

01 July 2020 – 30 June 2021



ANNUAL REPORT 2020/21

2ND DRAFT



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LEGISLATIVE PROVISIONS

Section 121 of the Local Government: Municipal Finance Management Act 56 of 2003 (MFMA) read with circular 63 of the MFMA Act No 56 of 2003 stipulates that:

Every municipality and every municipality entity must for each financial year prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129.

The purpose of an annual report is-

- To provide a record of activities of the municipality or municipal entity during the financial year to which the report relates;
- To provide a report on performance against the budget of the municipality or municipal entity for that financial year; and
- To promote accountability to the local community for the decision made throughout the year by the municipality or municipality entity

The annual report of the municipality must include-

- The annual financial statements of the municipality, and in addition, if section 122 (2) applies, consolidated annual financial statements, as submitted to the Auditor General for audit in terms of section 126 (1);
- The Auditor General report in terms of section 126 (3) on those financial statements.
- The annual performance report of the municipality prepared by the municipality in terms of section 46 of the Municipal System Act;
- The Auditor General's audit report in terms of section 45 (b) of the Municipal Systems Act.
- An assessment by the municipality's accounting officer of any arrears on municipal taxes and service charges;
- An assessment by the municipality's accounting officer of the municipality's performance against the measurable performance objectives referred to in section 17 (3) (b) for revenue collection from each revenue source and for each vote in the municipality's approved budget for the relevant financial year;
- Particulars of any corrective action taken or to be taken in response to the issues raised in the audit reports referred to in paragraphs (b) and (d)

- Any explanation that may be necessary to clarify issues in connection with the financial statements;
- Any information as determined by the municipality;
- Any recommendations of the municipality's audit committee; and
- Any other information as may be prescribed.
- To provide a report on performance against the budget of the municipality or municipal entity for that financial year; and
- To promote accountability to the local community for the decision made throughout the year by the municipality or municipality entity

ABREVIATIONS

AG	Auditor General
CBP	Community Based Planning
COGTA	Cooperative Governance and Traditional Affairs
CWP	Community Works Programmed
B2B	Back to Basics
EPWP	Expanded Public Works Programmed
ExCom	Executive Committee
GIS	Geographic Information System
HIV/AIDS	Human Immuno-Deficiency Virus/Acquired Immune Deficiency Syndrome
ICT	Information Communication Technology
IDP	Integrated Development Plan
IA	Internal Audit
IWMP	Integrated Waste Management Plan
KPA	Key Performance Area
KPI	Key Performance Indicator
KZN	KwaZulu – Natal
LED	Local Economic Development
MEC	Member of Executive Council
MIG	Municipal Infrastructure Grant
MPAC	Municipal Public Accounts Committee
MSCOA	Municipal Standard Chart of Accounts
MTEF	Medium Term Expenditure Framework
PMS	Performance Management System
PMU	Project Management Unit
SDF	Spatial Development Framework
SEA	Strategic Environmental Assessment
SDBIP	Service Delivery and Budget Implementation Plan
IDP RF	Integrated Development Plan Representative Forum

CHAPTER 01: MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

BACKGROUND

The AbaQulusi Municipality's Annual Report has been developed according to the provisions of Section 121 of the Municipal Finance Management Act (MFMA), 56 of 2003 and Section 46 of the Local Government: Municipal Systems Act (MSA), 32 of 2000. According to the National Treasury guidelines for the preparation of the Annual Report, the report should comprise of a number of chapters to reflect the key activities undertaken within the organisation during the year under review.

In presenting this report for the financial year ended 30 June 2021 the municipality acknowledge the progress made during the 2020/21 financial year and the challenges that lie ahead. A detailed account of all the challenges and remedial actions going forward has been provided within this report

MAYOR'S FOREWORD



I wish to humbly present the Annual Report of Abaqulusi Municipality which seeks to provide a record of activities during the year 2020/21 in terms of section 121 of the Local Government Municipal Finance Management Act 56 of 2003.

The Annual Report deals with the Municipality's achievements in the year under review and, in so doing hopefully assists in identifying our successes, failures, and challenges. This report is therefore intended to attest to the combined efforts of the administrative and political leadership of the Municipality to gradually address fair and realistic expectations of our residents.

Whilst varied challenges still confront our country, the whole world, and the Municipality through the

current pandemic COVID 19 and other service delivery challenges which have not only affected infrastructure development but, have socially devastated our communities at large, we will continue to make strides in delivering on the main objectives of the Municipality in terms of section 152 of our Constitution read with section 153, 1996.

Vision

The municipality is guided by its long-term vision and commits to it on annual basis and will continue to be a progressive, prosperous and sustainable economic hub of Zululand. To fulfill the municipal vision, the SDBIP serves the annual implementation of the objectives as outlined in the 2020/21 IDP Review.

During the year, some of the main achievements were as follows:

- Road paving - New Lakeside (phase 2)
- Tarring of Bhukumthetho (Zama to Kwabalele) Station phase 2
- Bhekuzulu road paving (Phase 1)
- Upgrading of Mezzelfontein road (ward 12)
- Upgrading of Mhlanga Road Phase 1, ward 15
- Upgrade of Mpongoza gravel roads and bridge structure (phase 2), ward 4
- Emergency Interventions related to curbing the spread of COVID 19

- Provision of water and sanitation facilities to informal settlements
- Upgrade Kliepfontein Water and Waste Treatment Plant (WWTP)
- Refurbishment of Crossroads Substation, ward 22
- Makhukhula Community Hall (ward 4)
- Clifffdale Community Hall (ward 7)
- Emadresini Community Hall, ward 16
- Construction of BhekuZulu Ward 11 Library (Multi - purpose centre)
- Electrical connections, of 57) households in ward 4.

Good Governance

The political governance structures were in place during the year 2020/21 i.e., Council, Executive Committee and portfolio committees in terms of section 79 of the Local Government Municipal Structures Act 117 of 1998, and each Portfolio committees undertook their responsibilities in line with the National Key Performance Areas (KPA), objects of local government and developmental duties of the municipalities.

Administrative Capacity

The municipality relies on the willing management to undertake its strategic role by implementing the (IDP) through (Service Delivery and Budget Implementation Plan (SDBIP) in doing so, the Executive Committee is also required to exercise a strategic role on day-to-day activities.

During the year 2020/21 the municipality had full capacity on senior management, two positions for

Director Technical Services and Director Community Services were filled in October 2020.

Public Participation

AbaQulusi Municipality considers public participation as important and engaged the communities at the ward level to identify the needs and priorities of our people.

The IDP Roadshows are used as platforms to serve this purpose and were undertaken from the 11th of May 2021 to the 13th of May 2021. Furthermore, ward committees were used as an appropriate structure to facilitate the public participation process and will be enhanced during 2021/22 years.

Our councillors had been in constant consultation with communities to improve transparency and accountability on municipal affairs.

The political and administrative capacity in existence commits to a positive outcome in the future audit for 2021/22

I wish to thank everyone who contributed positively in the journey of improving service delivery for our communities.

Thank you,

**CLLR. MC MAPHISA
MAYOR**

ACTING MUNICIPAL MANAGER'S OVERVIEW



The Annual Report is the culmination of the council's five-year Integrated Development Plan (IDP). The IDP was adopted in 2017 and is reviewed annually in terms of section 34 of the Municipal Systems Act 32 of 2000.

Guided by section 121 of the Local Government Municipal Finance Management Act 56 of 2003, AbaQulusi municipality proudly presents its annual report which is a reflection of the past year record of activities of the municipality, performance against the budget of the municipality, and promoting accountability to the local community for the decision made throughout the year by the municipality

The municipality has ensured alignment of services through Reviewed IDP 2020/21 and Service Delivery and Budget implementation (SDBIP) which is our tool to ensure that priorities of AbaQulusi are met as set out in the IDP

pandemics did also affect our municipality and

normal operations were sometimes not possible. The productivity of our workforce was affected and leadership at large as well as our communities both financially and socially.

To improve service delivery the management will work tirelessly irrespective of the existing challenges. The performance on each Key Performance Area (KPA) is articulated broadly in the attached performance report where achievements on the set targets have been indicated with corrective measures on areas needing attention.

Service Delivery in both urban and rural areas was a priority during the year under review, as the honourable mayor has indicated in his foreword above. It is also important to note that in spite of the existing challenges the municipality has worked tirelessly for the pending audit outcome. I wish to convey my appreciation for the support to the staff without whom not much could be achieved. My sincere appreciation also goes to my predecessors as I joined the municipality in the beginning of the current year 2021/22, the management team, former councillors for always providing the strategic direction needed in achieving our vision, AbaQulusi will not be the same with efforts and commitment from all stakeholders in the development of our area.

MPE MTHEMBU
ACTING MUNICIPAL MANAGER

CHAPTER 1

EXECUTIVE SUMMARY



To be the progressive, prosperous and sustainable economic hub of Zululand by 2035

CHAPTER 1: EXECUTIVE SUMMARY

This report addresses the performance of the AbaQulusi for the period 01 July 2020 to 30 June 2021 in respect of its core legislative obligations. Local government must create a participatory framework that defines and enhances the relationship between elected leaders and their communities. This requires that the council of the municipality provides regular and predictable reporting on programmed performance and the general state of affairs in their locality.

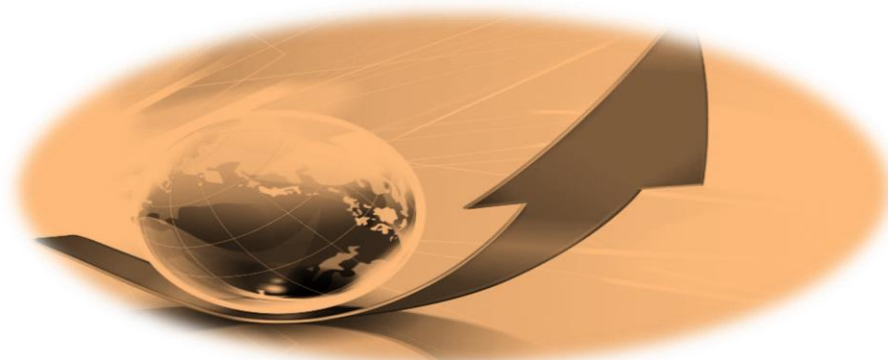
OUR VISION



To be the progressive, prosperous and sustainable economic hub of Zululand by 2035

MISSION STATEMENT

It is envisaged that the municipal vision will be achieved by:



By creating a conducive environment focused on Agricultural, Industrial and Tourism Development in order to attract Investment and Provision of Basic Service Delivery

1.1 MUNICIPAL OVERVIEW

The AbaQulusi Local Municipality is located in the Northern part of KwaZulu-Natal Province and forms part of the Zululand District Municipality. It is named after the AbaQulusi, a Zulu clan whose descendants live in the vicinities of Vryheid, Utrecht, eDumbe and eNgoje.

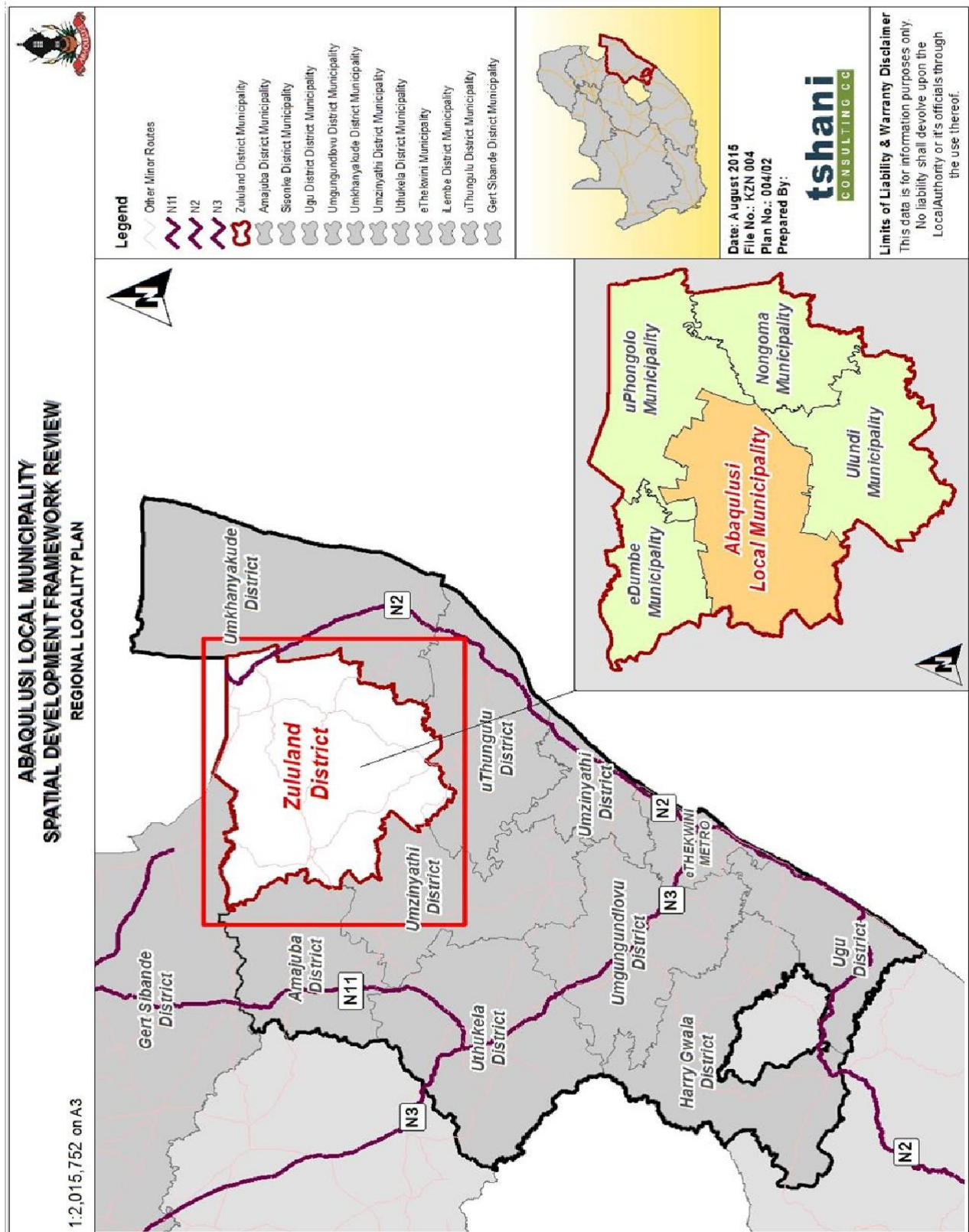
AbaQulusi Municipality comprises of many settlements, both rural and urban, with Vryheid being its main urban settlement/town. Other areas of interest that fall within the boundaries of AbaQulusi also include Louwsburg, eMondlo, Hlobane, Coronation, and Bhekuzulu. The municipality is split into 22 Wards and its geographical cover is estimated at 4185km² in extent making it one of the spatially largest municipalities in the province, occupied by a population of approximately 243 795 people, according to the Community Survey 2016.

The population of AbaQulusi has been growing steadily since 2011, moving from 211060 to 243 795 people, recording an increase of 32 735 people over a 5-year period. At present, AbaQulusi Municipality constitutes approximately 27% of the Zululand District Municipality making it the largest populated local municipality compared to the other local municipalities within the district.

The 4 other local municipalities that make up the Zululand Family include eDumbe, uPhongolo, Nongoma and Ulundi. The municipality is also characterized as the main hub for the district and is also very strategically positioned, sharing its border with all 4 local municipalities within the district, as well as with Amajuba and uMzinyathi District families.

The Locality Map below spatially depicts the AbaQulusi Municipality's location within the Zululand District Municipality and the KwaZulu-Natal Province.

