



ANNUAL REPORT
2006/2007

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Mbhashe Vision

Mbhashe Municipality will be able to provide quality and accessible services to her community and facilitate sustainable economic and social development through optimal utilization of her potential, and maximizing of opportunities to the creation of a better life in partnership with her community.

Mbhashe Mission

Mbhashe Municipality will strive to become an effective and efficient municipality able to maximize and manage its resource base, stimulate economic growth, promote a safe and healthy community, ensure maximum utilization of her natural resources and facilitate vibrant civil society in participation in her affairs.

PUBLIC PARTICIPATION

With regards to Public Participation, the following was used to contact with the people:-

1. Mayoral Imbizos
2. Ward meetings
3. Village meetings
4. Road shows
5. IDP representative forums
6. Talk shows

IMBIZOS

From time to time Imbizos are held in various parts of Mbhashe. The following Imbizos were held as part of the public participation meetings:-

- Ward 4 @ Gxara Community Hall, the meeting was meant for ward 4, 5 and 6
- Ward 26 @ Ntlonyana Community Hall, the meeting was organized for ward 15, 16 and 26.
- Ward 11 @ Nqadu Great Place, the meeting was earmarked for wards 10, 11 and 25.

WARD MEETINGS

These are the meetings which are held mostly after the village meetings have convened. The ward meetings are usually chaired by the councilor together with representatives from each village. These meetings are convened throughout the year and the ward councilor has to prove to the speaker and the council that the meetings did really take place and the issues discussed and resolved in such meetings are filed. In the year 2006/2007 a total of 128 meetings were held across Mbhashe wards. These meetings were held as follows:-

WARD NO.	NO. OF MEETINGS	WARD COUNCILLOR
1	One	Cllr Sovita
2	Six	Cllr Nonxuba

3	Five	Cllr Kedamile
4	Two	Cllr Kalityi
5	Three	Cllr Raxangana
6	Three	Cllr Matshandana
7	Four	Cllr Nqwena
8	Six	Cllr Maqondo
9	Six	Cllr Xhungu
10	Six	Cllr Badi
11	Six	Cllr Magodla
12	Six	Cllr Manqina
13	Three	Cllr Fosini
14	Six	Cllr Ntshonga
15	Six	Cllr Genukile
16	Four	Cllr Ngxelo
17	Five	Cllr Tyali
18	Five	Cllr Ngqula
19	Three	Cllr Metu
20	Five	Cllr Sihewula
21	Six	Cllr Gungqe
22	Five	Cllr Kona
23	Four	Cllr Bambiso
24	Six	Cllr Madingana
25	Six	Cllr Qasana
26	Five	Cllr Pencil later Cllr Mtsi

VILLAGE MEETINGS

Mbhashe comprises 26 wards with an average of 10 villages/voting stations per ward. Ward committee members are nominated per village, and they are people who preside over the village meetings. In the year 2006/2007, a total 257 meetings were organized.

ROADSHOWS

Roadshows are usually done specifically for IDP purposes and they are done when the draft IDP document has been advertised for comments. These meetings are organized for every ward usually by April. In the year under review, these were done in 26 of the 26 wards. The meetings took place from the beginning of April till the end of the month with the members of the executive taking questions from the public. In these meetings, the draft IDP and draft budget of the municipality are tabled to the public for comments and review.

TALKSHOWS

Before the adoption of the IDP and after its adoption, talkshows were held. These were held using the community radio station – UCRFM which covers at least the majority of Mbhashe's wards.

IDP REPRESENTATIVE FORUMS

IDP rep forum consists of ward committees, Non-Government Organisations and other interested parties and/or stakeholders. These meetings are designed to:-

- Report on progress
- Consult on process to be followed
- Decide on projects etc

For 2006/2007 financial year, the IDP rep forums were held as follows:-

- 15 September 2006
- 27 March 2007
- 17 May 2007

REPORTS

LOCAL ECONOMIC DEVELOPMENT

The municipality's main growth potentials according to IDP are Tourism and Agriculture. There are also other areas targeted for investment, such as:-

- Fishing
- Mining and quarrying
- Bio-fuels
- Mari-culture
- Forestry

Several programmes and activities in pursuit of the IDP objectives were undertaken; these are divided in three main sectors, i.e. Agriculture, Tourism and Small Development. Under Agricultural Development, the following programmes were undertaken:-

- Maize production
- Vegetable production
- Citrus Fruit production
- Stock improvement
- Poultry Production

MAIZE PRODUCTION

During 2006/2007 budget year, the maize production programme was changed from the previous financial years where farmers were assisted with fertilizer to boost the quality of maize. During this reporting year, the method used was that, farmers donate funds into their own banking account where they pay for the wages of a tractor driver, buy fertilizer and the municipality provides fertilizer on 50/50 basis, provide the maize seed, and provide a tractor to do cultivation. This programme kick-started with 50ha in 3 areas, these were:-

- Mamfeneni in Ward 2
- Dabane in Ward 15
- Taleni in Ward 10

With the increase in the production of maize, the municipality, the farmers and the Department of Agriculture looked at the possibilities of adding value to the raw produce. As a result of oversupply and lack of market for the maize for some farmers, there was a provision of small millers so that farmers can produce mealie meal and others make maize malt resulting to traditional Xhosa beer “umqombothi”.

