



MATATIELE
LOCAL MUNICIPALITY- UMASIPALA WASE - MUNISIPALITEIT -

ANNUAL REPORT

2006/2007

OFFICE OF THE MAYOR, COUNCIL AND MUNICIPAL MANAGER

OUR VISION

To build up socio – economic capacity of communities to improve their quality of life in a safe and healthy environment whilst encouraging entrepreneurship amongst its stakeholders

MISSION

To be a department where communities work together to stimulate and facilitate socio – economic development activities by the year 2011.

OBJECTIVES

- Finalization and Implementation of LED Strategy
- Establishment of an inclusive LED Forum or Business Chamber

SERVICES:

- To provide at least a minimum level of services to all residents, including health and social services, in accordance with national governments guidelines on service delivery and with due regard to affordability.

INSTITUTIONAL:

- to improve communication channels both within the Municipality, and between the Municipality and other key role players..
- to improve the skills and expertise within the Municipal Staff to ensure efficient and effective administration and service delivery.
- retain the financial viability of the Municipality.
- to initiate an entrepreneurial approach to Local Government through strategic partnerships.

MESSAGE FROM THE MAYOR:

CLLR NTAI SELLO

Mayor's foreword

It is my pleasure to present to you the Annual Report of the Matatiele Local Municipality for the financial year 1st July 2006 to 30 June 2006. Matatiele formed by the amalgamation of the communities who were previously in uMzimvubu and some parts of eLundini Municipality. It is important we note these major changes and also the challenges that we currently face as we attempt to put service delivery on top of our agenda. The first and second quarters of the financial year have been marked by serious challenges in terms of having to address the demarcation issues and concerns. Also having to deal with the passing away of our Municipal Manager Mr. ED Putzier. These circumstances, which were beyond our control, delayed the manner in which we had planned to respond to the needs of our communities.

Despite these challenges the municipality has been able to be fully operational and functional, for example:

- Amalgamation of all municipal administration into one central place,
- Revised IDP to incorporate the needs of all 24 wards
- Passing of the Budget based on 24 wards needs and priorities
- Establishment of a Special Programs Unit focusing on the issues of HIV/AIDS, Youth, Disabled and Gender
- The holding of a Strategic Planning exercise with all councilors, management, union representatives and our neighbouring municipalities and Alfred Nzo District Municipality to finalize issues of establishment as contained in the Section 12 notice, Finalization of the Municipal Organizational Structure and Service Delivery Budget Implementation Plan (SDBIP) and Balance Score Card as our Key Performance Areas.

I am pleased that the completion of these long outstanding issues will assist our managers to focus on service delivery as we move to the 3rd and 4th quarters in our financial year. All of the above mentioned elements are contained in this report in detail.

I take this opportunity to express my sincere and appreciation to National and Provincial Leadership and trust that our inter – governmental relation will grow from strength to strength as we implement the 2006 – 2011 agenda for local government.

Last but not least to my Wife and Family for their Support during the year, Thank you

CLLR S NTAI
MAYOR: MATATIELE

OVERVIEW: MUNICIPAL MANAGER

In terms of compliance with legislation contained in Section 46 of Municipal Systems Act (Act No. 32 of 2000) we have produced a detailed performance report comparing targets set for and performers in the previous year and measures taken to improve performance.

The municipality has been hard at work in setting up structures that will enable it to perform its constitutional mandate. Examples of committees that were either formed or in the process of being formed. The Youth Council is one of such structures to be formed by the end of this financial year. The Women's Caucus and the Local Aids Council are to follow in the following annual report period.

Houses have been built though with their own challenges. That is why our municipality was visited by the parliamentary standing committee on housing. More capacity to manage both the housing contract and the quality of the product produced is urgently needed.

Our municipality is growing and its mandate expanded in terms of areas to be covered and the number of people to be served. The revenue that we receive neither proportional nor equitable enough to match the above facts. We were seriously understaffed and had to do more with little. The little which we have is grossly inadequate to give the best performance given the fact that they are overworked and under resourced.

The commitment and dynamism of our staff members, councilors and members of the public were tested by our situation. We do not have enough office space to match the addition of our staff complement by those staff members who were transferred to our municipality as a result of the municipal amalgamation process.

The TFC process have not been finished and therefore many issues are still hanging in the air. There are HR, budget and finance, LED and infrastructure issues which still need to be finalized in the coming annual report period.

The municipality had to operate under a highly charged political atmosphere. There was a cross-boundary issue pertaining where must our municipality be placed. This issue gave our area a lot of publicity and attention. The challenge is to convert this spotlight into our advantage by finding more and better resources that would enable us to address the fundamental and underlying issues that caused the disagreements amongst our people when the cross-boundary issue was being handled. The greatest challenge is integration of programs of the municipality with those of the government departments, the NGO, FBO and private sectors so as to ensure that we grow our municipal area from the same point of departure seeking to achieve a common good that is going advance all of us.

The period under review was not all doom and gloom as this annual report reflects that there were more positives than negatives. The municipality programme to recruit suitable senior managers had begun to yield results by the appointment of the municipal manager and the strategic manager. More managers are to follow in the beginning of the next review period. Things are beginning to shape up for the better. The only fact that is worth noting is that we need to pay more attention in address in those negatives that may pull us down if we want to perform better and achieve more.

The period under review was also heralded by our state of affairs in which we were trying to keep the boat sailing though its captain has passed away in the course of the voyage. With the untimely death of the late municipal manager, Mr Errol Putzier, stop-gap measure were employed in order to make sure that the boat reaches the shore without any further mishaps or sinking. Messrs Mduduzi Zungu, Danie Van Zyl, Welsh Linqa and Basil Faro steered the boat safely to reach the shore with the assistance of the EXCO and Council. The assistance of the MEC: Local Government, Housing and Traditional Affairs; the DBSA and the Minister of Provincial and Local Government is greatly appreciated. The new management has found an institution that is having a rock solid foundation upon which to build this municipality.

Naledi Khohlokoane

Municipal Manager:

Matatiele Local Municipality

MATATIELE MUNICIPALITY

THE BROADER CONTEXT

The Matatiele Municipal Area cover some +/- 4500 square kilometers includes the three towns of Matatiele, Maluti and Cedarville. It forms part of the Alfred Nzo District Municipal area in the Eastern Cape Province.

The name is derived from the Basuto language and means “the ducks have flown”, in an apparent reference to the abundance of water fowl that even today inhabit the surrounding pools and Marshalls.

The Town is served with good rail, road and air links which support its main role as that of a commercial and Industrial Service Centre to the vast hinterland of the Eastern Cape Province and Southern Lesotho.

MATATIELE LOCAL MUNICIPALITY

CENSUS REPORT

1. BACKGROUND

Statistics South Africa released the 2001 Census information at Municipal level during 2003. This section contains more recent statistical information and indicates changes in the 5 year period showing changes from 1 March 2006 which reflects the amendments to the Municipal boundaries that have taken place.

The Census data indicates that population of the Matatiele Municipality increased from 16226 persons in 2001 to 194692 persons in 2006. This increase affects all other areas of these statistics, as will be seen.

The key demographic data for 2001 and 2006 is summarized below:

TABLE 1: MATATIELE MUNICIPALITY: KEY MUNICIPAL DEMOGRAPHIC INFORMATION 2001 CENSUS AND 2006 UPDATE

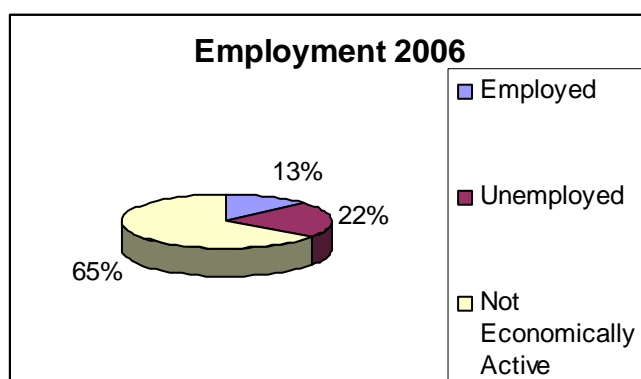
	2001	2006
Total Population	16226	194629
Male		
Female		

2. EMPLOYMENT STATUS OF MATATIELE MUNICIPALITY

The overall employment status is summarized as follows:

TABLE 2: MATATIELE MUNICIPALITY: EMPLOYMENT STATUS 2001 AND UPDATED 2006

	2001	2006
Employed	5438	13055
Unemployed	2325	21955
Not Economically Active	2739	65202
<i>Total Labour Force</i>	5438	13055



This table indicates that the number of people employed in the municipal area has increased.

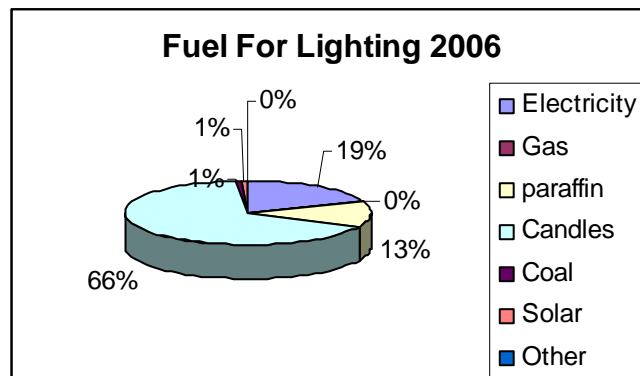
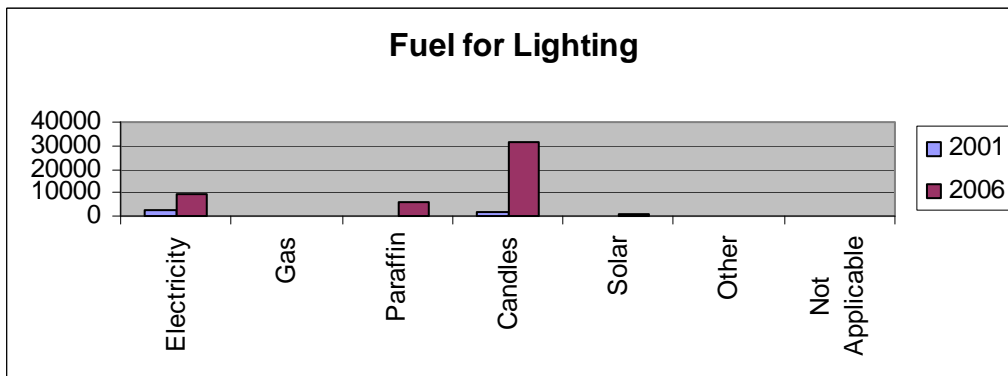
3. PROVISION OF SERVICES

Fuel For Lighting

The 2001 Census data indicates that only 55 % of the households use electricity for lighting and 36 % use candles whereas in the 2006 update the data indicates that 11 % of the households use electricity for lighting and 39 % use candles.

TABLE 3: MATATIELE MUNICIPALITY: HOUSEHOLDS FUEL USED FOR LIGHTING 2001 AND UPDATED 2006

	2001	2006
Electricity	2885	8973
Gas	18	115
Paraffin	425	6103
Candles	1877	31388
Coal		443
Solar	3	336
Other	16	17
Total	5224	82385

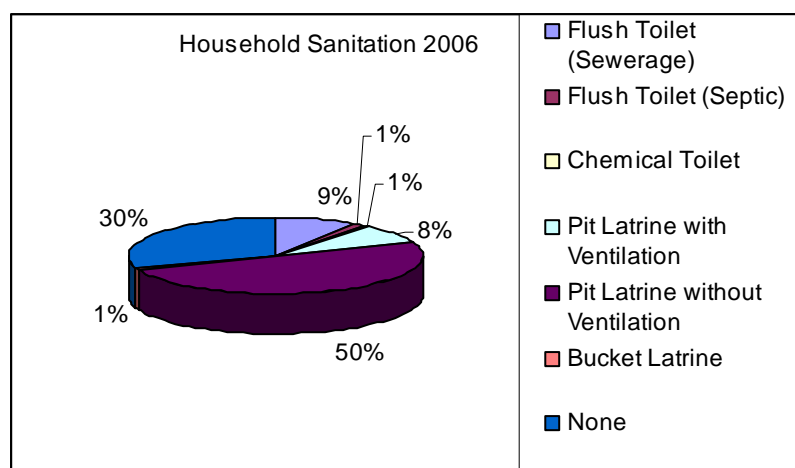
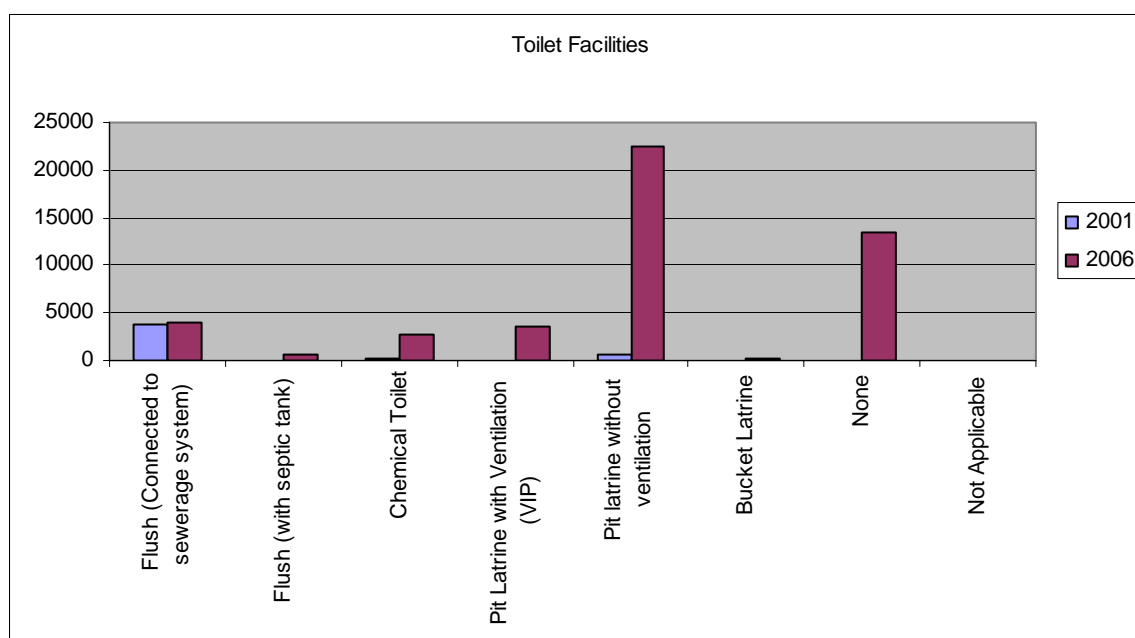


Household Sanitation

The following table summarizes the toilet facilities by household.

