

To ensure the appropriate and effective use of land through spatial planning initiatives and the implementation of the outcomes thereof	<ul style="list-style-type: none"> ▪ Review Land Use Management Framework ▪ Revise Spatial Development Framework ▪ Ensure that Land Reform is incorporated into local and district municipal planning and ensure its acceleration 	<ul style="list-style-type: none"> ▪ Completed ▪ Completed ▪ The DLA was engaged at various platforms in order to facilitate co-ordination
To provide an effective and efficient environmental health service	<ul style="list-style-type: none"> ▪ Prepare and implement an Environmental Health Management Plan ▪ Ensure sufficient qualified staff allocation to fulfill environmental health function 	<ul style="list-style-type: none"> ▪ Completed. The plan is in place and implemented annually. ▪ The environmental health unit is being restructured
To improve public transport services	<ul style="list-style-type: none"> ▪ Implement Public Transport Plan ▪ To improve communication and liaison between the District and Public Transport Associations 	<ul style="list-style-type: none"> ▪ The review of the plan has been completed. ▪ Public Transport Associations were consulted during the review of the plan. They will also be consulted during other phases of the plan.
To ensure the effective and efficient management of regional solid waste	<ul style="list-style-type: none"> ▪ Finalise and implement Integrated Waste Management Plan (IWMP) 	<ul style="list-style-type: none"> ▪ In progress. Plan is partially complete with several components of waste sector addressed.
Ensure alignment of all infrastructure and service delivery projects with the IDP	<ul style="list-style-type: none"> ▪ Ensure participation of all service providers (including the ZDM) in the IDP process 	<ul style="list-style-type: none"> ▪ On-going. All development stakeholders participate in the IDP and IGR Structures
Ensure that in the implementation of infrastructure and service delivery projects that cognisance is taken of environmental considerations	<ul style="list-style-type: none"> ▪ Ensure compliance with environmental legislation and policies in the implementation of projects 	<ul style="list-style-type: none"> ▪ On-going. All project projects are prepared and implemented in line with the standard operating procedures
To develop internal and external capacity to ensure effective and efficient infrastructure and service delivery	<ul style="list-style-type: none"> ▪ Implement Engineering Mentorship Programme (internal) ▪ Implement Emerging Contractors Development Programme 	<ul style="list-style-type: none"> ▪ Ongoing ▪ Ongoing

Improve financial management of infrastructure and service delivery projects	<ul style="list-style-type: none"> ▪ Ensure effective co-ordination and co-operation between the Financial and Technical Departments 	<ul style="list-style-type: none"> ▪ Ongoing. Systems developed to assist with cooperation and coordination
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Strategic Focus Area 2: To promote Economic Development		
<ul style="list-style-type: none"> ▪ To strengthen the local economy with particular emphasis on tourism, agriculture and business sectors. Improve Financial Management		
Development Objectives	Development Strategies	
To identify and develop economic opportunities for the rural population in the District in order to reduce poverty	<ul style="list-style-type: none"> ▪ Implement ZDM Local Economic Development (LED) Plan ▪ Identify and market LED agricultural development / production on Ingonyama Trust and State Land (specifically consider settlement patterns) ▪ Prepare and implement District Agricultural Development Plan ▪ Identify and develop opportunities for international markets (linked to Dube Tradeport) ▪ Identify and promote agri-processing development 	<ul style="list-style-type: none"> ▪ Ongoing ▪ On-going ▪ The document is in place. Implementation is ongoing with the launch of the SMME Tractor programme and on-going collaboration with a Spanish development agency. ▪ On-going ▪ On-going. Business plans are regularly submitted to access funding.
To market Zululand to attract investment	<ul style="list-style-type: none"> ▪ Prepare and implement a District Marketing and Communication Strategy ▪ Establish an Incentive Strategy 	<ul style="list-style-type: none"> ▪ In progress ▪ To be established

