuneration of political office bearers to ensure that they are remunerated in terms of legislation.➤ Report to Council on all expenditure on staff salaries, wages, allowances and benefits.➤ Where appropriations for capital projects span more than one (1) year, ensure that shifting of funds between years is in accordance with section 31 of the Municipal Finance Management Act.➤ Open and maintain at least one bank account in the name of the
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		<p>Municipality, and advise National Treasury in writing of details thereof.</p> <ul style="list-style-type: none"> ➤ Notify National Treasury of occasions when the bank account/s of the Municipality show an overdraft position. ➤ Table in Council a consolidated report of withdrawals each quarter, and submit a copy of the consolidated report to the Provincial Treasury and Auditor-General. ➤ To ensure that all the requirements of section 45 of the Municipal Finance Management Act are adhered to. ➤ To report monthly, quarterly and mid-year on the Council's budget performance in terms of Chapters 7, 8 and 12 of the Municipal Finance Management Act. ➤ To co-sign with the Municipal Manager and Deputy Chief Financial Officer all cheques issued by the Council.
	<p>GENERAL MANAGER: COMMUNITY SERVICES VACANT</p>	<ul style="list-style-type: none"> ➤ The authority to suspend permits for the importing of any milk or dairy products that appear to be diluted or unhealthy in any way, until such time as the Council considers a report in this connection. ➤ The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of: <ul style="list-style-type: none"> - the regulations regarding cleanliness of plots; - the regulations regarding public health and sanitation; - regulations relating to cemeteries; - the Library By-laws; and - The By-laws for the Control of Street Collections. ➤ The authority to issue all statutory notices for the elimination of nuisances. ➤ The authority to grant permission for and to make all arrangements with regard to funerals of paupers who die within the municipal area. ➤ The authority to liaise with the District Municipality to decide whether the fire brigade may be used for firefighting purposes outside the boundaries of the municipal area.

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		<ul style="list-style-type: none">➤ The authority to perform all the functions related to sport and recreation.➤ The authority to remove a metered parking base in urgent cases.➤ The authority to grant permission for the use of loudspeakers in the streets to advertise functions and events, which may take place in terms of Council policy.➤ The authority to act on a complaint received from a member of the public or a police officer about an alleged irregularity in respect of fund raising, to request any person➤ He/she is raising funds to produce the concession or special concession in terms of which the raising of funds is taking place in compliance with the provisions of relevant legislation.➤ The authority to recover payments for removal and storage costs in respect of motor vehicles impounded by the Department.➤ The authority to decide on the placement of legal, exclusive parking bays.➤ The authority to grant permission for parades, athletic and other events to be conducted in streets within the municipal area, as well as for the temporary closing of a street.➤ The authority to perform the functions and exercise the powers that vest in the Council in respect of the use or discharge of fireworks, firearms or similar devices as contained in the provisions of the Explosives Act, and the provisions of the noise control regulations, promulgated in terms of the Environment Conservation Act.➤ The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of:<ul style="list-style-type: none">- The regulations regarding traffic.➤ The authority to allocate or re-allocate dates for street collections for which formal applications have been received.➤ The authority to perform selective traffic law enforcement programmes.➤ The authority to carry out complete investigations on all traffic matters that require investigation and taking the required legal action where necessary.➤ The authority to co-ordinate joint law enforcement operations with other
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		<p>law enforcement agencies.</p> <ul style="list-style-type: none"> ➤ The authority to issue warrant of arrests in terms of due process of law. ➤ The authority to enforce relevant municipal By-laws. ➤ The authority to issue traffic violation summonses.
	<p>GENERAL MANAGER: CORPORATE SERVICES Mr K. Magadla</p>	<p>The authority to sign the following documents:</p> <ul style="list-style-type: none"> ➤ A declaration by the seller for the payment of transfer duties in connection with property transactions excluding declarations concerning buildings which were erected with funds obtained from any state department. ➤ Lease contracts in respect of the leasing of Council property as well as property leased by the Council, excluding documents concerning the leasing of buildings erected with funds received from national or provincial government. ➤ Contracts for the maintenance of lifts in municipal buildings as well as maintenance contracts in respect of Council equipment which are under the control of the Administrative Manager. ➤ Contracts concerning the installation of telephones for official purposes or concerning applications made by persons occupying Council premises. ➤ All documents which are necessary for the registration of even or other immovable property alienated by the Council, excluding documents for the registration of even or other immovable property alienated by the Council on which buildings are erected with funds received from national or provincial government. ➤ All documents which may be necessary for the registration of immovable property in the Council's name irrespective of the way in which the Council acquired such immovable property. ➤ Contracts which may be necessary for the alienation of any rights in


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		<p>immovable property owned by the Council.</p> <ul style="list-style-type: none">➤ All documentation necessary for compliance with the provisions of the relevant Expropriation Act.➤ All documents which may be necessary for the registration of servitudes or notarial contracts to which the Council is a party.➤ Contracts regarding branch-railway lines and third party rights.➤ Any other documents for which authority has been delegated by the Executive Committee or by the Municipal Manager.➤ The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of:<ul style="list-style-type: none">- the By-laws for the lease of municipal halls;- the By-laws for the control of public nuisances and breaches of the peace; and- Any other By-laws set out in terms of the Constitution.- In consultation with the General Manager: Technical Services to waive Council's rights in respect of servitudes.➤ The authority to appoint officials of his or her department as health and safety representatives for his or her department in terms of the provisions of the relevant Occupational Health and Safety Act.➤ The authority to decide on the form of transport that should be used by officials of whom it is required to attend meetings, workshops, seminars, conferences, congresses and similar events and special visits in the interest of the Council, and which are to be conducted within the boundaries of the Republic of South Africa.➤ As Human Resources Manager:<ul style="list-style-type: none">- In the case of a new appointment, if such an appointee has been obliged to change his or her place of residence as a result of the appointment, to grant permission in terms of the Council's Employment Policy for the payment of removal costs in respect of the appointee's movable property: Provided that sufficient proof of such costs that had been incurred, is furnished.
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		<ul style="list-style-type: none">- In consultation with the departmental head concerned, to decide about confirming the appointment of an employee that was appointed on probation, on a permanent basis or to extend the probation period in the light of the performance and competence of the appointee, subject to the provisions of the labour legislation.- In consultation with the departmental head concerned, to dismiss with proper notice, any temporary employee, whether in a permanent or temporary post, if his or her services are no longer required, subject to the provisions of the labour legislation.- In consultation with the departmental head concerned, to decide about the acceptance or not of a notice of termination of service received from an employee on a shorter period than the period set in the conditions of service of the employee.- In consultation with the departmental head concerned, to grant specific permission to an employee to reside outside the municipal area.- In consultation with the departmental head concerned and provided that the granting of permission does not adversely affect the employee's work performance, to grant permission to an employee who applies therefore, to pursue a paid side-line in his or her spare time. <ul style="list-style-type: none">➤ The authority to approve payment of an acting allowance to an employee in terms of his or her conditions of service, on receipt of a certificate issued by the departmental head concerned, certifying that the employee did in fact fully act in the post concerned.➤ In consultation with the departmental head concerned the authority to extend the validity of non-accumulative leave of an employee.➤ The determination of the working hours that is applicable to the various posts of employees.➤ The annual adjustment of the schedule of uniforms and protective clothing.➤ The authority to make recommendations to the Corporate Services Standing Committee in respect of the termination of the services of an employee due to ill health, subject to the provisions of the labour
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		<p>legislation.</p> <ul style="list-style-type: none"> ➤ In consultation with the Municipal Manager, to authorise consultants that were appointed by the Council to appoint site staff to supervise contract works. ➤ The authority to act as responsible officer in terms of the provisions of the Regulation of Gatherings Act.
	<p>GENERAL MANAGER: ECONOMIC DEVELOPMENT AND PLANNING Mr. S. Ntshikilana</p>	<ul style="list-style-type: none"> ➤ The authority to grant approval for the erection of a second residential unit on a stand or premises in terms of the Town Planning Schemes and other relevant legislation. ➤ The authority to issue certificates of condonation in terms of the provisions of the Sectional Titles Act. ➤ The authority to approve applications for the consolidation and subdivision of land which does not belong to the Municipality and, where necessary, the setting of building-clause conditions to be registered against the titles of the stands concerned, as well as the determination of servitudes for the protection of services and their application in cases in which subdivisions are made. ➤ The authority to take the necessary steps to secure a suitable court order which obliges the owner or occupier of land or premises to meet the requirements of the Town Planning Scheme in the event that owners or occupiers of land or premises fail to meet the requirements of the said Town Planning Scheme. ➤ The authority to approve rezoning applications in respect of land within the guideline areas. ➤ The authority to make recommendations and commentary in respect of applications for the cancellation, suspension or amendment of title conditions which are restrictive, to bring the title deed of premises into line with the Town Planning Scheme, except in cases in which a reversionary clause in favour of the Council exists in the title deed. ➤ The issuing of a certificate, in compliance with the requirements of the Provincial Township

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		<ul style="list-style-type: none">➤ Ensure that an applicant who has applied for township establishment, has in fact provided services to the satisfaction of the Council.➤ The issuing of building clause and waiver certificates as well as certificates for the raising of property title conditions to bring it in line with the provisions of Council's Town Planning Scheme➤ The authority to consider applications for special consent use in terms of the Town Planning Scheme. In cases, which he/she considers the application to be of a controversial nature or that might have a significant impact on the surrounding Community, or must, in the case of objections being lodged by surrounding property owners, refer it to the Council for a decision.➤ The authority to erect traffic signs, road marking to effect traffic measurements.➤ To manage the Land Use Management System.➤ The authority to perform the local economic development function, including industrial development.➤ The authority to perform the tourism functions in liaison with the relevant Provincial Department and District Municipality.➤ When applications are made to relax street building lines in respect of single residential stands within the area the authority to finalise such applications administratively provided that the mentioned building lines are relaxed to a prescribed maximum, in which case this is adequately provided for the scheme.➤ The authority to consider applications for home industries and house cafes in terms of the Town Planning Scheme. In cases, which he/she considers the application to be of a controversial nature or that might have a significant impact on the surrounding community, or must, in the case of objections being lodged by surrounding property owners, refer it to the Council for a decision.
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**GENERAL
MANAGER:
INFRASTRUCTUR
E PLANNING &
DEVELOPMENT**
Ms. S. Sako

- In consultation with the Municipal Manager, to obtain the services of a consultant with regard to any of the matters under his or her control, where the consultant's fees and expenses do not exceed a prescribed amount set by Council per project or occasion.
- The authority to appoint officials of his or her department as health and safety representatives for his or her department in terms of the provisions of the relevant Occupational Health and Safety Act.
- The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of:
 - The sewerage regulations
- The authority to approve the appointment of consultants by private township developers.
- The authority to permit private persons or organisations to perform work on Council property: Provided that:
 - this does not prejudice the Council's interests; and
 - The Council is indemnified in writing against any damages and claims which may arise or result from such activities.
- The authority to adjust the tariffs contained in the contracts concluded with consultants from time to time, in accordance with the applicable tariffs as published in the Government Gazette in terms of the legislation concerned.
- In consultation with the Chief Financial Officer, the authority to enforce the penalty clauses contained in Council's contracts for the late delivery of goods and services.
- The authority to approve or reject all building plans and to decide about building line
- Concessions, lateral and rear spaces as set out in the Town Planning Scheme.
- The authority to consider and finalise all applications for permanent advertisements in accordance with the provisions of the regulation for the display of advertisements jointly with the Planning Committee.
- The authority to perform the functions and exercise the powers vested in

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		<p>the Council in terms of the provisions of:</p> <ul style="list-style-type: none">- the Prevention of Illegal Eviction from and Unlawful Occupation of Land Act;- the lease contracts for municipal housing;- the National Building Regulations and Building Standards Act; and- The provisions of regulations in respect of the numbering and renumbering of buildings and places, and the assignment of names to and the display thereof on flats. <p>➤ To approve or reject requests for the use of servitude areas created for municipal purposes, for building purposes or for the erection of other structures: Provided that such use of the servitude area does not prejudice the purpose for which the servitude was registered.</p> <p>➤ The authority to grant permission for a deviation or relaxation in terms of the National Building Regulations and Building Standards Act, except for a regulation concerning the strength and stability of buildings.</p> <p>➤ The authority to relax height restrictions of buildings to a maximum of 10 (ten) metres, where relevant.</p> <p>➤ In consultation with the Chief Financial Officer, the authority to enforce the penalty clauses contained in Council's contracts for the late delivery of goods and services.</p> <p>➤ To make recommendations to the relevant government departments concerned in respect of the approval of or rejection of applications to demolish or reconstruct houses.</p> <p>➤ The authority to grant the necessary sanction, until a professional surveyor is appointed, to give out cadastral work on a portion basis to surveying firms, subject thereto that the fees concerned shall be as stipulated in the statutory prescribed scales, and provided that no single appointment exceeds a prescribed amount in terms of the Supply Chain Regulations.</p> <p>➤ The authority to erect traffic signs, road marking and to effect traffic measurements.</p> <p>➤ The authority to extend the electricity supply network of the Council, to</p>
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Chapter 2

		<p>make connection.</p> <ul style="list-style-type: none">➤ Thereto in terms of the electricity supply regulations and to authorise repayments in connection therewith.➤ In consultation with the Municipal Manager, the authority to obtain the services of a consultant with regard to any of the matters under his or her control, where the consultant's fees and expenses do not exceed a prescribed amount per project or occasion.➤ The authority to appoint responsible persons in terms of the provisions of the Occupational Health and Safety Act, and in accordance with the provisions of the General Administrative Regulations and the provisions of the General Machinery Regulation.➤ The authority to appoint officials of his or her department as health and safety representatives for his or her department in terms of the provisions of the Occupational Health and Safety Act.➤ The authority as mine manager, to make the necessary appointments in terms of the provisions of the Mining and Industry Act, as well as the provisions of the Explosive Materials Act.➤ The authority to grant permission to consumers to resell electricity on conditions as contained in the electricity supply regulations➤ The authority to perform the functions and exercise the powers that vest in the Council in terms of the provisions of:<ul style="list-style-type: none">- the electricity supply regulations;- the Electricity Act; and- The Occupational Health and Safety Act, and the Electricity Act, as supplier of electricity within the municipal area.➤ In consultation with the Municipal Manager, the provision of technical assistance and training to other municipalities, private persons and organisations that are deemed necessary and essential, without prejudice to the training of the Council's own personnel.➤ On consultation with the Chief Financial Officer, the authority to enforce the penalty clauses contained in Council's contracts for the late delivery of
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		<p>goods and services.</p> <p>The authority to sanction a relaxation in respect of any structural changes to buildings in terms of the provisions of the regulations governing crèches and crèches-cum-nursery Functions of the GM: Infrastructure Services continued: -</p> <p>Schools: Provided that the provisions of the National Building Regulations are not contravened.</p> <p><i>T 2.2.2</i></p>
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Chapter 2

COMPONENT B: INTERGOVERNMENTAL RELATIONS

INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

The guiding principle behind the existence of the Matatiele Local Municipality IGR Framework and structure is to facilitate effective co-operation between Matatiele Local Municipality, sector departments, private sector, para-statal and other interest groups located in the space of the municipality. Its main aim is to enhance integrated development and to consider various priorities programmes and projects in the area.

Working Co-operatively:

The Intergovernmental Relations Framework Act provide ways for local government, national and provincial government to work together effectively to interpret national priorities. The aim is to find strategic consensus when planning activities. IGR is about relations between democratically elected governments, its sector partners and the affected partners.

Distinctive governments:

This implies that all spheres must be committed in ensuring service delivery reaches its intended communities of Matatiele Local Municipality residence.

Effective and efficient government:

The IGR structure should be at the forefront to ensure maximum utilisation available resources for the betterment of local communities.

Implementation of concrete measures:

For the structure to realise co-operative governance they need to;

- Strengthen friendly relations – no partners should be treated as secondary
- Ensure consistent support and cushioning each other
- Communicate and inform each sector on matters of common interest
- Share resources when providing intervention in an area
- Minimise any prospective legal litigations against each other

Therefore, the establishment and development of this IGR structure is aimed at fostering coordination and co-operation between Matatiele Local Municipality, Sector Departments and other partners embroiled in development that are falling under our jurisdiction.

However, given all the above process perspective, it is therefore imperative that, the IGR Forum as institutional mechanism must assist in reviewing performances, detecting failures and ensuring corrective action so that we continue to work together to service the people of Matatiele

T 2.3.0

2.3 INTERGOVERNMENTAL RELATIONS

PROVINCIAL INTERGOVERNMENTAL STRUCTURE

The Matatiele Inter-Governmental Relations (IGR) Forum is a consultative forum for Matatiele Local Municipality to discuss and consult with stakeholders on matters of mutual interest affecting service delivery in Matatiele and ways/strategies on how to deliver quality services in a coordinated manner.

The forum is also responsible for coordination and alignment of strategic and performance plans and priorities, objectives and strategies between the Matatiele Local Municipality, Sector Departments operating in Matatiele, District Municipality and the Province. The following serve as permanent members of the Matatiele Local Municipality Technical/Political IGR Forum:

- (1) Matatiele Local Municipality:
 - a. Municipal Manager (also the Champion and Chairperson of the Technical IGR Forum)
 - b. Heads of Departments (Matatiele Local Municipality)
 - c. Communications & IGR
 - d. Entities and other service delivery agencies
 - e. The Mayor, Speaker & Chief Whip
 - f. EXCO members
- (2) Provincial and National Representatives:
 - a. Office of the Premier
 - b. Department of Local Government and Traditional Affairs
 - c. Provincial Treasury
 - d. South African Local Government Association Eastern Cape (SALGA EC)
 - e. State owned enterprises (e.g. ESKOM, Telkom, and ECDC)
 - f. Department of Mineral Resources & Energy

-The Matatiele LM IGR Forum meetings were convened in 2022/2023 Financial Year on a quarterly basis (four meetings were convened successfully), with the purpose to check progress made on the implementation of the IDP, by the Municipality and Government Departments.

-The sitting of the IGR Forum emanates from the IGR Framework Act (No. 13 of 2005) in this regard, Sector Departments operating within the Matatiele jurisdiction and the Municipality were able to integrate their programmes to avoid duplication of government programmes and resources were shared.

-It is through these meetings that members were able to raise challenges they face at their respective departments in order for a quick intervention where needed and also achievements that needed to be communicated to the public.

T 2.3.2

Chapter 2

DISTRICT INTERGOVERNMENTAL STRUCTURES

The Local Intergovernmental Relations (IGR) Forum receives the full support of the District forum. The main objective of the Matatiele IGR Forum is to enhance integrated development and consider priorities in the entire municipality. The Communication Unit facilitates the sitting of all local IGR meetings and sessions, and serves as secretariat. Issues discussed at the local IGR are escalated to the district for consideration and implementation. Those that require provincial attention are channelled to the province accordingly. The forum is convened quarterly.

T 2.3.4

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

2.4 PUBLIC MEETINGS

COMMUNICATION, PARTICIPATION AND FORUMS

The Municipal Systems Act, section 16 encourages a culture of community participation; thus, the Municipality should involve the community in the planning of the programmes and decisions of the Municipality. As such, the IDP process involves the participation of communities in the planning and review of the IDP, in order to ensure that the services, projects and programmes planned, will respond to the needs of the communities.

Matatiele Local Municipality implemented various public participation programmes, in line with phases of the IDP, throughout the Planning, drafting and adoption of the IDP review. The programmes included:

IDP Community Outreach Meetings –These meetings were conducted across all 27 wards of the municipality. The purpose of the meeting was to collect the needs and priorities of the Status-quo Report. IDP/Budget Community Outreach Meetings – To present the 2022/2023 Draft IDP review and draft budget for comments

IDP Representative forum meetings

Matatiele Local Municipality has an IDP Representative forum, which functions to provide an opportunity for stakeholders to represent the interests of their constituencies; provide a structure for discussion, negotiations and joint decision making, ensuring proper communication between all stakeholders and the Municipality, and Monitoring the planning and implementation process.

The sitting of meetings is scheduled in line with the phases of the IDP. In the 2022/2023 financial year; four (4) meetings were held; of these, all four (4) meetings were held in the municipal council chambers. Corrective measures have been identified in order to improve the effectiveness and functionality of the forum, and to ensure sitting of meetings as planned.

T 2.4.1

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WARD COMMITTEES

The key purpose for the structural existence of ward committees in terms of Section 73 of the Municipal Structures Act is to serve as a link between communities and the Municipality. They operate in terms of their portfolios that are sector-based dealing with issues affecting sector specific and assisting in ensuring that all community queries are attended to.

However, the level of education for those elected to serve as ward committees remains a challenge when reporting. On reporting consistency, the operations of the ward governance structures have been included in the calendar of municipal business and it is believed that with the cooperation of the Ward Councillors as chairpersons of these structures it will serve to improve the performance of ward committees.

T 2.4.2

Public Meetings						
Nature and purpose of meeting	Date of events	Number of Participating Municipal Councillors	Number of Participating Municipal	Number of Community members attending	Issue addressed (Yes/No)	Dates and manner of feedback given to community
Community Awareness Campaign	02/07/2022	01	01	29	Yes	Gender Based Violence
	07/08/2022	01	01	51	Yes	Discussions about closed school within the Ward.
	16/09/2022	01	01	23	Yes	Service Delivery feedback
	15/09/2022	01	01	27		Service Delivery feedback
	18/08/2022	01	01	50	Yes	Service Delivery

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						feedback
	26/09/2022	02	04	62	Yes	Infrastructure Consultation meeting.
	21/07/2022	01	01	101	Yes	Education Feedback meeting
	22/07/2022	01	01	41	Yes	Business Stakeholder meeting
	26/09/2022	01	01	19	Yes	Village consultative meeting
	21/07/2022	01	01	28	Yes	Community Consultation meeting
	25/08/2022	01	01	44	Yes	Village Consultation meeting
	26/10/2022	01	01	35	Yes	Village Consultation meeting
	26/09/2022	01	01	19	Yes	Village Consultation meeting
	23/09/2022	01	01	48	Yes	Village Consultation meeting
	11/09/2022	01	01	50	Yes	Village Consultation meeting
Community meetings	22/05/2023	01	01	44	Yes	Community Consultation meeting
	23/02/2023	01	01	35	Yes	Community Consultation meeting

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	10/05/2023	01	01	29	yes	Community Consultation meeting
	01/02/2023	01	01	23	Yes	Stakeholder meeting
	13/03/2023	01	01	96	Yes	Community Consultation meeting
	24/04/2023	01	01	32	Yes	Community Consultation meeting
	26/04/2023	01	01	71	Yes	Community Consultation meeting
	28/04/2023	01	01	14	Yes	Stakeholder meeting
	19/04/2023	01	01	21	Yes	Village Consultation meeting
	03/04/2023	01	03	26	Yes	Water update meeting
	17/03/2023	01	01	33	Yes	Community Block Consultation meeting
	14/04/2023	02	01	07	Yes	Community Block Consultation meeting
	12/04/2023	03	04	22	Yes	Site Handover Meeting
	21/04/2023	01	01	52	Yes	IEC Registration meeting
	11/04/2023	01	01	132	Yes	EPWP Recruitment meeting
	21/04/2023	01	01	161	Yes	Community Consultation meeting

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	21/04/2023	01	03	14	Yes	Water Project progress meeting
	27/01/2023	01	01	91	Yes	Community Consultation meeting
	01/02/2023	01	01	27	Yes	Update on EPWP, CWP and Water progress meeting
	29/03/2023	01	01	48	Yes	Stakeholder meeting
	14/03/2023	01	01	35	Yes	Community Consultation meeting
	15/03/2023			69		Community Consultation meeting
	22/05/2023	01	01	44	Yes	Community Consultation meeting
IDP Community Outreach Meetings – To collect the needs and priorities of the Status-quo Report	19 - 22 September 2022	33	29	3199	Yes	The meetings were held in each ward from the 19 - 22 September 2022. The purpose of the meeting was to present the progress on service delivery and also to confirm ward needs and priorities.
IDP Community Outreach Meetings – To	19-21 September 2022	53	49	3214	YES	The meetings were held in each ward from the 19-21 September 2022.

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collect the needs and priorities of the Status-quo Report						The purpose of the meeting was to present the progress on service delivery and also to confirm ward needs and priorities.
1 st IDP Rep Forum meeting: to present the 2023/24 IDP/Budget process plan, presentation of the summary of TORs as well as the presentation of the stakeholder register	11 August 2022	35	20	77	YES	To present the 2023/24 IDP/Budget process plan, presentation of the summary of TORs as well as the presentation of the stakeholder register
2 nd IDP Rep Forum meeting: to present the draft 2023/24 IDP community outreach report and action plan, as well as the progress on the draft situational analysis report.	10 November 2022	35	22	33	YES	To present the draft 2023/24 IDP community outreach report and action plan, as well as the progress on the draft situational analysis report

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3 rd IDP Rep Forum meeting: To present the progress of the adopted IDP process plan and the presentation of the 2023/24 proposed project and programmes	10 March 2023	17	16	27	YES	To present the progress of the adopted IDP process plan and the presentation of the 2023/24 proposed project and programmes
4 th IDP Rep Forum: To present the draft 2023/24 IDP review, presentation of 2023/24 projects and programmes, presentation on the upcoming LED summit and the presentation of the 2023/24 projects and programmes by sector departments and other social	11 May 2023	27	12	35	YES	To present the draft 2023/24 IDP review, presentation of 2023/24 projects and programmes, presentation on the upcoming LED summit and the presentation of the 2023/24 projects and programmes by sector departments and other social partners.

Chapter 2

partners.						
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2.5 IDP PARTICIPATION AND ALIGNMENT

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within stipulated time frames?	Yes
T 2.5.1	

COMPONENT D: CORPORATE GOVERNANCE

OVERVIEW OF CORPORATE GOVERNANCE

The well-coordinated and clear corporate governance can assist the executive committee to enforce compliance and accountability. According to Municipal Finance Management Act No.56 of 2003 section 32 council has the responsibility to perform oversight over municipal finances and are accountable for any irregular expenditure that occurs.

T 2.6.0

Chapter 2

2.6 RISK MANAGEMENT

RISK MANAGEMENT

Matatiele Local Municipality developed a Risk Management Framework, Policy and Standard Operating Procedure in response to the requirements of the Municipal Finance Management Act Section 62 (1) (c) (i)) which state that Municipality must implement and maintain effective, efficient and transparent systems of risk management and control.

Risk Management Unit assist risk owners/management in identifying the strategic and emerging risks. Management on quarterly basis developed response to address all material risks identified. There is a functional Risk Management Committee that convene on a quarterly basis.

T 2.6.1

2.7 ANTI-CORRUPTION AND FRAUD

FRAUD AND ANTI-CORRUPTION STRATEGY

The Matatiele Local Municipality subscribes to the principles of good corporate governance, which require conducting business in an honest and transparent fashion. The Municipality is committed to fighting fraudulent behavior at all levels within the organization.

The Fraud Prevention Plan as reviewed by Council on 25 May 2023 (**CR 387/25/05/2023**) is premised on the organizations core ethical values driving the business of the Municipality, the development of its systems, policies and procedures, interactions with ratepayers, the public and other stakeholders, and even decision-making by individuals and managers representing the organization. This means that in practice all departments and other business units of the Municipality and even external stakeholders are guided by the Plan as the point of reference for their conduct and in relation to the Municipality.

In addition to promoting ethical conduct within the Municipality, the plan is also intended to assist in preventing, detecting, investigating and sanctioning fraud and corruption. The fraud prevention plan details the steps which have been, and will continually be taken by the Municipality to promote ethical conduct and address fraud and corruption.

T 2.7.1

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2022/23 Risk Register:

Key Performance Areas	Strategic objective	Risk Name	Risk Description	Root Causes	Consequences	Impact Value (1-5)	Likelihood Value (1-5)	Inherent Risk Value	Result	Current controls	Control type	Control Effectiveness	Residual Risk Factor	Residual Risk Value	Result	Risk owner	Action owner
Municipal Financial Viability	To improve revenue enhancement through broadening revenue base and improving revenue collection	Payment of suppliers	Incomplete payment of creditors invoices	Departmental invoices register not properly maintained	Incomplete payment of creditors	4	4	16		1. Invoice registers	Preventative and corrective and detective	Satisfactory	60%	9.6		CFO	Manager: Revenue and expenditure

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Municipal Financial Viability	To improve revenue enhancement through broadening revenue base and improving revenue collection	Payroll	Inaccurate payment of salaries and councillor benefits	Poor review of salary payment processes	1. Over and underpayment of employees and councillors	4	3	12		1. Review of capturing 2. Circulation of Costing report to HoD's	Preventative and corrective	Satisfactory	60%	7.2		CFO	Manager: Revenue and expenditure
Municipal Financial Viability	To improve revenue enhancement through broadening revenue base and improving revenue collection	Inadequate Indigent Register	Inadequate Indigent Register	1. Poor registration process. 2. Inaccurate financial status of applicants	1. Financial loss 2. Service Delivery protests	4	5	20		1. Annual registration 2. Indigent Policy 3. Public Participation drivers (Cllrs, official, CDWs, Ward Committees and Traditional Leaders) 4.	Corrective	Satisfactory	60%	12		CFO	Manager: Revenue and expenditure

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										Public notices							
Municipal Financial Viability	To give effect to a fair and competitive supply chain management processes	Rotation of suppliers in the database	Unequal business opportunities to SMMEs	Limitation of a rotational system from the database and limitation of commodities	Litigations to the municipality by aggrieved suppliers	4	4	16		Supplier Database on the financial system	Preventative	Good	60%	9.6		CFO	SCM Manager

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Municipal Financial Viability	To improve revenue enhancement through broadening revenue base and improving revenue collection	SCM processes not fully adhered to	SCM processes not followed.	1. Non sitting of Bid committees meetings. 2. Lack of proper planning by user department resulting in emergency/ deviation request. 3. Tender documents not correctly completed by services providers. 4.False declarations by suppliers. 5. Non responsive bidders.	1. Late award of tenders resulting to delays in service delivery. 2. Non compliances with SCM processes, regulations 3. Audit finding on irregular expenditure, unauthorised expenditure. 4. Undesired Audit report from	4	4	16		1.Supply Chain Management Policy. 2. Approved Procurement Plan.	Preventative	Satisfactorily	60%	9.6		CFO	Manager: SCM
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Municipal financial viability	To ensure full compliance with legislative requirements of MFMA, MPRA and financial relevant regulations and national treasury guides and reforms to improve financial management and its viability	Unreconciled General Ledger Accounts	Unreconciled General Ledger Accounts	Challenges on mScoa Transacting due to undetected misallocations	Inaccurate Annual Financial statements	4	4	16		Preparation of Monthly reconciliations Check list for control accounts reconciliations	Preventative Corrective	Satisfactorily	60 %	9.6		Manager: Financial Reporting and Assets Management	Manager: Financial Reporting and Assets Management
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Municipal financial viability	To strive for Clean Administration	Updated Fixed Asset Register	Non-disposal of obsolete and redundant assets lack of reconciliation of WIP (work in progress register)	1. Delays in the internal processes 2. None Capturing of Capital Payments or incorrect additions	Mis-presentation of Financial Statements results to audit qualification	4	4	16		Assets Management policy Fixed Assets Register and General Ledger Reconciliation of Capital Payments voucher s, Maintenance of commitment register	Detective and Preventative Corrective	Good	40 %	6.4		Manager: Financial Reporting and Assets Management	Manager: Financial Reporting and Assets Management
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Financial Reporting and Assets Management	To strive for Clean Administration	New Pronouncement/Standards	Implementation of new GRAP pronouncements/standards	1. None implementation of new GRAP pronouncements/standards	1. Results in Disclaimer Audit Opinion.	5	1	5		1. Interim / Annual financial statements 2. ASB correspondence	Detective and Preventative Corrective	Good	40%	2		Manager: Financial Reporting and Assets Management	Manager: Financial Reporting and Assets Management
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Basic Service Delivery	To promote safer, informed and secure communities	Municipal Public Amenities	Dilapidating amenities	1. Inadequate Management of rural amenities operations. 2. Budget constrains. 3. Non availability of security personnel to safeguard all Public facilities. 4. Misuse of municipal halls by community members.	1. Loss of revenue 2. Vandalism 3. Financial loss 4. Decrease life span of infrastructure 5. Health hazards 6. Lawlessness	4	3	12		Public Amenities Plan Booking Control sheet Maintenance plan Budget	Detective and Preventative	satisfactor y	60 %	7.2		GM: Community Services	Manager: Public Amenities
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Chapter 2

Basic service delivery	To promote safer, informed and secure communities	Ineffective fire services Department	Ineffective fire services	Shortage of Fire Fighters and equipment Budget Constrains No Disaster and fire Management center	1. Loss of human and animal lives. 2. Destruction of property.	5	5	25		ANDM Disaster Management Plan Fire Truck Land cruiser (for water tank)	Detective and Preventive	Satisfactor y	60 %	15		Manager: Public Safety	Manager: Public Safety
Basic service delivery	To promote safer, informed and secure communities	Unavailability of breakdown vehicle.	Ineffective Law enforcement (Towing of Vehicles)	No breakdown Vehicles	1. Loss of revenue 2. Traffic Congestion	4	5	20		Out sourced breakdown services	Preventative And Corrective	Satisfactor y	60 %	12		Manager: Public Safety	Manager: Public Safety

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Basic Service Delivery	To promote safer, informed and secure communities	Ineffective enforcement of bylaws	Ineffective enforcement of bylaws	1) Non existance of dedicated staff to enforce bylaws. 2) Non availabilty of budget. 3) Non availability of training provided.	1. Lawlessness 2. Loss of revenue 3. Pollution 4. Health hazards 5. Litigations 6. Failure to attract new investors within the Matatiele Town and surroundings.	3	4	12		1. Adopted Bylaws 2. Tariff Policy / List of fines 3. Law Enforcement Policy	Preventative and corrective	Satisfactor y	60 %	7.2		GM: Community Services	Manager: Public safety
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Basic service delivery	To promote safer, informed and secure communities	Unsecured Traffic offices (cash office)	Unsafe working environment (unsecured cash offices)	1. Prefabs office used as a cash offices. 2. No bulletproof windows installed. 3. Armed security. 4. No panic button that's linked to the police in an event of robbery.	Theft and robbery of money. Possible loss of human lives.	3	4	12		Drop safe . Bugarbars and panic button	Preventive	Satisfactor y	60 %	7.2		Manager: Public Safety	Manager: Public Safety
Municipal transformation and Institutional development	To Strengthen integrated planning, performance monitoring and evaluation of municipal programmes.	Non intergated systems	Limited intergation of core system reduces efficiency within the working environment	1. Existing standalone system	1 limited automation for adequate decision making Systems are not fit for purpose	5	5	25		ICT controls and procedures	Detective and Preventative	Satisfactor y	60 %	15		GM: Coporate Services	Manager: ICT

Chapter 2

Municipal transformation and Institutional development	To build a healthy, competent and effective workforce	Leave Management	Inconsistency on leave management processes.	<p>1. Failure to apply for leave on time.</p> <p>2. Failure to approved leave on time.</p> <p>3. Manipulation of the attendance register.</p> <p>4. Failure to submit leave applications before going on leave.</p>	<p>1. People may go on leave without applying for it.</p> <p>2. People may go on leave without prior approval by the relevant senior personnel.</p> <p>3. Leave balances may be overstated resulting in a financial loss.</p> <p>4. Fruitless and Wasteful</p>	4	4	16		<p>1. Attendance registers .</p> <p>2. Leave Management Policy.</p> <p>3. Main collective agreement and SALGC.</p>	Detective and Corrective	Satisfactorily	60%	9.6		Manager: HRM & D	Manager: HRM & D
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Chapter 2

Municipal transformation and Institutional development	To build a healthy, competent and effective workforce	Ineffective Payroll system	1. Compromised payroll. 2. Ghost employees	1. Manipulation of payroll. 2. Payment of fictitious employees.	Wasteful expenditure	4	3	12		Remuneration Policy Shared payroll responsibility with BTO Different user rights on payroll system	Preventive and Detective	Satisfactor y	60 %	7.2		Manager: HRM & D	Manager: HRM & D
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Chapter 2

Spatial Considerations	Ensure implementation of LSDF(Precincts) and LUMS and are in line with the SDF	Land invasion	Invasion of land Unauthorised land uses and occupation of land	1. Non compliance to legislation (by community), 2. Unclear Demarcation of ERFs boundaries, 3. Lack of Public awareness campaigns	1. Health hazards 2. Financial loss 3. Illegal occupation/use of municipal land 4. Encroachments into municipal land, unauthorised use of Municipal land 5. Increased Neighbour disputes 6. Litigations	4	4	16		Legislation, Land survey, Inspections, Serving of notices, Law enforcement	Detective and Corrective	Satisfactorily	60%	9.6		Manager: Development Planning	Manager: Development Planning
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Chapter 2

Local economic development smme	Sustainable development and growth of the Local Economy	Cropping programme & household gardens	Late planting of green meallies and outbreak of Veld fires	1. Bad weather conditions. 2. Outbreakes of fires. 3. Limited supply of production inputs \$. Lack of awreness campaigngs	1. Insuffi ent yield. 2. Job losses/i ncrease in unempl oyeme nt in the area. 3. Less cashflo w amoun st the SMME ;s 4. Limite d food supply. (food securit y)	4	4	16		Review ed Local Econom ic Develop ment Strategy Review ed SMME Sector Plan Standar d Operati ng Procedu re for croppin g program mes	Corre ctive	Satisf actor y	60%	9.6		GM: EDP	Mana ger: LED
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Chapter 2

Basic service delivery	To improve the provision of basic services to rural and urban communities in the municipality	Backlog on electrification projects.	Backlog in rural electrification of Matatiele	Insufficient Capacity from the Substations Non-responsive bidders Insufficient Funding	Non-electrification of Matatiele rural areas. Community protests. Slow movement of developments in Matatiele Area	3	4	12		Sites meetings & Progress meeting MoU between Matatiele LM, ESKOM & DMRE Monthly report submitted to MTM	Corrective	Satisfactorily	60%	7.2		Manager: Electricity	Manager: Electricity
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Chapter 2

Basic service delivery	To improve the provision of basic services to rural and urban communities in the municipality	Aging infrastructure	Aging infrastructure	Old infrastructure	Power interruptions.	4	4	16		Maintenance plan. Transformer Audits Line patrols	Corrective	Satisfactor y	60 %	9.6		Manager: Electricity	Manager: Electricity
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Chapter 2

Basic Service Delivery	To improve the provision of basics services to rural and urban communities in the Municipality	Non - completion of roads and bridges.	Late or Non-completion of roads and bridges	Inclement weather conditions. Poor performance by service providers. Non-responsive bidders.	Delayed service delivery, Community Protest No access to residential areas	4	4	16		Project Management Policy. Site visits and meetings. Functionality requirements during procurement processes.	Preventative and Detective	Good	40 %	6.4		Manager-PMU	Manager-PMU
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Chapter 2

Basic Service Delivery	To improve the provision of basics services to rural and urban communities in the Municipality	Non - completion of roads and bridges.	Late or Non-completion of Maintenance of roads and bridges	Inclement weather conditions. Poor performance by service providers. Shortage of resources Delays in procurement of service providers Non-responsive bidders.	Delayed service delivery, Community Protest No access to residential areas Loss of Revenue	3	3	9		Project Management Policy. Site visits and meetings. Functionality requirements during procurement processes.	Preventative and Detective	Good	40 %	3.6		Manager-O&M	Manager-O&M
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Chapter 2

Basic Service Delivery	To improve the provision of basic services to rural and urban communities in the municipality	Later or Non delivery of material	Late or Non-delivery of Maintenance Material	Financial constraints (Service providers), Non-responsive bidders	Delayed service delivery, Community protests Loss of revenue	4	3	12		Adhere to timeframes of purchasing bulk material Procurement Plan Project Management Policy Site visits	Preventative and Detective	Good	40 %	4.8		Manager: Operations & Maintenance	Manager: Operations & Maintenance
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Chapter 2

Basic Service Delivery	To improve the provision of basic services to rural and urban communities in the municipality	Non availability of qualified yellow plant operators.	Limited supply of human capital to operate yellow plant.	1. Lack of personnel to operate yellow plant. 2) Budget constrains to employ more competent staff.	1) Community unrest. 2) Delayed services delivery to the community. 3) Poor perception of the town and the level of services being provided. 4) Loss of possible revenue.	3	3	9		Outsourcing of Plant	Preventative and Detective	Satisfactor y	60 %	5.4		Manager O&M	Manufacturer O&M
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Chapter 2

Good Governance & Public Participation	To Strengthen integrated planning, performance monitoring and evaluation of municipal programmes	Performance Management and IDP process plan	1) Non-implementation of Performance Monitoring and Evaluation of Municipal Programmes 2) Poor public consultation on IDP processes plan	1. Non adherence to applicable laws 2. Lack of understanding of performance management processes, 3. None adherence to the IDP process plan dates for yearly activities. 4. Lack of proper service delivery to the community.	1. Non and Late submission of Accurate Performance Information. 2. Non-reviewal of Performance Information by the GM's. 3. Non-compilation of the Oversight Report. 3) Lack of trust from communities. 4) Lack of participation	3	3	9		1. Reviewal of POEs before submission to Internal Audit 2. Reviewal of alignment and smartness of target as well as the indicators 3. Existing OPMS System 4. Municipal Systems Act, MFMA, PMS Framework, Performance Management Policy.	Preventative & Detective	Good	40 %	3.6		Municipal Manager	Manager: Strategic Governance
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Chapter 2

					ation from the commu nity. 5) Lack of coverin g of all the needs of the 26 wards within Local Munici pality.					5) 5 year ward based plans 6) IDP Represe ntative Forum 7) IGR Forum 8) Adopte d IDP Process Plan						
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Chapter 2

Good Governance & Public Participation	To Strengthen integrated planning, performance monitoring and evaluation of municipal programmes	Risk Management	Inadequate implementation of Enterprise risk management	<p>1. Delays in the submissions of reports from different departments .</p> <p>2. Non - poor attendance of risk assessment sessions by management.</p> <p>3. Inadequate capacity.</p> <p>4. Risk management not taken as part of the municipal processess.</p> <p>5. Limited understanding of Risk Management.</p>	<p>1. Non-achievements of Institutional objectives as outlined in the IDP.</p> <p>2. Internal Audit Plan not approved on time due to delays on the completion of the Risk Register.</p>	4	4	16		<p>1. Risk Management Committee that is functional.</p> <p>2. Risk implementation Planner</p> <p>3. Risk Management Policy.</p> <p>4 Risk Management Strategy .</p>	Detective and Preventative	Satisfactor y	60 %	9.6		Manager: Strategic Governance	Chief Risk Officer
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Chapter 2

Good Governance & Public Participation	To Strengthen integrated planning, performance monitoring and evaluation of municipal programmes	Internal Audit	Non completion of the Approved Internal Audit Plan	1. Late submission of information during the execution of the Audit. 2. Management responses not submitted within the acceptable timeframes. 3. Unplanned adhoc assignments given to Internal Audit.	1. Internal Audit Plan not fully executed as planned. 2. Limited assurance provided on all risk areas. 3. Unplanned assignments exhausted planned internal audit hours.	3	3	9		1. Internal Audit Charter. 2. Approved Internal Audit Plan. 3. Internal Audit Methodology. 4. Annual audit improvement plan in place 5. Internal Audit Implementation Plan. 6. Approved Internal Audit Universe.	Detective and Corrective	Satisfactor y	60 %	5.4		Chief Audit Executive	Chief Audit Executive
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										7. Audit Committee Resolution Register.							
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Chapter 2

2.8 SUPPLY CHAIN MANAGEMENT

OVERVIEW SUPPLY CHAIN MANAGEMENT

The purpose of the Supply Chain Management (SCM) policy is to give effect to the five pillars of procurement, i.e. it must be fair, equitable, transparent, competitive and cost effective, as well as to give effect to the enabling legislation, regulations and strategies to modernize procurement, provisioning and related functions.