TABLE 4: MATATIELE MUNICIPALITY: HOUSEHOLDS TOILET FACILITIES 2001 AND UPDATED 2006

	2001	2006
Flush Toilet (Connected sewerage system)	3806	4023
Flush Toilet (Septic Tank)		659
Chemical Toilet	233	266
Pit Latrine with ventilation (VIP)	706	3650
Pit Latrine without ventilation		22535
Bucket Latrine	32	315
None		13515
Total	4777	44697



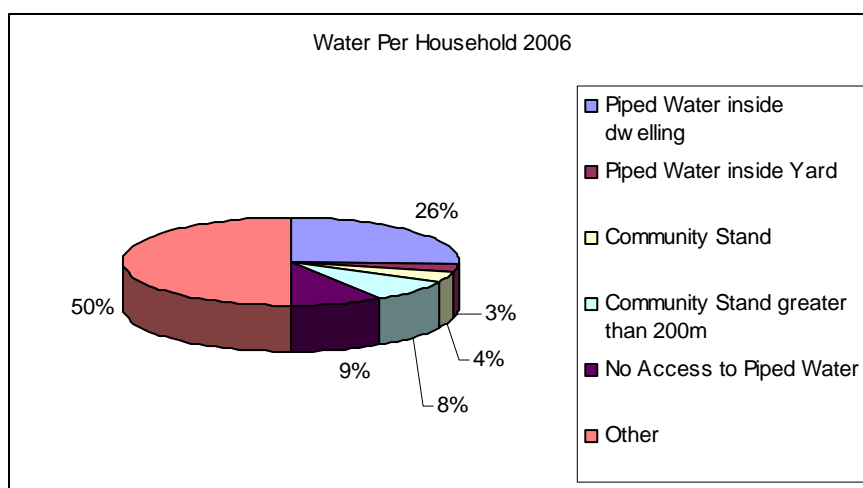
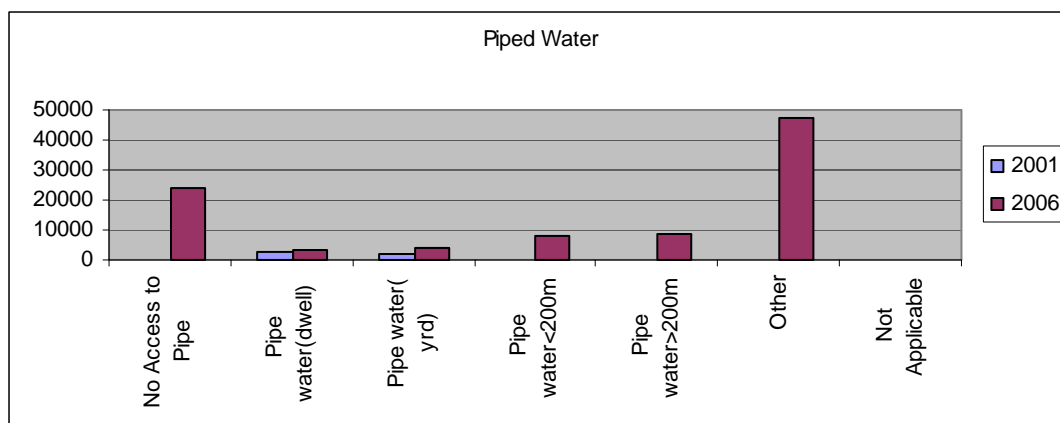
Ideally all households should be served by at least a Pit Latrine with Ventilation (VIP). 3806 households indicated that they use flush toilet facility in the 2001 census and 4023 in the 2006 update.

Water

The 2001 Census indicates that about 52 % of households had access to water inside dwelling and 25 % in the 2006 update.

TABLE 5: MATATIELE MUNICIPALITY: WATER PER HOUSEHOLD 2001 AND UPDATED 2006

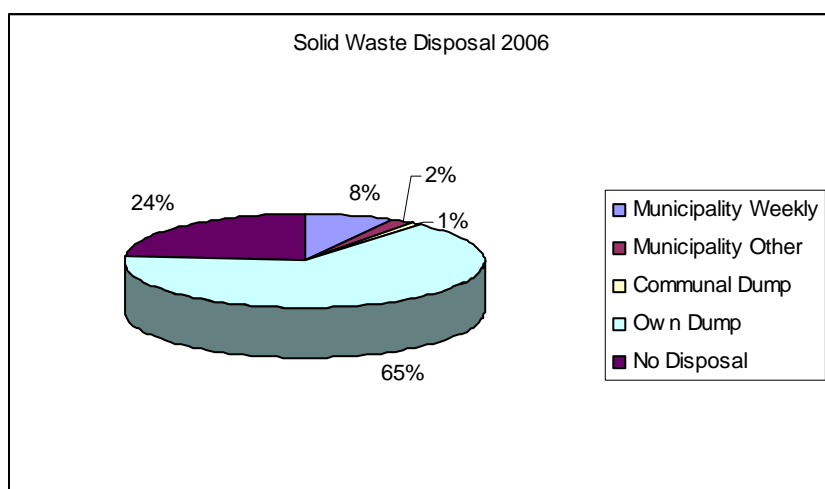
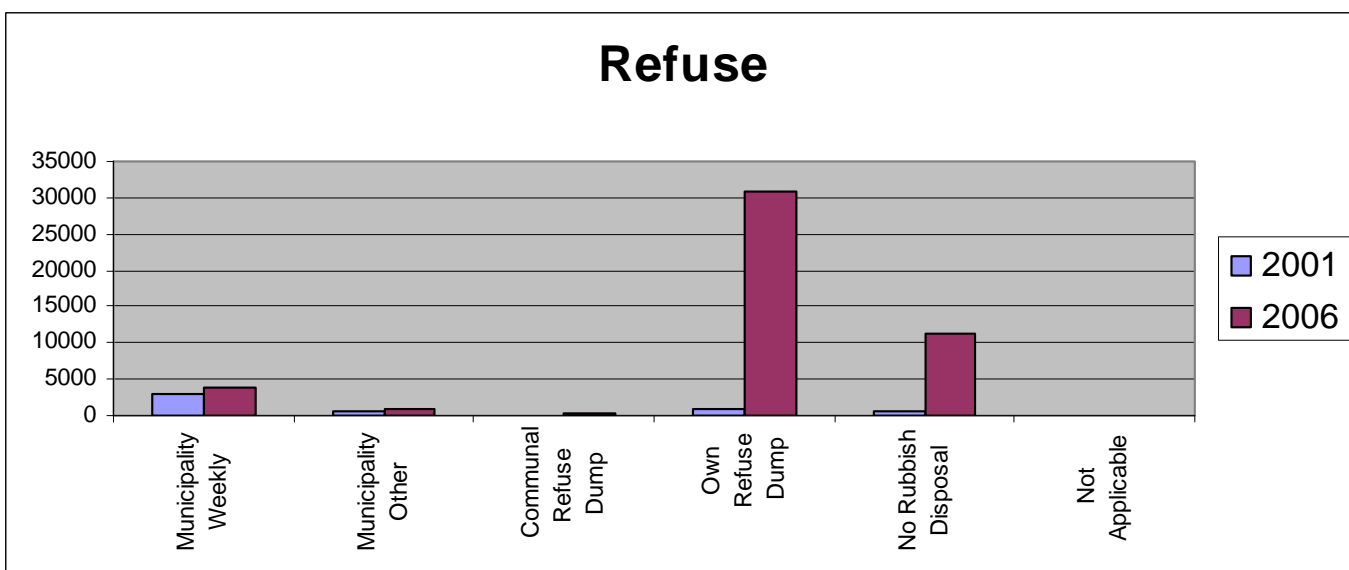
	2001	2006
Piped water inside dwelling	2694	24169
Piped water inside yard	1776	3148
Community Stand	317	3798
Community stand greater than 200m	178	7773
No Access to Piped Water		8476
Other	257	47332
Total	5222	94696



Solid Waste

TABLE 6: MATATIELE MUNICIPALITY: HOUSEHOLD SOLID WASTE DISPOSAL 2001 AND UPDATED 2006

	2001	2006
Municipality Weekly	2996	3871
Municipality Other	667	999
Communal Dump	49	428
Own Dump	999	30911
No Disposal	512	11159
Total	5223	47368

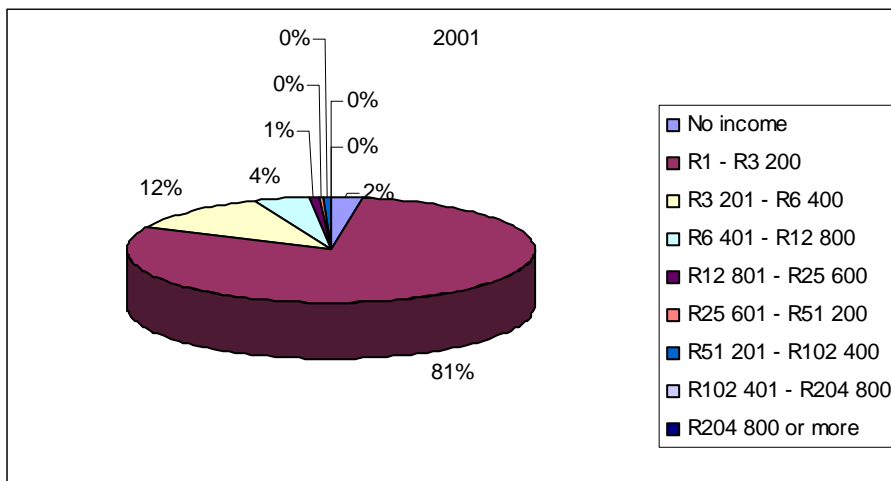


Solid Waste removal in 2001 only covered 57 % by the Municipality and in the 2006 update it had decreased to 56 %. 10 % in 2001 had no solid waste removal and it increased to 24 % in 2006.

Household Income

TABLE 8: MATATIELE MUNICIPALITY: HOUSEHOLD INCOME 2001

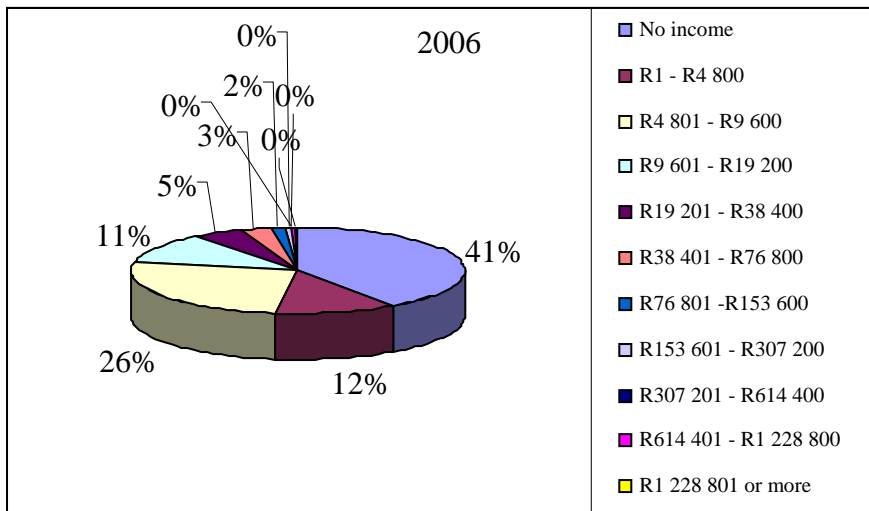
	2001
No Income	129
R1 – R3 200	4350
R3 201 – R6 400	636
R6 401 – R12 800	241
R12 801 – R25 600	37
R25 601 – R51 200	17
R51 201 – R102 400	23
R102 401 – R204 800	7
R204 804 or more	0
Total	5440



In terms of the above statistics 95 % of the households in Matatiele had an annual income of less than R6 400 a year.