To promote Zululand as a provincial, national and international tourism destination	<ul style="list-style-type: none"> ▪ Revise and implement ZDM Tourism Plan ▪ Develop critical tourism routes linked to regional opportunities ▪ Identify, promote and support District Wide Tourism Initiatives 	<ul style="list-style-type: none"> ▪ The plan is reviewed annually. Implementation is on-going. ▪ In Progress ▪ Ongoing
To promote SMME development in the District	<ul style="list-style-type: none"> ▪ Identify, develop and support opportunities for business development 	<ul style="list-style-type: none"> ▪ Ongoing
Promote tourism and economic development through the strategic use of the Ulundi Airport	<ul style="list-style-type: none"> ▪ Implement Airport Development Plan ▪ Elevate the status of the Ulundi Airport to that of a regional airport ▪ Identify and promote tourism initiatives through linkages with the airport services 	<ul style="list-style-type: none"> ▪ On-going ▪ In Progress ▪ Ongoing
To improve access for tourism, economic and social development through the upgrading of the P700 (route between Ulundi and Richards Bay / Empangeni)	<ul style="list-style-type: none"> ▪ Promote appropriate development at strategic locations along the P700 ▪ Market the P700 as the preferred route between Mpumalanga and uMhlathuze Region 	<ul style="list-style-type: none"> ▪ Development of the P700 node is in progress ▪ On-going
Improve Financial Management	<ul style="list-style-type: none"> ▪ Update levy payers data base on an annual basis ▪ Refine procedures to ensure an increase in levy payments ▪ Revise and implement Financial Plan ▪ Ensure regular budget meetings and adjustments by HODs ▪ To ensure the establishment and implementation of a supply chain management system that complies with the MFMA and Supply Chain Management 	<ul style="list-style-type: none"> ▪
Ensure that in the implementation of LED projects that cognisance is taken of environmental considerations	<ul style="list-style-type: none"> ▪ Ensure compliance with environmental legislation and policies in the implementation of LED projects ▪ Identify and promote LED opportunities through linkage with the District's natural resources 	<ul style="list-style-type: none"> ▪ On-going. Standard Operating procedures are applied in all project phases ▪ On-going

Develop skills of staff involved in LED	<ul style="list-style-type: none"> ▪ Provide appropriate skill training courses to LED officers 	<ul style="list-style-type: none"> ▪ On-going
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Strategic Focus Area 3: To promote Social Development		
To promote social development and provide support to assist communities throughout the District to cope with the combined impact of poverty and HIV/AIDS		
Development Objectives	Development Strategies	
To reduce the impact of HIV/AIDS on communities	<ul style="list-style-type: none"> ▪ Implement the ZDM HIV/AIDS Strategy ▪ Involve youth in sexual morality education 	<ul style="list-style-type: none"> ▪ On-going ▪ On-going
To minimize the effect of natural and other disasters on communities	<ul style="list-style-type: none"> ▪ Implement ZDM Disaster Management Plan 	<ul style="list-style-type: none"> ▪ On-going
To cater for the social development needs of youth, women, the disabled and the aged members of communities	<ul style="list-style-type: none"> ▪ Implement Youth Development Plan ▪ Prepare and implement Participation Strategy for youth, women, the disabled and the aged (inclusive of government departments, NGOs, local municipalities and other relevant stake holders) ▪ Implement Gender Equity Plan 	<ul style="list-style-type: none"> ▪ On-going ▪ Completed ▪ Completed
To create a safe and secure environment for all residents in, and visitors to, the District	<ul style="list-style-type: none"> ▪ Prepare and Implement a District Crime Prevention Strategy (involvement of all relevant stakeholders) 	<ul style="list-style-type: none"> ▪ In Progress
To facilitate the provision of sustainable community facilities	<ul style="list-style-type: none"> ▪ Prepare and Implement a ZDM Community Facilities Plan 	<ul style="list-style-type: none"> ▪ Completed/Ongoing
To facilitate the provision of sustainable, affordable and suitably-located housing development	<ul style="list-style-type: none"> ▪ Prepare and Implement a ZDM Housing Sector Plan 	<ul style="list-style-type: none"> ▪ In Progress
Conserve and protect the District's Cultural Heritage	<ul style="list-style-type: none"> ▪ Identify cultural heritage sites and ensure its incorporation into local municipalities LUMS and District's Land Use Management Framework ▪ Identify, promote and support educational cultural campaigns 	<ul style="list-style-type: none"> ▪ Completed ▪ In Progress
Ensure that in the implementation of social projects that cognisance is taken of environmental considerations	<ul style="list-style-type: none"> ▪ Ensure compliance with environmental legislation and policies in the implementation of social projects 	<ul style="list-style-type: none"> ▪ In Progress
Develop skills of staff to effectively and efficiently deal with social issues	<ul style="list-style-type: none"> ▪ Provide appropriate internal training to staff involved with social issues 	<ul style="list-style-type: none"> ▪ Completed/Ongoing
Secure funding for social projects	<ul style="list-style-type: none"> ▪ Make budgetary provision for obtaining funding for social projects 	<ul style="list-style-type: none"> ▪ Ongoing