Map 1: Locality Map

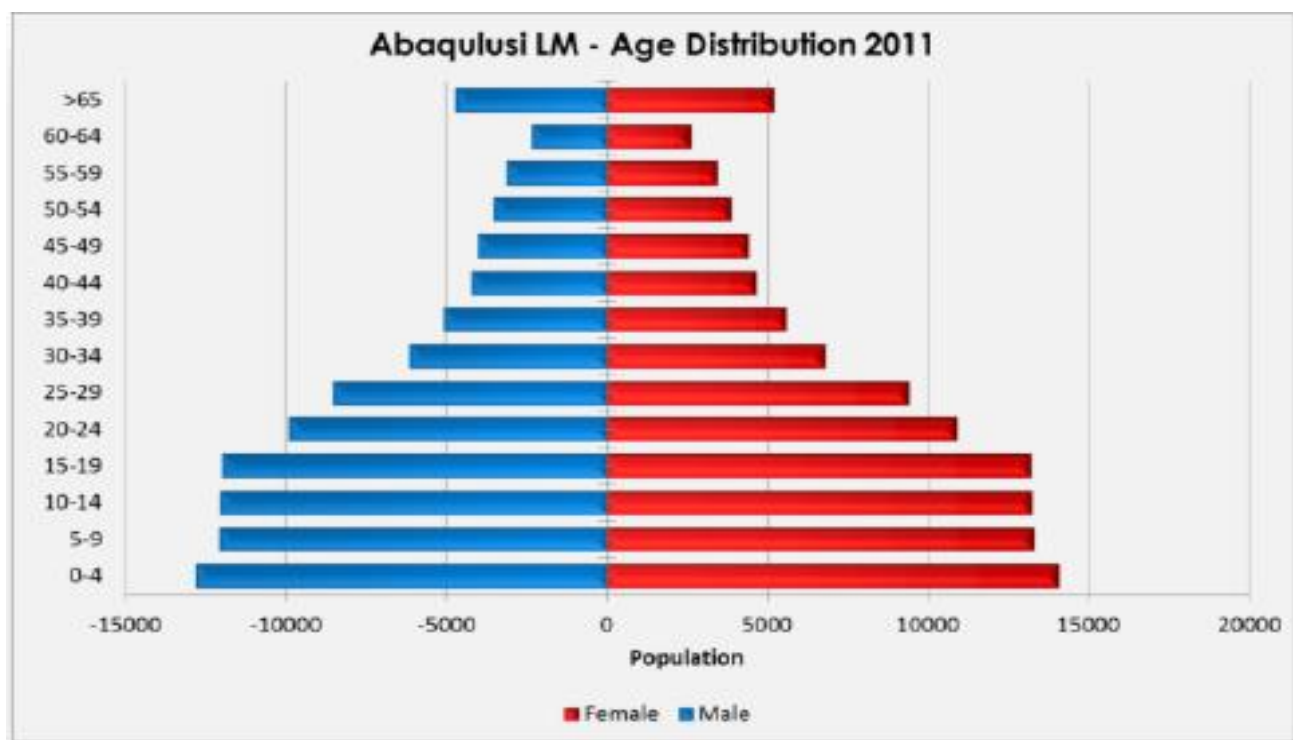


1.2 MUNICIPAL FUNCTION, POPULATION AND ENVIRONMENTAL OVERVIEW

The population of AbaQulusi has been growing steadily since 2001. From 2001 (191 019) to 2011 (211 032) the population of the municipality increased by 20 013 as per Census 2011, with a 1% growth rate per annum. The population density of AbaQulusi Local Municipality as expressed in terms of households per hectare depicts that the population within the municipality is not evenly distributed, within a high population density clustered around the main centre of Vryheid. There is a lower population concentration in the smaller urban centres of Hlobane, Louwsburg, eMondlo and Gluckstadt, while the outlying areas of Dlodlomo, Khambi Bhukumthetho, Gwebu, Ezibomvu, Ezidulini, and Mvuzini all have an even lower population density. The full breakdown of the AbaQulusi population distribution per ward is as follows:

Table 1 Population of AbaQulusi (2001 - 2011)

Age groups and gender



Population by ward

WARD	POPULATION	WARD	POPULATION
1	10008	12	12708
2	8520	13	14253
3	11175	14	8604
4	6978	15	8103
5	10755	16	9417
6	10335	17	11889
7	10944	18	8085
8	4830	19	7437
9	6351	20	11124
10	2703	21	12603
11	11358	22	12852
Total			211 032

Source: Census 2011

1.2.1 ABAQULUSI KEY STATISTICS

Table 02: Key statistics

DETAIL	STATISTICS	DETAIL	STATISTICS
Total population	211,060		
Young (0-14)	36,7%	Matric aged 20+	28%
Working Age (15-64)	58,6%	Number of households	43299
Elderly (65+)	4,7%	Number of Agricultural households	16,838
Dependency ratio	70,5	Average household size	4.6
Sex ratio	90,9	Female headed households	50%
Growth rate	1% (2001-2011)	Formal dwellings	78.8%
Population density	50 persons/km2	Housing owned/paying off	66.6%
Unemployment rate	35,4%	Flush toilet connected to sewerage	40.9
Youth unemployment rate	45,1%	Weekly refuse removal	41,5%
No schooling aged 20+	16,9%	Piped water inside dwelling	38,8%
Higher education aged 20+	6,6%	Electricity for lighting	72.1%

The demographics within AbaQulusi Municipality as per STATS SA Community Survey 2016 is as follows:

Population Sizes

PERSONS	CENSUS 2011	COMMUNITY SURVEY 2016
Total population	211 060	243 795
Growth rates	1.0	0.03
Change (%)	10.5	15.5
Population density	50	58

Source: STATS SA CS 2016

Population Distribution

SETTLEMENTS	CENSUS 2011	COMMUNITY SURVEY 2016
Urban formal	39.1%	38.6%
Traditional/Rural	32.7%	35.6%
Farms	28.2%	25.7%

Source: STATS SA CS 2016

Population Composition

PERSONS PROPORTION	CENSUS 2011	COMMUNITY SURVEY 2016
Young (0-14 years)	36.7%	37.9%
Youth (15-34 years)	36.5%	39.8%
Working age (15-64 years)	58.6%	57.8%
Elderly (65 years or older)	4.7%	4.3%
Sex ratio (men/100 women)	91	93
Dependency ratio	70.5	70.8

Source: STATS SA CS 2016

Population Groups

RACE	CENSUS 2011	COMMUNITY SURVEY 2016
Black African	95.4%	96.9%
Coloured	0.5%	0.7%
White	3.5%	2.3%
Indian/Asian	0.4%	0.2%

Source: STATS SA CS 2016

1.3 SERVICE DELIVERY OVERVIEW

1.3.1 SERVICE DELIVERY HIGHLIGHTS

The table below specifies the basic service delivery highlights for the year on project completed and passed 60% progress, some of the projects are still in progress and are under construction during 2021/22. Progress is indicated under chapter 3 of Annual Performance Report, 2020/21 Organisational Scorecard.

	FOCUS AREA	PROJECT NAME	BUDGET	STATUS	WARD
1.	Roads	Road paving - New Lakeside (phase 2)	R 1 250 000	project practically complete from the 05 th of Nov 2020	22
2.		Tarring of Bhekumthetho (Zama to Kwabalele) Station phase 2	R 1 500 000	60% of roads completed by 30 June 2021	19
3.		Bhekuzulu road paving (Phase 1)	R3 000 000,00	project practically complete from the 12 th of April 2021	11&13
4.		Upgrading of MezzelFontein road (ward 12)	R1 700 000	project completed on 30 November 2020	12
5.		Upgrading of Mhlanga Road Phase 1	R2 840 000	project completed on 30 October 2020	15
6.		Upgrade of Mpongoza gravel roads and bridge structure (phase 2)		project completed on 05 May 2021	4
7.	Sanitation	Emergency Interventions related to curbing the spread of COVID 19	R1 140 000	construction of emergency interventions completed on 21 August 2020	1.6.8.9,10,11,12,13 & 22
8.		Provision of water and sanitation facilities to informal settlements		construction of a provision of water and sanitation facilities to informal settlements completed on 18 Dec 2020	7,8,10,11,13
9.		Upgrade Kliepfontein Water and Waste Treatment Plant (WWTP)	R3 000 000	100% upgrade of Kliepfontein Water and Waste Treatment Plant completed by 10 Feb 2021	22
10.	Electricity	Refurbishment of Crossroads Substation	R 2 500 000	project completed on 28 June 2021	22
11.	Community Hall	Makhukhula Community Hall (ward 4)	R3 100 000,00	project practically completed on 23 February 2021	4
12.		Cliffdale Community Hall (ward 7)	R2 980 000,00	project practically completed on 05 February 2021	7

1.4 FINANCIAL HEALTH OVERVIEW

The municipality began the financial year with a cash balance of R 16 554 087.00

FINANCIAL OVERVIEW – 2020/21 R'000			
	Original Budget	Adjustment Budget	Actual
<i>Grants</i>	219 471 000	243 570 000	252 059 175
<i>Taxes, Levies, and Tariffs</i>	379 249 000	376 049 000	400 341 163
<i>Other</i>	9 455 000	11 650 000	16 820 164
Subtotal	608 175 000	631 269 000	669 220 502
<i>Less expenditure</i>	568 706 000	579 878 000	653 509 373
Net Total	39 469 000	51 391 000	15 711 129
* Note: Surplus/(deficit)	<u>39 469 000</u>	<u>51 391 000</u>	<u>15 711 129</u>

OPERATING RATIOS DETAILS	
Employee cost	31.3 %
Repairs and Maintenance	14.4 %
Finance charges and depreciation	14.1%

COMMENT ON OPERATING RATIOS

Employee-related cost is 31.3% of total operating expenditure while the norm recommended by the National treasury is between 28% and...35 %. Repairs and Maintenance must be 8% of the operating budget in terms of the norm by National Treasury while the municipality is sitting at 14.4%. It must be mentioned that another huge portion of repairs and maintenance is in capital expenditure as renewal of existing. Finance charges and depreciation make up about 14.1% of total operational expenditure

TOTAL CAPITAL EXPENDITURE 2018/19 – 2020/21 DETAILS			
	2018/19	2019/20	2020/21
Original Budget	37 012	35 278	57 772
Adjustment Budget	30 046	43 983	51 390
Actual	39 012	35 104	47 167

CAPABILITY OF THE MUNICIPALITY TO EXECUTE CAPITAL PROJECTS

The municipality was unable to allocate funding from its own revenue for the projects in road, water, electricity, and sewerage as the impact of the drought in the previous financial year where the municipality

had to provide water without receiving any revenue for water severely impacted on the finances of the municipality.

EMPLOYEE EXPENDITURE 2018/19– 2020/21			
PERIOD	2018/19	2019/20	2020/21
EXPENDITURE	142 525 952	176 161 456	197 646 125

Indigent Support (Including Free Basic Services)

The majority of the population in AbaQulusi Municipality is indigent; this has an impact of reduced revenue. The Municipality receives the free basic grant from National Treasury, which is utilized to offer the following free basic services:

- Free 50kwh of electricity a month
- Free rates up to the value R100,000
- Free 6kl of water per month
- Free refuse
- These allocations are per the national government policy guidelines
- The total cost for these Free Basic Services amounts to R4,823,866.88.

Revenue Enhancement and Protection Strategies

The following strategies are to be implemented:

- Review and implementation of the credit-control policy
- Strict management of the indigent register.
- Access to electricity through third party vendors.
- Customer awareness on illegal electricity connections.

Municipal Consumer Debt

The increased number of indigents is negatively affecting the municipality's ability to collect all service revenue billed; there has been a considerable increase in the debtor's balances over 90 days as a result of this. These outstanding balances have been adequately provided for as doubtful debts.

Current and Planned Borrowings

The municipality has no current or planned borrowings.

Municipality's Credit Rating

The municipality does not have a credit rating currently.

Employee Related Costs

The employee related costs account is approximately 31.3 % of the total expenditure.

Supply Chain Management

AbaQulusi municipality currently has Supply Chain Management Unit that manages the flow of goods and services guided by the municipal SCM policy. In order to give effect to the SCM Policy.

Status of Bid Committees in 2020/21

The municipality has an established BID specification, evaluation and adjudication committee that is fully functional

CHALLENGES

Challenges experienced for the reporting period are indicated in the table below

CHALLENGES	DESCRIPTION	ACTION TO BE TAKEN
High level of indigent dependency	High level of indigent dependence is as results community that might be found eligible to get indigent benefit	Strict verification process to register on Indigent Register
Loss of income	The municipality lose a lot of income due to illegal electricity, water connections and illegal development	Blocking of prepaid electricity Handing over of accounts to attorneys
High rate of debtors		Revenue enhancement committee has been established assisted by national COGTA

INTERVENTIONS

- Revenue enhancement committee has been established assisted by national COGTA
- Blocking of prepaid electricity
- Handing over of accounts to attorneys
- Appointment of data cleansing service provider

1.5 ORGANISATIONAL DEVELOPMENT OVERVIEW

Organizational development is used to equip an organization with the right tools so that it can adapt and respond positively (profitably!) to changes in the market. **It is a process** through which an organization

develops the internal capacity to be the most effective it can be in its mission work and to sustain itself over the long term. The Municipal environment is very dynamic and AbaQulusi is not exception in this regard.

The job evaluation process was undertaken during the year and 80% progress was made and most the job descriptions were submitted to the job evaluation unit (JEU). The municipality will undertake the remaining 20% during 2021/2022

MUNICIPAL TRANSFORMATION AND ORGANISATIONAL DEVELOPMENT

HIGHLIGHTS	DESCRIPTION
Legislative and administrative authority	Council and its committees meet as prescribed. Council continues to make, review and administer by-laws for the effective administration of the functions assigned to it
Ward committees	ward committees functional in 18(eighteen) wards and issues in 4(four) are being addressed to revive the functionality are and enhance participatory democracy

1.6 AUDITOR GENERAL REPORT

1.6.1 AUDITED OUTCOMES

The Auditor-General of South Africa has a constitutional mandate and, as the Supreme Audit Institution (SAI) of South Africa, exists to strengthen our country's democracy by enabling oversight, accountability and governance in the public sector through auditing, thereby building public confidence. In short, the Auditor-General checks the spending of public money by looking at whether it has been used ideally and for the purposes intended. This is done by annually checking all government spending. In turn, this can be described as an audit.

The Auditor-General's annual audit examines 3 areas:

- Fair presentation and absence of significant misstatements in financial statements
- Reliable and credible performance information for predetermined objectives
- Compliance with all laws and regulations governing financial matters.

There can be 5 different outcomes to an audit, once the municipality has submitted their financial statements to the Auditor-General, which can be simply defined as follows:

- **A clean audit:** The financial statements are free from material misstatements and there are no material findings on reporting on predetermined objectives or non-compliance with legislation.
- **Unqualified audit with findings:** The financial statements contain material misstatements. Unless they express a clean audit outcome, findings have been raised on either reporting on predetermined objectives or non-compliance with legislation, or both these aspects.
- **Qualified audit opinion:** The financial statements contain material misstatements in specific amounts, or insufficient evidences for them to conclude that specific amounts included in the financial statements are not materially misstated.
- **Adverse Audit Opinion:** The financial statements contain material misstatements that are not confined to specific amounts, or the misstatements represent a substantial portion of the financial statements.
- **Disclaimer of Audit opinion:** The auditee provided insufficient evidence in the form of documentation on which to base an audit opinion. The lack of sufficient evidence is not confined to specific amounts or represents a substantial portion of the information contained in the financial statements.

The table below indicates the audit opinion received for the past four financial years:

YEAR	2018/19	2019/20	2020/21
OPINION RECEIVED	Unqualified with findings	Qualified with findings	Qualified with findings

1.7 IDP PROCESS PLAN

According to chapter 5 of the Municipal Systems Act (MSA) of 2000, all municipalities have to undertake an Integrated Development Planning process (i.e. IDP Process Plan) to produce an Integrated Development Plan (IDP). The process plan in this case essentially fulfils the function of a business plan and/or operational plan for the review process of the IDP, Budget and PMS. It is a plan that simply defines **what** should happen, by **when** it should happen, **who** is responsible, and **how** it should happen during the process of formulating/reviewing an IDP, Budget and PMS for a Municipality.