TABLE 9: MATATIELE MUNICIPALITY: HOUSEHOLD INCOME 2006 UPDATE

No income	19038
R1 - R4 800	5734
R4 801 - R9 600	12261
R9 601 - R19 200	5254
R19 201 - R38 400	2355
R38 401 - R76 800	1451
R76 801 -R153 600	740
R153 601 - R307 200	203
R307 201 - R614 400	74
R614 401 - R1 228 800	38
R1 228 801 or more	171



In terms of the above statistics 90 % of the households in Matatiele had an annual income of less than R19 200 year.

COUNCIL STRUCTURES:

The Matatiele Municipal Council operates on a Collective Executive System, therefore four Standing Committees have been established in terms of Section 79 of the Municipal Structures Act, Act 117 of 1998.

- Matatiele has 48 Councillors

Council in its Code of delegations has approved the following portfolios with functional areas. The Mayor will allocate Portfolios to Councillors;

- Budget & Treasury
- Corporate Services
- Economic, Planning and Development
- Infrastructure.
- Special Programmes Unit

The above portfolios will operate as Standing committees and these Standing committees will report to the Executive Council. Standing committees will function;

- To develop and recommend strategy.
- To develop and recommend by-laws
- To ensure public participation in the development of policy, legislation, IDP and budget.
- To monitor the implementation of Councils policies.

The Executive Committee reports to Council.

PERFORMANCE MANAGEMENT SYSTEM:

Section 46 of the Municipal Systems Act, (Act 32 of 2000), requires a Municipality to prepare a performance report reflecting.

- The performance of the Municipality and each external service provider during that financial year.
- A comparison of the performance with targets set for and performances in the previous financial year, and
- Measures taken to improve performance.

Compliance with section 41 and 45 of the Systems Act is also required.

The Matatiele Municipal Council at its August 2004 meeting resolved to adopt its Organization Performance Management System (PMS) and Framework. National and Local KPI's have been determined with objectives and KPI's. However, this will be addressed in detail in the 2006/2007 Annual Report with compliance of Section 41 and 45 of the System Act.

Performance progress for the 2006/2007 financial year will be assessed in terms of projects within the IDP and the successful implementations of such projects as requested by the Local Community.

GENERAL INFORMATION

MEMBERS OF THE COUNCIL

Councillor/Alderman:

		SURNAME	NAMES	PARTY
1.	MAYOR	SELLO	NTAI, SAMUEL	ANC
2.	SPEAKER	NKOPANE	NTOMBOVUYO, SILBEROSE	ANC
3.	EXCO CLLR	SELLO	SANDILE AUGUSTINUS	ANC
4.	EXCO CLLR	SIGALELANA	VUYANI, COLLIN	ANC
5.	EXCO CLLR	MDINGI	NOLUFEFE	ANC
6.	EXCO CLLR	MAKASHANE	MAJORIE, NONTOMBI	ANC
7.	EXCO CLLR	MOSO	PATIENCE, DOLLY	ANC
8.	EXCO CLLR	MAHEM	KOLEKA, LAETITIA	ANC
9.	EXCO CLLR	CANHAM	CEDRIC DANIEL CALLAWAY	AIC
10	EXCO CLLR	GCABO	MSA	AIC
11	ALF NZO REP	NOTSHELE	MARIA, MOLAENG	ANC
12	ALF NZO REP	POPKHANE	MOSELE, MARIA	ANC
13	ALF NZO REP	MFULANA	WILLIAM, BUNTUBUNZIMA	ANC
14	ALF NZO REP	NYAMAKAZI	MOSES, MTHETHONZIMA	ANC
15	ALF NZO REP	MTSHONISWA	LILLIAN, SEKIWA	ANC
16	ALF NZO REP	MBUTO	PATRICK	ANC
17	ALF NZO REP	MHLALA	VUYANI, VICTOR	ANC
18	ALF NZO REP	MAOME	BENJAMIN, NDLALA	ANC
19	COUNCILLOR	MCELELI	EDITH	ANC
20	COUNCILLOR	GANYA	NOMBULELO, ALBERTINA	ANC
21	COUNCILLOR	JAFTA	BERNARD	ANC
22	COUNCILLOR	NOTSHELE	ROSEMARY, NOMTHETHO	ANC
23	COUNCILLOR	TSOANYANE	YVONNE, NKELETSENG	ANC
24	COUNCILLOR	MOKOATLE	MALEFU	ANC
25	COUNCILLOR	TSHAKA	MADEDEMANE, ABEGAIL	ANC
26	COUNCILLOR	GEBASHE	THOBANI, SAMSON	ANC
27	COUNCILLOR	MACOBA	PRIMROSE, NOMONDE	ANC
28	COUNCILLOR	NTSOLO	CUTBERT, PADI	ANC
29	COUNCILLOR	LUPHALULE	KHAMBULAKAZI, EDITH	ANC
30	COUNCILLOR	STURMAN	PARTRICK, MOTLALEPULA	ANC
31	COUNCILLOR	SIPIKA	CYPRIAN, XOLILE	ANC
32	COUNCILLOR	MZIMKULU	BRITANIA, LIZWI	ANC
33	COUNCILLOR	NONKEVU	RICHARD, VUSUMZI	ANC
34	COUNCILLOR	MUNYU	JOSEPH, ZAMA	ANC
35	COUNCILLOR	NGOMA	NTLAMENG, STELLA	ANC
36	COUNCILLOR	BEJA	NOMHLE, ELIZABETH	ANC
37	COUNCILLOR	TSOLOANE	MARAGRET, MASECHABA	ANC
38	COUNCILLOR	NDIWA	ANGELINA, NOMPUCUKO	ANC
39	COUNCILLOR	LUGAYENI	DENTON	ANC
40	COUNCILLOR	BOOI	SYLVIA, NONKULULEKO	AIC
41	COUNCILLOR	MAKHOLWA	KENNETH, BONGANI	AIC
42	COUNCILLOR	SAMBANE	CYNTHIA, NOKWANDA	AIC
43	COUNCILLOR	BIGGS	KENNETH, CHARLES	AIC
44	COUNCILLOR	BONO	PATRICK, ZOLILE	AIC
45	COUNCILLOR	MADUNA	JOYCE, DIMAKATSO	AIC
46	COUNCILLOR	MUIR	PETER, GEORGE	AIC
47	COUNCILLOR	MAARTENS	MARINUS	DA
48	COUNCILLOR	STURMAN	LEBOHANG, EZEKIEL	UDM

CORPORATE SERVICES & EDP DEPARTMENT

The following statistics indicate the usage of the service for the period 1 July 2005-30 June 2006;

CORPORATE SERVICES DEPARTMENT:

1. PURPOSE

The purpose is to indicate the activities undertaken during the 2006/2007 financial year.

2. BACKGROUND

This department is composed of two sections; that is Administration Support Services and Human Resource section. From our Support Services section we are currently having Reception/Customer Care, Records Management, Committees Secretariat and cleaning services. From Human Resource we only have human resource office where we only have Skills Development Facilitators.

Currently the Corporate Services Department is only having (six) employees; four working at records office, one at HR office and one at Committees office.

The Manager for this department is also responsible for the Economic Development and Planning Department the reason being that the said department has no manager currently.

3. FUNCTIONS

3.1. CORPORATE SERVICES

3.1.1 Admin Support Section: Reception Area

We had two employees at the reception area, namely Ms E. Moeti as a telephonist and Ms L. Seshea as a receptionist. These two worked well until such time internal arrangements had to be made, after one employee from the office of Human Resource resigned. Towards the end of January 2007, Ms Moeti had to be moved from the reception area to HR office and we were left with only one employee who is Ms Seshea who also left the reception area after she got another post at Traffic Department of this municipality as a licensing clerk.

At this moment, the reception area has no permanent staff as the staff that is currently working there, one is an in-service trainee and another one is on LG Seta Learnership.

Posts were advertised for the receptionist and telephonist on the 6th March 2007 but no appointments have been made yet.

3.1.2 Secretariat

We have one Committee Clerk (Ms N. Manake) who is working in this office for all the five standing committees, the Executive Committee and the Council Meeting, she is the only one who prepares the agendas, issuing notices and taking minutes for all those meetings. She is also helping with HR duties in the absence of Ms Moeti and when there is a project needing more

staff in the section as she is the one who also worked with Mr. Magadla who resigned and has a vast understanding of the Human Resources Sub-Section.

Advertisement of another Committee Clerk post done on the 6th of March 2007 but no appointments has taken place yet.

3.1.3. Registry

We have four employees working in this office. They carry out duties including copies, posting, processing outgoing and incoming correspondences, closing old files and opening new ones and all achieving duties.

Challenges to this office are that the office does not have office equipment and ventilation in that office in the way that employees working to this office are getting sick repeatedly.

3.1.4. Human Resource Management

Currently we have Ms Moeti working in this office; she is carrying out Human Resource Duties and also acting as a Skills Development Facilitator (SDF).

Employees who left the organization from 1st July 2006 to date.

NAME	JOB TITLE	REASON FOR LEAVING
1. C K. Magadla	Assistant Manager: Admin	Got a better position somewhere
2. Edith Lefume	Clerk Traffic Registration	Family Reasons
3. Zililo N	Traffic Warden	Deceased
4. MM Makhetha	Archive Clerk	Deceased
5. AZ Mgijima	General Assistant	Retired
6. A Ngesi	TLB Operator	Retired
7. L Mokenela	Tarr Patching	Retired
8. A Luthuli	Tarr Patching	Retired
9. M Koali	Tarr Patching	Retired
10. S Mankayi	TLB Operator	Deceased

New Labour Market Entrance

Name	Race	Gender	Age	Job Title
RM Seshea	African	Female	25	Licensing Clerk

CONTRACTED EMPLOYEES

NAME	RACE	GENDER	AGE	JOB TITLE
BUDGET AND TREASURY				
Mr DT Petersen	White	Male	68	Committee Clerk Supervisor
Ms M. Rawlins	White	Female	35	B& T Accountant
Mr LP Mbassa	African	Male	44	Cashier
Mr. D. Mackenzie	Coloured	Male	23	B&T Intern
Ms S. Holl	White	Female	30	B&T Clerk
Mr K. Mehloakulu	African	Male	24	B&T Clerk
Ms MA Khoali	African	Female	26	Casual

Ms N. Mdleleni	African	Female	35	Casual
Ms BP Duma	African	Female	24	Casual
MUSEUM				
Ms M. Lotz	White	Female	21	Museum Curator
ECONOMIC DEVELOPMENT AND PLANNING				
Mr SRH Matthews	White	Male	74	Building Inspector
Ms Y Matubatuba	African	Female	30	Info Officer
POUND				
Mr M Mochochoko	African	Male	36	General Worker
Mr M Mtinkulu	African	Male	39	General Worker
Mr AP Pono	African	Male	41	General Worker
STREETS AND PAVEMENTS				
Mr. MR Qolo	African	Male	35	General Worker
Mr KL Kalodi	African	Male	50	General Worker
Mr Z Gagula	African	Male	54	General Worker
Mr CW Sipeka	African	Male	44	General Worker
Mr HE Motsapi	African	Male	47	General Worker
Mr. VJ Cekiso	African	Male	51	General Worker
Mr Gqibani	African	Male	51	General Worker
Mr T Mohapi	African	Male	20	General Worker
Mr CS Nomaqaga	African	Male	50	General Worker
TRAFFIC				
Ms D January	Coloured	Female	49	Warden
REFUSE				
Mr MJ Lesenya	African	Male	55	General Worker
Mr RE Ramokoena	African	Male	55	General Worker
Ms CN Maqubu	African	Female	41	General Worker
Mr MR Mpungane	African	Male	26	General Worker
Ms MN Ndimande	African	Female	42	General Worker
Mr OM Gqada	African	Male	40	General Worker
Mr LL Mayekisa	African	Male	24	General Worker
Ms K Mlobeli	African	Female	23	General Worker
Mr EM Lesenyeho	African	Male	23	General Worker
Mr. AR Matomane	African	Male	57	General Worker
Ms T Khalakhu	African	Female	37	General Worker
Mr PA Lehula	African	Male	23	General Worker
Mr JG Luthuli	African	Male	25	General Worker
Ms BM Makanda	African	Female	25	General Worker
Mr MK Sidubulekana	African	Male	23	General Worker
Mr X Tamane	African	Male	24	General Worker
PRIMARY HEALTH CARE				
Mrs PN Mxakaza	African	Female	71	Professional Nurse
Ms ND Magangana	African	Female	68	Staff Nurse
Ms MM Tsukulu	African	Female	62	Professional Nurse
Ms LM Pakkies	African	Female	59	Staff Nurse
Ms RG Reichhard	White	Female	64	Professional Nurse
Mrs Nkunzi	African	Female	68	Professional Nurse