CHAPTER3: HUMAN RESOURCE AND MATTERS OF ORGANISATIONAL MANAGEMENT



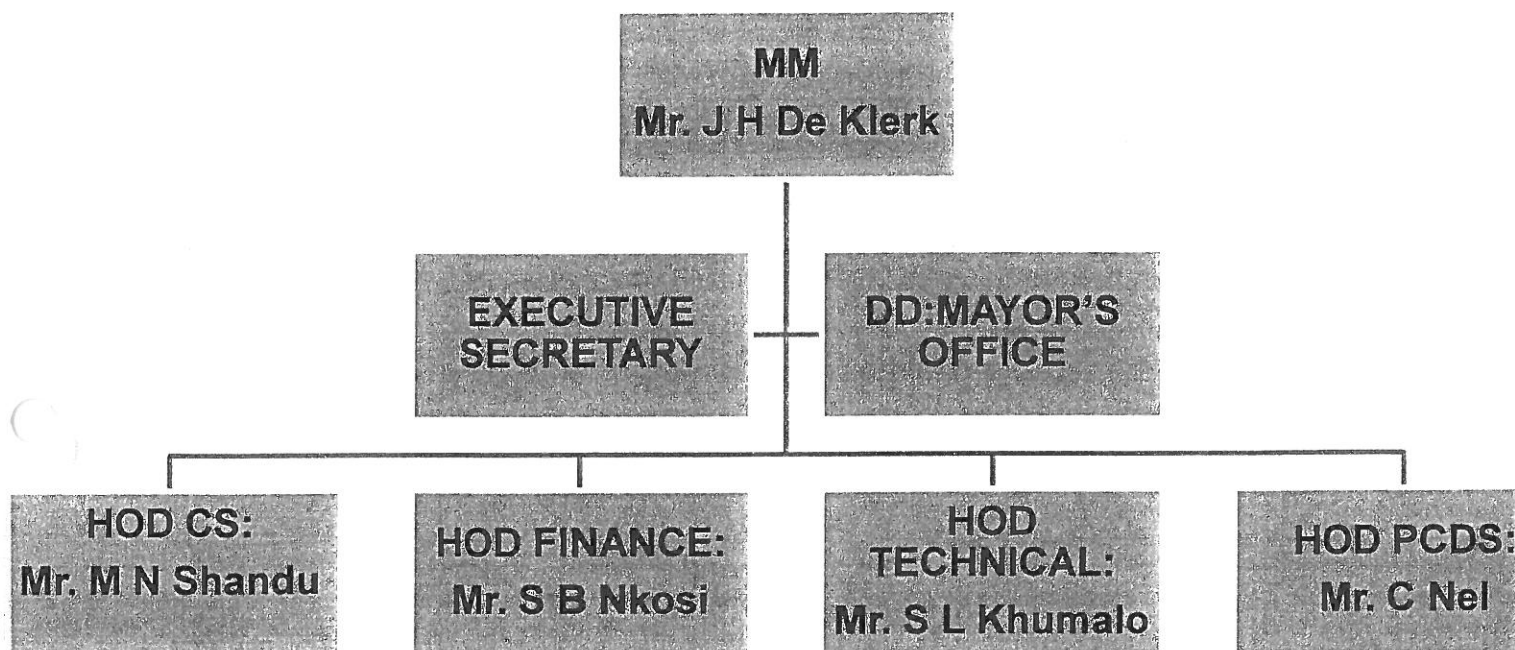
The municipality has a total number of 465 permanent employees, and 130 non-permanent employees, therefore the total number of employees equals to 595

Staff turnover during the year

- Resignations: 19
- Medical Boarding: 3
- Retirement: 0
- Dismissal: 1
- Deaths: 14

HIGH LEVEL ORGANISATIONAL STRUCTURE

The municipality has five departments i.e. Municipal Manager's office, Budget and Treasury Department, Technical Services, Planning and Community Development and Corporate Services as depicted on the following organogram:



These five departments are headed by Section 57 employees whose current employment contracts will expire on 31 July 2011. The responsibilities of each of these departments are indicated in detail in Chapter 4: Functional Service Delivery.

STAFF PROFILE

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I		A	C	I	W	Male	Female	
Legislators, Senior Officials and Managers	29			5	13						47
Professionally qualified and experienced specialists and mid-management	5			1	2						8

Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	138		2	66	1		1			208
Semi-skilled and discretionary decision making	158			42			1		1	202
Unskilled and defined decision making	0									0
Other	0									0
TOTAL PERPERMANENT	330		8	123	1		2		1	465
Temporary employees	125			5						130
GRAND TOTAL	455		8	128	1		2		1	595

Training & Development:

The Training and Development section is charged with the overall development and implementation of Zululand District Municipality's skills development strategy. The Work Place Skills Plans as well as facilitation of work place education and training, thus ensure adequate and a well developed internal human resource capacity, to enable the municipality to fulfil its institutional and constitutional obligations.

