



**uMLALAZI MUNICIPALITY**

# **DRAFT ANNUAL REPORT 2015/2016**



# CONTENT

<b>1</b>	Mayor's Foreword and Executive Summary.....	4-12
	Mayors Foreword	
	Municipal Managers foreword	
	Municipal overview	
<b>2</b>	Governance.....	13-29
	Component A: Political Governance Structure	
	Administrative Governance Structures	
	Component B: Intergovernmental relations	
	Component C: Public Participation and Accountability	
	Component D: Corporate Governance	
<b>3</b>	Service Delivery Performance.....	30-53
	Component A: Basic Services	
	Component B: Streets and Stormwater	
	Component C: Planning & Development	
	Component D: Community & Social Services	
	Component E: Health	
	Component F: Safety	
	Component H: Sports & Recreation	
	Component I: Corporate Policy & Other Services	
<b>4</b>	Organisational Development Performance.....	54-89
	Component A: Introduction to Municipal Workforce	
	Component B: Managing Municipal Workforce: Organisational Performance	
	Component C: Managing Municipal Workforce	
	Component D: Capacitating Municipal Workforce	
	Component E: Managing Municipal Workforce Expenditure	
<b>5</b>	Financial Performance.....	90
	Annual Financial Statements	
<b>6</b>	Auditor General's Findings.....	91-97
<b>7</b>	Appendices.....	98-158

# **CHAPTER 1**

## **MAYOR'S FOREWORD AND EXECUTIVE SUMMARY**

Mayors Foreword  
Municipal Managers foreword  
Municipal overview

# CHAPTER 1 – MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

## 1.1 MAYOR'S FOREWORD

It is my pleasure to be presenting the 2015/2016 Annual Report of the uMlalazi Municipality.

Local government is synonymous with challenges as well as high expectations from the community and 2015/2016 has been no exception.



The vision of the uMlalazi Municipality is to provide sustainable service and delivery to our communities by 2030 with emphasis on infrastructure, social and economic development in a safe and healthy environment managed by visionary and ethical leadership.

It is this vision that guided the Municipality in the 2015/2016 financial year and I am pleased to be able to report that the Municipality has made good progress towards the fulfilment of this vision under difficult circumstance such as a weak economy, rising costs and often unrealistic service delivery expectations.

Financially the Municipality has performed well in 2015/2016. It maintained the good liquidity levels of the previous year and ended the year with a cash surplus of R23 615 087, excluding non-cash transactions.

It spent 93 percent of its Equitable Share budget, 97 percent of its MIG budget and 86 percent of its capital budget.

The revenue collection rate of 94.57 percent of budget achieved in 2015/2016 was excellent and way above the national norm. These results are the outcome of good financial management and indicative of a good culture of payment in uMlalazi Municipality, despite difficult economic times.

The Municipality continued to support registered indigent and poor households, ie households that earned below the minimum wage.

We continue to excel in the implementation of the Expanded Public Works Programme (EPWP). In 2015/16 the Municipality created 1 723 EPWP and CWP job opportunities against a target of 1 650.

We continue to enhance our contribution to the growth of small to medium scale enterprises (SMMEs) to develop the economy of uMlalazi. In committing to economic growth, in 2015/2016 we have successfully operated our fully functional Flagship Youth Business Advisory Centre.

Our flagship programme, epitomizes our commitment to sustainable partnerships with communities to create a safe and secure uMlalazi. We are committed to ensure the functionality of the flagship programme and thus appointed management to mentor these War Rooms and report monthly on the functionality.

In the financial year under review we have assisted 65 co-operatives and 59 PTY's to register their businesses. However uMlalazi Municipality has not been without challenges in its economic growth programme.

We recognise the need to foster strong partnerships across all spheres of Government, and to nurture our partnerships with our stakeholders and communities so as to remain relevant and accessible to our stakeholders through the intergovernmental relations.

Accordingly, we successfully implemented our Community Based Planning in 2015/16 however due to limited budget some projects became multi-year capital projects.

Enhancements in our governance processes have resulted in improved financial performance. We continue to be committed to fiscal responsibility and the highest standards of financial management. Notwithstanding our notable achievements, we recognize the magnitude of our task in addressing the enduring concerns of inequality as well as transforming the economic landscape of our Municipality. We are responding to these challenges through proactive and creative interventions to continually enhance the quality of our service delivery. This includes our commitment to ensure maximum expenditure on MIG for infrastructure development; improving integrated waste management efforts; maintaining a safety-net for the indigent; driving an inclusive economy; creating respectable jobs; and growing commercial opportunities for SMMEs and local service providers.

We are committed to improving our performance in the year ahead. We are confident that we will meet the expectations of our stakeholders as we drive implementation of our long, medium and short-term strategies. The Council has taken a robust approach in ensuring that all Council Committees remain functional and result driven.

In 2015/16 the uMlalazi Municipality has once again attained an Unqualified Audit Opinion. This reflects progress toward meeting the national target of 'Clean Audit' for local Government. The Municipality is responding comprehensively to all matters raised by the Auditor General to ensure progress towards the national objective of a clean audit.

uMlalazi has a clear roadmap for service delivery – in the immediate, medium, and long term – and this Annual Report provides a snapshot of our achievements during the 2015/16 financial year. It also outlines our commitments for the coming financial year. The report addresses issues that are material and provides a fair representation of the performance of the uMlalazi Municipality for the period 1 July 2015 to 30 June 2016.

The MEC for Cooperative Government and Traditional Affairs, Nomusa Dube-Ncube, on the 17 February 2015, launched a wide-ranging Back to Basics programme aimed at rekindling the spirit of effective service delivery, efficient administration and clean governance in the Province's 61

municipalities. In the 2015/2016 year the Municipality focused on the following five pillars of the Back to Basics programme :-

- Put the people and their concerns first and to ensure constant contact with communities through effective public participation platforms.
- Create conditions for decent living by consistently delivering municipal services to the right quality and standards.
- Be well governed and demonstrate good governance and administration by cutting wastage, spending public monies prudently, hiring competent staff, ensuring transparency and accountability.
- Ensure sound financial management and accounting and prudently manage resources so as to sustainably deliver services and bring development to communities.
- Build and maintain sound institutional and administrative capabilities, administered and managed by dedicated and skilled personnel at all levels.

I would like to conclude by thanking my fellow-Councillors as well as the management and employees of the uMlalazi Municipality for performing admirably in a very challenging environment as a result of the difficult economic climate. Thank you also for your loyal support and for remaining positive.

The indications are that the difficult conditions experienced in 2015/2016 will continue into the 2016/2017 financial year. The fact that the Local Government election was held on 03 August 2016 it has not made matters any easier. However, I have full confidence in the ability of Council as well as the Municipal Manager and his team to serve our community well and to make 2016/2017 an equally successful year as 2015/2016.

---

**Cllr Thelumoya Basil Zulu**  
**Mayor of uMlalazi Municipality**



## COMPONENT B: EXECUTIVE SUMMARY

### 1.2 MUNICIPAL MANAGER'S FOREWORD

In 2015/2016 we remained committed to our Vision “To provide sustainable services to all communities with emphasis on infrastructure, social and economic development in a safe and healthy environment managed by good leadership”.



During the 2015/16 financial year, uMlalazi Municipality made progress in key service delivery areas — as aligned to the Municipality’s Integrated Development Plan (IDP) and SDBIP.

With a strong focus on fiscal responsibility and the development of prudent financial management practices, resulted in the Municipality achieving its revenue target and collecting 94.57% of revenue billed.

We delivered 784 houses in 2015/16 and recognise that there is still a long way to go till we can respond fully to the challenge of housing. We are experiencing challenges with the availability of bulk services for future housing projects. The provision of water services is the responsibility of the District Municipality and we continue strengthening relations with the District.

The Municipality successfully implemented Community Based Planning (CBP) in all wards. The Municipality is refining administrative processes of planning and budgeting to meet the basic needs of our communities. We also commit to cultivating meaningful stakeholder relations and to engaging stakeholders collaboratively in response to priority developmental needs.

The Municipality recognises the need to create an inclusive economy through increasing the contribution of SMME’s to the economy. uMlalazi is committed to developing competitiveness, innovation and increased investment through support for SMMEs. During the year, a total of 63 SMMEs were supported through our SMME development programmes. This support included assisting informal traders to obtain trading permits. In addition, the Expanded Public Works Programme (EPWP) aims to reduce unemployment and alleviate poverty by creating on-the job training. During the year, the Municipality created 1723 work opportunities (against a target of 1650), thereby exceeding our target by 73 work opportunities. Despite these achievements there is a long way to go in achieving a totally inclusive economy and to eradicate unemployment.

Notwithstanding recorded achievements, the Municipality acknowledges missed targets. To enhance the attainment of these the Municipality is improving its environmental and operational issues, improving its capacity, and to improve the skills of its workforce to ensure improved delivery against set targets.

The Municipality is also improving communication of programmes to communities to ensure that programmes such as its waste recycling programme have a better uptake from households.

The Municipality will proactively respond to the risk of labour unrest to reduce the negative impact to service delivery.

A detailed review of our performance against SDBIP targets can be found in the report, reflecting where our targets were either met or missed.

The Municipality recorded significant progress towards the goal of financial sustainability as evidenced by its ability to generate a healthy net surplus, improve cash and cash equivalents as well as its responsiveness to customers as part of resolving billing queries. During the year, four of the key ratios that measure prudent financial management improved, namely: solvency, debt to revenue, net operating margin and cash coverage.

The Municipality still recognises that, despite this progress more work must be done to completely eliminate issues around billing. The Municipality is committed to sound financial strategies and prudent financial management practices

The Municipality's biggest asset is its employees who bear responsibility for delivering its mandate to communities. They are the foundation and drivers of our collective success. Accordingly, the Municipality strives to create value by attracting, developing and retaining skilled and competent people. Through our Human Resources Management (HRM) function, we are committed to inspiring and growing people through individual development analysis and plans, as well as career management programmes and by recognizing performance excellence.

The Municipality is committed to recruiting from within its communities while also ensuring a deliberate focus on developing a local skills base where this may not exist.

In conclusion, I would once like to thank Council, and in particular the Mayor, the Deputy Mayor, the Speaker and the Executive Committee members for their support. I would further like to thank the supporting committees of Council with particular emphasis on the Audit Committee, for their continued oversight and recommendations for improvement. Thank you also to my management team and the personnel of the Municipality for your support and huge contribution towards the successful 2015/2016 financial year.

I am confident that together we have the ability and skills to make the 2016/2017 financial year another successful year and maintain uMlalazi Municipality's proud reputation as one of the fully functional municipalities.

---

**Thembinkosi Simon Mashabane**  
**Municipal Manager of uMlalazi Municipality**



## 1.3 MUNICIPAL OVERVIEW

The uMlalazi Municipality is a local Municipality, within the uThungulu District, KwaZulu-Natal Province in the Republic of South Africa.

The uMlalazi Municipality is characterised by an undulating topography causing a certain amount of difficulties in respect of the delivery of engineering services. In addition the municipal area covers some 2 217km<sup>2</sup>, one of the largest local authority areas in South Africa. The municipality borders on the Indian Ocean and has a coastline of approximately 17km.

The municipal area is characterised by commercial farming areas in a broad continuous band from the west of Eshowe to Gingindlovu and to the north of Mtunzini. The rest of the area consists of tribal authority land, where land management has been poor.

The uMlalazi Municipality is crossed by a number of important transportation routes, such as the N2 Motorway between Durban and Richards Bay, the R34 between Richards Bay/Empangeni and Nkwaleni valley to the north of Eshowe, and the R66 from the N2 Motorway to Gingindlovu, Eshowe, Melmoth, Ulundi and Vryheid. The R66 and the R34 are both routes in need of maintenance as a result of heavy duty vehicles using the routes on a regular basis. Some upgrading is being done to the R66 to the east of Eshowe.

The uMlalazi Municipality is reliant on the Agricultural Sector for its economic well-being. This sector contributes 33% of the gross geographic product of the area and employs the majority of the workforce. The importance of Eshowe town in the Municipal area, is evident in that its contribution to gross geographic product, in terms of the Government Sector which is mainly within Eshowe town, is 21%. Agricultural production is dominated by sugar cane and some timber production takes place, with citrus farming also found in the Nkwaleni Valley.

The population distribution in the municipal area is characterized by relatively high population densities within urban nodes, and low densities in rural areas. The municipal area is dominated by tribal areas and 14 Tribal Authorities exist within the area.

Eshowe, Mtunzini and Gingindlovu form the three main towns of uMlalazi Municipality. The town of Eshowe is of great historical significance in that it is the birthplace of Cetshwayo, who was king of the Zulu's during the Anglo-Zulu War of 1879. There are several traditional Zulu villages open to tourists within an easy drive of the town. The Dlinza Forest is a beautiful forest which is an ideal tourist destination. Eshowe Town is also considered as the administrative and service centre of the uMlalazi Municipality.

The coastal town of Mtunzini, is a greenbelt situated on the North Coast of Natal, on the banks of the uMlalazi River and bordering on the uMlalazi Nature Reserve. Mtunzini is mainly a residential town, offering superb homes in a quiet and relaxed atmosphere, within comfortable driving distance of the N2 highway and the industrial and commercial growth areas of Richards Bay and Empangeni.

Mtunzini has all the basic shopping facilities, doctors and churches. Mtunzini is a quality residential and eco-tourist destination in South Africa.

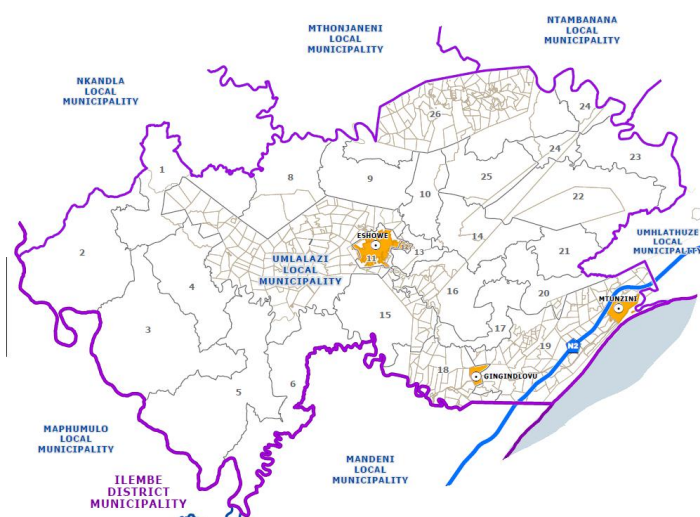
Mining rights have been granted to an area south of Mtunzini.

By far the largest proportions of service backlogs occur in the rural areas and the provision of these services requires a substantial amount of funding. The complicating factor is however the undulating topography that is characteristic of the entire municipal area.

In some instances it therefore becomes difficult and expensive to provide these services. The national route (N2 Motorway) between Durban and Richards Bay is located to the south-east of the municipal area and is aligned parallel to the coastline and to the immediate west of Mtunzini. Arterial roads through the area are in good condition. There are various district roads in the area together with smaller farm or agricultural roads. In practically all instances these roads are in a poor condition and in need of upgrading.

The Municipal area is 2 214 km<sup>2</sup>. A and majority can be classified as predominately rural.

**Figure 1: Location of uMlalazi Municipality**



uMlalazi Municipality has an estimated population of 213 601 people, the gender are spread as follows: Male - 44.7%, Females – 55.3%. There are 26 Wards represented by all together 52 municipal councillors. There are 45 062 households as per the 2011 Census report.

**Table 1: Services Backlog**

Population	Households	Water	Sanitation	Waste Management	Electricity	Housing
213 601	45 062	20 723	22 028	35 457	29 045	17 198

uMlalazi Municipality has powers and functions assigned to it in terms of the provisions of schedules 4 (B) and 5 (B) of the Constitution of the Republic of South Africa (Act 108 of 1996). The powers and functions of the Municipality are listed hereunder as follows:

LOCAL FUNCTION	DISTRICT FUNCTION	SHARED FUNCTION
<ul style="list-style-type: none"> <li>• Air Pollution Control</li> <li>• Building Regulations Enforcement</li> <li>• Planning and Development control</li> <li>• Child-Care Facilities</li> <li>• Pontoons, Jetties, Ferries, Piers, Harbours</li> <li>• Storm Water Management (Built-Up Areas)</li> <li>• Trading Regulations</li> <li>• Beaches and Amusement Facilities</li> <li>• Billboards and Display of Advertisements in Public Places</li> <li>• Cleansing</li> <li>• Control of Public Nuisances</li> <li>• Control of Sale of Liquor to the Public</li> <li>• Facilities for the Accommodation, Care and Burial of Animals</li> <li>• Fencing and Fences</li> <li>• Licensing of Dogs</li> <li>• Local Amenities</li> <li>• Local Sports Facilities</li> <li>• Municipal Parks and Recreation</li> <li>• Noise Pollution</li> <li>• Pounds</li> <li>• Public Places</li> <li>• Street Trading</li> <li>• Street Lighting</li> <li>• Traffic and Parking</li> </ul>	<ul style="list-style-type: none"> <li>• Municipal Health Services</li> <li>• Potable Water</li> <li>• Sanitation</li> </ul>	<ul style="list-style-type: none"> <li>• Fire Fighting Services</li> <li>• Local Tourism</li> <li>• Municipal Airport</li> <li>• Municipal Planning</li> <li>• Municipal Public Transport</li> <li>• Cemeteries, Funeral Parlours and Crematoria</li> <li>• Markets</li> <li>• Municipal Abattoirs</li> <li>• Municipal Roads</li> <li>• Refuse Removal, Refuse Dumps and Solid Waste</li> <li>• Electricity Reticulation</li> </ul>

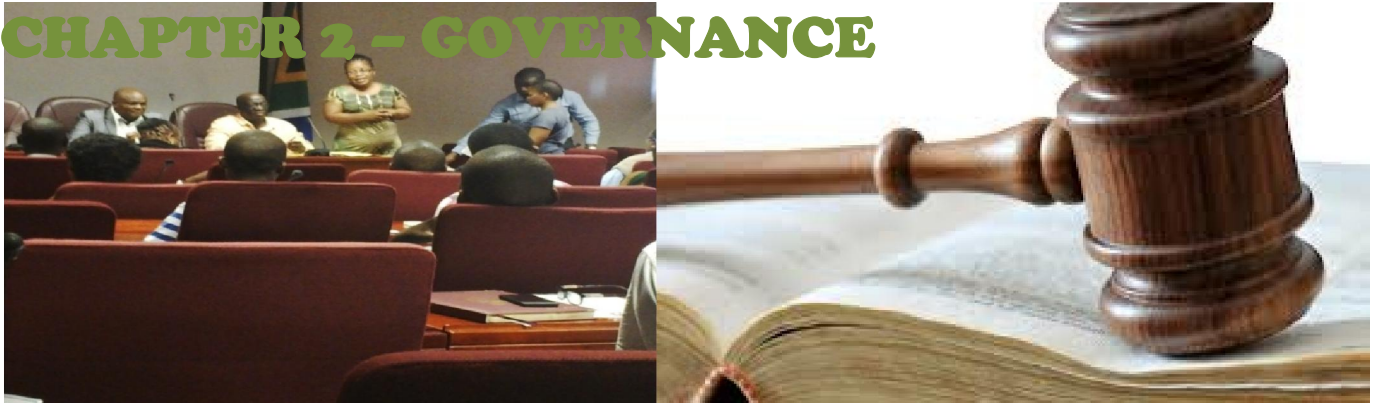
uMlalazi Municipality is an operating agent for the Provincial Department of Arts and Culture in respect of rendering a Public Library service at compensation by means of membership fees. It is also an operating agent of Department of Transport for the licensing of vehicles and drivers. It performs the full function at a compensation of 80/20 ratio.

# CHAPTER 2

## GOVERNANCE

- Component A: Political Governance Structure
  - Administrative Governance Structures
- Component B: Intergovernmental relations
- Component C: Public Participation and Accountability
- Component D: Corporate Governance

## CHAPTER 2 – GOVERNANCE



### Introduction

In terms of Section 40 of the Constitution, Government in South Africa is constituted as national, provincial and local spheres of government which are distinctive, interdependent and interrelated. All spheres of government must observe and adhere to the principles of the Constitution and must conduct their activities within the parameters that the Constitution provides. The uMlalazi Municipality represents the local sphere of government.

### COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

#### Introduction to Political and Administrative Governance

Section 151 (3) of the Constitution states that the Council of a Municipality has the right to govern, on its own initiative, the local government affairs of the local community.

At the uMlalazi Municipality a clear distinction is made between the politically elected structure, namely Council, which is responsible for the oversight and legislative function of the Municipality, and the Administration.

The Council is chaired by the Speaker. The Executive Committee is chaired by the Mayor and comprises of 10 full-time office bearers involved in the day-to-day running of Council from the political perspective.

The Administration is headed by the Municipal Manager, who is also the organisation's Accounting Officer. Powers have been delegated to the different functions within the organisation to ensure that roles, responsibilities and decision-making powers are clear and unambiguous.

### 2.1. POLITICAL GOVERNANCE

#### Introduction to Political Governance

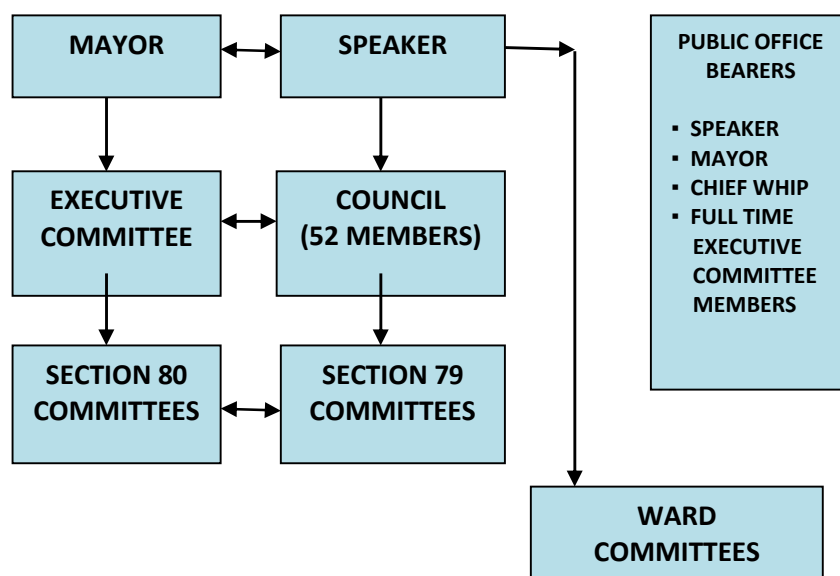
uMlalazi Municipality is a category B municipality in terms of the Structures Act, comprising of 26 ward councillor seats and 26 proportional councillor seats for the term of office that will last five years until the end of the current financial year, as contemplated in section 24 of the Structures Act.

In terms of seat calculation Summary per Municipality received from the Municipal Electoral Officer in May 2011, the names of the elected parties and the number of the respective councillors elected were as follows:



PARTY	NUMBER OF WARD COUNCILLORS	NUMBER OF PROPORTIONAL REPRESENTATIVE COUNCILLORS	NUMBER OF SEATS IN COUNCIL
African National Congress (ANC)	14	10	24
Inkatha Freedom Party (IFP)	10	8	18
National Freedom Party (NFP)	2	7	9
Democratic Alliance (DA)	None	1	1
<b>Total</b>	<b>26</b>	<b>26</b>	<b>52</b>

The following is a graphic illustration of Council's present political structure:



## 2.1.1 POLITICAL STRUCTURE

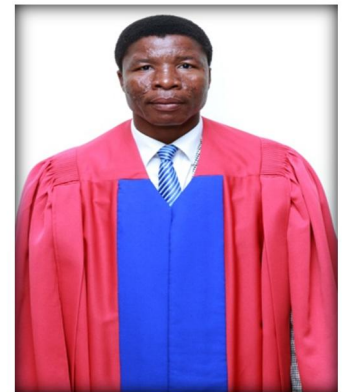
### **SPEAKER OF COUNCIL COUNCILLOR E N MTSHALI**

The Speaker is the Chairperson of Council presiding over Council meetings in accordance with Council's Standing Rules.



### **CHIEF WHIP OF COUNCIL COUNCILLOR**

The Chief Whip of Council is an official office bearer. The Chief Whip maintains sound relations among the various political parties represented in Council.



### **MAYOR COUNCILLOR T B ZULU**

The Mayor is tasked with the identification and prioritisation of community needs, drafting strategies to deliver those needs and to oversee the delivery of services by the municipality's administration, whilst ensuring that municipal finances are in good order and the risk factors are maintained.



Legislative functions of Council also include the approval of by-laws, policies, budgets, the Integrated Development Plan (IDP), tariffs, rates and service charges.

To promote oversight and accountability, committees determine priority areas for oversight in respect of each portfolio. Quarterly oversight reports are submitted to Council and are based on departmental quarterly reports.

The MPAC Committee also physically visit sites where projects - especially service delivery projects – are implemented to fulfil their oversight role. Additional oversight 'tools' include questions from individual Councillors to hold the Executive to account, as well as motions to ensure debate on Council issues.

## The Executive Committee

The executive committee is composed in line with the provisions of the Local Government: Municipal Structures Act, 1998. The Executive Committee consisting of ten members, ten full-time members. In 2014/15 the Municipality's Executive Committee was composed as follows:



His Worship the Mayor  
Cllr T B Zulu



Deputy Mayor  
Cllr M M M Ntuli



Alderman S B Larkan



Cllr C T Dlamini



Cllr S G Ngema



Cllr C Gamede



Cllr I Woollatt



Cllr J K Powell



Cllr Q T Xulu



Cllr B R L Ngema

### Political Decision-Taking

Political decisions are made by the Executive Committee, in terms of powers delegated to it by law, and Council in session at general monthly Council meetings or special Council meetings that are called when decisions are taken that cannot wait for the monthly meetings.

The table below reflects the number of Council as well as Council Committee meetings that were held over the 2015/2016 financial year.

MEETINGS	NUMBER OF MEETINGS
Council	3
Special Council	6
Executive Committee	10
Finance Management Committee	9
Corporate Service Committee	4
Engineering Services Committee	4
Protection Services Committee	4
Community Services Committee	5
Local Economic Development Committee	3

## 2.2 ADMINISTRATIVE GOVERNANCE



The Municipal Manager is the Accounting Officer of the Municipality, providing guidance on compliance with the political structures, as well as the responsibilities of political office bearers and officials of the municipality. The Municipal Manager heads the Municipality's administration and is the Chairperson of the Management Committee. He is responsible for the day-to-day management and administration of the municipality.

The Municipal Manager operates in terms of relevant sections of the Municipal Structures Act, Municipal Systems Act and Municipal Finance Management Act. In discharging his responsibilities in the 2015/2016 financial year, the Municipal Manager was assisted by the Management Committee, as represented below:



**Z N Mhlongo**  
Chief Financial  
Officer



**M S Nzuzo**  
Director Community  
Services



**N F T Buthelezi**  
Director Engineering  
Services



**K C Zulu**  
Director Corporate  
Services



**X Blose**  
Acting Director Protection  
Services



Planning & Development

## **2.2 ADMINISTRATIVE GOVERNANCE**

### **FUNCTIONS AND RESPONSIBILITIES**

The functions of the six Directorates are as follows:

#### **2.2.1 Directorate Engineering Services**

The Directorate is responsible for Streets and Stormwater, Planning and Support Services (MIG projects and support services), Mechanical Services (fleet management services), Electrical Network Services (provision of electricity and the maintenance of electrical services) and Electrical Planning, Municipal Buildings and Property maintenance. Building and GIS were transferred to the Directorate Planning and Development with effect from 1 July 2015.

#### **2.2.2 Directorate Community Services**

The Directorate is responsible for the provision of Cleansing, Environmental Health Services, Sport, Recreation and Facilities Services.

#### **2.2.3 Directorate Corporate Services**

The Directorate is responsible for support services which include the Secretariat, Typing Services, Archives, Switchboard, Library, Museum, Urban Halls, Legal Services, Human Resources, Employment Equity and Outdoor Advertising. Town Planning, Human Settlement, Tourism and Business licencing were transferred to the Planning and Development department.

#### **2.2.4 Directorate Financial Services (Chief Financial Officer)**

The Directorate is responsible for Financial Administration (Budget, Credit Control, Cash flow Management, Loans, Investments and Valuations), Income, Expenditure, Information Technology and Supply Chain Management.

#### **2.2.4 Directorate Protection Services**

The Directorate is responsible for Community Safety, Fire and Rescue Services.

#### **2.2.5 Directorate Development and Planning**

The Directorate is responsible for Planning and Development (Strategic Planning and Development Control) as well as Human Settlement, Building Control (Building Plan Examining, Building Inspectorate), Local Economic Development and Integrated Development Plan.

The Municipal Manager and the Directorate Heads meet formally every Monday to deliberate on service delivery issues and reports that must be submitted to the Executive Committee or Council in terms of delegated powers, as well as on organisational management matters.



## COMPONENT B: INTERGOVERNMENTAL RELATIONS

The uMlalazi Municipality strives to uphold its legislative authority and co-operative governance as required by the Constitution and other relevant legislation. In doing so, the Municipality maintains good co-operative and intergovernmental relations with its district and neighbouring municipalities, provincial authority, national government and intergovernmental agencies.

### 2.3 INTERGOVERNMENTAL RELATIONS

The uMlalazi Municipality actively participates in various Intergovernmental Relations activities in the district and province. The Municipality delegates officials and Councillors to the following forums:

Intergovernmental Relations Forum		
Forum	Frequency	Directorate
Premiers Coordinating Forum	Quarterly	Municipal Manager
MUNIMEC	Quarterly	Municipal Manager
District Technical Alignment Forum	Quarterly	Engineering
Eskom Alignment meetings	Quarterly	Engineering
Coastal Working Group	Quarterly	Planning & Development
District Planning Forum	Quarterly	Planning & Development
DTAC	Quarterly	Performance Management

## **COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION**

### **Introduction to Accountability and Participation**

The Council interacts with its stakeholders by means of ward committees, budget and IDP meetings. Public and stakeholder engagements are an ongoing process throughout the year.

The Municipality ensures that these meetings are well attended by informing the public and stakeholders on time and in their local languages. This also ensures meaningful and constructive participation

All documents that are required to be made public in terms of the Municipal Systems Act (MSA) are placed on the municipal website. Public meeting schedules are also placed on the website and are also advertised through local newspapers, posters and loud hailing. Public meetings include Council meetings, ward committee meetings and budget and IDP meetings.

### **2.4 PUBLIC MEETINGS**

#### **COMMUNICATION, PARTICIPATION AND FORUMS**

##### **Integrated Development Plan (IDP)**

In order to ensure that the real needs of the people residing within the municipal area are reflected in the IDP, 8 public IDP engagement sessions were held and 26 one-on-one meetings with Ward Councillors were held across all 26 wards in the year under review.

These public engagement sessions present the opportunity and platform to all citizens and those who have vested interest in uMlalazi Municipality to review the service delivery needs and priorities of the ward in which they reside, ultimately shaping the IDP according to their needs and interests.

##### **Ward Committees**

The uMlalazi Municipality uses the Ward Committee system comprehensively to develop the flow of information between the Municipality and community and vice versa.

This is to allow public participation in matters of the Municipality such as the IDP and budget and implementation thereof as well as focusing on ward-based needs analyses, project identification and prioritisation.

## 2.5 IDP PARTICIPATION AND ALIGNMENT

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

## COMPONENT D: CORPORATE GOVERNANCE

### 2.6 RISK MANAGEMENT

The Municipal Finance Management Act ("MFMA") assigns extensive responsibilities to Accounting Officers/Municipal Managers. These responsibilities include ensuring that the organisation under their control has effective, efficient and transparent systems of financial and risk management and internal control.

Enterprise Risk Management (ERM) forms a critical part of any institution's strategic management. It is a process whereby an institution both methodically and intuitively addresses the risks attached to its activities with the goal of achieving sustained benefit within each activity and across the portfolio of activities. ERM is therefore recognized as an integral part of sound organizational management and is being promoted internationally and in South Africa as good practice applicable to the public and private sectors.

The underlying premise of risk management is that every government body exists to provide value for its stakeholders. Such value is based on the quality of service delivery to the citizens. All institutions face uncertainty and the challenge for management is to determine how much **uncertainty** is the institution prepared to accept as it strives to grow stakeholder value. Uncertainty presents both risk and opportunity, with the potential to erode or enhance **value**. Value is maximized when management sets objectives to strike an optimal balance between growth and related risks, and effectively deploys resources in pursuit of the institution's objectives.

The top operational risks identified by the uMlalazi Municipality are as follows:-

Risk 01	-	Service Delivery: Water and Sanitation
Risk 02	-	Community Services: Cemeteries
Risk 03	-	Community Development: Disaster Management
Risk 04	-	Good Governance and Public Participation
Risk 05	-	Financial Management: SCM tendering process
Risk 06	-	Business Support: Website Management
Risk 07	-	Swimming Pool: Safeguarding and Collection
Risk 08	-	Access: Safeguarding of assets
Risk 09	-	Financial Management: Creditors Management
Risk 10	-	Business Process: Fraud and Corruption

## **2.7 ANTI-CORRUPTION AND FRAUD**

### **Fraud and Anti-Corruption Strategy**

A Fraud and Corruption Prevention Policy has been adopted and training takes place on an ongoing basis. The objective of this Policy is to develop and foster a climate within the Municipality where all employees strive for the ultimate eradication of fraud, corruption, theft and maladministration by means of the application of the full spectrum of both pro-active and re-active measures at their disposal, and strive actively to gain the support of the public in this endeavour.