NEW RECRUITS FROM 1ST JULY 2006 TO JUNE 2007

NAME	RACE	GENDER	AGE	JOB TITLE	STATUS
E. Moeti	African	Female	03/02/1977	Receptionist / Acting SDF	Transferred from Umzimvubu
NC Manake	African	Female	26/02/1977	Committee Clerk	Transferred from Umzimvubu
N PP Sicwebu	African	Female	05/11/1971	LED Officer	Transferred from Umzimvubu
T Lebatla	African	Female	17/08/1978	General Assistant	Transferred from Umzimvubu
AB Vikilahle	African	Female	11/09/1952	General Assistant	Transferred from Umzimvubu
CK Magadla	African	Male	05/12/1974	Assistant Manager Corporate Services (Resigned)	Transferred from Umzimvubu
NS Tsautse	African	Female	28/08/1975	Revenue Clerk	Transferred from Umzimvubu
T Mayekisa	African	Male	29/09/1973	Driver	Transferred from Umzimvubu
MF Mosiroe	African	Female	02/10/1981	General Assistant	Transferred from Umzimvubu
BV Vengeni	African	Male	09/03/1978	General Assistant	Transferred from Umzimvubu
BZ Nomesi	African	Male	17/02/1973	Project Manager	Transferred from Umzimvubu
CC Mkondweni	African	Male	28/02/1979	Project Manager	Transferred from Umzimvubu
B Khalane	African	Female	20/02/1984	Assistant Archives Clerk	
KX Ntabeni	African	Male	07/01/1982	Assistant Registry Clerk	
Ngesi ZM	African	Female	14/02/1981	Cashier	
Ntabeni S	African	Male	07/12/1977	Meter Reader	
Ndukwana TB	African	Female	19/05/1985	Creditors Clerk	
Mdlankomo U	African	Female	20/07/1983	Cashier	
RM Seshea	African	Female	02/06/1982	Licensing Clerk	
T Msomi	African	Male	10/12/1973	Nature Reserve Manager	
Malamlela P	African	Male	05/09/1975	Cleaner	
Nyamende F	African	Female	10/09/1958	Cleaner	
Zililo N	African	Female	1982	Traffic Warden	Deceased
Dalwin Gunkel	Coloured	Male	05/04/1985	Pound Master	
ML. Sobantu	African	Male	04/11/1977	Traffic Warden	
Moyo S	African	Male	03/12/1972	Pit Assistant	
C King	Coloured	Male	07/01/1965	Assistant Superintended	
SS. Stevens	Coloured	Male	17/05/1961	Vehicle Examiner	
ND. Linqa	African	Female	05/06/1969	Traffic Warden	
MA Nkhahle	African	Female	18/09/1976	Registration Clerk	
CTLN Khohlokoane	African	Male	20/03/1968	Municipal Manager	
T. Ntsalla	African	Female	27/08/1968	Strategic Manageress	
Ms Y Matubatuba	African	Female	31/07/1977	Information Officer	

RECENT INTERVIEWS: NATURE RESERVE

NAME	POSITION	AGE
Myers ML	Field Ranger	19
Mgijima S	Field Ranger	27
Ntloko AN	Field Ranger	32
Kok JG	Field Ranger	36
Kok BJ	Field Ranger	30
Nogaya AP	Field Ranger	24
Gxulu P	Field Ranger	30
Bali NE	Field Ranger	27

LIST OF VACANT POSTS

DEPARTMENT	VACANT POST	REASON
Municipal Manager's office	Manager Internal Audit	Advertised (to start on 1 st July 2007)
	1X Internal Audit	Advertised (to start on 1 st July 2007)
	1X General Assistant/ Messenger	Establishment of the new municipality
	1X Manager Special Programmes Unit	Advertised (to start on 1 st July 2007)
	1X Manager Communications and Marketing	Advertised (to start on 1 st July 2007)
	IDP Manager /PMS	Advertised (to start on 1 st July 2007)
Budget & Treasury Department		
	1x Manager Finance	Establishment of the new municipality
	1x Administrative Officer	Establishment of the new municipality
	3x Debtor's Clerk/Credit Control	Establishment of the new municipality
	1x Rates Clerk	Establishment of the new municipality
	1x Relief Cashier	Establishment of the new municipality
	1 x Budget & Treasury Officer	Establishment of the new municipality
	1x Relief Clerk	Establishment of the new municipality
	1x Clerk: Demand Management	Advertised but no suitable candidate were found
	1x Clerk: Creditors	Advertised but no suitable candidate were found
	1x Clerk Acquisition Management	Advertised but no suitable candidate were found
	1x Clerk Logistic Management	Advertised but no suitable candidate were found
	General Messenger /Assistant	Establishment of the new municipality
Corporate Services Department	Manager Corporate Services	Establishment of the new municipality
	2 x Typist EXCO	Establishment of the new municipality
	1 x Driver's EXCO	Advertised (to start on 1 st July 2007)
	1 x General Assistant Messenger	Establishment of the new municipality
	1x Senior Admin Officer	Establishment of the new municipality
	1x Senior HR Officer	Establishment of the new municipality
	1x Translator	Establishment of the new municipality
	1x Committee Clerk	Advertised (to start on 1 st July 2007)
	1x Receptionist	Advertised (to start on 1 st July 2007)
	1x Telephonist	Advertised (to start on 1 st July 2007)
	1x Messenger Post	Establishment of the new municipality
	2x Skills Development Facilitators	Establishment of the new municipality
	Personnel Clerk	Advertised (to start on 1 st July 2007)
	4x Cleaners	Advertised (to start on 1 st July 2007)
Economic Development & Planning		
	1x General Manager EDP	Establishment of the new municipality
	1x Secretary	Establishment of the new municipality
	1x Assistant Manager LED	Establishment of the new municipality
	2x LED Officer Tourism	Establishment of the new municipality

	1x LED Officer Agriculture	Establishment of the new municipality
	1x LED Officer SMME Development	Establishment of the new municipality
	1x Administrative Clerk	Establishment of the new municipality
	3x Traffic Officers	Advertised (to start on 1 st July 2007)
	6x Traffic Wardens	Advertised (to start on 1 st July 2007)
	1x Management Representative Vehicle Testing/ Driver's License	Establishment of the new municipality
	1x Examiner of Vehicles	Advertised (to start on 1 st July 2007)
	1x Examiner Driver's License	Advertised (to start on 1 st July 2007)
	1x Pit Assistant	Establishment of the new municipality
	1x Community Development Officer	Establishment of the new municipality
	1x Librarian	Establishment of the new municipality
	1x Sport Cord	Establishment of the new municipality
	1x Housing Cord	Advertised (to start on 1 st July 2007)
	1x Museum Curator	Establishment of the new municipality
	1x Halls Caretaker	Establishment of the new municipality
	4x Swimming Pool Attendants	Establishment of the new municipality
	4x Swimming Pool Lifeguards	Establishment of the new municipality
	1x Pound Master	Establishment of the new municipality
	1x Cemetery Caretaker	Establishment of the new municipality
	3x Pound Assistant	Establishment of the new municipality
	1x Manager Development & Planning	Advertised (to start on 1 st July 2007)
	1x TP Technician	Establishment of the new municipality
	2x Development Facilitators	Establishment of the new municipality
	6x Wardens – Nature Reserve	Advertised (To start on 1 st July 2007)
Infrastructure/Tech nical Services Department		
	1x Infrastructure General Manager	Establishment of the new municipality
	1x PA to the manager	Establishment of the new municipality
	1x Senior Operations Manager	Establishment of the new municipality
	1x PMU Manager	Establishment of the new municipality
	1x Solid Waster Manager	Establishment of the new municipality
	1x Electrical Manager	Establishment of the new municipality
	1x Clerk	Establishment of the new municipality
	1x Plant Operator (Solid waste)	Advertised (To start on 1 st July 2007)
	2x General Assistant (Land fill site)	Establishment of the new municipality
	1x Driver	Establishment of the new municipality
	15x General Assistant (Solid Waste)	Establishment of the new municipality
	1x Works foreman	Advertised (To start on 1 st July 2007)
	2x Supervisors	Establishment of the new municipality
	2x Plan operators (road works)	Establishment of the new municipality
	3x Drivers (road works)	Establishment of the new municipality
	7x Skilled workers	Establishment of the new municipality
	14x General assistants (construction)	Establishment of the new municipality
	9x General Assistant (tar)	Establishment of the new municipality
	2x Electricians	Establishment of the new municipality
	1x Handyman (electricity)	Establishment of the new municipality
	5x General assistant (electricity)	Establishment of the new municipality
	Departmental Secretary	Advertised (To start on 1 st July 2007)

3.1.5 HUMAN RESOURCE DEVELOPMENT

LIST OF TRAININGS UNDERTAKEN FROM JUNE 2006 TO 30 JUNE 2007.

NAME OF THE COURSE	DURATION OF THE COURSE	NAME OF SERVICE PROVIDER	PEOPLE ATTENDED	COST OF THE COURSE
Budget & Treasury Cycle	23 – 26 Oct-06	AFREC (Cape Town)	1. Mr. DC van Zyl 2. Ms S. Hol	R21.800.00
PAY DAY	19 Feb-07		1. Ms A Macoba 2. Mr. F Sissing	R2850.00
LED	20 – 23 Sept-06	Belgravia	1. Mr. L Lechamohamo	R3950-00
Report writing and minute taking	02-04 April -07	KWANALOGA (AGT)	1. Ms E. Moeti 2. Ms S Magudu 3. Mr. Z. Mosweu 4. Mr TA Lechamochamo 5. Mr. B. Faro	R 14250-00

CURRENT LONG TERM SKILLS PROGRAMME

ABET		Hampton College	1. Mabindisa N 2. Ntoa E. 3. Mohapi T 4. Paneng J 5. Rodolo B 6. Njiyo M. 7. Khutshwa G 8. Fafudi T. 9. Leteba B 10. Qhinga T 11. Notshele N	R119970.00
National Diploma in Public Management		UNISA	Ms E. Moeti	R6120.00
B-Com honours in Accounting		University of Kwazulu Natal	Mr K Mehlomakhulu	R9000-00
B. Tech Construction Management		Central University of Technology	Mr CC Mkondweni	R 9084-00
Certificate in Production and Operations Management		Lyceum College	Mr B Faro	R 4109-00
Environmental Education Training and Development Practices	12 Months	Wildlife and Environment society of South Africa (WESSA)	Ms Nokwanda Sicwebu	Sponsored by MDTP (R16000.00)

NO. OF STUDENTS/ IN-SERVICE TRAINEES AND INTERNS IN 2006/2007

NAME	TRAINING	DURATION	INSTITUTION	COST
Ms B. Mpeto	In-service	18 months	Msunduzi FET College	Nil
Ms N. Mlengana	In-service	3 Months	Durban Institute of Technology	Nil
Ms L. Gawula	Intern	6 Months		
Ms A. Msi	Intern	6 Months		

R66 500.00 DISCRETIONARY GRANT:

LGSETA has assured and confirmed an amount of r66 500.00 for 2007/8 will be allocated for Human Resource Management learnership.

3.1.6 TRAINING COMMITTEE

On the Corporate Services Department Standing committee Meeting of 20 November 2006 the following were selected to be the part of the training committee:-

	NAME	DESIGNATION	REPRESENTING
1.	Cllr N Mdingi	Head: Corporate Services	Employer
2.	Cllr NS Nkopane	Madam Speaker	Employer
3.	CTLN Khohlokoane	Municipal Manager	Employer
4.	Mr DC van Zyl	Chief Financial Officer	Employer
5.	Mr. WD Linqa	Manager: Corporate Services	Employer
6.	Mr C King	Deputy Chief Protection Officer	
7.	Mr Mkhathshane	Electrical Assistant	SAMWU
8.	Mr CC Mkhondweni	Project Manager	
9.	Mr K Blignaut	Secretary to the Chief Financial Officer	IMATU
10.	Mr PO Wawa	Street Workers Supervisor	

The committee meeting was scheduled to take place on the 20th June 2007; but the Provincial Manager of LGSETA had an accident; that warranted the indefinite postponement of the meeting.

3.1.7. SUBMISSIONS TO LGSETA

- Workplace Skills Plan (WSP) 2006/2007
- Workplace Skills Plan Implementation Report (WSPiR) 2006.
- Quarterly Monitoring Reports (QMR) 2006/2007
- Employment Equity Plan (EEP) 2006

4. CHALLENGES OF THE DEPARTMENT

The department only has the Clerks at level nine and below. There are no Officers or Senior Officers. Everyone in the department reports directly to Corporate Services Manager.

The unfilled critical post negatively affects the required performance of the department.

5. PLACEMENT

The standing committee noted that according to section 12 notice there should be a placement after the re-establishment of the municipality. This placement for the municipality is not done yet but the placement committee was selected.

This matter needs the urgent attention as it has backlogged many processes to continue.

6. LOCAL ECONOMIC DEVELOPMENT (LED) SECTION REPORT

6.1. Nature Reserve

An application for R1, 5m has been submitted by MDTP from World Bank to assist the Matatiele Local Municipality with the Gate Complex at the reserve. Awaiting for an approval from World Bank.

- **Fence**



±3km of the Wilfred Bauer section perimeter fence had been stolen or is damaged. Evidence was also found of Muthi digging. It is suspected that these activities were caused by community members entering the reserve without permission and who were also fishing illegally and littering. The Tender to replace this fence has been advertised in the local Newspaper.