A total number of 179 employees received training in the financial year 2008/2009.

TRAINING AND SKILLS DEVELOPMENT:

Occupational Levels	Male				Female				Foreign Nationals		Total
	A	C	I		A	C	I	W	Male	Female	
Legislators, Senior Officials and Managers	4				1						5
Professionally qualified and experienced specialists and mid-management	5			1	4						10

Skilled technical and academically qualified workers, junior management, supervisors, foremen, and superintendents	37			11	1		1			50
Semi-skilled and discretionary decision making	65			29						94
Unskilled and defined decision making	0									0
Other	0									0
TOTAL PERMANENT	111		1	45	1		1			159
Temporary employees	18		2							20
GRAND TOTAL	129		3	45	1		1			179

NUMBER OF STAFF PER FUNCTIONAL AREA AND VACANCIES:

DETAILS	TOTAL STAFF	FILLED POST	VACANT POST
Executive Council	45	45	0
Budget and Treasury Office	41	39	2
Corporate Services	63	61	2
Technical Services	414	407	7
Planning and Community Development	32	31	1
TOTAL	595	583	12

Disclosure Concerning Councillors and Senior Officials

In terms of section 124 of the Municipal Finance Management Act No 56 of 2003, the following is disclosed

Councillors Remuneration

Details	Amount
Councillors	2 878 719
Councillors allowances	1 643 702
Contributions to UIF, Medical & Pension	411 662
TOTAL	4 934 083

Senior Officials - S 57 Managers

Details	MM	CFO	HOD- Corporate	HOD- Technical	HOD- PCD
Annual Remuneration	441 776	250 800	221 040	262 762	299 067
Performance Bonus	197 125	131 745	131 745	131 745	131 745
Car ,Housing,other allowances	321 698	418 911	527 899	520 557	485 129
Contributions to UIF,Medical & Pension	156 439	102 180	246 559	74 063	103 236
TOTAL	1 117 037	903 636	1 127 241	989 127	1 019 177

Employee Assistance Programme:

The EAP is a work based intervention programme that is aimed at pro-active identification and resolution of work and personal related problems which may have an adverse effect on the employee's ability to optimally perform and execute his or her duties. These problems may include but shall not be limited to health, marital, family, financial, alcohol, drugs, legal, emotional, stress or any other which may negatively affect the performance of an employee.

The vision of Zululand's EAP is to strive for a healthy and productive workforce and a stress free working environment by assisting employees identify and effectively resolve problems that circumvent them from performing optimally.

Occupational Health & Safety:

Promotion of a healthy working environment is a mandatory requirement to employers, prescribed by the Occupational Health & Safety Regulations.

This section is charged with the responsibility of developing and implementing occupational health and safety strategy, programmes and plans, and evaluating the quality and adequacy of internal and external OHS systems and other related interventions with respect to the prevention and management of occupational health and safety.

CHAPTER 4: FUNCTIONAL AREA OF SERVICE DELIVERY REPORTING

4.1. CORPORATE SERVICES DEPARTMENT



The Head of Department for Corporate Services is Mr. Michael N. Shandu. The Departmental aim is to ensure that other departments provide effective and efficient services that match the world-class standards and also provides strategic support to all departmental functions within the municipality.

The department provides the following services:

Disaster Mangement, Facilities and maintenance, Youth, Sports, Recreation, Gender, Human Resources, Capacity Building, Training and Development, Secretariat and Adminstration, Legal Services, Fleet Management, Indonsa Arts and Craft, Princess Mandisi Health Care Centre and Prince Mangosuthu Buthelezi Airport.

Management Services Division

The responsibilities of the Management Division is to ensure provision of the necessary Human Capital, ensuring professional Labour Relations; Employee Assistance Programme; the development of Municipality's Human Capital through relevant Training and Development Strategies, which captures critical training interventions; Efficient Secretariat Support to the Municipal Council and its committees and ensuring a people centric Customer Care that is efficient, effective and accessible to the community. Another part of this functional division is to ensure that Council policies are upheld, including the provision that correct policy processes as set out by the standing rules and orders of council should there be any amendments to policies.

Our Labour Relations is fully functional and has aided the municipality to improve the levels of discipline and productivity of employees. In the reporting period, the matters dealt with in disciplinary hearings amount to fifteen (15).