Schedule of events to undertake IDP Review 2020/21 successfully are indicated in the table below

DATE	ACTIVITY	RESPONSIBILITY
JULY 2020		
15 July 2020	Submission of 4 th Quarter PMS Report by all Departments	Municipal Manager and All Directors
28 July 2020	Table Draft 2021/2022 IDP and Budget Process Plan to EXCO	Director: Development Planning
30 July 2020	Table Draft 2021/2022 IDP and Budget Process Plan to Council	Director: Development Planning
31 July 2020	Submission of Draft 2021/2022 IDP Process Plan to COGTA for comment	Director: Development Planning
31 July 2020	Finalize Performance Agreements for Section 54/56	Municipal Manager
AUGUST 2020		
17 August 2020	Table 1 st Draft Annual Report to Audit Committee	Municipal Manager
20 August 2020	Table 1 st Draft Annual Report to MPAC	Municipal Manager
25 August 2020	-Table 1 st Draft Annual Report to EXCO -Table Final 2020/2021 IDP and Budget Process Plan to EXCO	Municipal Manager and Director: Development Planning
27 August 2020	-Table 1 st Draft Annual Report to EXCO -Table Final 2020/2021 IDP and Budget Process Plan to EXCO	Municipal Manager and Director: Development Planning
31 August 2020	-Submission of Draft Annual Report and AFS to Treasury	Municipal Manager and CFO
SEPTEMBER 2020		
18 September 2020	KZN IDP Indaba	KZN CoGTA and Director: Development Planning
29 September 2020	IDP Steering Committee meeting to address 2019/2020 IDP MEC Comments	Municipal Manager, All Directors and Managers
OCTOBER 2020		
05-19 October 2020	IDP and Budget Roadshows (Needs Analysis)	Office of the Mayor, Municipal Manager, All Directors

DATE	ACTIVITY	RESPONSIBILITY
15 October 2020	Submission of First Quarter Performance Reports and POE	Municipal Manager and All Directors
22 October 2020	Submission of first Quarter Performance Report to Internal Audit	Municipal Manager
NOVEMBER 2020		
13 November 2020	First Quarter Performance Review (Informal)	Municipal Manager and All Directors
17-19 November 2020	Draft Budget and IDP Working Session	Municipal Manager, All Directors and Managers
27 November 2020	IDP Best Practice-Alignment Session	KZN CoGTA and Director: Development Planning
DECEMBER 2020		
01 December 2020	Table First Quarter Performance Reports to EXCO	Municipal Manager
10 December 2020	IDP Rep Forum	Municipal Manager, All Directors and Office of the Mayor
14 December 2020	Table First Quarter Performance Reports to Council	Municipal Manager
JANUARY 2021		
08 January 2021	Submission of Second Quarter/ Half Year Performance Report	Municipal Manager and All Directors
13 January 2021	Submission of Second Quarter/ Half Year Performance Report to Internal Audit	Municipal Manager
18 January 2021	Mid-Year Budget and Performance assessments/review	Municipal Manager and All Directors
21 January 2021	Table 2 nd Draft Annual Report and Mid-year Budget and Performance Report to EXCO	Municipal Manager and CFO
26 January 2021	Table 2 nd Draft Annual Report and Mid-year Budget and Performance Report to MPAC	Municipal Manager and CFO
28 January 2021	Table 2 nd Draft Annual Report and Mid-year Budget and Performance Report to Council	Municipal Manager and CFO
31 January 2021	Submission of 2 nd Draft Annual Report and Mid-year Budget and Performance Report to Treasury	Municipal Manager and CFO
FEBRUARY 2021		
04 February 2021	Advertise Annual Report	Municipal Manager
05 February 2021	IDP Stakeholders Meeting	KZN CoGTA and Director: Development Planning
8-10 February 2021	Adjusted Budget and SDBIP Session	EXCO, Municipal Manager, All Directors and Managers
17-19 February 2021	Strategic Planning Sessions	EXCO, Municipal Manager, All Directors and Managers
16 February 2021	Table Adjusted Budget and SDBIP to EXCO	Municipal Manager and CFO
23 February 2021	Table Adjusted Budget and SDBIP to Council	Municipal Manager and CFO
MARCH 2021		
05 March 2021	Advertise Adjusted Budgeted and SDBIP	Municipal Manager and CFO

DATE	ACTIVITY	RESPONSIBILITY
17 March 2021	Table Draft 21/22 IDP, Budget, and Final Annual Report to EXCO	Director: Development Planning, Municipal Manager and CFO
19 March 2021	MPAC-Oversight Report	Municipal Manager and CFO
25 March 2021	Table Draft 21/22 IDP, Budget, and Final Annual Report to Council	Director: Development Planning, Municipal Manager and CFO
APRIL 2021		
30 March-15 April 2021	IDP and Budget Roadshows (Discuss Draft IDP and Budget- Projects and Tariffs)	Office of the Mayor, Municipal Manager, All Directors
02 April 2021	Advertise Draft 21/22 IDP, Budget, and Final Annual Report	Director: Development Planning, Municipal Manager and CFO
02 April 2021	Deliver Draft 21/22 IDP and Budget to CoGTA (MEC)	Director: Development Planning
15 April 2021	Submission of Third Quarter Performance Report	Municipal Manager and All Directors
22 April 2021	Submission of Third Quarter Performance Report to Internal Audit	Municipal Manager
23 April 2021	Draft IDP Feedback Session	KZN CoGTA
28-30 April 2021	Alignment of IDP, Budget and Develop 1 st Draft 21/22 SDBIP	EXCO, Municipal Manager, All Directors and Managers
MAY 2021		
15 May 2021	Third Quarter Performance Review (Informal)	Municipal Manager and All Directors
20 May 2021	Table Final 2021/2022 IDP and Budget to EXCO	Director: Development Planning, Municipal Manager and CFO
27 May 2021	Table Final 2021/2022 IDP and Budget to Council	Director: Development Planning, Municipal Manager and CFO
JUNE 2021		
01-09 June 2021	Develop 2 nd Draft 2021/2022 SDBIP	EXCO, Municipal Manager, All Directors and Managers
04 June 2021	Advertising of Final 2021/2022 IDP and Budget.	Director: Development Planning and CFO
04 June 2021	Submission of Final 2021/2022 IDP and Budget to COGTA	Director: Development Planning
10 June 2021	Submit 2 nd Draft 2021/2022 SDBIP to Mayor	Municipal Manager
16-24 June 2021	Develop Final 2021/2022 SDBIP	EXCO, Municipal Manager, All Directors and Managers
24 June 2021	Submit Final 2021/2022 SDBIP to Mayor for Signature	Municipal Manager
03 July 2021	Advertise Final SDBIP, Submission of Final SDBIP to Treasury	Municipal Manager

CHAPTER 2

GOVERNANCE

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE









Governance at AbaQulusi is made up of political and administrative governance. Political governance comprises of elected councillors and council committees. Its role is to play oversight role over administration of the municipality to ensure effective and efficient service delivery. Administrative governance is undertaken through various administrative structures under the leadership of the Municipal Manager.

The principal structure of municipality is Council chaired by Speaker of Council, Cllr. MB Khumalo. The Executive Committee is led by the Deputy Mayor, Cllr. MC Maphisa who is currently acting as the mayor and is tasked with day – to –day running of the municipality. Political governance structures work together on day – to day basis to achieve service delivery goals and targets as set out in the municipal IDP

2.1 POLITICAL GOVERNANCE

The political governance of AbaQulusi Municipality is undertaken by Executive Committee led by the Deputy Mayor, acting as Mayor Cllr. MC Maphisa. The mayor is at the centre of governance system since executive powers are vested in him to manage the day-to-day affairs of the municipality. He has an overarching strategic and political responsibility to ensure smooth functioning of political and administrative governance of the municipality. In fulfilling this function, he is assisted by the Executive Committee comprising of 8 members of Council. The EXCO political structure is made up of the following: 3 IFP: Members, 1 DA Member, and 4 ANC: Members. EXCO Councillors and their political affiliation are indicated as follows:

EXECUTIVE COMMITTEE MEMBERS

			
Cllr. MA Hlatshwayo Designation: PR Political Representation: IFP	NN Mdlalose Designation: PR Councillor Political Representation: ANC	Cllr. MC Maphisa Deputy Mayor Political Representation: IFP	Cllr. PP Selepe PR Councillor Political Representation: ANC
			
Cllr. BL Zwane PR Councillor Political Representation: IFP	Cllr. HB Khumalo Designation: PR Councillor Political Representation: ANC	Name: IA De Kock Designation: Ward Councillor Political Representation: DA	Cllr. TZ Nkosi Designation: Ward Councillor Political Representation: ANC Ward: 1















Various portfolio committees are in place to ensure effective oversight role on council matters. The committees are established in terms of section 79 and 80 of the Government Municipal Structures Act No 117 of 1998. These committees include

PORTFOLIO COMMITTEES
















NO.	COMMITTEE	CHAIRPERSON	MEMBERS
1.	Executive Portfolio Committee	Cllr. MC Maphisa,	Cllr. MC Maphisa, Cllr. IA De Kock, Cllr. PN Mazibuko, Cllr. TZ Nkosi, Cllr. NN Mdlalose, Cllr. PP Selepe, Cllr. BL Zwane, MA Hlatshwayo
2.	Technical Services Committee	Cllr. BL Zwane	BL Zwane, Cllr. KM Ntuli, Cllr. ZH Nxumalo, Cllr. NB Manana, Cllr. XJ Zungu, Cllr. IA De Kock, Cllr. DJ Maphisa, Cllr. TZ Nkosi, Cllr. PM Mtshali, Cllr. MM Ntuli
3.	Community Services	Cllr. MA Hlatshwayo	Cllr. MA Mazibuko, Cllr. CJQ Hadebe, Cllr. ZH Nxumalo, Cllr. SS Siyaya, Cllr. NA Kunene, Cllr. P.P Selepe, Cllr. DP Mazibuko, Cllr. LR Mhlango, Cllr. VC Mtshali, Cllr. MM Mhlungu
4.	Finance Portfolio	Cllr. MC Maphisa,	Cllr. MA Mazibuko, Cllr. AP Mbatha, Cllr. NB Manana, Cllr. NA Kunene, Cllr. MT Lushaba, Cllr. MA Hlatshwayo, Cllr. HB Khumalo, Cllr. TI Zungu
5.	Corporate Services Portfolio	Cllr. IA De Kock	Cllr. MP Williams, Cllr. AP Mbatha, Cllr. KM Ntuli, Cllr. SS Siyaya, Cllr. NB Manana, Cllr. MM Mhlungu, Cllr. TZ Nkosi, Cllr. AM Masondo, Cllr. NN Mdlalose, Cllr. B Ntombela
6.	Development Planning Portfolio	Cllr. MC Maphisa	Cllr. MP Williams, Cllr. NA Kunene, Cllr. MA Mazibuko, Cllr. ZH Nxumalo, Cllr. TD Ndlovu, Cllr. NS Mgidi, Cllr. CN Mbatha, Cllr. TA Khumalo, Cllr. MA Hlatshwayo
7.	Municipal Public Account Committee	Cllr. M Victor	Cllr. JJ Jones, Cllr. NA Kunene, Cllr. TZ Mavundla, Cllr. R Ally, Cllr. MB Mabaso, Cllr. L Dube, Cllr. NY Mdlalose, Cllr. SN Ndelela

2.2 COUNCIL







Councillors are elected representatives serving predetermined term of office on the local council on behalf of their respective constituents. AbaQulusi municipal council has a total number of forty - four (44). Twenty-two (22) are represented as ward councillors and twenty-two (22) are party representatives. The Councils Political structure is made up of the following: ANC: 22 Members, IFP: 18 Members, DA: 3 Members, EFF: 1 Member. The Council is chaired by the Honourable Speaker, Councillor MB Khumalo. The composition of Council and their political affiliation is as follows:

KNOW YOUR COUNCILLOR				
 <p>Cllr. TZ Nkosi Designation: Ward Councillor Political Representation: ANC Ward: 1</p>	 <p>Cllr. MM Ntuli Designation: Ward Councillor Political Representation: ANC Ward: 2</p>	 <p>Cllr. SN Ndlela Designation: Ward Councillor Political Representation: ANC Ward: 3</p>	 <p>Cllr. MB Khumalo Designation: Honourable Speaker/ Ward Councillor Political Representation: IFP Ward: 4</p>	 <p>Cllr. B Ntombela Designation: Ward Councillor Political Representation: ANC Ward: 5</p>
 <p>Cllr. AM Masondo Designation: Ward Councillor Political Representation: ANC Ward: 6</p>	 <p>Cllr. XJ Zungu Designation: Ward Councillor Political Representation: IFP Ward: 7</p>	 <p>Cllr. M Viktor Designation: Ward Councillor Political Representation: DA Ward: 8</p>	 <p>Cllr. IA De Kock Designation: Ward Councillor Political Representation: DA Ward: 9</p>	 <p>Cllr. DP Mazibuko Designation: Ward Councillor Political Representation: ANC Ward: 10</p>
 <p>Cllr. LR Mhlongo Designation: Ward Councillor Political Representation: ANC Ward: 11</p>	 <p>Cllr. MM Kunene Designation: Deputy Mayor-ZDM/ Ward Councillor Political Representation: IFP Ward: 12</p>	 <p>Cllr. AP Mbatha Designation: Ward Councillor Political Representation: IFP Ward: 13</p>	 <p>Cllr. NS Mgidi Designation: Ward Councillor Political Representation: ANC Ward: 14</p>	 <p>Cllr. NB Manana Designation: Ward Councillor Political Representation: IFP Ward: 15</p>

KNOW YOUR COUNCILLOR

 <p>Cllr. NA Kunene Designation: Ward Councillor Political Representation: IFP Ward: 16</p>	 <p>Cllr. TA Khumalo Designation: Ward Councillor Political Representation: ANC Ward: 17</p>	 <p>Cllr. TI Zungu Designation: Ward Councillor Political Representation: ANC Ward: 18</p>	 <p>Cllr. MA Mazibuko Designation: Ward Councillor Political Representation: IFP Ward: 19</p>	 <p>Cllr. ZH Nxumalo Designation: Ward Councillor Political Representation: IFP Ward: 20</p>
 <p>Cllr. NC Mkhwanazi Designation: Ward Councillor Political Representation: ANC Ward: 21</p>	 <p>Cllr. L Dube Designation: Ward Councillor Political Representation: ANC Ward: 22</p>	 <p>Cllr. PP Selepe Designation: PR Councillor Political Representation: ANC</p>	 <p>Cllr. HB Khumalo Designation: PR Councillor Political Representation: ANC</p>	 <p>Cllr. PM Mtshali Designation: PR Councillor Political Representation: ANC</p>
 <p>Cllr. NY Mdlalose Designation: PR Councillor Political Representation: ANC</p>	 <p>Cllr. NN Mdlalose Designation: PR Councillor Political Representation: ANC</p>	 <p>Cllr. MT Lushaba Designation: PR Councillor Political Representation: ANC</p>	 <p>Cllr. VC Mtshali Designation: PR Councillor Political Representation: ANC</p>	 <p>Cllr. TZ Mavundla Designation: PR Councillor Political Representation: IFP</p>

KNOW YOUR COUNCILLOR

 <p>Cllr. MC Maphisa Designation: Honourable Deputy Mayor/ PR Councillor Political Representation: IFP</p>	 <p>Cllr. CQJ Radebe Designation: PR Councillor Political Representation: IFP</p>	 <p>Cllr. CN Mbatha Designation: PR Councillor Political Representation: ANC</p>	 <p>Cllr. BL Zwane Designation: PR Councillor Political Representation: IFP</p>	 <p>Cllr. MP Williams Designation: PR Councillor Political Representation: IFP</p>
 <p>Cllr. MM Mhlungu Designation: PR Councillor Political Representation: DA</p>	 <p>Cllr. MA Hlatshwayo Designation: PR Councillor Political Representation: IFP</p>	 <p>Cllr. SS Siyaya Designation: PR Councillor Political Representation: IFP</p>	 <p>Cllr. MB Mabaso Designation: PR Councillor Political Representation: ANC</p>	

2.3 ADMINISTRATIVE GOVERNANCE

The Municipal Manager is the Chief Accounting Officer of the Municipality. He is the head of the administration, and primarily serve as chief custodian of service delivery and implementation of political priorities. He is assisted by his direct reports, which constitutes the management team, the administrative is depicted below comprising of the following departments

2.3.1 Executive Support Department

Municipal Manager is Head of Administration and is responsible for the management of the municipality's administration in accordance with the Local Government Municipal Systems Act of 2000 and other legislation applicable to the municipality. The primary objective to measure, monitor and enhance the institution's performance and advise the political structures and political office bearers of the municipality.