- **Roads**



The access to the Mountain Lake was difficult because the road has been badly eroded. Siltation of the town dam and marsh areas below was also a problem. Sentec has agreed to pay R30 000 to temporary repair the road, and Alfred Nzo District Municipality has will provide R2m to appoint Environmentalists and resurface.

- **Developments**



MDTP provided a vehicle, tractor and trailer, storage facilities, a laptop, printer and camera and other field equipment for reserve management purposes.

- **Alien Invasive Plants**

Alien Invasive Plants utilize excessive amounts of water and are threatening biodiversity. It was further advised that Hollies Timbers will be making a presentation to the LED Standing Committee to remove the pine and gum trees in winter and the wattle later in the year. Further it was suggested that the company will source market for Charcoal Production using the branches.

Douglas Woods is currently facilitating job creation through Working on Wetlands project. Alfred Nzo District Municipality is working on a Catchment Rehabilitation Program to curb erosion in the area.



- **Community Development**



60 persons from three (3) neighbouring community wards are currently under Veld Fire Management training by Hans Merensky/ Singisi

- **Animal Statistics**



The following animals have been counted on the Nature Reserve.

- **Wilfried Baur**
- 78 Wildebeest (40 to cull)
- 80 Blesbok
- 2 Springbok
- 3 Zebra

- **Mountain Lake**
10 Blesbok
- **Commonage**
6 Mountain Reedbuck
- **Future Plans**

Plans are in process to give Environmental Education to Local schools and Community Outreach programs.

The pre selection test followed by a four week training of the 6 Field Rangers will be conducted on the 14 – 15 June 2007. All the short listed persons have been contacted telephonically by the Human Resources Division in the Municipality. The concern about the Safety and Security of the Reserve once the road has been repaired is still an issue to be looked at. The recommendation would be to;

- (i) prepare a press release regarding the Nature Reserve;
- (ii) that the entry be controlled by the issue of Permits to the farmers from the area, the workers and visitors;
- (iii) that a nominal fee be charged for the interim;
- (iv) that an official sign be erected at the gate indicating municipal property.

A meeting with the community surrounding Wilfred Bauer will be arranged to get their feedback/ views about the reserve.

- **Renewed Lease for Angling Club**

At the different meetings it was agreed that the committee would continue to liaise with the Angling Club until the end of their lease. They would be invited to the stakeholder workshop and they will be encouraged to give their written comments and inputs prior to the workshop regarding arrangements regarding fishing in the new Nature Reserve.

- **Rock Art**



The Rock paintings have to be preserved and could possibly be repainted (with permission from SAHRA) as they are fading. Another suggestion would be that an explanatory board regarding the painting be erected near

the paintings and that Mr. Frans Prins (MDTP) would be consulted to give recommendations to preserve and interpret these paintings.

- **Squatters /Poachers**

The sub-committee members consisting of Mrs. Matubatuba and Mr. Msomi have consulted the Social Welfare Department in Maluti to assist with an appropriate strategy to deal the people leaving in the nature reserve.

- **Training in MariaZell Mission**

The training (arranged by MDTP) in preserving Nature Conservation and Tourism Management is currently taking place in MariaZell. Eleven young community members around Matatiele region are attending the course.

- **Mountain Lake**



The condition of the Mountain Lake wall is deteriorating and could become a disaster if it is not attended to.

It has been advised that documentation in this regard would be needed from the Water Providers (Alfred Nzo District Municipality) so that the committee could refer to this documentation in dealing with this situation.

BACKGROUND:

LED's Key Performance Area:

To Create a conducive environment that will promote and encourage Economic Development and Upliftment, Investment Promotion, Poverty Alleviation and Job Creation in these Sectors-Agriculture, Tourism, SMME Development, Forestry, Investment Promotion and Marketing; and Attracting Investors;

Staff Complement:

Currently this section is understaffed and has only two LED Officers, who are expected to do all the work within the department.

1. CHALLENGES IN THE DEPARTMENT:

- ✚ Due to lack of funding in the Tourism section, the municipality could not launch an LTO (Local Tourism Organization) as required by the District Municipality.
- ✚ Non availability of Municipal Policies
- ✚ Inadequate LED Staff
- ✚ Lack of working Vehicles
- ✚ No LED Strategy
- ✚ Slow Implementation due to policy gaps on LED
- ✚ Limited Financial Resources for LED Projects
- ✚ Difficulty of setting realistic objectives, common priorities and achievable action.
- ✚ Taking the time to build partnerships.
- ✚ Constraints on timing, budget, skills and capacity to develop the plan.
- ✚ Bring the diversity of local area interest together and addressing cultural limitation.
- ✚ Changing government, staff and the member of reference group.

2. RECOMMENDATIONS

- ✚ Formulation of Policies
- ✚ Staff Complement
- ✚ Establishment of LED Unit and Capacity Building/Training of LED Staff
- ✚ Provision of working Vehicles for LED Unit
- ✚ Formulation of LED Strategy
- ✚ Acceleration of Implementation on LED Projects
- ✚ Source Funding for LED Projects
- ✚ Priorities must be aligned with the Municipal IDP
- ✚ Encourage Promotion of Partnerships
- ✚ Clear Time Frames, budget, skills and capacity to develop the plan.
- ✚ A proper feasibility study must be done in order for communities to feel they own the projects
- ✚ Staff members should be motivated

ACHIEVEMENTS IN TOURISM SECTION:

The following CTO's (Community Tourism Organizations) were Launched:

- Malekhalonyana CTO
- Makhulong CTO
- Maboloka CTO
- Madlangala CTO
- Masakala CTO

TOURISM INFORMATION CENTRE REPORT

OBJECTIVES:

- ✚ To grow and enhance tourism in as responsible manner as possible.
- ✚ To create enabling environment for tourism to flourish and benefit the macro and micro economies within the area.
- ✚ To provide institutional support for the development of attractions, new tourism projects and the provision of suitable infrastructure and essential services.
- ✚ To assist the people of the community in realization of employment and associated socio-economic benefits that tourism may provide.
- ✚ To gather, update and keep information for tourist/ visitors.
- ✚ To disperse/ distribute information to tourist/visitors.
- ✚ To act as a tourism service intermediary.
- ✚ To act as the face of destination (Matatiele).
- ✚ To increase tourism numbers.
- ✚ To increase tourism spend levels.
- ✚ To increase tourist duration of stay.

These above objectives are not the tasks of the tourism information centre alone, but through combined efforts with LED tourism officer of the municipality and other relevant stakeholders, successful outcomes can be reached.

Importance of the Tourism Information Centre

It is there to serve a need that tourist have whether in the form of accommodation, history and culture, attractions of the area, directions to certain places, or general information about Matatiele. Mainly and much more importantly it is there as the face of the town/ area that portrait attractive and much appealing reception to tourist/visitors that will influence a much longer stay.

Back ground

The issue of the information office was tabled by the Matatiele Municipality council and a resolution was taken to incorporate it into the Municipality. This is issue is based on the Matatiele IDP Projects and the recommendations made by Graham Miller for Matatiele to set up a Tourism Information Centre.

To take you back Matatiele Tourism Information Centre was installed through private endeavor, under the NGO (non government organization) called Umzimvubu Matatiele Tourism Association.(UMTA), through its difficulties of not getting any funds to run their office, the tourism information office suffered as well. It made the organization to do away with this function and let the Municipality control it. This has led to an interim plan made for the Information Centre to move to the Museum building with one personnel who was on voluntary basis. The plan is for the Tourism Information Officer and the Museum Curator.

This sudden change has aroused from a resent problem experienced by tourist/visitors when visiting the old office (Magistrate Court Building) where they have to be subjected to follow security measures and sometimes cannot even be allowed to enter the building. All this has made Matatiele (as a Destination) inaccessible to visitors.

The above Tourism Information centre's objectives will then formulate an implementation strategy when they are combined , this strategy will be reached through prioritized action Plan that stipulate the following:

Implementation or Action Plan

SECTION	Project-objectives	Performance indicator	Verification Progress	Time frame	Estimated cost
INFORMATION GATHERING	Documenting Matatiele Events	Tourism Event Album	The progress is still very slow 10% done –Trying to allocate who to contact for the R56 Events & the Alfred Nzo monument	Deadline for past Events should be end of July 2007 And each year events should be recorded	Start from R1000.00 and up Transport & setting up interviews
	Database programs	The will be database available for Accommodati	event 25% progress only started with B&B's	Deadline by the 31 July 2007	Telephone and transport costs +/-

		on, food and beverages, Attractions, Crafters, and other tourism service providers			R1000.00 each month
	Inventory Management	Affiliate on the KZNTB and ECTB and other relevant authorities	10% progress ordering of current brochures	By 30 June 2007	+/-R500
	Tourism Theory information	Career guidance file			
	News paper clips	Tourism Media Folder	2% progress	On going process	Newspaper costs +/- R100.00 each month
INFORMATION DISPERSING	Recreational plans	Itinerary drafted for all attractive destinations	30% progress	By 15 August 2007	Telephone and fax costs +/-R500 each month
	Travel arrangements to Matatiele	Bookings made	0% Progress for now	On going process	Telephone costs +/-R1000.00 each month
RESEARCH INFORMATION	History of the Chives and their people	Detailed document of the history of the people	Site visits for one on one interviews	By 30 October 2007	+/-R5000.00
	Matatiele veterans	Detailed document of the history of the people	Meetings to be set with one of the old citizens in the area-already briefed him	By 30 October 2007	+/-R 2000.00
MAKERTING AND PROMOTION	The new premises advertised	The office should be used by all service providers	50% work has been done	By the end of June	+/-R500.00
	Broacher Nature Reserve pamphlet	Matatiele Broacher Nature reserve developments	80% of pictures are already taken	15 December 2007	+/- R10000.00
FINANCE	Fundraising	Booking Fees Annual Membership	These needs to be discussed further with		

		subscription fees 2% commission from tourist fees organized by the office Itinerary fees	the Municipality		
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FUTURE PROJECTS

Assists the Municipality LED Tourism officer	Establishment of (CTO) Community Tourism Organization	Five CTO's are already established out of 24 wards	Appointment of the Tourism information officer	Cost will be estimated by relevant structures
	Establishment of (LTO) local Tourism organization	Follow after CTO's are formed	Appointment of the Tourism information officer	Cost will be estimated by relevant structures
ADVERTISING	Web site design Press release statement		Appointment of the Tourism information officer	Cost will be estimated by relevant structures
FUNDING	Proposal	DEAT and Thina Sinako	Appointment of the Tourism information officer	Cost will be estimated by relevant structures

All these activities together with office work

Attending clients (personal and telephonically)
Filing
Stock taking (Broacher & Magazines)
Typing
Balancing books

All will be done successfully, if only all these following **challenges** can be met.

1. Themed, consistent signposting
2. Computer and Internet Access
3. Office space –With a warm welcoming reception
4. office equipment
5. LED Tourism officer appointment
6. well trained tour guides
7. support from tourism service providers

Recommendations

As we all know that one of the selling factors of Matatiele is its location. It is right at the borders of the two provinces and two countries

It is then recommended for the Matatiele Tourism Information Centre to have all these nodes information at its disposal, How by affiliating to these boards.

Strategies for recommendation

Tourism Marketing Strategy

Where the Matatiele Tourism Information centre will then have to form partnership with other tourism authorities like KZNTB/ ECTB where publicity and Marketing can be made by the authorities or at shared costs.

Tourism Management Strategy

This can be very successful in the tourism information Centre. The strategy here will first have to identify interested parties and tabled clearly working plans that will be followed and all the development initiatives made by these parties needs to be encouraged and supported. eg. The centre will draft feedback questionnaires for its members to comment from time to time seeking suggestions for improvement.

Public/Provincial and private sector Mobilization Strategy

Tourism is a very big function sometimes local and regional municipalities will never manage to fulfill that is where strategies like these will have to be put in place mainly for funding purposes, e.g. Economic Affairs, Thina Sinako, Gijima, etc.

Community Mobilization Strategy

When CTO are well in place this strategy can be very much activity and the centre will be driven by the people.

MUSEUM: CURATOR'S REPORT

What is a Museum?

A museum is a place where exhibits are brought together to illustrate the life of a particular era. The exhibits which are called collections are put together and presented to tell stories to represent a moment in history of that particular area.

What is the purpose of a Museum?

The purpose of a museum is to collect and preserve human achievement being history and artifacts. It is very important for an area to preserve cultural heritage and evidence of the natural world and to use the exhibits/collections and information to enhance human knowledge and understanding, also for visitors and tourists to understand that the museum have to offer rich encounters with reality, with objects from or past with possibilities of our future, because collecting is a human trait.

What are the responsibilities of a Museum Curator?

A museum curator is a person knowledgeable and provides this information to visitors, tourists and children around our area, also providing information, research and advice visitors. An important function of a museum curator revolves around the elements and history of the museum, and national heritage site.

History on Matatiele Museum:

Our museum is relatively young coming into existence in 1993. For many years there had been a historical society, which collected artifacts of historical interest and kindly donated their entire

collection to the museum when they stopped functioning. Originally the building was a Dutch Reformed Church which is made of sandstone, and is declared a National Monument.