The SCM Policy was initially developed and implemented to give effect to the SCM Regulations of 1 October 2005. The Policy was reviewed on 25 May 2023 (**CR 387/25/05/2023**). Matatiele Local Municipality has established a Supply Chain Management Unit in line with the internal Supply Chain Management (SCM) Policy. The Matatiele Local Municipality SCM Policy has been designed to be fair, equitable, transparent, competitive and cost effective. The Policy does comply with the prescribed regulatory framework for municipal supply chain. There is a range of supply chain management processes which includes bids, quotations, disposals and deviations. The Policy does specify which process must be followed for each range of procurement.

There are procedures and mechanisms in place for each type of procurement process that is required to be followed. There is flexibility in the process in cases of emergencies and if the contract is below the prescribed thresholds. Bid Administration is strictly adhered to when advertising, opening, registering, recording, evaluating and adjudicating tenders. The final terms of the contracts are negotiated in certain circumstances. Annually officials and councilors are required to disclose any conflicts of interests and any business interests they may have. The SCM System ensures that no persons who are not officials of the Municipality are involved in the procurement and tender processes. Councilors are prohibited from participating in the tender process.

The Municipality has also prohibited persons who were previously convicted of fraud and corruption during the past five (5) years, who have failed on a contract in the past five (5) years, and whose tax matters have not been cleared by the South African Revenue Services from participating in the Municipal procurement process. Measures have been put in place to combat fraud and corruption. The Municipality has high ethical values. Where awards of tenders have been improperly made, these contracts are invalidated. The Municipality has in certain circumstances participated in contracts procured by other organs of state. The SCM unit during 2022/2023 dealt with contract management matters and dispute procedures.

T 2.8.1

Chapter 2

2.9 BY-LAWS

By-laws Introduced during Year 2022/2023					
Newly Developed	Revised	Public Participation Conducted Prior to Adoption of By-Laws (Yes/No)	Dates of Public Participation	By-Laws Gazette* (Yes/No)	Date of Publication
0	4	Yes	9 March 2023 10 March 2023	Yes	10 July 2023
T.2.9.1					

COMMENT ON BY-LAWS:

Public participation was conducted as per the Municipal Systems Act No.32 of 2000 section 12 (3) (b). The Public participation was successful, community members accepted what was presented to them. The Public Safety Department is the relevant custodian for the enforcement of the by-laws, ensuring that all persons abide/comply and failing to do so consequence management will be applied.

T 2.9.1.1

Chapter 2

2.10 WEBSITES

Municipal Website: Content and Currency of Material		
Documents published on the Municipality's / Entity's Website	Yes / No	Publishing Date
Current annual and adjustments budgets and all budget-related documents	Yes	14/07/2023
All current budget-related policies	Yes	15/07/2023
The previous annual report (Year 2021/2022)	Yes	02/02/2023
The annual report (2022/2023) published/to be published	Yes	01/02/2024
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act (2022/2023) and resulting scorecards	Yes	01 July 2023
All service delivery agreements (2022/2023)	Yes	01 July 2023
All long-term borrowing contracts (2022/2023)	NO	N/A
All supply chain management contracts above a prescribed value (give value) for 2022/2023	NO	N/A
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during Year 1	NO	N/A
Contracts agreed in 2022/2023 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	NO	N/A
Public-private partnership agreements referred to in section 120 made in 2022/2023	NO	N/A
All quarterly reports tabled in the council in terms of section 52 (d) during 2022/2023	Yes	July October January April
<i>T 2.10.1</i>		

Chapter 2

COMMENT MUNICIPAL WEBSITE CONTENT AND ACCESS:

The municipality revamped its website look and feel during the 2022/23 financial and also to make user friendly to the public so as to serve the purpose of being the information hub to all its viewers. The website is managed by a service provider (ICT Choice). The content of the website is managed by Communications where ICT Unit is responsible for the technical support.

T 2.10.1.1

2.11 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

Satisfaction Survey Undertaken during: Year 2021/2022 and Year 2022/2023				
Subject matter Survey	Survey Method	Survey Date	No. of people included in survey	Survey results indicated satisfaction or better (%)*
Overall satisfaction with:				
Matatiele Local Municipality				
(a) Municipal Service Delivery	Qualitative and Quantitative	June 2022	3 000	60.8%
(b) Mayor	Qualitative and Quantitative	June 2022	3 000	94%
Satisfaction with:				
(a) Refuse Collection	Qualitative and Quantitative	June 2023	1 080	17%
(b) Road Maintenance	Qualitative and Quantitative	June 2023	1 080	3%

Chapter 2

(c) Electricity Supply	Qualitative and Quantitative	June 2023	1 080	70%
(d) Water Supply	Qualitative and Quantitative	June 2023	1 080	10%
(e) Information supplied by municipality to the public	Qualitative and Quantitative	June 2023	1 080	60%
(f) Opportunities for consultation on municipal affairs	Qualitative and Quantitative	June 2023	1 080	46%
<i>T2.11.2</i>				

COMMENT ON SATISFACTION LEVELS:

The survey recommends that basic services primarily water supply; sanitation and refuse removal requires further improvements and prioritisation by Alfred Nzo District Municipality. Road maintenance and access roads especially in the rural areas will be prioritized by the municipality. Developmental local government programmes should be boosted particularly around social and economic uplifting, job creation and empowerment of the youth through the hosting of more Local Economic Development programmes

T 2.11.2.2

Chapter 3

CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I)

COMPONENT A: BASIC SERVICES

This component includes: water; waste water (sanitation); electricity; waste management; and housing services; and a summary of free basic services.

INTRODUCTION TO BASIC SERVICES

According to the Constitution of the Republic of South Africa 1996 Section 152 (1) (b) the Matatiele Local Municipality as part of its primary objectives, has a responsibility to provide basic services to public/constituents, in a manner that is sustainable and that meets their needs.

The Municipality is to ensure that its constituents are at least provided with basic services they need. The most important services that are needed by the community provided by the municipality in partnership with the District (ANDM) are:

- Water supply.
- Sewage Collection
- Refuse removal
- Electricity and gas supply
- Municipal roads and storm water drainage
- Municipal parks and recreation.

These services have a direct and immediate effect on the quality of the lives of the people in the community. For example, if the water that is provided is of a poor quality or refuse is not collected regularly, it will contribute to the creation of unhealthy and unsafe living environments. Poor services can also make it difficult to attract business or industry to an area and will limit job opportunities for residents. Basic services needed in rural areas may be different from those that urban communities need.

T 3.1.0

Chapter 3

3.3 ELECTRICITY

INTRODUCTION TO ELECTRICITY

Matatiele Local Municipality is licensed by the National Electricity Regulator of South Africa (NERSA) to supply electricity to 1.5% the total customers in the Municipality's area of jurisdiction and the remainder which is comprised of Cedarville, Maluti and other wards are supplied by Eskom. The Electricity Unit operates under the National Regulator of South Africa Act of (2006).

T 3.3.1

Chapter 3

Electricity Service Policy Objectives Taken From IDP								
Service Objectives	Outline Service Targets	2021/2022		2022/2023			2023/2024 -2024/2025	
		Target	Actual	Target		Actual	Target	
		2021/2022	2021/2022	2021/2022	Year 2022/2023	Year 2022/2023	Year 2023/2024	Year 2024/2025 (ix)
Service Indicators								
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	
Service Objective xxx								
Provision of minimum supply of electricity	Eradicate electricity backlog of 22,892 house-holds in Matatiele	Connection of 2630 household s in (1) Hillside Manzi {320}, (2) Sifolweni {155}, (3) Ngcwenga na {147}, (4) Mbombo {390}, (5) Mnyaman eni {400}, (6) Shenxa {428}, (7) Mohapi #2 {290}, (8) Mpofini {500} by 30 June 2021	Connected 2 556 households 30 June 2022. (Connected 471 households at Vinkinduku-Lubaleko , 334 households in Hillside – Manzi , 188 Households in Ngcwengane	Connectio n of 2630 household s in (1) Hillside Manzi {320}, (2) Sifolweni {155}, (3) Ngcwenga na {147}, (4) Mbombo {390}, (5) Mnyaman eni {400},	Connection of 1875 households 30 June 2023.	Connected 1951 household s in (1) Hillside Manzi {275}, (2) Sikhulumeni {50}, (3) Rockville {315}, (4) Polar Park {137} (5) Tsepisong {530}, (6) Masopha {112}, (7) Mavundleni {155}, (8) Moiketsi {221}, (9) Mapoti {80}	Connect 1596 households at Motsekua (500) in ward 03; Tholang (405) in ward 01; Skiti(310) in ward 01; Matolong (56) in ward 23; Bethesda (120) in ward 23; Fobane (50) in ward 23; Jabavu (155) in	Connect 1171 Households to electricity by 30 June 2025

T 3.3.5

Chapter 3

Employees: Electricity Services					
Job Level	Year 2021/2022	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	7	9	9	0	22%
4 - 6	0	0	0	0	0%
7 - 9	2	3	3	0	33%
10 - 12	3	4	3	1	25%
13 - 15	1	2	2	0	50%
16 - 18	1	1	1	0	0%
19 - 20	0	0	0	0	%
Total	14	19	14	1	26%
					T 3.3.6

Financial Performance Year 2022/23: Electricity Services					
R'000					
Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	156 476 111	10 715 952	57 023 952	106 918 777.75	187
Expenditure:	480 023 232	86 896 500	89 756 500	73 897 180	82
Employees	6 425 467	7 789 932	7 789 932	7 612 559.61	98
Repairs and Maintenance	930 684	900 000	350 004	291 973.48	83
Other	472 667 081	78 206 568	81 616 564	65 992 647.26	81
Total Operational Expenditure	480 023 232	86 896 500.00	89 756 500.00	73 897 180.35	82
Net Operational Expenditure	-323 547 121	-76 180 548	-32 732 548	33 021 597	-101
					T 3.3.7

Chapter 3

Capital Expenditure Year 2022/23: Electricity Services					
R' 000					
Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	49 277 976	49 973 136	43 237 660	6 040 316	49 973 136.00
Sikhulumu Electrification	999 996	2 104 114.00	1 829 766.61	-829 771	2 104 114.00
Sikhulumu Link Line	3 999 996	2 895 878	2 518 155	1 481 841	2 895 878.00
Molweni 1 Electrification	9 000 000	9 000 000	7 826 087	1 173 913	9 000 000.00
Molweni 2 Electrification	3 000 000	3 000 000	2 608 696	391 304	3 000 000.00
Mavundleni Electrification	3 099 996	3 099 996	2 695 652	404 344	3 099 996.00
Mapoti Electrification	1 599 996	1 599 996	1 391 304	208 692	1 599 996.00
Polar Park Electrification	2 739 996	2 739 996	2 382 612	357 384	2 739 996.00
Rockville Electrification	5 828 004	5 828 004	5 067 826	760 178	5 828 004.00
Hillside-Manzi Ph2 link line	1 599 996	1 599 996	1 391 341	208 655	1 599 996.00
Masupa Electrification	4 500 000	4 500 000	3 913 043	586 957	4 500 000.00
Moiketsi Electrification	4 419 996	4 419 996	3 843 392	576 604	4 419 996.00
Hillside Manzi Electrification	5 499 996	5 499 996	4 782 565	717 431	5 499 996.00
Computer Equipment	60 000	80 000	57 217	2 783	80 000.00
PALISIDE FENCING	200 004	200 004	132 600	67 404	200 004.00
TRANSFORMERS NEW	2 199 996	3 345 156	2 766 392	-566 396	3 345 156.00
Substation Switch Gears	450 000	-	-	450 000	-
Furniture Equipment	0 004	60 004	31 011	48 993	60 004.00
					<i>T 3.3.8</i>

COMMENT ON ELECTRICITY SERVICES PERFORMANCE OVERALL:

Capital projects:

1 Hillside-Manzi

2 Tsepisong

3 Rockville

4 Moiketsi.

1 Transformers

2 Replacement of Substation switchgears

T 3.3.9

Chapter 3

3.4 WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANING AND RECYCLING)

INTRODUCTION TO WASTE MANAGEMENT

The Matatiele Local Municipality provides waste collection services in three of its urban areas Maluti (ward 1), Matatiele (ward 19 & 20), Cedarville (ward 26) and also removes and disposes waste from 3 rural (ward 2,6, and 25) areas closer to the above-mentioned areas once a week. MLM utilises service providers to clean and remove waste from residential areas and the CBD in wards 1,19 and 20, collects and disposes waste from rural communities (wards 2,6 and 10) as well as ward 26 in-house using municipal fleet and staff. Waste removal was provided daily in the CBD, twice a week in the residential areas (middle income areas) and 3 times a week in the low income or low-cost housing (RDP) area due to demand as the area is compacted and to ensure efficient service delivery.

Five (5) service providers were appointed in the 2022/2023 financial year for the period of 12 months, these service providers were appointed for cleaning, removal, transportation and disposal of waste. Manong Construction removed waste in t Buxton park, New Jerusalem, West end areas. Maro Projects removed waste in Harry Gwala and Mountain View. Landa & Amyo removed waste in Balloon Area, Itsokolele and Dark City residential areas. Thabobomo Construction removed waste in the CBD. Amamayeza removed and disposed waste from Maluti. In Cedarville waste is removed using our General assistants with the help of EPWP and Municipal Fleet. All above mentioned service providers also opened blocked drains cleared waste from drains. The Municipality also removes waste in 3 rural areas (Wards 2, 6 and 25), here the Municipality introduced transfer stations in the form of skip bins where the community disposed waste (mainly disposable nappies) and it was collected by the municipal skip loader truck. The service providers also provided waste removal from schools, clinics, police station and hospitals every Wednesdays. Additional service using municipal skip loader truck was provided twice a week for the Maluti clinic which is the central point (transfer area) for waste collection from all rural clinics in the jurisdiction of Matatiele Local Municipality, only general waste is taken from these arears. Waste was also collected from the South African National Defence Force (SANDF) camp (Ward 25) using skip loaders and disposing thereof with the municipal Skip truck. There are also 20 skip bins allocated in the CBD for businesses and residential areas for areas prone to illegal dumping

Chapter 3

LANDFILL SITE MANAGEMENT

The municipality has one licenced landfill site, Amacwele is the appointed service provider responsible for the management of the landfill site.

RECYCLING

The Municipality supported local SMMEs who do waste recycling within the CBD as well as the surrounding rural areas. SMMEs were given the required training and awareness on handling waste and the importance of sorting. They were then provided with Personal Protective Equipment (PPE) with the assistance of DFFE, they are encouraged to use PPE at all times when on site. Waste pickers were also trained and given permits to enable them to access the landfill site and sort and remove recyclables from the landfill, this was to ensure job creation, poverty alleviation and inclusive local economic growth. Through recycling we were ensuring that minimal waste reaches the landfill site. Majority of waste from our local businesses does not reach the landfill site as the recyclers remove the recyclables from the source being our local businesses.

ILLEGAL DUMPING

Curbing of illegal dumping is done once weekly, inspections were done daily to identify problematic areas. EPWPs and the good green deeds programme group were utilised to curb illegal dumps.

To ensure continued service delivery the Municipality has a waste officer and waste supervisor who ensured regular monitoring of the services rendered by the service providers as well as the municipal employees in the Waste Section, both of them report to the Environment and Waste Manager. Daily and weekly monitoring tools were utilised to ensure services were done correctly and effectively.

T 3.4.1

Chapter 3

Waste Management Service Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023					
		Target	Actual	Target		Actual	Target		
<i>Service Indicators</i>		*Previous Year		*Previous Year	*Current Year		Year 2022/2023	Year 2024/2025	Year 2025/2026
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective xxx									
Waste removal in residential area	Cleaning and removing of Waste twice a week in residential area, Wards 1, 19, 20 and 26.	Provide removal of waste services to residential area by 30 June 2021	82 days were utilised for waste removal from residential area in wards 1, 19, 20 & 26 in 30 June 2022	Provide removal of waste services to residential area by 30 June 2021	Provide removal of waste Services twice a week at residential areas and daily CBD in the 1, 19, 20 & 26 by 30 June 2023	82 days were utilised for waste removal from residential area in wards 1, 19, 20 & 26 in 30 June 2023	Provide removal of waste Services twice a week at residential areas and daily CBD in the 1, 19, 20 & 26 by 30 June 2023	Provide removal of waste Services twice a week at residential areas and daily CBD in the 1, 19, 20 & 26 by 30 June 2024	Provide removal of waste Services twice a week at residential areas and daily CBD in the 1, 19, 20 & 26 by 30 June 2025.
T3.4.4									

Chapter 3

Employees: Solid Waste Management Services					
Job Level	Year 2021/2022	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
				No.	%
0 - 3	11	11	9	2	0%
4 - 6	0	0	0	0	0%
7 - 9	3	3	3	0	25%
10 - 12	1	1	1	0	0%
13 - 15	0	0	0	0	0%
16 - 18	1	1	1	0	0%
19 - 20	0	0	0	0	0%
Total	16	16	14	2	6%
					T3.4.5

Financial Performance Year 2022/23: Solid Waste Management Services					
R'000					
Details	Year 2021/2022	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	13 498 251	78 680 580	78 680 580	11 809 980.20	66 870 600
Expenditure:	20 610 259	24 069 000	19 369 000	16 797 980.75	2 571 019
Employees	7 169 213	6 419 616	6 419 616	6 696 550.72	-276 935
Repairs and Maintenance	7 096 253	8 600 004	6 912 004	6492312.81	380 023
Other	6 344 794	9 049 380	6 037 380	3 609 117	2 428 263
Total Operational Expenditure	20 610 259	24 069 000	19 369 000	16 797 981	2 571 019
Net Operational Expenditure	-7 112 008	54 611 580	59 311 580	-4 988 001	64 299 581
					T 3.4.7

Chapter 3

Capital Expenditure Year 2022/2023: Waste Management Services					
R' 000					
Capital Projects	Year 2022/2023				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All					
Landfill weigbridge	1 100 004	1 100 004	0	1 100 004	1100004
CEMETRY MANAGEMENT SYSTEM	600 000	600 000	-	600 000	600000
Grass Cutting Machine	200 004	500 000	200 448	299 552	500000
CEMETRY DEVELOPMENT	999 996	699 996	130 000	569 996	699996
	2 900 004	2 900 000	330 448	2 569 552	2 900 000
					<i>T 3.4.9</i>

COMMENT ON WASTE MANGEMENT SERVICE PERFORMANCE OVERALL:

Five (5) service providers were appointed to clean, remove, and dispose waste to the landfill site as well as maintenance of the landfill site. One service provider is contacted to manage the landfill site. Waste drums where stolen in town and sold as scrap metal causing a nuisance and dirty conditions in areas without these bins. Illegal dumping was curbed on a weekly basis, but residents continue to dump illegally. Clean up campaigns and awareness's were conducted monthly to keep the town and rural areas clean.

The compactor truck has assisted with ensuring that the community receives effective and efficient service delivery as we collect waste in-house in ward 26

T 3.4.10

Chapter 3

3.5 HOUSING

INTRODUCTION TO HOUSING

The Matatiele Local Municipality is confronted with the challenge of ensuring access to adequate housing to all its inhabitants. The provision of housing is underpinned by the principles of promoting economic viability, environmental sustainability, urban integration and most importantly creating sustainable communities where people live in human dignity. The Municipality is progressively working towards reducing the significant backlog of 47585 housing units as per the Housing Need Register, and to ensure that the right of its inhabitants to have access to adequate housing is upheld and realized.

The rural housing development in Matatiele started in 2004 while the rural areas were still under the Umzimvubu Local Municipality. A challenge arose with the service provider appointed to conduct the feasibility study when they excluded certain villages. The change of ward boundary demarcation also affected the number of villages not included on the Housing Need Register.

THE MAJOR CHALLENGES ARE INTER ALIA:

- Upgrading of informal settlements in rural and urban areas
- Sustainable development
- Identification and designation of land for housing development
- Provision of sustainable human settlements in rural areas
- Facilitation of the creation of integrated and sustainable human settlements in urban areas
- Revitalization of old townships
- Promotion of medium density housing
- Promotion of spatial integration primarily through infill development

SOLUTIONS ON THE CHALLENGES ARE:

- Restructuring all projects (existing and planned) to be re-zoned in to seven (7) clustered wards.
- Prioritizing of housing projects in to at least five (5) wards (including all villages within such wards).
- Spreading of housing projects without ward boundaries and all villages within the ward.
- Prioritization of destitute beneficiaries in line with council resolution.

T 3.5.1

Chapter 3

Employees: Housing Services					
Job Level	Year 2021/2022	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	0	0	0	0	0%
10 - 12	2	2	2	0	0%
13 - 15	0	0	0	0	0%
16 - 18	0	1	0	1	100%
19 - 20	0	0	0	0	0%
Total	2	3	2	1	33%
T3.5.4					

COMMENT ON THE PERFORMANCE OF THE HOUSING SERVICE OVERALL:

The Eastern Cape Department of Human Settlements has approved Matatiele Local Municipality as an Implementing Agent for Housing Development in Matatiele on the 13th of October 2022.

The Department of Human Settlements appointed Matatiele Local Municipality as an Implementing Agent for the projects like: Mehloloaneng 898 (491), Maluti 200, Pote 40, Tsitsong 200 and processes of appointing service providers are at an advanced stage

T 3.5.7

Chapter 3

3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

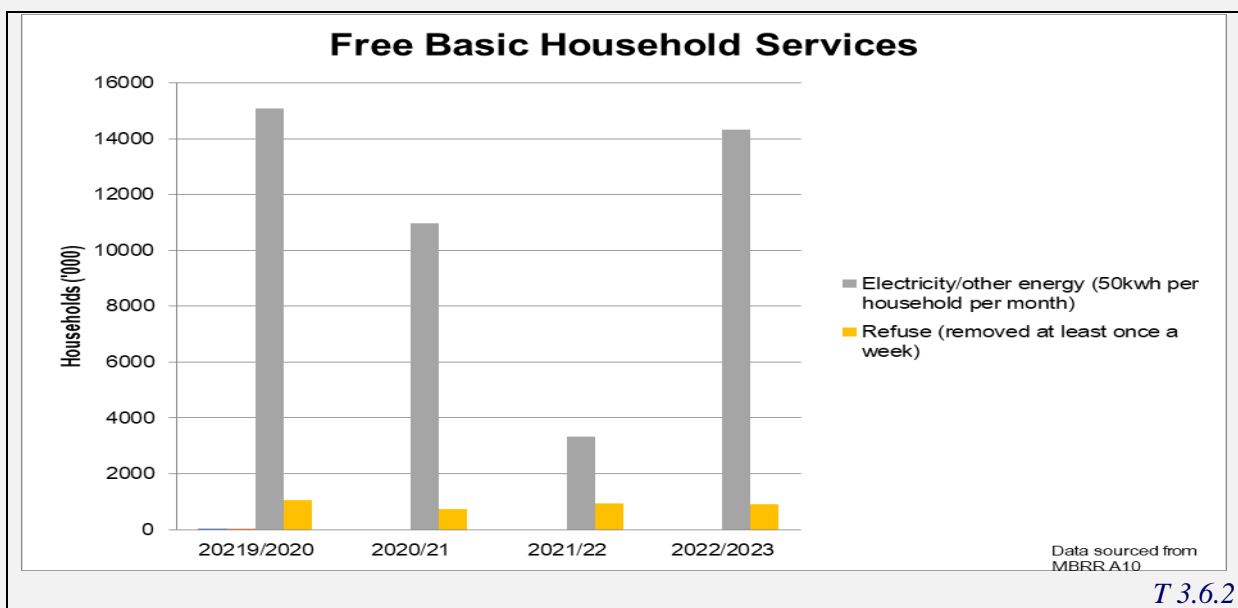
The Municipality has an existing Indigent Policy which was adopted by Council, there is a current database for indigent beneficiaries who are subsidised with rates, refuse and prepaid electricity. The free basic services that are offered by the Municipality include refuse removal, electricity, rates, quarterly supply and delivery of filled 9kg gas cylinders and 2 burner gas stoves and maintenance of solar systems in areas that do not have electricity. The Municipality subsidises 50 kWh for electricity; 100% rebate for rates; R90 maintenance fee for solar systems and 100% rebate for refuse.

The Municipal indigent policy qualification as an Indigent has a threshold of two pensioners' income (currently R1980.00 per pensioner) per household income.

On an annual basis the Municipality registers new indigent beneficiaries who are eligible to receive the subsidy for the basic services. The period of registration does not close as it remains open in the financial year and therefore allows the register to be updated on a monthly basis – as and when new applicants are approved. Each beneficiary is requested to comply or satisfy the qualification criteria as set in the policy.

In the 2022/2023 financial year, the Municipality had registered 15,256 beneficiaries.

T 3.6.1



Chapter 3

Free Basic Services To Low Income Households										
	Number of households									
	Total	Households earning less than R4,000 per month								
			Free Basic Water		Free Basic Sanitation		Free Basic Electricity		Free Basic Refuse	
		Total	Access	%	Access	%	Access	%	Access	%
2020/2021	13269	13269	N/A	N/A	N/A	N/A	10 974	83	744	5.6
2021/2022	14300	14300	N/A	N/A	N/A	N/A	3 330	23.3	930	6.5
2022/2023	15256	15187	N/A	N/A	N/A	N/A	14336	94%	920	6
T3.6.3										

Chapter 3

Free Basic Service Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2023/2024	Year 2024/2025	
		Target	Actual	Target		Actual	Target		
Service Indicators (i)	(ii)	*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following Year (x)
Service Objective xxxx									
Number of indigent beneficiaries provided with services by set date.	Provide services to 20 542 indigent beneficiaries as follows: Electricity, Refuse and rates, Gel and oil, Solar	Provide services to 13 827 indigent beneficiaries an on monthly basis as follows: Electricity Refuse and Rates: Alternative energy by and submit three (3) monthly reports to MTM by 30 June 2021.	Provided services to 13 269 indigent beneficiaries an on monthly basis as follows: Electricity Refuse and Rates: Alternative energy by and submit three (3) monthly reports to MTM by 30 June 2022.	Provide services to 13 827 indigent beneficiaries an on monthly basis as follows: Electricity Refuse and Rates: Alternative energy by and submit three (3) monthly reports to MTM by 30 June 2022.	Provide services to 13 827 indigent beneficiaries an on monthly basis as follows: Electricity Refuse and Rates: Alternative energy by and submit three (3) monthly reports to MTM by 30 June 2022.	Provided services to 15 256 indigent beneficiaries an on monthly basis as follows: Electricity Refuse and Rates: Alternative energy by and submit three (3) monthly reports to MTM by 30 June 2023.	Provide services to 13 827 indigent beneficiaries an on monthly basis as follows: Electricity Refuse and Rates: Alternative energy by and submit three (3) monthly reports to MTM by 30 June 2024.	Provide services to 13 827 indigent beneficiaries an on monthly basis as follows: Electricity Refuse and Rates: Alternative energy by and submit three (3) monthly reports to MTM by 30 June 2025.	Provide services to 14 000 indigent beneficiaries an on monthly basis as follows: Electricity Refuse and Rates: Alternative energy by and submit three (3) monthly reports to MTM by 30 June 2026.
T3.6.5									

Chapter 3

COMMENT ON FREE BASIC SERVICES AND INDIGENT SUPPORT:

The free basic services that are offered by the Municipality include refuse removal, electricity, quarterly supply and delivery of filled 9kg gas cylinders and two (2) burner gas stoves and maintenance of solar systems in areas that do not have electricity. The Municipality subsidises 50 kWh for electricity; R90 maintenance fee for solar systems and 100% for refuse.

The community is required to apply for the indigent support on an annual basis, on assessment of the application forms the validity of the information submitted by the applicant is confirmed with Windeed to ensure that one qualifies for indigent support.

T 3.6.6

COMPONENT B: ROAD TRANSPORT

This component includes: roads; transport; and waste water (stormwater drainage).

INTRODUCTION TO ROAD TRANSPORT

Public Transport

Various means of public transportation are used within the Municipality. Buses, Taxis and vans are commonly used as a form of transportation from one place to another. Vans are common in rural areas and are used to transport people to the towns, where they can access services. There are currently four (4) operational taxi ranks, and one (1) bus rank in the Matatiele town. Despite some investments in new roads and maintenance there remain local communities who are isolated and disconnected due to poor road infrastructure. This has significant consequences in terms of local economic development as well as service delivery, especially accessibility to emergency ambulance services. Transport whether motorized or non-motorized faces many challenges within the Municipal area. These can be summarized as follows:

Access roads need maintenance. Challenges include:

- Unavailability of adequate public transport facilities especially for the disabled;
- Lack of cooperation between public transport operators and the Municipal authorities;

Chapter 3

- Lack of institutional capacity at Local and District Municipal level to manage transport planning and implementation;
- Limited pedestrian and non-motorized transport facilities.

The Department of Transport did initiate some rural transport initiatives including:

- The AB 350 which established 16 buses on various routes in Matatiele
- Scholar transport was operated by a number of schools in the Municipal area

Areas of prioritized intervention include maintenance roads, improving on regulation to improve of road worthy scholar transport, investigation into traffic calming measures within areas of high accidents and facilitate the provision of adequate public transport facilities especially for the disabled.

In addition, the improvement in co-operation between public transport operators and the Municipal authorities is prioritized, as is the building and improvement of institutional capacity at Local and District Municipal level in order to manage transport planning and implementation.

Rail

The Municipality does not have an established public and goods rail transport system. However, a railway line runs through the area connecting the area with KwaZulu-Natal towns (Kokstad and beyond) although it has not been in use for over seven years.

Air Transport

There is no established and operational air transport system. A small landing Strip (airstrip) exists within Matatiele.

T 3.7

3.7 ROADS

INTRODUCTION TO ROADS

Matatiele has a well-established road system comprising of provincial, district and local access roads. This improves accessibility and connectivity at a regional scale and serves as an opportunity for corridor-based development. R56 is the main provincial road linking KwaZulu-Natal and Eastern Cape through Matatiele.

The other provincial road that plays an important role in terms of linkages include P612 which link the area with Lesotho. There are also provincial routes that plays a significant role in terms of linking various parts internally within Matatiele. These routes are P607, P604, P649 and P605. District Roads connect different settlements and provide access to public facilities. These district routes include DR639, DR641, DR642, DR660, DR643 and DR611. There are also Local Access Roads which provide access within each village.

Road Network

The construction and maintenance of provincial roads is the responsibility of the Department of Roads and Transport. On the other hand, construction and maintenance of access roads is the competency of the local Municipality. Maintenance includes re-gravelling, storm water drainage, bridges, pothole patching, paving, road signs and road markings.

The Municipality is also responsible for the construction and maintenance of sidewalks, foot paths in and around the three towns. The main role player at Matatiele Local Municipality is the Infrastructure Services Department. The modes of transport that are mainly used by the community are public transport and private transport. Matatiele Local Municipality is currently using the District Municipality's Integrated Transport Plan.

T 3.7.1

Chapter 3

Gravel Road Infrastructure				
	Kilometers			
	Total gravel roads	New gravel roads constructed	Gravel roads upgraded to tar	Gravel roads graded/maintained
2020/2021	2020/2021	86.6	34.8	12,4
2021/2022	2021/2022	54.2	18.1	10.6
2022/2023	2022/2023	84,3	35,2	5,2
				T3.7.2

Tarred Road Infrastructure					
Kilometers					
	Total tarred roads	New tar roads	Existing tar roads re-tarred	Existing tar roads re-sheeted	Tar roads maintained
2020/2021	15	12,4	1	N/A	0
2021/2022	10.6	8.1	2.5	N/A	0
2022/2023	5,2	1,5	3,7	N/A	0
					T3.7.3

Cost of Construction/Maintenance						
R' 000						
	Gravel			Tar		
	New	Gravel - Tar	Maintained	New	Re-worked	Maintained
Year 2020/2021	30325538.97	0	948220	37250114.15	0	1705700
Year 2021/2022	30897276.90	0	11928946.50	42727359.90	0	7243873.00
Year 2022/2023	80832554.28	0	36436344.00	5400000.00	0	11286528.58
						T 3.7.4

Chapter 3

Road Service Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2023/24	Year 2025/2026	
		Target	Actual	Target		Actual	Target		
Service Indicators		*Previous Year		*Previous Year	*Current Year		*Current Year	*Current Year	*Following Year
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective xxx									
Elimination of gravel roads in townships	Kilometres of gravel roads tarred (Kilometres of gravel road remaining)	6.5km of tarred roads completed by 30 June 2021.	10kms tarred roads completed by 30 June 2021.	10.6km completed by 30 June 2022	5kms tarred roads completed by 30 June 2023.	10.6km completed by 30 June 2022	5kms tarred roads completed by 30 June 2023.	5km of tarred roads completed by 30 June 2024	5km of tarred roads completed by 30 June 2025
Development of Municipal roads as required	642.7kms of Municipal roads developed	Construct 45kms of gravel roads by 30 June 2021.	5.7km of gravel roads completed by 30 June 2021	54.2km completed by 30 June 2022	Construct 25kms of gravel roads by 30 June 2023.	54.2km completed by 30 June 2022	Construct 25kms of gravel roads by 30 June 2023.	Construct 25kms of gravel roads by 30 June 2024	Construct 25kms of gravel roads by 30 June 2025
T3.7.6									

Chapter 3

Employees: Road Services					
Job Level	Year 2021/2022	Year 2021/2022			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	38	40	25	15	5%
4 - 6	1	1	1	0	0%
7 - 9	9	9	9	0	0%
10 - 12	4	7	7	0	43%
13 - 15	1	4	4	2	67%
16 - 18	1	1	1	0	0%
19 - 20	0	0	0	0	0%
Total	54	62	47	18	11%
					T3.7.7

Financial Performance Year 2022/23: Road Services					
					R'000
Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	65,304,221	56,088,000.00	62,084,672.00	62,147,125.75	-62,454
Expenditure:		65,840,988.00	86,280,988.00	86,883,522.49	-602,534
Employees	16,212,892	19,210,236.00	19,210,236.00	18,635,850.00	574,386
Repairs and Maintenance	1,906,254	3,000,000.00	4,100,000.00	1,675,339.82	2,424,660
Other	3,951,114	43,630,752.00	62,970,752.00	66,572,332.67	-3,601,581
Total Operational Expenditure	22,070,260	65,840,988.00	86,280,988.00	86,883,522.49	-602,534
Net Operational Expenditure	43,233,962	-9,752,988.00	-24,196,316.00	-24,736,396.74	540,081
					T 3.7.8

Chapter 3

Capital Expenditure Year 2022/23: Road Services					
Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	109,601,316	114,102,828	87,928,681	26,174,147	14,190,996
Dlodlweni Access Road	2,000,004	2,680,004.00	2,051,041	-51,037	2,680,004.00
Rehabilitation of Matatiele internal Streets Cluster 1	9,999,996	16,286,765.00	14,952,679	-4,952,683	16,286,765.00
Purutle Moyeni Access Road and Bridge	2,600,004	3,927,329	3,764,243	-1,164,239	3,927,329.00
Extension of Matatiele Sports Centre Ph2	5,000,004	3000004	2,662,586	2,337,418	3,000,004.00
Mbobobo Access Road	1,070,832	1,613,849	1,273,644	-202,812	1,613,849.00
Mountain Lake Access Road	999,996	4,494,812	3,637,500	-2,637,504	4,494,812.00
Nkosana - Mafube Access Road	1,200,000	3,002,720	2,248,518	-1,048,518	3,002,720.00
Makomorweni Access Road and Bridge	2,300,004	2,300,004	1,425,218	874,786	2,300,004.00
Lakhalong Access Road	2,499,996	2,499,996	1,386,474	1,113,522	2,499,996.00
Ramatli Access Road	909,996	1,586,996	1,379,593	-469,597	1,586,996.00
Queens Mercy Access Road	2,300,004	3,053,004	2,176,554	123,450	3,053,004.00
Rehabiltation of Cedarville internal streets	8,499,996	6,499,996	5,034,481	3,465,515	6,499,996.00
Dengwane Khoapa Botsola-Taung AR	2,730,000	2,730,000	2,256,908	473,092	2,730,000.00
Sitiweni AR	1,290,000	1,290,000	1,074,203	215,797	1,290,000.00
Mphotshongweni A R	1,329,804	2,740,004	2,053,555	-723,751	2,740,004.00
Tsepisong Kamorathaba to Kuyasa AR	2,000,004	2,000,004	1,207,127	792,877	2,000,004.00
Mphotshongweni Bridge (Rashule)	1,000,200	-	-	1,000,200	-
Mavundleni Access Road	1,800,000	3,324,218	2,076,700	-276,700	3,324,218.00

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					0
Black Diamond Access Road and Bridge	4,994,196	3,650,000	1,325,902	3,668,294	3,650,000.00
Linotseng Access Road	1,500,000	1,500,000	1,053,942	446,058	1,500,000.00
Harry Gwala Internal Streets	8,664,600	11,224,305	9,611,064	-946,464	11,224,305.00
Construction of Silo Phase 4	3,000,000	2,000,000	-	3,000,000	2,000,000.00
Council Chambers Water Supply	500,004	2,473,273	1,562,486	-1,062,482	2,473,273.00
Mahangu Access Road & Bridge	2,000,004	7,122,881	6,510,154	-4,510,150	7,122,881.00
Hebron to Madimong Access Road	1,299,996	1,726,036	1,351,504	-51,508	1,726,036.00
Zikhali Access Road	720,828	1,046,726	792,660	-71,832	1,046,726.00
Matolweni Access Road	940,836	2,640,836	2,152,844	-1,212,008	2,640,836.00
Maphutsing Access Road	1,100,004	2,377,135	1,919,374	-819,370	2,377,135.00
Rockville & Motsekua-Maritseng Access Road	500,004	320,931	136,166	363,838	320,931.00
Council Chambers_Meggie Resha Statute	800,004	800,004	672,530	127,474	800,004.00
Computer Equipment	99,996	99,996	86,948	13,048	99,996.00
Street Lights	9,500,004	7,200,000	6,239,300	3,260,704	7,200,000.00
High Mast Lights	6,999,996	3,999,996	1,994,877	5,005,119	3,999,996.00
Air -Conditioners	80,004	80,004	-	80,004	80,004.00
Machinery and Equipment	20,004	170,004	-	20,004	170,004.00
Storm Water Drainage	699,996	699,996	-	699,996	699,996.00
Mango-Nyanzela Access Road	1,650,000	1,941,000	1,857,904	-207,904	1,941,000.00
Municipal Plant	15,000,000	0		-	-
					T 3.7.9

Chapter 3

COMMENT ON THE PERFORMANCE OF ROADS OVERALL:

The following are the five (5) largest capital projects:

1) Harry Gwala Internal Streets – This is a 4,5km upgrading of gravel roads to paved roads in Ward 20. The contractor was appointed on 15 December 2022, the contractor established site on 19 January 2023 and the project is still under construction. This project has up to date provided jobs to twenty-six (26) local people both males and females with youth dominating in the employment ratio. The programme of works is closely monitored through frequent site meetings and visits. The local SMME's been appointed to undertake kerbing and concrete works.