The following units exist within the department:

- Internal Audit
- Executive Support

- Legal Services
- Performance Management

2.3.2 Budget & Treasury Department

Budget & Treasury is headed by the Chief Financial Officer (CFO), manages the financial affairs of municipality to ensure the optimum use of all municipal assets. In essence, it is the protector of the public purse as it levies taxes and charges on the public, collects the taxes and charges for the public, and administers the expenditure of those taxes and charges on goods, services and assets on behalf of the public.

The following units exist within the department:

- Revenue & Income
- Expenditure
- Supply Chain
- Budget and Treasury

2.3.3 Technical Services Department

The Technical Services department's main objectives and functions are to provide the basic needs of the community as well as maintain the standard of service provided. The following units exist within the department:

- PMU
- Roads and Storm -water,
- Electricity
- Water and Sanitation

2.3.4 Corporate Services Department

Enable support to Council, the Committees of Council, as well as to the Political Office Bearers, provide an effective and efficient human resource strategic and administration, ensure skilled workforce, ensure fair representation of the workforce, promote a conducive working environment provide optimal information technology services and infrastructure.

The following units exist within the department:

- Human Resource Management
- Human Resource Development
- General Administration
- Information Technology
- Council Support and
- Fleet Management

2.3.5 Community Services Department

The Community Development Department's core functions is to ensure that the community is well serviced in regards to: Public Safety, Education (Libraries) Sports & Recreation, Community Halls, Traffic Management and Solid Waste Management

The following units exist within the department:

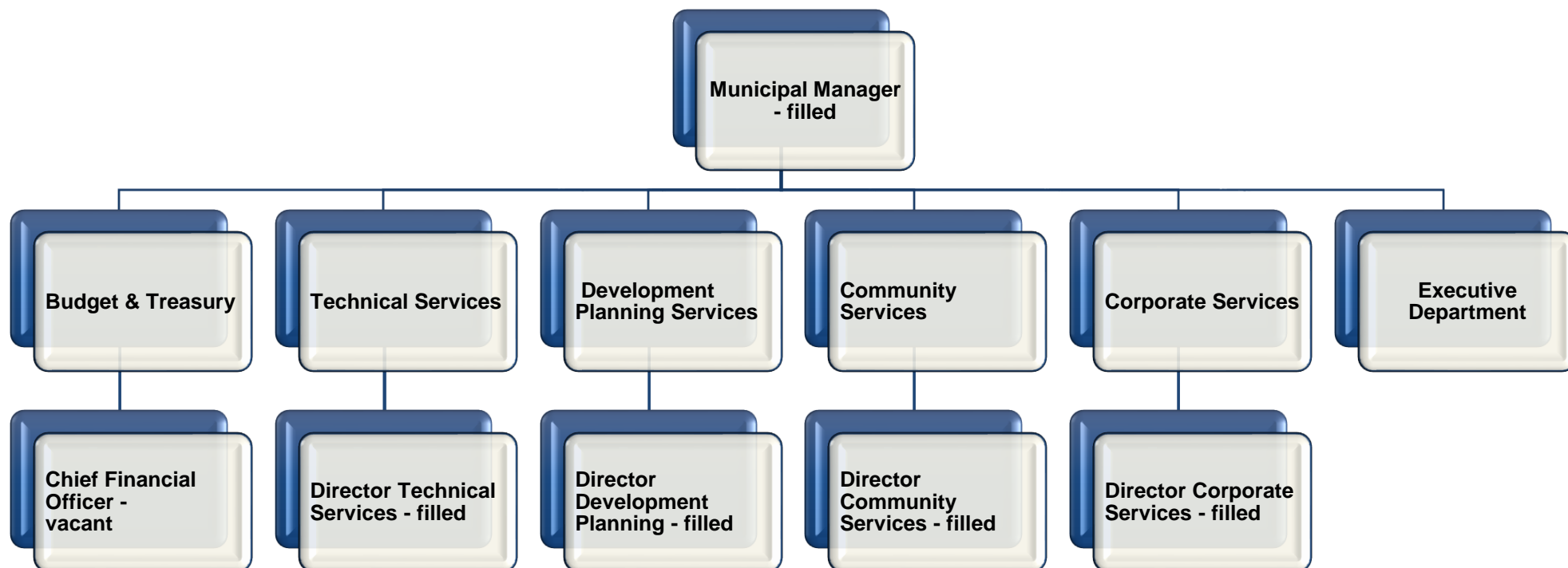
- Environmental Management
- Safety and Security
- Recreational Services
- Community Services Centre

2.3.6 Development Planning Department

The Development Planning departments' primary function within the municipality is to regulate, control all developments. The following units exist within the department:

- Town Planning and GIS
- Local Economic Development
- Human Settlement & Real Estate
- Building Inspectorate
- IDP and Development Planning

Depicted below is the Organogram of the municipality.



Organogram

COMPONENT B: INTERGOVERNMENTAL RELATIONS

2.4 INTERGOVERNMENTAL RELATIONS

South Africa has an intergovernmental system guided by Intergovernmental Relations Framework Act no. 13 of 2005 and regulations. The principle behind this act is to promote cooperation between the three spheres of government – local, provincial and national. While responsibility for certain functions is allocated to a specific sphere, many other functions are shared among the three spheres.

The municipality participates in a number of national, provincial forums and district forum that are currently established for the purpose to share issues of common interest and resolve challenges at hand and facilitate service delivery mandate.

Furthermore, IGR in the context of South Africa mainly aims to achieve the following:

- Information Sharing
- Communication
- Consultation
- Engagement
- Co-operation

2.4.1 PROVINCIAL INTERGOVERNMENTAL STRUCTURE

The mayor and municipal manager participate in the technical and provincial MUNIMEC respectively

The key IGR Structures that are established in the country provides a platform to achieve the above - mentioned is outlined as follows:

Table 9 IGR National and Provincial Structures

SPHERE OF GOVERNMENT	IGR STRUCTURE
National	<ul style="list-style-type: none">▪ Presidents co-ordinating Council▪ MinMECs/Budget Forum/Local Government Budget Council
Provincial	<ul style="list-style-type: none">▪ Premiers co-ordinating Forums▪ MuniMECs▪ Local Government Communicators Forum
Local	<ul style="list-style-type: none">▪ District Inter-Governmental Forums:▪ The District Technical Forum▪ Mayoral Forum▪ Municipal Manager's Forum▪ District Development Model (DDM)

SPHERE OF GOVERNMENT	IGR STRUCTURE
	<ul style="list-style-type: none"> ▪ Communicators Forum ▪ Zululand Communicators Forum ▪ Sub Technical Forums (CFOs Forum, Planning Forum, Infrastructure Forum, Corporate Services Forum)

It must be noted that the AbaQulusi LM is fully committed and active in the Provincial and Local IGR Structures, however there will always be a need to revive structures functionality considering the local government dynamics and challenges

Municipal Structures

Other than legislated and political structures, the following structures are also in place at AbaQulusi Local Municipality:

Table 10 IGR Municipal Structure

Department	Structure
Executive Support Department	<input type="checkbox"/> IDP Rep Forum <input type="checkbox"/> Operation Sukuma Sakhe <input type="checkbox"/> Rapid Response <input type="checkbox"/> Local Aids Council (LAC) <input type="checkbox"/> Disability Forum <input type="checkbox"/> Civil Society <input type="checkbox"/> AbaQulusi Youth Council
Development Planning	<input type="checkbox"/> IDP Rep Forum
Corporate Services	<input type="checkbox"/> Local Labour Forum
Community Services	<input type="checkbox"/> Disaster Management Forum <input type="checkbox"/> Sports Forum
Development Planning	<input type="checkbox"/> Tourism Forum <input type="checkbox"/> Business Forum <input type="checkbox"/> Housing Forum

COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

2.5 PUBLIC MEETINGS

Chapter 4 of the Local Government Municipal Systems Act 32 of 2000 indicates that a municipality must establish appropriate mechanisms, processes and procedures to enable the local community to participate in the affairs of the municipality, AbaQulusi Municipality prides itself on public participation as a mechanism in this regard to engage, inform and consult its communities on the affairs of the municipality within its municipality.

It is imperative that the public is involved in all municipal processes and decision making, achieving transparency and an all-inclusive society. The municipality's IDP Process Plan sets out the public participation structures and schedules that are usually implemented by the municipality for a specific year. It must be noted that although structures and schedules are in place, it does not always go to plan due to the constant demands within local government, therefore structure used to involve the public of municipal affairs include:

- Council Meetings (Public is invited)
- IDP Representative Forums
- IDP/Budget Roadshows/Izimbizo
- Ward Committee Meetings
- Meetings with Amakhosi
- Meeting with Business
- Media Releases
- Website Releases

Amakhosi are also invited to Council meetings however there hasn't been much participation considering some issues to be addressed at a Provincial level

AbaQulusi Municipality undertook 2020/21 IDP/Budget Roadshows regardless of the challenges posed by COVID 19 pandemic. Ward committee structures were utilised where possible to engage communities on affairs of the municipality.

2.5.1 WARD COMMITTEES

The Ward Committees support the Ward Councilor who receives reports on development, participate in development planning processes, and facilitate wider community participation. To this end, the Municipality constantly strives to ensure that all Ward Committees function optimally with community information provision, convening of meetings, ward planning, service delivery, IDP formulation and performance feedback to communities.

The purpose of a ward committee is:

- to get better participation from the community to inform council decisions;
- to make sure that there is more effective communication between the Council and the community; and
- to assist the ward councillor with consultation and report-back to the community.

Ward committees should be elected by the community they serve. ward committee may not have more than 10 members and women should be well represented. Ward councillor serves on the ward committee and act as the chairperson. Although ward committees have no formal powers, they advise the ward councillor who makes specific submissions directly to the administration. These committees play a very important role in the development and annual revision of the Integrated Development Plan of the area.

The table below indicates representation for 22 wards of AbaQulusi

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
1	Buthelezi	Nkosikhona	6 410 120 671 081	Female	Women	0760 670 364	Grade 6
	Nxumalo	Lungisani	8 412 256 090 084	Male	Education	0798 212 340	Grade 11
	Masuku	Mpheni	7 904 105 877 084	Male	Traditional	0711 887 996	Grade 12
	Mkhonza	Thokozani	7 411 295 489 084	Male	Farm Workers	0794 290 813	Grade 12
	Dlomo	Amos	6 901 275 387 085	Male	Sports	0729 152 080	Grade 10
	Sibiya	Bongani	7 910 015 826 087	Male	Faith Based	0729 433 988	Grade 12
	Vacant				Public Transport		
	Buthelezi	Nozipho	8 312 070 635 082	Female	Health & Social Dev.	0725 298 607	Grade 12
	Vacant				Youth		
	Mncwango	Bonginkosi	7 204 046 157 088	Male	Safety and Security	0727 695 684	Grade 10
Ward Councillor		M.M Ntuli				0630218558	
2	Mayise	Thabisile	7 603 121 295 086	Female	Health & Social Dev.	0783 790 564	Grade 11
	Dlamini	Millicent	7 804 040 313 089	Female	Farm Workers	0604 986 332	Grade 11
	Sithole	Phiwakahle	7 710 040 948 082	Female	Women & Public Transport	0789 546 663	Grade 11
	Nhlanzi	Philile	8 704 151 295 085	Female	Education	0826 322 304	Grade 10
	Dlongolo	Khulekani	8 212 225 906 083	Male	Safety and Security	0607 611 632	Grade 12 & Licence C1
	Maduna	Siphelele	8 508 281 632 087	Female	Youth & Senior Citizen	0782 709 424	Grade 11
	Fakude	Senzile	6 803 180 562 085	Female	Physical Challenged	0789 721 052	Grade 11
	Nhlengethwa	Mcebiseni	8 707 035 258 088	Male	Faith Based & Sports	0788 843 467	Grade 12 & BED
	Nkosi	Fika	7 004 065 636 081	Male	Business & Environment	0632 731 990	Grade 10
	Buthelezi	Robert	7 604 155 630 082	Male	Informal Traders	0835 448 987	Grade 11
Ward councillor		S.N. Ndlela					
3	Ndwandwe	Nkosingiphile	8 003 160 278 087	Female	Traditional Institutions	0724 916 259	Grade 11
	Zulu	Joyce	7 901 270 460 084	Female	Women	072 711 2753	Grade 11
	Shabalala	Phumzile	8 505 160 301 081	Female	Health	0797 361 303	Grade 11
	Ndlovu	Isaac	6 805 205 381 086	Male	Faith Based	0827 636 359	Grade 9
	Zulu	Sfiso	8 709 136 120 084	Male	Education	0726 481 363	Grade 12
	Mathenjwa	Bongumusa	6 601 016 343 088	Male	Transport	0726 733 049	Grade 10
	Nkosi	Khonzeni	8 305 021 277 087	Female	Physically Challenged	0710 307 650	Grade 10

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
	Buthelezi	Simphiwe	8 201 016 637 080	Male	Business	0726 626 206	Grade 8
	Mtshali	Isaac	8 307 245 373 080	Male	Youth	0631 710 934	Grade 12
	Thango	Ntombikayise	7 012 280 490 085	Female	Safety and Security	0730 465 592	Grade 3
Ward Councillor		M.B Khumalo			0825 040 264		
4	Khumalo	Vusumuzi	6 405 265 294 087	Male	Public Transport	0826 752 448	Grade 7
	Khumalo	Melta	6 903 201 081 089	Female	Safety and Security	0794 171 738	Grade 12
	Zulu	Zandile	8 802 210 807 088	Female	Environment & Tourism	0795 766 680	Grade 11
	Zulu	Bhekithuba	6 408 175 560 084	Male	Business	0820 730 224	Grade 4
	Sangweni	Nkosinathi	7 803 065 451 080	Male	Traditional Institutions	0764 242 958	Grade 11
	Mbatha	Mandla	6 909 145 384 083	Male	Sports	0769 323 723	Grade 8
	Phakathi	Siyabonga	7 407 115 411 084	Male	Education	0762 369 079	Grade 11
	Kunene	Khosi	8 312 200 095 088	Female	Youth	0720 657 181	Grade 12
	Zulu	Thembile	7 009 030 595 080	Female	Health & Social Dev.	0822 678 509	Grade 12
	Mashazi	Mkhombeni	5 312 295 238 087	Male	Farm Workers	0722 621 858	None
Ward Councillor B. Ntombela						0837 222 166	
5	Ndwandwe	Khethiwe	8 201 191 105 085	Female	Public Transport	0766 088 165	Grade 11)
	Xulu	Jabulisiwe	7 803 180 285 082	Female	Education	0717 693 127	Grade 12 ,
	Ndwandwe	Sphelele	'980404 0468 080	Female	Youth	0823 551 873	Grade 12
	Sangweni	Bheki	7 001 145 380 086	Male	Agriculture	0738 611 472	Grade 11
	Khumalo	Mbali	8 108 020 222 082	Female	Traditional Institutions	0787 095 458	Grade 11
	Mhlanga	Bongani	8 306 206 103 084	Male	Sports	0793 742 102	Grade 11
	Sithole	Ntombikhona	8 912 021 226 081	Female	Health	0710 981 903	Grade 11
	Mdlalose	Nelisiwe	7 208 100 817 081	Female	Women	0725 024 084	Grade 10
	Sithole	Simphiwe	'900422 0807 088	Female	Social Development	'083 997 6245	Grade 12
	Mdladla	Hlaleleni	8 912 250 698 089	Female	Safety and Security	0722 838 368	Grade 10
Ward Councillor M.A Masondo							
6	Nkosi	Muzikayifani	8 302 025 386 089	Male	Physical Challenged	0760 296 075	Grade 12
	Xulu	Lancelot	7 510 105 595 087	Male	Faith Based	0723 010 425	Grade 12
	Xulu	Mxolisi	8 604 115 782 089	Male	Public Transport	0767 936 452	Grade 10
	Buthelezi	Mduduzi	8 202 027 557 085	Male	Youth & Sport	0733 045 279	Diploma in Marketing Mang.