What is Matatiele Museum providing their visitors?

We have an interesting display of all the different cultures, and a wide collection of information on Matatiele and surrounding areas. We have an interesting display on San People, Missionaries, and Pioneers with household objects, and early attire worn by the Settlers, Fossils, Xhosa and Sotho display. 19th century Imperial Army that was stationed here, post boxes and post carts. We also offer a huge range of information and photos on Matatiele, East Griqualand, Lesotho and surrounding areas. It is important for an area to preserve the cultural heritage.

Current Status:

We currently share our premises with Mehloing Tourism Trust and the Tourist Information office. We have found that we work hand in hand with each other as they definitely attract a wide variety of visitors to the museum, and in turn we attract tourists for them.

We prefer to stay smaller believing we cite the disadvantages of a large museum so that we do not tire the viewer so that we may be a little more efficient.

The number of visitors has grown and opening hours have increased from three hours a day to five hours a day, being from 09:00-12:00 and from 14:00-16:00, Mondays to Fridays, unless prior arrangements have been made for different times.

We are situated on the corner of High Street and Green Street in the town.

MUSEUM VISITS:

Adults: 528

Children: 540

An average total number of visits per annum is 1068 people.

LIBRARY REPORT

Fines: R332.00

Lost Books: R13.50

Circulation of adult books:

Ready Reference:	11
Afrikaans Fiction	64
English Fiction	533
Zulu Fiction	7
Non-Fiction	264
Large Print Afrikaans	55
Large Print English	63
Young Adult English	34
Young Adult Afrikaans	1
Easy Reader	1
African Languages	2
Textbooks	231
Magazines	215

Circulation of Juvenile Books:

Afrikaans Fiction	26
English Fiction	149
Picture Books	158
Juvenile non fiction	96
Zulu picture books	2

New Members:

Adults	4
Young Adults	1
Juveniles	3
Total	8

Circulation of Audio-visual material

None

STATUS REPORT OF HOUSING SECTION:**BACKGROUND:**

The seven projects listed under the paragraph “status: below and all fall within the jurisdiction of Matatiele Local Municipality. They fall under the category of either active projects or closeout projects.

The two projects, namely Matatiele Area A and B and Harry Gwala Extension, presently being implemented will be affected substantially in terms of financial transfers. The details are highlighted hereunder:

MATATIELE AREA J AND B:

MEC: Local Government, Local and Traditional Affairs: Kwa-Zulu, granted approval for additional funding R 1 618 492.14 on 3 November 2006 in order to address funding required for houses, to align the approved subsidy to the full subsidy quantum approved in April 2006. This amount was tranches (transferred) into the Matatiele Municipality account in January 2007;

HARRY GWALA EXTENSION:

On 3 November 2006 this project received final approval for Tranche 1 and 2 (engineering design, town planning, installation of services and conveyancing), for an amount of R7 514 500.00. This amount was transferred into Matatiele Municipality’s account in January 2007. It was noted that an application to approve funding for PHP project for top structure and establishment grant would be submitted at a later stage

STATUS

The department of Housing Kwa-Zulu Natal, through its Inland Regional office, has been responsible for the project management function of the following projects within the Matatiele Local Municipality;

HARRY GWALA EXTENSION (K20020016)

Land Description:	Remainder of portion of Erf 1 Matatiele
Subsidy instrument	Project Linked subsidy (Incorporating the PHP system)
Project approval date	3 November 2006
Number of units	500
Number of beneficiaries	500 beneficiaries signed up by Matatiele
Product Service	gravel roads with storm water control Metered water connection to each Erf

Top structure	Water borne sewerage to each Erf 30m ²
Subsidy value	Total trenches 1 and 2 = R 7 514 500.00 (500 X R 15 029.00)
Transfers	nil to date
Expenditure	R nil

COMPLETION STATUS:

Work on the project, as it pertains to trench 1, is well advanced. A contract, including a tripartite agreement, has been signed by the Municipal Manager, the Implementing Agent (S'Dumo Trust), and the Department of Housing, Kwa-Zulu Natal. The Implementing Agent is preparing a development programme that will allow him to commence with the civil construction. S'dumo Trust is required to prepare an application to fund the top structure portion (Trenched 3). All 500 beneficiaries have been identified and signed up by the municipality

MATATIELE AREA A AND B (K04090005):

Land description	rem of portion of erf1 Matatiele
Subsidy Instrument	Project Linked Subsidy (PHP system)
Project Approval Date	19 December 2005
Number of units	306
Product	Gravel roads with storm water control
Services	Metered water connection to each erf Waterborne sewerage to each erf
Top structure	40m ²
Transfers	nil to date
Number of beneficiaries	306 approved by the department
Total subsidy	R12 854 203.20
Subsidy value	Tranche 1= R 426 536.46 (306 X R 1 393.91) Tranche 2=R 3 153 076.02 (306 X R 10 304.17) Tranche 3= R 7 656 098.58 (306 X R 25 019.93)

EXPENDITURE AS AT NOVEMBER 2006:

The total approved amount for the project, R 12 854 203.20 has been trenched to the municipality

COMPLETION STATUS:

Infrastructure is 100% complete and top structure has commenced. To date area B has 45 houses built and claimed for now complete), while area A has 125 houses under construction. All the beneficiaries have been approved on the National Database

AREA A, B AND C

Background

The project was visited during the week of 14 May 2007 by Portfolio Committee members and representatives of the Department. Concerns were raised about building rubble not removed, the level of the finish floor level with regards to the ground level and one of the sewer connections leaking. The site was visited on Friday 18 May 2007 by the technical representatives from the Department to investigate the concerns.

Findings

The project site is situated against a steep slope on a rocky hill outside Matatiele. In Pic1 the steep slope and hill behind the houses can be seen. The houses are built on a reinforced raft foundation with 4 x Y12 steel in the ring beam and Reference 100 mesh in the slab. The ring beams are 200mm deep and the slab was increased from 80mm to 100mm. The houses are 40m² in size.

Due to the slope, the houses were built on cut and in some of the more steep areas on cut and fill. This is standard recognized building practices (refer to NHBRC manuals). In Pic2 the depth of the cut can be seen as higher than window-seal height.

The site with the leaking sewer pipe was visited, but no leakage was seen and the area around the pipe was dry.

In Pic3 it can be seen that the finish floor level is below the ground level outside the houses.

General

In general the quality of the houses is of a high standard. The design of the houses is uneconomical as can be seen in Pic1. Due to the mono pitch design an additional 6 courses of block work was required. It will have the benefit that beneficiaries would be able to extend the house with relative ease.

One of the cost cutting measures employed in order to stay within the available budget to build a 40m² house was to provide a mid block sewer line. The mid block sewer resulted in one row of houses with the door facing the cut due to the position of the bathroom and plumbing requirements. These houses would be more prone to flooding, should the necessary care with storm water drainage not be taken.

The depth of the ring beam was reduced from 300mm to 200mm which is a practice that should not be recommended. The developer will have to manage the situation to ensure that ring beam is not exposed on the fill section of the cut and fill.

No rodding eyes were observed and this needs to be followed up with the municipality. A lack of rodding eyes will make maintenance in the case of pipe blockages impossible. This could be one of the reasons for the sewer pipe that was leaking. It could have been a blocked sewer and no seal ring in the inspection eye. **There are also no gulleys** (unfortunately a common practice in low cost housing) which means that a blockage could result in the sewer overflowing into the house.

As far as the houses were concern, most of the problems could be sorted out when the defects lists are prepared. The building rubble would in all likelihood be removed as the project progresses. The certifiers must ensure that once a house is handed over the rubble is removed. The ground level around the houses must be lowered to at least 100mm below the finished floor level. The requirement as per the NHBRC is 150mm, but in this case where the ring beam depth was reduced to 200mm it would not be advisable to expose more that 100mm.

The heavy rains at the end of last year damaged the road and storm water infrastructure. It is the understanding that a claim for damages was submitted to the insurer and as soon as payment is made, this damage will be repaired (see Pic5 &6). Due to the big catchment area above the housing development and the topography of the site it is strongly recommended that a storm water berm be constructed above the development to prevent future flooding of the houses. This issue was discussed at a previous meeting with the municipality requesting them to prioritize this in their IDP for funding out of MIG funds.

In the new development – Area C – the manholes on the sewer reticulation are further than the prescribed 80m apart and in some instances in excess of 100m. The consultant for the project should

provide motivation for this design as it could have a negative impact on the operation and maintenance of the sewer reticulation.

The lack of water on the road to prevent dust was noticeably absent (see Pic7). **It transpired that the site was operated without a health or safety plan in place and without a safety officer.** There is also not an environmental management plan in place. This will have to be resolved with the municipality and the consultant concern as it is in transgression of the law.

Recommendations

It is recommended that:

1. The drainage around the houses be improved and that the finish floor level is sufficiently above the ground level to the satisfaction of the engineer
2. All building rubble be removed before houses are handed over
3. The engineer provide assurance that the distance between manholes (80m) would not pose an operation and maintenance problem
4. The absence of rodding eyes be explained
5. The municipality indicate their acceptance and understanding of the possible maintenance problems associated with the sewer reticulation
6. The streets and storm water structures be repaired
7. The issue with regards to the Health & Safety Plan as well as the Environmental Management Plan be resolved



Pic1: Steep slope of the terrain



Pic2: Deep cut on which houses are built



Pic3: Surface beds cast on cut



Pic4: Intervention by beneficiaries against storm water, Surface bed below ground level



Pic5: Storm water damage



Pic6: Storm water damage



Pic7: Dust on the new site

TOWN PLANING

- Sub – Division: 2006/2007

APPLICATION DATE	DATE PROCESSED & SENT	ERF NUMBER	COMMENTS
03.07.2006	03.07.2006	395 Matatiele	Approved
16.08.2006	15.01.2007	189 Matatiele	Awaiting Approval
24.11.2006	15.01.2007	802 Matatiele	Awaiting Approval
07.02.2007	7.02.2007	422 Matatiele	Awaiting Approval
22.01.2007	7.02.2007	91. Cedarville	Awaiting Approval
15.12.2006	7.02.2007	68. Cedarville	Awaiting Approval
19.12.2006	16.02.2007	Erf 1. Eskom	Awaiting Approval
01.03.2007	11.06.2007	119 Matatiele	Awaiting Approval
08.03.2007	11.06.2007	141.Cedarville	Awaiting Approval
11.06.2007	14.06.2007	107.Cedarville	Awaiting Approval
08.09.2006	29.06.2007	104 Cedarville	Awaiting Approval

BUILDING PLANS: 2006/2007

MATATIELE URBAN AREA = 88

CEDARVILLE URBAN AREA = 12

CEMETERY

Number of People Buried: 2006/2007

- ✚ 52 Adults
- ✚ 17 Children

REPORT OF ALFRED NZO DISTRICT MUNICIPALITY HOUSING

RUNNING PROJECTS

The Alfred Nzo Region has currently two (2) running projects, one of these projects is in Matatiele and one is an Emergency Relief project scattered around the rural areas of Matatiele, Maluti, Mount Frere and Mount Ayliff. The projects are identified as follows;

Project Name	Area / Town	No of Units	Beneficiary Approvals	Progress to date
Matatiele Area A & B	Matatiele	306	306	60 houses Complete, 110 in different stages
Alfred Nzo Rural Housing	Maluti, Matatiele, Mount Frere & Mount Ayliff	536	192	2 show houses and the DM is busy ordering materials
Total		842	509	

IMPLEMENTATION OF THE 536 DISASTER HOUSING

The Alfred Nzo District Municipality has been appointed as the both the Support Organisation and Account Administrator for the project under the managed People's Housing Process subsidy. Mr Adriaan Roets of Scientific Roets Consulting Engineers has been appointed as the Certifier, who will also oversee to the design of foundations and will certify after construction.

The Provincial Project Management team which comprise of Provincial Project Manager (PPM), Provincial Quality Coordinator (PQC), Provincial Works Inspectors (PWI), Cuban Professional (CP) and Clerk of Works (COW) will assist the Municipal Building Inspector with the site supervision. The PWI, CP and COW will be in charge of the day to day site inspections whilst the PPM and PQC will visit site on a bi-weekly basis.

It is intended that local builders will be utilised for the construction of the houses and an established local contractor used to manage and supervise them. This will eliminate the risk of giving site instructions to gang leaders and will eliminate the risk of confusion on the sites.

Currently two show houses being constructed by the National Portfolio Committee in the Administrative Area of Dutyini and for the remaining houses the District Municipality is busy ordering materials.

ALFRED NZO HOUSING BACKLOG

The overall housing backlog in Alfred Nzo District Municipality is **51 425** (Fifty One Thousand Four Hundred and Twenty Five) which is made up of **49 475** (Forty Nine Thousand Four Hundred Seventy Five) in Umzimvubu Local Municipality and **1 950** (One Thousand Nine Hundred and Fifty) in Matatiele Local Municipality. It should be noted that these statistics above applied to a period in which many rural areas were still under Umzimvubu municipality. A big number of villages have subsequently been transferred to the Matatiele municipality. The above number of 51 425 would therefore split equitably according to the fact stated above.