On a year to year basis, the municipality holds maize competitions from ward level. At this level, all farmers who have maize to compete with bring in their maize at one ward point where experts from the Department become adjudicators and the ward comes out with three top winners. The number one winner in a ward goes to the next level i.e. at Mbhashe level where 26 wards usually competes. The emphasis is the quality of maize one has to offer with the intention of the production of quality maize for possible value chain addition.

VEGETABLE PRODUCTION

The purpose is to increase the produce of vegetables for self-sufficiency and for commercial purposes. Several projects benefit from this programme and the numbers of people who benefit from the programme increase from year to year. During 2006/2007 financial year, the following benefited:-

Project name	Location	No. of members	Population size	Poverty level
Siyakhana Women's	Xeni in Ward 3	19	±900	70%
Ngadla Agricultural project	Ngadla in ward 23	23	540	71%
Dumalisile Veg. project	Dumalisile in ward 23	14	±900	71%
Lubethu farmers Association	Lubethu in ward 15	24	±900	80%
Inkuthalo Youth project	Aukland in ward 2	13	±900	65%
Ikhwezi co-operative	Sizini in ward 9	17	938	66%
Vukani Youth project	Tyelekebende in ward 9	04	±900	68%
Ntsimbakazi skill development centre	Ntsimbakazi in ward 14	25	±900	85%

For all the projects, the municipality ensures sustainability of the projects and ensures that they operate as a going concern by providing the following for the project:-

- Training on several areas such as legal entities, bookkeeping and account keeping.
- Provision of fencing for the project.
- Provide irrigation material
- Where possible, a catchments dam is provided

Coupled with the Siyazondla programme of the Department of Agriculture, the vegetable produce will in no later stage in the area of Mphashe reach a stage where the supply exceeds consumption. This has prompted the municipality, the farmers and the Department of Agriculture to think about adding value to the produce, hence in the forthcoming IDP's, the idea of Agri-park is taken into consideration.

CITRUS FRUIT PRODUCTION

The coastal areas of Willowvale and Elliotdale are said to be sub tropical and are suitable areas for citrus fruit production. This is a homestead programme where households are provided with orange (navel) seedlings and after a time an assessment is done on the gardens to assess whether one has been able to nurture the given citrus seedling. The project started with 100 households who were given one seedling to look at. After the assessment, it was found that only 86 households are able to look after theirs, and then three more trees were given to each household. The project continues to expand to other areas as well and is aiming to at least 200ha in the Mphashe area.

The area where the project was undertaken in the year is Lobomvini in ward 24. Today, there are over 350 orange fruit trees in the area.

STOCK IMPROVEMENT

In the year under review, various projects have benefited under the programme called "livestock improvement". The kind of stock the municipality is concentrating on is cattle, goats, and sheep. The overall objective is the improved stock quality either in wool, meat and milk and finding cheaper and effective ways of raising stock.

SHEEP

Concentration is mainly at Dutywa unit because of the suitability of the land for sheep growth. The support went to Xhlingada Woolgrowers (ward 8) and the main purpose was the growing of pastures.

GOAT

Breeding of quality goats is the main concern hence the support was given to two projects by supplying quality goats to Xonyeni goat and Ciko goat projects (ward 24 and 25).

CATTLE

The municipality here has two separate projects that run every year; (1) Nguni spread, i.e. the spread of Nguni cattle throughout communities plus one single camp which provides bulls to all i.e. Weza Nguni (ward 11)

(2) Subsidisation on remedy, farmers are being subsidized across Mbhashe for vaccine in their stock but in the year under review the concentration was on cattle in the coastal areas as there was a need for screwworm vaccination.

POULTRY PRODUCTION

Trading on chicken is the major thing taking place in the rural area of Mbhashe. People sell their chicken on welfare grant meetings “ku-Danke” as they call it. In the previous years the municipality supported these people but found that no one graduates to a fully fledged business.