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
	Zulu	Netty	7 002 160 436 084	Female	Safety and Security	0738 989 199	Grade 12
	Shabangu	Sigcino	8 302 135 977 082	Male	Bussiness& Informal traders	0723 526 247	Grade 10
	Mthethwa	Bonokwakhe	'881214 5507 089	Male	Education	'072 598 8695	Grade 12
	Mtetwa	Nomthandazo	8 503 230 337 086	Female	Traditional Institutions	0827 010 815	Grade 10
	Mazibuko	Hlengiwe	8 308 210 897 088	Female	Women & Senior citizen	0769 066 477	Grade 12
	Dlamini	Ntethelelo	8 104 070 821 089	Female	Health & Social Dev.	0826 422 302	Grade 10
Ward Councillor			X.J Zungu			0797554 665	
7	Ngubeni	Simon	7 110 105 541 080	Male	Physical Challenged	0767 442 279	Grade 9
	Mhlongo	Ntombenhle	6 501 180 451 081	Female	Traditional Institutions	0766 620 579	Grade 8
	Buthelezi	Nelisiwe	8 312 161 332 086	Female	Public Transport	0791 125 395	Grade 11
	Mahlaba	Sbongile	9 209 040 775 080	Female	Youth	0733 805 064	Grade 10
	Sibiya	Lindiwe	7 812 020 267 085	Female	Education	0765 925 349	Grade 10
	Buthelezi	Thembelihle	6 112 060 573 083	Female	Neglected/R emote Community	0721 488 172	Grade 11
	Buthelezi	Steven	8 002 066 589 087	Male	Safety and Security	0839 758 184	Grade 11
	Ngcobo	Nomusa	6 710 210 300 081	Female	Women	0714 180 094	Grade 6
	Madlamalala	Fikile	6 305 250 495 089	Female	Faith Based	0728 164 804	Grade 4
	Qwabe	Joyce	7 805 210 603 085	Female	Health & Social Dev.	0608 463 396	Grade 10
Ward Councillor			M Viktor			0834 430 870	
8	Qwabe	Melusi	'830210 5766 085	Male	Youth	'078 221 6980	Grade 12
	Zulu	Constance	5 508 170 525 081	Female	Environment & Tourism	0723 974 949	Grade 9
	Shabalala	Nonhlahla	6 201 310 681 083	Female	Informal Traders	0713 835 099	Grade 11
	Mtshali	Nonhlahla	7 712 201 170 084	Female	Safety and Security	0608 792 960	Grade 11
	Sikhakhane	Henry	6 811 275 674 087	Male	Education	0726 361 278	Grade 12
	Nkosi	Thembi	8 103 220 236 081	Female	Public Transport	0781 281 030	Grade 11
	Mnyandu	Mduduzi	'770531 5311 081	Male	Business	'076 687 5293	Grade 12
	Prinsloo	Leon	5 601 185 125 085	Male	Rates Payers	0837 007 847	Diploma in Public Rel
	Cloete	Felicity	4 403 130 055 082	Female	Health & Social Dev.	0723 422 694	Professional Nurse
	Mhlongo	Zodwa	7 407 100 637 081	Female	Women	0836 829 198	Grade 10
Ward Councillor			I.A de Kock			0828 927 878	

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
9	Khumalo	Thembisile	7 310 120 970 088	Female	Health & Social Dev.	0733 750 736	Grade 4
	Madi	Malibongwe	8 009 065 484 084	Male	Rates Payers	'071 012 4292	Grade 12
	Lubbe	Willem	5 908 185 089 082	Male	Senior Citizen	0732 921 956	certificate in Business Mang
	Mgcina	Nombuso	9 009 270 532 080	Female	Youth	0786 141 981	N2 Elect Eng
	Zulu	Nonhlahla	7 506 280 595 082	Female	Faith-Based	0838 753 153	Diploma in Business Accounting
	de Jager	Linda	5 508 180 032 085	Female	Business	0833 409 160	Business Women
	Sithebe	Nompilo	7 904 130 858 083	Female	Education	0833 702 184	BA Degree & Diploma in Teaching
	Hercules	Beetoe	5 207 095 093 080	Male	Environment al	0833 629 317	B.Hons Human Rec. Mng
	Delport	Victor Edward	5 512 035 150 084	Male	Disabled	0722 544 366	Grade 12
	Mgcina	Victoria	6 108 140 741 088	Female	Women	0735 064 146	Grade 4
Ward Councillor			D.P Mazibuko		0738 402 101		
10	Mbatha	Smangele	8 403 040 239 087	Female	Youth	0737 839 690	doing N6 Management Assistant
	Sibiya	Ntokozo	7 702 055 255 081	Male	Transport	0767 281 544	NDIP Banking
	Simelane	Nkosinathi	6 603 215 535 084	Male	Faith Based	'079 831 9651	Grade 12
	Mashinini	Yvonne	7 801 015 320 081	Female	Health & Social Dev.	0788 691 412	Grade 12
	Nkwanyana	Bongiwe	6 906 021 322 086	Female	Safety and Security	0789 268 136	Grade 11
	Buthelezi	Praise-God	6 312 245 388 080	Male	Arts & Culture & Disability	0783 029 166	Grade 9
	Vilakazi	Vusi	7 711 165 443 081	Male	Business	0835 620 433	Grade 12
	Mdlalose	Mthokozisi	6 905 155 581 089	Female	Education	072 151 496	Grade 12 + Post Graduates
	Dlamini	Sipho	8 312 236 316 080	Male	Environment al	0766 859 491	Grade 12 & Cert. in Artisan
	Sibiya	Beauty	5 708 020 734 086	Female	Women	0789 545 241	Grade 9
Ward Councillor		L.R Mhlongo			0605 774 954		

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
11	Mchunu	Jozi	4 910 165 342 086	Male	Safety and Security	0731 319 778	Grade 11
	Thwala	Simangele	8 312 230 803 083	Female	Health & Social Dev.	0717 095 929	Grade 12
	Mthembu	Nompumelelo	6 512 251 931 083	Female	Rates Payers	0710 520 227	Grade 6
	Ngobe	Nomsa	6 210 160 745 088	Female	Senior Citizen	0732 041 092	Grade 8
	Xaba	Aaron	5 005 235 550 088	Male	Faith Based	0731 142 415	ABET
	Kubheka	Dingindawo	5 512 255 725 089	Male	Public Transport	0793 510 595	Grade 8
	Khumalo	Thokozani	5 809 220 688 088	Female	Women	0717 957 930	Grade 12
	Thabede	Phumlani	8 111 185 296 081	Male	Youth	0630 082 832	Grade 12
	Mthembu	Samukelisiwe	5 603 240 697 082	Female	Education Sector	0835 448 802	Grade 4
	Zulu	Thoko	5 309 070 451 083	Female	Business	0823 473 608	Grade 6
Ward Councillor		M.M Kunene				0827 180 698	
12	Nene	Alpheus	7 608 185 290 080	Male	Physically Challenged	0723 620 159	Grade 4
	Zungu	Sholiphi	8 810 230 732 087	Female	Women	0720 432 928	Grade 11
	Kunene	Nkosinathi	8 307 125 681 081	Male	Environment & Tourism	0796 273 845	Grade 11
	Hadebe	Sifiso	7 108 215 714 084	Male	Health & Social Dev.	0726 916 531	Grade 12
	VACANT				Education		
	Mntambo	Gqoni	5 111 205 274 087	Male	Safety and Security	0834 715 151	Grade 2
	Madela	Muzikayise	7 212 246 340 081	Male	Sports	0734 347 064	Grade 11
	Mazibuko	Linda	7 001 115 058 084	Male	Transport	0788 366 708	Grade 11
	Mazibuko	Sebenzile	6 003 310 430 085	Female	Farm Workers	0781 455 586	Grade 5
	Mkhize	Ntombizodwa	7 610 101 762 085	Female	Traditional Institutions	0762 278 273	Grade 10
Ward Councillor			A.P. Mbatha		Inkamana		
13	Mntambo	Qhamukile	730707 1516 084	Female	Public Transport	0764 749 480	Grade 10
	Ntuli	Ntombiyezizwe	5 807 110 806 083	Female	Traditional Institutions	0826 679 350	Grade 2
	Mbatha	Nakwa	5 809 010 285 087	Female	Women		Grade 3
	Ntuli	Nomali	5 912 080 536 080	Female	Faith Based	0783 867 745	Grade 10
	Buthelezi	Sibongile	7 312 130 288 089	Female	Health & Social Dev.	0787 376 086	Grade 12
	Buthelezi	Mthokozisi	8 010 125 895 087	Male	Disability	0609 354 024	Grade 10
	Mbokazi	Zandile	7 408 050 769 080	Female	Education & Youth	0715 337 573	Grade 11
	Khanyile	Hendry	6 010 035 752 081	Male	Business	082 505 0959	Grade 12
	Bophela	Themba	5 505 095 525 088	Male	Safety and Security	0781 578 487	Grade 1
	Buthelezi	Fikile	8 606 260 801 085	Female	Environ. & Tourism	0835 988 762	Grade 12

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
Ward Councillor			N.S Mgidi			0603 371 194	
14	Ndlovu	Duduzile	6 105 210 433 080	Female	Women	0725 380 667	Grade 6
	Maphanga	Jessica	4 808 240 629 081	Female	Faith Based	0825 190 005	Grade 12
	Ndebele	Mzwandile	8 609 295 402 086	Male	Youth	0735 848 204	Grade 12
	Kunene	Makhosi	7 409 290 805 080	Female	Physical Challenged	0839 264 603	Grade 10
	Nyoka	Thembisile	6 504 100 422 083	Female	Education	0724 540 487	Grade 12 & Doing Bed level 4
	Ximba	Bonisiwe	7 912 280 335 083	Female	Traditional	0762 838 864	Grade 11
	Mndaweni	Eric	6 009 225 426 084	Male	Business	0726 789 960	Grade 11
	Khumalo	Ntombifuthi	8 006 201 301 086	Female	Safety and Security	0715 837 346	Grade 11
	Khumalo	Agnes	6 901 080 479 085	Female	Public Transport	0796 381 719	Grade 9
	Sthole	Zipho	7 609 190 280 082	Female	Health & Social Dev.	0839 257 794	Grade 12
Ward Councillor		N.B Manana				0834 226 585	
15	Moloi	Ncamisile	7 306 220 595 080	Female	Transport	798 039 642	Grade 9
	Ndlovu	Mavis	6 711 180 666 089	Female	Physical Challenged	0782 898 135	Grade 7
	Mncube	Nombuso	9 009 231 485 089	Female	Senior Citizen	0660 273 454	Grade 11
	Mazibuko	Dou glaas	7 404 075 303 088	Male	Traditional Institutions	0712 178 661	Grade 7
	Zungu	Mxolisi	908 195 768 082	Male	Sports	0717 490 794	Grade 11
	Mbatha	Njabulo	8 401 035 596 081	Male	Environment & Tourism	0832 737 602	Grade 12
	Zwane	Velaphi	6 811 016 739 083	Male	Education	0726 576 154	Grade 12
	Mdlalose	Yvonne	6 403 100 616 085	Female	Informal Traders	0796 568 947	Grade 12
	Buthlezi	Mzwandile	8 502 015 486 084	Male	Youth	0722 428 735	Grade 11
	Mlambo	Thembi	7 103 030 852 086	Male	Farm Workers	0721 710 459	Grade 6
Ward Councillor		N.A Kunene				0828 496 296	
16	Dlamini	Bongani	8 901 245 414 082	Male	Transport	0723 796 965	Grade 12
	Ndaba	Nonkululeko	9 311 160 931 087	Female	Traditional Institutions	0714 673 709	Grade 11
	Langa	Xolani	6 610 055 862 080	Male	Business	0782 998 704	Grade 11
	Mthethwa	Thulisile	6 504 030 339 084	Female	Women	0722 370 914	Grade 5
	Nxumalo	Nelisiwe	8 412 310 545 081	Female	Youth	0782 797 379	Grade 11
	Mtshali	Sibusiso	8 505 125 532 085	Male	Safety and Security	0764 135 829	Cert. Artisan, Safety and Capentry
	Sikhakhane	Thembisile	7 204 280 730 087	Female	Physical Challenged	0836 171 702	Grade 8
	Nkosi	Thulani	730411 54 083	Male	Education	0717 170 588	Grade 12

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
	Mhlongo	Neli	7 810 080 708 088	Female	Health & Social Dev.	0780 929 563	Grade 11
	Dhlamini	Elizabeth	6 009 120 580 084	Female	Faith Based	0732 313 695	Grade 10
Ward Councillor		T.A Khumalo				0836 653 857	
17	Ntuli	Bonginkosi	8 303 265 477 083	Male	Safety and Security	0767 491 195	Grade 12 & Cert. Computer
	Mtetwa	Themba	7 408 275 571 089	Male	Mchinswane	0714 675 207	Grade 12
	VACANT						
	Sangweni	Jabulani	8 003 120 648 078	Female	Education	0744 489 600	Grade 12
	Khumalo	Andile	9 007 271 555 084	Female	Business	0730 286 400	Grade 11
	Ngwenya	Nkululeko	8 511 215 525 088	Male	Public Transport	0735 740 842	Grade 12
	Molefe	Nkosinathi	7 709 085 464 080	Male	Youth	0791 619 983	Grade 12
	Nkabinde	Ntombikayise	6 310 313 430 086	Female	Faith based	0718 010 696	Grade 8
	Pondombi	Thulisile	7 007 060 390 083	Female	Traditional	0608 085 103	ABET Level 4
	Dlongolo	Hleziphi	6 410 110 478 083	Female	Health & Social Dev.	0781 905 270	Grade 12 & Cert. Home Base Care
Ward Councillor							
18	Khumalo	Nobuhle	8 312 280 434 086	Female	Health & Social Dev.	0834 678 839	Grade 11
	Sithole	Jabulani	6 001 016 760 086	Male	Public Transport	0631 090 256	Grade 4
	Mtshali	Philisiwe	'860309 0510 085	Female	Youth	0608 390 968	Grade 12
	Kheswa	Staff	6 910 280 680 087	Female	Women	0834 219 944	Grade 11
	Gumbi	Mbali	7 508 280 541 082	Female	Faith Based	0737 843 870	Grade 12
	Nkwanyana	Cyprian Thokozani	7 701 175 351 085	Male	Education	0784 962 128	Grade 12
	Dlamini	Mziwakhe	5 703 305 342 085	Male	Safety and Security	0791 672 392	Abet
	Mdlalose	Sibongile	6 403 220 761 084	Female	Business	0723 806 656	Grade 7
	Dlamini	Senzeni	7 501 150 547 081	Female	Senior Citizen	0710 333 699	Grade 12
	Khumalo	Ncamisile	8 508 281 089 080	Female	Informal Traders	0764 519 801	Grade 11
Ward Councillor		M.A Mazibuko				0848 371 671	
19	Dlamini	Mhlanguleni	5 608 155 513 083	Male	Physical Challenged	0849 557 002	Grade 6
	Jiyane	Clementine	5 803 061 053 080	Female	Women	0783 893 047	Grade 12
	Ntshangase	Mdeliseni	7 809 166 130 085	Male	Sports	0610 510 682	Grade 12
	Mhlongo	Prisca	8 907 170 610 081	Female	Education	0727 442 382	Grade 12
	Mthethwa	Ntombenhle	7 604 250 361 088	Female	Public Transport	0835 139 253	Grade 10
	Nomthandazo	Mbatha	8 811 110 810 084	Female	Youth	0607 098 564	Grade 11
	Nkwanyana	Mafiki	6 305 051 497 086	Female	Environment & Tourism	0723 748 614	Grade 6
	Shongwe	Siphiwe	7 109 121 104 089	Female	Traditional	0713 988 855	Grade 7