Customer Care Center

The Council of Zululand District is committed to the creation of a people-centered customer care center that is efficient, effective and truly accessible to all communities serviced by the municipality.

The Council procured a Customer Query Logging system (SIZA) to ensure that all communication with the citizens is recorded and that there are proper and adequate mechanisms to monitor the progress being made from time to time, in resolving issues raised by the community.

Auxilliary Services Division

The primary responsibility of this self explanatory division, which is located within the Corporate Services Department, is to provide support and assistance to the department and the municipality as a whole, on areas which provides social related services, to municipal records and fleet management amongst its functions. This division has an utmost responsibility to municipal sports and recreation across all the five local municipal areas of the Zululand District Municipality. This includes the coordination of SALGA/ KWANALOGA Games and other sporting festivities within the greater Zululand District area.

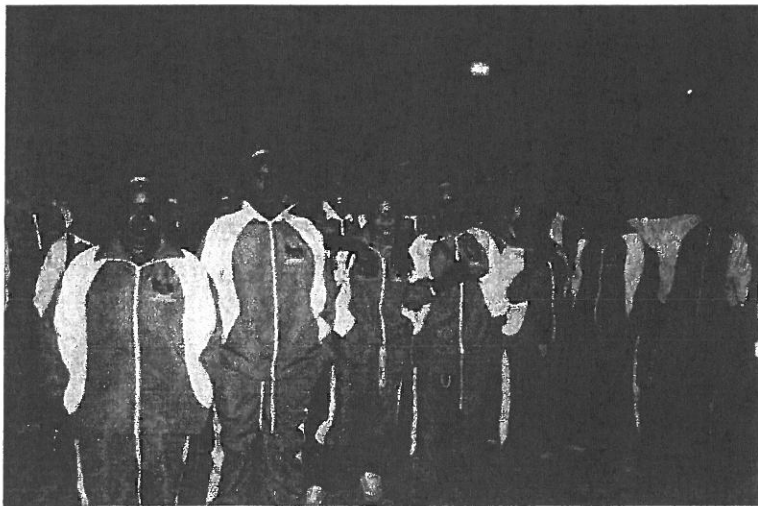
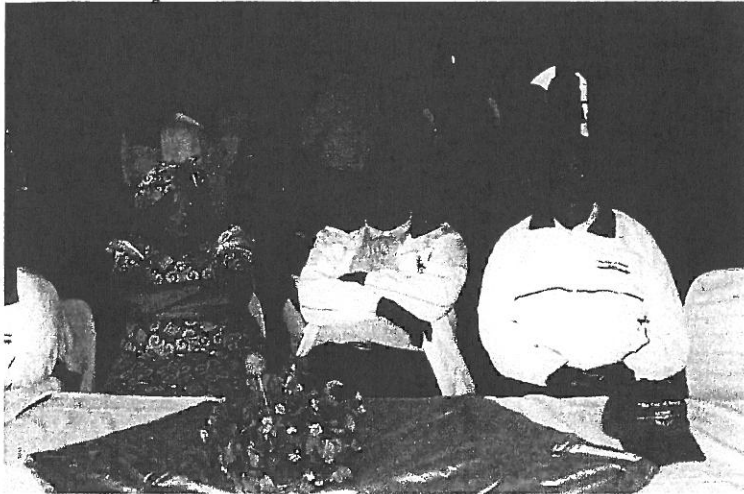
Fleet Management

In the year 2008/09 ZDM procured one water tanker for drought relief intervention, two honey suckers that are based at Uphongolo and Edumbe and three TLB's based in Nongoma, Phongola and Edumbe.

The Council had two major accidents in which some of our staff members passed away. The one incident was an accident in which Nissan 1400 NKU 2090 was involved during which one staff member died and second incident involved the Toyota Hilux NKU 794 during which two passengers passed away, both vehicles were written off.

The other two vehicles were written off because of their market value compared to the cost of repairs. ZDM currently owns 83 vehicles.

Youth & Sports



Sports Development is one of the community's activities that cut across racial, gender and culture. It promotes development, personal discipline, leadership, team work skills and entertainment through sporting activities. It also contributes to the development and empowerment of local communities and encourages interest of learning and gaining more skills. Zululand District Municipality held a very successful and developmental Mayoral Cup Games. Mayoral Cup Games provide an opportunity for the players within Zululand District Municipality to show case their talent, compete and inspire other potential players there by instilling district pride and unity. A minimum of 3 500 young people participates in the Mayoral Cup Games. The mayoral cup provides participants with developmental opportunities, through high level of competition, thus preparing them for the future experiences such as SALGA Games whereby a minimum of 450 players participate in the SALGA games every year.