2) Rehabilitation of Matatiele Internal Streets Cluster-1 – This is a 6,5km surfaced road. It is a rehabilitation of an existing dilapidated surfaced road in Ward 19. The contractor was appointed in December 2022 and is expected to be complete in December 2023. The project is in construction stage, progressing well and it is a multiyear project. The project has provided jobs to twenty-three (23) local people so far.

3) Mahangu Access Road & Bridges (AR) –This is a construction 2,5km of virgin gravel access road and 40m long cast in situ concrete bridge. It is situated in ward 09, the contractor was appointed in September 2021 and reached completion in November 2022. The project has provided jobs to twenty-four (24) local people.

4) Cedarville Internal Streets –This is a 1,5km surfaced road. It is a rehabilitation of an existing dilapidated surfaced road in Ward 26. The contractor was appointed in November 2022 and the project reached practical completion in May 2023. The project has provided jobs to sixteen (16) local people.

5) Purutle Access Road & Bridges (AR) –This is a construction 11km of gravel access road and 38 m long cast in situ concrete bridge. The first 3km is a rehabilitation of an existing dilapidated gravel road and 8km is the construction of a virgin road. It is situated in ward 24, the contractor was appointed in July 2021 and the project was completed in September 2022. The project has provided jobs to twenty (20) local people so far.

T 3.7.10

3.8 TRANSPORT (INCLUDING VEHICLE LICENSING & PUBLIC BUS OPERATION)

INTRODUCTION TO TRANSPORT

The Matatiele Local Municipality (MLM) does not provide any public transport; however, it does have one bus terminal and one minibus taxi terminal. There are also other two bus/minibus taxi terminal operations on private ranks owned by retail businesses.

Matatiele Local Municipality maintains its two transport terminals and cleans the other terminals on retail business premises. MLM supports all the above transport terminals by recognising the transport association operating in the premises, having regular meetings with them regarding their operations, law enforcement matters and lastly providing concurrency for their members' operating licences applications.

Matatiele Local Municipality has a Registering Authority delegated by the Department of Transport. Matatiele also has a Grade A Driving Licence Testing Centre and a Grade A Vehicles Testing Station

T 3.8.1

Chapter 3

Employees: Transport Services					
Job Level	Year 2020/2021	Year 2021/2022			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0 - 3	1	1	1	0
4 - 6	4 - 6	0	0	0	0
7 - 9	7 - 9	0	0	0	0
10 - 12	10 - 12	2	2	2	0
13 - 15	13 - 15	0	0	0	0
16 - 18	16 - 18	0	0	0	0
19 - 20	19 - 20	0	0	0	0
Total	Total	3	3	3	0

T.3.8.4

COMMENT ON THE PERFORMANCE OF TRANSPORT OVERALL:

The Matatiele Local Municipality does not provide public transport, however there is a well-established Traffic and Licensing Unit within the Municipality.

T 3.8.7

3.9 WASTE WATER (STORMWATER DRAINAGE)

INTRODUCTION TO STORMWATER DRAINAGE

The Municipality is responsible for maintenance, upgrading and installation of storm-water facilities in its three towns i.e. Matatiele, Cedarville, and Maluti towns with its employees under Operations and Maintenance Unit.

The Municipality purchases materials to improve storm-water drainage which includes culverts and kerbs. The Municipal TLB is used to install and upgrade storm-water drainage.

The Operations and Maintenance Unit installed 721m of storm-water drainage in the 2022/2023 financial year

T 3.9.1

Chapter 3

Storm water Infrastructure				
Kilometres				
	Total Storm water measures	New Storm water measures	Storm water measures upgraded	Storm water measures maintained
Year 2019/2020	0	0	0	0
Year 2020/2021	0.5	0.38	0	0.12
Year 2021/2022	0.57	0.45	0	0.12
Year 2022/2023	0.59	0.52	0	0.14
				T 3.9.2

Chapter 3

Storm water Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2020/2021		Year 2022/2023			Year 2022/2023	Year 2023/2024	Year 2024/2025
		Target	Actual	Target		Actual	Target		
		*Previous Year		*Previous Year	*Current Year		*Current Year	*Current Year	*Following Year
<i>Service Indicators</i>									
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective xxx									
Replace existing Storm water pipes	Meters of pipes installed	To install 300 meters of pipes by 30 June 2022.	502,5 meters completed by 30 June 2021	To install 300 meters of pipes by 30 June 2022.	To install 500 meters of pipes by 30 June 2023.	702,5 meters completed by 30 June 2021	To install 300 meters of pipes by 30 June 2022.	To install 600 meters of pipes by 30 June 2024.	To install 600 meters of pipes by 30 June 2025.
Installation of kerbing	Meters of kerbing	Kerbing 3000 meters by 30 June 2022.	Kerbed 988 meters 30 June 2021.	Kerbing 3000 meters by 30 June 2022.	Kerbing 3000 meters by 30 June 2023.	Kerbed 967 meters 30 June 2021.	Kerbing 3000 meters by 30 June 2022.	Kerbing 4000 meters by 30 June 2024.	Kerbing 4000 meters by 30 June 2025.
T 3.9.5									

Chapter 3

COMMENT ON THE PERFORMANCE OF STORMWATER DRAINAGE OVERALL:

The storm-water drainage in all towns has reached its life span. It requires major repairs and a storm-water management plan was developed for implementation. The Municipality maintains and upgrades storm water using the Municipal TLB.

A total of 300 m of stormwater drainage was constructed during 2022/23 financial year.

T3.9.9

COMPONENT C: PLANNING AND DEVELOPMENT

This component includes: planning; and local economic development.

INTRODUCTION TO PLANNING AND DEVELOPMENT

Local economic development (LED) is everybody's business, including local residents, local business people and government. Matatiele Local Municipality is mainly agricultural, and tourism based and therefore its economic development is based on these fields, hence the municipalities vision which says that "where agriculture and tourism are investment of choice".

The purpose of channelling economic development programmes through LED unit is to provide a strategic direction to guide the Matatiele Local Municipality in its actions and efforts to lead local LED stakeholders towards achieving local economic development within the Municipal area. This is further supported by our revised Local Economic Strategy (2023) as it is a blue-print for implementation of LED programmes in Matatiele Local Municipality. It sets out actions that will help improve the vitality of the local economy and encourage its growth in a sustainable manner.

T 3.10

3.10 PLANNING

INTRODUCTION TO PLANNING

The Development Planning Unit consists of town planning, land administration and outdoor advertising as key focus areas. The main vision of the unit is to be a holistic developmental orientated unit that complements the Municipality by providing support to issues relating to development planning and to ensure that the vision, mission and objectives of the Municipality regarding development planning are achieved.

The top 3 service delivery priorities in support of local economic development are:

Town planning (Spatial Planning and Land Use Management):

- Formulation of review of spatial and development plans within the context of the IDP timeframe.
- The spatial development framework (SDF) was reviewed in order to guide development, be in line with spatial planning and land use management act, 2013 (SPLUMA) and to cover all wards of the Municipality.
- Formulation, review and implementation of development planning policies and by-laws. The Land Use Management system (scheme LUMS) will be reviewed to be SPLUMA complaint in order to manage the land use rights of all the properties so as to guide new development and monitor proper use of the land.
- Provide enhancement to development strategies and ensure a safe built environment for the community through proper enforcement of town planning legislation, policies and by-laws.

Land administration: proper management of Municipal land through processing of land leases and sale applications and the implementation of the approved Municipal land management plan (disposal of Municipal sites)

Outdoor advertising:

- Management of the commercial advertising signage through processing of outdoor advertising applications and the monitoring of illegal advertising signs.

T 3.10.1

Chapter 3

Applications for Land Use Development						
Detail	Formalization of Townships (Establishment- Municipal projects)		Rezoning		Built Environment (consolidation, subdivision, special consent, Removal of restrictions)	
	Year 2021/2022	Year 2022/2023	Year 2021/2022	Year 2022/2023	Year 2021/2022	Year 2022/2023
Planning application received	Cedarville Middle Income Development Matatiele Commercial and Residential Development	Cedarville Middle Income Development Matatiele Commercial and Residential Development Mixed Use Development (Swartberg Turn Off)	(1) subdivision and Rezoning- 7 (2) Rezoning- 13	6 rezoning application received	(3) subdivision- 5 (4) Special Consent- 4 (5) Departure- 6 (6) Consolidation- 2	(2) Subdivision - 5 (3) Special Consent- 6 (4) Departure- 4 (5) Consolidation-2 (6) Removal of restrictions-1
Determination made in year of receipt	NO	NO	YES	YES, 5 determinations were made.	YES	YES
Determination made in following year	NO	NO	NO	YES, 1 made so far	NO	YES
Applications withdrawn	None	None		None		None
Applications outstanding at year end	YES	YES		1		1
T3.10.2						

Chapter 3

Planning Policy Objectives Taken From IDP									
Service Objectives <i>Service Indicators</i> (i)	Outline Service Targets (ii)	Year 2021/2022		Year 2022/2023			Year 2022/2023	Year 2023/2024	
		Target	Actual	Target		Actual	TARGET		
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following Year (x)
Service Objective									
<i>Determine planning application within a reasonable timescale</i>	Ensure compliance to legislation, adopted policies and plans.	100% Processing of Municipal land lease and disposal applications within 60 days of receipt by 30 June 2021	45 applications received, acknowledged and processed quarterly by Asset disposal committee) By 30 June 2022	100% Processing of Municipal land lease and disposal applications within 60 days of receipt by 30 June 2021	100% Processing of Municipal land lease and disposal applications within 60 days of receipt by 30 June 2023	72 applications received, acknowledged and processed quarterly by Asset disposal committee) By 30 June 2023	100% Processing of Municipal land lease and disposal applications within 60 days of receipt by 30 June 2023	100% Processing of Municipal land lease and disposal applications within 60 days of receipt by 30 June 2024	100% Processing of Municipal land lease and disposal applications within 60 days of receipt by 30 June 2025
T3.10.3									

Chapter 3

Employees: Planning Services					
Job Level	Year 2020/2021	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	0	0	0	0	0%
10 - 12	2	3	1	2	33%
13 - 15	1	1	1	0	0%
16 - 18	1	1	1	0	0%
19 - 20	0	0	0	0	0%
Total	4	5	4	3	20%
T3.10.4					

Financial Performance Year 2022/23: Planning Services					
R'000					
Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	111,824	136,992	443,132	83,150.89	359,981
Expenditure:		12,667,020	12,428,164	7,480,413.02	4,947,751
Employees	4,986,593	6,648,816	6,948,816	4,673,898.78	2,274,917
Repairs and Maintenance		-	-		-
Other	4,556,228	6,018,204	5,479,348	2,806,514.24	2,672,834
Total Operational Expenditure	9,542,821	12,667,020	12,428,164	7,480,413	4,947,751
Net Operational Expenditure	-9,430,997	-12,530,028	-11,985,032	-7,397,262	-4,587,770
T 3.10.5					

Chapter 3

Capital Expenditure Year 2022/23: Planning Services					
R' 000					
Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	500,000	500,000	-	500,000	500,000
Land Survey Equipment	500,000	500,000	-	500,000	500000
<i>T 3.10.6</i>					

COMMENT ON THE PERFORMANCE OF PHYSICAL PLANNING OVERALL:

The Development Planning Unit had no Capital projects on the approved budget. The other units' activities fall within the operational budget as reflected in the IDP and SDBIP and some were implemented according to the approved budget. Certain projects however, planning and surveying of Municipal land for residential and commercial establishments are a multi-year projects that are ongoing.

Other projects such as processing of applications, land disposals, rezoning, and subdivision, advertising signage's etc. were operational and did not need a budget and applications received were processed

T 3.10.7

3.11 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

INTRODUCTION TO ECONOMIC DEVELOPMENT

The purpose of channelling economic development programmes through LED unit is to provide a strategic direction to guide the Matatiele Local Municipality in its actions and efforts to lead local LED stakeholders towards achieving local economic development within the Municipal area. This is further supported by our revised Local Economic Strategy (2023) as it is a blue-print for implementation of Led programmes in Matatiele Local Municipality. It sets out actions that will help improve the vitality of the local economy and encourage its growth in a sustainable manner. Its specific objectives are to:

- Capacitate the Matatiele Local Municipality in carrying out its LED mandate;
- Develop a strategic implementation plan that outlines the strategies and activities that the Municipality and other LED stakeholders can employ to improve quality of life throughout the Municipal area;
- Facilitate the creation of an enabling framework for private and public sector investment, promotion of economic development and growth;
- Provide an overall economic assessment of Matatiele in order to identify sectors or areas of high economic potential and to highlight those that require intervention;
- Identify and estimate the cost of projects that will potentially contribute to the improvement of both Matatiele's economic future and quality of life within the Municipal area;
- Provide guidelines for implementing LED projects in Matatiele Local Municipality and for monitoring and evaluating them.

Matatiele Municipality Cropping Programme and Livestock Improvement Programme are the main anchor projects that Matatiele Local Municipality has invested in during the 2022/20223 financial year. The main objectives of the above-mentioned projects were to create food security and to alleviate poverty in rural areas of Matatiele by encouraging emerging farmers to enhance production at a local level, especially fresh vegetables and grain production. The above-mentioned projects that are aligned to Agriculture sector and they are a component of Agri-Parks programme which is known as a rural industrialization programme and it is still an ongoing project which is championed by Department of Rural Development and Land Reform. The informal trading sector is also a positive contributor to our

Chapter 3

local gross geographic product as it is having a strong constituency that is found in all the towns of Matatiele Local Municipality.

Job Creation

The Retail sector is our major contributor of job creation, followed by the Agricultural sector and informal jobs that are created by SMMEs and Cooperative development in the area.

Capacitate the Matatiele Local Municipality in carrying out its LED mandate;

- Develop a strategic implementation plan that outlines the strategies and activities that the Municipality and other LED stakeholders can employ to improve quality of life throughout the Municipal area;
- Facilitate the creation of an enabling framework for private and public sector investment, promotion of economic development and growth;
- Provide an overall economic assessment of Matatiele in order to identify sectors or areas of high economic potential and to highlight those that require intervention;
- Identify and estimate the cost of projects that will potentially contribute to the improvement of both Matatiele's economic future and quality of life within the Municipal area;
- Provide guidelines for implementing LED projects in Matatiele Local Municipality and for monitoring and evaluating them.

T 3.11.1

Economic Activity by Sector			
			R '000
Sector	Year 2020/2021	Year 2021/2022	Year 2022/2023
Agric, forestry and fishing	2	1.5	1.5
Mining and quarrying	6	5	2
Manufacturing	56	58	63
Wholesale and retail trade	45	51	52
Finance, property, etc.	51	48	52
Govt, community and social services	23	25	25
Infrastructure services	34	38	41
Total	217	226.5	236.5
<i>T 3.11.2</i>			

Chapter 3

Economic Employment by Sector			
Sector	Year 2020/2021	Year 2021/2022	Jobs Year 2022/2023
	No.	No.	No.
Agric, forestry and fishing	20,000	25,000	30,000
Mining and quarrying	400,000	435,000	372,000
Manufacturing	320,000	300,000	270,000
Wholesale and retail trade	190,000	200,000	210,000
Finance, property, etc.	275,000	255,000	235,000
Govt, community and social services	300,000	310,000	320,000
Infrastructure services	400,000	430,000	450,000
Total	1905000	1955000	1887000
T 3.11.3			

COMMENT ON LOCAL JOB OPPORTUNITIES:

The Retail Sector is the major employer in Matatiele, especially in the Matatiele Town, followed by the Agricultural sector and informal jobs that are created by SMMEs and Cooperative development in the area. Sanral is also assisting in terms of job creation as they are busy with construction of R56 road from Mount Fletcher to New Amalfi. Also there is construction of road from Matatiele town to Maluti by Sanral. Construction sector is also creating massive jobs in our area as recently there has been construction of access roads and buildings like Home Affairs building structure

Tourism

This is a sector that is able to create short-term jobs and long-term jobs in the hospitality sector and in events such as the Matatiele Music Festival, Matat-2-Pont, Mehlooding Heritage, Ced-Matat Marathon and other related activities. The 9th Matatiele Music Festival will be hosted on the 16th December 2023, patrons who came to this event fill all the B/B establishments and local hotels. And there is a lot of economic activity that was happens during these events.

T 3.11.4

Chapter 3

Jobs Created during Year 0 by LED Initiatives (Excluding EPWP projects)				
Total Jobs created / Top 3 initiatives	Jobs created No.	Jobs lost/displaced by other initiatives No.	Net total jobs created in year No.	Method of validating jobs created/lost
Total (all initiatives)	2950	200	2950	Data base that we get on revised statistics S.A yearly
Year 2020/2021	800	70	800	Data base that we get on revised statistics S.A yearly
Year 2021/2022	950	50	950	Data base that we get on revised statistics S.A yearly
Year 2022/2023	1200	80	1200	Data base that we get on revised statistics S.A yearly
Initiative A (Year 2022/2023)	Informal Trading sector	20	300	Data base that we get on revised statistics S.A yearly
Initiative B (Year 2022/2023)	Agric, forestry and fishing	40	350	Data base that we get on revised statistics S.A yearly
Initiative C (Year 2022/2023)	Wholesale and retail trade	65	550	Data base that we get on revised statistics S.A yearly
T 3.11.5				

Job creation through EPWP* projects		
Details	EPWP Projects No.	Jobs created through EPWP projects No.
Year 2020/2021	8	430
Year 2021/2022	9	676
Year 2022/2023	11	740
T3.11.6		

Chapter 3

Local Economic Development Policy Objectives Taken From IDP									
Service Objectives	Outline Service	Year 2021/2022		Year 2022/2023			Year 2022/2023	Year 2023/2024	Year 2024/2025
Service Indicators	Targets	Target	Actual	Target		Actual	Target		
		*Previous Year		*Previous Year	*Current Year		*Current Year	*Current Year	*Following Year
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Provide training support to 300 SMME'S/cooperatives to cooperatives.	Support SMMEs through Skills Development Trainings on poultry management	Support 70 SMMEs through skills development in Trainings on Waste Management, Animal Production and Plant Production by 30 June 2021.	Support of 60 SMMEs through skills development in Trainings on Waste Management, Animal Production and Plant Production was not done by 30 June 2022.	Support 60 SMMEs through skills development in Trainings on Waste Management, Animal Production and Plant Production by 30 June 2022.	Support 60 SMMEs through skills development in Trainings on Waste Management, Animal Production and Plant Production by 30 June 2023.	Supported 20 SMMEs through skills development in Trainings on basic financial management, bookkeeping and artificial insemination by 30 June 2023.	Support 60 SMMEs through skills development in Trainings on Waste Management, Animal Production and Plant Production by 30 June 2023	Support 60 SMMEs through skills development in Trainings on Waste Management, Animal Production and Plant Production by 30 June 2024	Support 60 SMMEs through skills development in Trainings on basic financial management, bookkeeping and artificial insemination by 30 June 2025.
									T3.11.7

Chapter 3

Employees: Local Economic Development Services					
Job Level	Year 2021/2022	Year 2022/2024			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	1	1	1	0	0%
10 - 12	4	4	4	0	0%
13 - 15	0	0	0	0	0%
16 - 18	1	1	1	0	0%
19 - 20	0	0	0	0	0%
Total	7	7	7	0	0%
T3.11.8					

Financial Performance Year 2022/23: Local Economic Development Services					
R'000					
Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	59,033	64,992	64,992	68,707.21	-3,715
Expenditure:		12,321,744	13,442,740	11,691,580.94	1,751,159
Employees	3,230,619	3,705,780	3,705,780	3,805,447.96	-99,668
Repairs and Maintenance	111,526	-	-	-	-
Other	7,053,833	8,615,964	9,736,960	8,497,900	1,239,060
Total Operational Expenditure	10,395,978	12,321,744	13,442,740	12,303,348	1,139,392
Net Operational Expenditure	-10,336,945	-12,256,752	-13,377,748	-12,234,641	-1,143,107
T 3.11.9					

Chapter 3

COMPONENT D: COMMUNITY & SOCIAL SERVICES

3.12 LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)

INTRODUCTION TO LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES

Currently Matatiele local Municipality has three (3) main libraries, Cedarville, Maluti and Matatiele, and two (2) mobile libraries, Lupindo mobile library and modular library. All the five libraries are staffed by personnel employed by DSRAC. There is only one librarian employed by the Municipality and all the libraries have functioning library committees. Libraries provide efficient information services through awareness and campaigns.

There is one museum which is controlled by DSRAC but is maintained by the Municipality. There is support given to the libraries and museum by the Municipality.

The Municipality currently has FORTY-TWO (42) community halls and one (1) Civic Centre on the asset register, which are available for the use by the Community.

In ensuring continuous utilization of our service, a Public Amenities Plan has been developed to guide and ensure efficient administration, maintenance and management of Public Amenities.

T3.12.1

SERVICE STATISTICS FOR LIBRARIES; ARCHIVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)

Above 3000 walk-ins we get monthly from all Matatiele libraries with the following ranges that differ due to school seasons;

Matatiele	700 – 1500
Cedarville	350 – 1200
Maluti	620 – 1000
Mango	550 – 800
Mvenyane	335 – 550
Museum	50 – 120

Weekly bookings of halls for ceremonial activities including weddings and funerals.

T 3.12.2

Chapter 3

Libraries; Archives; Museums; Galleries; Community Facilities; Other Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2022/2023	Year 2023/2024	
		Target	Actual	Target		Actual	Target		
Service Indicators		*Previous Year		*Previous Year	*Current Year		Year 2022/2023	Year 2023/2024	Year 2024/2025
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective xxx									
Plan, design and provide a sustainable human capital establishment.	Promote Public knowledge and awareness programmes on Library Information and Literacy	Development of e-library website and management thereof by 30 June 2022.	Target not achieved due to finance processes delays.	Host 14 Public knowledge and awareness programmes on Library Information and Literacy by 30 June 2021.	Development of e-library website and management thereof by 30 June 2023.	Developed e-library website and managed thereof by 30 June 2023	Development of e-library website and management thereof by 30 June 2023	Host 6 Public knowledge and awareness programmes on Library Information and Literacy and ensure digital information access by 30 June 2024	Host 6 Public knowledge and awareness programmes on Library Information and Literacy and ensure digital information access by 30 June 2025
To maintain Municipal infrastructure and public amenities	Maintain Municipal infrastructure and public amenities	Undertake planned and routine maintenance of 5 public amenities by 30 June 2022	Planned and routine maintenance of 5 public amenities were done by 30 June 2022	Undertake planned and routine maintenance of 9 public amenities by 30 June 2021	Undertake planned and routine maintenance of 5 public amenities by 30 June 2023	Routine maintenance of seven (5) public amenities done; 1	Undertake planned and routine maintenance of 5 public amenities by 30 June 2023	Undertake planned and routine maintenance of 6 public amenities by	Undertake planned and routine maintenance of 6 public amenities by

Chapter 3

Employees: Libraries; Archives; Museums; Galleries; Community Facilities; Other					
Job Level	Year 2020/2021	Year 2021/2022			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	10	10	10	10	0
4 - 6	1	1	1	1	0
7 - 9	4	4	4	4	0
10 - 12	1	1	1	1	0
13 - 15	0	1	1	1	0
16 - 18	1	1	1	1	0
19 - 20	0	0	0	0	0
Total	17	18	18	18	0
T3.12.3					

Financial Performance Year 2022/23: Libraries; Archives; Museums; Galleries; Community Facilities; Other					
R'000					
Details	Year 2021/22	Year 2021/22			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	6,177,865	6,367,764	8,176,101	6,663,720	1,512,381
Expenditure:		27,956,400	29,094,179	23,995,397	5,098,782
Employees	3,691,362	7,953,420	20,548,072	19,799,944	748,128
Repairs and Maintenance	10,722,450	15,439,992	2,150,000	1,755,032	394,968
Other	1,401,110	4,562,988	6,396,107	2,440,421	3,955,686
Total Operational Expenditure	15,814,922	27,956,400	29,094,179	23,995,397	5,098,782
Net Operational Expenditure	-9,637,057	-21,588,636	-20,918,078	-17,331,677	-3,586,401
T 3.12.5					

Chapter 3

Capital Expenditure Year 2022/23: Libraries; Archives; Museums; Galleries; Community Facilities; Other

R' 000

Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	1,510,008	1,510,008	372,769	1,137,239	1,510,008
Boreholes	450,000.00	590,000.00	-	590,000	590,000.00
Fencing of open grounds	200,004.00	300,004.00	-	300,004	300,004.00
Sportfield Goal Posts	200,004.00	100,004.00	91,500.00	8,504	100,004.00
Computer Equipment CRR	60,000.00	60,000.00	44,982.48	15,018	60,000.00
SPORT FIELD MARKING MACHINE	90,000.00	90,000.00	38,987.00	51,013	90,000.00
Swimming Pool Pump	249,996.00	109,996.00		109,996	109,996.00
Grass Cutting Machines	260,004.00	260,004.00	197,300	62,704	260,004.00
<i>T 3.12.6</i>					

3.13 CEMETORIES AND CREMATORIALS

INTRODUCTION TO CEMETORIES & CREMATORIALS

The Municipality has three (3) cemeteries located in Maluti, Matatiele and Cedarville towns {wards 1, 19 and 26} respectively. The rest are situated in the rural areas. Grass cutting and grave digging was done using service providers.

The digging of graves is done by a temporary services of various service provider. The Municipality supports Indigent communities, through provision of free graves where needed. The challenge is that there is a shortage of burial sites and additional land will be required to meet the high demand in the Municipality. Land has been identified and approved by council but still needs to undergo EIA processes before it can be developed.

T 3.13.1

Chapter 3

SERVICE STATISTICS FOR CEMETORIES & CREMATORIIUMS

Matatiele Local Municipality services three (3) cemeteries in wards 1, 19 and 26. A private service provider is appointed for regular grass cutting and maintenance and digging of graves. The Municipality supports indigent communities, through the provision of free graves where needed. The Muslim community was provided with a few plots for their burials, this is temporary until the Municipality can get a new burial site for wards 19 & 20. Pauper burials are also done per request from SAPS and the government hospital. There is a shortage of burial plots within the existing burial site and a new site will be identified for a new cemetery development.

T 3.13.2

Chapter 3

Cemeteries and Crematoriums Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2022/2023	Year 2023/2024	Year 2024/2025
		Target	Actual	Target		Actual	Target		
<i>Service Indicators</i>		*Previous Year		*Previous Year	*Current Year		*Current Year	*Current Year	*Following Year
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective									
Cemetery management	To provide adequate cemetery services and management	To Submit 4 quarterly reports on the provision of adequate cemetery services to council by 30 June 2022.	Submitted 4 quarterly reports on the provision of adequate cemetery services to council by 30 June 2022.	To Submit 4 quarterly reports on the provision of adequate cemetery services to council by 30 June 2022.	To Submit 4 quarterly reports on the provision of adequate cemetery services to council by 30 June 2023.	Submitted 4 quarterly reports on the provision of adequate cemetery services to council by 30 June 2023.	To Submit 4 quarterly reports on the provision of adequate cemetery services to council by 30 June 2023.	To Submit 4 quarterly reports on the provision of adequate cemetery services to council by 30 June 2024.	To Submit 4 quarterly reports on the provision of adequate cemetery services to council by 30 June 2025.
T3.13.3									

Chapter 3

Employees: Cemeteries and Crematoriums					
Job Level	2021/2022	2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	1	1	1	0	0%
10 - 12	0	0	0	0	0%
13 - 15	0	0	0	0	0%
Total	1	1	1	0	0%
					T3.13.4

3.14 CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

INTRODUCTION TO CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

Through the multi-sectoral partnerships and collaborated efforts, we will be able to contribute positively to the achievement of our democratic government strategic objectives of:

- Creating opportunities for young people to be empowered, to make informed decisions freely, take actions based on these decisions and accept responsibility.
- Improving the skills and capacity levels of women within our communities.
- Improving the livelihood of people with disabilities by creating opportunities for them and ensuring their integration in the broader society.
- Improving the live hood of the older persons and celebrate their positive contributions in the development of our families and society in general.
- Creating positive development of our children in an environment that enhances ensures positive development in healthy balanced families.

T 3.14.1

Chapter 3

Child Care; Aged Care; Social Programmes Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2023 - 2026		
		Target	Actual	Target		Actual	Target		
Service Indicators (i)	(ii)	*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	Year 2022/2023 (viii)	Year 2023/2024 (ix)	Year 2024/2025 (x)
Service Objective xxx									
To promote social cohesion and the mainstreaming of designated groups into municipal Socio-Economic programmes and projects	Registration of students	Register 25 students from Matatiele at institutions of higher learning students by 30 June 2022	Registered 67 students to different Universities.	Register 25 students from Matatiele at institutions of higher learning students by 30 June 2022	Register 25 students from Matatiele at institutions of higher learning	Assisted 89 students to register in institutions of higher learning.	Register 25 students from Matatiele at institutions of higher learning	Register 25 students from Matatiele at institutions of higher learning by 30 June 2024	Implementation of the designated groups strategy by 30 June 2025
	Christmas party for OVCs	Host 1 Christmas party for OVCs by 30 June 2022	Christmas party for the OVCs held on 24 December 2021 at Crossroads Child and Youth Centre	Host 1 Christmas party for OVCs by 30 June 2022	Host 1 Christmas party for OVCs	Conducted 1 OVC Christmas Party in Ward 16 on the 6 th of December 2022.	Host 1 Christmas party for OVCs by 30 June 2023	Host 1 Christmas party for OVCs by 30 June 2024	

Chapter 3

Mayoral Cup	N/A	N/A	N/A	Host 1 sports development programme (Mayoral Cup) by 30 June 2023	Done	Host 1 sports development programme (Mayoral Cup) by 30 June 2023	Host 1 sports development programme (Mayoral Cup) by 30 June 2024
Coordination of woman's day celebration/anti-femicide programme	Host woman's day celebration/anti-femicide programme by 30 June 2022	Conducted 04 Information sharing programs as follows: 2 Community dialogues on GBV and Femicide on the 19 and 26 August at ward 22 and ward 10 1 men against GBV dialogue on the 27 at Nokhwezi hall and	Host woman's day celebration/anti-femicide programme by 30 June 2022	Coordination of woman's day celebration/anti-femicide programme by 30 June 2022	Provincial Women's Month commemoration held on 09 August 2022 Ward 20 at Matatiele Open Grounds. Arrive alive and 16 days of activism launch on the 25 November 2022. 02 preparation meetings on the 15 & 24 November 2022. Men's dialogue on the 07 December 2022 at ward 20 Harry Gwala.	Host woman's day celebration/anti-femicide programme by 31 June 2022	Host woman's day celebration/anti-femicide programme by 30 June 2024

Chapter 3

		<p>conducted 1 women empowerment workshop on the 24/07/2021 at ward 07.</p> <p>Handed over covid-19 packs to 104 elderly people in all wards.</p>			<p>Conducted a GBVF & Peer education workshop in Maluti from 25 – 27/01/2023 through a partnership with KMS College. Conducted the Matatiele Men's Forum induction on the 28th of February 2023 at Old Council Chambers & Men's Forum meeting held on 13/03/23 in the Old Council Chambers.</p>		
Host 1 World AIDS Day event	Host 1 World AIDS Day event by 31 June 2022	Conducted Treatment Action training for People Living with HIV in partnership with DOH on the 24 Nov 2021 Council	Host 1 World AIDS Day event by 31 June 2022	Host 1 World AIDS Day event	Local World AIDS Day held on 22/11/2022 at Madlangala clinic.	Host 1 World AIDS Day event by 30 June 2023	Host 1 World AIDS Day event by 30 June 2024

Chapter 3

		chamber. Conducted World AIDS Day on the 26 November in North end stadium, conducted build up campaign on the 17- 19 November 2021 in Area C, Khoapa and Phola park.					
4 Local AIDS Council meetings	Host 4 Local AIDS Council meetings by 30 June 2022	LAC meeting held on the 9 th September 2021 @ Council Chambers.	Host 4 Local AIDS Council meetings by 30 June 2022	Host 4 Local AIDS Council meetings by 30 June 2023	LAC held on 16/08/22 at the Old Council Chambers. LAC held on 07/10/22 at the Old Council Chambers. LAC meeting held on 30 th of March 2023 in the Old Council Chambers. LAC meeting held on the 16	Host 4 Local AIDS Council meetings by 31 June 2022	Host 4 Local AIDS Council meetings by 30 June 2024

Chapter 3

					May 2021 in preparation of the candlelight Memorial Day.		
Host 1 Elderly day	Host 1 Elderly day by 30 June 2022	2 grandparents programmes held: 02 December 2021 at North end stadium ward 19 and on the 08 December 2021 at ward 01 Maluti Civic Centre. 2 Elderly led projects assisted: Masizakhe with Water tank, fencing, garden tools and seedlings and Tshwarana ng elderly project with chicks,	Host 1 Elderly day by 30 June 2022	Host 1 Elderly day by 30 June 2023	Golden games/grandparent's day held on the 08 th of December 2022 at North End Stadium.	Host 1 Elderly day by 30 June 2023	Host 2 senior citizens/grandparents' day by 30 June 2024

			chicken feed, medication at ward 08 Nchodu on the 07 October 2021 and on 19 November 2021.							T 3.14.3
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Chapter 3

Employees: Child Care; Aged Care; Social Programmes					
Job Level	Year 2021/2022	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
7 - 9	0	0	0	0	0%
10 - 12	3	3	3	0	0%
13 - 15	0	0	0	0	0%
16 - 18	1	1	1	0	100%
19 - 20	0	0	0	0	0%
Total	4	4	4	0	0%
T3.14.4					

Financial Performance Year 2022/23: Child Care; Aged Care; Social Programmes					
R'000					
Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	-	-	-		
Expenditure:		7,170,024	8,060,024	7,946,647	113,377
Employees	3,781,116	3,740,064	3,740,064	4,238,826	-498,762
Repairs and Maintenance		50,000	50,000	1,998	48,002
Other	2,637,558	3,379,960	4,269,960	3,705,823	564,137
Total Operational Expenditure	6,418,674	7,170,024	8,060,024	7,946,647	113,377
Net Operational Expenditure	-6,418,674	-7,170,024	-8,060,024	-7,946,647	-113,377
T 3.14.5					

Chapter 3

Capital Expenditure Year 2022/23: Child Care; Aged Care; Social Programmes

R' 000

Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	130,008	130,008	109,013	20,995	130,008
Laptops	30,000	30,000	29,013	987	30,000.00
OFFICE FURNITURE & EQUIPMENT	50,004	50,004	80,000	-29,996	50,004.00
Machinery and Equipment	50,004	50,004	-	50,004	50,004.00
<i>T 3.14.6</i>					

COMMENT ON THE PERFORMANCE OF CHILD CARE; AGED CARE; SOCIAL PROGRAMMES OVERALL:

1. Register 25 students from Matatiele at institutions of higher learning pay bursary fees for 5 students.
2. Host 1 sports development programme (Mayoral Cup).
3. Support projects led by designated groups.
4. Conduct awareness campaigns & or information sharing programmes targeting the designated groups.

T 3.14.7

COMPONENT E: ENVIRONMENTAL PROTECTION

3.15 POLLUTION CONTROL

INTRODUCTION TO POLLUTION CONTROL

The programmes on pollution control; biodiversity and landscape; and coastal protection are carried out by ANDM and Department of Economic Development and Environmental Affairs (DEDEA).

T 3.15.1

Chapter 3

3.16 BIO-DIVERSITY; LANDSCAPE (INCL. OPEN SPACES); AND OTHER (EG. COASTAL PROTECTION)

INTRODUCTION BIO-DIVERSITY AND LANDSCAPE

The Matatiele Local Municipality is the presiding authority over 4800 ha of Nature Reserve; viz. Mountain Lake and Wilfred Baur. The Reserve boasts with an array of Grassland Biome wildlife which include Burchell's Zebra, Blue Wildebeest, Red Hartebeest, Blesbok, Mountain & Common Reedbuck, as well as other small vertebrates and invertebrates' species.

The reserves were established in 2007 as means to preserve the mountain water catchment and rare escarpment biodiversity which was previously threatened by human activities. The Municipality has over 41 560 ha of wetlands feeding the upper Umzimvubu catchment.

Local NGO's and other stakeholders formed a forum Umzimvubu Catchment Partnership (UCP) which deals with all environmental issues and programmes. The forum provides stewardship programmes that assist in restoring the natural grassland landscape. Some of the Rangeland management/ restoration processes includes; Alien Plant Clearing, Erosion Control, grazing management as well as ongoing Community Awareness Programme and Fire management strategies. The Matatiele Local Municipality also benefits from the thuma mina presidential programme (Green Good Deeds programme).

T 3.16.1

SERVICE STATISTICS FOR BIO-DIVERSITY AND LANDSCAPE

The Municipality was awarded a grant from DEDEAT once again for wattle clearing in 8 municipal wards, this was a continuation of a project that was once awarded in trying to alleviate unemployment of youth as well as fight the spread of alien plants, land degradation and shortage of water caused by increased climate change impacts. 102 youth was trained and employed under this programme and it is a continuous project. wattle. Local NGOs also have various projects within the wards in the jurisdiction of Matatiele LM which assisted communities with managed grazing which also decreased land degradation. These projects assisted communities with income as they were also assisted with local auctions of their livestock.

T 3.16.2

Chapter 3

COMMENT ON THE PERFORMANCE OF BIO-DIVERSITY; LANDSCAPE AND OTHER OVERALL:

The Municipality was awarded a grant from DEDEAT for wattle clearing in 8 municipal wards. 102 youth was trained and employed under this programme and 93ha of wattle was cleared in 8 wards. Local SMME made up of only youth have taken advantage of wattle clearing and were assisted by UCP to manufacture and sell charcoal which they have made from the cleared wattle. Local NGOs assisted to control grazing projects and animal auctions leading to income for rural communities.