The goal of fraud and corruption prevention within the Municipality is to manage the susceptibility to risk with a view to reducing it and to raise the level of fraud awareness amongst the employees and other stakeholders. In an effort to prevent Fraud, Corruption and Theft the Municipality's Fraud and Risk Management Committee meets on a quarterly basis.

## **2.8 SUPPLY CHAIN MANAGEMENT**

### **Overview**

All high capacity municipalities were required to implement the Supply Chain Management Regulations to the Municipal Finance Management Act, No 56 of 2003, on 1 October 2005 and to have a new Supply Chain Management (SCM) Policy in terms of the Regulations in place by the same date.

The Municipality met the requirements with regard to the adoption of a policy and also implemented the prescribed procurement procedures to ensure that all legal requirements are met.

The Policy, which is based on the model policy prescribed by the National Treasury, was reviewed in the 2015/2016 financial year. The revision that was tabled with the 2015/2016 budget, recommendations by the Municipality's internal auditors, the Auditor-General and directives from Provincial and National Treasury were incorporated in the Policy. Council approved the revision of the Supply Chain Management Policy on 28 May 2016.

Members serve on the various bid committees in terms of proper delegations and are appointed in terms of legislation. The bid committees function well.

All members of the Bid Specification, Bid Evaluation and Bid Adjudication Committees are delegated in writing by the Municipal Manager to serve on these respective committees. These delegations are accepted in writing and record thereof is available. The following persons served on the following respective committees:

BID SPECIFICATION COMMITTEE	
NAME	POSITION
Mr J Le Grange	Chairperson
Ms F Mahaye	Member
Mrs S van der Westhuizen	Member
Mr K Nxumalo	Member
Mr M Hulley	SCM Representative

BID EVALUATION COMMITTEE	
NAME	POSITION
Mr K C Zulu	Chairperson
Mr T Mnguni	Member
Mr X Blose	Member
Mr M Dlamini	Member
Ms L Maphumulo	SCM Representative

BID ADJUDICATION COMMITTEE	
NAME	POSITION
Mr Z N Mhlongo	Chairperson
Mr P J Koster	Member
Mr N F T Buthelezi	Member
Mr M S Nzuza	Member
Mr M Hulley	Member



## 2.9 BY-LAWS

### Comment on By-Laws

Section 11 (3) (m) of the Municipal Systems Act, No 32 of 2000, provides municipal councils with the legislative authority to pass and implement by-laws for the betterment of the community within the terms of the legislation. The uMlalazi Municipality has 26 by-laws in place that cover various subjects. The Municipality's Peace Officers enforce some of the by-laws.

The uMlalazi Municipality currently has the following promulgated By-laws: -

NO	DATE OF ADOPTION	BY-LAWS	PROMULGATION DATE
	E = EXCO C = COUNCIL		
1	E – 04/02/08 C – 25/03/08	Advertising By-laws	09/04/09
2	E – 05/05/03 C - 29/09/03	Aerodrome By-laws	04/03/04
3	E – 04/07/05 C - 26/09/05	Beaches By-laws	11/03/10
4	E – 03/02/03 C - 24/03/03	Caravan Park By-laws	10/07/03
5	E – 03/02/03 C - 24/03/03	Cemetery and Crematorium By-laws	10/07/03
6	C – 28/03/14	Credit Control and Debt Collection By-laws	Due
7	E – 04/04/08 C - 07/04/08	Delegation of Powers By-laws	11/03/10
8	E – 04/07/05 C - 26/09/05	Electricity By-laws	11/03/10
9	E – 04/07/05 C - 26/09/05	Encroachment By-laws	11/03/10
10	E – 01/08/05 C - 26/09/05	Environmental Health By-laws	11/03/10
11	E – 04/07/05 C - 26/09/05	Fire Prevention By-laws	09/10/08
12	E – 03/10/05 C - 12/12/05	Financial By-laws	11/03/10
13	C - 27/02/07	Finance Rates By-laws	11/03/10
14	E – 05/05/03 C - 29/09/03	Funeral Undertaker By-laws	04/03/04
15	E – 03/02/03 C - 24/03/03	Lease of Halls and Conference Facilities By-laws	10/07/03
16	E – 01/08/05 C - 26/09/05	Keeping of Animals By-laws	11/03/10
17	C - 26/03/07	Motor Vehicle and Traffic By-laws	11/03/10
18	E – 04/07/05 C - 26/09/05	Municipal Public Transport By-laws	11/03/10

19	E - 07/06/04 C - 28/06/04	Nuisance By-laws	11/11/04
20	E – 04/07/05 C - 26/09/05	Parking By-laws	11/03/10
21	E – 05/02/07 C - 26/03/07	Pound By-laws	11/03/10
22	E – 05/05/03 C - 29/09/03	Public Amenities By-laws	08/04/04
23	E – 04/07/05 C - 26/09/05	Public Roads By-laws	11/03/10
24	E – 07/08/06 C - 26/09/06	Refuse By-laws	11/03/10
25	E – 04/07/05 C - 26/09/05	Street Trading By-laws	11/03/10
26	E – 04/07/05 C - 26/09/05	Storm Water Management By-laws	11/03/10

## 2.10 WEBSITES

Municipal Website: Content and Currency of Material	
Reports Published on Municipal Website during 2015/16 Financial Year	Yes / No
Current annual and adjustments budgets and all budget-related documents	Yes
All current budget-related policies	Yes
The previous annual report (2015)	Yes
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act (2015) and resulting scorecards	Yes
All supply chain management contracts above prescribed value for 2015	Yes
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during Year 1	Yes
All quarterly reports tabled in the council in terms of section 52 (d)	Yes

### Comment Municipal Website Content and Access

The Municipality's website address is <http://www.uMlalazi.org.za>. All information required by law as well as general information on the Municipality is placed on the website. The Municipality appointed a consultant to administrate the website to upload documents and information relevant to the Municipality.

## 2.11 PUBLIC SATISFACTION SURVEY ON MUNICIPAL SERVICES

The uMlalazi Municipality did not undertake any public satisfaction surveys in the 2015/2016 financial year.

## 2.12 MUNICIPAL OVERSIGHT COMMITTEES

### The Audit and Performance Audit Committee

The following were members of the Audit and Performance Audit Committee and Mr D Bosch was appointed as the chairperson of the Committee:

Name	Designation
Mr D Bosch	Chairperson
Mr Z Zulu	Member
Ms T Ndlela	Member
Mr M Dlamini	Member

The Committee members are remunerated for preparation and attendance of meetings in line with the Council approved fee.

Hereunder is the number of Audit and Performance Audit Committee meetings held in the 2015/2016 Financial Year :-

DATE	AUDIT COMMITTEE	PERFORMANCE COMMITTEE	AUDIT
01 July 2015 – 30 June 2016	4	4	

# **CHAPTER 3**

## **SERVICE DELIVERY PERFORMANCE**

Component A: Overview of Service Delivery

Component B: Basic Services

Component C: Delivery of Free Basic services

Component D: Other Municipal Services

Component E: Municipal Infrastructure Grant

Component F: Organisational Performance : Annual Performance report

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



### Introduction

The uMlalazi Municipality renders a range of traditional municipal services in an area covering 2217 square kilometres in accordance with the mandate of local government in terms of the South African Constitution. The area includes rural areas and urban areas such as Eshowe, King Dinuzulu, Gingindlovu and Mtunzini.

The current main services rendered by the Municipality are:

### Electricity

The table below shows that as at 30 June 2016 the electricity backlog has decreased from 65% in 2011 to 18% in June 2016. The Municipality supplied electricity to 4554 consumers and Eskom supplied to 32556 as at 30 June 2016.

Households	Backlog: Census 2011	Backlog: Percentage – 2011	Number consumers of 2016 – June	Backlog: June 2016	Backlog as at June 2016
45062	29045	65%	37110	7952	18%

### Water

The Municipality is not the water services Authority. This service is the responsibility of the uThungulu District Municipality.

### Sewerage

The Municipality is not the service provider. This service is the responsibility of the uThungulu District Municipality.

### Waste Management Services

The uMlalazi Municipality provides cleansing services, mainly in the form of refuse removal, as well as environmental health services in addition to those provided by the uThungulu District Municipality. A refuse removal service is provided to all urban areas and to 14 Wards in the rural areas in terms of free refuse removal services.

The table below shows that as at 30 June 2016 the refuse services backlog has decreased from 79% in 2011 to 63% in June 2016. Only 10 percent decrease.

Households	Backlog: Census 2011	Backlog: Percentage – 2011	Number of households receiving the service – June 2015	Backlog: June 2015	Backlog as at June 2015
45062	35457	79%	17843	27219	60%

### Fire, Rescue and Safety Services

The Municipality owns and operates a fire and rescue service which provides firefighting, fire prevention and road traffic Law Enforcement and other rescue services. Protection service department provides a range of law enforcement and community protection services working together with South African Police Services (SAPS) and other security agencies.

### Roads

The Municipality is responsible for the planning, construction and maintenance of urban road networks with a total area of 120 km.

The national and main regional roads fall under the relevant authorities, and the uMlalazi Municipality is responsible for rural public roads within the Municipal area.

### Human Settlement

The Municipality seeks to address the housing needs of low-income groups and middle income groups who do not have access to the commercial bond market. In this regard it acts as an agent for the Department of Human Settlements.

This involves the identification of potential beneficiaries, identification and securing of suitable land for housing development, the sourcing of funding and project management.

### Libraries

There are five libraries in the urban areas and a mobile library, in the Mbongolwane area. They are managed on an agency basis for the Provincial Government of KwaZulu Natal and play a major role in the education of the community. The membership of libraries increased to 5835 at the end of June 2016 from 5427 at 30 June 2015.

### Urban Development and Control

In addition to doing its own spatial development planning and exercising control over development and building activities, an information service is provided to property owners and developers.



The following building plans were approved in the financial year to the end of June 2016.

Months	Eshowe	Mtunzini	Gingindlovu
July	10	6	1
August	19	4	0
September	0	0	0
October	17	4	1
November	29	9	0
December	0	0	0
January	13	15	2
February	5	1	3
March	7	7	2
April	0	4	0
May	25	0	0
June	4	0	0
<b>TOTAL</b>	<b>129</b>	<b>50</b>	<b>9</b>

### Vehicle and Driver Licensing Services

The Municipality provides vehicle registration, Vehicle examination and issues Certificate of Fitness (COR). Protection Services also issues Learners license and drivers licences in its area of jurisdiction. Some of these services are rendered on behalf of Department of Transport on an agency basis.

## COMPONENT A: BASIC SERVICES

### Introduction to Basic Services

The responsibilities of the uMlalazi Municipality for delivering basic services up to 30 June 2015 vested in three of the Municipality's Directorates, namely the Engineering Services Directorate (electricity), the Community Services Directorate (waste management) and the Planning and Development Directorate (human settlement). Consumers are charged for services at rates which are reviewed annually and are approved together with the annual budget of the uMlalazi Municipality for every new financial year. All qualifying consumers receive 50kw electricity per month and 6 kl of water free per month.

### 3.1. WATER PROVISION

#### Introduction to Water Provision

The available water infrastructure is insufficient to meet the population growth demands. These RWS is not sufficient to even meet the population demand in terms of the Reconstruction and Development Program (RDP) water supply standard. (In terms of the RDP standard each household has to have access to clean potable household water measured at least 25 litres per day per person).

Most of the 26 rural wards in the municipality are served by means of communal stand pipes/ taps with water sourced from boreholes with related storage facilities. The District Municipality has inadequate and fragmented water service provision with different standards and plans. The inadequate water provision implies that less water will be available for agricultural use which is one of the main pillars

Water and sanitation services are provided by the uThungulu District Municipality. The Progress of Services provided in the year under review is highlighted hereunder.

### 3.3 ELECTRICITY

#### Introduction to Electricity

The municipality has a FBE policy targeted at indigent households in urban towns which are referred to more fully herein below.

The municipality has a joint responsibility with Eskom to electrify and service all customers as well as households. The municipality has a licensed area and Eskom has a licensed area in the jurisdiction of uMlalazi Municipality to distribute electricity.

The Municipality has a mandate to: distribute electricity in terms with its electricity supply distribution license issued by NERSA, the Electricity Act (as amended), the OHS Act and its regulations, Council Policies, Practices, Procedures, Standards and Electricity By-Laws.

The 4 top strategic objectives of this function for 2015/16 were:

- To address the insufficient capacities of the bulk supply
- To upgrade all main substations in order to meet the development demands.
- Proceed with rural electrification projects (post connections) electrification. The emphasis was therefore on extensions, post connections and in-fills
- Demand side management and energy saving

Performance Summary of Electricity services overall in the 2015-2016 year is as follows:-

WARD	PROJECT NAME	Prioritised	NUMBER OF CONNECTIONS	AMOUNT	STATUS REPORT
1.0	Bongela / Mbileni	1	400	R 8.182 mil	135 connections completed & 7 zones outstanding.
1	Izinyosi	Phase 1 Pre Eng. 2016/17	260 (multiyear)	R 7,02 mil	Signed letter 7/3/2016 to DOE from MM to use portion of R3,9 mil for pre engineering
2.1	Mankhumbu # 2	2015/16 Eskom Project	84 on Eskom list Stage B		Project commenced
3	Silambo	2016/17 Eskom Project	570 connections as per polygon	R 10 081,103 (ward 5 & 6)	Polygon received for project
4	Masundwini Emasundwini & Umngwenya, area	Schedule six Munics to commence 2016/17	325	R8,775 mil No NPR received from Eskom with Polygon.Capacity to confirm from Eskom	Signed letter 7/3/2016 to DOE from MM to use portion of R3,9 mil for pre engineering
5	Hayinyama / Zimbidli 2013/2014	Project – funding	801 (808 on Eskom list)	R 12 300,431 (ward 5 & 6)	Khalima contr busy on site

		approved for 2015/16.			
5	Hayinyama # 3	Eskom Project – funding approved for 2016/17.	275 on Eskom list	R 12 284,910 (ward 5 & 6)	Project confirmed & approved by Umlalazi Municipality letter 11/5/2016 by Eskom
5	Ngudwini – sub ward Ngilandela	2016 Infills type 2	150		On 25/2/2016 - service provider was awarded the type 2 electrification contract,
5	Ngudwini Areas include - Kwa Shayinja, Mahuzu, Magwaza, Abathembu	Schedule six Munics to commence 2016/17	786	R 22 mil NPR received from Eskom with Polygon	Signed letter 7/3/2016 to DOE from MM to use portion of R3,9 mil for pre engineering
6	Hayinyama / Zimbidli	Project – funding approved for 2015/16.	801 (741 on Eskom list)	R 13.99 mil	4/5/2016 – still waiting contractor to come on site
7	Emahusheni	Schedule six to commence 2016/17	120	R3,24 mil No NPR received from Eskom with Polygon. Capacity to confirm from Eskom	Signed letter 7/3/2016 to DOE from MM to use portion of R3,9 mil for pre engineering
8	Entumeni	Project – funding approved for 2015/16	1286 491 – phase 2 (957 on Eskom list) 2014/15		House switched on by Mayor on 12/2/2016 187 already connected
14	Ngeza phase 2	Project – funding approved for 2015/16.	(132 on Eskom list)	R 1 587 797	(Safube comm hall to be connected within phase 2) 27/7/2015 – KSN contractor introduce contractor
15	Mabudle (74) Izingwenya (100) Madala (50), Kwa- Jazi (70) Kwa - Phaphu (60)	Schedule six Munics to commence 2016/17	350 (mostly infills type)	R7,0 mil No NPR received from Eskom with Polygon. Capacity to confirm from Eskom	Signed letter 7/3/2016 to DOE from MM to use portion of R3,9 mil for pre engineering
17	Mabhokweni – infills project	Project – funding approved for 2015/16.	232		No connections has been done at this stage.
21	Ezingwenya Phase 1	Schedule six Umlalazi Project 2014/2015	438 – applied for Only 250 will be done with R7 mil allocated	R 12.2 mil	MOA in place.  Element Consultant appointed
21	Ezingwenya Phase 2	Schedule six Umlalazi Project 2015/2016	188 connections	R 5.2 mil Applied – only received R4,3 mil for 2015/16	DOE allocated only R4,3 mil on for phase 2 to complete remaining 188 connections due to funding constrain from Nat. Treasury
22	Oyemeni (Izikhoshi falls under Oyemeni) phase 1.	Project – funding approved for 2015/16.	(737 on Eskom list)	R 12.729 mil	Survey completed Projects will not be complete in 2015/16 financial year & carry over to 2016/17
22	Oyemeni (Izikhoshi falls under Oyemeni) phase 2.	Project – funding approved for 2016/17.	(808 on Eskom list)	R 14.192 mil	560 will be done in phase 2
24	Bonisani / Makhehle	Schedule six Umlalazi Project	140	Funding application submitted to DoE for R 4.1 mil	Applied for schedule six funding for 2016/17

		2016/17			
26	Emvini area (right next to Ngodini) Emvini (29), Emalukhulwini (8) , Wema (7), Ematshakafula (30) ,	Schedule six Munics to commence 2016/17	74 total (mostly infills type)	R1,48 mil No NPR received from Eskom with Polygon.	Signed letter 7/3/2016 to DOE from MM to use portion of R3,9 mil for pre engineering
1.0	Makhilimba	16 & 20	298	R 6.5 mil	A1 completed project – busy hand over & PCS files.
2.0	Gingindlovu housing project	18	143	R 1.5 mil	Electr. contractor completed 8 house connections, wait add houses occupation & beneficiaries.93% complete (8 connections outstanding)
1.0	Izingwenya 2014/15 project 2015/16 project	21	438 Phase 1 - 250 connections Phase 2 - 188 connections	R 12.2 mil Received R7 mil for phase1 connections)	Introduced Omphile Electrical and Construction contractor 3/3/2016 for phase 1 & 2 & Site establish
1.0	Bonisani / Makhehle 2016/17 project	24	140	Funding application to DoE for R 4.1 mil	Received DORA allocation from DOE on 2/3/2016. Annexures completed 10/3/2016 – signed by MM & returned to DOE

### **Comment on Electricity Services Performance Overall**

The electricity backlog has decreased from 65% in 2011 to 18% in June 2016. The Municipality supplied electricity to 4554 consumers and Eskom supplied to 32556 as at 30 June 2016.

## **3.4 WASTE MANAGEMENT**

### **Introduction to Waste Management**

The Municipality is responsible for operating and maintaining solid waste management service (refuse removal) dealing with solid waste collection, storage and management thereof, particularly at household and business level. There are two waste transfer stations, in Eshowe and Mtunzini.

### **The closure and development of waste management sites**

Good progress was made with plans to close waste disposal site at Sunnydale as required in terms of the National Environmental Waste Management Act, No 59 of 2008.

### **Outsourcing of refuse collection services**

Refuse is removed by Companies that are appointed on a three year contract basis. The waste from the waste transfer station are sorted and transferred to the Regional landfill site situated within the District.

The Municipality creates employment through the EPWP in terms of waste removal services. The temporary employees are employed in 14 rural wards to provide refuse removal services. A total of 14388 households receive Free Refuse Removal Services.

### **Comment on Waste Management Service Performance Overall**

The waste recycling objective was also not fully met in the 2015/2016 financial year and is an area that will receive special attention in 2016/2017. The illegal dumping of waste in certain areas will continue to be addressed.

## **3.5 HOUSING**

### **Introduction to Housing**

The provision of housing is the mandate of the Provincial Department of Human Settlement (DHS) and the municipality plays an active role in the coordination of the housing development projects by making land available for such development, providing lists of beneficiaries, identifying challenges and resolving them with local stakeholders like ward Committees and Traditional leaders. Disputes over ownership, illegal transfer and occupation, illegal connection of electricity and water in various projects. The Municipality's 2015/2016 IDP identifies the housing demand to be 5500 in Urban areas and 16 000 in rural areas.

Performance Summary of Human Settlement overall in the 2015/2016 year is as follows:-

Project	Number of Houses	Budget spent	Status
Mombeni Rural Housing	1000 houses to be built 695 completed	R83,000 000	695 houses were built in 2015/2016
Oyaya Rural Housing	1000 houses 968 completed	R83, 000 000	89 houses were built in 2015/2016



### Comment on Human Settlement Service Performance Overall

Overall project progress is satisfactory from a housing point of view.

Majority of the projects have indeed reported substantial progress in terms of sites establishments and beneficiary administration.

Delayed projects have been identified as well and resolutions to address the delays have been carried out accordingly.

A total Number of 784 houses have been built in the year under review.

## 3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

### Introduction to Free Basic Services and Indigent Support

In terms of the South African Constitution all consumers should have access to basic services. Currently, the free basic services provided to the domestic consumers within the uMlalazi Municipality area are as follows:-

- Free minimum water (6 kiloliters per month) for all household consumers – this service is provided by the uThungulu District Municipality
- Free distribution of electricity to Indigent households – Eskom. Only 2300 households benefitted from the free basic services in the year under review. Eskom depends on the Municipality to submit the list of Indigent consumers in order for them to receive the free basic electricity.
- Refuse removal Services to all indigent households that qualify in terms of the Council's current indigent policy residing in urban areas and in 14 Wards in the rural areas

### Comment on Free Basic Services and Indigent Support

Apart from the indigent subsidy, the uMlalazi Municipality also supports households where the total income is more than twice the State pension but less than R5 000 per month.

The poor household subsidy is not funded from the equitable share but solely through municipal funds.

## COMPONENT B: STREETS AND STORMWATER

### Introduction to Streets

The Engineering Services Directorate is responsible for the construction and maintenance of all tarred and gravelled streets in the municipal area except provincial and national roads. The total gravel road network comprises of 3500km and the total tarred network of 120 km.

The main strategic objective is to provide road infrastructure services to the community of uMlalazi.

### 3.7 ROADS

#### Introduction to Roads

Gravel access roads are continuously provided with the available budget and existing roads resealed according to the Pavement Management System which was reviewed in the 2015/2016 financial year.

During the 2015/16 financial year 1.5 km of urban roads were rehabilitated and 4.750km of new roads were constructed.

The Municipality also assists the communities by grading gravel roads which are damaged due to inclement weather conditions. A total of 3155.8 km of road was gravelled in the 2015/2016 year.

Pothole repairs for 2015/16 amounts to 949m<sup>2</sup>.

Performance Summary of Road infrastructure Services overall in the 2015/2016 year is as follows:-

Project	Ward	Extent	Year completed	Budget spent
Rural Roads Maintenance programme (Grading)	All rural wards	(2015/16) 3155.8 km	In progress	
<b>TOTAL KM GRADED</b>		<b>3155.8km</b>		
Osborn Road rehabilitation	11	750 m	2015/16	R12,719,572.80
Bele Road		4km	2015/16	
<b>TOTAL KM OF NEW ROADS PROVIDED</b>		<b>4.750km</b>		
<b>Rehabilitation of Urban Roads</b>	All urban wards (2014/15)	<b>1.5 km</b>	2015/16	R4, 949 999

### Comment on the Performance of Roads Overall

The Municipality has made very poor progress on the construction of new roads against the target set. The municipality only constructed 4.75 km of road and other roads are still in progress. There were 1.5km urban roads upgraded and 3155.8km rural roads graded in the 2015/2016 financial year.

### 3.8 TRANSPORT

The uMlalazi Municipality does not provide public transport services such as buses but provides taxi ranks, lay-bys and shelters along public roads to augment the privately owned transport services. Vehicle licensing forms part of the traffic function within the Protection Services Directorate.

### 3.9 WASTE WATER (STORMWATER DRAINAGE)

#### Introduction to Stormwater Drainage

The purpose of a stormwater drainage system is to provide a formal drainage system of pipes and channels to discharge stormwater away from erven and streets and to discharge this water into natural water courses. Roads have traditionally played an important part in the urban drainage process. However it is important to provide a proper pipe system for all major runoff systems to prevent erosion and damages to properties. The day to day maintenance of the stormwater system is done by in-house staff.

#### Performance of Stormwater Drainage Overall

Area	Budget Spent
Gingindlovu	R 272 704.80
Eshowe Windham Street	R 160 512.00
Mtunzini	R 431 818.00
Rural Roads	R 185 503.50



## **COMPONENT C: PLANNING AND DEVELOPMENT**

### **Introduction to Planning and Development**

The Directorate Planning and Development Services, is responsible for the planning and Local Economic Development functions within the Municipality.

### **3.10 PLANNING**

#### **Introduction to Planning**

During the 2015/2016 financial year the Spatial Development Framework (SDF) was revised and all the approved Precinct Plans have been incorporated in the SDF as the Spatial Planning document for the uMlalazi area.

#### **Performance of Physical Planning Overall**

The following Town Planning applications were received and processed by the Town Planning department in the 2015/2016 year:-

ERF	APPLICATION	EXCO DATE	STATUS
FARM LOT 9 COTTONLANDS NO 13903	PROPOSED SUBDIVISION PORTION 4 OF PORTION 3 AND REMAINDER OF PORTION 3 OF FARM LOT 9 COTTONLANDS NO 13903: THE TRUSTEES OF THE JJP ROBERT FAMILY TRUST	01 July 2015	<i>Approved</i>
PORTION 7 OF ERF 708 ESHOWE	PROPOSED SUBDIVISION OF PORTION 7 OF ERF 708 INTO PORTION 1 (OF 7) OF ERF 708 AND REMAINDER AND TO CONSOLIDATE THE PROPOSED PORTION 1 (OF 7) OF ERF 708 AND PORTION 8 OF ERF 708, STEELE STREET	05 August 2015	<i>Recommendations were accepted</i>
PORTION 08 OF ERF 120 ESHOWE	TOWN PLANNING AND CONTROL: ILLEGAL OCCUPATION OF COUNCIL OWNED HOUSE: PORTION 08 OF ERF 120 ESHOWE: MS M KETTLE	01 July 2015	Noted
ERF 650 ESHOWE	ENCROACHMENT ON MUNICIPAL ROAD VERGE ADJOINING ERF 650 ESHOWE: MRS N C MTHEMBU	01 July 2015	Noted
MTUNZINI	PROPOSAL FOR BLUE FLAG STATUS: MTUNZINI BEACH	01 July 2015	Noted
	DEVELOPMENT PROPOSALS: TOURISM AND COMMERCIAL DEVELOPMENT IN ESHOWE: LIZA LAZI	01 July 2015	Noted
MBONGOLWANE	MBONGOLWANE REGENERATION PROJECT	01 July 2015	Withdrawn
PORTION OF THE REMAINDER OF ERF 8769 ESHOWE	DEVELOPMENT AND LEASE OF DRIVING SCHOOL PRACTICE GROUNDS ON MUNICIPAL LAND	01 July 2015	Forwarded to Departments of Engineering Services and Protection Services for their consideration
KING DINUZULU AND SUNNYDALE SUBURBS	FURTHER INVESTIGATION ON STRUCTURES ENCROACHING ON COUNCIL LAND IN RESPECT OF KING DINUZULU AND SUNNYDALE LINK ROAD	01 July 2015	Noted
ERF 538 ESHOWE	UTILIZATION OF A PORTION OF ERF 538 ESHOWE FOR BUSINESS PURPOSES BY NAZOO TRADING	01 July 2015	<i>Recommendations were accepted</i>
PORTION 08 OF ERF 120 ESHOWE	TOWN PLANNING AND CONTROL: ILLEGAL OCCUPATION OF COUNCIL OWNED HOUSE: PORTION 08 OF ERF 120 ESHOWE: MS M KETTLE	05 August 2015	Noted
ERF 650 ESHOWE	ENCROACHMENT ON MUNICIPAL ROAD VERGE ADJOINING ERF 650 ESHOWE: MRS N C MTHEMBU	05 August 2015	Noted
MTUNZINI	PROPOSAL FOR BLUE FLAG STATUS: MTUNZINI BEACH	05 August 2015	WESSA to provide a presentation to Ezemvelo KZN Wildlife
ERF 905 ESHOWE	APPLICATION TO LEASE ERF 905 ESHOWE FOR RECYCLING PURPOSES	05 August 2015	Deferred
ERF 302 GINGINDLOVU	LAND SALE ERF 302 GINGINDLOVU	05 August 2015	Deferred
	DEVELOPMENT PROPOSALS-TOURISM AND COMMERCIAL DEVELOPMENT IN ESHOWE	05 August 2015	Noted
	RESTRUCTURING ELEVATION COMMITTEE AND ESTABLISHMENT OF LAND DEVELOPMENT COMMITTEE	05 August 2015	<i>Recommendations were accepted</i>

KING DINUZULU AND SUNNYDALE SUBURBS	FURTHER INVESTIGATION ON STRUCTURES ENCROACHING ON COUNCIL LAND IN RESPECT OF KING DINUZULU AND SUNNYDALE LINK ROAD	05 August 2015	Noted
ERF 905 ESHOWE	APPLICATION TO LEASE ERF 905 ESHOWE FOR RECYCLING PURPOSES	02 September 2015	Withdrawn
PORTION OF ERF 413 AND PORTIONS OF REMAINDER OF ERF 8739 ESHOWE	PROPOSED MIXED USE DEVELOPMENT ON PORTION OF ERF 413 AND PORTIONS OF REMAINDER OF ERF 8739 ESHOWE	02 September 2015	<i>Recommendations were accepted</i>
	DEVELOPMENT AND LEASE OF DRIVING SCHOOL PRACTICE GROUNDS ON MUNICIPAL LAND	02 September 2015	Withdrawn
ER 611 ESHOWE	UTILIZATION OF MUNICIPAL ROAD VERGE ALONG MANGOSUTHU BUTHELEZI DRIVE FOR PARKING PURPOSES	02 September 2015	<i>Recommendations were accepted</i>
ERF 874 GEZINSILA A	PROPOSED OFF-STREET PARKING: ERF 874 GEZINSILA A	02 September 2015	<i>Recommendations were accepted</i>
ERF 302 GINGINDLOVU	LAND SALE ERF 302 GINGINDLOVU	02 September 2015	<i>Recommendations were accepted</i>
PORTION 08 OF ERF 120 ESHOWE	TOWN PLANNING AND CONTROL: ILLEGAL OCCUPATION OF COUNCIL OWNED HOUSE: PORTION 08 OF ERF 120 ESHOWE: MS M KETTLE	07 October 2015	Noted
MTUNZINI	PROPOSAL FOR BLUE FLAG STATUS: MTUNZINI BEACH	07 October 2015	EXCO conduct a site visit with KZN Ezemvelo Wildlife
ERF 151 GINGINDLOVU	APPLICATION TO LEASE ERF 151: GINGINDLOVU	07 October 2015	<i>Recommendations were accepted</i>
ERF 538 ESHOWE	PROPOSED LEASE OF A PORTION OF ERF 538 ESHOWE	07 October 2015	<i>Recommendations were accepted, with amendments</i>
ERF 905 ESHOWE	APPLICATION TO LEASE ERF 905 ESHOWE FOR RECYCLING PURPOSES	07 October 2015	<i>Recommendations were accepted</i>
	DEVELOPMENT AND LEASE OF DRIVING SCHOOL PRACTICE GROUNDS ON MUNICIPAL LAND	07 October 2015	<i>Approved in principle subject to the sourcing of funding</i>
GINGINDLOVU	PURCHASE OF TRANSNET PROPERTY: GINGINDLOVU	07 October 2015	Deferred
ERF	APPLICATION	EXCO DATE	STATUS
ERF 2410 ESHOWE, 6 VAN DER PLANK STREET	PROPOSED SPECIAL CONSENT APPLICATION TO OPERATE QALOKUHLE LODGE AND EVENTS FACILITY ON ERF 2410 ESHOWE, 6 VAN DER PLANK STREET	03 February 2016	<i>Recommendations were accepted</i>
ERF 713 ESHOWE, 2 VONKEYSERLINK ROAD	PROPOSED SPECIAL CONSENT APPLICATION TO OPERATE A HOTEL (LICENSED) ON ERF 713 ESHOWE, 2 VONKEYSERLINK ROAD	02 March 2016	<i>Recommendations were accepted</i>
ERF 238 ESHOWE	APPLICATION TO SUBDIVIDE ERF 238 ESHOWE TO FORM PORTION 1 AND THE REMAINDER OF ERF 238 ESHOWE: BY CRAIG AND SHARON PAULETTE VANDERWAGEN	02 March 2016	<i>Recommendations were accepted</i>
ERVEN 803 & 804 BOTH OF GINGINDLOVU	APPLICATION TO REZONE ERVEN 803 & 804 BOTH OF GINGINDLOVU	02 March 2016	Deferred

ERF 1024 MTUNZINI, 5 WILLIAMS STREET	PROPOSED SPECIAL CONSENT APPLICATION TO OPERATE A SCHOOL (EDUCATIONAL BUILDING) ON ERF 1024 MTUNZINI, 5 WILLIAMS STREET	06 April 2016	
REMAINDER OF ERF 1497 ESHOWE	APPLICATION IN TERMS OF THE SPATIAL PLANNING AND LAND USE MANAGEMENT ACT (ACT NO. 16 OF 2013) AND THE SPATIAL PLANNING AND LAND USE MANAGEMENT ACT REGULATIONS READ WITH THE KWAZULU-NATAL PLANNING AND DEVELOPMENT ACT (NO. 6 OF 2008) FOR THE SUBDIVISION OF ERF 1497 AND REZONING OF THE PROPOSED PORTIONS AND REMAINDER OF ERF 1497 ESHOWE	01 June 2016	
GINGINDLOVU	PURCHASE OF TRANSNET PROPERTY: GINGINDLOVU	03 February 2016	<i>Recommendations were accepted</i>
KING DINUZULU SUBURB	PROPOSED DESIGN CHANGE TO WATER MAIN IN KING DINUZULU SUBURB: AURECON SOUTH AFRICA (PTY) LTD	02 March 2016	<i>Recommendations were accepted</i>
	DEVELOPMENT OF A WALL TO WALL LAND USE SCHEME	02 March 2016	Noted
	APPOINTMENT OF MEMBERS TO SERVE ON UTHUNGULU SOUTH JOINT MUNICIPAL TRIBUNAL	02 March 2016	<i>Recommendations were accepted</i>
MTUNZINI	STATUS: MTUNZINI BEACH	02 March 2016	Noted
ENTUMENI/ESHOWE	LEASE OF ENTUMENI/ESHOWE RADIO MAST	02 March 2016	<i>Recommendations were accepted</i>
MTUNZINI	STATUS: MTUNZINI BEACH	06 April 2016	Noted
ERF 510 MTUNZINI	CONSENT TO REMOVE CONDITION OF TITLE: ERF 510 MTUNZINI	06 April 2016	<i>Recommendations were accepted</i>
ERF 2013 ESHOWE	APPLICATION TO PURCHASE ERF 2013 ESHOWE: ST JOHNS APOSTOLIC FAITH MISSION CHURCH	06 April 2016	<i>Recommendations were accepted</i>
KDS AND SUNNYDALE	FURTHER INVESTIGATION ON STRUCTURES ENCROACHING ON COUNCIL LAND IN RESPECT OF KDS AND SUNNYDALE LINK ROAD PROJECT	06 April 2016	Noted
MTUNZINI MUNICIPAL OFFICES	APPLICATION TO LEASE OFFICE ACCOMMODATION: KZN EZEMVELO WILDLIFE: MTUNZINI MUNICIPAL OFFICES	06 April 2016	<i>Recommendations were accepted</i>
PORTION ERF 939 ESHOWE	LEASE OF LAND: PORTION ERF 939 ESHOWE: SPCA ESHOWE: RENEWAL OF LEASE AND PET CEMETERY	06 April 2016	<i>Recommendations were accepted</i>
ERF 1653, 1654, 2917 AND 2918 ESHOWE	AMENDMENT OF SALE AGREEMENT I ERF 1653, 1654, 2917 AND 2918 ESHOWE	06 April 2016	<i>Recommendations were accepted</i>
CLARKE STREET, ESHOWE	VODACOM RELAY MAST	06 April 2016	<i>Recommendations were accepted</i>
MAIN STREET, ESHOWE	APPLICATION TO LEASE OFFICE ACCOMMODATION FOR DEPARTMENT OF PLANNING AND DEVELOPMENT	06 April 2016	Deferred
ERF 2355 ESHOWE	APPLICATION TO LEASE A PORTION OF ROAD VERGE ADJOINING ERF 2355 ESHOWE	01 June 2016	
ERF 2351 ESHOWE	APPLICATION TO LEASE A PORTION OF ROAD VERGE ADJOINING ERF 2351 ESHOWE	01 June 2016	
ERF 538 ESHOWE	APPLICATION TO LEASE A PORTION OF ERF 538 ESHOWE: KWAKHOZA TAXI ASSOCIATION	01 June 2016	

### 3.11 LOCAL ECONOMIC DEVELOPMENT

#### Introduction

The Local Economic Development (LED) unit within the uMlalazi Municipality is responsible for the following:

- Local Economic Development (LED).
- Expanded Public Works Programme (EPWP).
- Small, Medium, Micro Enterprises Development (SMME).
- Rural Development.
- Tourism Marketing and Development.