In the year 2006, the study was instituted using the Agricultural Research Council (ARC) in some of the projects. The study found:-

- 1) No proper medication to the chicken
- 2) No calculation of costs
- 3) No proper shelter for the chicken
- 4) No readily available market leading to escalation of breeding/production costs
- 5) No storage facilities

In the same year, project members from various groups were taken to training at ARC offices in Pretoria where they were expected to share the experiences with the rest of the chicken farmers around Mbhashe.

Two pilot sites were chosen i.e. Fort-Malan cluster projects (ward 12) and Nywara (ward 7). Training on legal entity and co-operative was done, and the group registered as a co-operative. Whilst facing minor difficulties, the co-operative is moving forward.

Having seen that the pilot is successful, the municipality in its IDP for the 2008/2009 financial year has put the project “chicken abattoir” in its list of projects. This will assist with the provision of market for the ready chicken.

TOURISM

This is an important area of growth in Mbhashe area. Under tourism development, there are four different programmes adopted by council, they are:-

- 1) Tourism development
- 2) Tourism promotion and marketing
- 3) Craft development
- 4) Heritage development and promotion

TOURISM DEVELOPMENT

An initiative was undertaken by GTZ-Transform to establish a Nqabara Mouth Conservancy and Tourism Development. The project included the following:-

- Rehabilitation and restoration of the natural landscape
- Removal of alien plants and propagation of indigenous trees in degraded areas
- Upgrading and construction of facilities at the entrance to the conservancy, incorporating a craft centre
- Identification, rehabilitation and preparation of a site for the proposed lodge development

This generated jobs for 36 temporary employees for a period of more than 12 months.

TOURISM PROMOTION AND MARKETING

In the same year, the municipality allocated more than R100 000 for the work of the Local Tourism Organisation (LTO) and the brochure development. Various kinds of material that will help in the work of the LTO have been bought during the year.

CRAFT DEVELOPMENT

Various kinds of craft work have been supported. The support given was of different kinds such as training, registration, supply of initial stock, machinery and other equipment like stamps, business cards. Four projects benefited from this were:-

- 1) Pakamani Craft @ Mpozolo (ward 21), the project specializes on grass work. Fencing to the wetland has been done and other materials bought for the group.
- 2) Nokuxolisa craft @ Fort Malan (ward 12), the project mainly deals with traditional wear
- 3) Collywobbles craft @ Collywobbles (ward 08), the project concentrates on leather work.
- 4) Khanyisa Ntsimbi @ Ngcingwane (ward 2), they specialize in craft and have been trained in jewellery making.

HERITAGE DEVELOPMENT

As part of the Amathole Heritage initiative which is aimed at developing the heritage tourism routes, namely Maqoma route, Phalo route and Makana route. Mbhashe Municipality area falls within the Phalo route which covers three municipality areas namely, Mnquma, Great Kei and Mbhashe.

Four areas were earmarked for development, they are:-

- King Hintsa Grave site
- Fort Bowker
- Esinqumeni Caves
- King Hintsa Grave site

SMME DEVELOPMENT

BRICK-MAKING INITIATIVE

In preparation for the construction of 7000 in Elliotdale (ward 17 and ward 26), through a national programme on rural housing development, support was given in a people's initiative to form a co-operative that will support the construction by supplying bricks to the project. An amount of R40 000 was allocated by council to the project for its capacity

building, training and registration of the co-op. The two co-ops i.e. Masiqhubeleke (21 members) and Ukhozi (19 members) were trained and registered as a co-operative by Funda Education and Training Co-operative.

Another support given to small emerging entrepreneurial groups was given to:-

- Bolotwa Bakery
- Sweet Inspiration

BOLOTWA BAKERY

This is the women's co-operative who started the co-op three years ago. They started by selling bread and muffins to the local community. With the support from the municipality in the form of stoves and other equipment, the project is able to supply few schools in the governments' school feeding scheme programme.

SWEET INSPIRATION

This project was the initiative of Zandisile "Sweet Mama" Marwanqana who gathers young people from the area for dance and music. The group was supported by the municipality in their vegetable garden, brick making and nett-fence making. An amount of R40 000 was committed for the project. This has resulted in Sweet Mama being voted the Community Builder of the Year in 2007.

POVERTY ALLEVIATION

In addition to the funds allocated by council, other sources of funding included MIG and EPWP. Several projects were done through the MIG funding, and they generated a lot of temporary jobs. Several EPWP projects in water provisioning and fencing were done in places between Manyati and Kulakatha in Elliotdale with a budget of R2m from the Department of Roads and Transport. In this project alone 120 people got temporary jobs through fencing and grass cutting.