T 3.16.7

COMPONENT G: SECURITY AND SAFETY

Financial Performance Year 2022/23: Traffic

R'000

Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	5,561,456	5,200,740	5,200,740	6,189,430	-988,690
Expenditure:		24,442,176	21,984,212	2,457,964	19,526,248
Police Officers		-	-		
Other employees	17,496,275	20,057,892	20,057,892	19,227,713	830,179
Repairs and Maintenance	69,098	685,008	305,004	76,370	228,634
Other	1,252,666	1,241,312	4,079,280	2,680,129	1,399,151
Total Operational Expenditure	18,818,038	21,984,212	24,442,176	21,984,212	2,457,964
Net Operational Expenditure	-13,256,582	-16,783,472	-19,241,436	-15,794,782	-3,446,654

T 3.20.5

Chapter 3

Capital Expenditure Year 2022/23: Traffic					
Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	1,950,000	1,950,000	1,713,458	236,542	1,950,000
TRAFFIC MANAGEMENT SYSTEM	1,000,000	1,000,000	843,458	156,538	1,000,000
Roll back Breakdown Vehicle	950,004	950,004	870,000	80,004	950,004
<i>T 3.20.6</i>					

3.21 FIRE

INTRODUCTION TO FIRE SERVICES

This is a function of the Alfred Nzo District Municipality (ANDM); however, the Municipality has a small unit which deals with fires and other forms of disasters in the Municipality.

T 3.21.1

Chapter 3

Fire Service Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2023/2024	Year 2024/2025	
		Target	Actual	Target		Actual	Target		
		*Previous Year		*Previous Year	*Current Year		*Current Year	*Current Year	*Following Year
Service Indicators (i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective To									
Firefighting services	To establish 20km of fire breaks in Matatiele Nature Reserve	To establish 20 kilometres of fire belts AND Respond to 100% of reported fire and disaster incidents by 30 June 2022	Established 20 kilometres of fire belts AND Respond to100% of reported fire and disaster incidents by 30 June 2022	To establish 20 kilometres of fire belts AND Respond to 100% of reported fire and disaster incidents by 30 June 2022	To establish 20 kilometres of fire belts AND Respond to 100% of reported fire and disaster incidents by 30 June 2023	Established 26 kilometres of fire belts AND Respond to100% of reported fire and disaster incidents by 30 June 2023	To establish 20 kilometres of fire belts AND Respond to 100% of reported fire and disaster incidents by 30 June 2023	To establish 20 kilometres of fire belts AND Respond to 100% of reported fire and disaster incidents by 30 June 2024	To establish 20 kilometres of fire belts AND Respond to 100% of reported fire and disaster incidents by 30 June 2024
T 3.21.3									

Chapter 3

Employees: Fire Services					
Job Level	Year 2021/2022	Year 2022/2023			
Fire Fighters	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
Administrators				No.	%
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	4	4	3	1	0%
10 - 12	1	1	1	0	0%
13 - 15	0	0	0	0	0%
16 - 18	0	0	0	0	0%
19 - 20	0	0	0	0	0%
Total	5	5	4	1	0%
					T3.21.4

COMMENT ON THE PERFORMANCE OF FIRE SERVICES OVERALL:

The objective of Matatiele fire services is to improve provision of emergency services. Equipment provision which has previously been a challenge is improving year on year with a fire and rescue vehicle having been procured and a heavy vehicle fire engine budgeted for.

T 3.21.7

3.22 OTHER (DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES AND OTHER)

INTRODUCTION TO DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES, ETC

The Municipality performs disaster management functions in collaboration with ANDM and together with the Provincial Disaster Management and National Disaster Management. The disaster management functions of the Municipality consist of immediate reactive response to disasters affecting the community, in which the district disaster management team contributes proactively. Animal control and control of public nuisances is performed by the Municipality with the functions of

Chapter 3

collecting and impounding of stray animals within the local Municipal jurisdiction. The SAPS and SANDF utilize the facility that the Municipality offers at our animal pound.

T 3.22.1

SERVICE STATISTICS FOR DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES, ETC

The Municipality performs disaster management functions in collaboration with ANDM and together with the Provincial Disaster Management and National Disaster Management. The disaster management functions of the Municipality consist of immediate reactive response to disasters affecting the community, in which the district disaster management team contributes proactively. Animal control and control of public nuisances is performed by the Municipality with the functions of collecting and impounding of stray animals within the local Municipal jurisdiction. The SAPS and SANDF utilize the facility that the Municipality offers at our animal pound.

T 3.22.2

Chapter 3

Disaster Management, Animal Licensing and Control, Control of Public Nuisances, Etc. Policy Objectives Taken From IDP									
Service Objectives	Outline Service	Year 2021/2022		Year 2022/2023				Year 2024/2025	
	Targets	Target	Actual	Target		Actual	Target		
<i>Service Indicators</i>		*Previous Year		*Previous Year	*Current Year		Year 2022/2023	Year 2023/2024	Year 2024/2025
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective xxx									
Disaster Management Services	To 100 % provide immediate response when fire, disaster and accidents occur	To provide100 % immediate response when fire, disaster and accidents occur by 30 June 2022.	To provided 100 % immediate response when fire, disaster and accidents occur by 30 June 2022.	To provide100 % immediate response when fire, disaster and accidents occur by 30 June 2022.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2023.	Provided 100 % immediate response when fire, disaster and accidents occur by 30 June 2023.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2023.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2024.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2025.
									T 3.22.3

Chapter 3

COMMENT ON THE PERFORMANCE OF DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL OF PUBLIC NUISANCES, ETC OVERALL:

The Public Safety Unit under the Community Services Department in the Matatiele Local Municipality, provides disaster management services under Alfred Nzo District Municipality Disaster Management Centre – Maluti.

T 3.22.7

Chapter 3

COMPONENT H: SPORT AND RECREATION

This component includes: community parks; sports fields; sports halls; stadiums; swimming pools; and camp sites.

INTRODUCTION TO SPORT AND RECREATION

Matatiele sports facilities are utilized throughout the year for provision of practice and matches and or tournaments.

The Municipal swimming pool serves as a recreation and a leisure centre and it is open during our swimming season, October to April each year. The Matatiele Local Municipality maintains and administers the daily operations of the swimming pool. The pool has since facelifted a bit with an addition of outdoor gym equipment inside the vicinity.

T 3.23

Chapter 3

COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

3.24 EXECUTIVE AND COUNCIL

INTRODUCTION TO EXECUTIVE AND COUNCIL

The Municipal Council is chaired by the Speaker. The Executive Committee is the Primary Committee of the Municipal Council chaired by the Mayor. The service delivery priorities for the Executive and Council for the year under review were informed by the desire to strengthen community participation in the Integrated Development Plan (IDP) of the Municipality and also to ensure that there is harmonious working relationship between the traditional forms of governance and the contemporary form represented by the Matatiele Local Municipality.

The enhancement of service delivery can be ascertained by ensuring the yearly assessment of community satisfaction regarding the services provided to them. Protests and petitions directed towards the Municipality are mostly caused by the lack of constant interaction with communities and the information dissemination and sharing with them.

T 3.24.1

Introductory Comments	Priorities and Impacts	Measures taken to improve performance	Efficiencies achieved
Surveys properly conducted can serve as the educational tools and able to assist the institutions in understanding the required service standards. The decision to conduct the yearly customer satisfaction surveys assists in	PRIORITY: Conducting the qualitative and quantitative customer satisfaction survey. IMPACT: The customer satisfaction survey could not produce the qualitative results due to the budgetary constraints, but the quantitative results that were obtained	During 2022/2023 a District Survey of 1000 households per Municipality was conducted. The outcome of the survey had not been communicated by the Alfred Nzo District Municipality (ANDM) at the time	The involvement of the Alfred Nzo District Municipality in surveying the entire Municipality has been an indication of a success in ensuring that the terms of reference for the Local Municipality

Chapter 3

Introductory Comments	Priorities and Impacts	Measures taken to improve performance	Efficiencies achieved
providing the Municipality with information regarding areas that mostly require service delivery.	managed to provide the results that if followed would assist the Municipality in addressing the concerns raised and thereby assist in the provision of the targeted service delivery.	of completing this report due to the delay by the Service Provider. Only the inception report had been communicated at that stage.	will be better focused and serve to produce better results to those of previous years.
Adoption of ward operational plans was undertaken in order to enhance the reporting and capacitating of ward governance system.	<p>PRIORITY: Having adopted ward operational plans for ward committee portfolios.</p> <p>IMPACT: Reporting improved and an understanding of governance challenges enhanced at the ward level. The synchronization of the workings of government improved as the Portfolios are created to reflect government operation in general.</p>	The workshops of Ward Committees on ward operational plans served to enhance their reporting ability.	Functions of the portfolios of ward committees were clearly spelt out for all the ten (10) ward committees in 26 wards. Competitive advantage of the Ward Committees workings being guided by the adopted Ward Operational Plans.

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Introductory Comments	Priorities and Impacts	Measures taken to improve performance	Efficiencies achieved
Functional Initiation Forum was established.	<p>PRIORITY: Monitoring the insurance that all the initiates are safe and well looked upon.</p> <p>IMPACT: Unity and cohesion experienced in ensuring that the legal framework is followed always in ensuring the safety processes.</p>	The Office of the Speaker is regularly updated about all the safety measures implemented.	The Matatiele Local Municipality Initiation Forum provided guidance in the whole District.
Functional Ward War Room	<p>PRIORITY: To give progress feedback on the identified community needs</p> <p>IMPACT: Quick response to service delivery issues affecting the community</p>	Ward War Room established to provide feedback to the Communities on their issues raised.	Ward War room meetings were organized in the form of a community feedback meetings during 2021/2022.

SERVICE STATISTICS FOR THE EXECUTIVE AND COUNCIL

The Council has both the executive functions and the legislative functions. It has to make all major policy decisions. In this capacity the Council:

- Sets government policy and determines the government priorities,
- Reviews budget proposals including expenditures and revenues as well as approval of appropriations
- Approves proposals for new legislation, amendments to existing legislation, and repeal of legislation

Chapter 3

- Monitors safety and security in the Municipality
- Monitors the implementation of poverty eradication programs and other major activities
- Provides leadership and support in democratizing the municipality.

T 3.69.2

Chapter 3

The Executive and Council Policy Objectives Taken From IDP									
Service Objectives	Outline Service	Year 2021/2022		Year 2022/2023			Year 2022/2023	Year 2023/2024	Year 2024/2025
	Targets	Target	Actual	Target		Actual	Target		
Service Indicators		*Previous Year		*Previous Year	*Current Year		*Current Year	*Current Year	*Following Year
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective									
Eradicate electricity backlog of 22 892 house-holds in Matatiele by 2017	Eradicate electricity backlog of 22 892 house-holds in Matatiele	Connection of 2630 households in (1) Hillside Manzi {320}, (2) Sifolweni {155}, (3) Ngcwenga na {147}, (4) Mbombo {390}, (5) Mnyaman eni {400}, (6) Shenxa {428}, (7) Mohapi #2 {290}, (8) Mpofini {500} by 30 June 2021	Connected 2556 households 30 June 2022	Connection of 2630 households in (1) Hillside Manzi {320}, (2) Sifolweni {155}, (3) Ngcwenga na {147}, (4) Mbombo {390}, (5) Mnyaman eni {400}, (6) Shenxa {428}, (7) Mohapi #2 {290}, (8) Mpofini {500} by 30 June 2021	Connection of <u>2812</u> households 30 June 2023.	Connected 1447 households 30 June 2023	Connection of <u>2812</u> households 30 June 2023.	Connection of <u>2812</u> households 30 June 2024.	Connection of <u>2812</u> households 30 June 2025.

<i>Development of Municipal roads as required</i>	642.7kms of Municipal roads developed	45km of gravel roads completed by 30 June 2021	54.2km completed by 30 June 2022	Construct 45kms of gravel roads by 30 June 2022.	Construct 25kms of gravel roads by 30 June 2023.	Constructed 25kms of gravel roads by 30 June 2023	Construct 25kms of gravel roads by 30 June 2023.	Construct 25kms of gravel roads by 30 June 2024	Construct 25kms of gravel roads by 30 June 2025
To create a favourable environment for promoting a growing and sustainable local economy	Provide 2000 job opportunities through EPWP by 2022	Created 430 Job opportunities through EPWP by June 2021	676 Job opportunities created through EPWP by June 2022.	Create 500 Job opportunities through EPWP by June 2022.	Create 500 Job opportunities through EPWP by June 2023.	740 Job opportunities were created through EPWP by June 2023.	Create 500 Job opportunities through EPWP by June 2023.	Create 500 Job opportunities through EPWP by June 2024.	Create 500 Job opportunities through EPWP by June 2025.
Disaster Management Services	To 100 % provide immediate response when fire, disaster and accidents occur	Provided 100 % immediate response when fire, disaster and accidents occur by 30 June 2021.	provided 100 % immediate response when fire, disaster and accidents occur by 30 June 2022.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2022.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2023.	provided 100 % immediate response when fire, disaster and accidents occur by 30 June 2022.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2023.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2024.	To provide 100 % immediate response when fire, disaster and accidents occur by 30 June 2025.
									T3.24.3

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Employees: The Executive and Council					
Job Level	Year 2020/2021	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	0%
4 - 6	26	27	27	0	0%
7 - 9	2	2	1	1	50%
10 - 12	4	4	4	0	0%
13 - 15	0	0	0	0	0%
16 - 18	1	1	1	0	0%
19 - 20	0	0	0	0	0%
Total	33	34	33	1	2.94%
T 3.24.4					

3.25 FINANCIAL SERVICES

INTRODUCTION FINANCIAL SERVICES

As at 30 June 2023, it has been declared in the Annual Financial Statements that the Municipality would continue to operate as a going concern and that has been substantiated by the positive bank balance as reflected in the cash and cash equivalent amounting to **R 255 385** million as compared to the opening balance at the beginning of the financial year.

T 3.25.1

Chapter 3

Financial Service Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2022/2023	Year 2023/2024	Year 2024/2025
Service Indicators (i)	(ii)	Target	Actual	Target		Actual	Target		
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following Year (x)
Percentage of invoices paid within 30 days from date of receipt	80% Payments done within 30 days on receipt of invoice	80% payments for Creditors and Other Service Providers to be done within 30 Days as per MFMA requirements by 30 June 2022.	Invoices received as follows: Capital 286 Operational 2181 Paid over 30 days 249 Paid within 30 days 89.91%	80% payments for Creditors and Other Service Providers to be done within 30 Days as per MFMA requirements by 30 June 2022	80% payments for Creditors and Other Service Providers to be done within 30 Days as per MFMA requirements by 30 June 2023	Invoices received as follows: Capital 286 Operational 2181 Paid over 30 days 249 Paid within 30 days 95%	80% payments for Creditors and Other Service Providers to be done within 30 Days as per MFMA requirements by 30 June 2023	80% payments for Creditors and Other Service Providers to be done within 30 Days as per MFMA requirements by 30 June 2024	80% payments for Creditors and Other Service Providers to be done within 30 Days as per MFMA requirements by 30 June 2025
Amount of Revenue debt reduced by set date	Reduction of normal debt by R1,500,000	Reduction of normal debt by R1,500,000 by 30 June 2022	For 2021/22 financial year debt has reduced by R18 907 673.33	Reduction of normal debt by R1,500,000 by 30 June 2022	Reduction of normal debt by R1,500,000 by 30 June 2023	For 2022/23 financial year debt has reduced by R25 756 613.82	Reduction of normal debt by R3000,000 by 30 June 2023	Reduction of normal debt by R3000,000 by 30 June 2024	Reduction of normal debt by R3000,000 by 30 June 2025
T3.25.3									

Chapter 3

Employees: Revenue					
Job Level	Year 2021/2022	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 – 3	0	0	0	0	0%
7 – 9	5	5	5	0	0%
10 - 12	10	10	8	2	0%
13 - 15	0	0	0	0	0%
16 - 18	1	1	1	0	0%
Total	17	17	14	2	0%
					T3.25.4

3.26 HUMAN RESOURCE SERVICES

Introductory Comments	Priorities and Impacts	Measures Taken to Improve Performance	Efficiencies Achieved by HR Service
The Municipality is required in terms of the Basic Conditions of Employment Act and Regulations (Act 75 of 1997), the Labour Relations Act and its Regulations (Act 66 of 1995) and the South African Local Government Bargaining Council Main Collective Agreement to conduct recruitment and selection processes in a transparent and fair manner.	<u>Priority:</u> Recruitment and Selection <u>Impact:</u> Attraction and retention of quality Human Capital.	Reviewed the Municipality's Employment Policy including the review of the Staff Establishment / Organogram so as to be in line with the strategic needs of the Municipality and conducted recruitment and selection based on budgeted posts in the staff establishment.	12 Advertisements have been issued and 16 competent Staff have been employed so as to meet the objectives of the Municipality in terms of the Service Delivery and Budget Implementation Plan (SDBIP)
Furthermore, the Labour Relations Act and its Regulations (Act 66 of 1995) stipulates that the Municipality must conduct and implement fair Labour	<u>Priority:</u> Implementation of Conditions of Services	Membership of employees' pension, retirement and provident funds has been verified through submission of	All pension, retirement and provident fund contributions have been paid and payment schedules

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Relations practices within the Municipality and to maintain employer and employee relations.	<u>Impact:</u> Sound maintenance and Satisfaction of employees.	membership forms. Leave is being administered through Electronic Self Service (ESS) System. Quarterly Leave reconciliation is done and implementation of the Leave Management Policy.	reflecting deductions have been submitted on time. Correct annual leave balances on the system and salary advices / pay-slips.
Furthermore, the Labour Relations Act and its Regulations (Act 66 of 1995) stipulates that the Municipality must conduct and implement a fair Labour Relations practices within the Municipality and to maintain employer and employee relations.	<u>Priority:</u> Labour/ Employee Relations Management <u>Impact:</u> Sound maintenance of discipline in the workplace.	Reviewed Labour Relations Policy, developed a calendar of meetings for the Local Labour Forum as well as fostering the sitting of the Local Labour Forum and maintained discipline in the workplace in compliance with the South African Local Government Bargaining Council (SALGBC) collective agreement on disciplinary code and procedure.	Local Labour Forum (LLF) is in place. three (3) LLF meetings took place during the 2021/2022 financial year.
The Municipality is required in terms of Skills Development Act and Regulations 97 of 1998 and Employment Equity Act to conduct a skills audit and also to implement a comprehensive Skills Development Programme	<u>Priority:</u> Human Resources Development <u>Impact:</u> Capacity building for employees and Councillors. Empowerment of youth for the communities	Conducted Skills Audit, developed and implemented the Work Place Skills Plan, developed and implemented Training Plan and offered financial Study Assistance to employees.	Skills Programmes, Study Assistance, on the Job Training, Learner ships Offered to Employees and Councillors. The Training Committee was in place during the 2022/2023 financial year. Financial Study Assistance was awarded to Thirty

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			<p>four (34) Municipal functionaries as follows: at the beginning of the FY (Q1) a total number of 13 continuing applicants submitted results and invoices for second year as the Municipality did not advertised for second semester of 2022 academic year due insufficient funds, this resolution was taken on the Training Committee meeting held on 05 August 2022, and also on 01 December 2022 and during the third quarter on 20 January 2023 total number of 21 employees including members of council were received for study assistance, tabled and approved by the municipal training committee meeting.</p> <p>Q. No employment equity meeting was held under the period review</p>
<p>The Municipality is required in terms of the Occupational Health and Safety Act (85 of 1993) and its Regulations to ensure that there is a Health and Safe Work Environment.</p>	<p><u>Priority:</u> Occupational Health and Safety</p> <p><u>Impact:</u> Healthy and Safe work environment</p>	<p>Deployment of the services of the Health and Safety service provider</p>	<p>Four (4) Health and Safety Committee meetings, four (4) Health and Safety workplace inspections were conducted and two (2) educational</p>

Chapter 3

			awareness sessions for employees took place during the 2022/2023 financial year. A Health and Safety Plan and Policy were in place during the 2022/2023 financial year.
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SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES

There were four hundred and forty-three (443) members of the MLM that includes fifty-one (51) trainees during the period under review

Councillors – 54;

Traditional Leaders – 2;

Permanent – 261;

Fixed – term Contract (Management + other) – 69;

Temporary/Short-term – 6

Interns (MLM + Treasury) – 32;

In-service Trainees – 19;

Total = 443

T 3.26.2

The total number of financial official's employed as per Regulation 14(4) of the Municipal Regulations on Minimum Competency Levels issued on 26 October 2018.

Details	Response
The total number of financial official's employed	37
the total number of financial officials whose competency assessments have been completed	19
the total number of supply chain management officials employed	10
the total number of supply chain management officials whose competency assessments have been completed	5

Chapter 3

the total number of financial officials and supply chain management officials that meet the prescribed competency levels

19

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Human Resource Services Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2022/2023	Year 2023/2024	Year 2024/2025
Service Indicators (i)	(ii)	Target	Actual	Target		Actual	Target		
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following Year (x)
Service Objective									
Approval of the staff establishment	Approval of the reviewed Staff Establishment,	Approval of the 2021/2022 reviewed Staff Establishment by 30 June 2022	The 2020/2021 Staff Establishment was approved on 26 May 2022 (CR 140/26/05/2022)	Approval of the 2020/2021 reviewed Staff Establishment by 30 June 2021	Approval of the 2021/2022 reviewed Staff Establishment by 30 June 2022	The 2022/2023 Staff Establishment was approved on 25 May 2023 (CR 140/25/05/2023)	Approval of the 2022/2023 reviewed Staff Establishment by 30 June 2023.	Approval of the 2023/2024 reviewed Staff Establishment by 30 June 2024	Approval of the 2023/2024 reviewed Staff Establishment by 30 June 2025
Training interventions	Coordinate fifteen (15) training & capacity building programmes as per WSP of 2018 /2019 by 30 June 2019.	Coordinate fifteen (15) training & capacity building Programmes as per WSP for 2020/21 by 30 June 2021	20 (Twenty) Training interventions were rolled out as follows: 13 (Thirteen))employees Basic Computer Literacy Training on 01-02 Sept 2021, 14 Employees attended Peace Officer	Fifteen (15) training Programmes coordinated by 30 June 2021.	Coordinating of Fifteen (15) training Programmes in as per 2020/2021 WSP.	20 (Twenty) Training interventions were rolled out as follows: 13 (Thirteen))employees Basic Computer Literacy Training, 14 Employees attended Peace Officer Course training,	N/A	N/A	N/A

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			Course training on 06-14 Sep 2021, Twenty nine Employees attended Basic Computer Literacy Training on 18-20 September 2021 to 01 Oct 2021, Four Employees attended Strategic Planning Training on 25- 29 Oct 2021, 15 Employees attended Fire fighter 03-04 November 2021, Two Employee attended ORHVS training on 22-26 November 2021, Four employees attended Records Management on 24-26 November 2021, Two		study financial assistance to 12 employees/councilors towards their formal qualification.	Twenty nine Employees attended Basic Computer Literacy Training on, Four Employees attended Strategic Planning Training on, 15 Employees attended Fire fighter, Two Employee attended ORHVS training on, Four employees attended Records Management on, Two employees attended COBID 05, Four Employees attended Waste Management Training , Two Employees Fleet Management, 18 Employees attended			
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Chapter 3

			employees attended COBID 05 on 22-23 November 2021, Four Employees attended Waste Management Training on 31-02 December 2021 to 10 December 2021, Two Employees Fleet Management 1-3 December 2021, 18 Employees attended Computer Literacy Training on 06-08 December 2021, One Employees attended Basic Traffic Diploma Training on 10 Jan 2022 - 16 Dec 2022, All Members of Council attended			Computer Literacy Training, One Employees attended Basic Traffic Diploma Training, All Members of Council attended Council Induction, 07 Employees attended Traffic Warden & Peace Training on, 13 employees attended Computer Literacy in 2022, Three employee attended Examiner of Motor Vehicle in 2022, Nineteen Employees attended Advance Excel , Fifteen Employees attended Local Labour LLF Training on, Two			
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Chapter 3

			<p>Council Induction on 10 Jan – 14 Jan 2021, 07 Employees attended Traffic Warden & Peace Training on 14 Feb 2022, 13 employees attended Computer Literacy on 9-11 March 2022, Three employee attended Examiner of Motor Vehicle on 13 May 2022- 30 Jul 2022, Nineteen Employees attended Advance Excel on 25- 27 May 2022, Fifteen Employees attended Local Labour LLF Training on 15 April 2021, Two Employees attended</p>			<p>Employees attended Estimating Coasting & Pricing of Construction Tenders.</p>			
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[illegible]

Chapter 3

Financial Performance Year 2022/23: Human Resource Services					
R'000					
Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	279,245	350,000	350,000	260,002	89,998
Expenditure:	10,741,861	13,640,928	13,690,928	12,510,274	1,180,654
Employees	4,980,080	6,425,988	6,425,988	5,365,490	1,060,498
Repairs and Maintenance	-				-
Other	5,761,781	7,214,940	7,264,940	7,144,784	120,156
Total Operational Expenditure	10,741,861	13,640,928	13,690,928	12,510,274	1,180,654
Net Operational Expenditure	-10,462,616	-13,290,928	-13,340,928	-12,250,272	-1,090,656
<i>T 3.26.5</i>					

Capital Expenditure Year 2022/23: Human Resource Services					
R' 000					
Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	159,996	159,996	153,524	6,472	159996
LAPTOPS	60,000	60,000	55,515	4,485	60000
FURNITURE & EQUIPMENT	99,996	99,996	98,009	1,987	99996
<i>T 3.26.6</i>					

3.27 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The Matatiele Local Municipality identified projects to address challenges pertaining to (i) provision of ICT Governance and Management, (ii) provision of Information Security and Network Security, (iii) provision of User Application Support, (iv) provision of ICT Infrastructure and Data Centre Management, (v) provision of ICT equipment and tools of trade and (vi) Provision of Records Management and Archiving.

The Municipality is using its internal human resources to ensure the effective provision of User Application Support. There were two (2) policy framework documents that were identified and developed internally to address Information Security. In the issues of Information and Network Security, the current status remains as all information leaving or entering the Municipality is protected.

Notwithstanding the operational projects such as provision of communication systems and tools of trade, printing services, and general user support, the Municipality has embarked on the project of automating and digitalisation of all records through implementation of Electronic Document and Records Management (EDRMS). The project is in the controlling and monitoring phase where activities such as digitalisation of records is ongoing.

T 3.27.1

SERVICE STATISTICS FOR ICT SERVICES

Matatiele Local municipality ICT section deals with the following issues:

1. Management of Information Security;
2. Management and Protection of ICT Infrastructure and Electronic communication;
3. Asset Management Physical Security and Environmental Controls;
4. System Acquisition development and maintenance;
5. Management of Human Resource Security and System Access;
6. Business Continuity Management;
7. Management of Third-Party Relationships;
8. General Usage and Controls of ICT Services; and

Chapter 3

9. ICT Risk Management

T 3.27.2

The Municipality has, during the year under review, procured and utilised the services of the Service Providers hereunder on Table 3.27.2 to maintain and improve its ICT Services throughout the Municipality as a measure of effecting Service Delivery.

Table 3.27.2.: ICT Service Providers for 2022/2023

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LEGEND: 1 – Not meeting the standards (0-30%) 2 – Meet some of the standards (30-50%) 3 – Meet most of the standards (50-70%) 4 – Meet all the standards (70-100%)							
Name of Service Provider	Service Rendered	Project Name	Set Target of Performance	Status of Performance	Measure Taken Improve Performance	Rating for Service Provider	Comments /Recommendations
Munsoft	Provision of Financial System	FMS System	To provide 24/7 to all financial transactions in compliance with mSCOA regulations	Most standards are met except the integration with VIP	Met with service provider to address issues pertaining to VIP integration	3	The contract was renewed through the CFO using Section 116 provision. The new contract includes schedule P (HR and PAYROLL)
SAGE-VIP	Provision of Human Capital System	Human Capital System	To provide 24/7 access to human resource information	Most standards are met except the integration with FMS	Met with service provider to address issues pertaining to MUNSOFT integration	3	New HR and PAYROLL system procured as part of FMS, Schedule P.
Khanya Africa	Provision of Electronic Document and Records Management System	Implementation of EDRMS	Installation and configuration of predefined workflows within the EDRMS	The EDRMS is installed, records being scanned, workflows are configured	N/A	3	The system is unable to identify disposal dates of certain files and/or other paper-based records in the strong

Chapter 3

							room
Vodacom	Provision of voice and mobile data	Provision of cellular phone and mobile data	100% uptime and response to all incidents	The 100% uptime was not achieved in some instance where network was problem	Held meetings to	4	None
Telkom	Provision on internet, telephones and virtual private network	Provision of internet, telephone and VPNS services	99.99% uptime on provision in internet, telephone and VPNS	Telkom services are stable, only affected when cables get stolen.	The municipality configured a failover line using existing MTN Microwave.	4	None
Cwephesh e computer solutions	Installation of surveillance cameras	Maintenance, installation, repairs and replacement of surveillance cameras	100% resolution to all incidents pertaining to surveillance camera	100% of all requested were resolved as and when logged	N/A	4	None
CoreTalk	Provision of Bulk Massaging	Bulk SMS	100% uptime and response to all incidents	100% of all requested were resolved as and when logged	N/A	4	None
Quality Web Design	Provision of customer care system.	Provision of customer care system.	100% uptime and response to all incidents	100% of all requested were resolved as and when	The ICT unit participate in the communities'	3	None

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				logged	awareness and training.		
ICT Choice	1. Email Management & Archiving	Ensure and maintain 100% uptime of municipal emails	100% uptime and response to all incidents	100% of all requested were resolved as and when logged	N/A	3	None
	2. Website Hosting & Maintenance	100% availability of the Website	Ensure 100% uptime and availability	100% uptime and availability	Transferred Domain to ICT Choice	3	None
	3. Provision of automated user document backup system	User data backup	Ensure individual user Data is cloud backed and timeously available when required.	user data is backed on the cloud.	N/A	3	Contract ended and was not renewed.
Itec	Provision Printing Services	Provision Printing Services	Ensure efficient printing, scanning and photocopying services.	Efficient printing, scanning and photocopying services.	On-site maintenance and support personnel.	4	None
KC & SC Son Trading	1. Supply Computer Hardware Including	Supply Computer Hardware Including Maintenance and Support	To ensure effective Supply of Computer Hardware Including Maintenance and	Effective supply and delivery of tools of trade.	None	4	Negotiate for the inclusion of lower laptop specification

Chapter 3

	g Maintenance and Support. 2. Supply and delivery and installation of UPS	Supply and delivery and installation of UPS	Support. Supply and delivery and installation of UPS				
Dimension Data	Provision of MSS	Provision of MSS	Provision of MSS	100% MSS	Weekly operational meetings to speed implementation	4	None
Blue Cycle Trading	Provision of cyber security and risk assessment report	Provision of cyber security and risk assessment report	Cyber Security Assessment report, Cyber Security Strategy, Cyber Security Policy, Cyber Security SOP's	100% Cyber Security Assessment report, Cyber Security Strategy, Cyber Security Policy, Cyber Security SOP's	None	4	None

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ICT Services Policy Objectives Taken From IDP									
Service Objectives	Outline Service Targets	Year 2021/2022		Year 2022/2023			Year 2022/2023	Year 2023/2024	Year 2024/2025
		Target	Actual	Target		Actual	Target		
		*Previous Year		*Previous Year (2021/2022)	*Current Year (2022/2023)		*Current Year (2022/2023)	*Current Year (2023/2024)	*Following Year (2024/2025)
(i)	(ii)	(iii)	(iv)	(v)	(vi)	(vii)	(viii)	(ix)	(x)
Service Objective: to acquire, manage and provide secure and accessible ICT services									
Provision of ICT equipment and tools of trade	To provide reliable equipment and tools of trade to all users	Procure 100 laptops for councillors and employees by 30 June 2022	Procured delivered (113) laptops for the new council and Municipal employees in Q2 on 27 October 2021	Procured 43 laptops at the end of June 2021	Procure 100 laptops for councillors and employees	Procured 28 laptops for councillors and employees	Supply and replace network nodes (80)	Supply and replace network nodes (40)	Supply and replace network nodes (40)
To provide reliable and efficient ICT services to	N/A	N/A	N/A	Refine, Pilot and commission eight (8) workflows within	N/A	N/A	N/A	N/A	N/A

[illegible]

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Employees: ICT Services					
Job Level	Year 2021/2022	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	0%
4 - 6	0	0	0	0	0%
7 - 9	0	0	0	0	0%
10 - 12	8	9	9	0	11%

Financial Performance Year 2022/23: ICT Services					
R'000					
Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	-	-	-		
Expenditure:		17,726,160	18,226,161	19,777,711	-1,551,550
Employees	4,262,395	4,677,468	4,677,468	4,650,592	26,876
Repairs and Maintenance	344,530	500,000	300,000	471,831	-171,831
Other	9,618,476	12,548,692	13,248,693	14,655,288	-1,406,595
Total Operational Expenditure	14,225,401	17,726,160	18,226,161	19,777,711	-1,551,550
Net Operational Expenditure	-14,225,401	-17,726,160	-18,226,161	-19,777,711	1,551,550
<i>T 3.27.5</i>					

Chapter 3

Capital Expenditure Year 2022/23: ICT Services					
R' 000					
Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	1,800,000	1,800,000	1,392,190	407,810	
UNINTERIPTED POWER SUPPLY (ups)	200,004	225,004	193,941	31,063	225,004
SURVEILLANCE CAMERAS	399,996	389,996	343,321	46,675	389,996
PUBLIC WI FI	500,004	580,004	579,081	923	580,004
Computer Equipment (Councillors & ward Clerks)	150,000	200,004	127,193	72,811	200,004
Network Cable for ICT Centre	99,996	154,996	148,654	6,342	154,996
NETWORK ESTABLISHMENT	249,996	249,996	-	249,996	249,996
SWITCH	200,004	-			0
T 3.27.6					

COMMENT ON THE PERFORMANCE OF ICT SERVICES OVERALL:

The Municipality has performed fairly well in the financial year under review. Despite the challenges such as budget cuts, moratorium on Tender and non-responsive tenders. Challenges also include adoption challenges of technology related changes in the municipality

- (i) Development of Workflows,
- (ii) usage of Biometrics system,
- (iii) Customer care Digital Application and.

T3.27.7

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3.28 PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

This component includes: property; legal; risk management and procurement services.

INTRODUCTION TO PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

Risk impact assessment is the process of assessing the probabilities and consequence of risk events if they are realized. The Municipal Finance Management Act (No. 56 of 2003), S 166(2) (ii) prescribes that the Audit Committee must advise council in matters relating to risk management. The identification of these risks and the management thereof is the primary responsibility of Council and management. In this regard Council is advised to hold Municipal management accountable for the risk management function and the implemented antifraud and corruption plan is monitoring the day-to-day operations of the administration.

This should include enhancing controls and standard operating procedures especially in the supply chain management environment. Most organizations programs have improved their risk management capacity and are making some progress in building and implementing their performance measurement strategies. Institutions must, in accordance with the previously mentioned prescripts, implement and maintain effective, efficient and transparent systems of risk management and internal control.

The underlying intention is that Institutions should through the risk management process achieve, among other things, the following outcomes needed to underpin and enhance performance:

- a) More sustainable and reliable delivery of services;
- b) informed decisions underpinned by appropriate rigour and analysis;
- c) Innovation;
- d) Reduced waste;
- e) Prevention of fraud and corruption;
- f) Better value for money through more efficient use of resources; and
- g) Better outputs and outcomes through improved project and programme management.

LEGAL SERVICES

- The Matatiele Local Municipality builds up partnerships with institutions, relationships with employees and makes many decisions where Matatiele residents are affected.

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- To do this properly, there is a need for a Legal Team to provide guidance so that everything is above board and legal. This is where Legal Services comes in.

Priorities are to provide:

- Institutional Corporate Legal Compliance;
- Opinions;
- Labour Law Services;
- Coordinate and re-align Municipal By-Laws;
- Litigation Services;
- Contracts Management services; and
- Property Legal Services.

Impact during the year:

Through its supportive and advisory role, the Legal Services Unit strengthens the capacity of the Municipality to fulfil its constitutional and other legislative mandates. This is done by providing legal advice and support to the Municipality.

Measure taken to improve performance:

Continual training for legal services officials to enable them to keep abreast of legal updates.

Achievements:

- Protecting the interests of the Municipality
- Assurance of compliance with legislations

Development of the Procurement Plan to monitor and keep track of all the bids issued by the Municipality and also to ensure that they are awarded within the set targets.

T3.28.1

Chapter 3

Property; Legal; Risk Management; and Procurement Services Policy Objectives Taken From IDP									
Service Objectives <i>Service Indicators</i> (i)	Outline Service Targets (ii)	Year 2021/2022		Year 2022/2023			Year 2022/2023 3	Year 2022-2024	
		Target	Actual	Target		Actual	Target		
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	2022/2023 3 (viii)	2023/2024 (ix)	2024/2025 (x)
Service Objective xxx									
<i>Ensure compliance to legislation, adopted policies and plans</i>	Review bylaws	Draft and review 2 by-laws by 30 June 2021.	Reviewed 3 by-laws and drafted 1 by-law by 30 June 2022	Review 2 and gazette 2 bylaws by 30 June 2022	Review 2 and gazette 2 bylaws by 30 June 2023.	4 bylaws reviewed and gazetted by 30 June 2023	Review 2 and gazette 2 bylaws by 30 June 2023.	Review 2 and gazette 2 bylaws by 30 June 2024.	Review and gazette 4 bylaws by 30 June 2024.
<i>Provide an effective litigation services in defending the interests of the Municipality</i>	Administration and management of litigation cases	12 Monthly reports on Administration and management of litigation cases against and instituted by the Municipality by 30 June 2020	Provided 100% of legal services and advice and prepared twelve (12) monthly reports by 30 June 2022	Provide 100% legal services and advice no municipal legal matters by 30 June 2022	Provide 100% legal services and advice no municipal legal matters by 30 June 2023	100% legal services and advice provided on municipal matters by 30 June 2023.	Provide 100% legal services and advice no municipal legal matters by 30 June 2023	Provide 100% legal services and advice no municipal legal matters by 30 June 2024.	Provide 100% legal services and advice on municipal legal matters by 30 June 2024
T 3.28.3									

Chapter 3

Employees: Legal; Risk Management; and Procurement Services					
Job Level	Year 2021/2022	Year 2022/2023			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents) No.	Vacancies (as a % of total posts) %
0 - 3	0	0	0	0	0%
07 - 9	0	0	0	0	0%
10 - 12	1	2	1	1	50%
13 - 15	5	7	5	2	29%
16 - 18	1	1	1	0	0%
19 - 20	2	2	2	0	0%
Total	0	0	0	0	0%
					T3.28.4

Financial Performance Year 2022/23: Property; Legal; Risk Management and Procurement Services					
					R'000
Details	Year 2021/22	Year 2022/23			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	516,570	-200,004	-200,004	-603,366	403,362
Expenditure:	22,699,793	31,243,152	32,493,155	26,788,612	5,704,543
Employees	7,591,144	12,573,252	12,573,252	10,374,426	2,198,826
Repairs and Maintenance	3,570,491	2,499,996	5,499,996	4,297,051	1,202,945
Other	11,538,158	16,169,904	14,419,907	12,117,134	2,302,773
Total Operational Expenditure	22,699,793	31,243,152	32,493,155	26,788,612	5,704,543
Net Operational Expenditure	-22,183,222	-31,443,156	-32,693,159	-27,391,978	-5,301,181
					T 3.28.5

Chapter 3

Capital Expenditure Year 2022/23: Property; Legal; Risk Management and Procurement Services					
R' 000					
Capital Projects	Year 2022/23				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	2,480,004	3,730,004	3,671,117	58,887	3730004
LAPTOP					
Laptops	60,000.00	60,000.00	55103.37	4,897	60000
COMPUTER EQUIPMENT	-	100,004.00	86956.52	13,047	100004
LAPTOP	30,000.00	60,000.00	59285.19	715	60000
OFFICE FURNUTURE EQUIPMENT	39,996.00	9,996.00	3150	6,846	9996
Car Port	-	450,000.00	420000	30,000	450000
MUNICIPAL FLEET	2,000,004.00	3,050,004.00	3046621.98	3,382	3050004
					T 3.28.6

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COMPONENT J: MISCELLANEOUS

This component includes: the provision of Airports, Abattoirs, Municipal Courts and Forestry as municipal enterprises.