#### 3.11.1 Local Economic Development (LED)

The Objective of Local Economic Development is to promote economic growth and development of local economies in partnership with key stakeholders and by aligning LED initiative with government programmes.

The Municipality assists the community through the Youth Business Advisory Centre with the following business assistance:

- Registration with CIPC
- Designing of logos
- Compiling of Company Profiles
- Registration with Central Supplier Database
- Registration for COIDA & UIF
- Registration with SARS
- Trainings
- BEE Compliance
- Share certificate
- CIDB

Through the Youth Business Advisory Centre the Municipality assisted with the registration of 65 Co-operatives and 56 Pty's. In the year under review with the limited resources the uMlalazi Municipality provided a budget of R2,600,000.00 towards purchasing equipment for these new businesses to start operating.

The following businesses were assisted:-

No.	WARD	ORGANISATION	EQUIPMENT PROVIDED
1	11	Zweh Trading	Music Instrument
3	11	Zikhonjwa Trading	Printer
4	9	Lwasesino Media Solution	Printer
5	26	Nyandayephahla	Water Purification
6	12	Gumbi and Gubhela	Salon Equipment
7	15	Woodlands Trading	Salon Equipment
8	13	Thangondise Barbeshop	Salon Equipment
9	7	Walk and Turners Barbershop	Salon Equipment

10	4	Amangosha	Baking Equipment
11	8	Mbusowenkosi	Fruit scale
12	9	Bulelinkosi	Kitchen Equipment
13	11	Siphiwosami Trading	Kitchen Equipment
14	26	Kwabulawayo	Cleaning Equipment
15	8	Dlakadla and Sons	Brick Machine
16	7	Blocks for Africa	Block/Cement, sunlight liquid
17	20	Ogagwini Co-operative	Block machine, cement, boots
18	16	Moja and Doda	Moulds, compressor
19	15	Progressive Brothers	Moulds
20		Izipho TSM Trading	Brick machine

**The Following Businesses were assisted with water tanks/water pumps:-**

M Fish (Ward 8), Blocks for Africa Co-operatives(Ward 7), Dlani Cooperative, Greaterich (Ward 12), Siyabangena Co-oprative (Ward 2), Novela Co-operative (Ward 9), Moja & Doda (Ward 16), Dlakadla and Sons (Ward 9), Ezamanyuswa, Guqabadele Co-operative, Thembaethu Co-operative, Makhosazana Co-operative, Mbomvu Project Management, Ifaethu Co-operative, Indlangubo Co-operative, Ngizwa Kushiwo Co-operative, Qalekhaya Co-operative, M Fish Co-operative, Sizani Mazulu.

**The Following businesses were assisted with burners gas stoves and chafing dishes:-**

Intobeko Yethamsanqa, Gidisi, KZN 789 Trading Enterprises (Ward 11), Alsonmoosa (Ward 24), Khans Tearoom (Ward 11), Myakayaka (Ward 8), Kwanelolethu Trading (Ward 10), Nhlafezibanzi, Imvuyiselo (Ward 9), Phumuzumlomo

**The Following businesses were assisted with sewing machines:-**

Ubuhle Bemvelo Co-operative (Ward 24), Zethembe Co-operative (Ward 14), Mathunjana Co-operative (Ward 5), Slindokuhle Development (Ward 8), Eminence Printing (Ward 12), Igalelolethu Co-operative (Ward 11), Mathungatheni (Ward 11), Masters Co-operative (Ward 20), Thathusibeke Co-operative (Ward 20), Hlala Udleni

**The Following businesses were assisted with Brushcutters and Chainsaws:-**

Amanonkonko Ward 11), Cynthia 08 Enterprise (Ward 11), Sgqemu Trading (Ward 12), Quality Essence (Ward 11), Inzulalwazi (Ward 13), Arcade Business Services (Ward 11), ZGMB (Ward 13), Ngovinjwa Ulwandle (Ward 1), Isihayo (Ward 12), Daludumo (Ward 25), M Fish Co-operative (Ward 8), Kayla Projects (Ward 11)

**The Following businesses were assisted with High Pressure Machine:-**

Life Goes On (Ward 10)

**The Following businesses were assisted with Livestock/Poultry:-**

Sivumile Co-operative, Malinda Co-operative, Gcefeza Co-operative, Umsindisi Ufikile Co-operative, Indlangubo Co-operative, Dlani Co-operative, Mnqandi Co-operative, Siyabangena Co-operative, Intuthuko Co-operative, Iskhuba Farming Co-operative, Sivumile Co-operative, Savapie, Simethembeni Co-operative, Imisebe Yelanga Co-operative, Thathunyawo Co-operative, Bajabulisiwe Co-operative

**The Following businesses were assisted with Fencing/Garden Equipment:-**

Qala Okusha Co-operative, Kwazamimpilo Co-operative, Isihayo, Iskhumba Co-operative, Mathulasi Co-operative, Thenjwayo Co-operative, Philani Co-operative, Ogagwini Co-operative, Ntuthuko Yethu Co-operative, Philani Co-operative

**The Following businesses were assisted with Seeds:-**

Manyosi Co-operative, Novela Co-operative, M Fish Co-operative, Guqabadele Co-operative, Thembaethu Co-operative, Qala Okusha Co-operative, Qalekhaya Co-operative

**The Following businesses were assisted with Cement:-**

Inqola Building and Construction, Imisebe Yelanga Co-operative, Thathunyawo Co-operative, Isigququmezelo Co-operative, Bajabulisiwe Co-operative, Qalekhaya Co-operative, Qala Okusha Co-operative, Isihayo Co-operative, Uyazi Nje, Inqola Building Construction, Sizani Mazulu Co-operative.

### 3.11.2 Small, Medium and Micro Enterprises (SMME)

The Municipality creates opportunities for Small, Medium and Micro Enterprise (SMME) development through the following interventions:

- Availing business space/premises at the Bus & Taxi Ranks in Eshowe & Gingindlovu.
- Training and development of SMME's.
- Business Exhibitions and Marketing.

### 3.11.5 Expanded Public Works Programme (EPWP)

Jobs Created through EPWP & CWP	
Project	Jobs created
War Against Poverty	127
Food for Waste	106
Sizabonke	157
Weed eradication	82
Community Works Programme	954
Other Capital projects	297

## COMPONENT D: COMMUNITY & SOCIAL SERVICES

### Introduction to Community and Social Services

The community and social services that the uMlalazi Municipality provides, is managed by the Directorate of Community and Corporate Services respectively.

The Directorate of Corporate Services is responsible for library services, community halls and the museum.

The Directorate of Community Services is responsible for municipal cemeteries. There is one crematorium in the uMlalazi municipal area.

The Directorate Community Services, is also responsible for initiating and co-ordinating social programmes aimed at HIV/AIDS, the youth, gender issues and the aged.



### 3.12 LIBRARIES AND OTHER COMMUNITY FACILITIES

#### INTRODUCTION TO LIBRARIES

The main purpose of the Library Service in uMlalazi is to provide information and knowledge to the community. The service is provided by way of five libraries in the urban areas.

The provision of information to the community occurs in different ways. Learners and students are firstly helped with information out of books, newspapers, magazines, pamphlets and the Internet to do their assignments and for research. Libraries also provide story books and magazines for relaxation purposes. The Library Service encourages children to read by way of story hours, displays, DVD shows and holiday programmes.

The following is a detailed comparison of membership in respect of the two financial years:

Libraries	June 2015 Membership	June 2016 Membership
Eshowe	1193	1785
Mtunzini	993	991
King Dinuzulu	693	673
Gingindlovu	1700	1765
Sunnydale	442	441
Mbongolwane Mobile	406	180

### 3.13 CEMETERIES AND CREMATORIUMS

#### Introduction to Cemeteries

There are two municipal cemeteries within the urban areas of the uMlalazi Municipality. The Municipality strives to provide safe and accessible cemeteries to all residents. This is done by implementing the cemetery by-laws and maintaining all cemeteries to an acceptable standard.

The Municipality is responsible for managing all cemeteries. The Municipality also provides an administration and booking function for burial sites. This includes the including pauper and indigent burials.

#### Service Statistics for Cemeteries & Crematoriums

In the 2015/2016 financial year there were 133 normal burials that took place in the Municipal cemeteries and the Municipality assisted with 495 destitute burials at a total expenditure of R950 159.65.

#### Comment on the Performance of Cemeteries

It was necessary to start with the replacement of the fence at the uMlalazi cemetery to prevent unauthorised access being gained to the cemetery. The Municipality succeeded in providing well maintained cemeteries to the urban areas in the uMlalazi area.

The operational maintenance of the cemeteries is done mainly in-house but some of the services, such as the cutting of grass, are done by contractors. The normal cemetery functions such as the digging of the graves and burial site layout are carried out by the Municipality



---

although machines and services are hired from contractors. The Municipality started with the planning phase for a new cemetery to ensure that the need for cemetery space can be met in future.

### **3.14 SOCIAL PROGRAMMES**

#### **Introduction**

The Directorate Community Service initiates and manages a variety of projects and programmes to empower and uplift the communities, particularly the needy, vulnerable and disadvantaged groups.

Its primary focus is to establish and maintain social progress to ensure that the social needs of communities within the municipal areas are addressed.

#### **Comment on the Performance of Child Care; Aged Care; Social Programmes**

The Directorate Community Services focuses on community development in the uMlalazi municipal area. The focus is on community groups at schools, community groups of people and not on individuals. Individual cases are being referred to the welfare organisation delivering services in the specific area. The community projects are started based on the needs of the communities in uMlalazi.

### **3.15 COMMUNITY HALLS**

#### **Introduction to Community Halls**

The Municipality has 7 community halls situated throughout the urban areas of uMlalazi Municipality and rural halls which are yet to be transferred to the Municipality from Ingonyama Trust.

The urban halls are rented out to the communities for different functions and events. The municipality's tariff policy makes provision for subsidised tariffs for certain organisations as well as certain community or social events and sport events.

### **COMPONENT E: HEALTH**

Local Municipalities no longer provide health services such as clinics services, health inspection services and abattoirs. The uMlalazi Municipality can therefore not report on these services.

### **COMPONENT F: SAFETY**

#### **Introduction to Security and Safety**

The Directorate Protection Services of the Municipality is responsible for community safety, including traffic control, road safety, firefighting services, law enforcement services related to the control of public nuisances as well as the enforcement of by-laws, and disaster management. The latter service is rendered in conjunction with the uThungulu District Municipality which operates a district disaster management centre. The Directorate Protection Services is also responsible for vehicle licensing services on which will be reported in this section as well.

---

### **3.18 COMMUNITY SAFETY**

#### **Introduction to Community Safety**

The Department of Protection Services has the responsibility to enhance the safety of the community by means of ensuring that competent and responsible drivers make use of roadworthy vehicles on public roads. The Department also ensures that the public practice fire safety in business and public facilities including public gatherings through enforcement of Safety at Sports and recreation Event Act of 2010.

To facilitate these functions the department is divided into three sections namely:

- Law Enforcement (Traffic Officers and By-Law Enforcement Officers).
- Vehicle Registration.
- Driving Licence Testing Centre.

Road safety education was conducted on a regular basis and the majority of uMlalazi's schools were visited to present educational programs. Scholar patrols were operational at Schools in Eshowe.

The biggest challenge facing traffic officers is to render an equal and quality service to all 26 wards within the uMlalazi area with the limited resources and personnel at the department's disposal.

#### **Comment on the Performance of Community Safety Overall**

The Protection Services Directorate concentrates on traffic law enforcement, policing of Municipal by-laws and crime prevention. Prioritisation with regard to the different functions are based on requests from the community, observation and the priorities identified in cooperation with the South African Police Service (SAPS) and community policing forums in the different areas.

### **3.19 FIRE**

#### **Introduction to Fire Services**

uMlalazi Fire and Rescue Services is a function within the Protection Services Directorate and its purpose is to protect the community and the environment from fires and other emergencies.

Ultimately the Constitution directs that it must strive to promote a safe and healthy environment and provide services in a sustainable manner. However, there are other specific legislation that gives uMlalazi Fire and Rescue Services clear objectives. They are:

#### **Fire Brigade Services Act**

- The Fire Brigade Services Act, Act 99 of 1987, directs that the Fire and Rescue Service must strive to:
  - Prevent the outbreak or spread of fire.
  - Fight or extinguish a fire.
  - Protect lives and property against fire or other threatening danger.
  - Rescue life or property from a fire or other danger.

---

### Disaster Management Act

- The Disaster Management Act, Act 57 of 2002, directs that the services must strive to:
  - Promote an integrated and co-ordinated focus in preventing and reducing the risk of disaster.
  - Mitigate the severity of disasters.
  - Have in place emergency preparedness systems that provide for an effective response to disasters and post disaster recovery
- Other Acts and Legislation relevant to the Fire and Rescue Service
  - National Water Act.
  - Hazardous Substances Act.
  - National Veld and Forest Fire Act.
  - Explosives Act.
  - Occupational Health and Safety Act.
  - Aviation Act.
  - Safety at Sporting and Recreational Event Act of 2010.
  - National Road Traffic Safety Act.
  - Occupational Health and Safety Act.
  - Merchant Shipping Act.
  - Nuclear Energy Act.
  - SANS 10900: Community Protection against Fire.

The uMlalazi Fire and Rescue Service has focused its energy on a pro-active approach to mitigate the effects of fire by implementing strategies to reduce fires and the loss of life and property. This was achieved by means of:

- Public education initiatives – visiting informal settlements and discussing safety tips with residents.
- Fire and life safety education programmes at pre-schools, primary schools and high Schools.
- Public education at community events.
- Fire load reduction strategies by implementing fire breaks on urban fringes to reduce the risk of fires within the informal settlements.
- Implementation of strategic fire breaks to minimise spread of fire from and onto municipal land.
- Fire and life safety inspections to industry.
- Training of Fire and Rescue Service staff to be better equipped to deal with incidents in a professional manner focussing on proactive and reactive strategies to enhance service delivery.

## 3.20 DISASTER MANAGEMENT

### Introduction to Disaster Management

The Disaster Management function of the Municipality has been placed under the Directorate of Protection Services.

---

As per the Disaster Management Act, the uMlalazi Municipality must do every effort to mitigate, prevent and reduce disaster risks, which could affect communities and the environment adversely.

## **COMPONENT H: SPORT AND RECREATION**

### **Introduction to Sport and Recreation**

The uMlalazi Municipality provides sports facilities to the local community. This function is performed by the Directorate Community Services.

## **COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES**

### **Introduction to Corporate Policy Offices and Other Services**

The functions in this category are distributed amongst different Directorates within the uMlalazi Municipality. Corporate policy issues are handled on a departmental basis depending on the responsibility for specific function. The Directorate Financial Services is responsible for the financial affairs of the Municipality. The Directorate Corporate Services is responsible for the Human Resources as well as Information Technology functions of the Municipality. The latter Directorate is also responsible for rendering general administrative services to the Municipality overall as well as administrative and support services to ensure the effective functioning of Council and its Committees. Specific support services are rendered to the Office of the Mayor, the Executive Committee and the Office of the Speaker.

## **3.24 FINANCIAL SERVICES**

### **Introduction**

The Directorate Financial Services is responsible for the delivery of all financial-related services to the Municipality. This includes the following:

- Strategic financial guidance.
- Budget, financial statements and related aspects.
- Expenditure management, which includes salaries and wages.
- Income and account services.
- Supply chain management services

The aim of this Directorate is to keep the financial position of the Municipality stable and to ensure that it will continue to be able to not only meeting its financial commitments but to ensure that economically viable services are rendered to the community on an effective and efficient basis. To maintain the present high standard of financial services the Municipality must adhere to many acts and other legal prescripts, policies, regulations, etcetera. Most important, however, is the Directorate's personnel, which are very competent and highly motivated.

---

### **3.25 HUMAN RESOURCE SERVICES**

#### **Introduction to Human Resource Services**

The Directorate Corporate Services is responsible for the administration of all matters relating to the Municipality's personnel. In addition to this, the Directorate assists the Municipality in maintaining smooth human resources processes and procedures in compliance with the relevant legislations. This Directorate is responsible for the following functions:

- Labour relations.
- Recruitment and selection.
- Skills development and training.
- Occupational Health and Safety.
- Leave and Fringe Benefit Administration.
- Employee Assistance and Wellness.

### **3.27 LEGAL SERVICES AND RISK MANAGEMENT**

#### **Introduction to Legal Services and Risk Management**

Legal Services reports directly to the Municipal Manager and is responsible for ensuring that all actions and decisions of Council's structures are in compliance with the legal framework of uMlalazi Municipality.

The main purpose is to provide professional legal advice and assistance to the Municipality to ensure the proper protection of its interests and compliance with its obligations.

The Municipal Manager has also been entrusted with the risk management function of the Municipality and it aims to support the objectives of the Municipality to enable the implementation and maintenance of effective systems to identify and mitigate the risks that threaten the attainment of service delivery and other objectives, and optimise opportunities that enhance institutional performance.

Risk management forms part of management's core responsibilities and is an integral part of the internal processes of an institution. It is a systematic process to identify, evaluate and address risks on a continuous basis before such risks can impact negatively on the institutions service delivery capacity.

---

# **CHAPTER 4**

## **ORGANISATIONAL DEVELOPMENT PERFORMANCE**

- Component A: Introduction to Municipal Workforce**
- Component B: Managing Municipal Workforce: Organisational Development**
- Component C: Managing the Municipal Workforce**
- Component D: Capacitating Municipal Workforce**
- Component E: Managing Municipal Workforce Expenditure**

## **CHAPTER 4 – ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART I)**

### **COMPONENT A: INTRODUCTION TO THE MUNICIPAL WORKFORCE**

#### **Introduction**

For the Municipality to be successful in reaching its objectives, rendering services as required in the community and maintain a knowledgeable and skillful workforce, it is important to operate according to a sound and transparent staffing policy.

It is also important for the Municipality to staff its establishment with the best available employees for particular posts. The principle of sound labour relations and employment equity forms an indispensable part of the process.

Human Resources Management within the municipal environment is responsible for the administration of the municipal workforce by ensuring that the Municipality maintained effective and efficient functionality of human resource processes and procedures which are legislatively required and complied to.

The following table shows the number of employees employed per month:-

	Councillors	Permanent Employees	Temporal employees	Grants/Temporal
Jul-15	52	324	20	17
Aug-15	51	332	20	18
Sep-15	51	332	13	17
Oct-15	52	332	12	19
Nov-15	52	336	11	19
Dec-15	52	335	11	19
Jan-16	52	338	12	18
Feb-16	52	364	14	15
Mar-16	52	371	23	23
Apr-16	51	376	23	28
May-16	50	380	25	29
Jun-16	51	381	29	29

The bulk of employees are attached to the Engineering Services department. This is simply because the department is service delivery centred and is heavily staffed to ensure that services are smoothly delivered to the communities. The employees enjoy benefits such as pension, medical aid, UIF, annual leave, group life, Home Owners Allowance, Leave etcetera.

There are two recognised trade unions at uMlalazi Municipality i.e. Independent Municipal and Allied Trade Union (IMATU) and South African Municipal Workers Union (SAMWU). The continuous engagement with organised labour is done at the level of the Local Labour Forum to ensure that there is labour stability and employees are consulted on matters of common interest.

The 2015/2016 financial year never experienced any industrial actions or work stoppage by labour. The Municipality is managed by the Accounting Officer (Municipal Manager) and 5 Manager directly accountable to the Municipal Manager.

### EMPLOYEE TOTALS, TURNOVER AND VACANCIES

The only critical funded post that remained vacant throughout the 2015/2016 financial year was that of the Director Protection Services.

The following new positions were filled during the 2015/2016 financial year:

Pay Number	Employee Name	Gender	Date Appointed	Occupation	Department
65050023	S M Mabaso	F	01 August 2015	Human Resources Clerk	Corporate Services
65050024	C zulu	F	01 August 2015	Human Resources Clerk	Corporate Services
70250019	H N Mbeje	M	01 August 2015	General Assistant	Protection Services
65250014	I S Buthelezi	F	01 August 2015	Library Assistant	Corporate Services
65250015	S N Mchunu	F	01 August 2015	Library Assistant	Corporate Services
65250016	S Z Hlongwa	F	01 August 2015	Library Assistant	Corporate Services
65250018	S C Ngema	M	01 August 2015	Library Assistant	Corporate Services
65250019	R Ganas	F	01 August 2015	Library Assistant	Corporate Services
70050041	N P Mkhwanazi	F	01 August 2015	General assistant	Protection Services
70050042	N Z Mwandla	F	01 August 2015	General Assistant	Protection Services
70250018	H H Magwaza	F	01 August 2015	General Assistant	Protection Services
85050011	T G S Zulu	M	01 August 2015	Technical Officer	Engineering Services
70100012	B N Mthethwa	M	20 August 2015	Fire Fighter	Protection Services
65250020	B C Crawford	F	01 September 2015	Assistant Librarian	Corporate Services



55050009	M L Buthelezi	M	01 October 2015	Manager Communications	Office of the Mayor
55050010	N P Mohlomi	F	01 November 2015	Executive Secretary	Office of the Speaker
55050011	B Nombekela	M	08 February 2016	Manager office of the Speaker	Office of the Speaker
55050012	M S Xulu	M	01 March 2016	Messenger Driver	Office of the Mayor
75100010	P P Sibiya	M	01 November 2015	Senior Manager Supply Chain	Financial Services Department
90050013	P K Mthiyane	F	12 November 2015	Manager LED	Planning and Development Department
60050023	B Mthethwa	F	18 January 2016	Administration Officer (IGR)	Municipal Manager's Office
60050025	S M Ngema	M	07 March 2016	Manager Internal Audit	Office of the MM
60050026	T P Luthuli	M	01 May 2016	Audit clerk	Office of the MM
65050025	D N Mhlongo	M	10 February 2016	Training and Development Officer	Corporate Services
65050026	S S Ngcobo	M	10 February 2016	Committee Officer	Corporate Services Department
65050027	P B Sibisi	F	15 February 2016	Health and Safety Officer	Corporate Services Department
65050028	N P Dlamini	F	01 March 2016	Employee Assistant Programme Officer	Corporate Services Department
65050029	R N Z Fakude	F	01 March 2016	IT Manager	Corporate Services Department
70050043	Y Z Mkhize	F	15 February 2016	Control Room Operator	Protection Services department
70050044	M S Gamede	M	10 March 2016	Supervisor Control Room	Protection Services
70050045	B B Ntombela	M	07 March 2016	Relief Clerk	Protection Services
70100013	L H Zulu	M	10 February 2016	Disaster Management Officer	Protection Services
70100014	M E Sangweni	M	10 April 2016	Station Officer	Protection Services
70250020	R Chetty	F	10 March 2016	Licensing Clerk	Protection Services
75050034	S G Nhlengethwa	M	01 January 2016	Clerk	Financial Services
75050035	S Z S Mzimela	M	01 January 2016	Fleet Management Officer	Financial Services
75050036	L I Mdlalose	F	16 March 2016	Cashier	Financial Services
80050015	A I Phiri	M	01 January 2016	Manager Environmental Services	Community Services

80050016	W N Zungu	M	01 January 2016	Programme Facilitator	Community Services
80050017	H M Thulare	M	02 December 2015	Programme Facilitator	Community Services
80300046	S B Mgwaba	M	01 February 2016	General Assistant	Community Services
80300047	S N Buthelezi	F	01 February 2016	General Assistant	Community Services
80300048	S G Mahlatshana	F	01 February 2016	General Assistant	Community Services
80300049	M F Myeza	M	01 February 2016	General Assistant	Community Services
80300050	S Buthelezi	M	01 February 2016	General Assistant	Community Services
80300051	M D Mhlongo	M	01 February 2016	General Assistant	Community Services
80300052	B Buthelezi	M	01 February 2016	General Assistant	Community Services
80300053	M D Msane	M	01 February 2016	General Assistant	Community Services
85150036	N Thembani	F	01 February 2016	General Assistant	Engineering Services
85150037	A S Zulu	M	01 February 2016	General Assistant	Engineering Services
85150037	B P Maphumulo	F	01 February 2016	General Assistant	Engineering Services
85150039	S Nzuzi	F	01 February 2016	General Assistant	Engineering Services
85150040	S R Cele	M	01 February 2016	General Assistant	Engineering Services
85150041	T Mpungose	M	01 February 2016	General Assistant	Engineering Services
85150042	T P Khoza	F	01 February 2016	General Assistant	Engineering Services
85150043	S S Thabethe	M	01 February 2016	General Assistant	Engineering Services
85150044	R Z Ntuli	F	01 February 2016	General Assistant	Engineering Services
85150045	B B Yimba	M	01 February 2016	General Assistant	Engineering Services
85150046	M E Khoza	M	01 February 2016	General Assistant	Engineering Services
85150050	N Mbambo	M	01 February 2016	General Assistant	Engineering Services
85250007	N S Nzuzi	F	01 April 2016	Handyman Assistant	Engineering Services
85250008	M S Mhlongo	M	01 April 2016	Handyman Assistant	Engineering Services
85250009	S T Zuma	M	01 April 2016	Handyman Assistant	Engineering Services
85450031	N T Mthimkhulu	M	01 February 2016	General Assistant	Engineering Services
85700007	B Manqele	M	11 April 2016	Driver Operator	Engineering Services
60050026	T P Luthuli	M	01 May 2016	Audit Clerk	Municipal Manager's Office

65050030	P Nenemba	F	01 May 2016	Print Room Operator	Corporate Services
85700006	M M Mtungwa	M	09 May 2016	General Assistant	Engineering
90050015	N A S Zungu	M	10 May 2016	Administrator Development	Planning and Development
90050014	N T L Ngobese	F	11 May 2016	Administration Officer	Planning and Development
80300056	P P Mthuli	F	01 June 2016	General Assistant	Community Services
80300057	T M Ndlovu	F	01 June 2016	General Assistant	Community Services
85150057	G Z Ntuli	F	01 June 2016	General Assistant	Engineering Services
85150058	G P Nyawo	F	01 June 2016	General Assistant	Engineering Services
85150059	B E Khanyile	M	01 June 2016	General Assistant	Engineering Services

The following posts were vacant as a result of resignations/retirements/deaths during the 2015/2016 financial year:-

Employee name	Occupation	Department	Termination Date	Reason for Termination
Mrs T Van Vuuren	Control Room Operator	Protection Services	31/07/2015	Retirement
Mr B Ngwenya	General Assistant	Community Services	31/07/2015	Retirement
Mr M E Thabethe	General Assistant	Engineering Services	05/08/2015	Death
Mr M Cele	General Assistant	Community Services	31/08/2015	Retirement
Mrs S Y Botha	Librarian	Corporate Services	30/09/2015	Resignation
Mr T B Ncanana	Traffic Warden	Protection Services	31/10/2015	Ill Health Retirement
Mr D M Mthethwa	General Assistant	Engineering Services	01/12/2015	Resignation
Mrs T S Ntuli	General Assistant	Engineering Services	31/12/2015	Retirement
Mr S M Mchunu	Traffic Warden	Protection Services	07/01/2016	Death
Miss I S Buthelezi	Assistant Librarian	Corporate Services	03/03/2016	Death
Mr MK Nzuza	General Assistant	Engineering Services	31/03/2016	Ill Health retirement
Mrs K G Khanyile	General Assistant	Corporate Services	30/04/2016	Retirement
Mr N F T Buthelezi	Director Engineering	Engineering Services	31/05/2016	Resignation

The following promotions were effected during the 2015/2016 financial year:-

Pay Number	Employee Name	Date of Promotion	Previous Occupation	New Occupation
60050015	S N Mngomezulu	02/11/2015	Audit Clerk	Internal Auditor
60050023	N W Zulu	01/02/2016	Administration Officer	Performance Management Officer
65050021	G M Langa	01/06/2016	I T Intern	I T Support Officer
75050022	N Mchunu	01/05/2016	Cashier	Relief Clerk Finance
75050025	I X Zulu	01/11/2015	Data Capturer	Credit Controller
75100007	N V Nhleko	15/02/2016	Administrator Database	Contract Monitoring Officer
75100011	S G Nhlengethwa	07/03/2016	Claims/ Petty Cash Clerk	Administrator SCM
80300021	K B Cele	11/04/2016	General Assistant	Driver Operator
80300036	V S Dumisa	11/04/2016	General Assistant	Driver Operator
80300041	B K Xulu	20/02/2016	Driver Operator	Supervisor Parks and Garden
80300054	H T Gwala	20/02/2016	Driver Operator	Supervisor (Parks and Garden)
80300055	T P Ngcobo	20/02/2016	Driver Operator	Supervisor (Parks and Garden)
85150001	N P Zungu	11/04/2016	General Assistant	Driver Operator
85150047	S Sithole	01/08/2015	General Assistant	Handyman Road Traffic
8570006	M Z Sithole	11/04/2016	General Assistant	Driver
8030003	S E Luhongwane	20/02/2016	Driver Operator	Supervisor (Parks and Garden)

---

## **COMPONENT B: MANAGING MUNICIPAL WORKFORCE**

### **ORGANISATIONAL PERFORMANCE SCORECARD**

This component includes the Annual Performance Scorecard Report for the financial year ending June 2016.

#### **4.1 ORGANISATIONAL PERFORMANCE MANAGEMENT AND SDBIP REPORT**

The Municipality has made tremendous strides in improving organisational performance and has improved its capacity in the following aspects;

- Developing and Setting of Key Performance Areas that complies with the SMART principle.
- Stronger / Clear linkage between IDP, Budget, SDBIP and Annual Report.
- Implementation of Performance Management System by creating an organisational culture of performance monitoring and evaluation.
- Review and expanding organisational Macro and Micro structures and the filling of key posts to implement projects and programmes.

The overall performance of the Municipality is managed and evaluated by a municipal scorecard at organisational level and through monitoring and evaluation of the detailed Departmental Service Delivery Budget Implementation Plan (SDBIP) at directorate levels.