SUPPORT TO SMME'S

AWARDING OF TENDERS

A total of 76 of local suppliers and contractors have been put in our data-base, the bulk of which are emerging contractors. In the award of tenders, local suppliers and emerging entrepreneurs are preferred and this resulted in contracts to the value of R1m being awarded to local contractors.

JOB CREATION

The following projects were completed during 2006/2007 and jobs created were as follows:

PROJECT	No. of jobs created
Ndalatha access road	13
Tyholomi access road	12
Mangwevini access road	09
Nqabarha to Dwesa Water Supply	33
Weza water supply	37

LAND & HOUSING DEPARTMENT

VISION

Estates Department will be able to provide 70% of households which translates to 13443 households with an adequate housing by 2010. 5,42% which translates to 728 households, had been provided with housing. By the end of Year 2008/9, 31 % of households will be adequately provided with housing i.e. shelter that meets norms and standards, access to clean and healthy portable water, approved sanitation, electricity, roads and amenities.

Spatial Development Framework has been provided to serve as developmental guidance for future sustainable development.

To enable the property rates within urban areas to be based on market values, the department reviews General Valuations every fourth year and whenever changes occur in the properties

1. INTRODUCTION

Land & Housing Department is responsible for Land Administration, Housing Development, Planning and General Property Valuations in Mbhashe Municipality. The department is processing all subdivision of land, minor or major programmes/projects that this department is engaged in are:

- Township establishment
- General Valuations
- Spatial Development Framework
- Housing Development

TOWNSHIP ESTABLISHMENT

This department has been processing seven (7) township establishment i.e.

- Dutywa Extension 8 for cost housing
- Dutywa Extension 9 for low cost housing
- Dutywa Extension 7 for middle-income housing (amendment)
- Dutywa Extension 3 for middle-income housing (revalidation)
- Willowvale Extension 5 for middle-income housing
- Elliotdale Extension 6 for middle-income housing and low-cost housing
- Elliotdale Extension 5 for middle-income housing (revalidation)

The Department of Housing and Local Government is funding the Surveying and Planning of the projects.

DUTYWA EXT. 8

This project is meant to alleviate shortage of accommodation to low-income category and to clean up the shacks in Dutywa.

PROGRESS

- Registration of township is complete
- Engineering Designs has been done
- Surveying, planning and engineering drawing has been paid which total led to R704 857-00
- Beneficiary list with 753 names was tested and 637 came through, 108 names are being verified by this office for resubmission for further testing, 17 names tested to have subsidized houses and 13 tested to be dead
- 400 subsidies and Housing Support Centre Grant were approved on 01 December 2004 with an amount of R10 320 000-00 and R228 000-00 respectively.
- Signed a Memorandum of Agreement between Dept of Housing, ADM & Mbashe Local Municipality in order for ADM to give assistance in this project for phase 1 i.e. Construction of Services
- ADM is in the process of appointing an Engineering Consultant.

CHALLENGES

- The municipality is faced with high demand for housing, more so in Dutywa unit because of centralization of district activities in the unit by government departments.
- The municipality is also focusing at removing of all shacks. Currently, there are ±600 shacks in Dutywa.
- It was determined by the DHLG that the Engineering Consultant appointed by Mbashe Municipality lacks experience in terms of preparing the tender document and the Engineering Consultant need to pursue a joint venture with an established Consultant. Mbashe Municipality advised the Consultant about the recommendation from DHLG and the consultant wrote a letter stating that they will not be the part of the project and the assistance was requested from ADM since Mbashe lacks Technical Capacity.

DUTYWA EXT.9: DOTI IN-SITU UPGRADE

The Municipal commonage was invaded. The municipality is regularizing the settlement to a desired standard.

PROGRESS

- 500 subsidies were approved in principle by DHLG.
- A meeting is organised by Mphashe Municipality between itself and Land Claims Commission.

CHALLENGES

- The project is faced with “Land Claim” by the Old Doti community (rural area) which needs to be resolved before the application can be submitted to the board.

DUTYWA EXT. 7 AND 3 AND ELLIOTDALE EXT. 5

PURPOSE:

To reduce high demand for middle-income housing by selling serviced sites.

Dutywa Ext. 7 was approved with 80 sites in 2003. Due to high demand for middle-income, the Council resolved to amend the project from 80 to 312 residential sites and also to revalidate the approvals that had lapsed for Dutywa Ext. 3 with 264 residential and Elliotdale Ext. 5 with 102 residential.

PROGRESS

The appointed conveyancer is still attending to the Conditions of Township Establishment and revalidation of approvals for Dutywa Ext. 3 must be started afresh and Elliotdale Ext. 5 were submitted to DHLG.

CHALLENGES

- Funding for infrastructure

WILLOWVALE EXT. 5

The project comprises of 251 residential for middle-income category.