INTRODUCTION TO MISCELLANEOUS

This does not apply to Matatiele Local Municipality

T 3.29.0

COMPONENT K: ORGANISATIONAL PERFORMANCE SCORECARD

This component includes: Annual Performance Scorecard Report for the current year.

The Municipal Manager has according to Section 66 of the Local Governments Municipal Systems Act 32 of 2000 as amended, performed the following functions:

- Submitted the Staff establishment to Council for approval.
- Provided a Job Description for each post on the staff establishment.
- Attached to those posts the remuneration and other conditions of service as may be determined in accordance with any applicable labour legislation.
- Established a process or mechanism to regularly evaluate the staff establishment and if necessary review the staff establishment and remuneration and conditions of services.

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CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II)

INTRODUCTION

The Municipal Manager has according to Section 66 of the Local Governments Municipal Systems Act 32 of 2000 as amended performed the following functions:

- Submitted the Staff establishment to Council for approval on 25 May 2023;
- Provided a Job Description for each post on the staff establishment;
- Attached to those posts the remuneration and other conditions of service as may be determined in accordance with any applicable labour legislation;
- Established a process or mechanism to regularly evaluate the staff establishment and if necessary review the staff establishment and remuneration and conditions of services as per IDP AND SDBIP and
- Reviewed Job Descriptions for employees.

T 4.0.1

COMPONENT A: INTRODUCTION TO THE MUNICIPAL PERSONNEL

4.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Employees					
Description	Year 2021/2022	Year 2022/2023			
	Employee s No.	Approve d Posts No.	Employee s No.	Vacancie s No.	Vacancie s %
Water	0	0	0	0	0%
Waste Water (Sanitation)	0	0	0	0	0%
Electricity	18	19	18	1	5.3%
Waste Management	16	16	15	1	6.25%
Housing	2	2	2	0	0%
Waste Water (Storm water Drainage)	0	0	0	0	0%

Chapter 4

Roads	50	63	41	22	34.92%
Transport	3	3	3	0	0.00%
Planning	4	7	5	2	28.57%
Local Economic Development	7	7	7	0	0.00%
Planning (Strategic and Regulatory)	2	2	1	1	50%
Community and Social Services	18	19	17	2	5.3%
Environmental Protection	5	5	5	0	0.00%
Health	0	0	0	0	0%
Security and Safety	20	25	19	6	24%
Sport and Recreation	0	0	0	0	0%
Corporate Policy Offices and Other	0	0	0	0	0%
Totals	145	168	133	35	
					T4.1.1

Designations	*Total Approved Posts	*Vacancies (Total time that vacancies exist using fulltime equivalents)	*Vacancies (as a proportion of total posts in each category)
	No.	No.	%
Municipal Manager	1	0	0.00
CFO	1	0	0.00
Other S57 Managers (excluding Finance Posts)	4	0	0.00
Other S57 Managers (Finance posts)	0	0	0.00
Traffic officers	19	6	0.00
Fire fighters	5	1	0.00
Middle management: TG 16 (excluding Finance Posts)	16	0	0.00
Middle management: TG 16 (Finance posts)	4	0	0.00
Highly skilled supervision: TG 14 - 12 (excluding Finance posts)	29	0	0.00
Highly skilled supervision: TG 14 - 12 (Finance posts)	10	0	0.00
Total	88	7	3.4
			T4.1.2

Chapter 4

Turn-over Rate			
Details	Total Appointments as of beginning of Financial Year No.	Terminations during the Financial Year No.	Turn-over Rate* (%)
Year 2020/2021	25	13	52%
Year 2021/2022	79	56	70.88%
Year 2022/2023	16	14	87.5%
			T4.1.3

Chapter 4

4.2 POLICIES

HR Policies and Plans				
	Name of Policy	Completed %	Reviewed %	Date adopted by council or comment on failure to adopt
1	ACTING APPOINTMENTS POLICY	100	100	25 May 2023
2	LEAVE ENCASHMENT POLICY	100	100	25 May 2023
3	CAPACITY BUILDING AND TRAINING FOR MUNICIPAL COUNCILLORS POLICY	100	100	25 May 2023
4	EMPLOYEE RELOCATION POLICY	100	100	25 May 2023
5	EMPLOYMENT POLICY	100	100	25 May 2023
6	HUMAN CAPITAL PLACEMENT POLICY	100	100	25 May 2023
7	INCLEMENT WEATHER POLICY	100	100	25 May 2023
8	PERFORMANCE MANAGEMENT AND DEVELOPMENT POLICY	100	100	25 May 2023
9	INDUCTION MANUAL POLICY	100	100	25 May 2023
10	LABOUR RELATIONS POLICY	100	100	25 May 2023
11	LEAVE MANAGEMENT POLICY	100	100	25 May 2023
12	MUNICIPAL BEREAVEMENT POLICY	100	100	25 May 2023
13	HIV AND AIDS POLICY	100	100	25 May 2023
14	OCCUPATIONAL HEALTH AND SAFETY POLICY	100	100	25 May 2023
15	ORGANISATIONAL ESTABLISHMENT POLICY	100	100	25 May 2023
16	OVERTIME, UNDERTIME AND FLEXTIME REGULATIONS	100	100	25 May 2023
17	PROMOTION AND TRANSFER POLICY	100	100	25 May 2023

Chapter 4

18	REMUNERATION POLICY	100	100	25 May 2023
19	HUMAN CAPITAL RETENTION STRATEGY	100	100	25 May 2023
20	SECONDMENT POLICY	100	100	25 May 2023
21	SHIFT ALLOWANCE POLICY	100	100	25 May 2023
22	CODE OF CONDUCT FOR MUNICIPAL STAFF MEMBERS AS PER SCHEDULE (2) OF MUNICIPAL SYSTEMS ACT 32 OF 2000, AS AMENDED.	100	100	25 May 2023
23	SUBSISTENCE & TRAVEL POLICY	100	100	25 May 2023
24	TERMINATION OF SERVICE POLICY	100	100	25 May 2023
25	TRAINING AND DEVELOPMENT POLICY	100	100	25 May 2023
26	YOUNG PEOPLE PRACTICAL TRAINING POLICY	100	100	25 May 2023
27	CAREER AND SUCCESSION PLANNING POLICY	100	100	25 May 2023
28	EMPLOYEE ASSISTANCE AND WELLNESS	100	100	25 May 2023
29	TASK JOB EVALUATION POLICY	100	100	25 May 2023
30	STANDBY ALLOWANCE POLICY	100	100	25 May 2023
31	EMPLOYMENT EQUITY AND AFFIRMATIVE ACTION POLICY	100	100	25 May 2023
32	EMPLOYMENT EQUITY PLAN	100	100	25 May 2023
33	SUBSTANCE ABUSE POLICY	100	100	25 May 2023
34	WORKPLACE BULLYING POLICY	100	100	25 May 2023
35	MLM HUMAN RESOURCES MANAGEMENT PLAN – 2018 – 2022	100	100	25 May 2023
T 4.2.1				

Chapter 4

COMMENT ON WORKFORCE POLICY DEVELOPMENT:

Thirty-four (34) Policies and 1 plan were reviewed and adopted on 25 May 2023. Training and Development initiatives were put in place the formulation of annual Workplace Skills Plan. The skills gap as well as identified training needs were documented after conducting the Skills Audit.

The annual Workplace Skills Plan was then formulated in response to the identified Skills gap and training needs. The Workplace Skills Plan was implemented as approved in line with the provided training budget.

T 4.2.1.1

4.3 INJURIES, SICKNESS AND SUSPENSIONS

Number and Cost of Injuries on Duty					
Type of injury	Injury Leave Taken	Employees using injury leave	Proportion employees using sick leave	Average Injury Leave per employee	Total Estimated Cost
	Days	No.	%	Days	R'000
Required basic medical attention only	0	0	0	0	0
Temporary total disablement	N/A	N/A	N/A	N/A	N/A
Permanent disablement	N/A	N/A	N/A	N/A	N/A
Fatal	N/A	N/A	N/A	N/A	N/A
Total	0	0	0	0	0

T4.3.1

Number of days and Cost of Sick Leave (excluding injuries on duty)						
Salary band	Total sick leave	Proportion of sick leave without medical certification	Employees using sick leave	Total employees in post*	*Average sick leave per Employees	Estimated cost
	Days	%	No.	No.	Days	R' 000
Lower skilled (Levels 0-3)	157	12.02%	52	94	0.37	88769

Chapter 4

Skilled (Levels 7-9)	122	4.61%	34	63	0.53	93129
Highly skilled production (levels 10-12)	293	3.92%	61	120	0.35	343832
Highly skilled supervision (levels 13-15)	113	2%	6	15	0.25	86342
Senior management (Levels 16-18)	79	0%	5	19	0.81	123834
MM and S57	17	0%	2	6	0.61	32983
Total	566	22.55%	160	317	2.92	768889
<i>T 4.3.2</i>						

COMMENT ON INJURY AND SICK LEAVE:

The Municipal Human Resources unit generates reports on a monthly basis pertaining to sick leave periods as well as injury on duty. All personnel records pertaining to sick leave and injury on duty are filed in the personnel files of employees.

The Municipality is constantly monitoring instances of injury on duty as well as taking of sick leave by its employees. In the year under review, the Municipality has been implementing a pro-active Health and Safety programme aimed at reducing and curtailing instances of injury on duty as well as suffering from work related sickness.

There is also an OHS Committee that oversees the safe working conditions of employees within the Municipality. Furthermore, the Municipality held a Wellness and Awareness's day in each quarter of the financial year.

T 4.3.4

Chapter 4

4.4 PERFORMANCE REWARDS

Performance Rewards By Gender					
Designations	Beneficiary profile				
	Gender	Total number of employees in group	Number of beneficiaries	Expenditure on rewards Year 2022/2023 R' 000	Proportion of beneficiaries within group %
Lower skilled (Levels 1-2)	Female	0	0	0	0
	Male	0	0	0	0
Skilled (Levels 3-5)	Female	47	4	R10 000	1.88%
	Male	51	3	R7500	1.53%
Highly skilled production (levels 6-8)	Female	7	1	R2500	0.07%
	Male	29	0	0	0
Highly skilled supervision (levels 9-12)	Female	77	11	R27500	8.47%
	Male	76	10	R25000	7.6%
Senior management (Levels 13-15)	Female	9	0	0	0
	Male	8	0	0	0
MM and S57	Female	2	0	0	0
	Male	4	0	0	0
Total		310	29	R72 500.00	19.55%
T4.4.1					

COMMENT ON PERFORMANCE REWARDS:

The assessments that were conducted for the year 2022/2023, i.e. from July 2023 to September 2023, there were no performance bonuses paid to managers. The non – monetary performance rewards were offered to twenty - nine (29) employees between Task grade 14 – 03.

T 4.4.1.1

Chapter 4

COMPONENT C: CAPACITATING THE MUNICIPAL WORKFORCE

Chapter 4

4.5 SKILLS DEVELOPMENT AND TRAINING

Skills Development Expenditure										
R1 488 599.99										
Management level	Gender	Employees as at the beginning of the financial year	Original Budget and Actual Expenditure on skills development Year 2022/2023							
			Learner ships		Skills programmes and other short courses		Other forms of training		Total	
		No.	Original Budget	Actual (R)	Original Budget (R)	Actual (R)	Original Budget (R)	Actual (R)	Original Budget (R)	Actual (R)
MM and S57	Female	1		R00		R2 071.00		R0		R2 071.00
	Male	2		R00		R4 142.00		R00		R4 142.00
Legislators, senior officials and managers	Female	12		R00		R68 540.64		R96 159.00		R164 699.64
	Male	11		R59 350.03		R 57 540.34		R 113 515.00		R230 405.37
Professionals	Female	26		R00		R47 708.00		R135 277.96		R182 985.96
	Male	16		R00		R33 776.00		R220 928.00		R 254 704.00
Technicians and associate professionals	Female	1		R00		R2 605.27		R00		R2 605.27
	Male	4		R00		R29 960.00		R00		R29 960.00
					R1 500 000.00		R1 500 000.00		R1 500 000.00	

Chapter 4

Clerks	Female	12		R00		R33 974.54		R185 712.84		R219 687.38
	Male	11		R00		R64 071.08		R61 339.92		R125 411.00
Service and sales workers	Female	4		R00		R34 600.00		R103 369.00		R 137 969.00
	Male	7		R34 500.00		R 64 089.00		R71 815.00		R76 875.12
Plant and machine operators and assemblers	Female	0		R00		R00		R00		R.00
	Male	1		R00		R7 600.00.		R00		R7 600.00
Elementary occupations	Female	2		R00		R11 563.00		R00		R11 563.00
	Male	8		R00		47 763.00		R00		R47 763.00
Sub total	Female	58		R00		R201 062.45		R417 149.08		
	Male	61		R93 850.03		R308 941.42		R467 597.92		
Total	119			R93 850.03		R510 003.87		R884 746.93		R1 488 599.99
										T4.5.3

Chapter 4

<i>Adequacy of Training Plans</i>	<i>Effectiveness of Implementation</i>	<i>Variance between actual and budgeted expenditure</i>	<i>Adequacy of funding</i>
The amount of money allocated for the Skills Training Programme of R1, 500,000.00 for both employees and members of Council was not adequate for a staff complement of + - 300 exclusive of a total number of (54) members of Council. The Training Plan were adequate however, allocated funding for the year under review was not adequate as the budget was below 100% which is the total operating budget of the Municipality.	26 out of 15 training Interventions planned were effectively implemented during the year under review.	<p>Out of R1, 500,000.00 budget, the actual budget used was R884 746.93 which was paid towards financial study assistance for a total number of (34) Thirty-four Employees inclusive of Six (6) Members of Council benefitted in respect of financial assistance.</p> <p>R603 853.06 was used for short courses or skills programmes and Learnerships programmes for employed.</p> <p>The overall amount paid to or for the SDL Levy for the year under review is R 1 391 589.56 employer (Contribution)</p>	The Training funding remains inadequate as long as the large number of employees is not benefiting from the funded annual training programme.

COMPONENT D: MANAGING THE WORKFORCE EXPENDITURE

INTRODUCTION TO WORKFORCE EXPENDITURE

Matatiele Local Municipality workforce expenditure was below the budget as the budget was 30% and the actual expenditure was 27% of the total operating budget of the Municipality.

Reduction of negative impacts of salary costs on service delivery obligations of the Municipality. Municipality controls salary increments through a multi-year collective agreement on salary increases for the Local Government sector. There are sufficient management controls and tools for controlling expenditure on workforce (e.g. overtime pre-authorization forms and overtime claim forms).

Chapter 4

Pressure to Overspend

There is an ever-growing need for additional Human Capital to the Municipal Departments. There is limited control over overtime expenditure due to unforeseeable service delivery challenges. Payment of market related salaries as well as attraction and retention of Human Capital with scarce skills. The Retention strategy has the potential of pushing up the workforce expenditure due to the demands of the Labour Market.

How Spending is Controlled

By reviewing the Municipal Staff Establishment on an annual basis, inserting proposed and budgeted for positions and ensuring that all posts are contained in the staff establishment. All posts are budgeted for before they are filled. Overtime, stand-by and shift allowances are budgeted for with more emphasis being put on essential services employees. Non-essential services employees are rewarded for overtime by means of time off. To ensure that all overtime pre-authorization forms and overtime claims are approved by authorized persons.

Obtaining Value for Money from Workforce Expenditure

Municipality recruited skilled labour, performed capacity building, rolled out Individual Performance Management and ensured that it is cascaded even to the lower levels within the Municipality i.e.: from Management to employees at TASK Grade 5. Monthly management reports are prepared as part and parcel of continual monitoring and evaluation of workforce expenditure.

T 4.6.0

Number of employees whose salaries were increased due to their positions being upgraded

Beneficiaries	Gender	Total
Lower skilled (Levels 1-2)	Female	0
	Male	0
Skilled (Levels 3-5)	Female	0
	Male	0
Highly skilled production (Levels 6-8)	Female	0
	Male	00
Highly skilled supervision (Levels 9-12)	Female	09

Chapter 4

	Male	00
Senior management (Levels13-16)	Female	02
	Male	03
MM and S 57	Female	0
	Male	0
Total		14
		T4.6.2

COMMENT ON UPGRADED POSTS AND THOSE THAT ARE AT VARIANCE WITH NORMAL PRACTICE:

There are employees that are being paid above the determined TASK Grade of the post. Positions within the Municipal Organisational Structure have been graded both at the District Job Evaluation Committee and Provincial Audit Committee. There are no employees appointed on non-approved posts.

T 4.6

The total number of financial official's employed as per Regulation 14(4) of the Municipal Regulations on Minimum Competency Levels issued on 26 October 2018.

Details	Response
The total number of financial official's employed	40
the total number of financial officials whose competency assessments have been completed	34
the total number of supply chain management officials employed	10
the total number of supply chain management officials whose competency assessments have been completed	8
the total number of financial officials and supply chain management officials that meet the prescribed competency levels	34

DISCLOSURES OF FINANCIAL INTERESTS

The Matatiele Local Municipality officials and councillors did a financial interest disclosure for 2022/2023 as outlined in Appendix J.

T 4.6.6

Chapter 5

CHAPTER 5 – FINANCIAL PERFORMANCE

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

INTRODUCTION TO FINANCIAL STATEMENTS

The Municipality is able to pay its creditors timeously as required. The Municipality is able to utilise its reserves for construction of access roads. The Municipality obtained an unqualified audit opinion. The Municipality is financially viable and is able to meet its obligations. The Municipality is also able to earn interest from external investment.

T 5.1.0

Chapter 5

5.1 STATEMENTS OF FINANCIAL PERFORMANCE

Financial Summary						
R' 000						
Description	Year 2021/22	Current: Year 2022/23			Year 2022/23 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Financial Performance						
Property rates		54 088	54 088	48 716	10%	10%
Service charges		86 942	86 942	70 828	19%	19%
Investment revenue		14 650	15 060	19 146	-31%	-27%
Transfers recognized - operational		293 418	295 226	293 763	0%	0%
Other own revenue		28 129	136 788	133 470	-374%	2%
Total Revenue (excluding capital transfers and contributions)	—	477 227	588 104	565 921	-19%	4%
Employee costs		141 262	155 816	146 661	-4%	6%
Remuneration of councillors		22 459	22 459	22 872	-2%	-2%
Depreciation & asset impairment		53 336	56 654	59 874	-12%	-6%
Finance charges		—	—		0%	0%
Materials and bulk purchases		69 130	69 525	64 109	7%	8%
Transfers and grants					0%	0%
Other expenditure		74 252	308 093	243 334	-228%	21%
Total Expenditure	—	360 439	612 548	536 850	-49%	12%
Surplus/(Deficit)	—	116 788	(24 444)	29 072	75%	219%
Transfers recognised - capital		102 356	108 353	108 353	-6%	0%
Contributions recognised - capital & contributed assets		—	—		0%	0%
Surplus/(Deficit) after capital		219 144	83 909	137 424	37%	-64%

Chapter 5

transfers & contributions	—					
Share of surplus/ (deficit) of associate		—	—		0%	0%
Surplus/(Deficit) for the year	—	219 144	83 909	137 424	37%	-64%
<u>Capital expenditure & funds sources</u>						
Capital expenditure	—					
Transfers recognised - capital	—	293 418	295 226			
Public contributions & donations	—	—				
Borrowing		—				
Internally generated funds		—				
Total sources of capital funds	—	293 418	295 226	—		
<u>Financial position</u>						
Total current assets	—	309 470	354 413			
Total non-current assets	—	1 361 729	1 242 926			
Total current liabilities	—	149 515	99 372			
Total non-current liabilities	—	14 442	14 442			
Community wealth/Equity	—					
<u>Cash flows</u>						
Net cash from (used) operating		530 767	538 816			

Chapter 5

	—					
Net cash from (used) investing	—	171 309	177 306			
Net cash from (used) financing	—	—	—			
Cash/cash equivalents at the year end	—					
<u>Cash backing/surplus reconciliation</u>						
Cash and investments available	—					
Application of cash and investments	—					
Balance - surplus (shortfall)	—					
<u>Asset management</u>						
Asset register summary (WDV)	—					
Depreciation & asset impairment	—					
Renewal of Existing Assets	—					
Repairs and Maintenance	—					
<u>Free services</u>						
Cost of Free Basic Services provided	—					
Revenue cost of free services provided						

Financial Performance of Operational Services						
R '000						
Description	Year 2021/22	Year 2022/23			Year 2022/23 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
<u>Operating Cost</u>						
Water	–	–	–		–	–
Waste Water (Sanitation)	–	–	–		–	–
Electricity	72 993	86 897	194 757	128 555	(41 659)	66 201
Waste Management	20 610	24 069	19 369	16 798	7 271	2 571
Housing	–	–	–		–	–
Component A: sub-total	93 603	110 966	214 126	145 353	(34 388)	68 772
Roads	22 070	65 841	86 281	112 687	(46 846)	(26 406)
Transport	–	–	–		–	–
Component B: sub-total	22 070	65 841	86 281	112 687	(46 846)	(26 406)
Planning	7 811	12 667	12 428	7 480	5 187	4 948
Local Economic Development	12 096	12 322	13 443	11 692	630	1 751
Component B: sub-total	19 907	24 989	25 871	19 172	5 817	6 699
Planning (Strategic & Regulatory)	–	–				
Component C: sub-total	–	–	–			
Community & Social Services	15 815	27 956	31 219	24 553	3 403	6 666
Enviromental Protection	–	–	–		–	–
Health	–	–	–		–	–
Security and Safety	18 814	25 297	24 442	21 984	3 313	2 458
Sport and Recreation	–				–	–
Corporate Policy Offices and Other	233 940	224 974	230 609	213 101	11 874	17 509
Component D: sub-total	268 569	278 228	286 270	259 638	18 590	26 632
Total Expenditure	404 149	480 023	612 548	536 850	(56 826)	75 698
T 5.1.2						

Chapter 5

5.2 GRANTS

Grant Performance						
R' 000						
Description	Year 2021/22	Year 2022/23			Year 2022/23 Variance	
	Actual	Budget	Adjustment s Budget	Actual	Original Budget (%)	Adjustment s Budget (%)
<u>Operating Transfers and Grants</u>						
National Government:	–	292 768	326 970	294 314	(1 546)	32 657
Equitable share		286 308	320 510	288 004	(1 696)	32 507
Levy replacement					–	–
Other transfers/grants [insert description]		6 460	6 460	6 310	150	150
Provincial Government:	–	650	2 458	865	(215)	1 593
Health subsidy					–	–
Other transfers/grants		650	2 458	865	(215)	1 593
Total Operating Transfers and Grants	–	293 418	329 429	295 179	(1 761)	34 250
						<i>T 5.2.1</i>

5.3 ASSET MANAGEMENT

INTRODUCTION TO ASSET MANAGEMENT

The Asset Management section has been formed to perform the assigned roles in terms of MFMA section 63 and MFMA section 14. Asset Management Unit is responsible for the identification, control and disposal of fixed assets when need arises. The Asset Management section is in the Budget and Treasury Office (BTO) that is headed by the Chief Financial Officer. The unit manager is the Manager: Financial Reporting and Assets Management (Authorisation) who delegates to Assets Accountant (Accountability) and then to the Asset Senior Officer (Initiation). The Fixed Asset policy provides direction for the management, accounting and control of Fixed Assets owned or controlled by the Municipality, in accordance with applicable legislation and best practices developed.

T 5.3.1

Chapter 5

TREATMENT OF THE THREE LARGEST ASSETS ACQUIRED YEAR 2022/2023				
Asset 1				
Name	Construction of Harry Gwala internal streets			
Description	Road Upgrade			
Asset Type	Infrastructure			
Key Staff Involved	Project Management and Maintenance Unit			
Staff Responsibilities	Management of projects and monitoring of consultants and contractors			
Asset Value	Year 2019/2020	Year 2020/2021	Year 2021/2022	Year 2022/2023
			R 2 346 824.95	R 7 264 238.81
Capital Implications	Multi-year project funded by MIG			
Future Purpose of Asset	Upgrade of Harry Gwala internal streets			
Describe Key Issues	Road Upgrade			
Policies in Place to Manage Asset	YES			
Asset 2				
Name	Rehabilitation of Matatiele internal streets			
Description	Rehabilitation of Matatiele internal streets			
Asset Type	Infrastructure			
Key Staff Involved	Project Management and Maintenance Unit			
Staff Responsibilities	Management of projects and monitoring of consultants and contractors.			
Asset Value	Year 2019/2020	Year 2020/2021	Year 2021/2022	Year 2022/2023
				R 14 952 679.34
Capital Implications	Projects funded by MIG			
Future Purpose of Asset	Provision of Upgrade of Matatiele internal streets			
Describe Key Issues	Target for Construction of Access roads			
Policies in Place to Manage Asset	YES			
Asset 3				
Name	Molweni phase 1 eletrification			
Description	Molweni phase 1 eletrification			
Asset Type	Infrastructure			
Key Staff Involved	ELECTRICITY			
Staff Responsibilities	Management of projects and monitoring of consultants and contractors			
Asset Value	Year 2019/2020	Year 2020/2021	Year 2021/2022	Year 2022/2023
				R 7 826 086.97
Capital Implications	Projects funded by INEP			
Future Purpose of Asset	Electrification of Molweni			
Describe Key Issues	Target for provision electricity in Molweni village			
Policies in Place to Manage Asset	YES			
				T5.3.2

Chapter 5

COMMENT ON ASSET MANAGEMENT:

All the Municipal assets acquired are recorded and updated in the Fixed Assets Register with the most and highest assets under Infrastructure Assets.

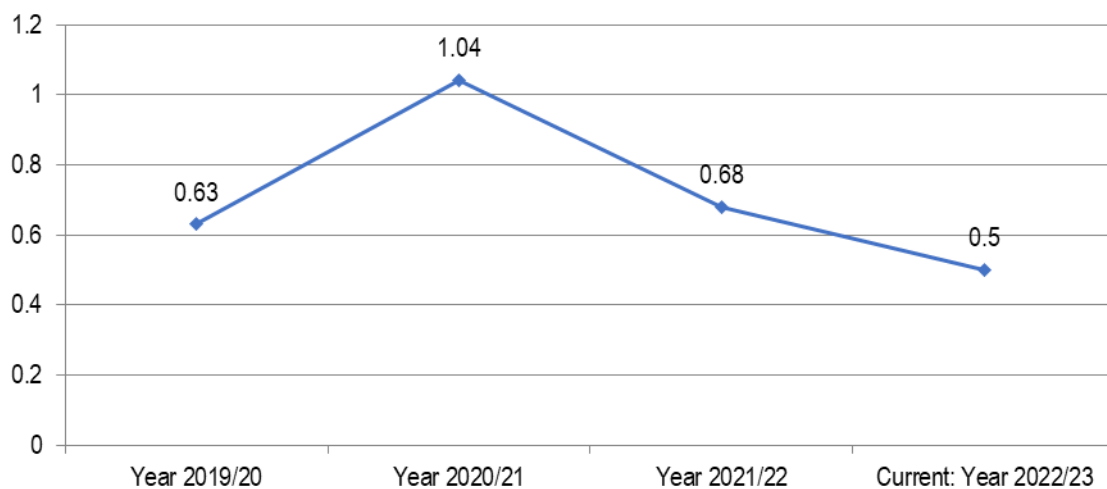
T 5.3.3

Repair and Maintenance Expenditure: Year 2022/23

	Original Budget	Adjustment Budget	Actual	Budget variance
Repairs and Maintenance Expenditure	31 545 000	17 825 024	8 964 597	8 860 427
				<i>T 5.3.4</i>

5.4 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

Liquidity Ratio



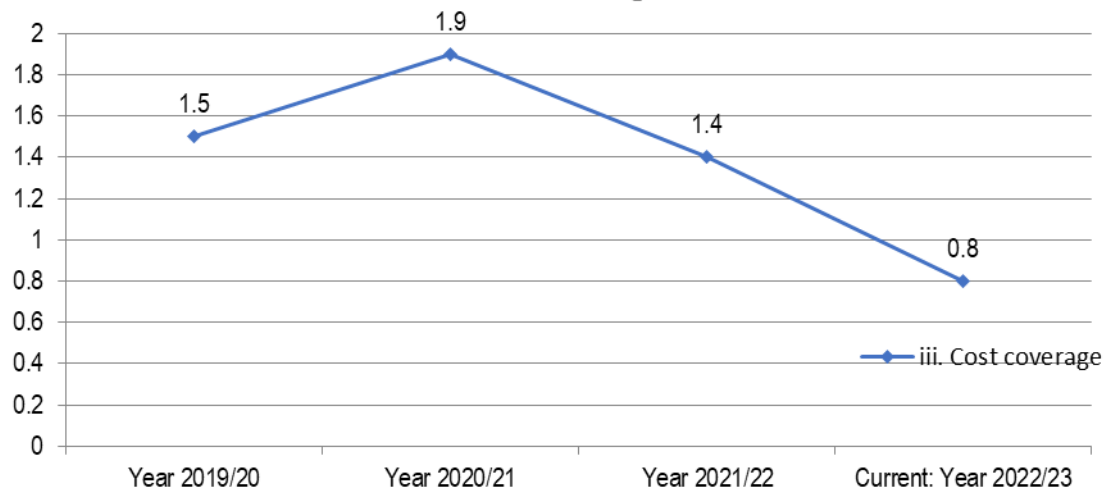
Liquidity Ratio – Measures the municipality's ability to pay its bills and is calculated by dividing the monetary assets (due within one year) by the municipality's current liabilities. A higher ratio is better.

Data used from MBRR SA8

T 5.4.1

Chapter 5

Cost Coverage



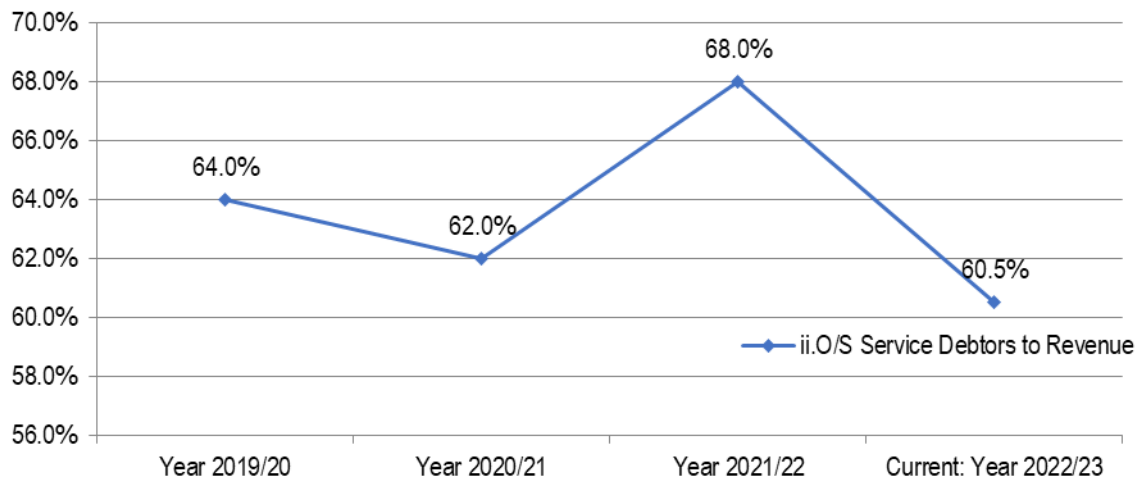
Cost Coverage– It explains how many months expenditure can be covered by the cash and other liquid assets available to the Municipality excluding utilisation of grants and is calculated

Data used from MBRR SA8

T 5.4.2

Chapter 5

Total Outstanding Service Debtors

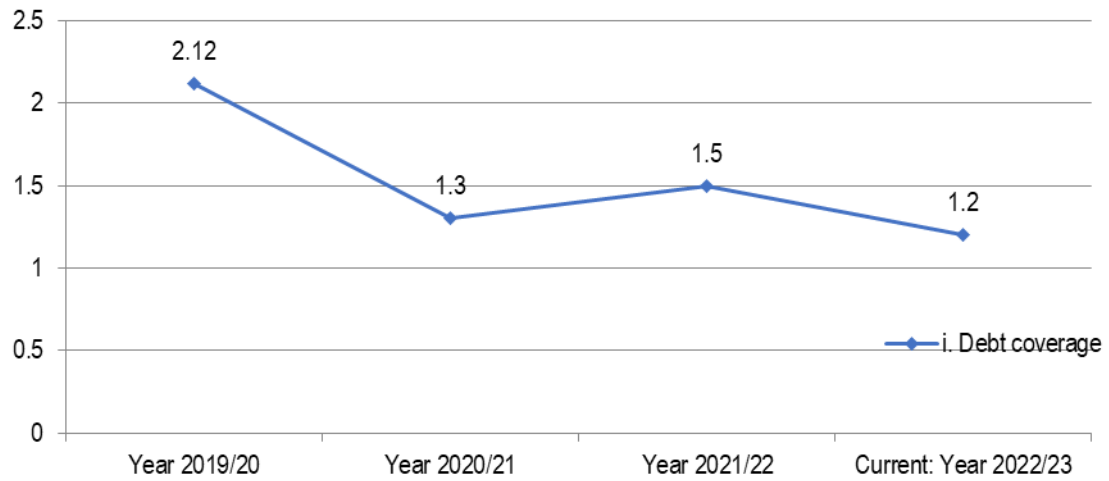


Total Outstanding Service Debtors – Measures how much money is still owed by the community for water, electricity, waste removal and sanitation compared to how much money has been paid for these services. It is calculated by dividing the total outstanding debtors by the total annual revenue. A lower score is better.

T 5.4.3

Chapter 5

Debt Coverage



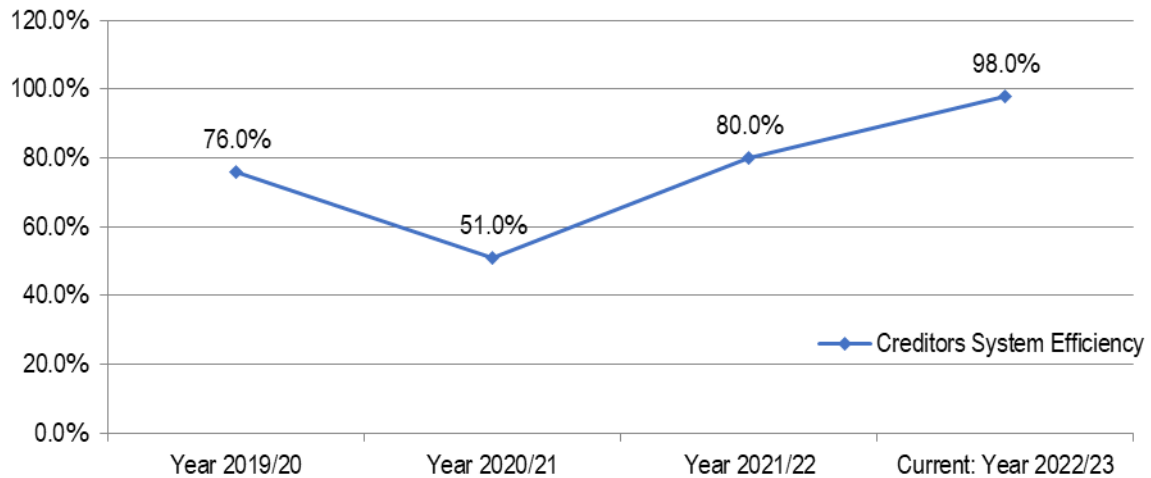
Debt Coverage– The number of times debt payments can be accommodated within Operating revenue (excluding grants) . This in turn represents the ease with which debt payments can be accommodated by the municipality

Data used from MBRR SA8

T 5.4.4

Chapter 5

Creditors System Efficiency

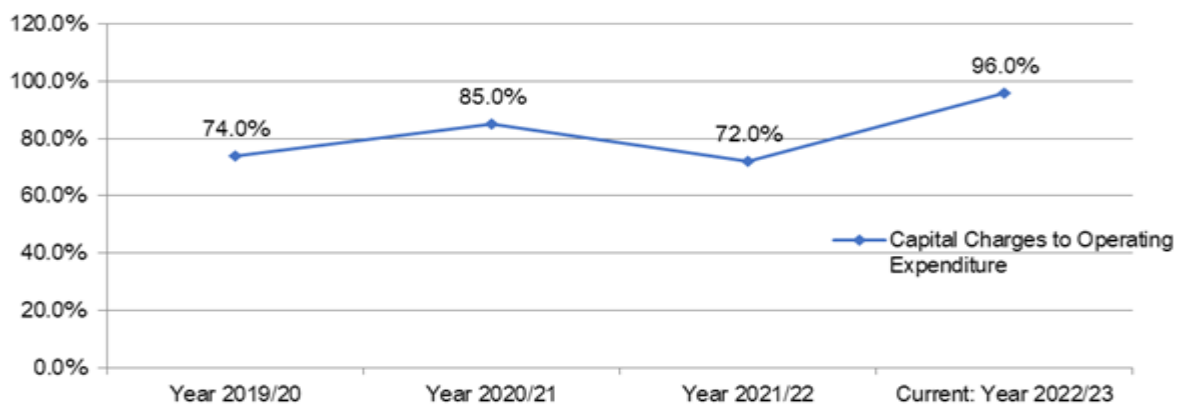


Creditor System Efficiency – The proportion of creditors paid within terms (i.e. 30 days). This ratio is calculated by outstanding trade creditors divided by credit purchases

Data used from MBRR SA8

T 5.4.5

Capital Charges to Operating Expenditure

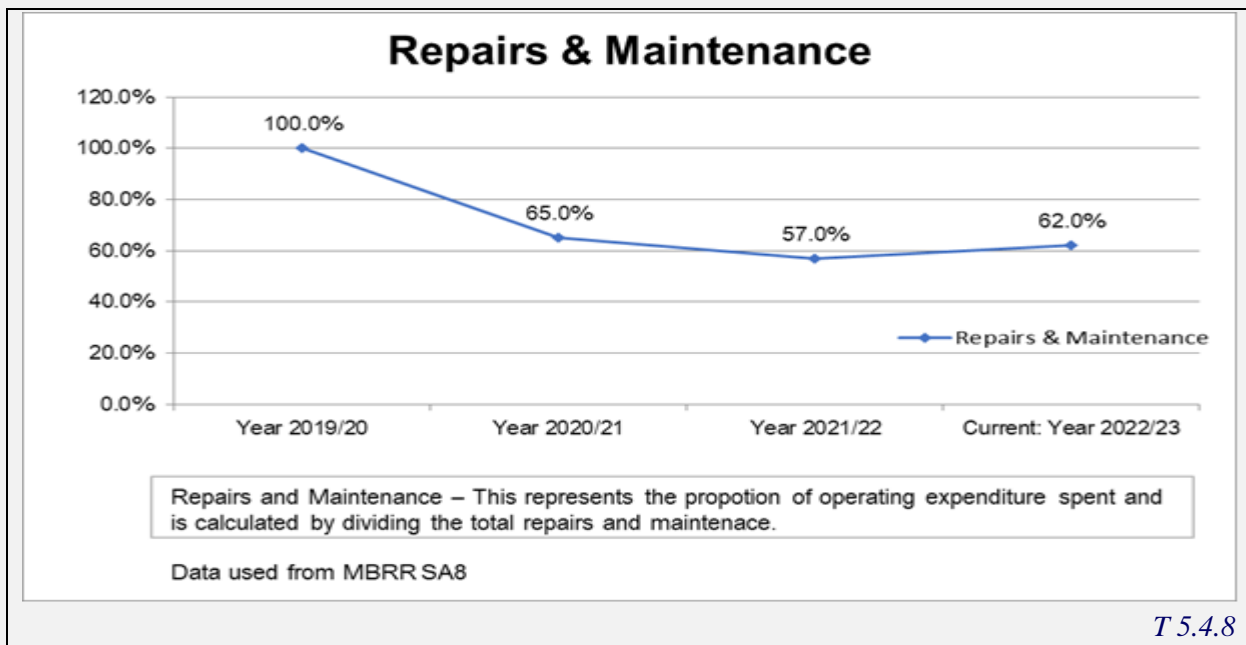
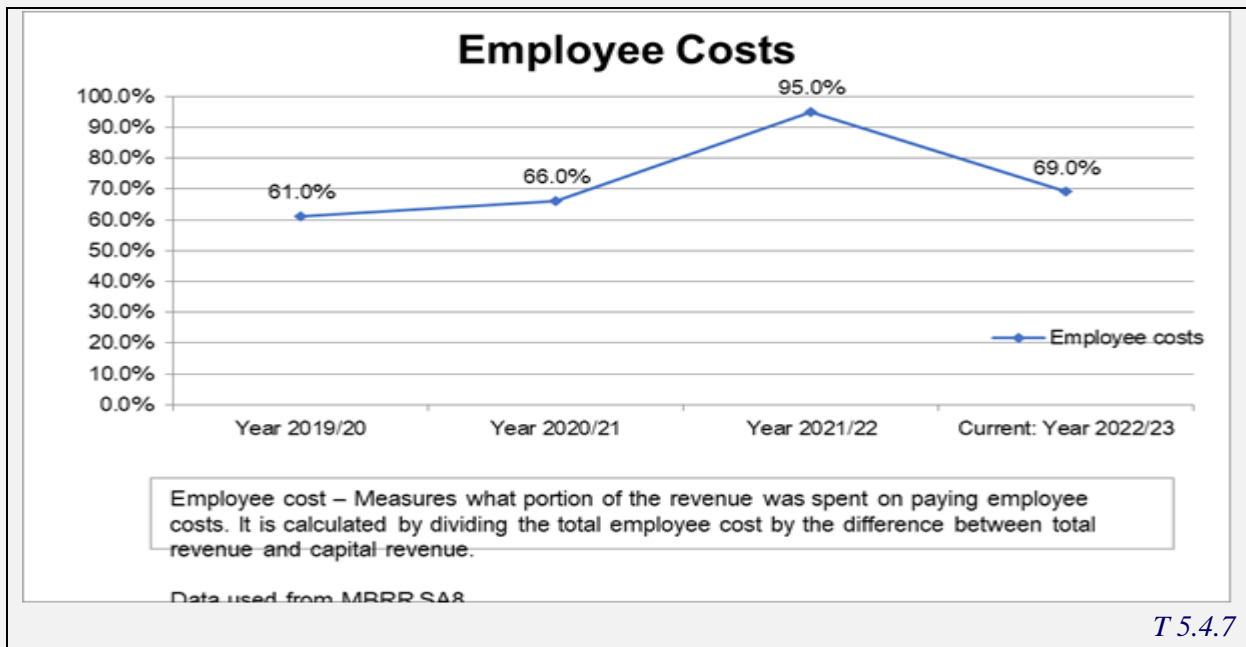


Capital Charges to Operating Expenditure ratio is calculated by dividing the sum of capital interest and principle paid by the total operating expenditure.