#### **Approval of SDBIP 2015/2016**

- The Mayor approved the SDBIP for the 2015/2016 financial year on 28 June 2015.
- The SDBIP is the Municipality's strategic implementation tool and shows the alignment between the Integrated Development Plan, the budget and Annual Performance Agreements of all Section 57 managers.
- As it is a legislative requirement the municipal key performance indicators were revised and aligned for the 2015/2016 financial year.
- The SDBIP was made public and published on the municipal website

#### **Quarterly Reporting on the SDBIP for 2015/2016**

The PMS System serves as primary mechanism to monitor, review and improve the implementation of the municipality's IDP and eventually the budget. The municipal performance is evaluated and measured by means of a municipal scorecard, The Top-Level Service Delivery Budget Implementation Plan (SDBIP) and also the Departmental Service Delivery Budget Implementation Plan (SDBIP) at directorate and departmental levels.

Reporting on the Top-Level SDBIP for 2015/2016 has been submitted to Council in terms of Section 52 of the Municipal Finance Management Act.

The mid-year assessment report has also been submitted to the Audit Committee.

## Individual Performance Management

The performance of a Municipality is integrally linked to that of staff. It is therefore important to link organisational performance to individual performance and to manage both simultaneously.

The following activities took place with regard to individual performance management during 2015/2016 financial year:

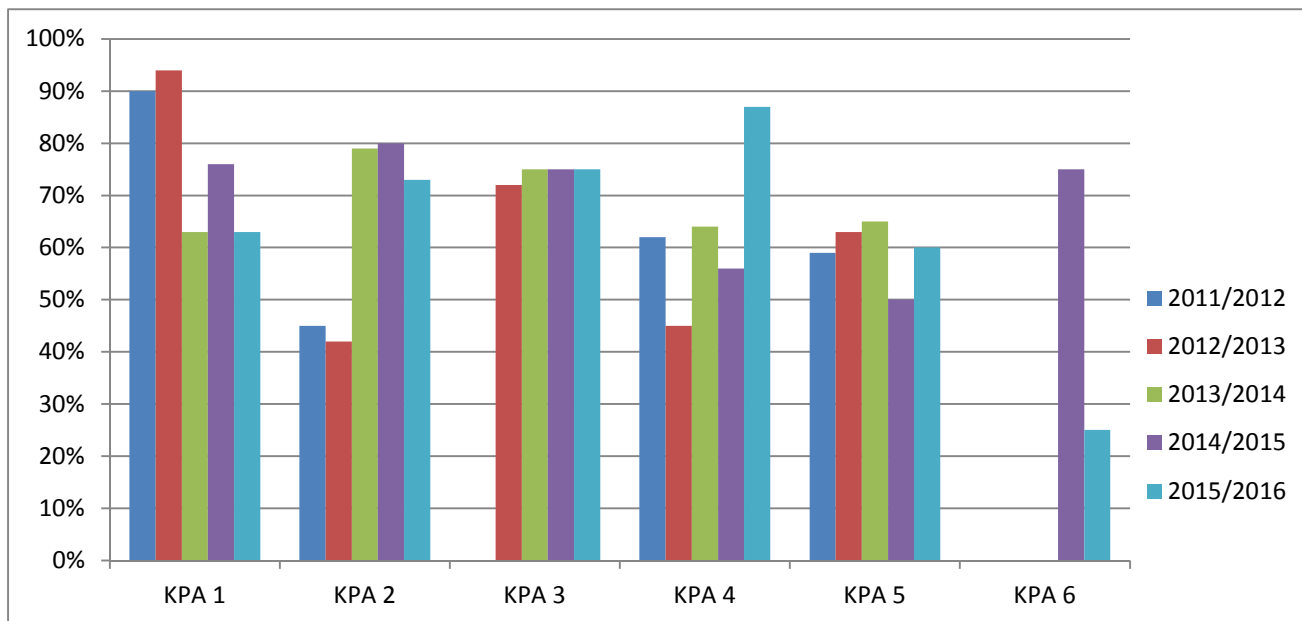
- The Municipal Manager (Section 54A) and all the Senior Managers (Section 56) signed Performance Agreements.

As per the signed performance agreements and plans for the Section 54A/56 Employees for the financial year 2015/2016, the performance of the Municipal Manager and the managers reporting directly to the Municipal Manager were evaluated in terms of the agreement within the required timeframes as set for the financial year

## Overall performance

*Table 1: Comparative Target Achievement Information*

ANNUAL PERFORMANCE COMPARISON OF uMLALAZI MUNICIPALITY OVER 5 YEARS					
	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016
<b>Annual Overall Performance</b>	<b>64%</b>	<b>63%</b>	<b>69%</b>	<b>72%</b>	<b>70%</b>
KEY PERFORMANCE AREA'S					
<b>Municipal Transformation &amp; Organisational Development</b>	<b>90%</b>	<b>94%</b>	<b>63%</b>	<b>76%</b>	<b>63%</b>
<b>Basic Service Delivery &amp; Infrastructure Development</b>	<b>45%</b>	<b>42%</b>	<b>79%</b>	<b>80%</b>	<b>73%</b>
<b>Local Economic Development</b>	KPA was excluded in Scorecard	<b>72%</b>	<b>75%</b>	<b>75%</b>	<b>75%</b>
<b>Financial Viability &amp; Financial Management</b>	<b>59%</b>	<b>63%</b>	<b>65%</b>	<b>50%</b>	<b>60%</b>
<b>Good Governance &amp; Public Participation</b>	<b>62%</b>	<b>45%</b>	<b>64%</b>	<b>56%</b>	<b>87%</b>
<b>Cross Cutting Issues</b>	KPA was excluded in Scorecard	KPA was excluded in Scorecard	KPA was excluded in Scorecard	<b>75%</b>	<b>25%</b>



**Graph: Comparative Target Achievement Information**

For detailed scorecard refer to **Annexure A**

## 5. Performance Management Processes

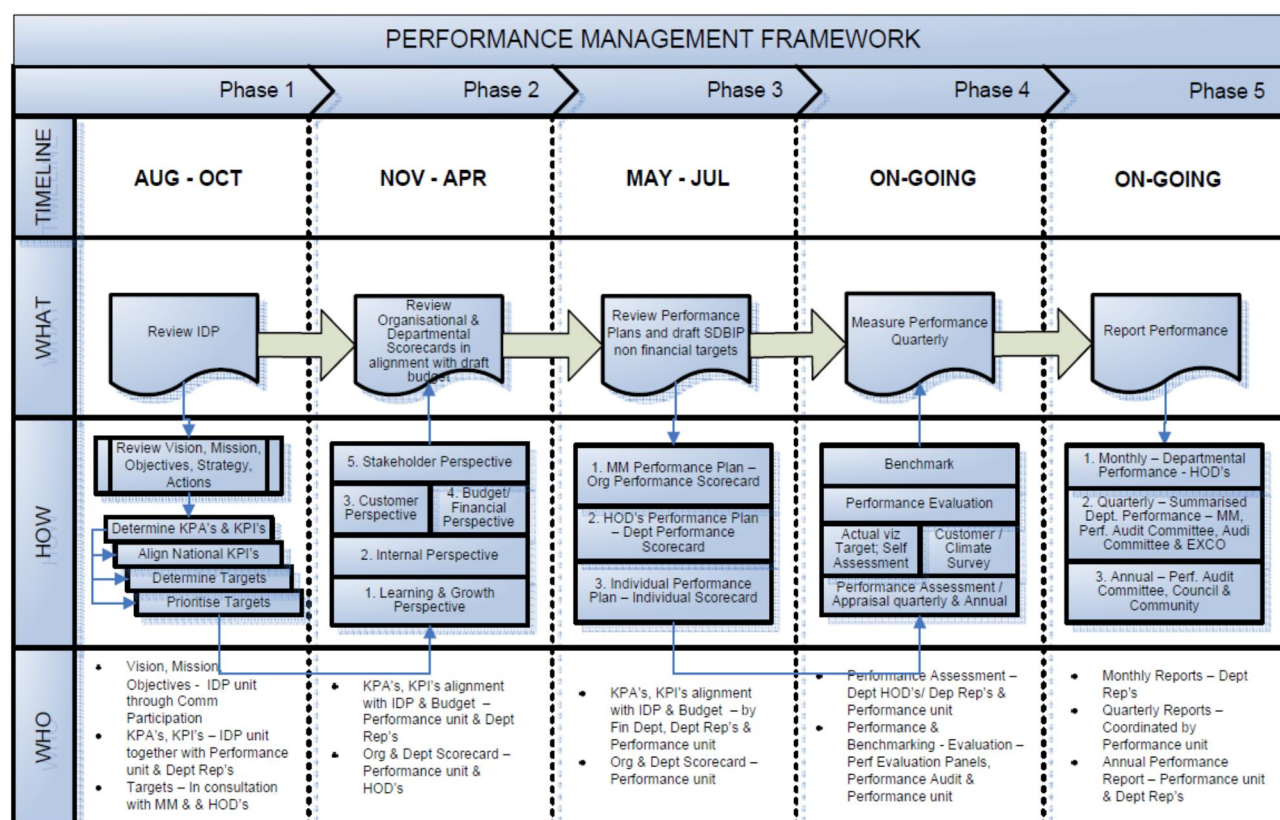
Key performance indicators have been refined in support of the municipality's development priorities and objectives as set out in the revised IDP framework and will remain for the duration of the IDP period for consistency in measuring and reporting on long term strategies and projects. Measurable performance targets with regard to each of these development priorities and objectives were established. A process to ensure regular reporting is in place and is fed back to the Council via the Audit Committee.

Individual performance agreements and performance plans are prepared in line with provisions prescribed in the Performance Regulations (Notice 805, published on 1 August 2006 in the official gazette) and signed by the Municipal Manager and Heads of Department. These agreements are fully implemented and aligned with the Service Delivery and Budget Implementation Plan as required in terms of the Municipal Finance Management Act.

Performance Evaluation Panels have also been established for the assessment of performance of the Municipal Manager as well as Managers directly accountable to the Municipal Manager. These panels meet on an annual basis to evaluate individual performance.

The following diagram illustrates a summary of the performance management framework for the uMlalazi Municipality for performance measurement and reporting, adhering to the guidelines suggested by KwaZulu-Natal Province, Department for Cooperative Governance and Traditional Affairs:

Table 2: Summary of Performance Management Framework



In the 2015/2016 financial year, every attempt was made to ensure that the municipality complies with legislation concerning the development, operation and maintenance of a performance management system that is commensurate to the institutional service delivery objectives captured in the IDP. The uMlalazi Municipality has continued to maintain the effective operation of the following mechanisms:

- The 2015/2016 IDP included strategic objectives, strategies and key performance indicators (KPIs) as required by the Municipal Systems Act, 32 of 2000;
- The budget for implementation of the IDP was approved within the prescribed timelines prescribed in the Municipal Finance Management Act, 56 of 2003;
- After approval of the budget, the SDBIP was developed to integrate the IDP and the budget and to ensure effective implementation of the institutional strategies;
- Performance agreements with performance plans were developed, signed and approved as required by the Municipal Performance Regulations, 2006;

The Quarterly assessments of performance of Managers directly reporting to the Municipal Manager as well as the Municipal Manager's performance were conducted by a duly constituted performance evaluation panel as required by the performance regulations; and



The Performance Audit Committee (PAC) functioned optimally in the year; in line with the committee's approved terms of reference.

The performance assessments were objectively and independently audited by the Internal Audit unit to verify and to confirm performance information as reflected in the reports; the unit also confirmed the credibility of evidence that was submitted quarterly;

## **6. Performance and Supporting Information**

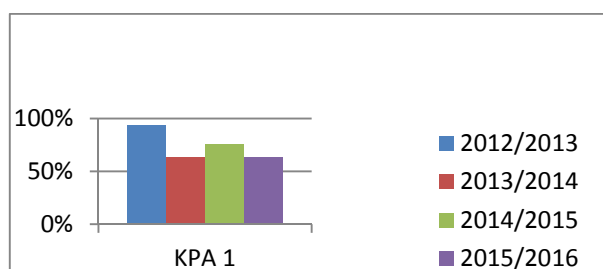
### **6.1 Background to municipal scorecard**

- 6.1.1** The Municipal Scorecard reflects the 5 national KPA's and local priorities and enables a wider assessment of how the municipality is performing.
- 6.1.2** The performance report is based on measures included within the Municipal Scorecard.
- 6.1.3** This incorporates 66 priority measures selected from the IDP. The criteria used reflect factors such as previous performance levels, comparative performance and budget implications. These were agreed by Council on 30 June 2015. These targets were reviewed and updated at Council meeting on 24 February 2016.
- 6.1.4** Summary performance results for all priority measures included in the municipal scorecard are as follows.

### **6.3 Summary of Performance in terms of the Scorecard**

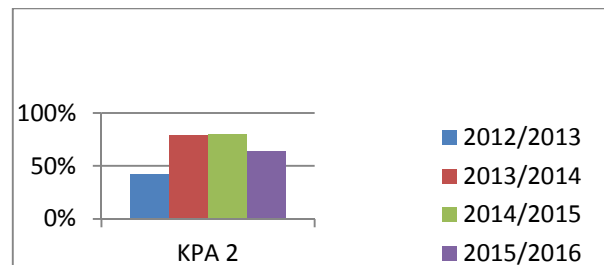
#### **KPA 1: Municipal Institutional Development and Transformation**

The total number of targets set for this KPA is 16. There were 6 targets not achieved. Overall achievement for the KPA is 63% for 2015/2016, decreased by 13% from 2014/2015.



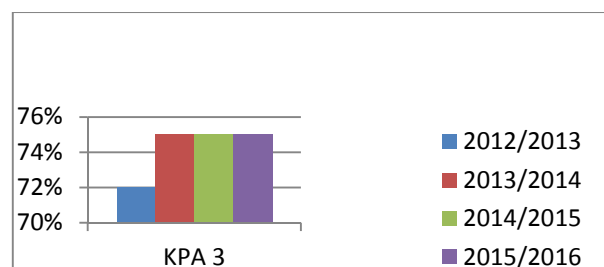
### KPA 2: Basic Service Delivery

The total number of targets set for this KPA is 22. There were 6 targets not achieved. Overall achievement for the KPA is 73% for 2015/2016, decreased by 7% from 2014/2015.



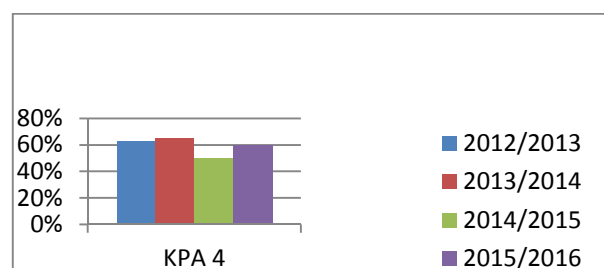
### KPA 3: Local Economic Development

The total number of targets set for this KPA is 4. There was 1 target not achieved. Overall achievement for the KPA is 75% for 2015/2016, similar to 2014/2015.



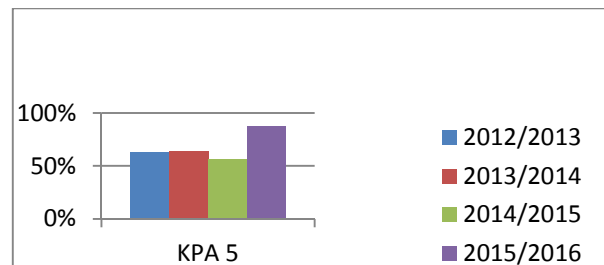
### KPA 4: Municipal Financial Viability and Management

The total number of targets set for this KPA is 5. There were 2 targets not achieved. Overall achievement for the KPA is 60% for 2015/2016, increase by 10% from 2014/2015.



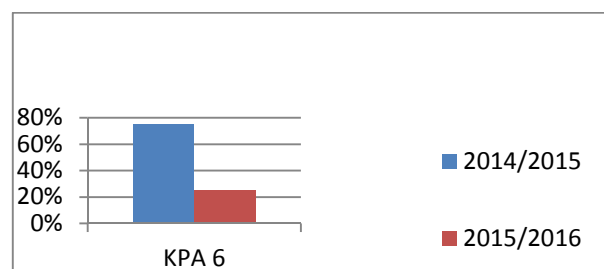
### KPA 5: Good Governance and Public Participation

The total number of targets set for this KPA is 15. There were 2 targets not achieved. Overall achievement for the KPA is 87% for 2015/2016, increased by 31% from 2014/2015.



### KPA 6: Cross Cutting Issues

The total number of targets set for this KPA is 4. There were 3 targets not achieved. Overall achievement for the KPA is 25% for 2015/2016, decrease by 50% from 2014/2015.



**Annexure A** reflects the detailed scorecard.

---

## 6.6 The following are the poor performance areas:-

- There were only 3 LLF meetings held against a target of 4 that was set.
- Needs assessment for Service Providers was not done.
- Updates to Contracts register was not submitted to EXCO quarterly.
- Reports were not submitted to the Portfolio Committee on the progress on the expansion of the Civic Centre.
- An application to source funding for the proposed new Testing Station was not submitted.
- The departmental Asset management plan was not done by certain departments.
- The reports on the District alignment meetings were not submitted to the Portfolio Committee.
- The kilometers of road constructed was only 4.750 km compared to the target of 8.7km that was set.
- The reports on business licences were not submitted to the Portfolio Committee.
- The overall Capital budget expenditure as at end of May was only 86%.
- The continuous poor attendance at the Coastal Working Group meetings.
- The LUMS and the municipal land register were not submitted to EXCO.

## 6.7 Lessons Learnt and Way Forward

- The most important lesson to be learnt is that departments need to plan better and ensure that the procurement plan is followed and exceptions must be reported to MANCO monthly.
- The heads of Departments must own their Performance Plans and SDBIP's. They should be able to identify those targets that are not SMART and make adjustments at Mid-year where necessary.
- The Performances of all staff must be monitored continuously and action must be taken for poor performances.
- Performance will be cascaded to all staff in phases commencing in 2017/2018 financial year.

---

# **Annexure A**

## **Organisational Scorecard**

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
OPMS 1	Corporate Services	1.1.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	To improve Service Delivery and the image of uMlalazi Municipality	Municipal Transformation and Institutional Development	Fill all funded prioritized vacant posts in the organogram by 30 June 2016	No. of funded prioritized vacant posts filled by 30 June 2016	1	0	51	57		
OPMS 2	Office of the MM	1.1.2	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	To improve Service Delivery and the image of uMlalazi Municipality	Municipal Transformation and Institutional Development	Sign performance agreements with all section 56/57 managers by 31 July 2015	Number of performance agreements signed by 31 July 2015	6	5	5	5		
OPMS 3	Corporate Services	1.2.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	Organisational skills development and capacity building	Municipal Transformation and Institutional Development	Submit quarterly reports to the LLF on internship, learnership and in-service trainings/programmes implemented	Number of reports submitted to the LLF by 30 June 2016	4	4	4	3	1	Although the meeting did not take place due to no quorum. The Director Corporate Services submitted the report to the members of the Committee.
OPMS 4	Corporate Services	1.2.2	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	Organisational skills development and capacity building	Municipal Transformation and Institutional Development	90% of the training budget spent by 30 June 2016 (Actual expenditure on training/Approved budget for training)	% of training budget spent	90	89	90	91		
OPMS 5	Corporate Services & Finance	1.3.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	Policy Development	Municipal Transformation and Institutional Development	Develop 2 HR Policies, Review 2 outdated policies & 3 budget related policies by 30 June 2016	2 Policies developed & 5 reviewed by 30 June 2016	1	1	7	8		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
OPMS 6	All	1.4.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	To Improve Contract Management	Municipal Transformation and Institutional Development	Conduct needs assessments for use of Service Providers by 31 March 2016	Needs assessment completed by 31 March 2016	0	0	1	0	1	<i>The needs assessment is included in the IDP strategic planning session Agenda. The Services that will be outsourced in 2017/2018 that require needs assessment will be identified during the session.</i>
OPMS 6(a)	All	1.4.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	To Improve Contract Management	Municipal Transformation and Institutional Development	Submit quarterly reports to exco on performance of Service Providers in terms of SLA	Number of reports submitted to exco by 30 June 2017	4	4	4	4		
OPMS 7	Corporate Services	1.4.2	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	To Improve Contract Management	Municipal Transformation and Institutional Development	Submit quarterly reports to EXCO on the updating of Contracts Register	Number of Reports submitted to EXCO on updates done on Contracts Register	4	4	4	2	2	<i>The reports were not submitted due to capacity. Contracts Officer is appointed.</i>
OPMS 8	Corporate Services	1.5.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	Improve ICT Systems within the Municipality (Computer Audits, Document Management Systems, Communication Plan, Switchboard, Website)	Municipal Transformation and Institutional Development	Submit Quarterly reports to ICT Steering on ICT Systems (Computer, Document Management Systems, Communication, Switchboard, Website) in the organisation	Number of reports submitted to ICT Steering Committee by 30 June 2016 on ICT Systems	2	5	4	4		
OPMS 9	Corporate Services	1.5.2	A responsive and accountable,	Municipal Transformation and	Developing a capable	Improve ICT Systems	Municipal Transfor	Implementation of MSP (Master	No of reports submitted to Audit	0	0	4	4		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
			effective and efficient local government system	Institutional Development	and Development State	within the Municipality (Computer Audits, Document Management Systems, Communication Plan, Switchboard, Website)	mation and Institutional Development	Systems Plan) and submit quarterly reports to Audit Committee	Committee by 30 June 2016 on Implementation of recommendations of MSP and ICT Committee						
OPMS 10	All	1.6.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	Ensure effective and efficient Municipal Administration & Communication	Municipal Transformation and Institutional Development	Administer at least 77 meetings of Council, EXCO, Portfolio and staff meetings by 30 June 2016	Admin services provided to at least 77 meetings of Council, EXCO, Portfolio & staff by 30 June 2016	77	94	77	78		
OPMS 11	Office of the MM	1.6.2	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	Ensure effective and efficient Municipal Administration & Communication	Municipal Transformation and Institutional Development	Implementation of communication strategy and submission of quarterly reports to Portfolio Committee	Number of Reports submitted to the Portfolio Committee by 30 June 2016 on the Implementation of the communication strategy	0	0	4	5		
OPMS 12	Corporate Services	1.7.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	Strengthen and improve employment equity in the municipality	Municipal Transformation and Institutional Development	Implementation of EEP in compliance with approved employment equity plan in terms of vacant and new posts filled during the 2015/2016	Percentage of people from employment equity target groups employed in the three highest levels of management in terms of vacant and	100	0	100%	100%		



REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
								financial year.	new posts filled is compliance with approved equity plan						
OPMS 13	Engineering Services	1.8.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	To expand the existing Municipal infrastructure/buildings	Municipal Transformation and Institutional Development	Facilitate the provision of adequate office space within one civic centre by expanding the existing civic centre at Hutchinson Street and submit a progress report to Portfolio Committee by 30 June 2016.	Number of reports submitted to Portfolio Committee by 30 June 2016 on the expansion of the existing Civic centre	1	0	1	0	1	We acknowledge that the needs assessment was not done. The Consultant has been appointed to undertake the assessment.
OPMS 14	Engineering Services	1.8.2	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	To expand the existing Municipal infrastructure/buildings	Municipal Transformation and Institutional Development	Ensure that a response is received by 30 May 2016 for the sourcing of funding for the construction of a new Testing Station	Response received by 30 May 2016 for the application of funding on the proposed new testing station.	0	0	1	0	1	We acknowledge that the application for funding did not come to fruition. The MM had discussions with the Mayor for an alternative funding source through a DBSA loan. A report has been done to obtain approval from EXCO in November 2016.
OPMS 15	All	1.9.1	A responsive and accountable, effective and efficient local government system	Municipal Transformation and Institutional Development	Developing a capable and Development State	To ensure effective management of Capital Assets	Municipal Transformation and Institutional Development	Develop a consolidated Asset Management Plan for all departments by 30 May 2016	Asset Management Plan developed for all departments by 30 May 2016	0	0	1	0	1	WE acknowledge that the exercise was not practical to do in-house. During the interviews for a mSCOA system it transpired that this will be done within the financial system.
OPMS 16	Community Services	2.1.2	A responsive and	Basic Service Delivery	Social Protection	To Provide Basic	Basic Service	Provide weekly free	Number of households	10710	11115	11115	14388		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
			accountable, effective and efficient local government system			Services to households and address Service Delivery Backlogs	Delivery and Infrastructure Development	basic refuse services to 11115 rural households with available resources in the 2015/2016 financial year	with access to free basic refuse services in the 2015/2016 financial year						
			A responsive and accountable, effective and efficient local government system	Basic Service Delivery		To Provide Basic Services to households and address Service Delivery Backlogs	Basic Service Delivery and Infrastructure Development	Provide free basic electricity services to 2300 indigent households with available resources in the 2015/2016 financial year	Number of households with access to free basic electricity services in the 2015/2016 financial year	2300	2340	2300	2411		
OPMS 17(a)	Engineering Services	2.2.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Facilitate with uThungulu to ensure alignment of water provisioning to relevant Municipal Capital Projects	Basic Service Delivery and Infrastructure Development	Attend quarterly alignment meetings with Uthungulu District Municipality and submit 4 reports to the Portfolio Committee	Number of reports submitted to Portfolio Committee by 30 June 2016 on alignment meetings attended with UDM	4	4	4	0	4	The Acting Director Engineering Services has compiled a report on the alignment meetings attended in 2015/2016. This report will be submitted to the first meeting of the Portfolio Committee.
OPMS 18	Engineering Services	2.3.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Facilitate with Eskom to ensure alignment of electricity provisioning to all municipal areas	Basic Service Delivery and Infrastructure Development	Attend quarterly alignment meetings with Eskom and submit 4 reports to Portfolio Committee	Number of reports submitted Portfolio Committee by 30 June 2016 on alignment meetings attended with Eskom	4	5	4	0	4	The Acting Director Engineering Services has compiled a report on the alignment meetings attended in 2015/2016. This report will be submitted to the first meeting of the Portfolio Committee.
OPMS 19	Community Services	2.4.1	A responsive and	Basic Service Delivery	Social Protection	Ensure the effectiveness	Basic Service	Submit quarterly	Number of reports	4	6	4	5		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
			accountable, effective and efficient local government system			ess of waste management services in all areas	Delivery and Infrastructure Development	reports to the Portfolio Committee on the effectiveness of waste management services in all wards	submitted to the Portfolio Committee by 30 June 2016 on the effectiveness of waste management services in all wards						
OPMS 20	Engineering Services	2.5.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Ensure the provision and maintenance of municipal roads, access roads and causeways	Basic Service Delivery and Infrastructure Development	Construct 8.7km of road / causeways as per MIG budget by 30 June 2016	Km of roads upgraded by 30 June 2016	15km	20.33km	8.7km	4.75km	3.95km	<i>We acknowledge that certain projects started late due to certain delays in the organisation. The projects are multiyear. The contractors are currently onsite.</i>
OPMS 21	Engineering Services	2.5.2	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Ensure the provision and maintenance of municipal roads, access roads and causeways	Basic Service Delivery and Infrastructure Development	Review of Pavement Management Systems (Urban Roads) and submit to EXCO by 30 June 2016.	Pavement Management Systems (Urban Roads) completed and submitted to EXCO by 30 June 2016	0	0	1	0	1	<i>The Service Provider completed the assessment and submitted the report to the Acting Director Engineering Services. A report has been compiled on the PMS to be tabled to EXCO in October 2016.</i>
OPMS 22	Engineering Services	2.5.3	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Ensure the provision and maintenance of municipal roads, access roads and causeways	Basic Service Delivery and Infrastructure Development	Ensure the Upgrade/rehabilitation of 1.5km of urban roads as per MIG/capital budget by 30 June 2016	km of urban roads upgraded / rehabilitated by 30 June 2015	2	2.6	1.5	1.5		
OPMS 23	Engineering Services	2.5.4	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Ensure the provision and maintenance of municipal roads, access	Basic Service Delivery and Infrastructure Development	Grade 3400km of rural access roads by 30 June 2016	Km of rural roads graded by 30 June 2016	2000	3400.4	3000	3155.8		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
						roads and causeways									
OPMS 24	Protection Services	2.6.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	To ensure the effective functionality of the Municipal Pound Facility	Basic Service Delivery and Infrastructure Development	Submit quarterly reports to the Portfolio Committee on the functionality of the Municipal Pound	Number of reports submitted to the Portfolio Committee by 30 June 2016 on the functionality of the Eshowe Pound	4	5	4	5		
OPMS 25	Community Services	2.7.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	To facilitate adequate provision and management of community facilities at appropriate locations	Basic Service Delivery and Infrastructure Development	Facilitate the transfer of at least 10 rural community facilities to the municipality by 30 June 2016	No of rural community facilities transferred to the municipality by 30 June 2016	10	0	10	95		
OPMS 26	Planning and Development	2.8.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Plan and support the acceleration of sustainable human settlement	Basic Service Delivery and Infrastructure Development	Review the Housing Sector Plan and submit to Council by 30 June 2016	Housing Sector Plan reviewed and submitted to EXCO by 30 June 2016	1	1	1	1		
OPMS 26(a)	Planning and Development	2.8.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Plan and support the acceleration of sustainable human settlement	Basic Service Delivery and Infrastructure Development	Submit quarterly reports on implementation of housing projects to Portfolio Committee	Number of reports submitted to Portfolio Committee by 30 June 2016 on progress of implementation of housing projects	4	4	4	6		
OPMS 27	Planning and Development	2.9.1	A responsive and accountable,	Basic Service Delivery	Developing a capable	Formalise trading areas in	Basic Service Delivery	Provide commuter and trading	Trading Shelters in Eshowe &	1	0	100%	42%	58%	The trading area shelters for Osborne road was completed. A

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
			effective and efficient local government system		and Development State	the Municipality area	and Infrastructure Development	shelters in Osborne Road Eshowe and Main Street Ging by 30 June 2016	Ging completed by 30 June 2016						<i>budget is included in 2016/2017 to proceed with Ging.in terms of the procurement plan.</i>
OPMS 28	Engineering Services	2.10.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Ensure quality control of infrastructure projects	Basic Service Delivery and Infrastructure Development	Undertake 100 site visits to Capital projects by 30 June 2016.	Number of site visits undertaken on Capital projects by 30 June 2016	100	79	100	50	50	<i>We acknowledge that the projects did not start on time. We are currently inspecting the projects that have commenced.</i>
OPMS 29	Protection Services	2.11.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Mitigate the effectiveness of disasters	Basic Service Delivery and Infrastructure Development	Submit quarterly reports to the Portfolio Committee on the functionality of Disaster Management in the Municipality	Number of reports submitted to Portfolio Committee by 30 June 2016 on the functionality of Municipal Disaster Management	4	5	4	5		
OPMS 30	All	2.12.1	Sustainable human settlements and improved quality of household life	Basic Service Delivery	Social Protection	Facilitate the Implementation of Operation Sukuma Sakhe (Flagship Programme)	Basic Service Delivery and Infrastructure Development	Submit mentorship reports to EXCO on the functionality of the 26 War Rooms in terms of the Operation Sukuma Sakhe programme by 30 June 2016.	Mentorship report completed and submitted to EXCO by 30 June 2016 on the War Room functionality in all wards	4	1	1	1		
OPMS 31	Community Services	2.13.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Social Protection	Provide for the cemetery needs in the Municipal area	Basic Service Delivery and Infrastructure Development	Submit quarterly reports to the Portfolio Committee on initiatives implemented	Number of reports submitted to Portfolio Committee on initiatives implemented	4	5	4	5		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
							Development	for the provision of cemetery needs	to provide for cemetery needs in the municipal area						
OPMS 32	Community Services	2.14.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Contribute towards the development of Sports in the Municipal area	Basic Service Delivery and Infrastructure Development	Submit quarterly reports to the Portfolio Committee on the Sports Development Programmes initiated	Number of reports submitted to the Portfolio Committee by 30 June 2016 on Sports development programmes initiated	0	0	4	11		
OPMS 33	Protection Services	2.15.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Social Protection	Contribute towards the prevention of Crime	Basic Service Delivery and Infrastructure Development	Report quarterly to the Portfolio Committee on crime prevention strategies implemented in partnership with the relevant stakeholders	No of reports submitted to Portfolio Committee by 30 June 2016 on crime prevention strategies implemented	0	0	4	5		
OPMS 34	Protection Services	2.16.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Social Protection	To Ensure Road Safety in the Municipal area	Basic Service Delivery and Infrastructure Development	Submit quarterly reports to the Portfolio Committee on Road Safety Initiatives implemented in the Municipal area	No of reports submitted to the Portfolio Committee by 30 June 2016 on Road Safety Initiatives implemented	0	0	4	5		
OPMS 35	Community Services	2.17.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Social Protection	Facilitate early childhood development	Basic Service Delivery and Infrastructure	Undertake monthly visits to creches to ensure a healthy environment	Creches visited and reports compiled by 30 June 2016	12	95	12	13		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
							Development	for childhood development and compile a status report on the creches visited							
OPMS 36	Planning and Development	3.1.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	Local Economic Development	Local Economic Development	Submit quarterly reports to the Portfolio Committee on licences issued for businesses within uMlalazi Municipality	Number of reports submitted to the Portfolio Committee by 30 June 2016 on Businesses licenced	4	0	4	0	4	<i>The non-achievement was due to capacity issues. However the advertisement for the appointment of a Business licence Officer has been placed.</i>
OPMS 37	Planning and Development	3.1.2	A responsive and accountable, effective and efficient local government system	Local Economic Development	Developing a capable and Development State	Local Economic Development	Local Economic Development	Submit quarterly reports to the Portfolio Committee on assistance provided to youth through the Youth Business Advisory Centre	Number of reports submitted to the Portfolio Committee by 30 June 2016 on assistance provided by the Youth Business Advisory Centre	4	5	4	4		
OPMS 38	Planning and Development	3.1.3	A responsive and accountable, effective and efficient local government system	Local Economic Development	Developing a capable and Development State	Local Economic Development	Local Economic Development	Submit quarterly reports to Portfolio Committee on Local Economic Development & Tourism initiatives implemented in LED & Tourism initiatives across Municipal area with	Number of reports submitted to the Portfolio Committee by 30 June 2016 on LED & Tourism initiatives	4	5	4	6		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
								available resources							
OPMS 39	Planning and Development	3.2.1	Decent employment through inclusive economic growth	Local Economic Development	Developing a capable and Development State	Contribute towards the reduction of unemployment	Local Economic Development	Create 1650 jobs through various municipal projects / EPWP / CWP/ programmes by 30 June 2016	Number of jobs created through various municipal projects / EPWP programmes by 30 June 2016	1650	1711	1650	1723		
OPMS 40	Finance	4.1.1	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Developing a capable and Development State	Advance and maintain the financial viability of the Municipality	Municipal Financial Viability and Management	Achieve a debtors payment percentage of 95% at 30 June 2016 (Gross Debtors Opening Balance + Billed Revenue - Gross Debtors Closing Balance - Bad Debts Written Off / Billed Revenue x 100)	Payment % achieved at 30 June 2016	90%	99.3%	90%	94.57%		
OPMS 41	Finance	4.1.2	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Developing a capable and Development State	Advance and maintain the financial viability of the Municipality	Municipal Financial Viability and Management	Financial viability measured in terms of the available cash to cover fixed operating expenditure as at 30 June 2016 ((Available cash+ investments) / Monthly	Ratio achieved as at 30 June 2016 ((Available cash+ investments) / Monthly fixed operating expenditure)	3.00	3.50	3.00	4.06		



REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
								fixed operating expenditure)							
OPMS 42	Engineering Services	4.2.1	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Developing a capable and Development State	Improve the financial performance of the municipality	Municipal Financial Viability and Management	Limit unaccounted for electricity to less than 8% by 30 June 2016 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated} × 100}	% unaccounted electricity at 30 June 2016 {(Number of Electricity Units Purchased and/or Generated - Number of Electricity Units Sold) / Number of Electricity Units Purchased and/or Generated} × 100}	5-12%	11.09%	8%	10.17%	2.17%	The Acting Director Engineering Services has started with a meter audit exercise which will identify the area of losses. Furthermore 100% of maintenance on the substation was done in terms of the maintenance plan. This will resolve some of the losses.
OPMS 43	All	4.3.1	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Developing a capable and Development State	Optimise budget implementation in the municipality	Municipal Financial Viability and Management	Spent at least 90% of the operating budget amount by 30 June 2016 (Actual expenditure/ Approved ES budget)	Percentage of operating budget spent on ES projects by 30 June 2016	90%	91%	90%	93%		
OPMS 44	All	4.3.2	A responsive and accountable, effective and efficient local government system	Municipal Financial Viability and Management	Developing a capable and Development State	Optimise budget implementation in the municipality	Municipal Financial Viability and Management	Spent at least 90% of the Capital budget amount by 30 June 2016 (Actual expenditure/ Approved capital budget)	Percentage of capital budget spent on capital projects by 30 June 2016	90%	76%	90%	86%		The procurement plan has been developed by the Chief Financial Officer and he has instructed the SCM Unit will to monitor the plan in consultation with the set Bid Committee meetings. This will ensure timeous capital expenditure

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
OPMS 45	All	5.1.1	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	Clean Audit	Good Governance and Public Participation	Submit a report to EXCO by 31 March 2016 on the measures taken to ensure that matters raised in the 2014/15 Audit have been resolved	Report submitted to the Executive Committee by 31 March 2016 on the actions taken by management in terms of improving the 2014/2015 Audit Opinion of the Municipality	1	2	1	2		
OPMS 46	Office of the MM	5.2.1	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	Mitigate the Impact of HIV/Aids in the Municipality area	Good Governance and Public Participation	Coordinate the quarterly meetings of the uMlalazi Aids Council	Number of uMlalazi Aids Council meetings held by 30 June 2016	4	4	4	4		
OPMS 47	Office of the MM	5.2.2	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	Mitigate the Impact of HIV/Aids in the Municipality area	Good Governance and Public Participation	Review HIV/Aids Plan and submit to exco by 30 June 2016	HIV/Aids Plan reviewed and submitted to exco by 30 June 2016	1	0	1	1		
OPMS 48	All	5.3.1	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To reduce Risk to the Organisation	Good Governance and Public Participation	Review Enterprise Risk Plan and submit to exco by 30 June 2017	Enterprise Risk Plan reviewed and submitted to exco by 30 June 2017	1	1	1	1		
OPMS 48 (a)	All		A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To reduce Risk to the Organisation	Good Governance and Public Participation	Review departmental Enterprise Risk Registers quarterly and submit report to Audit Committee	Number of reports submitted to Audit Committee by 30 June 2016 on the review of the departmental Enterprise	1	1	4	4		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
									Risk Registers						
OPMS 49	All	5.3.2	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To reduce Risk to the Organisation	Good Governance and Public Participation	Review Fraud Risk Plan and submit to exco by 30 June 2017	Fraud Risk Plan reviewed and submitted to exco by 30 June 2017	1	1	1	1		
OPMS 50	All	5.4.1	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To effectively implement the Back to Basics programme	Good Governance and Public Participation	Submit quarterly reports to EXCO on initiatives implemented on Back to Basics programme	Number of reports submitted to EXCO by 30 June 2016 on the initiatives undertaken on Back to Basics	0	0	4	5		
OPMS 51	Planning and Development	5.5.1	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	Ensure that public participation structures are established, capacitated and functional	Good Governance and Public Participation	Roll out IDP and Budget public participation through 8 road shows and 26 one on one meetings with Councillors by 30 June 2016	No of IDP roadshows/ meetings held by 30 June 2016	26	8	34	15	19	All 26 Wards were involved in the IDP public participation process, however it was done in clusters. The 2016/2017 Scorecard has been amended to accommodate the clusters.
OPMS 52	Office of the MM	5.5.2	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	Ensure that public participation structures are established, capacitated and functional	Good Governance and Public Participation	Submit quarterly reports to EXCO on the functionality of all Ward Committees (include training and development)	No of reports submitted to EXCO by 30 June 2016	26	0	1	1		
OPMS 55	Office of the MM	5.7.1	A responsive and accountable, effective and efficient local	Good Governance and Public Participation	Developing a capable and Development State	To ensure effective oversight by the Municipality	Good Governance and Public Participation	Review Top Layer SDBIP and submit to Council by 30 June 2016	Top Layer SDBIP reviewed and submitted to Council by 30 June 2016	1	1	1	1		

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
			government system												
OPMS 56	Office of the MM	5.7.2	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To ensure effective oversight by the Municipality	Good Governance and Public Participation	Hold quarterly Performance Audit Committee meetings	No of PAC meetings held by 30 June 2016	4	4	4	4		
OPMS 57	Office of the MM	5.7.3	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To ensure effective oversight by the Municipality	Good Governance and Public Participation	Hold Quarterly Municipal Public Accounts Committee (MPAC) meetings	No. Of MPAC meetings held by 30 June 2016	4	4	4	3	1	Meeting was not held due to no quorum. A report was forwarded to the Speaker, Mayor and MEC requesting for their intervention.
OPMS 58	Office of the MM	5.7.4	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To ensure effective oversight by the Municipality	Good Governance and Public Participation	Hold Quarterly Audit Committee meetings	No. of Audit Committee meetings held by 30 June 2016	4	4	4	4		
OPMS 59	Finance	5.7.5	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To ensure effective oversight by the Municipality	Good Governance and Public Participation	Submit the annual financial statements by 31 August 2015 to the Office of the Auditor-General	Financial statements submitted by 31 August 2015 to the Office of the Auditor-General	1	1	1	1		
OPMS 60	Office of the MM	5.7.6	A responsive and accountable, effective and efficient local government system	Good Governance and Public Participation	Developing a capable and Development State	To ensure effective oversight by the Municipality	Good Governance and Public Participation	Submit Oversight Report of annual report to council by 31 March 2016	oversight report submitted to Council by 31 March 2016	1	1	1	1		
OPMS 61	Planning and Development	6.1.1	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	To ensure sustainable planning and development of the municipal area	Cross Cutting Issues	Prepare & Review Land Use Management Scheme for Rural and Urban Areas and submit	Land Use Management Scheme for Rural and Urban Areas prepared and submitted to	1	2	1	0	1	LUMS was completed. A report was done by the Senior Town Planner for final adoption by EXCO in October 2016.

REF	Responsible Department	IDP REF	National Outcome	National KPA	NDP Objective	Strategic Objective	Municipal KPA	Strategy	Indicator	2014/2015 TARGET	2014/2015 ACTUAL	2015/2016 TARGET	2015/2016 ACTUAL	VARIANCE	PLANNED MEASURES TAKEN FOR IMPROVEMENT
								to EXCO by 30 June 2016	EXCO by 30 June 2016						
OPMS 62	Planning and Development	6.1.2	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	To ensure sustainable planning and development of the municipal area	Cross Cutting Issues	Submit a report to Portfolio Committee by 30 June 2016 on the municipality's participation in the management of the coast via the Coastal Management Working Group	No of reports submitted to the Portfolio Committee by 30 June 2016 on Coastal Working Group meetings	4	1	1	0	1	Target was not achieved due to capacity. The Senior Town Planner has submitted a request to HR to amend the organogram to include the position of an Environmental Officer. Next step will be to include funds for the filling of the position in the budget.
OPMS 63	Planning and Development	6.1.3	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	To ensure sustainable planning and development of the municipal area	Cross Cutting Issues	Review uMlalazi Municipality IDP and submit to Council by 30 June 2016.	IDP Reviewed and submitted to Council by 30 June 2016 .	1	1	1	1		
OPMS 64	Planning and Development	6.1.4	A responsive and accountable, effective and efficient local government system	Basic Service Delivery	Developing a capable and Development State	To ensure sustainable planning and development of the municipal area	Cross Cutting Issues	Database of Municipal land to be reviewed and submitted to Exco by 30 June 2016	Database of Municipal land reviewed and submitted to Exco by 30 June 2016	1	1	1	0	1	Database of land was completed. A report was done by the Senior Town Planner for final adoption by EXCO in October 2016..

## COMPONENT C: MANAGING THE MUNICIPAL WORKFORCE

### Introduction to Municipal Workforce Management

It is hardly possible to maintain a high level of service delivery and adhering to the duties imposed by the Constitution and Batho Pele Principles on public servants, if sound discipline in the workplace is not maintained. The uMlalazi Municipality takes pride in its commitment to ensure sound discipline in order to deliver the best quality of service to the community.

The staffing policy and process embodies various actions as part of a holistic process. Advertisements, recruitment, selection, promotions and transfers all form part of staffing. Management, Line Managers, Human Resources, Council and Trade Unions are involved in the entire process and the policy endeavors to enable such role-players to perform their allotted responsibilities as effective and efficient as possible

Managers are also regularly informed and advised of trends and equipped with knowledge to manage poor discipline.

Continuous action is taken to reduce the high level of sick leave. Regular incapacity investigations are held to detect possible sick leave abuse and/or to identify cases which qualify for medical boarding.

The procedure as prescribed in the Labour Relations Act and Employment Equity Act is followed to ensure compliance with said legislation.

### 4.3 POLICIES

During the period under review the municipality has managed to review and develop some policies as captured in the report hereunder.

Name of Policy	Completed	Reviewed	Date adopted by Council or comment on failure to adopt
Code of Conduct for Employees	YES		As per Schedule 2 of the Municipal Systems Act 32 of 2000 and the Disciplinary Procedure and Code Collective Agreement (SALGBC)
Disciplinary Code and Procedures	Yes		As per agreement at the South African Local Government Bargaining Council
Employee Assistance / Wellness	Yes		
Grievance Procedures	Yes		As per agreement at the South African Bargaining Council
Human Resource and development	Yes		06/07/2010 (Training and Development Policy)
Leave		Yes	03/04/2013
Official Working Hours	Yes		Specified in the employment contract entered into with employee

## Workforce Policy Development

The uMlalazi Municipality adheres to the South African labour laws that regulate administration of its workforce and is therefore committed to improvement and progress on the municipal workforce policies.

The Municipality continued to pursue good workforce management in the year under review and reviewed its policies based on its strategic objectives to annually improve its performance.

The Municipality is committed to maintaining and implementing effective workforce policies that promote and illustrate both clear procedural and substantial fairness.

### 4.4 INJURIES, SICKNESS AND SUSPENSIONS

There are incidents of injury on duty and when such incidents do occur, the employee is referred to the Doctor for attention at council's cost. The employees are entitled to eighty days sick leave in a three year leave cycle in terms of the SALGBC Main Collective Agreement.

Number and costs of Injuries on Duty		
Type of Injury	Injury Leave taken (days)	Total Estimated Cost
Required basic medical attention only	13	R 3000.00
Temporary total disablement	Nil	N/A
Permanent disablement	Nil	N/A
Fatal	Nil	N/A
<b>Total</b>		

Number and Period of Suspensions				
Position	Nature of Alleged Misconduct	Date of Suspension	Details of Disciplinary Action taken or status of Case and Reasons why not finalized	Date finalized
1	Failure to conduct himself with honesty and Integrity. Employee consumed alcohol whilst on Stand-	25 November 2015	1) Presiding Officer's ordered that the employee be dismissed with immediate effect (10 February 2016) with right to appeal	Awaiting finalisation

	by, hit pedestrian and failed to report accident to employer; and used municipal vehicle for personal use.		<p>2) Employee Appealed internally and Chairperson of Disciplinary Appeal Hearing on 14 April 2016 ordered that employee be re-instated and a Disciplinary Hearing date be set with a new Presiding Office due to the fact that the initial Disciplinary Hearing was held in absentia of the employee.</p> <p>The newly appointed Presiding Officer ordered that employee be dismissed with immediate effect with a right to appeal. Employee appealed internally and dismissal was confirmed as an appropriate sanction.</p>	
--	--	--	---	--

#### Disciplinary Action taken on cases of Financial Misconduct

Position	Nature of Alleged Misconduct and Rand value of any loss to the municipality	Disciplinary Action taken	Date Finalized
None	None	None	None



## **COMPONENT D: CAPACITATING THE MUNICIPAL WORKFORCE**

### **Introduction to Workforce Capacity Development**

#### **INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT**

The municipality develops its human resources by ensuring that there is sustainable capacity building. This is done in the first place by conducting by identifying skills gaps through a skills audit. In doing so, skills audit forms are handed out to employees for them to complete. In completing the forms, the employees indicate their training needs. These are the skills which, if acquired by the employees, the employees will be able to effectively and efficiently perform their functions.

After the employees shall have returned their completed skills audit forms, then collate the information with the purpose of coming out a clear training and skills development plan.

The plan is referred to as the Workplace Skills Plan. It is this plan which if approved by the relevant council committees it is then submitted to the LGSETA as a guiding document in terms of which training will be done for the particular financial year.

The challenge is that in undergoing the above outlined process and thus negatively impacting on the capacity development, is the non or late-returning of the skills audit forms, the, employees requiring training outside their areas of work and competency.

The 2015/2016 WSP and the Annual training reports which were submitted to the LGSETA can reflect more details on the above description. The total training costs for staff and Councillors in the year under review was R808 697.36.

## **COMPONENT E: MANAGING THE WORKFORCE EXPENDITURE**

### **4.6 EMPLOYEE EXPENDITURE**

During the year 2015/2016, the salary bill of the Municipality was R 72 996 978. The workforce expenditure per category is as follows:-

<b>Category</b>	<b>Total Salaries paid for 2015/2016</b>
Employees	R 54 513 292
Councillors	R 17 442 539
Contracts	R 1 041 147

The Municipality uses the VIP Payroll Systems. Employees, including Councillors, receive their printed payslips on a monthly basis. The pay day for the Municipality is the 20<sup>th</sup> of each month.

---

# CHAPTER 5

## FINANCIAL PERFORMANCE



## FINANCIAL PERFORMANCE

Refer to the Annual Financial Statements under Volume II.

---

# **CHAPTER 6**

## **AUDITOR GENERAL'S FINDINGS**



**A U D I T O R - G E N E R A L**  
**S O U T H   A F R I C A**

*Auditing to build public confidence*

---

**uMLALAZI LOCAL MUNICIPALITY**  
**AUDIT ACTION PLAN**  
**2015/2016 EXTERNAL AUDIT FINDINGS**

## Plan of Corrective Measures by the respective departments to address findings raised by the AG

Category	No.	Findings	Action Plan	Person Resp.	Due Date
<b>ANNEXURE A: Matters affecting the Audit Report</b>					
Unauthorized, Irregular and Fruitless & wasteful expenditure	1	<p><b>Unauthorised, irregular or fruitless and wasteful expenditure not prevented.</b></p> <p>During the review of annual financial statements, it was noted that the municipality incurred irregular expenditure amounting to R443 152, fruitless and wasteful expenditure amounting to R9 348 and unauthorised expenditure amounting to R11 144 885.</p> <p><b>Material Losses</b></p> <p>As disclosed in note 52 to the financial statements, material losses of 5,09 kilowatt hours amounting to R6,92 million (2014-15: 5,69 kilowatt hours amounting to R8,54 million) were incurred as a result of electricity distribution losses.</p>	<p><b><u>Unauthorized expenditure:</u></b></p> <p><i>To avoid the above, additional budget will be provided for the following:</i></p> <p><i>Bad debts - R15 203 310</i></p> <p><i>Depreciation – R2 153 730</i></p> <p><i>This provision will be made with the adjustments budget.</i></p>	All Departments – Finance	February 2017
Expenditure management	2	<p><b>Expenditure: invoices not paid within 30 days of receipt</b></p> <p>During the audit of expenditure, it was noted some expenditure transactions were not date stamped as a result we were not able to count if the municipality paid within 30 days of receiving the invoices</p>	A procedure manual will be developed and this procedure manual will stipulate all the steps to be taken after receipt of an invoice before it is processed on the system for payment.	Finance – Expenditure	31 March 2017

<b>Expenditure management</b>		<p><b>Difference between VAT control account and statement from SARS</b></p> <p>Section 122 of the MFMA states that every municipality and every municipal entity must for each financial year prepare annual financial statements which fairly presents the state of affairs of the municipality or entity, its performance against its budget, its management of revenue, expenditure, assets and liabilities, its business activities, its financial results, and its financial position as at the end of the financial year.</p> <p>During the audit of value added tax, it was noted the VAT control account did not agree to the SARS closing balance per statement as follows;</p> <p>Balance per financial statements R13 702 646 (R14 479 582 – R776 936)</p> <p>Balance per SARS statement R 9 664 139</p> <p>Difference R 4 038 507</p>	<p><i>Monthly reconciliation between statement from SARS and the control vote will be performed and will be reviewed by a senior financial officer</i></p>	<b>Finance – Expenditure</b>	31 March 2017
Management of Assets - PPE	3	<p><b>Unique number not assigned to all assets</b></p> <p>During the audit of property, plant and equipment; it was noted that the some of the assets in the Municipality do not have an asset number.</p>	<ul style="list-style-type: none"> <li>•Asset numbers are assigned to all movable assets that were purchase towards the end of the 2015/2016 financial year.</li> <li>•A request will be sent to GIS officer to assist in getting GPS coordinates for the location of Infrastructure Assets.</li> </ul>	Finance - Assets	

Management of Fixed Asset Register	4	<b>Profit / loss on disposal incorrectly calculated</b>  During the audit of property, plant and equipment; it was noted that the profit/ loss on disposal of assets was calculated incorrectly for the Municipal Assets	The correction of Profit /Loss calculation was done, a Journal will be process to effect changes on the Financial system. <i>NB! Profit/Loss calculation is attached</i>	Finance – Assets	Completed
Contract Management	5	<b>Consultant expenditure is higher than contract value</b>  A recalculation of all payments made to the consultant was performed. A total value of R2 065 941.68 was paid to date to this consultant. This amounts to a total of R239 605 which is in excess of the agreed contract value.	The Contract Monitoring Officer will monitor the expenditure against the appointed contract amount of all contracts.	Finance	Ongoing through the year
Civil Engineering	6	<b>Roads infrastructure – Road asset management system</b>  It was noted that the municipality uses a pavement management system for condition assessments for urban roads; however, no system is in place for road maintenance on rural roads (no plan). The municipality makes use of a reactive maintenance meaning that the municipality only reacts to critical roads that were observed by the plant supervisor during the grading programme and also respond to ward councilor's request.  Furthermore, as a result of no system in place it was also noted that the municipality does not make use of a preplanned repair and maintenance process (urban and rural) for budgetary purposes. An estimated amount is used for budgetary purposes with no brake down	The engineering services civil section will ensure that there is a proper maintenance plan for both urban and rural roads in 2017/2018 financial year through use of pavement management monitoring system, but for rural roads, only the data collected by supervisor during grading programme could be used as a result of roads asset management system programme that was initiated by Department of transport not producing desired outcomes.	Engineering	

Civil Engineering	7	<b>Road Infrastructure - No road infrastructure policy in place</b>  It was noted that the municipality had no policy regarding repairs and maintenance of road infrastructure in place. Service delivery planning is driven by what is envisaged in a policy. Lack of an approved policy will impact on proper planning and decision making to achieve desired outcomes in respect of the management of road infrastructure. This matter was also raised as a finding during the 2013/14/15 financial years audit but no remedial action has been taken.	Currently the service delivery planning for new or upgrade of infrastructure is driven by IDP while roads infrastructure maintenance is informed by pavement management system for urban roads. Due to current staff incapacity in this department the policy will be completed no later than 30 November 2017.	Engineering	
Payroll Management	10	<b>Overtime not pre-approved</b>  During the Audit it was noted that some of the overtime worked was not pre-approved and no information was obtained to justify that it was emergency.	Overtime forms pre-approved and reviewed by Supervisor and Director. Overtime forms and reports submitted to Portfolio Committee for oversight.	All Departments	
Finance – Supply Chain Management	11	<b>Suppliers in service of the state</b>  During our review we noted that 50 suppliers were still registered on uMlalazi database while in service of the state.	Letters were sent to all the identified suppliers, and where necessary suppliers were removed from the database.	Finance - SCM	Dec 2016
Finance – Supply Chain Management		<b>Procurement processes not followed for security services</b>  It was noted that procurement processes were not followed for expenditure relating to the provision of security services to councillors. Regulation 36(1)(a)v was applied by the Municipality and motivated on the basis that selection of a service provider is of the councillors' preference.		Finance - SCM	

Performance Management System	8	<p><b>Target and Indicator of reported information not well defined</b></p> <p>a) During the auditing of predetermined objectives, the following indicator was noted as not being precise and measurable:</p> <p>Trading shelters in Eshowe and Ging completed by 30 June 2016 - 42% instead of 100%</p>	The target has been amended in the 2016/2017 scorecard. It now refers to the number of shelters to be built.	Performance	Completed
Performance Management System	9	<p><b>Inconsistent reporting on supporting documentation to the reported targets</b></p> <p>a) During auditing of predetermined objectives, the following inconsistencies were noted: <b><u>1. Youth business advisory center</u></b></p> <p>b) During auditing of the minutes of the meetings by the portfolio committee where the reports should have been submitted, it was noted that there was no consistency in a way of reporting. The below table shows the work done on the supporting documents provided</p> <p><b>No adequate controls on the supporting documentation for Free Basic Refuse Services objective/indicator</b></p>	<p>The Planning &amp; Development Committee Agenda has been restructured and all reports relating to the Youth Business Advisory Centre are done under the heading "Youth Business Advisory Centre".</p> <p>The Director Community Services is aware of what is required in terms of the evidence for the number of households receiving</p>	Performance	<p>Completed</p> <p>31 March 2017</p>



		<p>During auditing of supporting documentation to the reported actual number of households (14388) with access to free basic refuse services in 2015/16, on review of the registers supporting the actual achievement; the following was noted with regards to registers:</p> <ul style="list-style-type: none"> <li>• The registers signed by households are not dated - This made it difficult for auditors to confirm if the registers are for the period being audited.</li> <li>• The registers are not numbered sequentially - This made it difficult for auditors to confirm if there are duplicates in registers or if there were missing registers. (Completeness)</li> <li>• The registers are not identified to which ward or area do they belong to - This made it difficult for auditors to identify if all wards that should have had free access to refuse services were covered.</li> </ul> <p>The registers are not signed by the officials responsible for registers - This made it difficult for auditors to conclude on validity of the registers provided, as some of the registers are not signed by households as it should be.</p>	<p>the refuse removal services in the rural areas. The PMS Manager will monitor the evidence when it is completed by the relevant department.</p>		
--	--	--	---	--	--

---

# APPENDICES

---

## Appendix A:

### Councillors; Committee Allocation and Council Attendance

COUNCIL MEMBERS	FULL TIME (FT) / PART TIME (PT)	WARD & PARTY REPRESENTED	MEETINGS MISSED	DATE OF MEETING NOT ATTENDED (WITH & WITHOUT LEAVE OF ABSENCE)
E N Mtshali	FT	ANC	Standing Rules and Orders Com	27 October 2015
T B Zulu	FT	ANC	Standing Rules And Orders Com	27 October 2015
			Special Council	28 December 2015
M M M Ntuli	FT	NFP (WARD 3)	Executive Committee	01 July 2015
			Special Council	16 July 2015
			Community Services	11 August 2015
			Council	29 September 2015 08 October 2015
			EXCO	04 November 2015
			Council	08 December 2015 15 December 2015
			EXCO	18 December 2015
			Special Council	28 December 2015
			Special Council	22 January 2016
			Community Services	26 January 2016
			Special Council	18 February 2016
			Special Council	26 January 2016
			EXCO	06 April 2016 15 April 2016
			Special Council	16 March 2016
			Community Services	05 May 2016
M B Biyela	FT	NFP (WARD 24)	LED	12 August 2015
			Council	29 September 2015
			Standing Rules and Orders Com	27 October 2015
			Council	08 December 2015
			Special Council	28 December 2015
			Special Council	16 March 2016
			LED	31 May 2016
N L Biyela	PT	ANC (WARD 1)	Corporate Services	09 July 2015
			Corporate Services	10 September 2015
			Council	08 October 2015
Z H Biyela	PT	NFP	Council	29 September 2015
			Financial Management	04 November 2015
			Financial Management	02 December 2015
			Council	08 December 2015 15 December 2015

			Financial Management	06 April 2016
				15 April 2016
				29 April 2016
B S Cebekhulu	PT	ANC		15 September 2015
			Protection Services	22 September 2015
			Protection Services	13 November 2015
M M Cebekhulu	PT	IFP (WARD 7)	Council	29 September 2015
			Protection Services	10 November 2015
				13 November 2015
				18 November 2015
			Council	08 December 2015
			Special Council	28 December 2015
			Protection Services	07 April 2016
P G Dlolane	PT	IFP	Community Services	11 August 2015
			Council	29 September 2015
			Council	08 December 2015
			Community Services	26 January 2016
			Special Council	26 January 2016
			LED	31 May 2016
M E Dlamini	PT	ANC (WARD 12)		
M Dlodla	PT	IFP (WARD 9)	Corporate Services	10 September 2015
			Council	29 September 2015
			Corporate Services	12 November 2015
				18 November 2015
			Council	08 December 2015
			Corporate Services	10 February 2016
			Council	29 March 2016
C Gamede	FT	ANC		
T A Hlatshwayo	PT	ANC (WARD 26)	Protection Services	15 September 2015
			Council	29 September 2015
			Protection Services	13 November 2015
				18 November 2015
			Engineering Services	18 November 2015
			Special Council	28 December 2015
			Protection Services	26 January 2016
			Protection Services	04 February 2016
			Engineering Services	09 February 2016
			Protection Services	07 April 2016
				12 April 2016
E Z Jaffe	PT	ANC	Special Council	22 January 2016

			Special Council	18 February 2016
			Special Council	16 March 2016
			LED	08 March 2016
			Special Council	16 March 2016
M M Khanyile	PT	ANC (WARD 11)	Financial Management	02 December 2015
			Corporate Services	10 February 2016
K Khumalo	PT	IFP (WARD 4)	Council	29 September 2015 08 October 2015
			Council	08 December 2015
S B Larkan	FT	IFP	Council	29 September 2015
			Financial Management Com	07 October 2015
			Financial Management Com	02 December 2015
			EXCO	02 December 2015
			Council	08 December 2015
			EXCO	06 April 2016 15 April 2016
			Financial Management Com	06 April 2016 15 April 2016 29 April 2016
B C Magwaza	PT	IFP	Protection Services	07 July 2015
			Special Council	08 July 2015
			Special Council	16 July 2015
			Council	29 September 2015
			Protection Services	10 November 2015 13 November 2015 18 November 2015
			Council	08 December 2015
			Protection Services	04 February 2016
			Protection Services	
K B Magwaza	PT	IFP (WARD 14)	Council	29 September 2015
			Protection Services	11 November 2015 18 November 2015
			Council	08 December 2015
S G Mbambo	PT	IFP	Council	29 September 2015
			Financial Management	07 October 2015
			Corporate Services	12 November 2015 18 November 2015
			Financial Management	02 December 2015
			Council	08 December 2015 06 April 2016

			Financial Management Com	15 April 2016
			Protection Services	07 April 2016
				28 April 2016
			Special Council	16 March 2016
S K Mbatha	PT	NFP	Protection Services	08 September 2015
				15 September 2015
				22 September 2015
			Council	29 September 2015
			Protection Services	10 November 2015
				13 November 2015
				18 November 2015
				26 January 2015
			Council	08 December 2015
M Mbuyazi	PT	ANC		15 December 2015
			Special Council	28 December 2015
			Special Council	29 March 2016
			Protection Services	07 April 2016
			Protection Services	07 July 2015
			Special Council	08 July 2015
			Protection Services	15 September 2015
			Special LED	16 September 2015
			Protection Services	13 November 2015
M F Mdluli	PT	DA		18 November 2015
			Special Council	22 January 2016
			Protection Services	04 February 2016
			Council	29 September 2015
			Council	08 December 2015
			Special Council	16 March 2016
			Financial Management	05 August 2015
			Financial Management	02 September 2015
			Council	29 September 2015
N M Mnqayi	PT	ANC (WARD 21)	Financial Management Com	04 November 2015
			Financial Management Com	18 December 2015
			Financial Management Com	03 February 2016
			Financial Management Com	02 March 2016
			Engineering Services	28 April 2016
			Financial Management	15 April 2015

F M Mtengu	PT	ANC (WARD 6)	Special Council	16 July 2015
			Council	08 October 2015
			Engineering Services	18 November 2015
			Special Council	22 January 2016
			Engineering Services	12 April 2016
M M Mzimela	PT	IFP (WARD 23)	Special Council	08 July 2015
			Council	29 September 2015
			Council	08 December 2015
			Special Council	28 December 2015
			Special Council	22 January 2016
			Special Council	18 February 2016
			Special Council	16 March 2016
N S Mzimela	PT	NFP	Council	29 September 2015 08 October 2015
			Council	08 December 2015 15 December 2015
			Community Services	03 March 2016
			Community Services	05 May 2016
W P Mzimela	PT		Special Council	18 February 2016
S Naicker	PT	ANC	Financial Management	05 August 2015
C T Ndwalane	FT	ANC	Special Council	28 December 2015
			Community Services	03 March 2016
I F Ndwandwe	PT	IFP (WARD 16)	Special Council	16 July 2015
			Council	29 September 2015 08 October 2015
			Council	08 December 2015 15 December 2015
			Special Council	28 December 2015
			Special Council	18 February 2016
			Special Council	16 March 2016
B R L Ngema	FT	NFP	Council	29 September 2015
			Financial Management Com	07 October 2015
			Finance Management Com	04 November 2015
			EXCO	04 November 2015
			Corporate Services	12 November 2015 18 November 2015
			Engineering Services	11 November 2015 18 November 2015
				02 December 2015



			Financial Management Com	18 December 2015
			EXCO	02 December 2015
				18 December 2015
			Council	08 December 2015
				15 December 2015
			Special Council	22 January 2016
			EXCO	06 April 2016
				15 April 2016
S G Ngema	FT	ANC (WARD 13)	Financial Management	06 April 2016
				15 April 2016
			Executive Committee	05 August 2015
			Financial Management	05 August 2015
			EXCO	03 February 2016
			Financial Management	03 February 2016
			EXCO	06 April 2016
			Engineering Services	28 April 2016
			Financial Management	15 April 2016
				29 April 2016
N L Ngidi	PT	IFP	Council	29 September 2015
			Council	08 December 2015
			Special Council	16 March 2016
D T Ngonyama	PT	IFP (WARD 2)	Council	29 September 2015
				11 November 2015
			Engineering Services	18 November 2015
			Council	08 December 2015
			Engineering Services	09 February 2016
			Special Council	16 March 2016
M Z Nkwanyana	PT	ANC (WARD 22)	Engineering Services	11 November 2015
			Engineering Services	12 April 2016
				28 April 2016
T E Ntsele	PT	ANC (WARD 25)	Special Council	28 December 2015
M G Ntuli	PT	NFP	Special Council	16 July 2015
				08 September 2015
			Protection Services	15 September 2015
			Council	29 September 2015
			Protection Services	10 November 2015
				13 November 2015
				18 November 2015
				08 December 2015