The immediate projects or projects that have already been identified is tabled below;

Project Name	Area	Type of Project	No of Units
Santombe	Mount Ayliff	Peri-Urban	500
Mtemba	Mount Ayliff	Rural	1000
Rode	Mount Ayliff	Rural	1500
Mount Frere Ext 5	Mount Frere	Urban	500
Mbodleni	Mount Frere	Rural	1000
Elubhacweni	Mount Frere	Peri-Urban	500
Matatiele Ext	Matatiele	Urban	750
Total			5750

A total of **5 750** (Five Thousand Seven Hundred and Fifty) houses have been identified as the Alfred Nzo Housing backlog. The applications for these projects are ready for submission to the Department of Housing, Local Government and Traditional Affairs in Bhisho.

ALFRED NZO DISASTER HOUSING BACKLOG

The Alfred Nzo disaster housing is tabled below;

Year	No of Houses Affected		
	Maluti/Matatiele	Umzimvubu	Total
1999	0	60	60
2000	1613	761	2374
2001	76	0	76
2002	295	44	339
2003	0	877	877
2004	236	0	236
2005	0	357	357
2006	0	655	655
Total	2220	2754	4974

A total of **4 974** (Four Thousand Nine Hundred and Seventy Four) houses have been identified as the Alfred Nzo Disaster Housing backlog between the years 1999 to 2006. The approved housing project of 536 units is also included in the 4974 backlog, this then reduces the disaster housing backlog to **4 438** (Four Thousand Four Hundred and Thirty Eight) houses.

2007/08 EARMARKED PROJECTS

The following projects have been earmarked to commence in 2007/08 financial year;

Project Name	Area / Town	No of Units
Harry Gwala Extension	Matatiele	500
Silver City	Mount Frere	900
Elubhacweni	Mount Frere	500
Lubhalasi	Mount Ayliff	200
Rode	Mount Ayliff	500
Total		2600

A total of **2 600** (Two Thousand Six Hundred) houses have been earmarked for implementation in the 2007/08 financial year.

BLOCKED PROJECTS

The Department of Housing, Local Government and Traditional Affairs approved three (3) housing projects between the years 1997 and 2000. These projects were approved for the then Maluti, Mount Frere and Mount Ayliff TLC's respectively which were later called Umzimvubu Municipality and were the Support Organization on behalf of DHLGTA. The projects were Maluti 241 subsidies, Mount Frere 272 subsidies which was later increased to 341 subsidies and Mount Ayliff 700 subsidies.

The construction of top structures for the Maluti project never commenced whilst construction for the Mount Frere Ext 7 and Mount Ayliff Ext 5 projects commenced around March 2001. DHLGTA had transferred funds to the Municipality for 280 subsidies but the Municipality could only build 169 houses in the Mount Frere Ext 7 project and transferred funds for 668 subsidies but the Municipality only constructed 565 houses in the Mount Ayliff Ext 5 project. When DHLGTA realized that there were unaccounted for funds on the two projects, the projects were blocked in 2005. The unaccounted for funding for the Mount Frere Ext 7 project is round R1,900,000.00 and for the Mount Ayliff Ext 5 project is around R 1,800,000.00. The two projects have been reported to the SAPS in Mount Frere and Mount Ayliff respectively and the Municipality is in the process of concluded its own Forensic Audit.

In ensuring that beneficiaries are not affected and housing delivery is not delayed DHLGTA terminated the Agreement with Umzimvubu Mnicipality and appointed Thubelisha as the Support Organisation and Account Administrator for the unblocking and completion of 172 houses in Mount Frere Ext 7 and 165 houses in Mount Ayliff Ext 5 housing projects. This however does not imply that Umzimvubu Municipality does not have a role to play in the implementation of these projects as they will be the custodians once they have been completed.

Thubelisha has encountered a lot of challenges on the projects, viz

- Incomplete bulk services on both projects
- Incomplete internal services
- Houses that have been constructed on the boundary lines, public open spaces and on the road reserve
- Encroachment of houses

Various interventions by DHLGTA, Alfred Nzo District Municipality, Umzimvubu Municipality and Thubelisha are currently embarked on, theses include;

- DHLGTA has appointed the NHBRC to undertake investigations on the constructed houses to determine the extent of damages and reparations that may be required
- DHLGTA is in the process of appointing a Surveyor to do a cadastral survey of both projects to determine undeveloped ervens. DHLGTA's Supply Chain Management Directorate is in the process of including the surveyors in the database and appointments will be done in due course.
- Thubelisha was to obtain the relevant information for both bulk water and sewer reticulation from Element Consulting Engineers
- Thubelisha was to liaise with the Consultant who was responsible for the internal services to obtain relevant information
- On completion of the above two bullets; Thubelisha was requested to assist the Local Municipality with drafting a letter to the District Municipality on behalf of the Local Municipality requesting funding for the projects to address the sewer outfall and main water connection an reservoir if required
- This letter to the District Municipality was to address issues such as scope of work and budget estimates for both sewer and water bulk services
- The District Municipality undertook on receipt of this letter to prioritize funding and submit to Council for approval
- A Record of Decision (ROD) is required from the Department of Environmental Affairs and Tourism (DEAT) for the Environmental Impact Assessment (EIA). A Consultant was appointed to undertake the Environmental Audit Reports (EAR) which has been concluded and sent to DEAT for approval. On receipt of the EAR,

DEAT visited both projects and recommendations were made. The Municipality is now required to adhere to these recommendations prior to approval of the ROD.

In August 1997, the Department of Housing, Local Government and Traditional Affairs approved a housing project in the Maluti area for 241 beneficiaries. Due to land invasion and land claims the project did not commence fully, the only work that could be done was the planning and the services were partially completed.

Numerous meetings were held with the Chief and the community by the officials from the Department of Land Affairs, Department of Housing, Local Government and Traditional Affairs, Umzimvubu Municipality and Councillors but situation was irreversible. In August 2006 the Department of Housing, Local Government and Traditional Affairs cancelled the Agreement for the project until such time that the Municipality is in a position to identify alternative land for another project which accommodate the 241 beneficiaries and more.

FINANCIAL IMPLICATIONS

Description	No of Units	Quantum	Total
New Projects 07/08	2600	R 38,984.00	R 101,358,400
ANDM Housing Backlog	5750	R 38,984.00	R 224,158,000
ANDM Rural Housing	49 475	R 34,049.00	
ANDM Disaster Housing Backlog	4438	R 34,049.00	R 151,109,462
ANDM Rural Housing	536	R 34,049.00	R18,250,264
Matatiele A & B	306	R 25,019.93	R 7,656,099

RECOMMENDATIONS

- A Consultant be appointed by the District Municipality to assist with the fast tracking of the housing backlog
- An established local contractor be appointed to oversee the construction of the 536 disaster houses by the local builders to ensure houses are completed on time and of good quality
- Implementation of the recommendations by DEAT to obtain ROD
- DHLGTA to fast track appointment of Surveyor
- The issue of bulk services and internal services be addressed as a matter of urgency
- Reports from NHBRC for both Mount Ayliff and Mount Frere be reviewed and implemented
- Land needs to be identified for the Maluti project

SPORTS, ARTS AND RECREATIONAL SERVICES

WARDS	COMMUNITY HALL	SPORTS GROUNDS	SPORTING CODES
01	None	One Stadium (under construction)	Soccer Handball, Athletics, Softball, and Handball
02	02	13	Netball, Soccer, Mokgibo, Dance, Culture and Music
03	03	08	Soccer, Volleyball, Netball, Cricket and music
04	None	None	Soccer, Netball, and volley Ball
05	None	06	Soccer and Netball.
06	02	13	Soccer, Netball, Volley Ball and Softball
07	None	10	Syadlala, Ntonga, Ndlamu, Mokgibo Athletics, Soccer, Netball
08	Under construction	02	Soccer, Netball, Softball, Athletics And Handball
09			
10	3 but two incomplete	06	Soccer, Netball, Volley Ball.
11			
12	Under construction	Upgraded Grounds	Soccer, Netball, Softball, Athletics and beauty contest.
13	Building one community hall	10	Netball, soccer, Volleyball, Athletics.
14			
15	02	None	Soccer, Netball, Volleyball, athletics.
17	01	07	Soccer, Netball, Athletics, Traditional Dance, Volleyball ,Teniquet, Handball and tennis

18	Under construction	02	Soccer, Netball, Softball, Handball, Athletics
19	One town hall	One Stadium and one sport grounds	Soccer, Ruby, Hockey, Tennis and Athletics
20	03	1 Stadium ,1 Tennis Court and 7 sports ground	Soccer, Rugby, Cricket, Hockey, Karate, Athletics, Boxing, Tennis, Morabaraba ,Stick fighting, Horse riding
21	04	2 Stadiums, 06 sport Fields	Soccer, Volleyball, Athletics Na netball.
22	None	Sport Incomplete	Athletic, Soccer, netball, Volley ball, Ruby, Umsino
23	None	11	Regional cycling, Athletics and Netball.
24	One Zibi Meyer (Incomplete)	02	Soccer, Netball, Athletics, Softball and Cycling

MATATIELE MUNICIPALITY CLINIC REPORT

OVERVIEW

This clinic operates from Monday to Friday from 07h30-16h00 five days per week and does not operate over weekends and public holidays as this is 3.5km from the hospital.

This service is supposed to cater for local residents namely, Central, North End, Itsokolele Township, Njongweville, Mountainview and Harry Gwala Park, but because health knows no boundary the whole of Matatiele rural areas including Cedarville when mobile services monthly visits have passed, Mt Fletcher and Mt Frere residents get services from here.

FUNCTIONS OR SERVICES RENDERED

HEALTH PERSPECTIVE

- Mother Child and Woman Health (MCWH) There are different activities like: Ante Natal Care (ANC), Post natal care, Extended Programme on Immunization (EPI), Fertility control, Cervical screening, Emergency contraception, Termination Of Pregnancy (TOP) referral, Prevention of Mother To Child Transmission (PMTCT) and Post Exposure Prophylaxis (PEP)
- Management of Chronic Diseases and disabilities with different activities like: Hypertension, Diabetes Mellitus, Epilepsy and Asthma.
- Mental Health Care services assessment management and referral

- Management of Minor Ailments non-communicable diseases with various functions like: Upper Respiratory tract infections, skin conditions, Helminthiasis, and many other conditions
- Integrated Management of Child Illnesses (IMCI)
- Management of Sexually Transmitted Diseases, TB, HIV and AIDS, and other Communicable Diseases with their various activities
- Infection control management
- Community Health Worker Programme
- Support group and clinic gardening for health education nutrition purposes
- Started on literacy sessions taking baseline bloods in preparation to rollout ARV'S at this clinic with such staff compliment.
- Protein energy malnutrition programme

NON-NURSING DUTIES

- Maintenance, control and monitoring of all assets of the clinic
- Proper procurement of equipment, surgical supplies, cleaning material and medicines to avoid shortages.
- Monitoring of all resources human and material and including finance and identification of gaps.

STATISTICAL REPORTS

	<u>YEAR 2006</u>	<u>YEAR 2007</u>
Headcount under 5years	=22198	=7267
Headcount above 5years	=57088	=18156

ACTIVITIES

Chronic Diseases	=10598	=3787
Mental Health Care	=1120	= 342
IMCI	=2482	=899
EPI	=8993	=7508
ANC	=7048	= 2440
FC/FP	=12050	=3979
Post Natal Care	=1631	=00
PEM >30% and 60%	=39	=10
VCT	=1457	=548
PMTCT	=1590	=515
STI	=4928	=1325
TB	= 478 new cases	=217 new cases

STAFF ESTABLISHMENT

Permanent Staff

Professional Nurses:	Mrs.	N.E.Mxakaza	
	Mrs.	L.L.O'Reilly	
	Mrs.	G.M.Fords	
	Mrs.	L.M.Sekoai	
Com. H.Facilitator:	MR.	E.T.Mswewu	
Receptionist:	Mrs.	T.V.Ndlela	
General Assistants:	Miss.	B.W.Bezuidenhout	
	Miss.	T.E.Qhing	
	Miss.	N.B.Mokoatle	
	Mrs.	S.B.Rakaibe	
	Mr.	A.M.Motsuoane	
Lay Counselors:	Mr.	D.I.Maphela	
	Miss.	N.E.Nzimande	
	Mrs.	P.N.Mafuya	
Temporal Staff:	Mrs.	P.N.Mxakaza	Prof.Nurse
	Miss.	M.M.Tsukulu	Prof.Nurse
	Mrs.	R.G.Reichhard	Prof. Nurse
	Mrs.	A.N.L.Nkunzi	Prof.Nurse
	Mrs.	L.M.Parkies	Enrolled Nurse
	Mrs.	N.D.Magangana	Enrolled Nurse

PRODUCTIVITY

The clinic is still functioning very well despite the accumulating activities as compared to the minimal staff. All the clinic health programmes are taking place. We are now preparing to roll out ARV (Antiretroviral) we are doing literacy sessions and taking base line bloods at the present moment.

Recently we had Polio and Measles campaign which was successful.

STAFF DEVELOPMENTS

There were different short courses attended by various staff members.

Presently P.N.Fords is busy with her degree

N.E.Mxakaza doing diploma in management of HIV/AIDS

Mr.Mswewu has just completed a short course in VCT and PMTCT

There are many challenges and developments in health especially with the vast endemic of TB and HIV/AIDS.