Data used from MBRR SA8

T 5.4.6

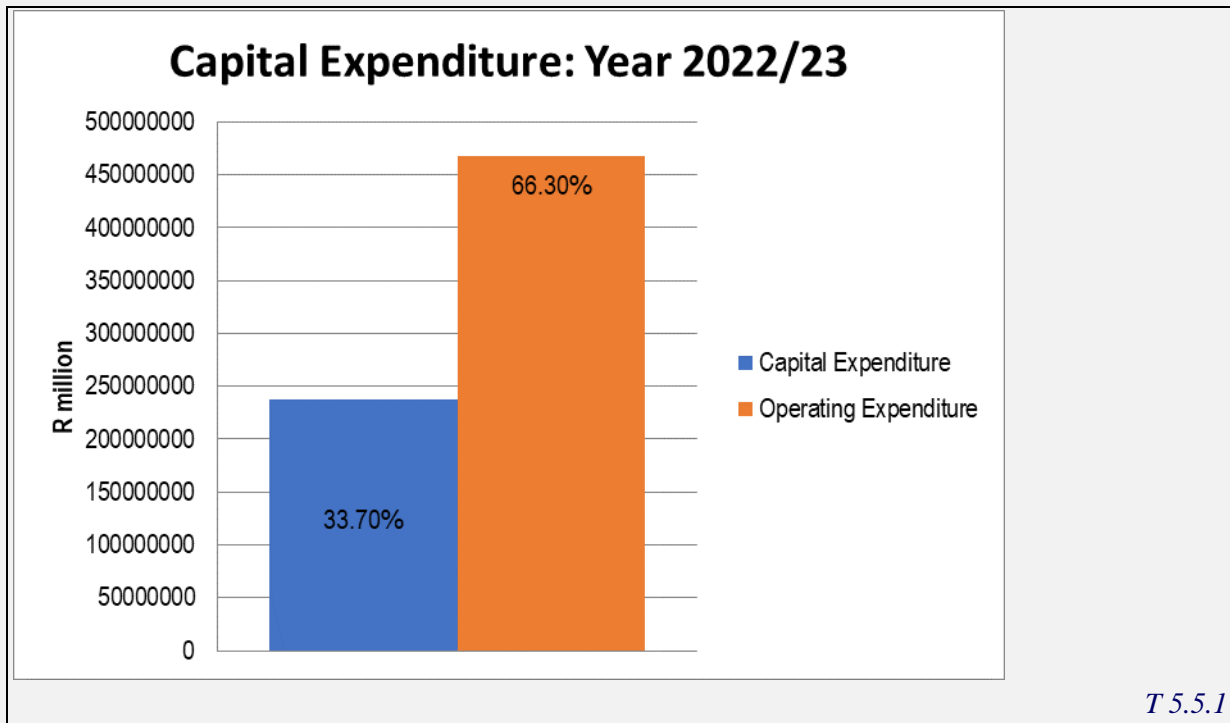
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COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

5.5 CAPITAL EXPENDITURE



5.6 SOURCES OF FINANCE

Capital Expenditure - Funding Sources: Year 2021/2022 to Year 2022/2023							
R' 000							
Details		Year 2021/2022	Year 2022/23				
		Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance							
	External loans	0	0	0			
	Public contributions and donations	0	0	0			

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	Grants and subsidies	145749003	99 552 576	105 549 248	91 019 824	6.02%	-8.57%
	Other	65505048	71 756 736	71 756 736	46 431 043.17	0.00%	- 35.29 %
Total		211254051	171309312	177305984	137450867.2	6.02%	- 43.86 %
<i>Percentage of finance</i>							
	External loans	0.0%	0.0%	0.0%	0.0%		
	Public contributions and donations	0.0%	0.0%	0.0%	0.0%		
	Grants and subsidies	69.0%	58.1%	59.5%	66.2%		
	Other	31.0%	41.9%	40.5%	33.8%		
Capital expenditure							
	Water and sanitation	0					
	Electricity	97 778 004.00	49 277 976.00	49 973 136.00	43 237 660.34		
	Housing	-					
	Roads and storm water	76 970 999.04	109 601 316.00	114 102 828.00	87 728 291.28		
	Other	65 505 048.00	12 430 020.00	13 230 020.00	6 484 915.00		
Total		240254051	171309312	177305984	137450866.6	0.00%	0.00%
<i>Percentage of expenditure</i>							
	Water and sanitation		0.0%	0.0%	0.0%		
	Electricity		28.8%	28.2%	31.5%		
	Housing		0.0%	0.0%	0.0%		
	Roads and storm water		64.0%	7.5%	63.8%		
	Other		7.3%	7.5%	4.7%		
							<i>T 5.6.1</i>

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5.7 CAPITAL SPENDING ON 5 LARGEST PROJECTS

Capital Expenditure of 5 largest projects*					
R' 000					
Name of Project	Current: Year 2022/23			Variance: Current Year 2022/23	
	Original Budget	Adjusted Budget	Actual Expenditure	Original Variance (%)	Adjusted variance (%)
Rehabilitation of Matatiele internal Streets Cluster 1	9999996.00	16286765.00	14952679.34	-33.12%	9%
Harry Gwala Internal Streets	8664600.00	11224305.00	9611063.76	-9.85%	17%
Molweni I Electrification	9000000.00	9000000.00	7826086.97	15.00%	15%
Street Lights	9500004.00	7200000.00	0.00	0.00%	0%
Mahangu Access Road & Bridge	2000004.00	7122881.00	6510154.14	-69.28%	9%
* Projects with the highest capital expenditure in Year 0					
Name of Project - A					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
Name of Project - B					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
Name of Project - C					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
Name of Project - D					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
Name of Project - E					
Objective of Project					
Delays					

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Future Challenges	
Anticipated citizen benefits	
T 5.7.1	

5.8 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS – OVERVIEW

Municipal Infrastructure Grant (MIG)* Expenditure Year 2022/23 on Service backlogs						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
Infrastructure - Road transport						
<i>Roads, Pavements & Bridges</i>	53,264,604	59,261,276	50,769,384	2,495,219.79	8,491,891.79	
<i>Storm water</i>						
Infrastructure - Electricity						
<i>Generation</i>						
<i>Transmission & Reticulation</i>						
<i>Street Lighting</i>						
Infrastructure - Water						
<i>Dams & Reservoirs</i>						
<i>Water purification</i>						
<i>Reticulation</i>						
Infrastructure - Sanitation						
<i>Reticulation</i>						
<i>Sewerage</i>						

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<i>purification</i>						
Infrastructure - Other						
<i>Waste Management</i>						
<i>Transportation</i>						
<i>Gas</i>						
<i>Other Specify:</i>						
Total						
						<i>T 5.8.3</i>

COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENTS

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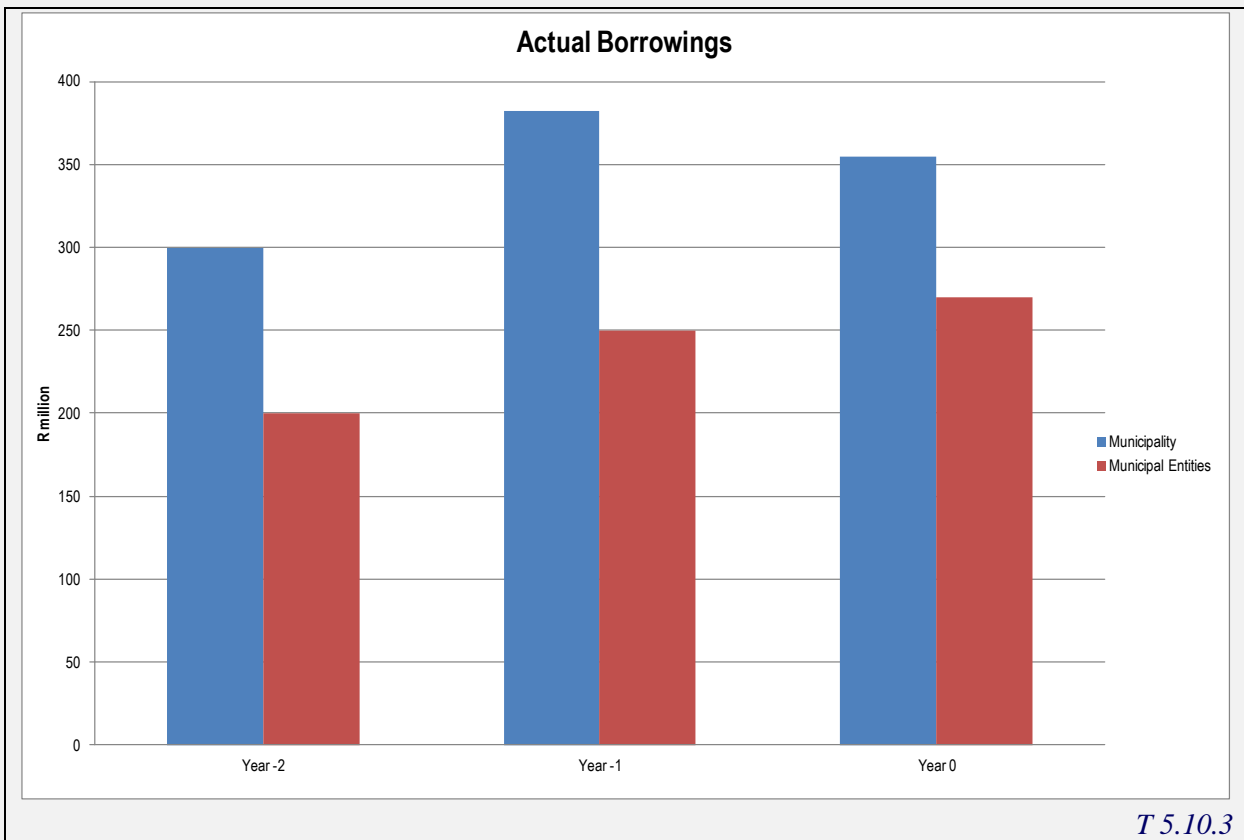
5.9 CASH FLOW

Cash Flow Outcomes				
R'000				
Description	Year 2021/22	Current: Year 2022/23		
	Audited Outcome	Original Budget	Adjusted Budget	Actual
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Ratepayers and other		120,423	138,988	109,002
Government - operating		293,418	295,226	276,986
Government - capital		102,356	108,353	117,694
Interest		14,650	15,060	35,622
Dividends		–	–	
Payments				
Suppliers and employees		(420,687)	(428,411)	(381,939)
Finance charges				
Transfers and Grants				
NET CASH FROM/(USED) OPERATING ACTIVITIES	–	110,160	129,216	157,364
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE				
Decrease (Increase) in non-current debtors				
Decrease (increase) other non-current receivables				
Decrease (increase) in non-current investments				
Payments				
Capital assets		(171,309)	(177,306)	(139,154)
NET CASH FROM/(USED) INVESTING ACTIVITIES	–	(171,309)	(177,306)	(139,154)
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans				
Borrowing long term/refinancing				
Increase (decrease) in consumer deposits				

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Payments				
Repayment of borrowing				
NET CASH FROM/(USED) FINANCING ACTIVITIES	—	—	—	—
NET INCREASE/ (DECREASE) IN CASH HELD	—	(61,150)	(48,090)	18,210
Cash/cash equivalents at the year begin:		294,088	294,088	237,175
Cash/cash equivalents at the year end:		232,938	245,998	255,385
<i>Source: MBRR A7</i>		<i>T 5.9.1</i>		

5.10 BORROWING AND INVESTMENTS



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5.11 PUBLIC PRIVATE PARTNERSHIPS

PUBLIC PRIVATE PARTNERSHIPS

There were no contracts undertaken during the year through Public Private Partnership (PPP).

T 5.11.1

COMPONENT D: OTHER FINANCIAL MATTERS

5.12 SUPPLY CHAIN MANAGEMENT

SUPPLY CHAIN MANAGEMENT

The Matatiele Local Municipality is compliant with the municipal supply chain regulations of 30 May 2005. The supply chain management policy has been amended to be in line with **PPPFA circular 01 of 2022/23 preferential procurement policy framework act (act 5 of 2000)** and the municipality adopted the amendments with **council resolution no 392/25/05/2023**. The municipality supply chain management unit has four (04) staff members that meet the minimum requirements as per MFMA competency regulation guidelines). The AGSA report for the financial for 2021/22 had some findings of irregular expenditure. The municipality had since developed and adopted the UIFW strategy to eliminate the irregular expenditure. The progress is very well and for the year under review there are no transactions identified as irregular expenditure.

T 5.12.1

5.13 GRAP COMPLIANCE

GRAP COMPLIANCE

The Municipality has complied with all the standards as required by Generally Recognized Accounting Practice (GRAP).

T 5.13.1

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CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS

COMPONENT A: AUDITOR-GENERAL OPINION OF FINANCIAL STATEMENTS YEAR 2021/22

6.1 AUDITOR GENERAL REPORTS YEAR 2021/22 (PREVIOUS YEAR)

Auditor-General Report on Financial Performance Year 2020/2021			
Status of audit report 2020/2021			
COAF Number	Reporting Area	Findings	Improvement Plan
COAF 1	Internal Audit	Overall planning: Internal Audit plan for 2021/22 not approved before the financial year	This will result to the internal control deficiency of ensuring that the internal audit plan is approved on time.
COAF 1	Internal Audit	CAE not permanently appointed at a Senior Management position	Non-compliance with MFMA circular 65
COAF 1	Human Resources	Minimum competencies not shown in the annual report	Non-compliance with sub regulation 4 of regulation 14 on minimum competency levels.
COAF 1	Internal Audit	Prior year Fruitless & Wasteful Expenditure not investigated	Non-Compliance with Section 32 (2)(b) MFMA
COAF 2	Financial Reporting and Asset Managemen t	Terms of reference did not indicate the objectives, nature, scope, and goals of the training program	Non-compliance with Section 5.7 of the Municipal Supply Chain Management guide for Accounting Officers .

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COAF 2	FRAM	Consultancy reduction plan not properly detailed	Non-compliance with Section 5.7 of the Municipal Supply Chain Management guide for Accounting Officers
COAF 2	FRAM	No evidence for monitoring	Non-compliance with MFMA section 116
COAF 2	FRAM	Gap analysis not properly documented	Non-compliance with Regulation 5(1) of Municipal Cost Containment Regulations of 2019.
COAF 2	FRAM	Municipality Cost Containment Policy- Non -compliance	Non-compliance with Regulation 4(1) and Regulation 4(2) (e) of Municipal Cost Containment Regulations of 2019.
COAF 2	FRAM	PMS has no risk management procedures	The performance management system is not complete as it is missing risk management procedures therefore the municipality is unable to identify performance risks and have an analysis on them to ensure that performance is measured and achieved in accordance with the system.
COAF 3	Supply Chain Management	Expenditure: Insufficient documents	The above finding result in a limitation of scope and material misstatement by a projected misstatement amounting to R36 653 680, 30
COAF 3	Supply Chain Management	Local Content - Verified rates	This results in internal control deficiencies relating to invitation of bids for local content and production.
COAF 3	SCM	Quotations: Tax Compliant	<ul style="list-style-type: none"> • Irregular expenditure amounting to R376 000. • Non-compliance with the above-mentioned regulations. • Inaccurate disclosure of irregular expenditure in the Annual Financial Statements. • Possible irregular expenditure amounting to R193 200,00(payment has not been done thus the expenditure has not been incurred.
COAF 3	SCM	Awards to close family member not disclosed in the notes to financial statements	Non-compliance with Regulation 45 of Municipal Supply Chain Regulations and non-disclose result in misstatement in the annual financial statements.
COAF 3	Revenue and Expenditure	VAT claimed incorrectly classified as expenditure	The expenditure is overstated by a Projected misstatement amounting to R349 833,17.

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COAF 3	Revenue and Expenditure	EPWP expenditure incorrectly classified as operating expenditure	Expenditure: Contracted Services: Contractors: Maintenance of Unspecified Assets is overstated by a factual misstatement amounting to R4 886 991 and employee related cost understated by a factual misstatement amounting to R4 886 991.
COAF 4	Planning – Internal Audit	Annual internal Audit Plan not fully implemented	The impact of the above finding is non-compliance with section 165 (2)(b) of the Municipal Finance Management Act and MFMA circular 65.
COAF 4	Internal Audit	Audit committee and Internal Audit: No advice on IT governance and information system	The impact of the above finding is non-compliance with MFMA Circular No. 65.
COAF 5	BTO	Eskom connection fees incorrectly classified as expenditure	The municipality may fail to achieve its objectives in a case of any future transition.
COAF 6	BTO	Financial loss on amount collected on behalf of the municipality	This has resulted to a non-compliance with MFMA S62 and MSA S96 and consequently has resulted to a likely financial loss amounting to R22 000 860.00.
COAF 7	BTO	Unauthorised expenditure	The impact of the finding is material non-compliance with section 62(1)(d) of Municipal Finance Management Act.
COAF 8	Strategic Governance	Percentage of work on access roads completed by a set date - Target not logically aligned with its indicator	This finding will result in a material misstatement in the Annual Performance Report and reported in the management report
COAF 8	Strategic Governance	AoPO: Percentage work done on access road completed by a set date - Achievement not consistent with the indicator and its related target	Inconsistence between reported achievements and reported planned performance targets and indicators leads to material misstatement on the above indicators which result in qualified opinion on KPA1: Basic Service Delivery and Infrastructure.

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COAF 9	BTO	Irregular expenditure not disclosed	The impact of the above finding is understatement of irregular expenditure disclosed in the financial statements by a factual misstatement amounting to R5 167 230,72
COAF 10	BTO	Debt impairment not calculated accurately	This has resulted to a disagreement finding of R339 198,76 which is an understatement of Debt impairment expense and an overstatement of receivables
COAF 11	BTO	Incorrect classification of the statue	This will result to a projected misstatement of R2 482 637,71.
COAF 11	BTO	PPE- Limitation on useful life of assets for depreciation	This will result to the limitation of scope on the determination of the depreciation amount. This will therefore results to a projected misstatement of R21 612 839,12
COAF 11	BTO	PPE: Accounting policy not complete	non-compliance with the GRAP requirements as the financial statements are not faithful representation of the effects of transactions, other events and conditions on classes of the property, plant and equipment.
COAF 11	BTO	PPE- Land donated to the Municipality not recorded in the financial statements	This will result to understatement of the addition of land in the financial statements
COAF 11	BTO	PPE- Assets not bar coded	This will result to the internal control deficiency as there is no unique identifier between the physical asset and the asset on the fixed asset register.
COAF 11	BTO	PPE- Assets disposed (written-off) with no approval	This will result to a projected misstatement of R 20 276 349,53
COAF 12	BTO	Trade Payables - Retentions: Retentions misstated	This will result in a projected understatement of trade and other payables of R1 658 400,66
COAF 12	BTO	Trade Payables - Retentions: Retentions misstated	Projected understatement of trade and other payables of R1 400 191, 15.
COAF 12	BTO	Trade Payables - Retentions: Completeness	The provision will be understated by R 6 131 833

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COAF 13	BTO	Trade Payables – Parallax Commission Payable: Misclassification	Overstatement of trade and other payables and overstatement of trade and other receivables of R7 848 273, 80.
COAF 14	BTO	Irregular expenditure written-off: Irregular expenditure written off not accurate	The impact of the above finding is understatement of irregular expenditure written disclosed in the financial statements by a factual misstatement amounting to R578 858,58
COAF 14	BTO	Irregular expenditure written-off: Irregular expenditure written off not completely disclosed	The impact of the above finding is understatement of irregular expenditure written disclosed in the financial statements by a factual misstatement amounting to R943 801.00
COAF 15	BTO	Unauthorized expenditure	The impact of the above finding is overstatement of unauthorized expenditure disclosed in the financial statements by a factual misstatement amounting to R29 097 145,45
COAF 16	BTO	Irregular expenditure not disclosed	The impact of the above finding is understatement of Irregular expenditure disclosed in the financial statements by a factual misstatement amounting to R 50 429, 16..
COAF 16	BTO	Related parties: Comparative information not included	Related parties disclosure is not complete as required by paragraph 11(g) of Grap 1, therefore misstated.
COAF 17	Budget planning and Investments	Statement of budget vs actual – Variance not accurate	The non- disclosure of explanation of material differences between the budget and the actual amounts of the statement of financial position result in inadequate reporting. This in omission which is a misstatement on disclosure in term of Grap 24.
COAF 17	BTO	The comparative information as disclosed in note 54 of the annual financial statements in respect of the preceding period for related parties were not disclosed in the notes	Lack of management oversight over the review of the Annual Financial Statements to ensure that the budget information is fairly presented as per GRAP 24.

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COAF 18	BTO	Segment reporting disclosure-Non-compliance with GRAP	Lack of management oversight in ensuring adequate compliance with the applicable financial reporting requirements or GRAP requirements. This will result to non-compliance with GRAP requirements.
COAF 19	Supply Chain and Fleet Management.	SCM: Competitive bidding - Winning bidder's tax matters not in order	The above results in: <ul style="list-style-type: none"> • Irregular expenditure amounting to R1 595 669.00. • Non-compliance with the above-mentioned regulations. • Inaccurate disclosure of irregular expenditure in the Annual Financial Statements.
COAF 21	BTO	Contingent Liabilities: Finalized case included as a contingent	This has resulted to misrepresentation of the disclosure note 44 of the AFS.
COAF 21	BTO	Contingencies: Differences noted between AFS and supporting documents	This has resulted to mis-presentation of the note disclosures to the annual financial statements
COAF 21	BTO	Differences noted between AFS and supporting documents	This has resulted to mis-presentation of the note disclosures to the annual financial statements.
COAF 21	BTO	Contingencies: Comparative figures not disclosed	Related parties disclosure is not complete as required by paragraph 11(g) of Grap and therefore misstated
COAF 21	BTO	Contingencies: Disclosure not complete	This has resulted to mis-presentation of the note disclosures to the annual financial statements
COAF 22	BTO	Procurement and Contract Management	This results in Irregular expenditure amounting to R1 566 362.00(expenditure incurred to all 3 suppliers awarded this contract)
COAF 23	BTO	Indigent beneficiaries reported overstated	This results in a material overstatement in terms of reliability of reported performance of KPA1: Basic Service Delivery and Infrastructure which lead to a qualified opinion on the KPA
COAF 23	BTO	Indigent register include declined debtors	This has resulted to an internal control deficiency over the indigent register.

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COAF 24	BTO	SCM Contract Management- Performance of the contractors not monitored on a monthly basis.	The above finding will result in material non-compliance with s116(2)(b) of the MFMA.
COAF 24	BTO	Contract extension/ variations not adequately done	This impact of the above finding is non-compliance with Section 116(3) of Municipal Finance Management Act 56 of 2003
COAF 24	BTO	No evidence of contract performance measures to monitor the contract implemented	The impact of the above finding is Internal control deficiency
COAF 25	BTO	Other MFMA disclosure: No disclosure how the allocated funds were spent	Non-compliance with MFMA s123(1)(c) and misstatement of disclosure in annual financial statements.
COAF 26	BTO	Use of Consultants: Execution	This has resulted to non-compliance with MFMA The finding has resulted to an internal control deficiency The finding has resulted to an internal control deficiency.
COAF 27	BTO	Landfill site Provision	As this matter was considered in the prior year and not raised with the municipality, this will not be raised as a material item having impact on the audit report. This matter will be raised as an emerging risk.

Auditor-General Report on Service Delivery Performance: Year -1	
Audit Report Status:	
Non-Compliance Issues	Remedial Action Taken

T 6.1.2

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COMPONENT B: AUDITOR-GENERAL OPINION YEAR 2022/23 (CURRENT YEAR)

6.2 AUDITOR GENERAL REPORT YEAR 2022/23

Auditor-General Report on Financial Performance Year 2023/2024			
Status of audit report 2023/2024			
COAF Number	Reporting Area	Findings	Improvement Plan
COAF 1	BTO	Trade and other Receivables: Inadequate steps taken to recover funds from a vendor.	Trade and other Receivables: Inadequate steps taken to recover funds from a vendor.
COAF 2	Human Resource	Internal control deficiency: CAE not permanently employed.	The accounting officer should ensure that Chief Executive Audit is permanently employed, further the audit committee must provide an oversight on the appointment of the internal audit function unit. Therefore, will result into the municipality complying with MFMA circulars issued by Treasury.
COAF 2	Internal Audit	Internal audit plan not 100% implemented.	The accounting officer should ensure that the internal audit unit has adequate resources and capacity, further the audit committee must provide an oversight by monitoring the completion of the internal audit plan of 2022/23 by internal audit function.
COAF 3	Electricity, PMU and Community Services	Limitation of scope: Non- submission of the Performance indicator KPA information	Management should ensure that information is submitted timeously on the agreed upon turnaround time to avoid possible limitation of scope and unnecessary budget over runs. Further perform RFI reconciliation before the submission to the auditors.
COAF 4	HR	HR Appointments: Appointment of Municipal Manager/ Senior Manager does not specify that only South African citizen or permanent resident	HR should specifically include the stipulation that the person to be appointed will be as follows a) is a South African citizen or permanent resident; and b) possesses the relevant competencies, qualifications, experience and knowledge set

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		will be appointed	out in Annexure A and B to these regulations.
COAF 4	HR	Appointments: Business process not confirmed and evidence not submitted	Management should make time to complete the business process. Management should read and respond to all the questions provided by the auditor regarding the business processes. Management should provide evidence to support the business processes and provide the documents as indicated on the business process.
COAF 4	Office of the MM	Performance Management: There is no performance measure relating to the audit opinion of the municipality for Municipal Manager	Management should add the performance measure of the audit outcomes if the municipality on the performance agreement of the Mr. L Matiwane Municipal Manager
COAF 4	HR	Planning_ Outdated Information on the Integrated HR Plan	Management should update the tables with relevant and accurate information such as the vacant posts to ensure it aligns with the organisational structure of the municipality.
COAF 4	HR	Leave: Process and portfolio of evidence	Management must respond to all the business process steps and submit all the necessary proof of evidence to substantiate the process indicated. Management should provide evidence such as registers, leave supporting documents, reports, email and screenshots where necessary.
COAF 4	HR	Minimum competency: Senior Manager did not meet and not include on the development plan	Management should include the modules that the senior managers have not completed as per minimum competencies requirements in their development plans.
COAF 4	HR	HR planning and organisation: Non submission of business processes and procedures	Management should document the steps and procedures that are followed when performing the following processes instead naming the document they use: a) What processes and procedures does the municipality follow to plan for human resources needs

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			<p>>What is the process for developing the staff establishment?</p> <p>>Who approves the staff establishment?</p> <p>b) Describe the process for the suspension of the municipal manager/ senior manager.</p> <p>>Consider who does it.</p> <p>>When does it take place?</p> <p>c) Describe the process for the disciplinary hearing for officials on suspension.</p> <p>> Consider the timing of the hearing.</p>
COAF 4	HR	Planning: Termination Notification less than the period indicated on the business process	Management should adhere to the notification period as indicated on the approved municipal policy for termination of employment.
COAF 4	Revenue and Expenditure	Employee Benefits: Non-submission of supporting documentation	Management should provide evidence or supporting documents to substantiate the processes that have been confirmed such as reports where applicable
COAF 4	HR	Compensation: Not all forms were completed by the Councilor on assumption of duty	Management should ensure all councillors sign the all engagement forms each when they assume duty. Management should ensure that the Councillors provide their details each time the assume their duty at the municipality.
COAF 4	HR	Compensation: No submission of the supporting evidence	Management should provide supporting documentation for the business process describe. Each document mentioned on the process should be provided. Reports mentioned should be provided.
COAF 4	HR	Planning: Terminations: Non-submission of the business process and the portfolio of evidence	Management must provide the business process and provide the supporting documents to substantiate the business process.

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COAF 5	Internal Audit	Overall Planning-Audit committee ensuring the implementation of combined assurance plan and reviewing the functioning and effectiveness of information technology security and control.	The management and those charged with governance should ensure that the implementation of the combined assurance plan is reported to the Audit Committee in a timely manner and the Audit Committee should ensure that it assist in reviewing the functioning and effectiveness of information technology security and control as this is vital to future operations of the municipality.
COAF 5	Internal Audit	Understating the audit committee: Internal Audit risk based plan approval	The management and those charged with governance should ensure that the internal audit risk-based plan is approved before the financial year resumes.
COAF 6	Budget Planning and Investment	1. Expenditure (Contracted Services)- Misclassification of expenditure	When preparing AFS management should go through requirements of mSCOA and ensure that all transactions are in line with the requirements of mSCOA as required by MFMA s62 (1) (b) and GRAP 1. Management should also consider of having regular workshops on mSCOA, this can also be done by inviting Provincial Treasury officials to assist.
COAF 7	BTO	Expenditure: General Expenditure & Contracted Services- Payments not made within 30 days.	Management should put in controls in place around processing of invoices, this includes a constant reminder to officials about importance of sending information to creditors on time for processing of payments.
COAF 8	BTO	Heritage Assets- Accounting Policy disclosed in the AFS does not adhere to requirements of GRAP 103.	Management should ensure that their policies are in line with the applicable and relevant regulations and standards. Management should therefore consider updating their Heritage Asset accounting policy to ensure it is in line with requirements of GRAP 103.
COAF 9	BTO	Interest revenue: Classification of interest on property rates	The management should adjust financial statements and classify the interest revenue on property rates under non-exchange revenue as required by MSCOA specimen and GRAP 23.

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COAF 10	Strategic Governance	Aopo: Reported achievement not consistent with planned	Management should ensure that the target planned are aligned to their planned indicators in order to ensure that the Municipality's indicators meet the relevant objective/programme/development priority as such (Basic Service Delivery and Infrastructure). Further management should review the draft APR and ensure that the information recorded in the APR is accurate and complete.
COAF 11	BTO	Risk Management – Statutory receivables and Bonus Accrual incorrectly included in Financial Instruments.	Management should: Amend the financial statements and exclude statutory receivables and bonus accruals from the financial instruments. Strengthen the review process of the information supporting the financial statements in order to prevent, detect and correct any errors.
COAF 12	BTO	Allowance for impairment: Agency: Accuracy, valuation Trade receivables (Prepaid electricity)	The management should ensure that the impairment calculation is properly calculated, and the system is properly reviewed for accuracy of calculations. In addition, the municipality should consider adjusting the allowance for impairment
COAF 12	BTO	Allowance for Impairment: Trade Receivables - Refuse and electricity: Accuracy and valuation	The management should ensure that the impairment calculation is properly calculated, and the system is properly reviewed for accuracy of calculations. In addition, the municipality should consider adjusting the allowance for impairment
COAF 12	BTO	Allowance for impairment: Statutory receivables: Accuracy, valuation	The management should ensure that the impairment calculation is properly calculated, and the system is properly reviewed for accuracy of calculations. In addition, the municipality should consider adjusting the allowance for impairment
COAF 13	BTO	Financial Instruments- Risk Management – Non-Disclosure of paragraph 106 and 129	Management should: Amend the financial statements to include disclosures as required by paragraph 106 and paragraph 129 of GRAP 104. Strengthen the review process of

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		of GRAP 104	the information supporting the financial statements in order to prevent, detect and correct any errors.
COAF 14	BTO	Statutory receivables: Accuracy, valuation: Traffic fines	The management should ensure that the traffic fines, are properly reviewed for accuracy as they consist of small amounts.
COAF 15	Strategic Governance	Disagreement: Difference between the actual achievement as per the draft APR and the monthly progress report (POE)	Management should implement adequate internal controls to ensure that the actual achievement reported on the draft APR is supported by the proof of evidence this will result into an accurate, valid and complete APR.
COAF 15	Strategic Governance	Disagreement: differences between the draft APR and monthly progress report	Management should implement adequate internal controls to ensure that the actual achievement reported on the draft APR is supported by the proof of evidence this will result into an accurate, valid and complete APR.
COAF 15	Strategic Governance	Disagreement: Actual achievement of the indicator for sport field not recorded in the APR	Management should ensure that all the actual achievement have been reported in the draft APR and consistent with the proof of evidence that is used for audit purposes.
COAF 16	Strategic Governance	Limitation of scope: Information for the Eskom and solar indigent applicants were not available	Management should ensure that all indigent beneficiaries have completed the application form and they meet the criteria as per the indigent policy.
COAF 17		Disagreement: difference between the actual expenditure amount as per draft APR and the GL	Management should implement adequate review internal controls to ensure that the information reported on the draft APR is accurate.
COAF 18	BTO	Cash and cash equivalents: classification: Accrued interest	Management should ensure that the classification of items is aligned to the account to which it relates to.
COAF 19	Financial Reporting and Asset Management	Capital Commitments accuracy misstatements	During the review period of the schedule management should ensure that capital commitments amounts recorded on the schedule are cross referenced against relevant supporting documents

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COAF 20	SCM	The supplier did not declare the connection with a person who is in service of the state and is a member of the private company	The municipality should have a control in place to ensure that the information disclosed by the suppliers is correct and accurate. For example management could search on the Persal system
COAF 20	SCM	The municipality did not disclose the transaction in arm's length in the annual financial statements:	Management should implement controls which will validate the information declared by their officials which relates
COAF 20	SCM	Suppliers with spouses, partners and associates of persons in service of the municipality which were not disclosed in the declaration of interest	Management should use other alternatives to verify the relationships of the suppliers such as the department of home affairs and obtaining a Persal report.
COAF 21	SCM	Through inspection of the bid notice for bid number: MATAT/2022/2023-0177 it was noted that the local content threshold for the supply and delivery of one new 16-seater minibus vehicle was not included. Buses are included under industries that are subject to production with minimum local content thresholds	Management should design and implement proper internal controls to ensure that the SCM regulations during the bids process are always complied to
COAF 22	FRAM	Segment reporting: Allocation of within segments accuracy	The management should ensure proper review of segment reporting and ensure that the mapping is done accurately as per segment.
COAF 23	BTO	Principal-agent arrangement- Accuracy misstatements	The management should ensure that the financial statement is properly reviewed for consistency and proper presentation

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COAF 24	FRAM	Payables from Exchange Transactions-Retentions	The management should ensure that the internal controls and oversight responsibility is always exercised
COAF 25	BTO	Reasoning for material differences between the budget and actual are not presented in the notes.	The municipality should have a control in place to ensure that the information required to be disclosed in term of applicable laws and regulations have been disclosed.
COAF 26	BTO	Employee Benefit Obligation-Opening Balance	The management should ensure that the internal controls and oversight responsibility is exercised at all times and proper documentation must be prepared and completed.
COAF 27	SCM	Through inspection of the quotations register, it was noted that the municipality split the VVIP catering service for the LED investments submit into two quotations in order to avoid complying with requirements of the SCM policy	Management should design and implement proper internal controls to ensure that the SCM regulations during the quotations process are always complied to and there is detection of any bypassing of SCM requirements.
COAF 28	BTO	Property Plant and Equipment – Work in Progress (INEP)	Management should ensure that they apply the requirements of GRAP 11 for transactions relating to INEP grant. The expenditure incurred to date on the INEP grant must be reclassified from fixed assets to expenditure. The management should further assess the impact of the finding on the corresponding

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			figures.
COAF 29	BTO	Trade in received from Disposal of Property, plant and Equipment incorrectly as operating activity	The municipality should have a control in place to ensure that the information disclosed in the Annual Financial Statement is in compliance with the accounting standard.
COAF 30	SCM	incomplete contract register	Management should do reconciliation between WIP and the contract registers also review the register timeously
COAF 31	BTO	Use of Consultants	It is recommended that compliance with relevant legislation is regularly monitored
COAF 32	BTO	AFS- Statutory receivables disclosure incomplete.	Management should ensure that applicable accounting standards are always complied with, this can be achieved by regular monitoring and proper reviews. Management should consider having a checklist linked to GRAP requirements and other applicable statutory requirements to ensure that information contained on the annual financial statements is accurate, appropriate and complete.
COAF 33	BTO	Provisions- Incorrect classification	Management should ensure that their disclosures are in line with the applicable and relevant regulations and standards.

COMMENTS ON MFMA SECTION 71 RESPONSIBILITIES:

Section 71 of the MFMA requires municipalities to return a series of financial performance data to the National Treasury at specified intervals throughout the year. The Chief Financial Officer states that these data sets have been returned according to the reporting requirements.

Signed (Chief Financial Officer)..... Dated

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GLOSSARY

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Accessibility indicators	Explore whether the intended beneficiaries are able to access services or outputs.
Accountability documents	Documents used by executive authorities to give “ <i>full and regular</i> ” reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
Activities	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe “ <i>what we do</i> ”.
Adequacy indicators	The quantity of input or output relative to the need or demand.
Annual Report	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
Approved Budget	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
Baseline	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
Basic municipal service	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
Budget year	The financial year for which an annual budget is to be approved – means a year ending on 30 June.
Cost indicators	The overall cost or expenditure of producing a specified quantity of outputs.
Distribution indicators	The distribution of capacity to deliver services.
Financial Statements	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
General performance indicators	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
Impact	The results of achieving specific outcomes, such as reducing poverty and creating jobs.
Inputs	All the resources that contribute to the production and delivery of outputs. Inputs are “ <i>what we use to do the work</i> ”. They include finances, personnel, equipment and buildings.
Integrated Development Plan	Set out municipal goals and development plans.