			Council	15 December 2015
			Special Council	28 December 2015
			Special Council	22 January 2016
			Protection Services	07 April 2016
J K Powell	FT	IFP (WARD 19)	Council	29 September 2015
			Corporate Services	12 November 2015 18 November 2015
			EXCO	02 December 2015
			Council	08 December 2015
			EXCO	06 April 2016 06 April 2016
M H Qwabe	PT	ANC (WARD 15)	Special Council	08 July 2015
			Council	29 September 2015 08 October 2015
			Community Services	03 March 2016
S Schoeman	PT	IFP	Council	29 September 2015
			Council	08 December 2015
T G Shandu	PT	ANC (WARD 17)		
B P Simelane	PT	ANC	Council	29 September 2015
			Engineering Services	09 February 2016
			Special Council	18 February 2016
S S Sithole	PT	NFP	LED	12 August 2015
			Council	29 September 2015
			Council	08 December 2015 15 December 2015
E A Talmage	PT	IFP (WARD 18)	Special Council	16 July 2015
			Financial Management	05 August 2015
			Council	29 September 2015 08 October 2015
			Financial Management	07 October 2015
			Financial Management	04 November 2015
			Council	08 December 2015
			Special Council	22 January 2016
			Special Council	18 February
			Financial Management	02 March 2016
			Financial Management	06 April 2016 15 April 2016 29 April 2016
			Engineering Services	28 April 2016
B L Thusi	PT	NFP	Council	08 October 2015
				12 November 2015

			Corporate Services	18 November 2015
			Engineering Services	11 November 2015
				18 November 2015
			Council	08 December 2015
I Woollatt	FT	ANC		15 December 2015
			Special Council	16 March 2016
			Council	29 September 2015
			Special Council	22 January 2016
Q T Xulu	FT	IFP	Special Council	18 February 2016
			Council	29 September 2015
			EXCO	09 October 2015
			EXCO	02 December 2015
V M Xulu	PT	IFP	Council	08 December 2015
			EXCO	02 March 2016
			EXCO	06 April 2016
				15 April 2016
			Community Services	05 May 2016
			Engineering Services	08 July 2015
			Special Council	08 July 2015
M G Zondi	PT	ANC (WARD 20)	Engineering Services	09 September 2015
			Council	29 September 2015
			Engineering Services	11 November 2015
				18 November 2015
N S Zulu	PT	ANC (WARD 5)	Council	08 December 2015
			Protection Services	08 September 2015
				15 September 2015
E M Zwane	PT	ANC (WARD 10)	Protection Services	26 January 2015

## Appendix B:

### Committee and Committee Purpose

Executive Committee		
His Worship the Mayor Councillor T B Zulu <b>(Chairperson)</b>	(ANC)	<b>Full Time</b>
The Deputy Mayor Councillor MMM Ntuli	(NFP)	<b>Full time</b>
Councillor C Gamede	(ANC)	<b>Full time</b>
Councillor C T Ndwalane	(ANC)	<b>Full time</b>
Alderman S B Larkan	(IFP)	<b>Full time</b>
Councillor B R L Ngema	(NFP)	<b>Full time</b>
Councillor S G Ngema	(ANC)	<b>Full time</b>
Councillor J K Powell	(IFP)	<b>Full time</b>
Councillor I Woollatt	(ANC)	<b>Full time</b>
Councillor Q T Xulu	(IFP)	<b>Full time</b>

Financial Management Committee	
MEMBERSHIP	PURPOSE
<p>Councillor T B Zulu (Chairperson) Councillor N M Mnqayi Councillor S G Ngema Councillor S Naicker Councillor M M Khanyile Councillor S G Mbambo Alderman S B Larkan Councillor E A Talmage Councillor B R L Ngema Councillor Z H Biyela</p>	<p>The Financial Services Committee is established in terms of Section 79 of the Local Government Municipal Structures Act 117 of 1998 to advise the Executive Committee and ultimately the uMlalazi Council and to promote effective and efficient financial management within the uMlalazi Municipality.</p> <p><b><u>FUNCTIONS</u></b></p> <p>The Financial Services Committee is appointed to ensure the effective and efficient management of the Council's financial resources with specific reference to assist with the compliance with the provisions of the Local Government : Municipal Finance Management Act 56 of 2003. In this respect the committee will amongst others consider and report on.</p> <ul style="list-style-type: none"> <li>▪ Monthly reporting on revenue and spending in respect of the Council's Budget.</li> <li>▪ Quarterly reports on progress with the Capital Programme.</li> <li>▪ Managers of Departments or their designee will attend meetings of the Committee at the request of the Municipal Manager.</li> <li>▪ Applications for grants-in-aid (excluding sporting matters)</li> </ul> <p>In considering matters referred to the Committee, cognizance is taken that the Municipal Manager may not in terms of the provisions of the Local Government : Municipal Finance Management Act 56 of 2003, delegate to any political structure or political bearer of the municipality any of the powers or duties assigned to the accounting officer in terms of the said Act.</p>
Corporate Services Committee	
MEMBERSHIP	PURPOSE
<p>Councillor B R L Ngema (Chairperson) Councillor C T Ndwane Councillor M G Zondi Councillor M M Khanyile Councillor M E Dlamini Councillor N L Biyela Councillor J K Powell Councillor S .G Mbambo Councillor M Dlodla Councillor B L Thusi</p>	<p>The Corporate Services Committee is established in terms of Section 80 of the Local Government Municipal Structures Act 117 of 1998 to promote the delivery of Corporate Services in the uMlalazi Municipal area.</p> <p>To advise the Executive Committee of all matters pertaining to the Corporate Services Department which include housing projects (excluding the allocation of beneficiaries to housing projects which will be submitted direct to the Executive Committee), library services, museum services, publicity, trade licenses, legal services, legislation and any related matters undertaken by the Council which are in line with its Integrated Development Plan.</p>

Engineering Services Committee	
MEMBERSHIP	PURPOSE
Councillor BRL Ngema <b>(Chairperson)</b> Councillor S G Ngema Councillor B P Simelane Councillor F M Mtengu Councillor M Z Nkwanyana Councillor T A Hlatshwayo Councillor V M Xulu Councillor D T Ngonyama Councillor K B Magwaza Councillor B L Thusi	<p>The Engineering Services Committee is established in terms of Section 79 of the Local Government Municipal Structures Act 117 of 1998 to promote the delivery of Engineering Services in the uMlalazi Municipal area.</p> <p>To advise the Executive Committee and ultimately the uMlalazi Council on basic services needs as determined in the Council's Integrated Development plan; such as</p> <ul style="list-style-type: none"> <li>• The identification of the water needs of the community in the uMlalazi Municipal area and the provision of same, always in consultation with the uThungulu District Municipality and having due regard to the Water Development Plan as set out in the Integrated Development Plan (District)</li> <li>• The provision of electricity to the consumers in the uMlalazi Municipal area through the assistance of the electricity provider – Eskom.</li> <li>• The determination of an electricity maintenance/upgrading plan where the uMlalazi Council is the electricity provider; such plan to be reviewed at the end of each financial year.</li> <li>• Progress reports on HV and LV upgrading will be submitted to the Committee at every scheduled meeting.</li> <li>• The improvement of roads within the rural area of uMlalazi through consultation with the Department of Transport KwaZulu-natal.</li> <li>• The annual determination of the roads resurfacing/maintenance programme.</li> <li>• The determination and consideration of the roads causeway programme.</li> <li>• The determination of the resurfacing of sidewalks, road reserves within the urban areas of uMlalazi.</li> </ul> <p>The Committee will consider the elevation of building plans in accordance with the relevant town planning schemes of the urban nodes</p>

Community Services Committee	
MEMBERSHIP	PURPOSE
Councillor C Gamede <b>(Chairperson)</b> Councillor E M Zwane Councillor M H Qwabe Councillor T G Shandu Councillor C T Ndwalane Councillor Q T Xulu Councillor N L Ngidi Councillor P G Dlolane Councillor M M M Ntuli Councillor N S Mzimela	<p>The Community Services Committee is established in terms of Section 79 of the Local Government Municipal Structures Act 117 of 1998 to promote the delivery of Engineering Services in the uMlalazi Municipal area.</p> <p>The Committee is designated to oversee matters related to health, education, youth, environment, social welfare, arts and culture, and sport. The uMlalazi Community Services Committee shall advance and uphold the principles of the Environmental Policy of the uMlalazi Council.</p> <p>The Committee will consider all applications of sport bodies for grants-in-aid, and will consider requests/reports from ward committees relating to the terms of reference of the uMlalazi Community Services Committee</p>

Protection Services Committee	
MEMBERSHIP	PURPOSE
Councillor I Woollatt <b>(Chairperson)</b> Councillor N S Zulu Councillor T A Hlatshwayo Councillor B S Cebekhulu Councillor M M Cebekhulu Councillor B C Magwaza Councillor S G Mbambo Councillor Z A Mhlongo Councillor M G Ntuli Councillor S K Mbatha	<p>The Protection Services Committee is established in terms of Section 79 of the Local Government Municipal Structures Act 117 of 1998 to advise the Executive Committee and ultimately the uMlalazi Council on Public Safety and Security Disaster management, traffic and fire brigade services, motor vehicle licensing and to consider reports of the Manager : Protection Services.</p> <p>Support all the Community Police Forums in the uMlalazi Municipal Area and collate and maintain crime statistics with reference to reported cases.</p>

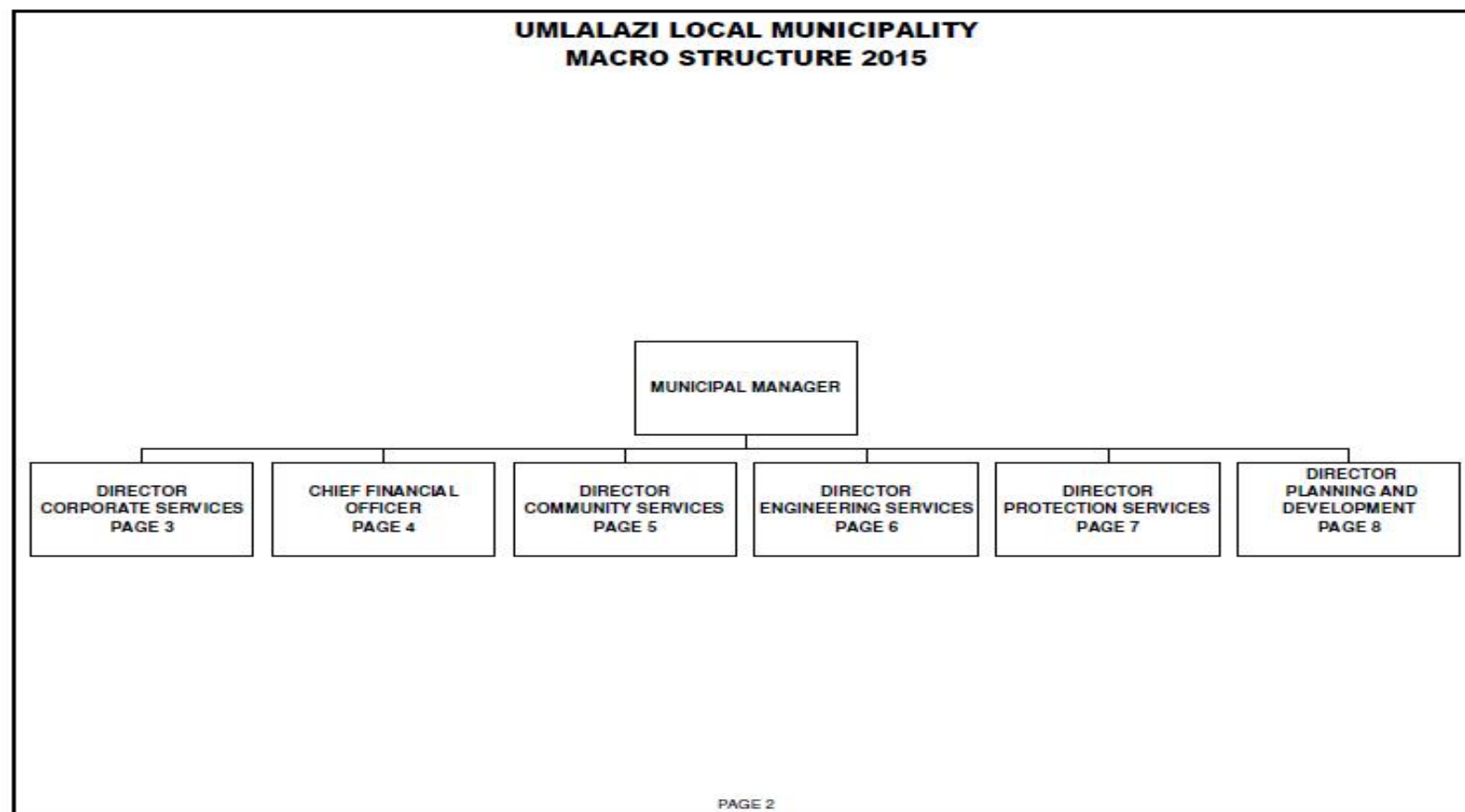
Economic Development Committee	
MEMBERSHIP	PURPOSE
Councillor C T Ndwane <b>(Chairperson)</b> Councillor T E Nsele Councillor M E Dlamini Councillor T G Shandu Councillor E Z Jaffe Councillor N L Ngidi Councillor K Khumalo Councillor P G Dlolane Councillor S S Sithole Councillor M B Biyela	<p>The Planning and Development Committee (also known as LED) is established in terms of Section 79 of the Local Government Municipal Structures Act 117 of 1998 to deal with agricultural affairs, industrial investment and local economic development in the uMlalazi Municipal area and to align projects and budgets of the Department of Agriculture and uThungulu District Municipality with the uMlalazi Municipality as determined in the Council's Integrated Development Plan</p>

Other committees of Council and their membership include: -	
<b>Standing Rules and Orders Committee</b>  The Speaker Councillor E N Mtshali <b>(Chairperson)</b> The Chief Whip Councillor M B Biyela The Deputy Mayor Councillor MMM Ntuli Alderman S B Larkan	<b>Local Labour Forum (LLF)</b>  Councillor C T Ndwane <b>(Chairperson)</b> Councillor T A Hlatshwayo Councillor B R L Ngema Councillor S K Mbatha Councillor P G Dlolane
<b>Municipal Public Account Committee (MPAC)</b>  Councillor N S Mzimela <b>(Chairperson)</b> Councillor M E Dlamini Councillor M M Khanyile Councillor E A Talmage Alderman S B Larkan	<b>Municipal Co-operative Relations Committee (MCOR)</b>  His Worship the Mayor Councillor T B Zulu <b>(Chairperson)</b> The Deputy Mayor Councillor MMM Ntuli The Chief Whip Councillor M B Biyela Alderman S B Larkan Councillor B L Thusi

---

## Appendix C:

### Administrative structure





## Appendix D:

### Functions of Municipality

#### Departmental Functional Areas

The functions relevant to each Directorate and applicable in the year under review are as follows:

DIRECTORATE	FUNCTION
Municipal Manager	Legal Services Compliance Performance Management Internal Audit Risk Management Communication Youth
Community Services	Social Development Environmental Management Sports Development Waste Control Parks & Recreation Public Facilities
Engineering Services	Civil works Roads and Storm water Traffic Building Maintenance Plant Electrical Project Management Unit Mechanical and Fleet Management
Financial Services	Revenue Expenditure Supply Chain Management Assets Payroll Budget Control
Protection Services	Traffic Management Community Safety Motor Vehicle Licenses Fire Prevention
Planning and Development	Town Planning Local Economic Development Integrated Development Planning Housing Building Inspections Youth Advisory
Corporate Services	Human Resources

---

	Administration Council and Committees Legal Support Museum Services Library Services Registry Information technology
--	--

---

## Appendix E:

### Ward Reporting

The municipality committed itself to encouraging the involvement of communities and community organizations in its affairs. This was motivated by the fact that the KZN Province opted for a collective executive with ward participatory system. To this effect the municipality adopted the establishment of Ward Committees to give effect to the provisions of section 12 notices and to enhance the participatory democracy in the municipality. Furthermore a Ward Committee policy was developed and adopted to guide the municipality on how the operation and management of Ward Committees will be conducted.

The municipality since the establishment of Ward Committees has ensured that they are fully effective by adequately resourcing them and have provided proper monitoring of their functionality. However despite all the support the municipality has provided, this has not bear any fruits in terms of functionality criteria as set out by KZN COGTA. Several attempts have been made more especially in the financial year under review.

#### 3. INTERVENTION EFFORTS UNDERTAKEN

Following several attempts to encourage councilors and ward committee members to ensure that they sit in accordance with the guidelines as set out by KZN COGTA the municipality has done the following:

3.1 Invited Cogta official responsible for Ward Committee functionality to address Council. The official implored the municipality councilors to cooperate with officials within the municipality when they are requested to convene meetings in their wards.

3.2 The presentation on the importance of Ward Committee functionality was made by our Senior Manager Compliance to all councilors in the council.

3.3 Furthermore letters were written to councilors to ensure the sitting of Ward Committees and for those Ward Committees who were not quorate to convene meetings for by-elections to be conducted but the positive response was only received from ward 9 which did not have any ward committee structure, others did not respond at all.

## 5. FUNCTIONALITY

5.1 All ward councillors have not made concerted effort to ensure that their Ward Committees do sit and deliberate on all challenges facing the community within the ward. Furthermore such councillors are in breach of the enabling legislation which demands that the needs of the community should be submitted to Municipal Council through Ward Committees and thereafter escalated to council by means of regular minutes submitted in terms of frequency of holding meetings guidelines as provided for in the Ward Committee policy. Though ward 9 has just been established however the time between the date of elections and the date of this report, the committee should have sat at least four times but nothing has even been suggested by the ward councillor for assistance if any.

5.2 Certain wards have sat only once or twice and again this indicates less effort by ward councillors concern. The unfortunate part of all this is lack of initiatives to indicate if assistance is needed by Ward Councillors.

5.5 In terms of Ward Committee functionality model, ward committees should convene its meetings at least three times a quarter which can be translated into one meeting per month and this will equate to 12 meetings per year. This can be shown as follows:

The information will be provided at the end of June 2016.

### THE FUNCTIONALITY INDICATORS

INDICATOR	TARGET
Number of ward committee meetings held	3 per quarter
Number of meetings chaired by the ward councilor	3 per quarter
Percentage attendance	50% plus 1
Number of community meetings held	1 per quarter
Number of sectoral reports submitted	10 per month
Number of ward reports submitted to the municipality	1 per quarter

The overall sitting of all wards in the municipality for the year under review is as follows:-

WARD	1 <sup>st</sup> Quarter	2 <sup>nd</sup> Quarter	3 <sup>rd</sup> Quarter	4 <sup>th</sup> Quarter
01	<b>No Info Provided</b>	<b>No Info Provided</b>	<b>No Info Provided</b>	29 April 2016
				May 2016
				June 2016
02	25 July 2015	21 October 2015	16 January 2016	18 April 2016
	23 August 2015	04 November 2015	12 February 2016	17 May 2016
	21 September 2015	13 December 2015	11 March 2016	05 June 2016
03	30 July 2015	05 October 2015	03 January 2016	28 April 2016
	20 August 2015	11 November 2015	14 February 2016	19 May 2016

	10 September 2015	13 December 2015	14 March 2016	13 June 2016
04	10 July 2015	07 October 2015	09 January 2016	No Info Provided
	18 August 2015	07 November 2015	13 February 2016	No Info Provided
	No Info Provided	14 December 2015	07 March 2016	No Info Provided
05	No Info Provided	No Info Provided	No Info Provided	No Info Provided
06	14 July 2015	28 October 2015	No Info Provided	No Info Provided
	19 August 2015	06 November 2015	No Info Provided	No Info Provided
	No Info Provided	08 December 2015	No Info Provided	No Info Provided
07	28 July 2015	22 October 2015	15 January 2016	22 April 2016
	22 August 2015	11 November 2015	22 February 2016	29 May 2016
	14 September 2015	09 December 2015	04 March 2016	03 June 2016
08	No Info Provided	No Info Provided	No Info Provided	No Info Provided
09	No Info Provided	No Info Provided	No Info Provided	No Info Provided
10	16 July 2015	17 October 2015	28 January 2016	26 April 2016
	22 August 2015	10 November 2015	12 February 210	10 May 2016
	15 September 2015	11 December 2015	15 March 2016	22 June 2015
11	No Info Provided	No Info Provided	14 January 2016	No Info Provided
12	No Info Provided	No Info Provided	No Info Provided	No Info Provided
13	No Info Provided	No Info Provided	No Info Provided	No Info Provided
14	10 July 2015	No Info Provided	No Info Provided	No Info Provided
	13 August 2015			
15	No Info Provided	No Info Provided	No Info Provided	No Info Provided
16	No Info Provided	No Info Provided	No Info Provided	No Info Provided
17	13 July 2015	23 October 2015	22 January 2015	08 April 2016
	15 August 2015	25 November 2015	17 February 2015	29 May 2016
	12 September 2015	03 December 2015	10 March 2015	No Info Provided
18	10 July 2015	No Info Provided	25 January 2016	25 April 2016
	No Info Provided	17 November 2015	25 February 2016	No Info Provided
	12 September 2015	No Info Provided	No Info Provided	27 June 2016
19	22 July 2015	12 October 2015	26 January 2016	19 April 2016
	28 August 2015	23 November 2015	12 February 2016	26 May 2016
	20 September 2015	05 December 2015	15 March 2016	23 June 2016
20	No Info Provided	No Info Provided	No Info Provided	No Info Provided
21	No Info Provided	No Info Provided	No Info Provided	No Info Provided
22	10 July 2015	28 October 2015	15 January 2016	26 April 2016
	22 August 2015	24 November 2015	12 February 2016	15 May 2016
	13 September 2015	10 December 2015	11 March 2016	02 June 2016
23	No Info Provided	No Info Provided	No Info Provided	No Info Provided
24	09 July 2015	07 October 2015	15 January 2015	13 April 2016
	15 August 2015	04 November 2015	12 February 2015	17 May 2016
	13 September 2015	02 December 2015	11 March 2015	19 June 2016

---

25	13 July 2015	25 October 2015	No Info Provided	No Info Provided
	22 August 2015	14 November 2015	No Info Provided	No Info Provided
	13 September 2015	10 December 2015	No Info Provided	No Info Provided
26	10 July 2015	No Info Provided	28 January 2016	11 April 2016
	13 August 2015	22 November 2015	27 February 2016	14 May 2016
	22 September 2015	11 December 2015	04 March 2016	14 June 2016

---

## Appendix F:

### Ward Information

This appendix relates to projects completed in all Wards from July 2011 to June 2015.

## A) CAPITAL PROJECTS

### I) ROADS, STREETS AND CAUSEWAYS

NO.	PROJECT	STATUS / CHALLENGES	BUDGET	L.M. WARDS	OUTCOME
	KDS and Sunnysdale pedestrian Link Bridge	Project completed 2010/11	R 250 000	12 & 11	Pedestrian access Bridge that serve as a linkage between KingDinuZulu and Sunnysdale suburbs
	Rural Roads Maintenance programme (Grading)	Project completed 2012/13	R3,8 00 000	rural wards	2012/13 –1,756km graded
		Project completed 2013/14	R7, 131 521	rural wards	(2013/14) -4529,6km graded
		Project completed 2014/15	R9, 008 750	rural wards	(2014/15) 3400,4 km graded
	Tarring of King DinuZulu Suburb Low cost Housing	Project completed 2011/12	R8 513 839 .95	12	2,83 km completed
	Ohhaheni access road	Project completed 2012/13	R2,416,880	22	2,5km access road to Ohhaheni completed
	Mhlathuzana causeway	Project completed 2012/13	R1,378 000	22	40m completed.
	Sunnysdale Suburb Internal Roads	Project completed 2013/14	R 5,071,898	11	2,5 km tarred internal accesses roads - completed
	Sidewalks: Mangosuthu Drive (eShowe) and Helly Hutchinson Str (Mtunzini)	Project completed 2013/14	R 265 000	11&19	Both totalling 2km pedestrian pathways completed at eShowe and Mtunzini main roads.
	Nogobhoza	Project completed 2014/15	R5,032 000	15	4,5 km completed
	Gciza Access Road	Project completed 2014/15	R4,733 830	17	3 km completed



	Ngwadla Access Road	Project completed 2014/15	R1 ,143 553.95	19	1,2 Km completed
	Esifubeni Access Road	Project completed 2014/15	R1, 704 498	10	2,73 km completed
	IsandlwanaNaickerville intersection (connecting to R66)	Project completed 2014/15	R5, 877 424	18	500 m completed
	Khangela Road (rehabilitation) (MULTI YEAR PROJECT)	Multi year project Phase 1 completed (2014/15)	R12, 481 520 (total budget for Phase 1 and 2)	11	Phase 1 1,2km- rehabilitated, tarred and landscaped.
		Phase 2 is still in Bid Process. (2015/16)			Phase 2 Currently on Bid Specification Committee Awaiting advertising
	Ndlongolwane road and causeway	Project completed 2014/15	R4, 090 617	4	2,5 km completed
	Mfomfolozi road and causeway	Project completed 2014/15	R1,905,802.21	1	1 km road and causeway completed
	KDS/Sunnydale link road	Project completed 2014/15	R6,052,235	11 &12	800 m road & 10 m bridge completed
	Osborn Road rehabilitation	Completed 2014/15	R12,719,572.80	11	700 m dual carriage road completed
	Rehabilitation of Urban Roads (MULTI YEAR PROJECT)	Project completed (2012/13)	R2,970 023	All urban wards	2,6 km roads rehabilitated
		Project completed (2014/15)	R4, 949 999	All urban wards	3,1 km roads rehabilitated
	Ntenjane causeway and road	Project completed 2014/15	R 5,000 000	14	3.0 km completed
	eShowe Landfill site capping and closure	Project completed 2013/14	R7,054, 546	11	8ha

## II) SPORT FIELDS

Project	Ward	Year completed	Budget spent
Hlokohloko	9	2011/12	R1,025,124
Nomyaca Sportfield	26	2012/13	R1,900 000
Hhayinyama	6	2012/13	R1,374,503
KDS out door gym	12	2014/15	R450 000
Kwayabu Sportfield	15	2015/16	R2,900 000
Enkume Sportfield	10	2015/16	R2,100 000

### III) CRÈCHES AND PEACE CENTRES

The Municipality has assisted communities with early childhood development facilities by building the following Creches and Peace Centres with the assistance of the Divine Life Society of South Africa:

Project	Ward	Year completed	Budget spent
Imbalenhle Crèche	8	2013/14	R778 506
Ngodini Creche	26	2012/13	R 827 702
Lethukuthula Creche	24	2014/15	R 1 239 575.66
Simunye Creche	5	2011/12	R592 977
Thintumkhaba Creche	9	2013/14	R355 000
Gingindlovu Creche	18	2013/14	R355 000
Vukayibambe Peace centre	17	2011/2012	R800 000
Sabeka peace centre	19	2011/2012	R800 000

B) ELECTRICITY

NO.	PROJECT	STATUS / CHALLENGES	BUDGET	L.M. WARDS	OUTCOME
	Free Basic Electricity (indigent Households)	In terms of the Eskom Indigent Register the uMlalazi Municipality assists 2300 urban and rural indigent households with free basic electricity	R1,200 000 (per annum)	All 26 wards	2300 urban and rural indigent households with free basic electricity
	Free refuse removal (Indigent Households)	The Municipality assists 16, 597 rural households and 1,103 urban households with free refuse services	R2,900000 (per annum)	All wards	16, 597 rural households and 1,103 urban households with free refuse services
	Egcotsheni	Project completed in 2010/11	R15,000 000	6	418 connections
	Izinsundu	Project completed 2011/12	R16,9 00 000	1	677 connections
	Mhlathuzana (self built approach)	Project completed 2012/13	R15 000 000	14	660 connections
	Makhilimba	Multi-year project completed 2012/13 to 2013/14	R6,500 000	16&20	315 connections
	Samungu	Project completed 2012/13	R20 730 000	5	1382 connections
	Entumeni	Multi year Phase 1 Project completed (2012/13) with (1286 connections) Phase 2 Project in progress (2015/16)	R20 730 000	1	Phase 1- 1286-connections  Phase 2 – 491 connections in progress
	Catherine booth	Project completed 2012/13	R 21,000 000	15	979 connections completed
	Dibhazi/ Mankumbu	Project completed 2012/13	R14 000 000	2	936 connections completed
	Ngeza	Project completed(Phase 1) 2012/13  Project in progress (Phase 2) 2015/16	R14,900 000  R1,500 000	13 & 14	Phase 1 -867 connections completed Phase 2-132 connections in progress
	Gingindlovu	Project completed 2013/14	R 1 500 000	18	143 connections completed

	Mbongolwane	Project completed 2013/14	R20,9 00 000	5	1560 connections completed
	Sibhakuza	Project completed 2013/14	R4,2 00 000	22	401 connections completed
	Nhlalidakiwe	Phase 1Project completed 2013/14	R8, 000 000	2	369 connections completed
	Mtakwende Informal Settlement	Project completed 2013/14	R280 000	12	85 connections completed
	Mabhudle	Project completed 2013/14	R1,700 000	15	114 connections completed
	Saroni	Project completed 2014/15	R6,3 00 000	7	539 connections completed
	Ezingwenya	in progress	R 7 000 000	21	250 connections in progress
	Mpehlele	Project Completed 2014/15	R6,150 000	25	410 connections completed
	Bongela/Mbileni	Project in progress 2015/16	R 8,3 16 000	1	400 connections in progress
	Hhayinyama	Project in progress 2015/16	R12,300 000	6	801 connections in progress
	Oyemeni	Phase 1 in progress (2015/16)	R12,7 00 000	22	1870 connections in progress
		P Phase 2 (2016/17)			560 connections expected after March 2016
	Substation upgrading from 7,5 to 20MVA	Project Completed 2014/15	R15, 000 000	12	Substation 20MVA built
	Manzamnyama	Project Completed 2014/15	R6,100 000	22	203 connections completed
	Eziqwaqweni	Infills Project Completed 2014/15	R3,450 000	10	230 connections completed
	Bonisani/Dlangubo	Infills Project Completed 2014/15	R1,200 000	24	60 connections completed
	Obanjeni	Infills Project Completed 2014/15	R750 000	20	50 connections completed
	Dibhasi/Mankumbu	Infills Project in progress 2015/16	R1,8 00 000	2	70 connections in progress
	uMhlathuzana	Infills Project Completed 2014/15	R1,3200 000	10&14	88 connections completed
	Enqoleni	Infills Project Completed 2014/15	R3,3 00 000	26	220 connections completed

c) HUMAN SETTLEMENTS

NO.	PROJECT	STATUS / CHALLENGES	BUDGET	L.M. WARDS (TRADITIONAL AUTHORITY)	OUTCOME
	Sunnydale Low Cost houses Phase 1&2	Project completed 2011/12	R33, 449 000	11	403 Houses completed
	Mombeni Rural Housing	Slow progress (started in 2011) Land legal issues ( awaiting Environmental Impact Assessment approvals) Contractors with no capacity	R83,000 000	Mombeni TA	1000 houses to be built 384 completed  To be completed by December 2015
	Gingindlovu Extension 5& 6	Project completed 2012/13	R11, 869 000	18	143 houses completed
	Bhekeshowe Rural Housing	Project completed 2013/14	R83,000 000	Bhekeshowe TA	1000 houses completed
	Oyaya	1000 total number of houses expected and 580 houses completed. The project is progressing	R83,000 000	Oyaya TA	580 completed
	Housing Projects Sponsored by Business sector in partnership with the Mayors' programmes				
	Sponsor name	Ward	Number of houses	Year completed	
	Siqu Group	14	1	2013/14	
	Bahlomile Developments	13	1	2014/15	
	Linda Masinga & Associates	16	1	2014/15	
	Tronnox	23,8 &18	3	2014/15	
	Inprodev	18	1	2013/14	

	African National Congress Councillors	18	1	2013/14
	Houses Constructed through Operation Sukuma Sakhe (OSS)	various	171	2011-2015
	Improdev	15	4	Ward 15 (2 houses –construction phase)
	Tronox	22		Ward 22 (1 house –construction phase)
	Tronox	24		Ward 24 (1 house –construction phase)

D)

i) JOB CREATION & LOCAL ECONOMIC DEVELOPMENT

NO.	PROJECT	DESCRIPTION	STATUS	VALUE	L.M. WARDS	OUTCOME
	EPWP & CWP	The Municipality has initiated various programmes which are aligned through the Expanded Public Works Programme (EPWP) and Community Works Programme (CWP) and created jobs for the local community	total of approximately 1700 jobs are created annually through EPWP & CWP	R1,700 000	All 26 wards	War Against Poverty-135 jobs Food for Waste - 100 jobs Sizabonke - 130 jobs Weed eradication – 50 jobs Community Works Programme - 1017 jobs  Other Capital projects - 300 jobs
	InqabaYesizwe Co-operative	Mayor's special project to ensure Food Security – through Community Gardens	2013/14	R78 918	25	Contributions  Mayor: Garden tools