PROGRESS

- Township establishment is complete and the township was registered on 12 October 2004
- A tender was advertised on the daily dispatch on Dec. 07 inviting proposals from the Developers and tender was opened in public on the 9th January 2008.

CHALLENGES

- Funding for infrastructure

ELLIOTDALE EXT. 6

The project comprises of 600 sites i.e. 200 sites for middle-income and 400 sites for low-costs.

PROGRESS

- Planning is complete and total amount of R120 000 00 has been paid
- The appointed Land Surveyor who abandoned the project has re-opened his practice and has made some arrangements to finish the work.

CHALLENGES

- Funding for infrastructure

GENERAL PROPERTY VALUATION

Property Rates are based on values of the properties, therefore it is essential to review market values every fourth year. The new Municipal Property Rates Act 6 of 2004 requires that all municipalities must implement the new property rates act by 1st July 2008 and those not ready to implement are exempted until 1st July 2009.

CHALLENGE

The new Municipal Property Rates Act requires that the process must be started at least 12 months before the implementation date of 1st July 2008. The municipality is not in a position to implement the new property rates act by 1st July 2008 due to time constraints and lack of funding.

PROGRESS

A meeting has been scheduled for the 4th January 2008 between the Municipality and officials from DHLG (Property Valuation Component) to discuss the implementation and the required funding.

SPATIAL DEVELOPMENT FRAMEWORK

A need for an SDF plan to provide the Municipality with tool to assist in arriving at informed developmental decision to ensure sustainable development decision and management of its future land development.

PROGRESS

The approved Spatial Development Framework Plan has been adopted by the Council.

HOUSING DEVELOPMENT

1.1.4 ELLIOTDALE EXTENSION 2 AND WILLOWVALE EXTENSION 1

Funding for the development of all low-cost housing is from DHLG. The department aimed at completing the construction of houses at the two Housing Projects i.e. Elliotdale Extension 2 with 292 and Willowvale Extension 1 with 97 units within 2004 but because of various reasons, time frames could not be met. These projects were approved in 1997 and 1998 respectively.

- Elliotdale Extension 2 was very unfortunate to have not been listed amongst the blocked projects by DHLG in 2002 and as such, retained old subsidy belts of R16000/subsidy including variance.]
- Willowvale Extension 1 subsidies were reviewed to R22 808/subsidy including variance.

PROGRESS

- 180 houses were completed at Elliotdale Extension 2, 86 under construction and 26 units have not started or claimed from the Department of Housing.
- Only 32 houses were completely built at Willowvale Extension 1 in 2004, 25 units are on various stages of construction, 8 units not built but claimed the funds from the Department, 33 units are still unclaimed from the Department.

CONSTRAINTS

- The location of Elliotdale project is such that the material is expensive to import due to high transportation costs.
- The site at E'dale also had extreme topographical conditions where most floor slabs are having six rows above ground level and that means more building material needs to be used.
- The Emerging Contractors (Local Builders) who were utilized lacked capacity and this resulted in delays as well as slow production rate.
- Local Builders were not interested to work for the project due to low budget margin. The Municipality found it difficult to complete the project within a given time as they had to depend on learner builders in the area who did not have much building knowledge.
- The King Hintsa College learners could not build fast enough and therefore inflation and material price increase affected the project.
- Currently Thubelisha Homes is requesting additional funding from the DHLG.

3 KEY CHALLENGES

UNAVAILABILITY OF DEPARTMENTAL VEHICLE

Land and Housing Department is working under difficult condition of not having a vehicle in order to execute its duties efficiently.

LACK OF TECHNICAL EXPERTISE

Mbhashe Municipality lacks technical capacity in the housing development.

1. LAND REFORM & SETTLEMENT PLANS

4.1 GWENTESHE & CUNTSULA (Ward 13) ELLIOTDALE

The project involves formalization of rural areas by means of proper planning and surveying. The project is monitored by the Amathole District Municipality.

PROGRESS

The project is in the initial phase and the service provider is to be introduced in a meeting to be held on the 31st January 2008 at Manduluka in Elliotdale.

Messrs. Tshani Consultants a firm of professional planners and Messrs. Palmer Flatela a firm of professional land surveyors has been both appointed by the ADM to provide planning and survey services.

4.2 MAXELEGWININ & MBOYA (ward 25 & 11) WILLOWVALE

The project involves formalization of rural areas by means of proper planning and surveying. The project is monitored by the Amathole District Municipality.

PROGRESS

The project is at an advanced stage and the appointed professional planner, Mark Roberts has presented the proposed lay out plan for the area. The challenge of the project is that the appointed planner has discovered that some of the planned sites have encroached municipal land. The appointed planner has proposed that the encroached portion of municipal land be given to the people affected in order to enable smooth implementation of the plan.