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
	Khumalo	Sindisiwe	8 210 171 047 084	Female	Safety and Security	0712 669 113	Grade 10
	Mtshali	Sithembile	8 201 260 725 086	Female	Professional	0737 789 553	Grade 12
Ward Councillor		Z.H Nxumalo				0824 718 857	
20	Manquthu	Thembisile	791207 0914 089	Female	Health & Social Dev.	0725 761 551	Grade 11
	Ndlovu	Dumisani	7 601 085 945 085	Male	Safety and Security	0737 292 691	Grade 12
	Khumalo	Sibongile	7 811 100 553 083	Female	Education Environment & Tourism	0715 821 723	Grade 12
	Khumalo	Mduduzi	8 102 115 809 085	Male	Senior Citizen	0780 324 671	Grade 12
	Xaba	Alpheus	5 703 065 540 084	Male	Physical Challenged	0733 967 547	Grade 9
	Vilakazi	Thulile	6 801 010 699 085	Female	Informal Traders	078 755 5051	Grade 12
	Xaba	Aaron	4 301 255 457 085	Male	Faith Based	0733 624 154	Grade 12 & Dr Arch Bishop
	Mathebula	Shadrack	5 701 185 873 088	Male	Roads & Public Transport	0827 525 259	Grade 1
	Mkhonza	Buyisile	6 406 061 011 089	Female	Women	0788 574 016	Grade 7
	Zulu	Philisiwe	'891209 0589 084	Female	Youth	0833 384 073	Grade 12
Ward Councillor							
21	Zondo	Nontobeko	8 210 180 978 089	Female	Health & Social Dev.	0732 554 282	Grade 10
	Ntuli	Lindiwe	7 409 170 608 083	Female	Public Transport	0835 091 220	Grade 12 & Cert. in Care Giver
	Hlophe	Nobahle	8 502 130 716 084	Female	Community Based Organisation	0717 535 625	Grade 12
	Sithole	Bonisiwe Reginah	6 812 130 880 083	Female	Environmental	0739 815 441	Grade 10
	Mavimbela	Thabile	7 501 150 840 080	Female	Sport and Recreation	0710 946 332	Grade 11
	Shoba	Zamile Cynthia	7 312 260 485 083	Female	Women	0790 788 325	Grade 12
	Ntuli	Mandla	8 012 286 017 089	Male	Youth	085 262 262	Grade 12
	Dlamini	Ntokozo	'851229 5499 087	Male	Traditional	'079 924 7540	Cert. in Civil Eng.
	Gule	Nkosinathi	6 012 315 460 088	Male	Faith Based	0603 016 447	Grade 11
	Madide	Skhumbuzo	8 002 115 258 087	Male	Education	0732 506 392	Grade 12
Ward Councillor		L. Dube				0786 151 949	
22	Sibiya	Mandla	8 704 275 687 086	Male	Safety and Security	0733 644 697	Grade 12
	Zwane	Mondli	8 409 285 724 089	Male	Sports	0722 634 326	Grade 12

WARD	SURNAME	FULL NAMES	ID NO.	GENDER (M/F)	SECTOR	CONTACT NO.	EDUC. LEVEL
	Mkhize	Lindiwe Precious	8 606 250 307 085	Female	Youth	763 333 661	Grade 12
	Makhoba	Andries	6 306 235 584 088	Male	Physical Challenged	0724 687 011	Grade 7
	Ntombela	Pocia	7 601 150 999 082	Female	Business	0793 286 358	Grade 11
	Nkosi	Siphiwe	6 211 270 293 084	Female	Women	0711 689 588	Grade 8
	Sibiya	Princess	6 811 280 904 081	Female	Health & Social Dev.	0787 562 554	Grade 9
	Zwane	Zipho	8 602 026 693 080	Male	Education	0739 611 257	Grade 12 & Cert. in Communications
	Xaba	Prisca	6 911 230 655 088	Female	Environ & Tourism	0785 074 820	Grade 10
	Zulu	Beatrice	7 407 150 153 088	Female	Farm Workers	0835 221 802	Grade 12

The table below provides information on the establishment of ward committees and their representation:

WARD	COMMITTEE ESTABLISHED	COMMITTEE FUNCTIONING EFFECTIVELY
1	Yes	Yes
2	Yes	Yes
3	Yes	Yes
4	Yes	Yes
5	Yes	Yes
6	Yes	Yes
7	Yes	Yes
8	Yes	Yes
9	Yes	Yes
10	Yes	Yes
11	Yes	Yes
12	Yes	Yes
13	Yes	Yes
14	Yes	Yes
15	Yes	Yes
16	Yes	Yes
17	Yes	Yes
18	Yes	No
19	Yes	Yes
20	Yes	Yes
21	Yes	Yes
22	Yes	No

Communication dissemination methods include the following:

Internal communication flow:

- Communication between internal departments through staff circulars.
- Communication between committees, entities, affiliates, partners and staff.
- Cost reduction efforts by using notice boards

External communication flow:

- Traditional media: newspapers, radio, local newspaper.
- Electronic media: AbaQulusi website
- Social media: Facebook

2.6 IDP PARTICIPATION AND ALIGNMENT

Table 12 IDP Application 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
* Section 26 Municipal Systems Act 2000	

COMPONENT D: CORPORATE GOVERNANCE

2.7 RISK MANAGEMENT

Section 62 (1) of the MFMA states that, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that the resources of the municipality are used effectively, efficiently and economically and that the municipality has and maintains effective, efficient and transparent systems of financial and risk management and internal control.

The risk management function falls under Internal Audit in the Office of the Municipal Manager.

Risk management is as much about identifying opportunities as avoiding or mitigating losses. It is a logical and systematic process of establishing the context, identifying, analysing, evaluating, treating, monitoring and communicating risks associated with any activity, function or process, in a way that enables an organization to minimize losses and maximize opportunities. The drive for local government transformation with limited resources has tended to force municipalities into taking a less conservative

Ongoing local government reforms have provided a broad administrative framework for further improvements to occur. These include more stringent corporate governance requirements, greater flexibility and a focus on results and accountability. Risk management trends and components already overlap with those of internal auditing, performance management, programme and project management, financial management, change management, customer care, communication, etc. and require incremental inclusion in current and future plans of the entire organization. The management of risk by implication is a managerial function, even so individual sections, departments and directorates differ in their exposure and reaction to risks and thus departments, sections and individuals form a vital part of the overall risk management process within the Municipality.

AbaQulusi Municipality strives, so far, successfully to be amongst the leaders in local government. In our continuously changing governance environment, it is imperative that Council remains updated on key changes and challenges and how these affect the operation of business in today's environment. This will not be achieved without an effective, efficient, soundly funded and managed risk strategy that seeks to maximize its impact on the organization with minimum resources at its disposal. National Treasury Public Sector Risk Management Framework affirms that —no organization has a luxury of functioning in a risk-free environment and public institutions are especially vulnerable to risk associated with fulfilling their mandates.

In 2020/21 financial year, the AbaQulusi Local Municipality had faced numerous challenges such as quarterly reporting on the implementation of mitigation measures, non-functionality of risk

management committee and embedding risk management activities to become a standard item to all MANCO meetings. The table below indicates the top five risks within the Municipality:

Table 13 Municipal top five risks

TOP FIVE MUNICIPAL RISKS			
RISK NO	RISK CATEGORY	RISK DESCRIPTION	RISK BACKGROUND
01	Water and sanitation	Inability to provide potable water and sanitation	<ul style="list-style-type: none"> *Ageing infrastructure *Illegal connections *unmated water supply *theft of water mater *lack of plant and equipment *lack of funding *lack of consumers education in water conservation *drought *lack of infrastructure upgrad *Lack of sector plan *changes in legislation *Non finalisation of WSP agreement *Trade effluent *Acid mine drainage *shortage of backup critical equipment
02	Electricity provision	Inability to provide safe, effective and reliable electricity	<ul style="list-style-type: none"> * Ageing infrastructure *illegal connation *tampering *theft of equipment *Lack of plant and equipment *Lack of funding *Lack of consumer in education *Lack of staff training *shortage of staff *Non-payment of service provider *Lack of insurance cover of critical assets *Non availability of electricity assets and inventories *Lack of infrastructure upgrade *Lack of sector plans *Poor maintenance of infrastructure
03	Road and storm water maintenance	Inability to construct and maintain road and water drainage	<ul style="list-style-type: none"> *Unavailability of plant *Unavailability of materials *scarcity of water *Cutting of unbudgeted roads *cutting new unregistered roads resulting in erosion *Lack of community awareness on drainage system *Drain not coupling with runoff

TOP FIVE MUNICIPAL RISKS			
RISK NO	RISK CATEGORY	RISK DESCRIPTION	RISK BACKGROUND
			*Lack of skilled team leader
04	Billing and collation	Weakened revenue	*Lack of data cleansing *limited staff *Poor collation of revenue *vending machine failure *high rate of indigent *illegal and tampering electricity meters *Lack of encroachment fees *incorrect land use management leading to illegal connection services *Lack of rental fees
05	Supply chain management	Ineffective supply chain management process	*lack of reconciling manual requisition and store module *under/overstated of stores items *Non capturing of received stores items *incorrect specification from user dept *Non approval of requisition *Lack of decentralisation of SCM process *Delay on implementation new SCM circulars *Lack of training SCM officials and SCM committees *month to month / expired contract *misplace of contract file *shortage of staff *Lack of cooperation from departments *Lack of ethical standards *insufficient record keeping *Lack of segregation of duties *Lack of vetting service providers

The Abaqulusi LM has currently developed and adopted the following Risk Management Plans and Policies related to Risk which are subject to annual reviews:

- Risk Management Policy,
- Anti-Fraud and Corruption Policy,
- Whistle-blower policy,
- Risk Management Strategy,
- Fraud Prevention Plan
- Employees and Councils Code of Conduct

The municipality had established the Risk Management Committee during 2018/2019 financial year, but however due to high staff turnover on senior management level that had compromise the functionality of the committee.

2.8 ANTI – CORRUPTRION AND FRAUD

Council is committed to sound financial management and the maintenance of a healthy economic base. Although the statutory requirement for the contribution to statutory funds will disappear with the possible repealing of the KwaZulu-Natal and Local Authorities Ordinance No 25 of 1974, Council will put in place policies, which will maintain sufficient contributions to similar funds established in terms of GRAP. Financial management policies and procedures for the entire municipality will be implemented.

The municipality has developed and adopted fraud and corruption policy which is reviewed on an annual basis. A dedicated line has been created for reporting fraud and corruption.

The Municipality had adopted risk management related policies on its Council meeting dated 29 October 2016 and they are due for review. The aforementioned documents is/must be read in collaboration with numerous other legislative provisions in the combat against corrupt and/or fraudulent conduct and/or related practices. The Anti-Fraud and Corruption Policy applies to all Councillors and municipal staff, which encompasses that the aforementioned must at all times act honestly, with integrity and safeguard the municipal resources for which they may be responsible and/or accountable.

Whilst this Policy contains a strategy aligned with that of the former Department: Provincial and Local Government Strategy on promoting good governance and accountability, the AbaQulusi Anti-Fraud and Anti-Corruption Policy on its own was presented to Council for adoption. It is of this reason to sensitize Councillors through the workshops and trainings in order to communicate its documented as a zero-tolerance approach to corrupt and or fraudulent conducted related practices by councillors, municipal staff and/ or external parties.

From a preventative approach, it is envisaged that all departments will be subjected to comprehensive fraud risk reviews, resulting in individual fraud prevention plans per directorate and sub-directorate, which will be monitored and reviewed on an annual basis to assess compliance in order to harvest a culture of accountability. However, any initiative to promote accountability, good corporate governance and the eradication of corrupt and/or fraudulent practices in whatever form needs to be supported by all role players, with the tone given by the top, with a zero-tolerance approach.

There is high shortage of staff in Internal Audit unit and risk management section and in the interim, the unit utilized the services of external consultants on a co-sourcing basis to implement the annual audit plan. Serious consideration is, however, now being given to build and capacitate the unit by means of advertising the vacant positions for both internal audit and risk management section in order to fill them with suitably qualified candidates to effectively drive the fraud detection, prevention and eradication measures within the Council.

2.9 AUDIT COMMITTEE

Section 166 of the MFMA, requires every Municipality to establish and maintain an Audit Committee, as an independent appraisal function.

Section 166: (1) Each municipality and each municipal entity must have an audit committee, subject to subsection (6).

(2) An audit committee is an independent advisory body which must— (a) advise the municipal council, the political office-bearers, the accounting officer and the management staff of the municipality, or the board of directors, the accounting officer and the management staff of the municipal entity, on matters relating to:

- (i) Internal financial control and internal audits*
- (ii) Risk management*
- (iii) Accounting policies*
- (iv) The adequacy, reliability and accuracy of financial reporting and information*
- (v) Performance management*
- (vi) Effective governance*
- (vii) Compliance with this Act, the annual Division of Revenue Act and any other applicable legislation*
- (viii) Performance evaluation*
- (ix) Any other issues referred to it by the municipality or municipal entity*

Experience has shown that a properly constituted Audit Committee can make an effective and valuable contribution to the process by which an organization is directed and controlled.

The overall objectives of the Audit and Performance Audit Committee (APAC) are to ensure that management has created and maintained an effective control environment in the organization and that management demonstrates and stimulates the necessary respect for the AbaQulusi Municipality's systems, policies and procedures and for the internal control structure.

The AbaQulusi Audit Committee is well established and functioning as required. An updated Committee Charter has also been developed and approved by Council. All the members of the Audit Committee are also members of the Performance Audit Committee. The APAC meets quarterly.

2.9.1 MEMBERSHIP

The following table indicates the members of the APAC:

	NAME OF REPRESENTATIVE	CAPACITY
1.	Khumalo NE	Acting Chairperson
2.	Botshiwe U	Member
3.	Ndaba SP	Member

The APAC executed all of their delegated functions for the 2020/21 financial and a report is attached on the Audit Committee Report:

2.10 INTERNAL AUDITING

In terms of Section 165 (1) of the MFMA, each municipality must have an Internal Audit Unit. Section 165 (2) of the Act, gives guidance on what is expected of the internal audit unit with regard to responsibility, functions and reporting requirements.