	Zamukwazi Co-operative	Mayor's special project to ensure Food Security – through Community Gardens	2013/14	R87 271	26	Seeds Fertilizers, chemicals and implements.  Department of Agriculture: Land Preparation, extension work (skills development on Agri-Technics)
	Siyanqoba Co-operative	Mayor's special project to ensure Food Security – through Community Gardens	2013/14	R113 520	20	uThungulu: Fresh Produce Market, Formal registration of Co-ops
	Sukuma Wenze Co-operative	Mayor's special project to ensure Food Security – through Community Gardens	2013/14	R93 562	17	Contributions Mayor: Garden tools Seeds Fertilizers, chemicals and implements.  Department of Agriculture: Land Preparation, extension work (skills development on Agri-Technics)
	Ithubalethu Co-operative		2013/14	R112 641	15	
	Amakalishi Co-operative		2013/14	R114 500	21	
	Silwanendlala Co-operative		2013/14	R88 580	24	
	Vukuzakhe Co-operative	Mayor's special project to ensure Food Security – through Community Gardens	2014/15	R128 000	16	uThungulu: Fresh Produce Market, Formal registration of Co-ops Contributions Mayor: Garden tools Seeds Fertilizers, chemicals and implements.
	Impumalang Co-operative		2014/15	R114 900	10	
	Izimbidli Co-operative		2014/15	R124 300	01	
	Asisebenze Co-operative	Mayor's special project to ensure Food Security – through Community Gardens	2014/15	R107 300	06	Department of Agriculture: Land Preparation, extension
	Thintumkhaba Co-operative		2014/15	R132 550	04	
	Siyathuthuka Co-operative		2014/15	R119 970	09	

	Hlanganani Co-operative	Mayor's special project to ensure Food Security – through Community Gardens	2014/15	R85 606	15	work (skills development on Agri-Technics)
	Siyajabula Co-operative		2014/15	R120 367	23	uThungulu: Fresh Produce Market, Formal registration of Co-ops
	Luzwano Co-operative		2014/15	R136 471	12	
	Phaphamani Co-operative		2014/15	R121 407	22	
	Mkhwishimane Co-operative		2014/15	R108 075	07	

## II) THE FOLLOWING PROJECTS HAVE BEEN INITIATED BY THE MUNICIPALITY AND PRIVATE DEVELOPERS TO EMPOWER/ DEVELOP THE LOCAL ECONOMY AND CREATE JOBS

MUNICIPAL PROJECTS			
Project Name & Ward no	Project Value	year completed	Number of Jobs created
eShowe Animal Pound Ward 11	R1,000 000	2012/13	N/A
Bus and Taxi Shelter (Ndayini and Dlangubo) Ward 24	R100 000	2012/13	N/A
Planning and Development Offices and Youth Business Advisory Centre Ward 11	R2,100 000	2013/14	6 permanent posts created
Eshowe Taxi Rank Trading facilities (ward 11)	R12 700 000	2014/15	100 traders formalised 41 Trading Units, comprising of 4 anchor shops and 37 normal size shops
Infrastructure for fire services	R1,500 000	2015/16	Phase 1 –preliminary studies to be undertaken



Rutledge park Middle Income houses Ward 11	Still at Planning stages		
eShowe Testing Station Ward 11	Site available - Budget still to be sourced		
PRIVATE DEVELOPERS			
Ogwagwini Skills Development Training Centre (by Tronox) Ward 19	R1,400 000	2012/13	
Gingindlovu Shopping Centre (Private Developer) Ward 18	R 45 000 000	2013/14	70 permanent jobs And more than 90 temporary jobs during construction
Jet Mart Shopping Centre(Private Developer) Ward 11	R9 000 000		47 permanent jobs
Buildrite and Cash Build (Private Developer) Ward 12	R5,500 000	2014/15	96 permanent jobs
Mombeni Community Centre Ward 6	R7 000 000	2014/15	12 permanent jobs
Tronox Mining (Private Developer) Ward 19	In progress Phase 1 of the project is in operation. Phase 2 & 3 awaiting for the finalisation of legalities		
Siza Garage shopping Centre (private developer) Ward 12	R140 000 000	In progress	250 during construction 1500 permanent jobs after construction
Mtunzini Mixed use Development (Private Developer) Ward 19	R1,1bn	Awaiting confirmation of Bulk Services	
eShowe Private Hospital (Private Developer) Ward 11	R124, 000 000	Awaiting confirmation of Bulk Services	1000 Permanent Employees
eShowe Taxi Rank Shopping Centre Development Ward 11	R60 000 000	Still at Planning stages	175 permanent employees

### III) PLANNED LED PROJECTS FOR 2015/16

Project Name	Description	Ward no	Budget	Number of beneficiaries	Year
Construction of King Dinuzulu Informal Traders and small businesses Shelters	Taxi rank, park, shops, library and offices	12	R500 000	50	2015/16
Construction of Gingindlovu Trading Shelters at the taxi rank	Trading shelters for informal traders along main street	18	R500 000	85	2015/16
Purchase of a tractor	This will be shared by all agricultural businesses registered in the uMlalazi Municipality database	All Wards	R700 000	All uMlalazi Farmers	2015/16
Installation of irrigation systems – P Installation of irrigation systems – PILOT PROJECT	All community gardens fenced off by the Council	All community gardens on municipal database	R105 00	500 farmers	2015/16

### F) SERVICE DELIVERY PROTESTS

NO.	ISSUES	PERIOD	SOURCE	L.M. WARD	RESPONSE	STATUS
	Electricity	2012		6	Mayor addressed the disgruntled community Mayor advised the Community to elected ten representatives to discuss the concerns and find the workable solution. The meeting above was held in the Mayors board room with Eskom Executive managers in attendance in order to make	The sewer line has been removed and a three phase line installed. Electrification of Schools has taken place Household electrification will take place shortly.

					community aware that the delay on electrification was on Eskom. The budget was available, once after all National operational investigations are over the project will commence. Nobody was allowed to demonstrate after this The Municipal Manager was also part of the team	
	Electricity, Roads and water	2014		8	Mayor addressed the disgruntled community Mayor advised the Community to elected ten representatives to discuss the perceived problem and find the workable solution. The meeting above was held in the Mayors board room with Eskom Executive managers in attendance in order to make community aware that the delay on electrification was on Eskom. The budget was available, one after all National operational investigations are over the project will commence. Nobody was allowed to demonstrate after this The municipal Manager was Also part of the team	Household electrification will take place shortly. Internal roads have been rehabilitated Grader road maintenance for Local Roads commences in 2011 and progressed since then. uThungulu is progressive with water reticulation intervention programme
3.	a) Alleged lack of effective communication between the youth and Inkosi Traditional Authority b) Tronox recruitment was allegedly void of sanity			20	Mayor intervened by bringing together Youth Representatives, Ubukhosi, Sector Departments and SAPS in order to find a workable solution. There were series of meetings and strategy applied was effective.	Mayor, Izinduna, Youth together found solutions to the problem. Parties agreed to hold regular meetings to evaluate the

---

						effectiveness of the agreed solutions.
4.	Water	2014	17		uThungulu District Municipality Intervened	
5.	Electricity	2015		1	Mayor addressed the disgruntled community Mayor advised the Community to elect ten representatives to discuss the perceived problem and find the workable solution. The elected reps where not co-operative.	The Mayor found the alternative way to address the perceived problem to this end, electricity has now being installed, as there were already plans to Electrify Bongela and Mbileni.

# Appendix G:

## Recommendations of the Municipal Audit Committee

### REPORT OF THE AUDIT AND PERFORMANCE COMMITTEE TO THE COUNCIL OF UMLALAZI MUNICIPALITY

#### FOR THE 2015/16 FINANCIAL YEAR

The uMlalazi Municipality's Audit Committee (AUDCOM) presents its report to Council for the year ended 30 June 2016.

The legal responsibilities of the Audit Committee are set out in terms of section 166 of the Municipal Finance Management Act, No. 56 of 2003 (MFMA).

#### Members and attendance at meetings

<u>Name</u>	<u>No of Meetings Attended</u>	<u>29 Aug 2015*</u>	<u>17 Nov 2015</u>	<u>10 March 2016</u>	<u>11 May 2016</u>	<u>27 June 2016</u>
D Bosch (Chairperson)	5	√	√	√	√	√
Mr. Z Zulu	5	√	√	√	√	√
Ms T Ndlela**	1	√				
Mr. M Dlamini	4		√	√	√	√

\*Special meeting dealing with the review of the Unaudited Annual Financial Statements for 2014/15.

\*\*Ms T Ndlela resigned in October 2015 and the position remained vacant during the year.

The AUDCOM comprised of 3 independent, external members and met at least four times during the 2015/16 financial year as required in terms of section 166(4)(b) of the MFMA.

#### Responsibility

The AUDCOM has been set up in accordance with section 166 of the MFMA and section 14(2)(c) and the Local Government Municipal Planning and Performance Regulations, 2001 (Regulations) and operates within the terms of the Audit and Performance Committee Charter approved by the Council.

#### In the conduct of its duties, the AUDCOM has performed the following statutory duties:

##### 1. Reviewed internal financial control and internal audits

The internal audit function was co-sourced and operational for the financial year.

The risk based internal audit plan for the financial year ending 30 June 2016 was approved by the Audit Committee at its meeting on 17 November 2015.

The Audit Committee at each meeting assessed performance against the plan and reviewed the plan to ensure that critical risks of the operations of the Municipality and the findings of the Auditor-General were addressed.

The Audit and Performance Audit Committee Charter as well as the Internal Audit Charter were reviewed and accepted.

---

Internal audit reports were completed as planned and tabled at the AUDCOM meetings. Internal audit reports include recommendations to improve internal controls together with agreed management action plans to resolve the issues reported on.

To further enhance the processes in place, internal audit conducted follow up audits on previously reported internal audit findings and reported progress to senior management and the AUDCOM. Management is required to implement appropriate systems of internal controls and corrective action to address the identified weaknesses and possible irregularities.

Based on internal and external audit reports the AUDCOM noted with concern that the key internal controls were inadequate and management is required to implement appropriate systems of internal controls and corrective action to address the identified weaknesses.

## **2. Risk Management**

Because the assessment of internal controls over financial reporting is risk-based, the AUDCOM is responsible for overseeing management's risk policies and processes with a view of discussing the Municipality's key risk exposures with management.

Management, with the assistance of Provincial Treasury finalised the Enterprise Wide Risk Management Process during May 2015 whereby strategic risks with the potential to impede the Municipality's ability to achieve its business objectives and programme goals were identified and recorded on the risk register.

The Municipality appointed a risk officer and Risk Management Committee who facilitated the execution of the risk management processes. The risk officer assisted Council and management to establish and communicate the organisation's risk management objectives, processes and direction. Minutes of meetings were noted in the AUDCOM meetings.

The internal audit function provided independent assurance in relation to the management's assertions surrounding the robustness and effectiveness of risk management and the level of risk management maturity.

## **3. Review of financial statements and Accounting Policies.**

### Accounting policies and review of the financial statements

The Audit Committee reviewed the interim financial statements for the period ending 31 December 2015 and the unaudited annual financial statements on 30 August 2016 and considered the appropriateness, adoption and consistent application of the South African Statements of Generally Recognised Accounting Practices (GRAP). The AUDCOM noted that there is room for improvement as certain shortcomings were brought to the attention of management with recommendations to improve the quality thereof.

### Review of the Auditor-General's management report and audit report

Meetings were held between the Audit Committee and representatives of the Auditor-General to discuss the strategic audit plan and proposed proper communication processes during the external audit. The AUDCOM reviewed the Auditor-General's management and final audit report for the year under review and concurs with the factual correctness and reasonability of the Auditor-General's unqualified with other matters audit report on the financial statements and compliance with laws and regulations for the 2015/16 financial year.

### Audit Action Plan

The AUDCOM reviewed and commented on the audit action plan for 2015/2016 based on the findings for 2014/15. Internal audit has provided independent assurance on whether the corrective

---

actions have been implemented. The AUDCOM is concerned about the slow progress in this regard as a number of recurring findings were reported during the year under review.

#### **4. *The adequacy, reliability and accuracy of financial reporting and information***

Based on the results of the formal documented review of the design, implementation and effectiveness of the Municipality's system of internal financial controls conducted by the internal audit function during the year, considering information and explanations given by management and discussions with the external auditor on the results of their audit, the AUDCOM believes that the Municipality's system of internal financial controls is not yet fully effective to form a basis for the preparation of reliable financial statements and compliance with laws and regulations to achieve a clean audit.

#### **5. *Performance Management***

The AUDCOM also serves as the Performance Audit Committee for the Municipality and reviewed the draft annual performance report on 30 August 2016.

Internal Audit did review and reported quarterly on the Municipality's performance based on the approved organisational score card. Although the performance management system is functioning, the AUDCOM noted with concern the non-achievement of some of the targets and inadequate portfolio of evidence to support actual achievements in certain reported cases. The AUDCOM noted with concern that the final external audit report concluded that material misstatements in the Annual Performance Report had to be corrected during the audit.

The Chairperson served on the evaluation panel in terms of the Local Government: Municipal Performance Regulations for Municipal Managers and Managers directly accountable to Municipal Managers, 2006 and attended all required meetings.

#### **6. *Effective Governance***

The AUDCOM fulfils an oversight role regarding the Municipality's reporting process, including the system of internal financial control. It is responsible for ensuring that the Municipality's internal and external audit functions are independent and has the necessary resources, standing and authority to enable it to discharge its duties. Furthermore, it oversees cooperation between the internal and external auditors, and serves as a link between Council and these functions. The AUDCOM concluded that communication between the management and Auditor-General could improve during the external audit process.

The AUDCOM has established communication with the Municipal Public Accounts Committee (MPAC) by inviting them to all meetings and sharing minutes of meetings. However, the communication during the year was inadequate and should improve.

The AUDCOM is monitoring progress with all special investigations and Information Technology (IT) governance and processes.

The internal and external auditors have unlimited direct access to the AUDCOM, primarily through its chairperson.

#### **7. *Compliance with Legislation and Ethics***

The AUDCOM noted with concern certain instances of non-compliance with laws, regulations, policies and procedures. The progress to move to full compliance is monitored on a quarterly basis by means of internal audit reports, compliance checklists and feedback from the Compliance Officer.

---

## 8. Recommendations

- The Accounting Officer and his management team should ensure that accurate, reliable and complete financial and performance information is submitted monthly for review by the various committees, EXCO and Council and quarterly to the AUDCOM.
- The Accounting Officer should ensure that adequate progress is made with commitments on the quarterly Dash Board Report as well as the action plan for the implementation of Internal Audit and Auditor-General recommendations.
- The Accounting Officer should take action against employees not complying with policies, laws and regulations. In this regard the Compliance Officer should report monthly to Council and quarterly to the AUDCOM on the status of compliance.
- Council should monitor progress with the performance against planned objectives on a monthly basis to improve on the actual achievements based on adequate supporting documentation. In this regard the spending on capital projects should be a priority.
- Council should allocate adequate resources to ensure that the ICT computer systems are adequate, reliable and sustainable.
- Council should fill the key vacancies as a matter of urgency.
- Council should take appropriate action to ensure that Ward Committees are functioning properly.

## Conclusion

The AUDCOM confirms its commitment to assist management and the Council to maintain clean administration and wishes to thank the Council and management for its cooperation and support as well as the teams from internal and external audit for their contributions.

On behalf of the Audit Committee



---

Mr. D Bosch: Chairperson  
6 December 2016



---

## Appendix H:

### Long term Contracts and Public Private Partnership

#### CONTRACTS AND SERVICE LEVEL AGREEMENT REGISTER

One of the Councils strategies in terms of the key performance area of institutional development, is to improve contract management.

In this regard a contract and service provider register has been developed which indicates all current contracts with Consultants and Contractors currently engaged in the service of the Council. It further details the commencement and conclusion of the contract to improve monitoring thereof.

In some cases such as the engineering contracts there is no expiry date as the contract period is dependent on a multitude of factors including climate, supply of material and contingency matters.

The intention of the Register is to ensure that no service is engaged without a signed contract or service level agreement to ensure that the Council has the monitoring tools for milestones and quality assurance. This will further ensure compliance with the Local Government Municipal Finance Management Act 56 of 2003 and the procurement plan in that proper planning can be ensured for those contracts nearing completion which will prevent unauthorized expenditure.

The following is the current Contract Register for the Council as at 30 June 2016: -

# CONTRACT REGISTER

02:40 PM

2016-06-21

NO.	CONTRACT OR	PURPOSE	VOTE NUMBER	VOTE DISCRPTION	YEAR TO DATE ACTUAL	AVAILABLE BUDGET	COMMENCEMENT DATE	EXPIRY DATE	EXPIRY DATE	CONTRACT AMOUNT	DETAILS COMMENTS /	REMAINING MONTHS
1	A1 ELECTRICAL	ELECTIFICATION : MAKHILIMBA VILLAGE	1_30_85_40_676009999987	INTEGRATED ELECT GRANT NT GR 56	379 527.95	4 304 874.72	04/07/2014	Dependent	DEPENDENT	R 5 741 970.24		DEPENDENT
2	A1 ELECTRICAL	VARIATION OF ORDER19/13/14 V.O01: MAKHILIMBA (SCHEDULE 6) RURAL ELECTRIFICATION	1_30_85_40_6760087	INTEGRATED ELECT GRANT NT GR 56	379 527.95	4 304 874.72	04/07/2015	Dependent	DEPENDENT	R 459 666.96	DUE TO THE MODIFICATION INCLUDING 17 NEW CUSTOMERS ,IN THE AMOUNT OF R 403 216.63 VAT EXCL.	DEPENDANT
3	ASANDE PROJECTS CONSULTING & ENGINEERING	MIG - SQWANJANA HALL	1_80_65_10_8015046	SQWANJANA HALL MIG WARD 13	1 608 292.56	2 291 707.44	05/09/2013	Dependent	DEPENDENT	R 929 386.36	CONTRACT AMOUNT =14% OF CONTRACTOR'S CONTRACT PRICE.	DEPENDENT
4	BHALOMILE DEVELOPMENT	MPUNGOSI RURAL HOUSING	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				12/05/2013	Dependent	DEPENDENT	RATE AS PER SUBSIDY PROVIDED BY BY DEPT. OF HUMAN SETTLEMENT		DEPENDENT

5	GIBB ENGINEERS	MIG - SUNNYDALE / KDS LINK ROAD	1_80_85_15_8085123	KDS/SUNNYDALE LINK ROAD MIG WARD 12	-	-	16/08/2013	Dependent	DEPENDENT	10% OF CONTRACT PRICE	PROJECT COMPLETED	COMPLETED
6	PHAKAMAZI CONSTRUCTION CC	MIG - CONSTRUCTION OF SUNNYDALE / KDS LINK ROAD (TENDER 07/12/13 )	1_80_85_15_8085123	KDS/SUNNYDALE LINK ROAD MIG WARD 12	-	-		DEPENDENT	DEPENDENT		PROJECT COMPLETED	COMPLETED
7	ITHWINI CONSTRUCTION AND PROJECTS	MIG - CONSTRUCTION OF KWAYABU SPORT COMPLEX (TENDER24/13/14)	1_80_80_48_8067020	ROLL OVER KWAYABU SPORTS FIELD	2 216 460.00	-	03/07/2014	Dependent	DEPENDENT	R 2 947 998.31		DEPENDENT
8	K A CONSULTING	MIG - MAKHELE CAUSEWAY	1_80_85_15_8085130	MAKHEHLA CAUSEWAY MIG WARD 24	36 450.23	9.77	05/09/2013	Dependent	DEPENDENT			DEPENDENT
9	KAMAWEW E DEVELOPMENT & CONSULTANTS	MIG - GCIZA ROAD (WARD 17)	1_80_85_15_8085125				16/08/2013	Dependent	DEPENDENT	14% OF CONTRACT PRICE	PROJECT COMPLETED	COMPLETED
10	DANCO PLANT & CIVILS	MIG - GCIZA ROAD (WARD 17)	VARIOUS VOTES					DEPENDENT	DEPENDENT		PROJECT COMPLETED	COMPLETED
11	KANTEY AND TEMPLER	KWAMONDI RURAL HOUSING	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				12/07/2013	Dependent	DEPENDENT	RATE AS PER SUBSIDY PROVIDED BY DEPT. OF HUMAN SETTLEMENT		DEPENDENT
12	M & C CONSULTING	MIG - MFOFOLOZI CAUSEWAY AND ROAD	1_80_85_15_8085127				05/09/2013	Dependent	DEPENDENT	14% OF CONTRACTOR'S CONTRACT AMOUNT	AS APPOINTMENT LETTER PER THE CONTRACT AMOUNT IS 14% OF	COMPLETED

											CONTRACTOR'S CONTRACT PRICE. PROJECT COMPLETED. SIGNATURE DATE ON THE COMPLETION CERTIFICATE IS 15/05/2015	
13	ZWILE FENCING & BUILDING CONSTRUCTION	MIG - CONSTRUCTION OF APPROXIMATELY 1.4KM MFOFOLOZI GRAVEL ROAD AT WARD 1 (TENDER6/13/14)	1_80_85_15_8085127					DEPENDENT	DEPENDENT		PROJECT COMPLETED.	COMPLETED
14	MABUNE CONSULTING	KHOLWENI RURAL HOUSING	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				12/07/2013	Dependent	DEPENDENT	RATE AS PER SUBSIDY PROVIDED BY DEPT. OF HUMAN SETTLEMENT		DEPENDENT
15	MAFAHLENI ENGINEERS & PROJECT MANAGERS	MIG - ESIFUBENI ROAD	1_80_85_15_8085122				2013-06-09	Dependent	DEPENDENT	R 209 439.27	PROJECT COMPLETED	COMPLETED
16	THOBES CONSTRUCTION CC	MIG - CONSTRUCTION OF ESIFUBENI ACCESS ROAD (TENDER06/13/14)	1_80_85_15_8085123					DEPENDENT	DEPENDENT	R 1 745 327.23	PROJECT COMPLETED	COMPLETED
17	MAGEBA CONSULTING ENGINEERS & PROJECT MANAGERS	MIG - MTIPELA / NTABANKULU ROAD (WARD 3)	1_80_85_15_8085141	MTIPELA ROAD WARD 3 MIG	841 117.80	2 158 882.20	16/08/2013	Dependent	DEPENDENT	12% OF THE CONTRACT PRICE	CONTRACTOR HAS NOT BEEN APPOINTED ,STILL WITH THE BID COMMITTEES.	DEPENDANT
18	MGAMULE CONSULTING	MIG - KWABULAWAYO SPORTS	1_80_80_48_8067016	KWABULAWAYO SPORTS FIELD MIG WARD 24	11 637 379.75	2 619 500.25	16/08/2013	Dependent	DEPENDENT	10% OF CONTRACT PRICE		DEPENDENT

19	MINATHI CONSULTING	MIG - NGWADLA ROAD					16/08/2013	Dependent	DEPENDENT	10% OF CONTRACT PRICE		DEPENDENT
20	N A & ASSOCIATES CONSULTING ENGINEERS	MIG - BELE ROAD	1_80_85_15_8085131	BELE ROAD MIG	515 686.45	3 531 603.55	16/08/2013	Dependent	DEPENDENT	R 516 050.16	CONTRACT AMOUNT IS 8.5% OF CONTRACT VALUE. PROZ CONSULTANTS' CONTRACT AMOUNT IS R 6 071 178.30 VAT INCL.	DEPENDENT
21	SIBGEM MANAGEMENT AND CONSULTING ENGINEERS (PTY) LTD	URBAN ROADS REHABILITATION					17/12/2014	Dependent	DEPENDENT			DEPENDENT
22	SIQU CONSULTING	KWAKHOZA RURAL HOUSING	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				12/07/2013	Dependent	DEPENDENT	RATE AS PER SUBSIDY PROVIDED BY BY DEPT. OF HUMAN SETTLEMENT		DEPENDENT
23	SIQU CONSULTING	UYAYA RURAL HOUSING	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				31/10/2011	Dependent	DEPENDENT	RATE AS PER SUBSIDY PROVIDED BY BY DEPT. OF HUMAN SETTLEMENT		DEPENDENT
24	SIQU CONSULTING	MIG - KWAYABU SPORTSFIELD	1_80_80_48_8067020	ROLL OVER KWAYABU SPORTS FIELD	2 216 460.00	-	16/08/2013	Dependent	DEPENDENT	12% OF CONTRACTOR'S CONTRACT PRICE		DEPENDENT
25	TONGAAT ASPHALTS	MIG - REHABILITATION OF OSBORN ROAD- ESHOWE	1_80_85_15_8085124	REHAB OF OSBORN ROAD MIG WARD 11	4 465 263.72	795 586.28	03/07/2014	Dependent	DEPENDENT	R 12 730 858.80		COMPLETED

26	TSW CONSTRUC TION T/A MAGNACO RP 247 CC	CONSTRUCTION OF NDLONGOLWANE ACCESS ROAD	1_80_85_15_ 8085128	NDLONGOLW ANE ROAD MIG WARD 4	67 275.18	4.82	03/07/2014	Dependent	DEPENDENT	R 3 526 394.70		COMPLETED
27	TLS ENGINEERS & PROJECT MANAGERS	MIG - NDLONGOLWANA ACCESS	1_80_85_15_ 8085128	NDLONGOLW ANE ROAD MIG WARD 4	67 275.18	4.82	16/08/2013	Dependent	DEPENDENT	R 493 695.26	CONTRACT AMOUNT= 14% OF CONTRACT PRICE	COMPLETED
28	UWP CONSULTIN G	MIG - KDS BUS ROUTE REHABILITATION	1_80_85_15_ 8085126	REHAB OF KDS BUS ROUTE MIG WARD 12	276 972.73	2 100 217.27	16/08/2013	DEPENDENT	DEPENDENT	9,5% OF THE CONTRACT PRICE		DEPENDENT
29	ALPHA OMEGA CIVILS	MIG - CONSTRUCTION OF NKUME SPORTSFIELD (TENDER13/14/15)	1_80_80_48_ 8067510	OWN FUNDS: NKUME SPORTS FIELD	183 072.33	218 027.67	2100000	DEPENDENT	DEPENDENT	R 2 100 000.00	ACCORDING TO THE APPOINTMENT LETTER, PROJECT HAD TO BE COMPLETED BY 30 JUNE 2015	DEPENDENT
30	SIVEST	DEVELOPMENT OF A SCHEME FOR UMLALAZI MUNICIPALITY (TENDER02/14/15)					NOT SPECIFIED	NOT SPECIFIED	NOT SPECIFIED	R 992 940.00		DEPENDENT
31	SANTO CIVILS TRANS & MAINT	MIG - CONSTRUCTION OF MAKHEHLE CAUSEWAY (MAKHEHLE AREA) IN WARD 24 (TENDER50/13/14)	1_80_85_15_ 8085130	MAKHEHLA CAUSEWAY MIG WARD 24	36 450.23	9.77	2013-05-09	DEPENDENT	DEPENDENT		PROJECT COMPLETED.	COMPLETED
32	K.A CONSULTIN G & PROJECTS / VUMESA PTY LTD	MIG - MAKHEHLE CAUSEWAY (WARD 24)	1_80_85_15_ 8085130	MAKHEHLA CAUSEWAY MIG WARD 24	36 450.23	9.77			DEPENDENT	14% OF CONTRACT PRICE	PROJECT COMPLETED	COMPLETED

33	CHS DEVELOPMENTS	MZIMELA RURAL HOUSING PROJECT - 1000 UNITS (TENDER19/14/15)	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				DETERMINED BY DEPT. OF HUMAN SETTLEMENT	DETERMINED BY DEPT. OF HUMAN SETTLEMENT	DETERMINED BY DEPT. OF HUMAN SETTLEMENT	RATE AS PER SUBSIDY PROVIDED BY DEPT. OF HUMAN SETTLEMENT		DEPENDENT
34	SIBGEM MANAGEMENT & CONSULTING ENGINEERS PTY LTD	OGAGWINI RURAL HOUSING PROJECT - 1000 UNITS (TENDER21/14/15)	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				DETERMINED BY DEPT. OF HUMAN SETTLEMENT		DETERMINED BY DEPT. OF HUMAN SETTLEMENT	RATE AS PER SUBSIDY PROVIDED BY DEPT. OF HUMAN SETTLEMENT		DEPENDANT
35	INHLANZEKO PROJECT MANAGEMENT SERVICES	MIG - CONSTRUCTION OF KWABULAWAYO SPORT COMPLEX - PHASE 1 (TENDER9/13/14)	1_80_80_48_8067016	KWABULAWAYO SPORTS FIELD MIG WARD 24	11 637 379.75	2 619 500.25		DEPENDANT	DEPENDANT			DEPENDENT
36	SINOTHA - SUTHE CONSTRUCTION & SUPPLY	CONSTRUCTION OF KUDU SIDE WALK (TENDER02/15/16)					12/01/2016	22/01/2016	2016-01-22	R 355 175.62	PROJECT COMPLETED	-5
37	EZENGCALI TRADING	UPGRADE OF GINGINDLOVU MAIN STREET (TENDER01/15/16)					30/11/2015	15/01/2016	2016-01-15	R 298 730.25	PROJECT COMPLETED	-5
38	M & C CONSULTING ENGINEERS	DESIGN & PROJECT MANAGEMENT OF GINGINDLOVU, MTHUNZINI & KING DINUZULU HALLS (TENDER05/15/16)								R 280 001.10		
39	MABUNE CONSULTING CC	MAMBA RURAL HOUSING PROJECT - 1000 UNITS (TENDER20/14/15)	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				DETERMINED BY DEPT. OF HUMAN SETTLEMENT		DETERMINED BY DEPT. OF HUMAN SETTLEMENT	RATE AS PER SUBSIDY PROVIDED BY DEPT. OF HUMAN SETTLEMENT		DEPENDENT

40	FMA ENGINEERS PTY LTD		AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				DETERMINED BY DEPT. OF HUMAN SETTLEMENT		DETERMINED BY DEPT. OF HUMAN SETTLEMENT	RATE AS PER SUBSIDY PROVIDED BY DEPT. OF HUMAN SETTLEMENT		DEPENDENT
41	DATA WORLD	LAND AUDIT, CORRECTING CADASTRAL DATA & LAYOUT FOR KING DINUZULU SUBURB, SUNNYDALE & ESHOWE (TENDER10/15/16)					NOT SPECIFIED	NOT SPECIFIED	NOT SPECIFIED	R 774 972.00		NOT SPECIFIED
42	IGORHA CONSTRUCTION	REHABILITATION OF URBAN ROADS	1_80_85_15_8085120	REHAB OF URBAN ROADS	3 073 705.00	382 295.00	27/01/2016	22/03/2016	2016-03-22	R 5 400 000.00	PROJECT COMPLETED	-3
43	MKHOMBE DEVELOPMENTS PTY LTD	NZUZA HOUSING PROJECT- 1 000 UNITS (TENDER39/14/15)	AS PER AVAILABLE BUDGET FROM DEPT. OF HUMAN SETTLEMENT				DETERMINED BY DEPT. OF HUMAN SETTLEMENT		DETERMINED BY DEPT. OF HUMAN SETTLEMENT	RATE AS PER SUBSIDY PROVIDED BY DEPT. OF HUMAN SETTLEMENT		DEPENDANT
44	ILIFA AFRICA ENGINEERS	APPOINTMENT OF SERVICE PROVIDER TO OBTAIN AUTHORISATION & PLANNING APPROVALS TO EXTEND ESHOWE CEMETERY (TENDER38/14/15)					NOT SPECIFIED	NOT SPECIFIED	NOT SPECIFIED	R 413 297.02		NOT SPECIFIED
45	MELA OKUHLE TRADING ENTERPRISE	MIG - CONSTRUCTION OF SQWANJANA COMMUNITY HALL & RECREATIONAL PARK AT ESHOWE WARD 13 (TENDER08/15/16)	1_80_65_10_8015046	SQWANJANA HALL MIG WARD 13	1 608 292.56	2 291 707.44				R 6 638 473.98	CONSULTANT FOR THIS PROJECT BEING ASANDE PROJECTS CONSULTING & ENGINEERING	DEPENDENT



46	IZINGALAB EZI CONSULTING ENGINEERING	MAYORAL OFFICE STRUCTURAL DESIGNS & PROJECT MANAGEMENT (TENDER13/15/16)					2016-04-01	31/03/2016	2016-03-31	R	427 500.00	LAST SIGNATURE DATE 17 MARCH 2016	-3
47	BMK ENGINEERING CONSULTANTS	REVIEW & DEVELOPMENT OF PAVEMENT MANAGEMENT SYSTEM OF UMLALAZI MUNICIPALITY (URBAN ROADS) (TENDER04/15/16)					NOT SPECIFIED		2016-04-15	R	313 500.00	HAVE 3 OPTIONS FOR COMMENCEMENT, WHICHEVER IS EARLIER.	-2
48	ELEMENT CONSULTING ENGINEERS PTY LTD	IZINGWENYA ELECTRIFICATION WARD 21 (PHASE 1)	1_30_85_40_ 6760087	INTEGRATED ELECT GRANT NT GR 56	379 527.95	4 304 874.72	01/11/2014	01/05/2016	2016-05-01		6.07% OF THE FINAL PROJECT VALUE	250 RURAL ELECTRIFICATION CONNECTIONS .SLA NOT SIGNED BY THE MM	-2
49	ELEMENT CONSULTING ENGINEERS PTY LTD	IZINGWENYA ELECTRIFICATION WARD 21 (PHASE 2)	1_30_85_40_ 6760087	INTEGRATED ELECT GRANT NT GR 56	379 527.95	4 304 874.72	01/09/2015	30/06/2016	2016-06-30		6.07% OF THE FINAL PROJECT VALUE	188 RURAL ELECTRIFICATION CONNECTIONS .SLA NOT SIGNED BY THE MM	0
50	OMPHILE ELECTRICAL & CONSTRUCTION	IZINGWENYA ELECTRIFICATION WARD 21 (PHASES 1 & 2) (TENDER21/15/16)	1_30_85_40_ 6760087	INTEGRATED ELECT GRANT NT GR 56	379 527.95	4 304 874.72	01/03/2016	30/06/2016	2016-06-30	R	8 746 717.33		0
51	IZINGCWET ICT SOLUTIONS CC	DEVELOPMENT OF ICT GORNANCE SERVICES					14/03/2016		2016-06-30	R	627 000.00		0