4.3 BOLOTWA & LENCANE

The project involves formalization of rural areas by means of proper planning and surveying.

PROGRESS

The project is at an advanced stage and Nzelelenzele, Preston & Medcalf the appointed land surveyor are through with planning and are about to apply to the DHLG for surveying of the area. The municipality has requested the service provider to make a presentation on the nature of the application to the DHLG.

2. LAND USE CONTROL

Willowvale Commonage Invasion

Residents of rural areas surrounding Willowvale commonage illegal demarcated sites form the municipal commonage for themselves. The land affected by the illegal demarcation was identified for future development of middle-income housing. The municipality has appointed Messrs. Majeke, Mjali & Co to seek a Court Interdict against the transgressors.

PROGRESS

The appointed attorneys have obtained a court order evicting the respondents and the process is now with the Sheriff of the court to serve them with eviction orders. There is a separate case proceeding against Mr. William Mkosi who alleges that he was given land long time ago in 1965 by the Willowvale Magistrate and Land Office.

3. REMOVAL OF ILLEGAL STRUCTURES: DUTYWA

The municipality has been experiencing illegal mushrooming of caravans and containers and a Council Resolution was obtained to that effect. The process to remove these illegal caravans and containers was started and the respondents approached the Court in order to oppose the move by the Municipality. Messrs. R S Canca was appointed to represent the municipality in this matter.

PROGRESS

The matter was scheduled for the 13th December 2007 for hearing but was postponed to enable the municipality to file its replying affidavit. The instructed attorney has now consulted a senior advocate for his opinion in this matter.

4. CONCLUSION

Despite all the challenges mentioned here above, the Land and Housing Department is making a fine progress and also trying to meet the deadlines. It is looking forward at meeting its timeframes in the housing development if however, the transfer of funds from the Department of Housing, Local Government and Traditional affairs go smooth.

SOCIAL NEEDS REPORT/ COMMUNITY SERVICES DEPARTMENT

The main projects for the department were:

- HIV/AIDS
- Home Based Care
- Health Practitioners
- Municipal Beautification
- Satellite Crime Centres
- Life Saving
- Sport
- Forum Establishment
- Sport Council
- Elliotdale Fire Station
- Community Development
- Greening of the Environment
- Cluster Homes
- Skills Development Programme (All three units)
- Mida Help HCBC
- Pound
- Golf Course.

1. **HIV/AIDS**

The social needs department in partnership with the Department of Health has decided to identify areas that need awareness campaigns on the epidemic. The municipality assisted in the establishment of support groups based in their local health centres.

World AIDS Day has been observed with a variety of activities in local clinics. And the one for Mbashe Local Municipality was held at Willowvale Health Centre.

2. **MUNICIPAL BEAUTIFICATION**

Christmas lights in all three units (Dutywa, Willowvale and Elliotdale) have been part of our activities.

3. **LIFE SAVING**

Busy coastal areas have been identified and a service provider contracted to distribute life savers along the following areas Kob Inn, Dwesa, Cwebe and Mpame areas.

4. **SPORT TOURNAMENTS AND CONSTRUCTION OF GROUNDS**

Poles for three sporting codes (rugby, soccer and netball) have been provided by the municipality and ward councillors identify areas where there is a need for playground. Also there were tournaments that took place where there were soccer competitions and winners would get a prize (which is a soccer kit).

5. CAPACITY BUILDING FOR TRADITIONAL HEALTH PRACTITIONERS

Training for Amagqira was organized by ADM took place in Willowvale for Mbhashe Traditional leaders Association.

6. DISTRIBUTION OF HOME BASED CARE KITS

The above programme was done with ADM Health Services.

CONCLUSION

Most of our activities were done in partnership with other government departments, i.e. Social Development, SAPS and Department of Health.

HUMAN RESOURCES AND ADMINISTRATION

INSTITUTIONAL STRUCTURE:

This is the engine of that the municipality aiming to ensure that the council and its committees carried on with their proceedings in line with the Municipal Systems Act.

It is divided into two sections, which are political structure and administrative structure. According to the Municipal System Act, The administrative structure is directly accountable to the elected political structure i.e. the council.

Mbhashe local Municipality has a political structure consisting of Councillors and chiefs. Mayor is the Chairperson of the EXCO the speaker is the speaker is the chairperson of the council.

The compositions of councillors include ward councilors and party representative's councillors. Mainly, these councilors are elected from the three units of Mbhashe Local Municipality, viz: - Dutywa, Xhorha and Gatyana. Representation on part lines is proportional. ANC has 51 members V.C.M has 07 members and P.A.C. has 01 member. There are three chiefs from each unit.