Section 165 (1) of the MFMA states that:

- (1) Each municipality and each municipal entity must have an internal audit unit*
- (2) The internal audit unit of a municipality or municipal entity must*
 - (a) Prepare a Risk-Based Audit Plan and an internal audit program for each financial year*
 - (b) Advise the accounting officer and report to the audit committee on the implication of the internal audit plan and matters relating to-*
 - (i) internal control*
 - (ii) internal audit*
 - (iii) accounting procedures and practices*
 - (iv) risk and risk management*
 - (v) performance management*
 - (vi) loss control*
 - (vii) compliance with this Act, the Division of Revenue Act and any other applicable legislation*
 - (c) perform such other duties as may be assigned to it by the accounting officer”*

The AbaQulusi Municipality’s Internal Audit Activity (IAA) is capacitated to provide independent, objective assurance and consulting services. Independence is maintained by being accountable to the Accounting Officer administratively and by functionally reporting to the Audit Committee, these reporting lines are clearly stated in the AbaQulusi Internal Audit Charter.

The IAA strives to provide value-added service to the Municipality providing workable and sustainable solutions. The AbaQulusi Municipality has an in-house IAA has Internal Audit Manager in -house who performs internal audit duties in terms of Section 165 (1) of the MFMA. Filling of positions for Internal Audit Officers will be prioritised during 2021/22.

2.10.1 INTERNAL AUDIT FUNCTIONS

Below are the functions of the Internal Audit Unit that were performed during the financial year under review:

2.10.1 ANNUAL INTERNAL AUDIT FOR THE YEAR ENDING 30 JUNE 2021

AUDIT AREA	RISK	SCOPE OF WORK	BUDGETED HOURS
AFS Audit and APR	<ul style="list-style-type: none"> Poor internal controls will lead to municipal resources not utilized for their intended purposes, Poor internal control may lead to financial irregularities due to lack of detection and resolving issues at an early stage Misappropriations of funds or municipal assets due to poor internal controls. 	<ul style="list-style-type: none"> Review of the interim and annual financial Statements together with the financial policies of the municipality, and notes thereto with respective supporting schedule and the trial balance Conduct a ratio analysis with historical, forecasted, and industry results Investigate findings that appear to be inconsistent Inquire about the procedures for recording accounting transactions Investigate unusual or complex situations that may impact reported results Investigate significant transactions occurring near the end of the accounting period Follow up on questions that arose during previous reviews Inquire about material events that occurred after the date of the financial statements Investigate significant journal entries Review communications from regulatory agencies Read the financial statements to see if they appear to conform with the 	<p>Planning = 40</p> <p>Execution = 160</p> <p>Reporting = 40hrs</p> <p>Total = 240 hrs</p> <p>Hours includes both interim and annual financial statements</p>

AUDIT AREA	RISK	SCOPE OF WORK	BUDGETED HOURS
		<p>applicable financial reporting framework</p> <ul style="list-style-type: none"> Review the management reports of any accountants who reviewed or audited the entity's financial statements in prior periods Review the Annual Performance Report to ensure compliance with legislation 	
UIF/W Audit	<ul style="list-style-type: none"> Unauthorised Expenditure Irregular Expenditures Fruitless and wasteful expenditure 	<ul style="list-style-type: none"> properly investigate all instances of unauthorised, irregular and fruitless and wasteful expenditure to determine if any official is liable for the expenditure recover the resultant loss if the investigation determined that an official was liable, unless the expenditure is irrecoverable and disciplinary processes follow in cases of irregular expenditure, request condonation from the National Treasury of contraventions of the MFMA or its regulations – only if the non-compliance had no impact or negligence was not proven Recommend to the Accounting officer to report all cases of irregular expenditure that constitutes a criminal offence to the police in cases of unauthorised expenditure, authorise it through an adjustment budget 	<p>Planning = 80 hrs Execution = 280 hrs Reporting = 120 hrs</p> <p><u>Total =480hrs</u></p> <p>The UIF/W audit will be conducted on a quarterly basis</p>

AUDIT AREA	RISK	SCOPE OF WORK	BUDGETED HOURS
		<ul style="list-style-type: none"> Council, MPAC, and audit committees to monitor and oversee the completion of the investigations to ensure that the process is comprehensive and fair, and leads to consequences where applicable. 	
COVID-19 Audit (Expenditure and OHS)	<p>Non-compliance with Covid-19 regulations</p> <p>Payments may be made for services not rendered</p>	<ul style="list-style-type: none"> Adherence to Covid-19 regulations Transactions or events relating to the acquisition of goods and services represent the economical acquisition as well as efficient and effective use of resources Determine whether all supporting documents are on file, including contracts/agreements an order form, invoice, goods received note and payment advice. Confirm whether quotes, tenders were invited as per appropriate legislation or policy of the Municipality Match the details on the order form, invoice, goods received note and payment advice and check consistency of quantities, amounts, date and the name of the supplier. Confirm that the order form and the payment advice have the signature of the properly delegated person as approval. 	<p>Planning = 40 hrs Execution = 200hrs Reporting = 40 hrs</p> <p><u>Total = 280 hrs</u></p>

AUDIT AREA	RISK	SCOPE OF WORK	BUDGETED HOURS
Quarterly Audit Performance of information	<ul style="list-style-type: none"> Failure to meet planned objectives and targets 	<ul style="list-style-type: none"> Inspect whether there is a proper alignment between the IDP, Budget and SDBIP document. Evaluate whether objectives, indicators and targets are SMART compliant. Evaluate whether management intervention is adequate to improve performance. 	Planning = 80 hrs Execution = 220 hrs Reporting = 80 hrs <u>Total = 380 hrs</u> Hours allocated includes all four quarters
Asset Management Audit	<ul style="list-style-type: none"> Inability to manage, safeguard and account for assets Non-compliance with GRAP standards and Asset Management Policy may lead to qualified audit opinion. 	<ul style="list-style-type: none"> Fixed asset recording and accounting treatment FAR maintenance and control Bar-coding/ tagging of assets Asset verifications Reconciliations (between the fixed asset register and the general ledger). 	Planning = 40 Execution = 140hrs Reporting = 40hrs <u>Total = 220 hrs</u>
Supply Chain Management	<ul style="list-style-type: none"> Ineffective SCM process Contracts may be awarded to unworthy suppliers Unauthorised payment thereon Unforeseen price escalations and terminations of contracts. 	<ul style="list-style-type: none"> Budget Requisition and ordering process Receiving of goods and services Payment process Tendering process Supply database maintenance Confirm whether quotes, tenders were invited as per appropriate legislation or policy of the institution. Inspect documentation to confirm that the performance of the contractor was evaluated and the performance evaluation checklist was completed. 	Planning = 40hrs Execution = 140hrs Reporting = 40hrs <u>Total = 220 hrs</u>

AUDIT AREA	RISK	SCOPE OF WORK	BUDGETED HOURS
		<ul style="list-style-type: none"> Confirm that poor performing contractors were removed from the list of potential suppliers. 	
Follow up audit on Internal Audit & Auditor General findings.	<ul style="list-style-type: none"> Continuous non-compliance resulting in qualified audit reports. 	<ul style="list-style-type: none"> Inquire and corroborate management response to the issues raised by Internal Audit and the Auditor General. Follow up on all the reported issues and document management action thereon. Discuss with senior management the outcome of implementing corrective actions as raised by Internal Audit and AG. 	Planning = 40hrs Execution = 200hrs Reporting = 40hrs <u>Total = 280 hrs</u>
AD-HOC	<ul style="list-style-type: none"> 	<ul style="list-style-type: none"> On an as needed basis 	
<u>AUDIT HOURS</u>			<u>2100 hours</u>

2.11 BY-LAWS AND POLICIES

Section 11 of the MSA gives a Council the executive and legislative authority to pass and implement by-laws and policies. Below is a list of all the by-laws developed and reviewed during the financial year:

ADOPTED YES/NO		
1.	Property Rates	Yes
2.	Pollution Control	Yes
3.	Pounds	Yes
4.	Public Roads	Yes
5.	Public Amenities	Yes
6.	Tariff Policy	Yes
7.	Street Trading	Yes
8.	Storm Water Management	Yes
9.	Property Encroachment	Yes
10.	Keeping of Animals	Yes
11.	Water Bylaw	Yes
12.	Environmental	Yes
13.	Cemetery and Crematoria	Yes
14.	Financial	Yes
15.	Fire Fighting	Yes
16.	Traffic Bylaw	Yes
17.	Building regulation	Yes
18.	Outdoor Advertising	Yes

Below is a list of all the policies developed and reviewed during the financial year:

POLICY DEVELOPED/ REVIEWED			DATE ADOPTED
1.	Credit Control and Debt Collection	Reviewed	27 May 2021
2.	Cash Management and Investment	Reviewed	27 May 2021
3.	Borrowing Policy	Reviewed	27 May 2021
4.	Supply Chain Management	Reviewed	27 May 2021
5.	Disposal of assets.	Reviewed	27 May 2021
6.	Indigent Policy	Reviewed	27 May 2021
7.	Performance Management Framework	Reviewed	27 May 2021
8.	Policies dealing with Infrastructure Investment	Reviewed	27 May 2021
9.	HR Policies	Reviewed	27 May 2021
10.	Cost Containment	Reviewed	27 May 2021
11.	Virement	Reviewed	27 May 2021
12.	Petty Cash Policy		
13.	Travel & Subsistence Policy		

2.12 COMMUNICATION

Local government has a legal obligation and a political responsibility to ensure regular and effective communication with the community. The Constitution of the Republic of South Africa, 1996 and other statutory enactments all impose an obligation on local government and require high levels of transparency, accountability, openness, participatory democracy and direct communication with the communities to improve the lives of all.

Good customer care is clearly of fundamental importance to any organisation. A successful communication links the people to the municipality's programme for the year, below is a communication checklist of the compliance to the communication requirements:

TOPIC	DISCRIPTION	DATE	TARGET GROUP	NO. OF PEOPLE
Housing Consumer Education	Housing Public Meetings	On-going	Community	79
Code of Conduct	The promotion of the Code of Conduct for employees by means of posters	On-going campaign	Employees	

Additional Communication channels utilized

CHANNEL	YES/NO
SMS system	Yes
Call system	Yes
Facebook	Yes
Flyers	Yes

2.13 WEBSITE

Municipalities are required to develop and maintain a functional website that displays relevant information as per the requirements of Section 75 of the MFMA and S21A and B of the MSA as amended.

The website should serve as a mechanism to promote accountability and transparency to communities and therefore information posted should be accurate and timeously updated.

The municipal website is a key communication mechanism in terms of service offering, information sharing and public participation. It is a communication tool that should allow easy and convenient access to relevant information. The municipal website should serve as an integral part of the municipality's communication strategy.

The table below gives an indication about the information and documents that are published on our website.

DISCRIPTION OF INFORMATION AND OR DOCUMENT	YES/NO
Municipal Contact Details (Section 14 of The Promotion of Access to Information Act)	
Full Council details	No
Contact details of the Municipal Manager	Yes
Contact details of the CFO	No
Physical address of the Municipality	Yes
Postal address of the Municipality	Yes
FINANCIAL INFORMATION (SECTIONS 53, 75, 79 AND 81(1) OF THE MFMA)	
Draft Budget	Yes
Final Budget	Yes
Adjusted Budget	Yes
Asset Management Policy	Yes
Customer Care, Credit Control & Debt Collection Policy	Yes
Indigent Policy	Yes
Investment & Cash Management Policy	Yes
Rates Policy	Yes
Supply Chain Management Policy	Yes
Tariff Policy	Yes
Virement Policy	Yes
Travel and Subsistence Policy	Yes
SDBIP	Yes
INTEGRATED DEVELOPMENT PLAN AND PUBLIC PARTICIPATION (SECTION 25(4)(B) OF THE MSA AND SECTION 21(1)(B) OF THE MFMA THE MFMA)	
Reviewed IDP	Yes
IDP Process Plan	Yes
SUPPLY CHAIN MANAGEMENT (SECTIONS 14(2), 33, 37 &75(1)(E)&(F) AND 120(6)(B)OF THE MFMA AND SECTION 18(A) OF THE NATIONAL SCM REGULATION)	

DISCRIPTION OF INFORMATION AND OR DOCUMENT	YES/NO
SCM contracts above R30 000	Yes
Section 37 of the MFMA (Unsolicited Bids/Contracts)	Yes
Public invitations for formal price quotations	Yes
REPORTS (SECTIONS 52(D), 71, 72 & 75(1)(C) AND 129(3) OF THE MFMA)	
Annual Report	Yes
Oversight Reports	Yes
Mid-year Budget and Performance Assessment	Yes
Quarterly Reports	Yes
PERFORMANCE MANAGEMENT (SECTION 75(1)(D) OF THE MFMA)	
Performance agreements for employees appointed as per Section 57 of the MSA	Yes

CHAPTER 3

SERVICE DELIVERY PERFORMANCE

PART I

Key service delivery at AbaQulusi during 2020/21 is indicated in the Annual Performance Report 2020/21 and briefly achievements can be summarised as follows with some of the projects completed and some still under construction

Table 17: Key Service delivery

		PROGRESS
1.	Road paving - New Lakeside (phase 2)	project practically complete from the 05 th of Nov 2020
2.	Tarring of Bhekumthetho (Zama to Kwabalele) Station phase 2	60% of roads completed by 30 June 2021
3.	Bhekuzulu road paving (Phase 1)	project practically complete from the 12 th of April 2021
4.	Upgrading of Mezzel Fontein road (ward	project completed on 30 November 2020
5.	Upgrading of Mhlanga Road Phase 1	project completed on 30 October 2020
6.	Upgrade of Mpongoza gravel roads and bridge structure (phase 2)	project completed on 05 May 2021
7.	Emergency Interventions related to curbing the spread of COVID 19	construction of emergency interventions completed on 21 August 2020
8.	Provision of water and sanitation facilities to informal settlements	construction of a provision of water and sanitation facilities to informal settlements completed on 18 Dec 2020
9.	Upgrade Kliepfontein Water and Waste Treatment Plant (WWTP)	100% upgrade of Kliepfontein Water and Waste Treatment Plant completed by 10 Feb 2021
10.	Basic Level of Water	18321 households had access to basic level of water by 30 June 2021
11.	Upgrade of Coronation village Infrastructure (MV retic from 6.6kV to 11kV	project design completed by 01 June 2021
12.	Refurbishment of Crossroads Substation	project completed on 28 June 2021
13.	Basic Level of Electricity	25665 households had access to basic level of electricity by 30 June 2021
14.	Makhukhula Community Hall (ward 4)	project practically completed on 23 February 2021
15.	Cliffdale Community Hall (ward 7)	project practically completed on 05 February 2021
16.	Basic Level of Refuse Removal	15 428 households had basic level of refuse removal by 30 June 2021
17.	Emadresini Community Hall	project practically completed on 17 June 2021

Access to basic services such as water, electricity and sanitation, is one of the key development indicators and a reliable measure for social and economic development.