# Appendix I:

## Municipal Service Provider Performance Schedule

### Assessment of the performance of External Service Provider

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

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

No	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	2014/2015 Assessment of Service Providers Performance	2015/2016 Assessment of Service Providers Performance			Planned measures for improvement on satisfactory and poor performances
						G	S	P	
1	Sigma-it	01 February 2014 – 31 July 2015	Support and maintenance of Computer hardware and software		Poor				Contract terminated - Improvement measures : - improved content of SLA including performance monitoring tools and turnaround period for fault resolution.
2	Aptronics	01 August 2015 – 30 June 2016	Support and maintenance of Computer hardware and software		New				
3	Thusa Support Services	Indefinite period	Telephone system maintenance		Good				
4	Directosign	1 July 2014	Outdoor Advertising		Satisfactory				illegal signage report received
5	Konica Minolta		Supply & Maintenance of photocopiers		Good				
6	Kantey & Templer African Renaissance JV	Appointment date: 12/07/2013	Kwa Mondri Rural Housing	Determined by Dept Human Settlement	Good				

No	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	2014/2015 Assessment of Service Providers Performance	2015/2016 Assessment of Service Providers Performance			Planned measures for improvement on satisfactory and poor performances
						G	S	P	
7	Siqu Consulting	Appointment date: 12/07/2013	KwaKhoza Rural Housing	Determined by Dept Human Settlement	Good				
8	Mabune Consulting cc	Appointment date: 12/07/2013	Kholweni Rural Housing	Determined by Dept Human Settlement	Good				
9	Mbokodwe Project Development	Appointment date: November 2004	Nzuza Rural Housing	Determined by Dept Human Settlement	Poor				<i>Contract terminated due to poor performance - Improvement measures : - included performance monitoring tools in future SLA and monthly service provider reports completed and bi-monthly reports to portfolio</i>
10	Stedone Developments	Appointment date: 15 November 2007	Ndlangubo Rural Housing	Determined by Dept Human Settlement	Good				
11	Bahlomile Development	Appointment date: 15 November 2007	Mpungose Rural Housing	Determined by Dept Human Settlement	Good				
12	Linda Masinga & Associates	Appointment date: 15 November 2007	Mombeni Rural Housing	Determined by Dept Human Settlement	Good				
13	Qhawe Lamaqhawe Business Enterprise	Appointment date: 15 November 2007	Ngudwini Rural Housing	Determined by Dept Human Settlement	Poor				<i>Contract terminated due to milestones of contract not being met within contract period</i>
14	Improdev	Appointment date: 12 October 2011	Bhekeshowe Rural Housing	Determined by Dept Human Settlement	Good				
15	Ntokozweni	Appointment date: 12 October 2011	Mvuzane Rural Housing	Determined by Dept Human Settlement	Good				
16	Siqu	Appointment date: 12 October 2011	Uyaya Rural Housing	Determined by Dept Human Settlement	Good				
17	Kantey and Templer	Appointment date: 12 October 2011	Sunnydale Phase 2 Extension Urban housing	Determined by Dept Human Settlement	Good				
18	PD Naidoo and Associates	Appointment date: November 2004	Gingindlovu Extension 5 & 6 Urban Housing	Determined by Dept Human Settlement	Satisfactory				<i>Implementation Agent withdrew from project resulting in delay</i>

No	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	2014/2015 Assessment of Service Providers Performance	2015/2016 Assessment of Service Providers Performance			Planned measures for improvement on satisfactory and poor performances
						G	S	P	
									<i>in close-out of project and dispute in payment of invoices with Contractor</i>
19	Quartex	November 2014 (3 years)	Website servicing and monitoring	R50 000	Good				
20	Pricewaterhouse Coopers	6 June 2014	Compile GRAP compliant Asset Register	R1 826 337	New				
21	Umhlaba Geomatics	June 2014	General Valuation and Maintenance	R 1 574 000 Excluding VAT	Good				
22	Itron	May 2015	Prepaid Electricity	Dependent on the number of transactions	New				
23	CAB HOLDINGS	May 2015	Mailing of Municipal Account	Dependent on the number of transactions	New				
24	Fujitsu	1/07/2015	Abakus Financial System		New				
25	Indwe Risk Services	1/07/2015	Insurance Services	R945 000	New				
26	Aptronics	1/08/2015	ICT Services	R429 000	New				
27	FNB	1/07/2013	Banking Services		Good				
28	S6 Security & Cleaning Services	25/03/2014	Security	R 30 742.38	Good				
29	Red Spike Security Services	25/03/2014	Security	R 51 236.62	Good				
30	Ketelelo Trading 13 cc	25/03/2014	Security	R 61 484.82	Good				
31	Mancinza Civil Contractor & Road Maintenance	25/03/2014	Security	R 30 742.42	Satisfactory				
32	Iqola Security Services	25/03/2014	Security	R 89 890.01	Good				
33	Traffic Management Technologies (TMT)	01/07/2013	Traffic Management	60% of monies collected	Good				
34	Durban Snax T/A	01/12/2014	Pound Master	R 48 000.00	Good				

No	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	2014/2015 Assessment of Service Providers Performance	2015/2016 Assessment of Service Providers Performance			Planned measures for improvement on satisfactory and poor performances
						G	S	P	
35	Amaqubeqola Trading	27 September 2012	Zone- 1 Supply of motor grader for maintenance of gravel or unpaved roads.	R6 263 142,17	Satisfactory				
36	Amaqubeqola Trading	03 July 2013	Zone- 2 Extension of scope :Supply of motor grader for maintenance of gravel or unpaved roads	R4 782 192,17	Satisfactory				
37	Inhlanzeko Project Management Services	27 September 2012	Zone- 3 Supply of motor grader for maintenance of gravel or unpaved roads	1025.94/hour	Good				
38	Inhlanzeko Project Management Services	03 July 2013	Zone- 4 Extension of scope: Supply of motor grader for maintenance of gravel or unpaved roads	1025.94/hour	Good				
39	Inhlanzeko Project Management	30 June 2015	Construction of KwaBulawayo Sport Complex	R 14 256 875	New				
40	Mgamule Consulting Engineers		Design and Project management of KwaBulawayo Sport Complex	R 1 710 825	Good				
41	Esigcogweni Consulting Engineers		Design and Project management of KwaYabu Sports Field	R 393 266.94	New				
42	Valley River Construction	30 June 2015	Construction of KwaYabu Sports Field	R 2 900 000	New				
43	Asande Projects		Design and Project management of Sqwanjane Hall and Recreation	R 868 000	Good				
44	UWP Consulting Engineers		Design and Project management of Osborn Road	R 1 782 319	Good				
45	Tongaat Asphalt	15 September 2014	Construction of KwaYabu Sports Field	R 12 790 859	Good				
46	Sibgem Consulting Engineers		Design and Project management of Bele Road	R 1 193 580	New				

No	Name of external Service Provider	Date Contract Awarded	Service provided in terms of the SLA	Value of project	2014/2015 Assessment of Service Providers Performance	2015/2016 Assessment of Service Providers Performance			Planned measures for improvement on satisfactory and poor performances
						G	S	P	
47	Mageba Consulting Engineers		Design and Project management of Mtipela Access Road	R 1500 000	Good				
17/13/14	Mela Okuhle Trading	25 June 2014	Grass Cutting	R 621 000	Good				
17/13/14	Khombizwe Construction & Security	30 Sept 2014	Grass Cutting	R 375 000	Good				
17/13/14	Goodness & Mercy Transport	25 June 2014	Grass Cutting	R 270 900	Poor				
	Madimandile Trading	1 July 2013	Refuse removal	R 638 648	Satisfactory				
	Mtima Building Contruction	1 July 2013	Refuse removal	R 112 860	Good				
	LSG Projects	1 July 2013	Refuse removal	R 140 400	Good				
	Judy Magwaza Trading	1 July 2013	Refuse removal	R 125 880	Good				
	Kwazikhathaze Construction	1 July 2013	Refuse removal	R 178 948	Good				
	Mela Okuhle Trading	1 Dec 2013	Refuse removal	R 324 000	Good				
	Off - Camp Trading	1 Dec 2013	Refuse removal	R 276 843	Good				
	Into Engalali Trading	1 Nov 2013	Refuse removal	R 270 000	Good				
	LLBT Projects	1 July 2013	Refuse removal	R 225 600	Good				
	Sisize- Haba Trading	1 July 2013	Refuse removal	R 101 250	Good				
	Pure Magic Trading	Contract Extended	Refuse removal	R 695 115	Good				<i>Letter to intend to terminate issued..</i>
	Dolphin Coast	Contract Extended	Refuse removal	R 636 509	Good				

## Appendix J:

### Disclosure of Financial Interest

There were no financial disclosures reported for the year under review.

## Appendix K:

### Revenue Collection Performance

### Appendix K (i):

### Revenue Collection Performance by Vote

APPENDIX C

uMLALAZI MUNICIPALITY

SEGMENTAL STATEMENT OF FINANCIAL PERFORMANCE

FOR THE YEAR ENDED 30 JUNE 2016

	2016 Actual Income	2016 Actual Expenditure	2016 (Surplus)/ Deficit	2015 Actual Income	2015 Actual Expenditure	2015 (Surplus)/ Deficit
	R	R	R	R	R	R
Executive and Council	-310 282 664	110 142 505	-200 140 160	-177 760 910	90 160 643	-87 600 267
Budget and Treasury Office	-4 051 086	15 267 940	11 216 854	-2 612 038	12 500 789	9 888 752
Corporate Services	-430 257	11 600 810	11 170 553	-934 078	8 677 852	7 743 774
Planning and Development	-9 492 636	16 780 674	7 288 038	-3 298 076	4 726 568	1 428 492
Health	-5 017 129	8 752 823	3 735 695	-2 732 000	4 805 025	2 073 025
Community and Social Services	-3 659 925	4 244 857	584 932	-3 330 812	3 340 637	9 825
Housing	-539 639	2 583 382	2 043 743	-1 600 791	1 197 837	-402 954
Public safety	-35 098 623	52 827 360	17 728 737	-27 925 791	44 669 608	16 743 817
Sport and Recreation	-3 794 302	12 230 403	8 436 101	-2 781 335	10 525 642	7 744 307
Waste management	-15 519 682	17 329 003	1 809 321	-14 209 892	15 656 468	1 446 576
Road transport	-13 164 920	20 737 996	7 573 076	-12 301 518	17 944 570	5 643 053
Electricity	-68 608 183	68 102 086	-506 096	-67 701 198	68 814 464	1 113 266
Air transport	-	5 893	5 893	-	9 802	9 802
Workshop	-	600 651	600 651	-	484 985	484 985
Total	-469 659 045	341 206 384	-128 452 662	-317 188 439	283 514 888	-33 673 551

## Appendix K (ii):

### Revenue Collection Performance by Source

uMLALAZI MUNICIPALITY					
ACTUAL COMPARED WITH BUDGETED REVENUE AND EXPENDITURE					
FOR THE YEAR ENDED 30 JUNE 2016					
	Actual 2016	Budget 2016	Variance 2016	Variance 2016	Explanation of significant variances greater than 10% versus budget
	R	R	R	%	
<b>REVENUE</b>					
<b>Revenue from Non-exchange Transactions</b>	<b>-376 746 435</b>	<b>-298 516 480</b>	<b>78 229 955</b>	<b>26.21</b>	
<b>Taxation revenue</b>	<b>-48 690 257</b>	<b>-49 541 080</b>	<b>-850 823</b>		
Property rates	-46 375 576	-47 453 980	-1 078 404	-2.27	
Property rates- penalties imposed	-2 314 681	-2 087 100	227 581	10.90	Increased debtors in arrears caused the higher penalties on accounts.
<b>Transfer revenue</b>	<b>-295 120 918</b>	<b>-223 506 950</b>	<b>71 613 968</b>		
Government grants and subsidies - operational	-135 560 171	-156 563 120	-21 002 949	-13.42	Underspending on Rural Electrification grant, Project Management grant (MIG - administration fees) and Disaster Management grant.
Transfers recognised - capital	-65 674 184	-56 441 830	9 232 354	16.36	Improved spending on Municipal Infrastructure Grant.
Public contributions, donated and contributed PPE	-93 886 563	-10 502 000	83 384 563	793.99	Ninety one (91) rural facilities transferred to municipality as donated assets, which were not budgeted for.
<b>Other</b>	<b>-32 935 261</b>	<b>-25 468 450</b>	<b>7 466 811</b>		
Fines	-32 197 564	-25 468 450	6 729 114	26.42	More traffic fines issued than anticipated.
Actuarial gains	-737 696	-	737 696		Post-employment health care benefits decreased with valuation report.
<b>Revenue from Exchange Transactions</b>	<b>-82 602 677</b>	<b>-81 491 610</b>	<b>1 111 067</b>	<b>1.36</b>	
Service charges	-67 626 976	-67 745 030	-118 054	-0.17	
Rental of facilities and equipment	-1 155 907	-1 180 430	-24 523	-2.08	
Interest earned- external investments	-6 466 900	-5 693 850	773 050	13.58	Increased interest due to efficient cash flow management during the year.
Interest earned- outstanding debtors	-457 035	-373 900	83 135	22.23	Increased debtors in arrears caused the higher interest on accounts.
Licences and permits	-3 419 316	-3 354 220	65 096	1.94	
Other income	-2 565 093	-2 197 830	367 263	16.71	The additional income was caused due to old insurance claims transferred to the sundry income line item.
(Gain)/ loss on sale of assets	-911 450	-946 350	-34 900	-3.69	
<b>Total revenue</b>	<b>-459 349 112</b>	<b>-380 008 090</b>	<b>79 341 022</b>	<b>20.88</b>	



# Appendix L:

## Conditional Grants Received: Excluding MIG

### 16. UNSPENT CONDITIONAL GRANTS AND RECEIPTS

	Balance unspent at 30/06/2016	Received during 2016	Interest earned 2016	Conditions met transferred to revenue	Returned to National Treasury 2016	Balance unspent at 30/06/2016	Received during 2016	Interest earned 2016	Conditions met transferred to revenue	Balance unspent at 30/06/2016
	R	R	R	R	R	R	R	R	R	R
<b>DEPARTMENT OF CO-OPERATIVE GOVERNANCE AND TRADITIONAL AFFAIRS</b>										
Disaster management grant	2 192 160	9 100 000		-5 907 640		-				
Support to community service centres grant	462 671	500 000		-37 129						
Small town rehabilitation grant	2 647 590	3 000 000		-152 410						
	5 302 421	12 600 000	-	-7 997 179		-	-	-	-	-
<b>NATIONAL TREASURY</b>										
Municipal Systems Improvement Grant	0	930 000		-930 000	-490 611	490 611	934 000		-443 389	-
Municipal Infrastructure Grant	1 342 477	39 090 000		-40 702 418	-610 000	3 754 693	37 496 000		-39 492 180	5 761 073
Financial Management Grant	-	1 600 000		-1 600 000	-61 241	61 241	1 600 000		-1 538 759	-
Expanded public works programme integrated grant	403 641	3 037 000		-2 633 359		-	2 172 000		-2 172 000	-
	1 746 317	44 657 000	-	-45 965 875	-1 361 852	4 316 746	42 292 000	-	-43 646 328	5 761 073
<b>DEPARTMENT OF HUMAN SETTLEMENTS</b>										
Sunnydale Low Cost Housing	363 972					363 972			-1 146 758	1 540 730
Rural housing project	-					-	240 000		-240 000	
	363 972	-	-	-		363 972	240 000	-	-1 386 758	1 540 730
<b>DEPARTMENT OF ARTS AND CULTURAL</b>										
Community library services grant	151 246	361 000		-350 524		140 770	252 000		-297 306	106 076
	151 246	361 000	-	-350 524		140 770	252 000	-	-297 306	106 076
<b>DEPARTMENT OF SPORT AND RECREATION</b>										
Infrastructure - Sport Facilities	0			-691 031		691 031	1 725 000		-1 358 969	526 000
Maintenance of facilities	-0			-62 468		62 468	150 000		-87 512	
	0	-	-	-653 519		653 519	1 875 000		-1 446 481	526 000
<b>DEPARTMENT OF MINERALS AND ENERGY</b>										
Integrated national electrification programme grant	5 651 686	6 000 000		-7 779 441	-663 000	6 254 129	7 000 000		-6 195 450	7 469 579
	5 651 686	6 000 000	-	-7 779 441	-663 000	6 254 129	7 000 000		-6 195 450	7 469 579
<b>Unspent conditional grants</b>	<b>13 445 846</b>	<b>85 618 000</b>	<b>-</b>	<b>-62 946 437</b>	<b>-2 224 852</b>	<b>12 066 136</b>	<b>51 569 000</b>	<b>-</b>	<b>-63 625 644</b>	<b>15 502 466</b>
<b>DONATIONS AND PUBLIC CONTRIBUTIONS</b>										
Electrical network upgrade	4 412 546	3 700 000	37 076			674 669	63 114	20 967		562 599
Dorothy Irone bursary fund	18 006		964			17 052		616		16 236
Indigent support	279 049		14 696			264 153	5 726	14 764		243 643
SMME Establishment	1 943 466		47 617			1 895 851		45 617		1 850 264
Unspent donations and public contributions	6 653 129	3 700 000	101 373	-		2 851 766	68 840	61 364	-	2 672 742
<b>UNSPENT CONDITIONAL GRANTS AND RECEIPTS</b>	<b>20 098 974</b>	<b>89 318 000</b>	<b>101 373</b>	<b>-62 946 437</b>	<b>-2 224 852</b>	<b>14 917 902</b>	<b>51 637 840</b>	<b>61 975</b>	<b>-63 625 644</b>	<b>18 175 208</b>

# Appendix M:

## Capital Expenditure – New & Upgrade/ Renewal Programmes: Including MIG

KZN284 uMlalazi - Supporting Table SA34a Consolidated capital expenditure on new assets by asset class

Capital Expenditure on new assets by Asset Class								2016/17 Medium Term Revenue & Expenditure Framework		
Description	Ref	2012/13	2013/14	2014/15	Current Year 2015/16					
R thousand	1	Audited Outcome	Audited Outcome	Audited Outcome	Original Budget	Adjusted Budget	Full Year Forecast	Budget Year 2016/17	Budget Year +1 2017/18	Budget Year +2 2018/19
Capital expenditure on new assets by Asset Class/Sub-class										
Infrastructure		17 187	17 593	–	11 507	16 613	16 613	25 997	28 960	32 118
Infrastructure - Road transport		16 687	14 628	–	7 587	13 461	13 461	25 147	27 480	31 188
Roads, Pavements & Bridges		13 670	13 378		7 587	13 461	13 461	25 147	27 480	31 188
Storm water		3 018	1 250							
Infrastructure - Electricity		437	345	–	2 370	2 393	2 393	750	380	930
Generation		437	345		2 370	2 393	2 393	750	380	930
Infrastructure - Other		63	2 620	–	1 550	758	758	100	1 100	–
Waste Management		63			1 050	30	30	–		–
Other	3	–	2 620		500	728	728	100	1 100	–
Community		5 048	2 613	–	11 512	23 486	23 486	16 225	15 408	13 170
Parks & gardens		–			950	150	150			
Sportsfields & stadia		1 000	2 172		8 462	19 036	19 036	8 400	7 110	7 200
Swimming pools		100	–			–	–		3 000	–
Community halls		127	–		1 700	1 700	1 700	3 785	3 100	3 320
Libraries		–	–			–	–			
Recreational facilities		–	–			1 300	1 300	1 500		
Fire, safety & emergency		–	179			–	–			
Cemeteries		42	238		400	100	100	650	550	150
Social rental housing	8	–	–			–	–			
Other		3 779	24			1 200	1 200	1 890	1 648	2 500
Heritage assets		–	238	–	–	–	–	–	–	–
Buildings			238							
Other	9									
Investment properties		–	–	2 000	515	750	750	–	–	–
Housing development										
Other				2 000	515	750	750			
Other assets		4 202	972	–	5 011	5 385	5 385	5 355	2 760	1 530
General vehicles		2 754	238			675	675	400		
Specialised vehicles	10	–	–	–	–	–	–	–	–	–
Plant & equipment		966	425		1 046	2 331	2 331	1 049	1 019	678
Computers - hardware/equipment		–	–			466	466	650	–	–
Furniture and other office equipment		482	310		3 965	1 682	1 682	1 266	741	852
Abattoirs		–				–	–			
Markets		–				–	–			
Civic Land and Buildings		–				–	–	1 991	–	–
Other Buildings		–				230	230			
Other		–							1 000	–
Total Capital Expenditure on new assets	1	26 436	21 416	2 000	28 545	46 233	46 233	47 577	47 128	46 818

# Appendix N:

## Capital Programme by project current year

KZN284 uMlalazi - Supporting Table SA36 Consolidated detailed capital budget

Municipal Vote/Capital project		Ref	Program/Project description	Total Project Estimate	Prior year outcomes		2016/17 Medium Term Revenue & Expenditure Framework			Project information	
R thousand	4	Audited Outcome 2014/15			Current Year 2015/16 Full Year Forecast	Budget Year 2016/17	Budget Year +1 2017/18	Budget Year +2 2018/19	Ward location	New or renewal	
Parent municipality:											
List all capital projects grouped by Municipal Vote											
Vote 1 - EXECUTIVE AND COUNCIL	FURNITURE & EQUIPMENT			408		204	140	120	Ward 11	New	
	COMPUTER EQUIPMENT		1 641			1 100			Ward 11	New	
	MOBILE OFFICE					280			Ward 11	New	
	LIVE STOCK PENS					350	500	500	Ward 11	New	
	OFFICE RENOVATIONS			3 750					Ward 11	Renewal	
	NEW VEHICLE (4 X4 DOUBLE CAB)			950					Ward 11	New	
	INFORMAL TRADING SHELTERS (KDS & GING)			1 000	500	500	2 000	Ward 11	New		
	TRACTORS			105					Ward 11	New	
	IRRIGATION SYSTEMS					790	548		Ward 11	New	
	EXECUTIVE AND COUNCIL		764						Ward 11	New	
Vote 2 - BUDGET AND TREASURY OFFICE	COMPUTER EQUIPMENT		1 641	1 675					Ward 11	New	
	FILING CONTAINER					77			Ward 11	New	
	OFFICE RENOVATIONS								Ward 11	New	
	STORE FOR REDUNDANT ASSETS					1 000			Ward 11	New	
	CAR PORTS					43			Ward 11	New	
	FURNITURE AND EQUIPMENT			52	130	85	60	Ward 11	New		
Vote 3 - CORPORATE SERVICES	FURNITURE AND EQUIPMENT			605	352	226	357	Ward 11	New		
	DOCUMENT MANAGEMENT SYSTEM							Ward 11	New		
	SWITCHBOARD SYSTEM							Ward 11	New		
	PERFORMANCE MANAGEMENT SYSTEM			40				Ward 11	New		
	MOBILE OFFICE				200			Ward 11	New		
	COMPUTER EQUIPMENT				1 500	2 270	3 000	Ward 11	New		
	KITCHEN			30				Ward 11	New		
	PURCHASE PROPNET PROPERTIES (GINGINDLOVU)			300				Ward 11	New		
	RECEPTION			200				Ward 11	Renewal		
	EMANDAWA COMMUNITY HALL (WARD 10)			-		1 500		Ward 11	New		
	BONGELA COMMUNITY HALL (WARD 1)			-			1 500	Ward 11	New		
	SQWANJANA COMMUNITY HALL (WARD 13)			1 700	3 500			Ward 11	New		
	MCONGWENI COMMUNITY HALL (WARD 13)			-			1 500	Ward 11	New		
	BANEDLE COMMUNITY HALL (WARD 16)			-		1 500		Ward 11	New		
	COMMUNITY HALLS AND OFFICE BUILDINGS			1 550	1 000	1 200	6 900	Ward 11	Renewal		
	MACHINERY AND EQUIPMENT			25	50	52	54	Ward 11	New		
	REPLACEMENT VEHICLES			-	350	220		Ward 11	Renewal		
	CORPORATE SERVICES		8 014	-							
Vote 4 - PLANNING AND DEVELOPMENT	FURNITURE AND EQUIPMENT		-	10	25	30	35	Ward 11	New		
Vote 5 - HEALTH	FURNITURE AND EQUIPMENT			60	40	50	20	Ward 11	New		
	UPGRADE OF OFFICES			200	1 500			Ward 11	Renewal		
	VEHICLE (NEW 4 X 4)			350				Ward 11	New		
	VEHICLE (NEW KOMBI)			-				Ward 11	New		
	VEHICLE (NEW SEDAN)			180				Ward 11	New		
	HEALTH		301	-							

Vote 6 - COMMUNITY AND SOCIAL SERVICES	FURNITURE AND EQUIPMENT	625	155	150	155	Ward 11	New
	BUILDING UPGRADE	160				Ward 11	Renewal
	CEMETERIES PALISADE FENCING	300	400	300		Ward 11	Renewal
	CEMETERY PATHWAYS	100	250	250	150	Ward 11	New
	ABLUTION FACILITIES		100			Ward 11	New
	KWAZIKWAKHE CRECHE (WARD 2)	-				Ward 2	New
	MANZABILAYO CRECHE (WARD 7)	-				Ward 7	New
	VUMA CRECHE (WARD 8)	-				Ward 8	New
	NGODINI CRECHE (WARD 26)	-				Ward 26	New
	NTSHENTSHU SCHOOL - CLASSROOMS (WARD 26)	-				Ward 26	New
	LUBISANE CRECHE (WARD 22)	-				Ward 22	New
	EBELE CRECHE (WARD 25)	-				Ward 25	New
	NGQAYIZIVELE CRECHE (WARD 25)	-				Ward 25	New
	EVONOTHO CRECH (WARD 21)	-				Ward 21	New
	VULAMELHLO CRECHE (WARD 8)	-				Ward 8	New
	COMMUNITY AND SOCIAL SERVICES	1 598	280				
		-					
Vote 7 - HOUSING							
Vote 8 - PUBLIC SAFETY	FURNITURE AND EQUIPMENT	60	110	60	55	Ward 11	New
	MACHINERY AND EQUIPMENT	560	130	180	60	Ward 11	New
	PARK HOME		200			Ward 11	New
	REPLACEMENT VEHICLES	-		300		Ward 11	Renewal
	VEHICLE (NEW DOUBLE CAB)	450				Ward 11	New
	FIRE TENDER	-		4 000		Ward 11	New
	NEW TESTING STATION	-				Ward 11	New
	VEHICLE (NEW)	160				Ward 11	New
	PUBLIC SAFETY	657	-				
		-					
Vote 9 - SPORTS AND RECREATION	ESHOWE SWIMMING POOL	-				Ward 11	Renewal
	NKUME SPORTS FIELD (WARD 10)	-		1 500		Ward 10	New
	MACHINERY AND EQUIPMENT	300	-	-	-	Ward 11	New
	EMVUTSHINI SPORTS FIELD (WARD 16)			2 000		Ward 16	New
	MACHANCA SPORTS FIELD (WARD 8)				1 800	Ward 8	New
	EMFENYANE SPORTS FIELD (WARD 14)	-		2 110		Ward 14	New
	VELESHOWE SPORTS FIELD (WARD 19)				1 700	Ward 19	New
	VELESHOWE SPORTS FIELD (WARD 22)	-			2 000	Ward 22	New
	SKLEBHENI SPORTS FIELD (WARD 23)	-		1 500		Ward 23	New
	BIYELA SPORTS FIELD (WARD 1)				1 700	Ward 1	New
	MANDLOVU SPORTS FIELD (WARD 24)					Ward 24	New
	KWABULAWAYO SPORTSFIELD (WARD 24)	8 462	8 400			Ward 24	New
	STAFF CHANGE ROOM			1 000		Ward 11	New
	SHELTERS - SUNNYADLE SWIMMING POOL		200			Ward 11	New
	SUNNYADLE SWIMMING POOL			3 000		Ward 11	New
	MACHINERY AND EQUIPMENT	300	1 000	350	250	Ward 11	New
	PLAYPARK EQUIPMENT	550	450	100		Ward 11	New
	GOAL POSTS - SPORTS FIELDS	200				Ward 11	New
	REHABILITATION COMBO COURTS	-				Ward 11	Renewal
	KICK ABOUTS - RURAL	200				Ward 11	New
	TRACTOR (NEW)	350				Ward 11	New
	VEHICLE (NEW 4 X 4)	-				Ward 11	New
	REPLACEMENT TRAILERS	190				Ward 11	Renewal
	REPLACEMENT VEHICLES	-	320			Ward 11	Renewal
	SPORTS AND RECREATION	7 046	-				
		-					
Vote 10 - WASTE MANAGEMENT	REFUSE SKIPS AND MASS CONTAINERS (ESH, GING AND MTZ)	600		300		Ward 11	New
	TRANSFER STATION (GINGINDLOVU)	500	1 000	4 500	800	Ward 11	Renewal
	REFUSE BINS	50	50	50	50	Ward 11	New
	PARK HOME			190		Ward 11	New
	MACHINERY AND EQUIPMENT			200	200	Ward 11	New
	REPLACEMENT VEHICLES	620				Ward 11	Renewal
	REFUSE TRUCK COMPACTOR	-				Ward 11	Renewal
	WASTE MANAGEMENT	1 980	-			Ward 11	
		-					
Vote 11 - ROAD TRANSPORT	STORM WATER MANAGEMENT	-		2 100	2 700	Ward 11	Renewal
	STORM WATER MANAGEMENT	-	2 000			Ward 11	Renewal
	MACHINERY AND EQUIPMENT	86	60	62	64	Ward 11	New
	PAVEMENT MANAGEMENT (KERBING)	550	300	310	320	Ward 11	Renewal
	SIDEWALKS	300	500	1 000	2 200	Ward 11	Renewal
	REHABILITATION OF URBAN ROADS	5 400	5 400	5 400	5 400	Ward 11	Renewal
	REHABILITATION OF URBAN ROADS		4 500	4 500	10 800	Ward 11	Renewal
	PUBLIC TRANSPORT FACILITIES ( LAYBYS SHELTERS)	200	240	250	121	Ward 11	New
	SPEED HUMPS ESH, GING AND MTZ	140	200	210	220	Ward 11	New
	PEDESTRIAN WOODEN BRIDGES (WARD 12 & WARD 22)	200				Ward 12 and 22	New
	KDS PASSAGE WALKS UPGRADE	-	250	250	250	Ward 11	Renewal
	MITCHELL STREET EXTENSION	-	2 750	1 449		Ward 11	New
	NEW VEHICLE : SINGLE CAB (KERBING AND STORM WATER)	250				Ward 11	New
	REPLACEMENT VEHICLES	1 820		400		Ward 11	Renewal
	GING TAXI RANK OFFICES			1 100		Ward 18	New
	GING MAIN STREET PARKING AREA UPGRADE	300	650			Ward 18	Renewal
	UPGRADE OF INTERSECTION - SUNNYDALE LOW COST		500			Ward 12	New
	ESIFUBENI ROAD (WARD 10)	-				Ward 10	New
	KANGELA ROAD ESHOWE (WARD 11)	3 760				Ward 11	New
	KDS/ SUNNYDALE LINK ROAD (WARD 12)	-				Ward 12	New
	ESHOWE BUS RANK/INDUSTRIAL AREA LINK ROAD (WARD 11)	-				Ward 11	New
	REHABILITATION OF OSBORN ROAD (WARD 11)	5 794				Ward 11	New
	NAICKERVILLE/SANDLWANA HIGH SCHOOL INTERSECTION (D134) WARD 18	-				Ward 11	New
	MTIPELA ROAD (WARD 3)	3 000	5 976			Ward 18	New
	MAKHEHLE CAUSEWAY (WARD 24)	-				Ward 3	New
		-					

## Appendix O:

### Capital Programme by project by Ward current year

Same as above (Appendix N).

## Appendix P:

### Service Connection Backlogs at Schools and Clinics

This information is reported under the IDP through the Community Based Planning.

## Appendix Q:

Service Backlogs Experienced by the Community where another Sphere of Government is Responsible for Service Provision - reported in the IDP.

## Appendix R:

### Declaration of Loans and Grants Made by the Municipality

52. GRANTS AND SUBSIDIES PAID
Child and Family Welfare Organisation
Society for the Prevention of Cruelty to Animals (S.P.C.A)
uMlalazi Tourism Association
Zukuleni Historical Museum
Vukani Zulu Cultural Museum
Free refuse
Free electricity

R	R
130 000	125 000
125 000	120 000
185 000	190 000
323 980	262 800
207 000	
1 720 188	1 542 424
1 184 988	1 128 097
<b>3 865 495</b>	<b>3 308 121</b>

## Appendix S:

### Declaration of Returns not Made in due Time under MFMA s71

All s71 of the MFMA reports were submitted in the year under review.

---

## Appendix T:

### **National and Provincial Outcome for local government**

This is reported in the Integrated Development Plan (IDP).

---

# Volume II: Annual Financial Statements