GLOSSARY

(IDP)	
National Key performance areas	<ul style="list-style-type: none"> • Service delivery & infrastructure • Economic development • Municipal transformation and institutional development • Financial viability and management • Good governance and community participation
Outcomes	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".
Outputs	The final products, or goods and services produced for delivery. Outputs may be defined as "what we produce or deliver". An output is a concrete achievement (i.e. a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.
Performance Indicator	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which an output has been achieved (policy developed, presentation delivered, service rendered)
Performance Information	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measure.
Performance Standards:	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
Performance Targets:	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.
Service Delivery Budget Implementation Plan	Detailed plan approved by the mayor for implementing the municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.
Vote:	One of the main segments into which a budget of a municipality is divided for appropriation of money for the different departments or functional areas of the municipality. The Vote specifies the total amount that is appropriated for

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the purpose of a specific department or functional area.

Section 1 of the MFMA defines a “vote” as:

- a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and*
- b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned*

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APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
	FT/PT			%	%
Cllr. Nonzwakazi Ngwanya	F/T	Council, Rules and Orders	PR	100%	-
Cllr. Sonwabile Mngenela	F/T	EXCO	PR	100%	-
Cllr. Nomonde Nkukhu	F/T	Whippery Committee, Rules and Orders	PR	100%	-
Cllr. Thembeke Dyantyi	P/T	EXCO, Human Settlements	PR	98%	2%
Cllr. Mawethu Facu	F/T	EXCO, Local Economic Development	PR	100%	-
Cllr. Francina Shale	F/T	EXCO, Infrastructure Services, Rules and Orders	Ward 13	100%	-
Cllr. Patric Motlalepola Stuurman	F/T	EXCO, Budget and Treasury Office	PR	100%	-
Cllr. Mzwamandla Nyembezi	P/T	EXCO, SPU and Communications	PR	100%	-
Cllr. NomaRoma Conellia Ludidi-Ndabane	F/T	EXCO, Corporate Services	PR	100%	-

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Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
	FT/PT			%	%
Cllr. Shereen Booth	P/T	EXCO, Community Services	Ward 19	100%	-
Cllr. Wongekile Potwana	P/T	EXCO, MPAC; Whippery, Infrastructure Services; Budget and Treasury and Corporate Services	PR	99%	1%
Cllr. Siseko Sikhafungana	P/T	EXCO	PR	99%	1%
Cllr. Matselenyane Susan Mokhesi	P/T	Municipal Public Accounts Committee	Ward 20	100%	-
Cllr. Thandekile Mtoto	P/T	Women's Caucus, Strategic Governance and SPU,	PR	100%	-
Cllr. Maile Mapena	P/T	Public Participation and Petitions Committee	Ward 25	100%	-
Cllr. N. Shaikh	P/T	Infrastructure Services, BTO, Public Participation and Petitions Committee	PR	60%	40%
Cllr. Nomasomi Mshuqwana	P/T	Women's Caucus, Municipal Public Accounts Committee	PR	95%	5%
Cllr. T.V. Ngaleka	P/T	Corporate Services, Infrastructure Planning, LLF	PR	100%	-
Cllr. P.V. Ntlokwana	P/T	Good Governance & SPU, Rules Committee	PR	100%	-
Cllr. T.F. Mohatla	P/T	LED, Community Services, Good Governance and SPU, Rules and Orders, Women's Caucus	PR	99%	1%
Cllr. Sibambangazibini Mgolombane	P/T	MPAC, LED, Women's Caucus	PR	98%	2%

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Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
	FT/PT			%	%
Cllr. Nkosivelile R. Duma	P/T	Public Participation and Petitions Committee, Community Services, Human Settlements	PR	86%	14%
Cllr. Tsepo Letsie	P/T	Whippery, Infrastructure Services	PR	100%	-
Cllr. Fundiswa L. Nyamakazi	P/T	Public Participation and Petitions Committee, Women's Caucus	PR	98%	2%
Cllr. N. Mpokolo	P/T	Human Settlements	PR	98%	2%
Cllr. Tokoloho Rakharebe	P/T	MPAC, Budget and Treasury	PR	98%	2%
Cllr. Fezeka Zigxash	P/T	Whippery, LED, Corporate Services	PR	98%	2%
Cllr. Nobantu A. Nqodi	P/T	Good Governance and SPU, Rules and Orders	PR	98%	2%
Cllr. T. Nketlana	P/T	Infrastructure Planning & Dev.	PR	99%	1%
Cllr. Tshepo S. Sheane	P/T	Community Services, Public Participation and Petitions Committee, Human Settlements	PR	98%	2%
Cllr. Nomarussia Pambukele	P/T	Whippery, Infrastructure Services, Corporate Services	PR	98%	2%
Cllr. Khanyisa Avumile Mazwi	P/T	Whippery, SPU, PPP, Corporate Services	Ward 01	100%	-
Cllr. Lipolelo Leeu	P/T	Women's Caucus, Rules and Orders, SPU, Corporate Services	Ward 02	100%	-
Cllr. Mathakane Prudence Mokhele	P/T	Women's Caucus, Budget and Treasury, Rules and Orders	Ward 03	99%	1%
Cllr. Malefu Seshea	P/T	Women's Caucus, Human Settlements	Ward 04	99%	1%
Cllr. Nomvula Irene Nomlala	P/T	Women's Caucus, Budget and Treasury, Corporate Services	Ward 05	100%	-
Cllr. Sikhumbuzo Vikwa	P/T	MPAC, LED	Ward 06	99%	1%

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Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
	FT/PT			%	%
Cllr. Nomsa Princess Jona	P/T	Women's Caucus, Human Settlements, Community Services	Ward 07	100%	-
Cllr. Mzuvumile Kondile	P/T	Whippery, Community Services	Ward 8	100%	-
Cllr. Nompumelo Nathalia Sontangane	P/T	Women's Caucus, Local Economic Development, Strategic Governance and Special Programmes	Ward 9	98%	2%
Cllr. Siphamandla Governman Ntabeni	P/T	Local Economic Development, Corporate Services	Ward 10	99%	1%
Cllr. Winnie Khopiso Leballo	P/T	Public Participation and Petitions Committee, Women's Caucus; Community Services	Ward 11	100%	-
Cllr. Masilo Adel Ntsane	P/T	Women's Caucus; Budget and Treasury	Ward 12	99%	1%
Cllr. Mojabeng Molefe	P/T	Women's Caucus, Whippery, Infrastructure Services, Public Participation and Petitions Committee	Ward 14	99%	1%
Cllr. Noncedile Baba	P/T	Women's Caucus, Infrastructure Services, Rules and Orders	Ward 15	98%	2%
Cllr. Lungisani Elias Nkamba	P/T	Women's Caucus, Human Settlements	Ward 16	99%	1%

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Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non-attendance
	FT/PT			%	%
Cllr. Sindile Wilfred Mbulawa	P/T	Women's Caucus, Human Settlements, Strategic Governance and SPU	Ward 17	100%	-
Cllr. Winnie Priscilla Sipika	P/T	Women's Caucus, Human Settlements	Ward 18	100%	-
Cllr. Thandanani Benedicta Mantshule	P/T	Infrastructure Services, Local Economic Development	Ward 21	94%	6%
Cllr. Noxolisa Dagracia Nondabula	P/T	Women's Caucus, LED, Whippery	Ward 22	100%	-
Cllr. Sicelo Klass Maphasa	P/T	BTO, Whippery, Corporate Services	Ward 23	100%	-
Cllr. Kabelo Ernest Sepuhle	P/T	Budget and Treasury, Whippery	Ward 24	99%	1%
Cllr. James Gideon Luthuli	P/T	Human Settlements, Community Services	Ward 26	99%	1%
Cllr. Mzingisi Tsoanyane	P/T	LED, Good Governance and SPU	Ward 27	100%	-
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APPENDIX B – COMMITTEES AND COMMITTEE PURPOSES

Committees (Other than Mayoral/Executive committee) and Purpose of Committees			
Municipal Committees			Purpose of Committees
Municipal Committee (MPAC)	Public Accounts		<p>To review and examine:</p> <ul style="list-style-type: none"> ➤ The Financial Statements of the Municipality and its entities; ➤ The Audit Reports on the Financial Statements of the Municipality and its entities; ➤ Any Reports issued by the AG on the affairs of the Municipality and its entities; ➤ Any other Financial Statements or Reports referred to the Committee by the Council; ➤ The Mayor's Quarterly Reports on the implementation of budget, the Service Delivery and Budget Implementation Plan (SDBIP) and the financial state of affairs of the Municipality; ➤ The Mid-Year Budget and Assessment Reports; ➤ The Annual Report of the Municipality and its entities; and ➤ Any information relating to personnel, books of accounts, records, assets and liabilities of the Council and any other source of information that may be required for the purpose of fulfilling its mandate.
Audit Committee			<ul style="list-style-type: none"> ➤ To assist Council and Management in fulfilling their oversight and management responsibilities for the financial reporting process, the system of internal control over financial reporting, the audit process, performance audit, the Municipality's compliance with laws and regulations and the code of conduct. ➤ To perform an oversight function over the functioning of the Municipality in terms of the triple E business management principles, namely, efficiency, economic and effectiveness. ➤ To monitor and enforce compliance with the all internal control measures and performance requirements of the Municipality. ➤ To oversee and monitor the broader performance management systems and processes of the Municipality. ➤ To account to the Executive Committee and Council for execution of its duties in terms of submitting reports and its recommendations. ➤ To hold regular meetings on a regular basis to discharge its responsibilities in terms of its broader mandate and Charter requirements.
Rules and Order Committee			<ul style="list-style-type: none"> ➤ Provide governance and oversight role on the activities

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	<p>and functions of the Council, its sub-structures as well as other functionaries in relation to the functioning of the Municipality as a whole.</p> <ul style="list-style-type: none"> ➤ Review of the Council meeting proceedings and related functions of which it is responsible for and make recommendations in respect of items brought before this Committee to Council.
Public Participation and Petitions Committee	<ul style="list-style-type: none"> ➤ Provide governance and oversight role to the activities and functions of the General Manager: Community Services in relation to Public Participation and Petition Services; ➤ Review of the departmental activities of which it is responsible for and make recommendations in respect of items brought before this Committee to Council.
Women's Caucus	<ul style="list-style-type: none"> ➤ Provide governance and oversight role to the activities and functions of the relevant Manager in relation to gender mainstreaming services; ➤ Review of the departmental activities of which it is responsible for and make recommendations in respect of items brought before this Committee to the Council. ➤ To enhance the participation of women in the political, economic and social life at local level. ➤ To promote Gender Equity and Equality. ➤ Work towards profile building of Women Councillors for effective capacity building. ➤ Ensure gender mainstreaming and equity within municipal processes. ➤ Engage Council and its structures on empowerment issues affecting women in administration, politics and community. ➤ Facilitate leadership and development for women in Council and its structures as to ensure their effective participation and bargaining.
Municipal Budget and Treasury Office (BTO) Standing Committee	<ul style="list-style-type: none"> ➤ To provide governance and oversight role to the activities and functions of the Chief Financial Officer (CFO). ➤ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Community Services Standing Committee	<ul style="list-style-type: none"> ➤ To provide governance and oversight role to the activities and functions of the General Manager: Community Services. ➤ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Corporate Services Standing Committee	<ul style="list-style-type: none"> ➤ To provide governance and oversight role to the activities and functions of the General Manager: Corporate Services. ➤ To preview of the departmental activities and make

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	recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Local Economic Development Standing Committee	<ul style="list-style-type: none"> ➤ To provide governance and oversight role to the activities and functions of the General Manager: Economic Development and Planning. ➤ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Human Settlements and Development Planning Standing Committee	<ul style="list-style-type: none"> ➤ To provide governance and oversight role to the activities and functions of the General Manager: Economic Development and Planning. ➤ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Good Governance and Special Programmes Standing Committee	<ul style="list-style-type: none"> ➤ To provide governance and oversight role to the activities and functions of the Municipal Manager in relation to Special Programs and Communication Services. ➤ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Infrastructure Planning and Development Standing Committee	<ul style="list-style-type: none"> ➤ To provide governance and oversight role to the activities and functions of the General Manager: Infrastructure Services. ➤ To review of the departmental activities and make recommendations in respect of items brought before this Committee to the Executive Committee (EXCO).
Local Labour Forum (LLF)	<p>The Local Labour Forum has the purpose of negotiating and/or consulting:</p> <ul style="list-style-type: none"> ➤ on matters of mutual concern pertaining to the workplace and which do not form the subject matter of negotiations at the SALGBC or its Divisions; ➤ on such matters as may from time to time be referred to such Forum by the SALGBC or its Divisions; and ➤ provided that it may not negotiate on any matter, which has been reserved for exclusive bargaining in the SALGBC or the Divisions. ➤ Disputes over what is negotiable, what are matters for consultation and over whether a specific process constitutes sufficient consultation are to be resolved through the dispute resolution mechanism of the SALGBC.
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APPENDIX C –THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director/Manager (State title and name)
Directorate: Corporate Services	General Manager: Corporate Services – Mr. C.K. Magadla
	Manager: Human Resources Management – Mrs. E. Moeti
	Manager: Administration and Council Support - Ms. K. Blignaut
	Manager: Information Communication and Technology – Mr. B. Matubatuba
	Manager: Public Participation and Customer care – Mr. Mbokwana
Municipal Manager’s Officer	Municipal Manager: Mr. L. Matiwane
	Manager: Communication and SPU – Mr. L. Walaza
	Manager: Strategic Governance – Mr. S. Mbongonya
	Manager: Internal Audit – Ms. K. Dzingwe
	Manager: Legal Services – Ms. O. Sangoni
Directorate: Infrastructure Services	General Manager: Infrastructure Planning & Development – Ms. S. Sako
	Manager: O&M – Mr. M. Somi
	Manager: PM – Ms. N. Sogiba
	Manager: Electricity – Mr. Z. Gqamane
Directorate: Community Services	General Manager: Community Services – Vacant
	Manager: Environmental and Solid Waste Management – Ms. D. Leeu
	Manager: Public Safety - Mr. F. Ndinisa
	Manager: Public Amenities and EPWP - Ms. A. Ganya
Directorate: BTO	CFO – Mr. K. Mehlomakulu
	Manager: Budget Planning and Investment – Ms. P. Nonkevu
	Manager: SCM – Mr. Z. Matolo
	Manager: Revenue and Expenditure Management – Ms. N. Majova
	Manager: Financial Reporting and Assets Management – Vacant

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Third Tier Structure	
Directorate	Director/Manager (State title and name)
Directorate: EDP	General Manager: EDP – Vacant
	Manager: Planning and Development – Ms. T. Matela
	Manager: LED – Mr. V. Ndaba
	<i>TC</i>

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APPENDIX D – FUNCTIONS OF MUNICIPALITY / ENTITY

Municipal / Entity Functions		
MUNICIPAL FUNCTIONS	Function Applicable to Municipality (Yes / No)*	Function Applicable to Entity (Yes / No)
Constitution Schedule 4, Part B functions:		
Air pollution	No	N/A
Building regulations	Yes	N/A
Child care facilities	No	N/A
Electricity and gas reticulation	Yes	N/A
Firefighting services	Yes	N/A
Local tourism	Yes	N/A
Municipal airports	No	N/A
Municipal planning	Yes	N/A
Municipal health services	No	N/A
Municipal public transport	No	N/A
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law	Yes	N/A
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto	No	N/A
Stormwater management systems in built-up areas	Yes	N/A
Trading regulations	Yes	N/A
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems	No	N/A
Beaches and amusement facilities	No	N/A
Billboards and the display of advertisements in public places	Yes	N/A
Cemeteries, funeral parlours and crematoria	Yes	N/A
Cleansing	Yes	N/A
Control of public nuisances	Yes	N/A
Control of undertakings that sell liquor to the public	Yes	N/A
Facilities for the accommodation, care and burial of animals	Yes	N/A
Fencing and fences	Yes	N/A
Licensing of dogs	No	N/A
Licensing and control of undertakings that sell food to the public	Yes	N/A
Local amenities	Yes	N/A
Local sport facilities	Yes	N/A

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Markets	No	N/A
Municipal abattoirs	No	N/A
Municipal parks and recreation	No	N/A
Municipal roads	Yes	N/A
Noise pollution	No	N/A
Pounds	Yes	N/A
Public places	Yes	N/A
Refuse removal, refuse dumps and solid waste disposal	Yes	N/A
Street trading	Yes	N/A
Street lighting	Yes	N/A
Traffic and parking	Yes	N/A
T D		

APPENDIX E – WARD REPORTING

Functionality of Ward Committees					
Ward Name (Number)	Name of Ward Councillor and elected Ward committee members	Committee established (Yes / No)	Number of monthly Committee meetings held during the year	Number of monthly reports submitted to Speakers Office on time	Number of quarterly public ward meetings held during year
1.	Cllr. K.A. Mazwi WARD COMMITTEES: 1.Lengolo Theodora Nomhle 2.Shasha Teboho Michael 3.Maduna Joyce Dimakatso 4. Ntomboxolo Monica 5.Gono Nyameko Gcinumzi 6.Mshuqwana Nomasomi Gladness 7.Bitsoane Malekqethenyane 8.Nteke Mandla 9.Ndodana Theresia 10.Majoe Mokoteli	Yes	11	3	1
2.	Cllr. L. Leeu WARD COMMITTEES 1.Rakoti Monaheng Joseph 2.Monyalotsa Mampe Anna 3.Tapule Mnyamezeli Petros 4.Letuka Matsoso Edwin 5.Mokoatle Moke Antonia 6.Khalala Nombuliso Elizabeth 7.Gidi Gidi	Yes	12	18	10

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	8.Masiphole Nophumzile Veronica 9.Gcayiya Phumla Patricia 10.Moeti Mpone Paulinah				
3.	Cllr Mokhele WARD COMMITTEES 1. Motsabi Thulisile 2. Lephallo Nombulelo 3. Moso Mahlapane Abegail 4. Vuzane Mantshepeng 5. Masophi Nopoint Virginia 6. Mavatha Nonhlanhla Agnes 7. Mbingelelwa Ntonmbikayise Anastacia 8. Tsufu Anastacia Lerato 9. Shasha Mirriam Mapoloko 10. Letuka Nosiphiwo	Yes	9	15	8
4.	Cllr. M. Seshea WARD COMMITTEE 1. Dandile Nonceba Eunice 2. Bungane Thandiwe 3.Rapholo Paulina Nthabeleng 4.Mosala Sekamotho Princess 5.Matsopa Thabang Leonard 6. Dzanibe Nontombi 7. Manjanja Phikisiwe Eunice 8. Nocanda Nokwazi 9. Kheswa Nontlahla Mavis 10. Maggazana Nomonde	Yes	12	15	6
5.	Cllr. N.I.Nomlala WARD COMMITTEES 1. Noqeda Mandisa Cresentia 2. Maqwelani Wiseman Mkhusele 3. Bhekebhu Nwabisa 4. Bungane Veronica Nthabeseng 5. Mpande Nombongo Judith 6. Masusu Matsiliso 7. Ngqweqwe Patience 8. Shasha Phelang 9. Mbhele Nomsa 10. Sixaba Noluthando	Yes	6	12	6
6.	Cllr. Sikhumbuzo Vikwa WARD COMMITTEES Matyana Sivuyisa 2.Ramatlali Paulina 3.Letjape Dipolelo 4.Sekhothu Mpoelleng Patricia 5.Lepeli Matshediso Anna 6.Mxhakaza Mxolisi Eugene	Yes	10	12	6

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	7.Koloko Nneheng Matisetso 8.Dilizo Kholeka 9.Lugedeni Mamtolo 10.Langeni Lindelwa				
7.	Cllr. N.P.Jona WARD COMMITTEES 1.Dlaba Khanyile 2.Duma Nomthandazo 3.Jojo Albertina 4.Dlulwako Ntombiziphele 5.Zitaba Nosipho Pricilla 6. Phenduka Sibongile 7. Mphenguka Anna Nkhretheleng 8. Motau Phakamile 9. Goba Noluthando Ethel 10. Ngwenya Ziphindile Happiness	Yes	11	14	4
8.	Cllr. M.Kondile WARD COMMITTEES Novuka Zintle Shelile Reatile Zuwani Nonkululeko Mosaku Tankiso Willie Jojo Sanele Tsoanyana Mkhethwa Micheal Matabane Reanetse Elsie Jula Ndileka Nomakhwezi Ndlovu Maureen Nokuthula	Yes	3	7	4
9	Cllr. N.N Sontangane WARD COMMITTEES Novuka Zintle Portia Shelile Reatile Zuwani Nonkululeko Mosaku Tankiso Willie Matabane Reanetse Elsie Jula Ndileka Nomakhwezi Ndlovu Celiwe Octavia Sithole Maureen Nokuthula	Yes	10	13	7
10.	Cllr. S.G.S Ntabeni WARD COMMITTEES Mazwi Nandipha Madikane Nomaxabiso Cornelia Mafunda Buyiwa Patricia Mgojo Lungisa Jiya Liseli Nduku Yongama Sydney Kahn Nomfundo Kotelana Phatheka Goodness Gugushe linda	Yes	10	14	1
11.	Cllr. W.K.Leballo WARD COMMITTEES	Yes	10	13	3

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	Makamole Motlalepula Henry Ntalenyane Annastacia Poswa Olwethu Phindela Sibongile Francina Marareni Nonkosi Cynthia Facu Sandile Augustinius Tsoho Canisius Teboho Makamole Florence Mbele Nosibongile Rosina				
12.	Cllr. M.A.Ntsane WARD COMMITTEES Motseki Lekhoaba Sidweel Chaba tolodi Agnes Hlathuka Catrina Nomawethu Phuthing Edward Nzimande Kholise Kabelo Adelaide Ntlai Adeline Ntsane Enock Bonang Rankhakile Moselanjane Caroline Phosholi Moholobela Joshua Chapi Celestonah Mpoetsi	Yes	11	15	4
13.	Cllr. M.F.Shale WARD COMMITTEES MOtsoetsoana Mpho Hilda Sepolo Sello Sikhafungana Caroline Nomzwanele Pina Nomzuvukile Marea Maria Nthaleng Spaere Fidelia Nthateng Ntsolo Temoho Kali Mamakhoa Theodora Mohale Molomo Tenza Casweel Lekhetso	Yes	11	15	7
14.	Cllr M. MOLEFE WARD COMMITTEES Lukhzi Novumasande Rosina Makau Keneuoe Makhetha Puseletso Letele Teliso Liwani Vuyani Letele Mamotlapuru Rankoro Tholang Jozeph Molefe Teboho Lebenya Mankalimeng Molise Tshitso Florian	Yes	8	13	7
15.	Cllr. N. Baba 1. Nyalleng Mercy Moleko 2. Mapoloko Caroline Tamane 3. Teleng Daniel Morai 4. Jobo Petrose Tamane 5. Sipehelele Mnguni 6. Lepola Maketela 7. Malehoko Mavis Sobhudula 8. Nomxolisi Mtyandeni	Yes	12	23	11

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	9. Siziwe Manginingini 10. Kamohelo Thubela				
16.	Cllr. L.E.Nkamba WARD COMMITTEES Ndaba Nontzikelelo Khaloli Mathema Gudwana Headman Mlulami Mokoqama Mamotsilili Bali Nomathula Shao Pinky Ngqwangi Phumla Valashiya Teboho Mokoqama Seeng Victoria Tsele Mamorena Gladys	Yes	8	12	4
17.	Cllr S.W.Mbulawa WARD COMMITTEES Sabisa Lindeka Princess Xoliswa Matugana Nyakeni Philile Ndawo Zolani Brain Nobabini Mbangeni Mvuko Nelisile Manguzela Nomagugu Agnes Mfunda Zodwa Charity Yotwana Abongile Jozi Nosicelo Getrude	Yes	9	16	10
18.	Cllr. W.P.Siphika WARD COMMITTEES Ludidi Thandiswa Kulase Zenixole Mabutyana Nonkazimlo Nyamende Simangele Sisilana Zolisa Sithole Sibusiso Mzimba Nkoszivumile Khumalo Mlungisi Mlobeli Siphelele	Yes	12	23	11
19	Cllr. S.D.Booth WARD COMMITTEES Jafta Hans Joseph Mdleleni Nikho' Linqa Welsh David Nontenja Siboniso Ngcekwa masiko Nyembezi Nomawethu Smith Warren Cox Sasha January Dale Nqhome Nosisa Candy	Yes	13	24	11
20	Cllr. M.S.Mokhesi WARD COMMITTEES Mothibeli Nteboheleng Pere Thembile Hlaki Lesedi	Yes	13	24	11

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	Mswazi Noluthando Matandela Andiswa Mothibeli Kgabele Mqilingwa Sibongiseni Kotelana Amelia Lebohang Mpololo Nozibele Fafudi Paballo Gloria				
	Cllr. T.B.Mantshule WARD COMMITTEES Ndwengula Noloyiso Mbedla Nondumiso Mbucane Noxolisa Zandile Nondolo Kholiswa Makholwa Lungile Fayilane Zoleka Maduna Phambili Parkies Sibiongile Soshangane Nonkazimlo Mayekiso Lucky Bernard	Yes	9	8	2
22	Cllr. N.D Nodabula WARD COMMITTEES Balibane Voyizana Dlwathi Nolitha Ganu Sikhumbule Mpisana Khanyiswa Mzilikazi Busisiwe Ludidi Siphelele Mramba Nosiviwe Msuthu Feziwe Nonjiko Gladman Thabiso Mute Bafo	Yes	10	16	9
23	Cllr. S.C. Maphasa NO WARD COMMITTEES ELECTED	NO	11	18	7
24	Cllr. E.K Seputle WARD COMMITTEES Stefan Doctor Tsotetsi Telang Juqu Mkhusele Ponya Reatile Mathibeli Lebohang Hoffman Mabahlakoana Manqamane Zola Ngubo Vusumzi Selela Malesedi Letele Molemo	Yes	12	21	12
25	Cllr. M.Mapena WARD COMMITTEES Ramatholo Keneoue Moshoeshe lebina Lekhula Marorisang Lempe Masabatha Mgijima Sonwabile	Yes	9	15	9

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	Matlali Tankiso Nqadu Nomfunelo Qametsi Mapaseka Khoabane Mpho Sehlabo Makabelo				
26	Cllr. J.G.Ludidi WARD COMMITTEES Lottering Lindiwe Sijadu Zanele Mkhontwana Zenzele Marais Sophie Zelda Mgilane Thobeka Mbambulu Xoliswa Precious Bhontshoza Xoliswa Booi Sindiswa Greeves John Samuel Mdletye Bafikile	Yes	12	21	10
27	Cllr.M. Tsoanyane WARD COMMITTEES Nkoala Mamello Masepe Nontsikelelo Chale Nokwenzane Mokoatle Mpinyane Shelile Moleboheng Mohoto Nthabiseng Annah Ndlovu Pueletso Motangane Julius Motloebe Xaki Andiswa Qungane Bongiwe	Yes	2	1	1

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APPENDIX F – WARD INFORMATION

Top Four Service Delivery Priorities for Ward (Highest Priority First)		
No.	Priority Name and Detail	Progress During Year 2022/2023
1.	Electricity	
2.	Roads	
3.	Indigent beneficiaries	
4.	Sanitation	
		TF3

APPENDIX G – RECOMMENDATIONS OF THE MUNICIPAL AUDIT COMMITTEE YEAR 2022/23

Municipal Audit Committee Recommendations		
Date of Committee	Committee Recommendations during 2022/2023	Recommendations adopted (enter YES), if not adopted (provide explanation)
26 July 2022 23 August 2022 24 October 2022 24 January 2023 21 February 2023 24 April 2023	1. Management implement proper record keeping in a timely manner to ensure that complete, relevant and accurate information is accessible and available to support financial information and compliance with legislation, 2. The CFO must ensure that adequate and proper reviews be carried out on the draft set of annual financial statements to ensure that material errors are identified and corrected in a timely manner prior to submission to the AGSA, 3. The CFO must ensure that unauthorized expenditure is	YES

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	<p>prevented by adequately budgeting for non-cashflow items relating to depreciation and debt impairment,</p> <ol style="list-style-type: none">4. The CFO implement preventative controls to ensure that quotations are not accepted from bidders whose tax matters had not been declared by the South African Revenue Services to be in order,5. The Accounting Officer must continue to place acute focus on the preventative controls to ensure that performance management reporting is credible at year end,6. The Accounting Officer must ensure that the agreed upon recommendations of internal audit and the audit committee are implemented in a timely manner,7. The Accounting Officer must ensure that management is held accountable for the non-implementation of agreed upon internal audit recommendations,8. Management continue to cooperate with the internal audit function to improve the current control environment through the timely implementation of recommended actions,9. Follow up audits be completed on a quarterly basis to prevent recurrence of repeated findings,10. Where controls are found to be inadequate, consultative internal audit engagements be implemented to guide management on improving policies and procedures	
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	<p>through a gap analysis approach,</p> <ol style="list-style-type: none"> 11. The internal audit function be capacitated with funding to employ outside service providers to assist in discharging internal audit engagements that require specialist internal audit skills and competencies in the areas of financial reporting, information technology and value for money audits, 12. Continue focus on improving debt collection to reduce the budgeted amount for debt impairment, and 13. Increase spending on repairs and maintenance of infrastructure assets. <hr/> <ol style="list-style-type: none"> 1. SCM officials undergo continuous training to keep up with SCM developments, 2. Members of the respective bid committees must exercise professional competence and due care when reviewing bid documents to prevent the municipality from incurring irregular expenditure, 3. The municipality should work with the district municipality and CoGTA to obtain assistance in formulating its own disaster management plan, 4. When advertising electrification projects, that the standard connection fee as per the recommended guidelines be inserted into the bid documentation, 5. Documented assurance on the reasons provided by 	
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	<p>management for not achieving KPI targets be incorporated into their internal audit quarterly reports over performance management,</p> <ol style="list-style-type: none">6. The root cause for the late appointment of service providers be included as an operational risk and that management actions to address the risk be periodically monitored with proper follow-up procedures being undertaken by the Accounting Officer,7. The accounting officer must prioritise the implementation of processes to recover monies owed to the municipality by the service provider, Paralex,8. The accounting officer must implement remedial action to recover the cost of interest incurred by the municipality from affected officials in terms of section 171(4) of the MFMA,9. Management implement proper record keeping in a timely manner to ensure that complete, relevant and accurate information is accessible and available to support financial information and compliance with legislation,10. The CFO must ensure that adequate and proper reviews be conducted on the draft set of annual financial statements to ensure that material errors are identified and corrected in a timely manner prior to submission to the AGSA,	
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	<ol style="list-style-type: none">11. The CFO must ensure that unauthorized expenditure is prevented by adequately budgeting for non-cashflow items relating to depreciation and debt impairment,12. The CFO implement preventative controls to ensure that quotations are not accepted from bidders whose tax matters had not been declared by the South African Revenue Services to be in order,13. The accounting officer must continue to place acute focus on the preventative controls to ensure that performance management reporting is credible at year end,14. The accounting officer must ensure that the agreed upon recommendations of internal audit and the audit committee are implemented in a timely manner,15. The accounting officer must ensure that management is held accountable for the non-implementation of agreed upon internal audit recommendations,16. Management continue to cooperate with the internal audit function to improve the current control environment through the timely implementation of recommended actions,17. Follow up audits be completed on a quarterly basis to prevent recurrence of repeated findings,18. Where controls are found to be inadequate, consultative internal audit engagements be implemented to guide	
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	<p>management on improving policies and procedures through a gap analysis approach,</p> <p>19. The internal audit function be capacitated with funding to employ outside service providers to assist in discharging internal audit engagements that require specialist internal audit skills and competencies in the areas of financial reporting, information technology and value for money audits,</p> <p>20. Management continue to focus on improving debt collection,</p> <p>21. Increase spending on repairs and maintenance of infrastructure assets.</p> <hr/> <p>1. SCM officials undergo continuous training to keep up with SCM developments.</p> <p>2. Members of the respective bid committees must exercise professional competence and due care when reviewing bid documents to prevent the municipality from incurring irregular expenditure.</p> <p>3. All budgeted and Council approved key vacant positions be filled as soon as possible.</p> <p>4. Use of an approved panel of service providers with respect to consultants, project managers and contractors to avoid undue delays in SCM appointments over capital projects.</p> <p>5. Consideration be given to implementing more capital projects for the next</p>	
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	<p>financial year to avoid the risk of low capital expenditure on projects funded from conditional grants.</p> <ol style="list-style-type: none">6. The disaster management plan be finalised and submitted to Council for approval by the end of the financial year.7. That the contingent liabilities relating to legal fees on the Parallax matter be disclosed in the notes to contingent liabilities in the year-end annual financial statements.8. That the disclosure notes in the year end annual financial statements with respect to the remuneration of senior managers for the current financial year be accurately disclosed with respect to amounts, dates of resignations and appointments.9. The accounting officer must implement remedial action to recover the cost of interest incurred by the municipality from affected officials in terms of section 171(4) of the MFMA.10. The Chief Financial Officer must assess the application of IGRAP2 and its potential implication on disclosure in the annual financial statements.11. All signed performance agreements for the current financial year be placed onto the municipal website as required in terms of section 75 (1)(d) of the MFMA.12. The accounting officer must ensure that the agreed upon recommendations of	
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	<p>internal audit and the audit committee are implemented in a timely manner.</p> <p>13. The accounting officer must ensure that management is held accountable for the non-implementation of agreed upon internal audit recommendations.</p> <p>14. Management continue to cooperate with the internal audit function to improve the current control environment through the timely implementation of recommended actions.</p> <p>15. Follow up audits be completed on a quarterly basis to prevent recurrence of repeated findings.</p> <p>16. Where controls are found to be inadequate, consultative internal audit engagements be implemented to guide management on improving policies and procedures through a gap analysis approach.</p>	
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APPENDIX H – LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS

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APPENDIX I – MUNICIPAL ENTITY/ SERVICE PROVIDER PERFORMANCE SCHEDULE

MONITORING OF THE PERFORMANCE OF SERVICE PROVIDERS/ Assessment of the performance of External Service Provider – **JULY 2022 TO JUNE 2023.**

Section 116 (2)(b) of MFMA

Contracts and contract management

116. (2) The accounting officer of a municipality or municipal entity must—

(b) monitor on a monthly basis the performance of the contractor under the contract or agreement;

The monitoring of the service provider performance is ensured through the signing of the Service Level Agreement. It is currently being done at user department levels. The end user department provides monthly reports to the SCM unit as well. Service providers who fail to perform are reported to SCM and the necessary action is taken including the termination of the contract or cancellation of an order.