PROTECTION SERVICES

This department consists of the following sub-structures:

Traffic Law Enforcement.
 Vehicle Testing and Licensing.
 Driver's and Learner's License testing.
 Fire and Rescue Services
 Municipal Pound

Staff Compliment:

The Protection Services employs a total of fourteen staff members as follows;

NAME	DESIGNATION
Mr. B. Gous	Chief Protection Officer
Mr. C. King	Deputy Chief Protection Officer
Mr. P. van Rhyn	Traffic Officer
	Examiner of Vehicles
	Examiner for Driver's Licenses
Mr. S.Stevens	Traffic Officer
	Examiner of Vehicles

INFRASTRUCTURE REPORT

VISION

To provide sustainable municipal service and infrastructure

MISSION

To establish a municipal department with the capacity to serve the communities within Matatiele Municipality and creating an enabling environment for personnel

OBJECTIVES

- Provide Municipal Infrastructure
- Operate current Infrastructure
- Maintain current Infrastructure
- Planning Sustainable Development
- SMME Development & EPWP
- Project & Contract Management
- Fund Sourcing

FUNCTIONS

- Service delivery
- Planning
- Infrastructure Development
- SMME Development & EPWP
- Project Management
- Maintenance

PERFORMANCES

Roads	-	<i>Construction of new roads</i> <i>Maintenance of new roads</i>
		<i>Construction of streets</i> <i>Maintenance of streets</i>

Storm Water - *Construction of new storm water structures and systems*
Maintenance of existing structures and systems

Community Facilities and Amenities - *Construction of new community facilities and amenities*
Maintenance of existing facilities and amenities

Electricity - *New electrical connections*
Refurbishment of existing electrical infrastructure
Revenue protection
Provision of new street lights
Repair of electrical faults

PROJECT **S**TATUS

- Equitable Share:
 - 6 projects under construction
 - 3 Projects complete and handed over
- Municipal Infrastructure Grant (MIG):
 - 11 projects : Complete
 - 3 projects : Award Stage
 - 12 Projects : Design Stage
- Road Maintenance
 - Planning underway

Function: Roads and Transport
 Sub Function: Roads

Total number, kilometers and total value of road projects planned and current:

1.2kms of Jager Street was resurfaced at a cost of R1, 2million

Total kilometers and maintenance cost associated with existing roads provided

3,500 m² of tar road was maintained at a cost of R245, 000

10km of gravel road was maintained at a cost of R500, 000

The Municipality currently does not have a Roads Infrastructure Master Plan, or a Pavement Management System. Therefore all maintenance work is carried out on an as required basis.

There is presently no reliable backlog information with respect to roads.

Function: Electricity
 Sub Function: Electricity Distribution

The electricity purchase and distribution functions of the municipality are administered as follows:

The municipality is the license holder within the town of Matatiele
 Eskom is the license holder in Cedarville, Maluti and the rest of the Municipality.

There are a total of eight (8) employees in the electrical section of the municipality.

There are no verifiable information as to the category of users for

There are ... households with

The number and cost of new connections is as follows:

- There were fifteen (15) new connections
- There were 150 disconnections and reconnections during the reporting year.

The following are the anticipated expansion of the electrical services

- The new industrial area in Matatiele
- The 200 houses in Cedarville
- The 500 houses in Harry Gwala in Matatiele
- The 60 houses in the proposed area J residential area
- The proposed Buxton Park Extension area

Function: *Electricity*
Sub Function: *Street Lighting*

Street lighting responsibilities of the municipality are administered as follows:

The municipality is the license holder within the town of Matatiele
 Eskom is the license holder in Cedarville, Maluti and the rest of the Municipality.
 There are a total of eight (8) employees in the electrical section of the municipality.
 There are 1,200 streetlights within the municipality.

Function: *Waste management*
Sub Function: *Solid Waste*

The refuse collection function of the municipality are administered as follows:
 The function is outsourced in Matatiele whilst in-house teams are employed in Maluti and Cedarville
 There is one municipal landfill site which is close to its design life. A new land fill site will have to be developed in the near future.

PERFORMANCE PROGRESS

IDP PROJECTS – DEVELOPMENT PROJECTS

2006/2007 FINANCIAL YEAR

No	PROJECT DESCRIPTION	WARD	FUNDIN G DEPT	COST	STATUS
1.	Hillside – Manzi A/R	7	MIG	1 346 000	Completed
2.	Mafube – Nkosana Access A/R + bridge	8	MIG	1 152 000	90% Complete
3.	Mbizeni – Mango – Luxeni A/R	17	MIG	1 025 000	Completed
4.	Tsitsong Bridge	4	MIG	850 000	Completed
5.	Regravel Road to Waste Site	all	MIG	440 000	Completed
6.	Fence Existing Waste site	All	MIG	200 000	Completed
7.	Jabavu A/R	6	MIG	1 500 000	Completed
8.	Lunda Multi Purpose Centre	10	MIG	1 600 000	Bid
9.	Thaba Bosiu A/R	13	MIG	3 750 000	Completed
10.	Mokheseng – Shepards Hope A/R	16	MIG	1 875 000	Completed
13.	T15 to Mbizwe JSS A/R	22	MIG	2 250 000	65% Complete
14.	Oustpan to Matshabaleng A/R	3	MIG	600 000	Bid
15.	St Bernard to Mangolong A/R	2	MIG	750 000	Completed

18.	Rehabilitation of Maluti Streets, (Storm-water drainage, Kerbing, surfacing and Paving of sidewalks) phase 1.	1	MIG	6 000 000	Design
19.	Rehabilitation of Matatiele Streets, (Storm- water drainage, Kerbing, surfacing and Paving of sidewalks) phase 1.	20	MIG	6 000 000	Design
20.	Rehabilitation of Cedarville Streets, (Storm- water drainage, Kerbing, surfacing and Paving of sidewalks) phase 1.	21	MIG	6 000 000	Design
Total				R35 380 00,00	

MATATIELE – MALUTI AREA

UMZIMVUBU FUNDING

2005-2006 WARDS EQUITABLE SHARE PROJECTS (Capital Budget)

No.	Project Name	Distance (km)	Status	Former- Ward No.	EC05B3 Wards	Locality Village
1.	New Rash Access Road	3.80	Completed	20	9	
2.	Nkosana Pedestrian Bridge	--	Completed	25	8	
3.	Makgaolela New Stands Access Road	5.00	Completed	25	11	
4.	Kotswana Access Road	4.60	Completed	26	12	
5.	Upper Mtumasi Access Rd	1.10	Completed	31	24	
6.	Mavundleni Access Road	3.00	Completed	18	5	
7.	Bethesda Access Road	2.80	Completed	27	23	
8.	Sekhutlong Access Road	1.80	Completed	27	12	
9.	Noloyiso Nkuphulweni Access Road	3.00	Completed	28	8	
10.	Mahlabathini Access Rd	4.90	Completed	29	15	
11.	Ntlola Pre-School	--	97% Complete	10	21	
12.	Prospect Pre-School	--	Completed	22	2	

13.	Outspan Pre-School	--	95% Complete	22	3	
14.	Koetliso Pre-School	--	90% Complete	24		
15.	Nkosana Pre School	--	95% Complete	25	8	
16.	Queens Mercy Pre-School	--	Completed	26	12	
17.	Mbizeni Pre-School	--	Completed	27	17	
18.	Khobetswana Community Hall	--	90% Complete	26	12	
19.	Mnyamaneni Community Hall	--	Completed	32	18	

MIG FUNDING

1.	T67 Mazizini Access Rd	5km	Completed	28	4	
2.	Lekhalong Access Rd	5km	Completed	30	14	

MUNICIPAL BUDGET & TREASURY DEPARTMENT

VISION

Ensure sound & fraud-free Financial Services.

MISSION

To establish an organisation capable to advise the Municipal Council and Management on financial matters, financial resources required to sustain services, how to raise such funds, to collect all revenue due and to meet legislative obligations.

SLOGAN

Financial Services with Integrity

VALUES

- Creating a conducive working environment
- Promoting Employment Equity
- Promoting Capacity Building to staff and clients
- Rendering a Professional Service to all our people
- Promote the Batho Pele Principles

OBJECTIVES

- Management of Municipal Assets & Risks
- Management of Municipal Revenue
- Management of the Municipal Budget
- Performance of the Treasury Function
- Maintenance of Internal Financial Control
- Production of Financial Performance Reports
- To Retain the Financial Viability of the Municipality
- To maximize the amount of Capital Budget spent on IDP related projects

CHALLENGERS & SOLUTIONS

CHALLENGES	SOLUTIONS
Non-availability of Policies	Policies to be developed and implemented
Volume of Financial Reports	IT systems to be improved/developed
Staff training and development	Adequate Budget Provision
Revenue Collection	Strict adherence to Council Policies
Increase Revenue Base	Municipal wide SDF Land provision LED activities

OPERATING RESULTS

During the 2006/2007 financial year, the Matatiele Local Municipality prepared its Annual Financial Statements in the General Recognised Accounting Practices (GRAP/GAMAP) format.

The overall operating results for the year ended 30 June 2007 are as follows:

Income	R	
Actual 2006		36 546 772
Actual 2007		79 559 563
Variance (%)		54
		Budget 2007
	80 931 133	
Actual 2007		79 559 563
Variance (%)	2	
Expenditure	R	
Actual 2006		33 833 849
Actual 2007		57 235 180
Variance (%)		40
		Budget 2007
	62 288 579	
Actual 2007		57 235 180
Variance (%)		9

CAPITAL EXPENDITURE AND FINANCE

The expenditure on fixed assets incurred during the year amounted to R27 386 912

Resources used to finance fixed assets were as follows:

Capital Replacement Fund	R294 919
Government Grants	R27 091 993

EXTERNAL LOANS, INVESTMENTS AND CASH

The external loans outstanding on the 30th June 2007 amounted to R1 655 160 (R2 134 353 IN 2006).

R479 193 was repaid during the year. Investments amounted to R37 581 831 (R7 098 640 in 2006). Cash at Bank amounted to R182 186 (R327 911 in 2006).

ACCUMULATED SURPLUSES

The year's transactions resulted in a deficit of R1 626 056. The year 2006 ended on a surplus of R991 517.

INCOME AND EXPENDITURE

Income and expenditure could be summarized as follows:

INCOME	2007	%	2006	%
Property rates	9 651 223		8 277 778	0
Property rates – penalties and collection charges	159 623		700 370	42
Service charges	14 667 807		13 178 061	24
Rental of facilities and equipment	1 198 672		343 548	2
Interest earned – external investments	2 019 502		627 164	(36)
Interest earned – outstanding debtors	720 293		42 333	55
Fines	118 598		151 083	(12)
Licences and permits	949 519		873 635	23
Income from agency services	-		0	(100)
Government grants and subsidies	48 949 270		11 758 899	25
Other income	310 666		262 052	(73)
Gains on disposal of property, plant and equipment	30 177		331 850	100
	748 213	100	36 546 772	

EXPENDITURE	2007	2006	%
Employee related costs	12 460 062	9 579 748	7
Remuneration of Councillors	9 616 079	1 994 935	533
Bad debts	6 456 750	1 501 147	100
Depreciation	3 679 550	3 500 525	11
Repairs and maintenance	3 720 399	3 776 323	11
Interest paid	273 124	328 413	52
Bulk purchases	6 567 817	5 586 337	3
Grants and subsidies paid	356 487	824 813	(18)
General expenses	6 921 651	6 741 607	(3)
Contracted Services	4 748 511		
Operating Grant Expenditure	2 434 751		
Net Expenditure	57 235 181	33 833 849	

DEBTORS

Debtors for rates, services and subsidies have increased from R 7 196 787 at 30 June 2006 to R8 743 384 at 30 June 2007, an increase of R1 546 597. This is as a result of non-payment for refuse removal and assessment rates.

The bad debts provision at 30 June 2007 was R8 637 125 (R2 180 376 in 2006). In order to ensure that Council reduces its outstanding Debtors in compliance with National Treasury requirements, Council will have to ensure that its approved Credit Control Policy is enforced.

GRANTS AND SUBSIDIES USED FOR OPERATIONAL EXPENDITURE

	2006/2007 Actual
Unconditional grants and subsidies Received during the year	5 297 399
<u>Less: Used during the year</u>	<u>4 948 682</u> <u>348 717</u>
Unspent at 30 June 2006	0
Unconditional grants and subsidies Received during the year	18 597 576
<u>Less: Used during the year</u>	<u>18 597 576</u>
Unspent at 30 June 2006	<u>0</u>

GENERAL INFORMATION

MAYOR: Cllr Ntai Sello

GRADING OF LOCAL AUTHORITY

Grade 5

AUDITORS

Auditor-General

BANKERS

First National Bank of South Africa, Matatiele

REGISTERED OFFICE

102 Main Street

P.O. Box 35

MATATIELE

Telephone: 039-7373135

Fax No. 039-7373611

MUNICIPAL MANAGER

Mr. C.T.L.N KHOHLOKOANE

FINANCIAL MANAGER

Mr D C van Zyl: Registered Municipal Accountant (Associate) AIMFO