For effective functioning of the council, there are committees established according to Sections 79 and 80 of the Municipal Structures Act 117 of 1998. These committees are

established to assist the council effective operation. Each committee is headed by portfolio head drawn from the members of the EXCO.

Mbhashe Local Municipality has the following committees:

- Human Resources and Administration
- Finance
- Social Needs
- Planning and Development
- Local Economic Development.

Council is responsible for formulating by-laws and passes resolutions the guide's functionality of the institution. The Municipal Manager is the head of the Administrative structure, and is accountable for all operations of the institution. All departmental heads are reporting directly to him/her.

HUMAN RESOURCES DEVELOPMENT:

This department is the custodian of the organizational structure of the institution, and as such various inputs from departments are co-ordinate by H.R. development. Key Policies that are human resource related are formulated by the development.

FOCUS AREAS OF THE HUMAN RESOURCE DEPARTMENT ARE:-

- Training and Development.
- Occupational Health and Safety.
- Employee Assistance Programme
- Labour Relations
- Recruitment and Selection (DBSA)
- Induction of new employees
- Capacity Building
- Employment Equity.

TRAINING & DEVELOPMENT

Various training programmes were implemented during the 2006/2007 financial year. Both councilors and officials benefited from these programmes. They include:-

- Basic Project Management Course
- I.D.P. Course
- Computer training
- Payroll administration

- Performance Management
- Basic word
- Basic Excel
- Budget Reporting
- Principles of Budgeting
- Local Economic Development.
- Electronic Record Management.

More advanced training programmes were funded by the National Treasury and SALGA i.e. C.P.M.D. (National Treasury) and Advanced Arbitration Programme (SALGA)

OCCUPATIONAL HEALTH AND SAFETY

The municipality has a dedicated Health and Safety committee comprising employees. This committee assists management in addressing health and Safety issues in the workplace.

Employees working in vulnerable places were identified for medical examination so as to determine the impact of their daily exposure as per the prescript of the act.

EMPLOYEE ASSISTANCE PROGRAMME

With the assistance of the Amathole District Municipality various activities were conducted with the sole aim of determining the scale of HIV AND Aids tests were conducted to both councilors and employees.

Workshop of EAP educations, employees and councillors was held with the aims of spreading the knowledge about HIV and Aids. Results of the test conducted were presented to the Mayor.

LABOUR RELATIONS:

Local labour forum which is the vehicle for ensuring cordial relations between the employer and the employee remained operation besides the challenges dates. Through constructive engagements, some remarkable achievements were made during the course of the year.

Long standing ratification of interim salary arrangements were done by SALGBC.

Job evaluation has been completed and employees were graded according to the relevant TASK GRADES. The outstanding issue in this regard relates to salary scales relevant to each TASK grade.

RECRUITMENT AND SELECTION.

The Municipality has tried to fill all vacant position that appears in the organizational structure. This has been done according to the recruitment and selection policy of the institution.

Contract or temporal employees are sometimes recruited to address the need when it arises. This to a certain extent addresses the job creation problem.

INDUCTION OF NEW EMPLOYEES.

In a bid to acquaint new entrants to the institution with policies and procedures induction is done. The office of the Speaker also acquaints Councilors with the core responsibilities pertaining to their obligation.

According to the Municipal Systems Act, councilors are accountable to local communities and must report back at least quarterly to constituencies on Council matters, including the performance of the municipality in terms of established indicators.

CAPACITY BUILDING

Experiential Training Programme:

Mbhashe Local Municipality has a policy aiming to assist students from University and Technikon on acquiring practical work skills related to their area of specialization at school. These students are mentored by experienced employees within the Institution.

Mbhashe Local Municipality has a partnership with Development Bank of Southern Africa through Siyenza Manje Project. Two young professional from our area have been appointed by DBSA. Both of them are being trained on Civil engineering which is a scarce skill in our municipality.

LEARNERSHIP PROGRAMME

Most Learnerships that are being done are funded by the District Municipality. Concentration is on Local Economic Development programmes, Municipal Finance and Administration, Water purification and reticulation.

Learners get practical experience in-house and are being evaluated by the District Municipality.

Some programme such as Waste management, entrepreneurships and housing development are still going too implemented. Selection of Learners in this regard has been completed.

ABET PROGRAMME

This programme operated smoothly except for few hiccups of non-attendance and dropout by selected Learners. Contract for the Service Provider has since expired and tendering for a new Service Provider is on the cards.

A total of registered for the programme in 2007, and they are waiting for results. All participants are employees of the municipality on the lowest category of employment.