Example:

Assessment Key	
Good (G) - 3	The service has been provided at acceptable standards and within the time frames stipulated in the SLA/Contract
Satisfactory (S) - 2	The service has been provided at acceptable standards and outside of the timeframes stipulated in the SLA/Contract
Poor (P) - 1	The service has been provided below acceptable standards

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
MATAT 2020/2021-60	Kuyazany wa Constructi on	22/09/2020	Construction of 4,6km Mohapi Access Road & Bridge	R6 967 805.95	Stage 4 (60%). Tipping of gravel. Processing of gravel by 30 June 2022	95% Practical Completion reached	Stage 7 (100%) construction of 4.6km Mohapi AR and bridge by 30 June 2023	95% Retention stage			
MATAT 2020/2021-56	Sipho Glad Constructi on	21/07/2021	Construction of 11km Purutle - Moyeni Access Road	R7 364 160.82	Stage 4 (60%). Tipping of gravel. Processing of gravel by 30 June 2022	60% Road bed preparation 8km done Rip & compact 3km, Tipping & Processing 3km	95% construction of 11km Purutle to Moyeni AR and Bridge by 30 June 2023	95% complete Practical Completion			
MATAT 2020/2021-62	Mabona Civils & PlantHire	21/07/2021	Construction of Purutle - Moyeni bridges	R6 806 137.94	Stage 4 (60%). Tipping of gravel. Processing of gravel by 30 June 2022	66% Complete Bridge 1- Wingwalls complete, shuttering for the deck is also complete Bridge 2	95% construction of 11km Purutle to Moyeni AR and Bridge by 30 June 2023	95% Complete Practical completion reached			

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
						doing steel fixing for abutment footings					
MATAT/2020/2021-54	Manong Constructi on & PlantHire	01/09/2021	Construction of Mahangu Access Road & Bridge	R13 175 798.52	Stage 3 (40%) Installation of pipes by 30 June 2022	55% complete Tipping of 2,5km road complete Setting out of bridge is complete,d owels in place.	Stage 6 (95%) construction of 2.5km Mahangu Access road and bridge by 30 June 2023	95% practical Completion			
	Mahlubi Plant Hire	05/01/2022	Construction of Harry Gwala Int Streets(Itsokolele – Njongweville)	R8 981 086.45	Stage 3 (40%). Laying of storm water ,Kerbing, Laying G5 Material by 30 June 2022	70% Complete Box cutting and rock filling of areas with soft material.Roadformatio n 86%, kerbing & Channellin g 24%	Stage 7 (100%) construction of 3.7km Harry Gwala Phase 1 (Itsokolele Njongwevill e) access road by 30 June 2023.	95% Complete Practical Completion			
MATAT/2021/2022-02	Masilo Projects	10/01/2022	Construction of 10,7km	R2 281 386.10	N/A	N/A	100% Constructio	100% complete			

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
			Rockville,Maritseng - Motsekoa Access Road				n of Rockville,M aritseng - Motsekoa access road complete by 30 June 2023	Retention Stage			
MATAT/2022/2023-19	Batabile Constructi on	15/12/2022	Construction of 4,5km Harry Gwala Internal Streets	R31 860 000.00	N/A	N/A	Stage 1 (10%). Contractor establishme nt. Stage 2 (20%). Clear and grub Roadbed preparation by 31 March 2023	27% complete Clear & grub 3,5 km,laying of storm water pipe in progress,laying of subsoil drainage in progress			
MATAT/2022/2023-41	Mabona Civils	15/12/2022	Rehabilitation of 1,5km Cedarville Internal Streets	R5 789 653.30	N/A	N/A	(60%) of Rehabilitati on of Cedarville Internal Streets by 30 June 2023	95% Practical Completion Reached			
MATAT/2022/2023-42	Mabona Civils	14/11/2022	Rehabilitation of 6,5km of Matatiele Internal Streets-	R23 980 000.00	N/A	N/A	95% construction of Matatiele internal	50% complete Cleaning of storm water drains in progress Laying of asphalt 3,4km			

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
			Cluster1				streets (cluster 1) by 30 June 2023				
MATAT/2022/2023-13	African Heights JV Makalane Trading Enterprise	07/12/2022	Maintenance of 8km Caba-Dlodlweni AR	R2 358 69 6.86	N/A	N/A	60% construction of Dlodlweni-Caba AR by 30 June 2023	71% complete Rip & re-compacting is complete Tipping & processing of gravel material in progress			
MATAT/2022/2023-14	Amandlela Engineers & Safety Consultants	19/12/2022	Maintenance of 2,4km Ramatli AR	R1 586 53 1.38	N/A	N/A	Stage 1 (10%). Contractor establishment Stage 2 (20%). Clear and grub, Roadbed preparation by 31 March 2023	77% complete Rip & re-compacting complete Tipping & processing is in progress			
MATAT/2022/2023-16	Amandlela Engineers & Safety Consultants	19/12/2022	Maintenance of 11,3km Queen's Mercy AR	R3 500 36 0.28	N/A	N/A	Stage 1 (10%). Contractor establishment Stage 2 (20%). Clear and grub, Roadbed	55% complete Rip & re-compacting is complete Tipping of gravel material in progress			

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
							preparation by 31 March 2023				
MATAT/2022/2023-03	Makhalendlovu Construction	05/12/2022	Maintenance of 4,2km Sithiweni AR	R1 199 883.70	N/A	N/A	60% construction of Sitiweni AR & bridge by 30 June 2023	95% complete Practical Completion reached			
MATAT/2022/2023-04	Intlangula 86 Trading Enterprise	05/12/2022	Maintenance of 4,2km Mango-Nyanzela AR	R1 940 698.83	N/A	N/A	60% construction of Mango - Nyanzela AR by 30 June 2023	73% complete Rip & re-compacting is complete, roadbed preparation, complete, Tipping & processing of gravel material in progress			
MATAT/2022/2023-02	Ambrose Civils	22/12/2022	Maintenance of 9,1km Dengwane, Zwelitsha-Khoapa AR	R2 595 444.20	N/A	N/A	60% construction of Dengwane, Zwelitsha-Khoapa AR by 30 June 2023	78% complete Rip & re-compacting is complete Tipping & processing of gravel material in progress			
MATAT/2022/2023-15	Amacwele Building & Civil Contractors	14/03/2023	Maintenance of 15km Lekhalong Access Road	R2 726 059.82	N/A	N/A	60% construction of Lekhalong AR by 30 June 2023	40% complete Roadbed preparation complete, tipping in progress			
MATAT	Incline &	04/01/2022	Construction of	R2 348 68	(60%)	40%	100%	94% complete			

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
2021/2022-23	Decline JV Sisaseson ke		Backup Water Supply for Council Chambers	2.49	Stage 5 Laying of pipes, Installation of Reservoir, Backfilling and Installation of Manholes by 30 June 2022	complete	Construction of Back up water supply for council Chamber and Municipal by 30 June 2023.	The project has challenges around the issue of testing. Testing is not done yet due to a challenge of having not enough water from the source to fill up the reservoir, so commissioning & testing is not done yet.			
Matat/2021/2022-18	Manong Construction	06/01/2022	Management of plant	Rates only	Maintenance and Construction of 6 access roads	Overall of 87% complete.	Maintenance and Construction of 4 access roads	Overall of 30% complete.			
Matat/2022/2023-84	Maboka Construction	08/12/2022	Maintenance of Makomorweni Access Road	R1 374 999.99			Maintenance of 6km Makomorweni Access Road of	Overall of 66% completed			
Matat/2022/2023-70	Jamalox	08/12/2022	Maintenance of Rashule Access Road	R2 066 965.73			Maintenance of 5km Rashule Access Road and bridge	Overall of 62,8% completed			
Matat/2022/2023-01	Amandlela	14/03/2023	Maintenance of Tsepisong	R2 426 955.46			Maintenance of 7,2km of	Overall of 29% completed			

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
	Engineering and Safety		Access Road				Tsepisong Access Road				
RT 25	MUNSOFT	01 November 2016	Yes	R3,5m	Provision of financial system	Financial system was provided as required	Provision of financial system	Financial system is operating and consultation support is provided by the system provider on a daily bases			
MATAT /2020/-23	BTMN Engineers	Contract Award letter was issued on the 03 May 2022	Mavundleini (155) & Moiketsi (221)	R 7 520 000,00	N/A	N/A	Moiketsi (221) Connection of 221 households by 30 June 2023 Mavundleini (155) Connection of 155 households by 30 June 2023	Project Management is ongoing and monthly progress reports were also submitted Moiketsi (221) Overall construction Progress: 60% Current activities: Contractor is busy with Excavations, planting of poles, stringing & waiting for delivery of outstanding materials There is a slight improvement in terms of the progress on site after our last meeting with the Service Provider Mavundleini Overall construction Progress: 60% Current activities: Contractor is busy with Excavations, planting of poles, stringing & waiting for delivery of outstanding materials There is a slight improvement in terms of the progress on site after our last meeting with the			

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
								Service Provider			
MATAT /2020/-23	Igoda Projects	Contract Award letter was issued on the 03 May 2022	Tsepisong - Molweni 1	R 9 000 000, 00	N/A	N/A.	Project is complete and energized	Project is complete and energized			
MATAT /2020/-23	Thake Electrical	Contract Award letter was issued on the 03 May 2022	Hillside- Manzi Phase 2, Hillside- Manzi Phase 2 Link Line, Sikhulumi Project	R12 100 000.00	N/A	N/A	Project Management and Progress reporting. site meeting & Progress reporting Hillside- Manzi Phase 2 Project Connection of 155 households by 30 June 2023 Sikhulumi Project is complete & energized	Project Management is ongoing and monthly progress reports were also submitted Overall construction Progress: 100% 286 Households have been connected Current activities: Contractor is currently busy with pole to pole inspections in preparation for Eskom outage Sikhulumi Project is complete & energized			

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Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
MATAT /2020/-23	NSK JV REMS Electrical	Contract Award letter was issued on the 03 May 2022	Masupa (225) Mapoti (80) Molweni 2 (150)	R9 100 000.00	N/A	N/A	Project Management and Progress reporting. Masupa 112 Project is complete and energized Molweni 2 Connection of 150 Households	Masupa 112 Project is complete and energized Molweni 2 Overall construction Progress: 88% Current activities: Contractor is currently busy with House connections & installation of ready boards			
MATAT /2020/-23	MN Africa JV Capital Power Projects	Contract Award letter was issued on the 03 May 2022	Rockville (315) Polar Park (137)	R 8 568 000,00	N/A	N/A	Project Management and Progress reporting. Rockville (315) Connection of 315 Households Polar Park Connection of 137 Households	Project Management is ongoing and monthly progress reports was also submitted Rockville Project is complete and energized Polar Park Project is complete and energized			
	Sekhuthlon g Trading	6 Apr 2023	Waste removal in residential	R316 526.25	To clean streets and	Cleaning and	To clean, sweep	Cleaning collection of waste done twice a week. Waste			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
	Enterprise		area (Maluti)		collect waste, clean drains in Maluti Residential area	sweeping done on tarred roads. Waste collected and disposed twice a week. Cleaning of drains in Maluti Residential area	streets and collect waste for disposal in the landfill site as well as clean drains in the Maluti Residential area	collected and Cleaning of drains still need working on.			
	Sisaseson ke Trading Project	6 Apr 2023	Waste removal in residential area (Mountain view and Harry Gwala)	R241 500	To clean streets and collect waste ,clean drains in Harry Gwala and Mountain view Residential area	Cleaning of streets, collection of waste ,cleaning of drains in Harry Gwala and Mountain view Residential area was done	To clean streets and collect waste ,clean drains in Harry Gwala and Mountain view Residential area	Cleaning of streets, collection of waste in Harry Gwala and Mountain view Residential area. Service provider needs to work on clearing drains.			
	Manong Constructi on Projects	6 Apr 2023	Waste removal in the CBD area	R679 650	To clean streets and collect waste in the	Cleaning of streets and collect waste done	To clean, sweep streets and collect and	Cleaning and waste removal were done in the CBD. Service provider has improved slightly. We continuously engaging with			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
					CBD area	in the CBD area. Initial performance was not satisfactory on initial appointment but has improved overtime.	dispose waste from the CBD area. As well as opening drains	him.			
	Elethu Civil and Electrical Constructor	6 Apr 2023	Waste removal in Buxton Park, New J and Roman area	R420 900	Cleaning of streets, collection of waste, cleaning of drains in Buxton Park, New J and Roman Residential area was done	To clean streets and collect waste, clean drains in Buxton Park, New J and Roman Residential area	Cleaning of streets, collection of waste in Buxton Park, New J and Roman Residential area. Service provider needs to work on clearing drains.	To clean streets and collect waste, clean drains in Buxton Park, New J and Roman Residential area			
	AMACW ELE	6 th January 2021	Landfill operation and maintenance	R8 895 000	Maintenance and operation of the landfill site.	n/a	Maintenance and operation of the landfill site.	Continuous, maintenance and operation of the landfill site. There has been improvement, compaction done regularly, service provider encouraged to compact daily.			
RT 25	MUNSO	01	Yes	R3,5m	Provision	Financial	Provision of	Financial system is operating			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
	T	November 2016			of financial system	system was provided as required	financial system	and consultation support is provided by the system provider on a daily basis <i>BTMN Engineers</i>			
MATAT /2021/2022-118	Mahlez Constructi on & Projects	28/02/2022	12 months	R177 600.00	Cleaning & Maintenance of Public toilets and Supply of Toilet paper at Harry Gwala Taxi Rank	Public toilets were cleaned daily and repairs and replacements were done as part of maintenance.	Cleaning & Maintenance of Public toilets and Supply of Toilet paper	Public toilets were cleaned daily and repairs and replacements were done as part of maintenance in the month as of 31 August 2022			
MATAT 2021/22-121	Two Brothers Trading and Projects	28/02/2022	12 months	R146 000.00	Cleaning & Maintenance of Public toilets and Supply of Toilet paper in Maluti Taxi Rank	Public toilets were cleaned daily and repairs and replacements were done as part of maintenance.	Cleaning & Maintenance of Public toilets and Supply of Toilet paper	Public toilets were cleaned daily and repairs and replacements were done as part of maintenance as of 31 August 2022			
MATAT 2021-22-119	Tlou Makgola trading	28/02/2022	12 months	R148 800.00	Cleaning & Maintenance of Public toilets and Supply of Toilet paper	Public toilets were cleaned daily and repairs and replacements	Cleaning & Maintenance of Public toilets and Supply of Toilet paper	Public toilets were cleaned daily and repairs and replacements were done as part of maintenance as of 31 August 2022			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
					in CBD Coffee Pot Rank	ts were done as part of maintenance.					
MATAT/2021/2022-120	Makalane Trading	28/02/2022	12 Months	R158 840.00	Cleaning & Maintenance of Public toilets and Supply of Toilet paper in Harry Gwala Rank	Public toilets were cleaned daily and repairs and replacements were done as part of maintenance.	Cleaning & Maintenance of Public toilets and Supply of Toilet paper	Public toilets were cleaned daily and repairs and replacements were done as part of maintenance as of 31 July 2022			
MATAT/2020/2021-53	BLUETECH CO (Pty) Ltd	04 March 2021	Yes	As per the rates.	Repairs and maintenance of municipal fleet.	Repairs are done on a monthly basis.	Repairs and maintenance of municipal fleet.	Repairs and maintenance of municipal fleet.			
N/A	Black Dot and Kano JV		Valuation roll and supplementary roll 2018-2023	R2000000.00	Produce supplementary roll for implementation in July 2021	Supplementary roll implemented at 01 July 2021	Produce supplementary roll for implementation in July 2022	Supplementary roll implemented at 01 July 2022			
N/A	Sun electricity		Solar maintenance	R90 per panel	Monthly maintenance of solar panels for indigent	Monthly maintenance done in accordance with	Monthly maintenance of solar panels for indigent	Monthly maintenance done in accordance with contract			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
					beneficiaries	contract	beneficiaries				
N/A	Ilitha Cooperative		Solar maintenance	R90 per panel	Monthly maintenance of solar panels for indigent beneficiaries	Monthly maintenance done in accordance with contract	Monthly maintenance of solar panels for indigent beneficiaries	Monthly maintenance done in accordance with contract			
N/A	Parallex Consulting	N/A	Vending	Commission based	Sales of electricity and monthly transfers to the municipality	Electricity sold on a monthly basis. Service provider defaulted on transferring the proceeds from electricity sales	Sales of electricity and monthly transfers to the municipality	Electricity sold on a monthly basis. Service provider defaulted on transferring the proceeds from electricity sales			
N/A	Sun Electricity	N/A	Supply and delivery of Gas	Various supplies at differed amounts	Supply and delivery of gas to indigent beneficiaries	Gas stoves and cylinders delivered to registered beneficiaries	Supply and delivery of gas to indigent beneficiaries	Gas stoves and cylinders delivered to registered beneficiaries			
N/A	Mathew Francis	1 st October 2021	Provision of legal services	R1710 Hourly	Provide legal	Provision of Legal	Provide Legal	Delayed provision of legal advice. Conveyancing matters			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
	Incorporated		and advice	rate	services on civil law matters	advice and legal representation in court proceedings	services on civil matters	are delaying, a complaint has been filed with the Director of the law firm			
N/A	TL Luzipho Attorneys	1 st October 2021	Provision of legal services and advice	N/A	N/A	N/A	Provide Legal services on civil matters	Provide legal advice and legal representation, rate of finalising cases, monthly reports			
N/A	M Jozana Attorneys	1 st October 2021	Provision of legal services and advice	N/A	N/A	N/A	Provide Legal services and legal advice	Provision of Legal advice and legal representation in court proceedings Bloem v MLM. Matter is not dealt with within the anticipated time frames.			
N/A	UBILO General Trading t/a Ubilo Security	27 September 2021	Yes	R R 42,048,012.48	N/A	N/A	[1] Provision of Security Services for a period of three (3) years for the Matatiele Local Municipality (MLM) (70 Guards x 28 sites) [2] Provision of two (2) security	Monthly reports were received and there were no incidents reported for the quarter Quarterly meeting was held on 29 June 2023			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
							supervisors per shift on any given day of the week [3] Provision of two (2) Armed Response guards (Grade C) [4] Provision of two (2) Cash-in-transit guards – (Grade B)				
2021/22-26	Vodacom	05/01/2022	Provision of Cellular phones and mobile Data cards	Rate Based	To provide voice lines and data lines to managers and staff as when and required.	58 Voice and 65 Data lines were provided to managers, staff and members of council	To provide voice lines and data lines to managers and staff as when and required	93 voice and 119 data lines were provided to managers, staff and members of the Council			
2020/21/16	Khanya Africa Networks	01/03/2021	Provision of Electronic document and records	R2 079 32 7.08	To scan Payment vouchers, develop	To Scan payment vouchers, install and	To scan Payment vouchers, develop	Scan Payment vouchers Supply scanners for scanning documents.			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
			management system.		workflows, supply scanners, install the server and client	use scanner for daily electronic records keeping.	workflows, supply scanners, install the server and client	Installed the server and client workstations Develop workflows based on departments submission			
2022/2023-151	ICT Choice	26/4/2023	Email Management and Archiving	R2 530 43 4.21	N/A	N/A	Ensure and maintain 100% uptime of municipal e mails				
2020/21/15	KC and SC Son Trading	07/01/2021	Supply Computer Hardware & Maintenance & Support	Rate Based	To supply computer Hardware including Maintenance and hardware for 36 months	113 laptops delivered in 2021/22 financial year Supply and Delivery of 10 Desktop Computers	Supply Computer Hardware & Maintenance & Support	Supply and delivery of 8 laptops.			
2020/21/67	Blue Cycle Trading	15/6/2021	Provision of Cyber Security risk assessment	R1 660 00 0.00	Project plan and initiation. Cybersecurity impact assessment. Cybersecurity Policy and Standard	Assessment report Cybersecurity Policy and SOP. Cybersecurity strategy.	Provision of Cyber Security risk assessment	Review of Change management policy Training of technical and non-technical staff Project Close-up report			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
					Operation Procedure.	Cybersecurity					
20/2021-49	Yuretek	28/7/2021	Supply, Installation & Maintenance of Copiers	Rate based	Network printing service, Scanning and photo-copying	Network printing service, Scanning and photo-copying	Network printing service, Scanning and photo-copying	Network printing service, Scanning and photo-copying			
20/21/05	EXYS Africa (PTY) LTD	27/11/2020	Supply, Installation and Maintenance of Biometrics T&A system	R 1 610 719.14	Supply, Installation and Maintenance of Biometrics T&A system		Supply, Installation and Maintenance of Biometrics T&A system				
MATAT	Innovation Government Solutions (IGS)	01 March 2023	Electronic Performance Systems and Cascading	R5,996,10.00	Electronic Performance Systems and Cascading	Uploading of Monthly and Quarterly performance and Portfolio of Evidence (POE) for each target set on the SBIP. Producing	Electronic Performance Systems and Cascading	Uploading of Monthly and Quarterly performance and Portfolio of Evidence (POE) for each target set on the SBIP. Producing Mid-year and quarterly report.			

Contents

Bid Number	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2021/2022		Current Financial Year 2022/2023		Assessment of Service Providers Performance		
					Target	Actual	Target	Actual	G	S	P
						Mid-year and quarterly report.					

APPENDICES

APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July to 30 June of Year 2021/2022 (Current Year)		
Position	Name	Description of Financial interests* (Nil / Or details)
(Executive) Mayor	CLLR. S. MNGENELA	NIL
Member of MayCo / Exco	CLLR P.M. STUURMAN	NIL
	CLLR. T. DYANTYI	NIL
	CLLR. M. FACU	NIL
	CLLR. F. SHALE	NIL
	CLLR. SD. BOOTH	NIL
	CLLR. WONGA BONGEKILE POTWANA	NIL
	CLLR. THEMBEKA DYANTYI	NIL
	CLLR. SISEKO SIKHAFUNGANA	NIL
	CLLR. MZWAMANDLA NYEMBEZI	NIL
	CLLR. NOMAROMA LUDIDI-NDABABE	NIL
Councillors	CLLR. NONZWAKAZI NGWANYA	NIL
	CLLR. NOMONDE ABEGAIL NKUKHU	NIL
	CLLR. THANDEKILE MTOTO	NIL

APPENDICES

	CLLR. FUNDISWA LUCIA NYAMAKAZI	NIL
	CLLR. TSEPO SAMUEL SHEANE	NIL
	CLLR. TSELANE FELICIA MOHATLA	NIL
	CLLR. TSEPISO NKETLANA	NIL
	CLLR. TOKOLOHO RAKHAREBE	NIL
	CLLR. SIBAMBE NGAZIMBI MGOLOMBANE	NIL
	CLLR. NKULULEKO MPOKOLO	NIL
	CLLR. NKOSIVELILE REMEGIOUS DUMA	NIL
	CLLR. NAZIR SHAIK	NIL
	CLLR. FEZEKA ZIGXASHI	NIL
	CLLR. ANATHALIA NOBANTU NQODI	NIL
	CLLR. NOMASOMI MSHUQWANA	NIL
	CLLR. PHILIP NTLOKWANA	NIL
	CLLR. THULISWA VICTORIA NGALEKA	NIL
	CLLR. PETER TSEPO LETSIE	NIL
	CLLR. NOMARUSSIA AGRINETTE PAMBUKELE	NIL
	CLLR. THANDEKILE MTOTO	NIL

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	CLLR. FUNDISWA LUCIA NYAMAKAZI	NIL
	CLLR. TSEPO SAMUEL SHEANE	NIL
	CLLR. TSELANE FELICIA MOHATLA	NIL
	CLLR. TSEPISO NKETLANA	NIL
	CLLR. TOKOLOHO RAKHAREBE	NIL
	CLLR. SIBAMBE NGAZIMBI MGOLOMBANE	NIL
	CLLR. NKULULEKO MPOKOLO	NIL
	CLLR. NKOSIVELILE REMEGIOUS DUMA	NIL
	CLLR. NAZIR SHAIK	NIL
	CLLR. FEZEKA ZIGXASHI	NIL
	CLLR. ANATHALIA NOBANTU NQODI	NIL
	CLLR. NOMASOMI MSHUQWANA	NIL
	CLLR. PHILIP NTLOKWANA	NIL
	CLLR. THULISWA VICTORIA NGALEKA	NIL
	CLLR. PETER TSEPO LETSIE	NIL
	CLLR. NOMARUSSIA AGRINETTE PAMBUKELE	NIL
	CLLR. KHANYISA AVUMILE MAZWI	NIL

APPENDICES

	CLLR. LIPOLELO LEEU	NIL
	CLLR. MATHAKANE PRUDENCE MOKHELE	NIL
	CLLR. MALEFU SESHEA	NIL
	CLLR. NOMVULA IRENE NOMLALA	NIL
	CLLR. SIKHUMBUZO VIKWA	NIL
	CLLR. NOMAPRINCESS JONA	NIL
	CLLR. MZUVUMILE KONDILE	NIL
	CLLR. NOMPUMELELO NATHALIA SONTANAGANE	NIL
	CLLR. SIPHAMANDLA GOVERMAN NTABENI	NIL
	CLLR. KHOPISO WINNIE LEBALLO	NIL
	CLLR. MASELLO ADEL NTSANE	NIL
	CLLR. FRANCINA SHALE	NIL
	CLLR. MOJABENG MOLEFE	NIL
	CLLR. NONCEDILE BABA	NIL
	CLLR. LUNGISANI ELLIAS NKAMBA	NIL
	CLLR. SINDILE WILFRED MBULAWA	NIL
	CLLR. WINNIE PRINTILA SIPIKA	NIL

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	CLLR. SHEREEN DOREEN BOOTH	NIL
	CLLR. MATSELENYANE SUSAN MOKHESI	NIL
	CLLR. THANDANANI BENEDICTA MANTSHULE	NIL
	CLLR. NOXOLISA DOGRATIA NONDABULA	NIL
	CLLR. SICELO CLASS MAPHASA	NIL
	CLLR. KABELO EARNEST SEPHUHLE	NIL
	CLLR MAILE MAPENA	NIL
	JAMES GIDION LUTHULI	NIL
	MZINGISI TSOANYANE	NIL
Municipal Manager	Mr. L Matiwane	NIL
Chief Financial Officer	Mr. K. Mehlomakhulu	NIL
Other S57 Officials		NIL
	Mr. S.M. Mbedla	NIL
	Mr. S. Ntshikilana	NIL
	Mr. C.K. Magadla	NIL
	Ms. S. Sako	NIL
TJ		

APPENDICES

APPENDIX K: REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

APPENDIX K (I): REVENUE COLLECTION PERFORMANCE BY VOTE

Revenue Collection Performance by Vote						
						R' 000
Vote Description	Year 2021/2022	Current: Year 2022/23			Year 2022/23 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Finance and Administration	333,860,302	376,019,936	376,429,963	372,040,575	3,979,361	4,389,388
					-	-
Community Halls and Facilities	6,177,874	6,367,764	8,176,101	6,663,720	-295,956	1,512,381
					-	-
Public Safety: Civil Defence	5,561,456	5,200,740	5,200,740	6,189,430	-988,690	-988,690
					-	-
Economic & Environmental Services	170,858	202,000	508,124	151,858	50,142	356,266
					-	-
Roads:Project Management Unit	67,107,421	56,088,000	62,084,672	62,147,126	6,059,126	-62,454
					-	-
Energy Sources: Electricity	156,476,111	57,023,952	57,023,952	106,918,778	49,894,826	49,894,826
					-	-
CORE FUNCTION: SOLID	13,498,2	78,680,5	78,680,5	11,809,9		

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WASTE REMOVAL	51	80	80	80	66,870,600	66,870,600
					-	-
Total Revenue by Vote	582,852	579,583	588,104	565,921	13,661,505	22,182,665
						<i>T K.1</i>

APPENDIX K (II): REVENUE COLLECTION PERFORMANCE BY SOURCE

Revenue Collection Performance by Source						
R '000						
Description	Year 2021/23	Year 2022/23			Year 2022/23 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	48,726	54,088	54,088	48,716	5,373	5,373
Property rates - penalties & collection charges	—				—	—
Service Charges - electricity revenue	56,530	71,416	71,416	59,114	12,302	12,302
Service Charges - water revenue	—				—	—
Service Charges - sanitation revenue	—				—	—
Service Charges - refuse revenue	11,615	15,526	15,526	11,713	3,812	3,812
Service Charges - other	—				—	—
Rentals of facilities and equipment	—				—	—
Interest earned - external investments	9,599	14,650	15,060	19,146	(4,496)	(4,086)
Interest earned - outstanding debtors	16,188	18,731	18,731	16,476	2,255	2,255
Dividends received	—				—	—
Fines	2,058	1,769	1,769	2,609	(840)	(840)
Licences and permits	3,561				—	—

APPENDICES

Agency services	–				–	–
Transfers recognised - operational	267,307	293,418	295,226	293,763	(345)	1,464
Other revenue	1,206	7,629	7,935	6,032	1,597	1,904
Gains on disposal of PPE	–				–	–
Enviromental Proctection	–					
Total Revenue (excluding capital transfers and contributions)	416,791	477,227	479,751	457,569	19,658	22,183
						<i>T K.2</i>

APPENDIX L: CONDITIONAL GRANTS RECEIVED: EXCLUDING MIG

Conditional Grants: excluding MIG						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
Neighbourhood Development Partnership Grant						
Public Transport Infrastructure and Systems Grant						
			-			
<i>Other Specify:</i>						
National Governments:Expanded Public						

APPENDICES

Works Programme Integrated Grant	4,887,000	4,887,000	4,887,000	-	-	
National Governments:Local Government Financial Management Grant	1,650,000	1,650,000	1,650,000	-	-	
Total	6,537,000	6,537,000	6,537,000	-	-	
<i>TL</i>						

APPENDICES

APPENDIX M: CAPITAL EXPENDITURE – NEW & UPGRADE/RENEWAL PROGRAMMES

APPENDIX M (I): CAPITAL EXPENDITURE - NEW ASSETS PROGRAMME

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year 2021/22	Year 2022/23			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	143,076	158,879	164,076	130,966	–	–	–
Infrastructure: Road transport - Total	56,826	109,601	114,103	87,728			–
<i>Roads, Pavements & Bridges</i>	56,826,478	109,601,316	114,102,828	87,728,291			
<i>Storm water</i>							
Infrastructure: Electricity - Total		49,278	49,973	43,238	–	–	–
<i>Generation</i>							
<i>Transmission & Reticulation</i>		49,277,976	49,973,136	43,237,660			
<i>Street Lighting</i>							
Infrastructure: Water - Total	–	–		–	–	–	–
<i>Dams & Reservoirs</i>							
<i>Water purification</i>							
<i>Reticulation</i>							
Infrastructure: Sanitation - Total	–	–		–	–	–	–
<i>Reticulation</i>							
<i>Sewerage purification</i>							
Infrastructure: Other - Total	–	–	–	–	–	–	–
<i>Waste Management</i>							
<i>Transportation</i>							
<i>Gas</i>							

APPENDICES

<i>Other</i>							
<u>Community - Total</u>	–	–		–	–	–	–
Parks & gardens							
Sportsfields & stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art							
Galleries							
Cemeteries							
Social rental housing							
Other							

Table continued next page

Table continued from previous page

Capital Expenditure - New Assets Programme*							R '000
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
<u>Capital expenditure by Asset Class</u>							
<u>Heritage assets - Total</u>	–	–		–	–	–	–
Buildings							
Other							
<u>Investment properties - Total</u>	–	–		–	–	–	–
Housing development							
Other							
-							
<u>Other assets</u>	–	–		–	–	–	–
General vehicles							
Specialised vehicles							

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Plant & equipment							
Computers -							
hardware/equipment							
Furniture and other							
office equipment							
Abattoirs							
Markets							
Civic Land and							
Buildings							
Other Buildings							
Other Land							
Surplus Assets -							
(Investment or Inventory)							
Other							
<u>Agricultural assets</u>	—	—		—	—	—	—
<i>List sub-class</i>							
<u>Biological assets</u>	—	—		—	—	—	—
<i>List sub-class</i>							
<u>Intangibles</u>	—	—		—	—	—	—
Computers - software &							
programming							
Other (<i>list sub-class</i>)							
Total Capital							
Expenditure on new	143,076	158,87	164,076	130,966			
assets		9			—	—	—
<u>Specialised vehicles</u>	—	—		—	—	—	—
Refuse							
Fire							
Conservancy							
Ambulances							
<i>T M.1</i>							

APPENDICES

APPENDIX M (II): CAPITAL EXPENDITURE – UPGRADE/RENEWAL PROGRAMME

APPENDICES

Capital Expenditure - New Assets Programme* R '000							
Description	Year 2021/22	Year 2022/23			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	143 076	158 879	164 076	130 966	-	-	-
Infrastructure: Road transport - Total	56 826	109 601	114 103	87 728			-
<i>Roads, Pavements & Bridges</i>	56 826 478	109 601 316	114 102 828	87 728 291			
<i>Storm water</i>							
Infrastructure: Electricity - Total		49 278	49 973	43 238	-	-	-
<i>Generation</i>							
<i>Transmission & Reticulation</i>							
<i>Street Lighting</i>		49 277 976	49 973 136	43 237 660			
Infrastructure: Water - Total	-	-		-	-	-	-
<i>Dams & Reservoirs</i>							
<i>Water purification</i>							
<i>Reticulation</i>							
Infrastructure: Sanitation - Total	-	-		-	-	-	-
<i>Reticulation</i>							
<i>Sewerage purification</i>							
Infrastructure: Other - Total	-	-	-	-	-	-	-
<i>Waste Management</i>							
<i>Transportation</i>							
<i>Gas</i>							
<i>Other</i>							

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APPENDICES

Community - Total							
	-	-		-	-	-	-
Parks & gardens							
Sportsfields & stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing							
Other							

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VOLUME II

APPENDIX N – CAPITAL PROGRAMME BY PROJECT YEAR 2022/23

Capital Programme by Project: Year 2022/2023					
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
Electricity					
Sikhulumi Electrification	999,996	2,104,114	1,829,767	-83%	13%
Sikhulumi Link Line	3,999,996	2,895,878	2,518,155	37%	13%
Molweni 1 Electrification	9,000,000	9,000,000	7,826,087	13%	13%
Molweni 2 Electrification	3,000,000	3,000,000	2,608,696	13%	13%
Mavundleni Electrification	3,099,996	3,099,996	2,695,652	13%	13%
Mapoti Electrification	1,599,996	1,599,996	1,391,304	13%	13%
Polar Park Electrification	2,739,996	2,739,996	2,382,612	13%	13%
Rockville Electrification	5,828,004	5,828,004	5,067,826	13%	13%
Hillside-Manzi Ph2 link line	1,599,996	1,599,996	1,391,341	13%	13%
Masupa Electrification	4,500,000	4,500,000	3,913,043	13%	13%
Moiketsi Electrification	4,419,996	4,419,996	3,843,392	13%	13%
Hillside Manzi Electrification	5,499,996	5,499,996	4,782,565	13%	13%
Computer Equipment	60,000	80,000	57,217	5%	28%
PALISIDE FENCING	200,004	200,004	-	100%	100%
TRANSFORMERS NEW	2,199,996	3,345,156	2,766,392	-26%	17%
Substation Switch Gears	450,000	-	-	100%	#DIV/0!
Furniture Equipment	80,004	60,004	31,011	61%	48%
Housing					
"Project A"					
"Project B"					

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APPENDICES

Refuse removal					
Grass Cutting Machine	-	-			
CEMETRY DEVELOPMENT	-	-			
Stormwater					
"Project A"					
"Project B"					
Economic development					
Land Survey Equipment	-	-	-		
		-	-		
Sports, Arts & Culture					
"Project A"					
"Project B"					
Environment					
Landfill weighbridge	1,100,004	1,100,004	-	100%	100%
CEMETRY MANAGEMENT SYSTEM	600,000	600,000	-	100%	100%
Grass Cutting Machine	200,004	500,004	200,448	0%	60%
CEMETRY DEVELOPMENT	999,996	699,996	130,000	87%	81%
Health					
"Project A"					
"Project B"					
Safety and Security					
TRAFFIC MANAGEMENT SYSTEM	999,996	999,996	843,458	16%	16%
Roll back Breakdown Vehicle	950,004	950,004	870,000	8%	8%
ICT and Other					
UNINTERIPTED POWER SUPPLY (ups)	200,004	225,004	193,941	3%	14%
SURVEILLANCE CAMERAS	399,996	389,996	343,321	14%	12%
PUBLIC WI FI	500,004	580,004	579,081	-16%	0%
Computer Equipment (Councillors & ward Clerks)	150,000	200,004	127,193	15%	36%
Network Cable for ICT Centre	99,996	154,996	-	100%	100%
NETWORK ESTABLISHMENT	249,996	249,996	-	100%	100%
SWITCH	200,004	-	-	100%	#DIV/0!

APPENDICES

Dlodlweni Access Road	2,000,004	2,680,004	2,047,478	-2%	24%
Rehabilitation of Matatiele internal Streets Cluster 1	9,999,996	16,286,765	14,952,679	-50%	8%
Purutle Moyeni Access Road and Bridge	2,600,004	3,927,329	3,764,243	-45%	4%
Extension of Matatiele Sports Centre Ph2	5,000,004	3,000,004	2,662,586	47%	11%
Boreholes	450,000	590,000	-	100%	100%
Mbobobo Access Road	1,070,832	1,613,849	1,273,644	-19%	21%
Mountain Lake Access Road	999,996	4,494,812	3,637,500	-264%	19%
Nkosana - Mafube Access Road	1,200,000	3,002,720	2,248,518	-87%	25%
Makomorweni Access Road and Bridge	2,300,004	2,300,004	1,425,218	38%	38%
Lakhalong Access Road	2,499,996	2,499,996	1,386,474	45%	45%
Ramatli Access Road	909,996	1,586,996	1,378,765	-52%	13%
Queens Mercy Access Road	2,300,004	3,053,004	2,176,554	5%	29%
Rehabilitation of Cedarville internal streets	8,499,996	6,499,996	5,034,481	41%	23%
Dengwane Khoapa Botsola-Taung AR	2,730,000	2,730,000	2,256,908	17%	17%
Sitiweni AR	1,290,000	1,290,000	1,074,203	17%	17%
Mphotshongweni A R	1,329,804	2,740,004	2,053,555	-54%	25%
Tsepisong Kamorathaba to Kuyasa AR	2,000,004	2,000,004	1,207,127	40%	40%
Mphotshongweni Bridge (Rashule)	1,000,200	-	-	100%	#DIV/0!
Mavundleni Access Road	1,800,000	3,324,218	2,076,700	-15%	38%
Black Diamond Access Road and Bridge	4,994,196	3,650,000	1,129,903	77%	69%
Linotseng Access Road	1,500,000	1,500,000	1,053,942	30%	30%
Harry Gwala Internal Streets	8,664,600	11,224,305	9,611,064	-11%	14%
Construction of Silo Phase 4	3,000,000	2,000,000	-	100%	100%
Council Chambers Water Supply	500,004	2,473,273	1,562,486	-212%	37%
Mahangu Access Road & Bridge	2,000,004	7,122,881	6,510,154	-226%	9%
Hebron to Madimong Access Road	1,299,996	1,726,036	1,351,504	-4%	22%

APPENDICES

Zikhali Access Road	720,828	1,046,726	792,660	-10%	24%
Matolweni Access Road	940,836	2,640,836	2,152,844	-129%	18%
Maphutsing Access Road	1,100,004	2,377,135	1,919,374	-74%	19%
Rockville & Motsekua-Maritseng Access Road	500,004	320,931	136,166	73%	58%
Council Chambers_Meggie Resha Statute	800,004	800,004	672,530	16%	16%
Fencing of open grounds	200,004	300,004	-	100%	100%
Sportfield Goal Posts	200,004	100,004	91,500	54%	9%
Computers and Laptops	99,996	99,996	86,948	13%	13%
Computer Equipment	99,996	99,996	86,953	13%	13%
COMPUTER EQUIPMENT	150,000	150,000	145,650	3%	3%
Computer Equipment CRR	60,000	60,000	44,982	25%	25%
Laptops	60,000	60,000	55,515	7%	7%
LAPTOPS	60,000	60,000	59,285	1%	1%
LAPTOP	30,000	60,000	55,103	-84%	8%
Laptops	30,000	30,000	29,013	3%	3%
High Mast Lights	6,999,996	3,999,996	-	100%	100%
Air -Conditioners	80,004	80,004	-	100%	100%
Street Lights	9500004	7,200,000	0	100%	100%
<i>T N</i>					

APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD YEAR 2022/23

Capital Programme by Project by Ward: Year 2022/23		
		R' 000
Capital Project	Ward(s) affected	Works completed (Yes/No)
Water		
"Project A"		

APPENDICES

"Project B"		
Sanitation/Sewerage		
Electricity		
Sira Electrification	Ward 11& 12	YES
Mafayise Electrification	Ward 12	YES
Phalane Electrification	Ward 22	YES
Lukholweni Electrification	Ward 22	YES
Epiphany Electrification	Ward 22	YES
Mkhemane Electrification	Ward 22	YES
Mafayise Link line	Ward 12	YES
Epiphany; Mkhemane & Linkline	Ward 22	YES
Ramafole Plantation (pre-eng)	Ward 24	YES
Rockville (Pre-eng)	Ward 2	YES
Masupa Electrification	Ward 13	YES
Mapoti Electrification	Ward 14	YES
Moiketsi Electrification	Ward 15	YES
Motseng Electrification	Ward 16	YES
Matolweni Electrification	Ward 23	YES
Vikinduku Link line	Ward 22	YES
Ephiphany Khesa Sdakeni Electrification	Ward 22	YES
Vikinduku;Mhlangeni-mnqayi electrification	Ward 5	YES
Sifolweni link-line	Ward 7	YES
Ward 18 Extentions	Ward 18	YES
LV Stay Wires	Ward 19	YES
Palisade Fencing	Ward 20	YES
Ngcwengana Electrification	Ward 7	YES
Sifolweni Electrification	Ward 7	YES
Hillside Manzi Elecricification	Ward 7	YES
Vikinduku - Lubaleko	Ward 5	YES
Mountain view substation new	Ward 20	YES
Computer Equipment	Administration	YES
PALISIDE FENCING	Ward 19	YES
TRANSFORMERS NEW	Ward 19	YES
CHRISTMAS LIGHTS	Ward 19	YES
Street lights CBD	Ward 19 &20	YES
LV Stay Wires	Ward 19	YES
HIGH MAST LIGHTS	Ward 19 &20	YES

APPENDICES

Lukholweni Electrification	Ward 22	YES
Substation Switch Gears	Ward 19	YES
MV Paper Cable	Ward 19	YES
Extention Ladder	Administrative	YES
Hydrolic Crimper	Ward 19	YES
		YES
Housing		
Refuse removal		
Stormwater		
Economic development		
HAWKER STALLS	Whole of Municipality	
Furnuture Equipment	administration	
Sports, Arts & Culture		
Environment		
Nature Reserve AR	Whole of the Municipality	YES
ROAD UPGRADE LANDFILL SITE	Ward 20	YES
CEMETRY MANAGEMENT SYSTEM	Whole of the Municipality	YES
Metal Waste Bins	Whole of the Municipality	YES
Fencing Mountain Lake	Ward:Ward 19	YES
Electrification of Landfill Site	Ward 20	YES
Solar Installation Mountain Lake	Ward:Ward 19	YES
Grass Cutting Machine	Whole of the Municipality	YES
CEMETRY DEVELOPMENT	Whole of the Municipality	YES
FURNUTURE EQUIPMENT	Administrative or Head Office (Including Satellite Offices)	YES

APPENDICES

Health		
Safety and Security		
Storage Containers	Administration	YES
LAPTOP	Administration	YES
AIR CONDITONS	Administration	YES
TRAFFIC LIGHTS (ROBOTS)	Ward 19	YES
FURNITURE EQUIPMENT	Administration	YES
Terminal for VTS	Administration	YES
GENERATOR	Administration	YES
SCBA Cylinders	Whole of Municipality	YES
Roadmarking Machine	Whole of Municipality	YES
RESCUE VEHICLE	Administration	YES
Laptops x3	Administration	YES
ICT and Other		
UNINTERIPTED POWER SUPPLY (ups)	Administrative or Head Office (Including Satellite Offices)	YES
PUBLIC WI FI	Whole of the Municipality	YES
COMPUTER EQUIPMENT	Whole of the Municipality	YES
Computer equipment	Administrative or Head Office (Including Satellite Offices)	YES
IT EQUIPMENT	Administrative or Head Office (Including Satellite Offices)	YES
SURVEILLANCE CAMERAS	Whole of the Municipality	YES
NETWORK CABLES FOR ICT CENTRE	Whole of the Municipality	YES
NETWORK ESTABLISHMENT	Whole of the Municipality	YES
UNINTERRUPTED POWER SUPPLY UPS	Whole of the Municipality	YES
SWITCH	Whole of the Municipality	YES
IT EQUIPMENT	Administrative or Head Office (Including Satellite Offices)	YES
<i>T O</i>		

APPENDICES

APPENDIX P – SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS

Not a Municipal Function

APPENDIX Q – SERVICE BACKLOGS EXPERIENCED BY THE COMMUNITY WHERE ANOTHER SPHERE OF GOVERNMENT IS RESPONSIBLE FOR SERVICE PROVISION

(Not a municipal function)

VOLUME II: ANNUAL FINANCIAL STATEMENTS

Provide the Annual Financial Statements (AFS) to the respective financial year as submitted to the Auditor-General. The completed AFS will be Volume II of the Annual Report.