The municipality is strongly committed to the achievement of Employment Equity and equal opportunities for all employees. The municipality is actively working towards creating and maintaining a fair and equitable working environment, free from all forms of discrimination. Council has in place an Employment Equity Plan which sets the strategic direction of the municipality's overall employment equity programmes, and supports the municipality's commitment to equal justice. The plan is set over a period of five years and is re-assessed annually. The plan focuses on four areas:

- The integration of Employment Equity within policy, planning and management systems.
- Ensuring employment practices do not discriminate against employees or potential employees
- Promoting Employment Equity and workforce diversity.
- Ensuring a work environment that is free from racial harassment.

For so long MBHASHE LOCAL MUNICIPALITY has dismally failed to comply with the act due to the fact that people of other racial group did not apply whenever posts are being advertised.

Attempts to attract people even from far away places were tried by advertising in national newspapers, but nothing positive ever come our way . Even people with disabilities are not responding positively regardless of the fact that they are welcome to apply.

ADMINISTRATION:

According to our organizational structure, the head of administration is the Municipal Manager.

Our ideal structure puts six senior managers that are directly reporting to the municipal manager. These are senior managers for the following Departments:

- a. Budget and treasury (C.F.O)
- b. Community services
- c. Human Resources and Administration
- d. L.E.D / I.D.P (strategic)
- e. Land & housing

f. Technical Services

A complement of 098 staff members is distributed to all these department for effective functioning.

There is high vacancy caused by resignation dismissal and death

POST PER DEPARTMENTS AS AT 31 JUNE 2007

LOCAL ECONOMIC DEVELOPMENT

DEPARTMENT	POSITIONS	FILLED	UNFILLED
LED/STRATEGIC	Seniors Manager: STRATEGIC	✓	
	IDP/LED Officer		✓
	LED Officer : Tourism		✓
	LED Officer: Agriculture	✓	
	LED Officer: SMME	✓	
	IDP Officer		✓
	Departmental Secretary	✓	
	TOTAL	04	03

LAND AND HOUSING

DEPARTMENT	POSITIONS	FILLED	UNFILLED
LAND & HOUSING	Senior Manager: Land & Housing	✓	
	Senior Estates Officer		✓
	Town Planner		✓
	Housing Officer	✓	
	Departmental Secretary		✓
	Estates Officer	✓	
	TOTAL	03	03

HUMAN RESOURCES DEPARTMENT

HR & ADMIN	Senior Manager :HR/ Admin	✓	
	Senior HR Officer	✓	
	Senior Admin Officer		✓
	Departmental Secretary		✓

	Payroll Officer	✓	
	Labour Relations Officer		✓
	Personnel Officer	✓	
	Admin Officer		✓
	Council Support Clerk	02	01
	Records Officer	✓	
	Receptionist		✓
	Tea Makers	05	01
	Messengers	02	
	Council Driver	✓	
	TOTAL	16	07

COMMUNITY SERVICES

Community Services	Senior Manager:	✓	
	Senior Traffic Officer		✓
	Senior CSO		✓
	Senior Librarian		✓
	Departmental Secretary	✓	
	Traffic Officer: Grade 2		✓
	Traffic Officer: Grade 3		✓
	Traffic Officer	✓	
	Traffic Wardens	04	
	Caretaker: Civil Halls	02	01
	General assistant :Cemeteries		03
	General assistant: Pound	02	02
	General assistant: Parks		03
	Librarian	03	
	TOTAL	14	15

FINANCE DEPARTMENT

B.T.O	Chief Financial Officer	✓	
	Departmental Secretary		✓
	SSCM Officer		✓
	S.F.O		✓
	IT Technician	✓	
	SCM Officer		✓
	Provisioning	✓	
	Stores Clerk	✓	
	Disposal Clerk	✓	
	Revenue Officer		✓

	Billing Officer		✓
	Cashier	03	01
	Expenditure Accounting		✓
	Expenditure Officer	✓	
	Budget Officer		✓
	TOTAL	10	08

WORKS DEPARTMENT

T.S.D	Technical Manager		✓
	Departmental Secretary	✓	
	Superintendent : Cleansing		✓
	Superintendent : Road	✓	
	Projects Officer		✓
	Technician (YP)	✓	
	Project Manager (YP)	✓	
	Finance Officer (YP)		✓
	Foreman : Roads		02
	Roads Assistants		10
	Truck Driver	04	01
	Refuse Assistant		
	Cleansing Assistants		
	Foreman : Cleaning		02
	TOTAL	08	19

MUNICIPAL MANAGER

M.M	Municipal Manager	✓	
	Secretary		.03