3.1 WATER SUPPLY

Interesting fact of this service

Piped water inside dwelling

89 ranking by piped water inside dwelling and 38.8% of households have access to this service

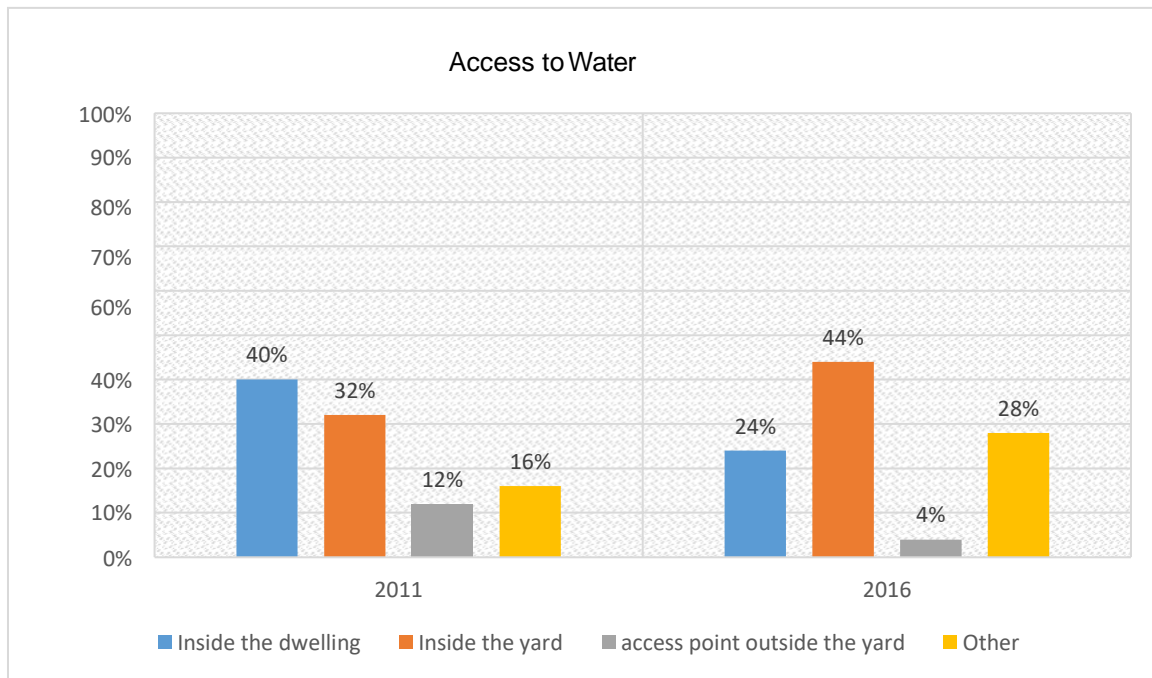
Water and sanitation services fall under the powers and functions of the Zululand District Municipality and is the core function of Zululand District Municipality. The Municipality is constantly engaged in discussions with Zululand District Municipality as a Water Service Authority to get information on progress regarding this function. The district's primary objective is to extend potable water and sanitation services throughout the district by eliminating the backlogs and also to maintain and ensure sustainability of the existing water and sanitation infrastructure.

Zululand District Water Services has developed a Water Services Development Framework since it is responsible for water and sanitation services delivery in the district. This was done in terms of the powers and functions stipulated in the Municipal Structures Act No.117 of 1998; Chapter 5. The main objective of the municipality is to ensure the quality of drinking water in the region is improved in as far as the blue and green drop is concerned.

Water supply infrastructure in AbaQulusi Municipality varies between areas reflecting the impact of separate development and urban bias of the past planning and development practices. However, the situation has improved tremendously since 2001 with the number of households with piped water inside dwelling has increased from 7166 (2001) to 13 385(2007) and 17237(2011), while households obtaining water from springs and streams have decreased. These households remain exposed to waterborne diseases such as cholera.

The table below indicate access to water in AbaQulusi

Access to water	Census	Community Survey
	2011	2016
Number of Households	43 299	51 910
Inside the dwelling	17237 (40%)	12 621 (24%)
Inside the yard	14020 (32%)	22 362 (44%)
From access point outside the yard	5053 (12%)	2500 (4%)
Access to piped Water	36310 (83%)	37483 (72%)
Other	6989 (16%)	14427 (28%)



Source: Stats SA CS 2016

The responsibility for the delivery of water in AbaQulusi is shared between Zululand District and AbaQulusi Municipality. Zululand district provides water in the rural areas while AbaQulusi is in charge of water in the urban areas. AbaQulusi draws water from various sources including Bloemveld, Grootgewacht, Klipfontein, Louwsburg, Boulder, Hlobane and Mvunyane Dams. The municipality is responsible for six water treatment plants, which are all located within the urban areas. There is minimal capacity left in most of the bulk water supply systems with the situation fast reaching a critical level in eMondlo. The capacity for the above six municipal plants is as follows:

- Klipfontein (13) mega litres per day and 3 mega litres reserves
- Bloemveld (7.5) mega litres per day,
- eMondlo (7.5) mega litres per day
- Hlobane (7.5), mega litres per day
- Coronation (1.5) and
- Louwsburg (1.1) mega litres per day

The rural areas are primarily served by boreholes. However, the District is presently implementing three major rural water schemes in the AbaQulusi, namely:

- Emondlo-Hlahlindlela Water Scheme.
- Coronation Bulk Water Scheme
- Khambi Regional Water Supply Scheme.

3.2 WASTE WATER

104 ranking by flush toilet connected to sewerage and 40.9 households are connected to flush toilet

The table below shows that AbaQulusi Municipality is not well provided with sanitation facilities. According to Statistics South Africa, the situation in terms of access to flush toilets remains the same as in 2001. However, there is a marked increase (from 5% in 2001 to 22% in 2007) in the number of people with ventilated pit latrines. This indicates a clear focus on rural sanitation and progress made in addressing sanitation backlog in these areas.

Access to Sanitation

Access to Sanitation	Census 2011	Community Survey 2016
Number of Households	43 299	51 910
Flush toilet (connected to sewerage system)	18949 (44%)	21520 (42%)
Flush toilet (with septic tank)		
Chemical toilet	2241(5%)	5702 (11%)
Pit latrine with ventilation (VIP)	14618 (34%)	18010 (35%)
Pit latrine without ventilation		
None/Other	7491 (17%)	6678 (12%)

The main responsibility of the municipality is

- to ensure that the residents of AbaQulusi receive purified water,
- and areas that are not serviced with piped water are supplied with water via tankers.
- repair burst water pipes, water meters and replace old asbestos pipes.

The municipality is striving to achieve the blue drop requirements as regulated by the Department of Water Affairs.

3.2.1 CHALLENGES

Challenges on waste water are indicated in the table below:

DESCRIPTION	ACTION TO BE TAKEN
Ageing infrastructure	Budgetary provision must be made and additional funding sourced to replace ageing infrastructure
Operational budget constraints	Budgetary provision and external funding
Shortage of resources	
Inadequate professionals	Employment of professionals

3.3 ELECTRICITY

Local Government holds executive authority over electricity reticulation in accordance with the Constitution. Furthermore, the Electricity Regulating Act makes provision for the establishment of the National Energy Regulator that sets specific standards and guidelines concerning the distribution of Electricity Distribution Licenses. This places a responsibility on municipalities to ensure the provision of electricity services to communities in a sustainable manner for economic and social support. The Municipality provided electricity to all its township such as Coronation, Hlobane, Vaalbank, Bhhekuzulu, Vryheid and Lakeside and Bhhekumthetho. The rest of all other areas in rural wards are services by Eskom.

The table below indicates that approximately 72% of the households in AbaQulusi have access to electricity. This marks an increase from 49% recorded in 2007 to 72% in 2011. The number of households using candles for lighting has also decreased from 49% in 2007 to 26% in 2011. The use of paraffin as a source of energy for lighting has also decreased, which is a major safety concern in most rural areas and informal settlements. The municipality is currently providing 50k/w free basic electricity to about 3101 households. Overall, the stats below is a clear indication that the Municipality is on the rise and is making steady progress in providing energy and electricity to its people.

Access to Electricity

Access to Electricity	Census	Community Survey
	2011	2016
Number of Households	43 299	51 910
Electricity	31223(72%)	42 708(82%)
Gas	89(0%)	50(0.1%)
Paraffin	246(1%)	253(0.5%)
Candles	11426(26%)	8 208(15.8%)
Solar	125(0%)	518(1.0%)
Other/None	190(0.4%)	170(0.3%)

131 ranking by electricity for lighting, 72.1% use electricity for lighting

3.3.1 HIGHLIGHTS

HIGHLIGHTS	DESCRIPTION
Load - shedding	The municipality use geyser relay system and therefore does not load- shed in town, this is extended to other areas and will be on-going project

The table below specifies the service delivery levels for the year:

HOUSEHOLDS			
DESCRIPTION	2018/19	2019/20	2020/21
	ACTUAL NO.	ACTUAL NO.	ACTUAL NO.
<i>Energy: (above minimum level)</i>			
Electricity (at least min. service level)	2474	3514	
Electricity - prepaid (min. service level)	16023	17354	
<i>Minimum Service Level and Above sub-total</i>	18497	20868	

3.3.2 CHALLENGES

DESCRIPTION	ACTION TO BE TAKEN
Ageing infrastructure	Budgetary provision must be made and additional funding sourced to replace ageing infrastructure
Electricity losses	Replace ageing infrastructure

3.4 WASTE MANAGEMENT

119 ranking by weekly refuse removal, 41.5 households have access

3.4.1 Solid waste management

As indicated in the table below a large portion of the municipal population does not receive or are not offered proper solid waste services (i.e. not collected by the municipality, burnt in pit, bury in vicinity, no removal). The number of households receiving refuse removal service once a week has decreased from 36% in 2001 to 32% in 2007 and has now increased to 42% in 2011, indicating a small improvement, however, this is still not acceptable and has had a very negative impact on development and the environment itself.

Table Access to Refuse Service

ACCESS TO REFUSE SERVICE	CENSUS	CENSUS	CENSUS
	2001	2007	2011
Removed by local authority/private company at least once a week	13 264 (36%)	12 921 (32%)	17985 (42%)
Removed by local authority/private company less often	345 (1%)	2 657 (7%)	434(1%)
Communal refuse dump	171 (0%)	799 (2%)	511(1%)
Own refuse	18 218 (49%)	14 821 (37%)	20764 (48%)
No rubbish disposal	5062 (14%)	8 668 (22%)	2728(6%)
Other	1 (0%)	0 (0%)	878(2%)
Total	37 061	39 866	43290

The municipality collects refuse in urban areas only, e.g., Vryheid, eMondlo, Coronation, Hlobane, Vaalbank, Bhhekuzulu, Nkongolwane and Louwsburg. Only 42% of households had an average basic level of service, (removal by municipality once per week).

In terms of the National standard for the weekly Refuse Collection, AbaQulusi Municipality follows the National standards and National Environmental Management Act 107. AbaQulusi Municipality is responsible for waste separation at source, cleansing the streets, collection and disposal at the registered AbaQulusi Landfill site.

In rural areas individuals tend to dispose of waste in pits in their yard and in some areas communal dumping areas are utilized. This can however lead to associated health problems for individuals living in these areas. The Municipality needs to extend the refuse removal services to the rural areas as well. The Municipality should have transfer stations in areas where illegal dumpsites have been closed.

In terms of the National standard for the weekly Refuse Collection, AbaQulusi Municipality is in compliance with the National standards and National Environmental Management Act 107. AbaQulusi Municipality is responsible for waste separation at source, cleansing the streets, collection and disposal at the registered AbaQulusi Landfill site. The following actions have been initiated and implemented to meet the National standard for the weekly refuse collection:

- 1) Bulk containers - AbaQulusi Municipality is currently using bulk containers (Skips) distributed in various locations in Vryheid town, industrial areas, business areas, townships, schools and community centres.
- 2) Collection vehicles - The collection of waste is private.
- 3) Health and Safety – All waste is properly stored in the plastic which prevents the odour as waste is collected once a week in residential areas and daily in town.

- 4) Communication – Monthly meetings are conducted with the Service providers, National and provincial Department: Environmental Affairs, and internal stakeholders. Weekly meeting with the street sweepers.
- 5) To deal with illegal dumps communication between the Municipality and community was undertaken and there has been improvement.
- 6) Recycling station – (Drop-off, transfer station and collection of recyclable waste) is currently not in operational as the Landfill site is under construction/rehabilitation.

Street Cleaning

Street cleaning is done in town, Vryheid and daily by training and well equipped personal. Street cleaning has improved because a new reporting system whereby a template has been designed to identify challenges faced by the cleaners on their working environment. No municipal recycling is taking place at the moment.

Waste collection

Waste is collected by the private companies on behalf of the municipality. They collect daily in towns and once a week in residential areas.

Recycling

Recycling station – (Drop-off, transfer station and collection of recyclable waste) is currently not in operation as the Landfill site is under construction/rehabilitation.

Disposal

Waste is disposed at a registered landfill site in Vryheid.

Landfill site

The site is licenced and has an Environmental Authorisation to operate.

3.4.2 HIGHLIGHTS

HIGHLIGHT	DESCRIPTION
Refuse removal provided in all urban wards	

3.4.3 CHALLENGES

DESCRIPTION	ACTION TO BE TAKEN
Refuse removal is not extended to rural wards	The municipality needs to make considerations to extend possible service in future

3.5 HOUSING

The Housing Unit is responsible for some of the biggest and the most significant capital projects and yet it is the smallest unit within the Development Planning Department.

The Human Settlements Section is responsible for the development and implementation of the Housing Sector Plan. The work of the Human Settlements section is aligned to various national, provincial and municipal policies and plans which guide the planning and implementation of the various Human Settlements projects. These policies and plans include but are not limited to

(a) The Kwa-Zulu Natal Master Spatial Plan (MSP): it sets out the vision for human settlements investment within the province and provides a framework to guide where human settlements investment should be prioritised both at a provincial and municipal level. The MSP was formulated to address the need for a master spatial plan to guide human settlements investment and it identified focus areas for Human Settlements within the province. It also indicated that at least 70% of all discretionary spending (projects) needs to be located within these focus areas. Vryheid which is one of the main towns within AbaQulusi, is located within the provincially identified focus areas and will contribute to the housing delivery targets identified in the MSP).

(b) The Zululand District Growth and Development Plan (ZDGDP) identifies a number of strategic goals and objectives for Sustainable Human Settlement. These include but are not limited to promotion of spatial concentrations so as to provide adequate levels of service and infrastructure to the population in a cost-effective manner.

3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

The majority of the population in AbaQulusi Municipality is indigent; this has impact of reduced revenue. The Municipality receives the free basic grant from National Treasury, which is utilized to offer the following free basic services:

- Free 50kwh of electricity a month,
- Free rates up to the value of R88, 000,
- Free 6kl of water per month,
- Free refuse,
- These allocations are per the national government policy guidelines,
- The total cost for these Free Basic Services amounts to R 16 919 365

COMPONENT B: ROAD TRANSPORT

3.7 ROADS

The section is responsible for the construction and maintenance of roads infrastructure, laying and cleaning of storm-water drainage, construction and maintenance of walk ways, kerbing and drive-ways. AbaQulusi Municipality consists of rural areas which are far behind in terms of roads infrastructure and the main aim of the municipality is to provide roads to all households of AbaQulusi Municipality.

Integrated development plan document is the main source of development priority, roads are prioritised in terms of usage of the road and number of beneficiaries of the particular road infrastructure.

The municipality managed to provide access to number of households by construction of gravel roads thus providing access to public transport to those communities with the help of Municipal Infrastructure Grant. During the construction of these roads there were job opportunities provided to the community members where projects took place thus alleviating poverty. Most of service providers completed their projects within the specified period resulted to spending 100% on the municipal infrastructure grant allocation.

The municipal roads infrastructure passed their life span due to heavy trucks driving through town and bursting of water pipes underneath roads are contributing to the deteriorating of roads infrastructure, despite.

3.7.1 HIGHLIGHTS

Status of the gravel road

DISCRIPTION	PERIOD		
	2018/19	2019/20	2020/21
Total Gravel roads (km)	693.62	700,32	705.42
New Gravel Roads constructed (km)	6.7	6.7	5.1
Gravel roads upgraded to Tar/paving (km)	0	0.5km	0
Gravel roads maintained- blading (km)	279.4	250.7	381.31

The status of the tarred roads within the Municipality as per June 2021 is presented in the following table.

Status of the tarred road

DISCRIPTION	2018/19	2019/20	2020/21
Total Tar roads (km)	145.52	146.02	147.12
New Tar Roads constructed (km)	0	0.5km	1.1
Existing tar roads re-tarred (km)	0	0	0
Existing tar roads re-sheeted (km)	0	0	0
Tar roads maintained-Pothole patched (m ²)	14 521.64	14747.05	8446.98

3.7.2 CHALLENGES

DESCRIPTION	ACTION IN PLACE
Ageing road infrastructure	Source funding to rehabilitate roads
Lack of maintenance funding	Budgetary provision must be made for resealing and maintenance of roads and stormwater
Insufficient plant and equipment	Purchase or hire of plant and equipment

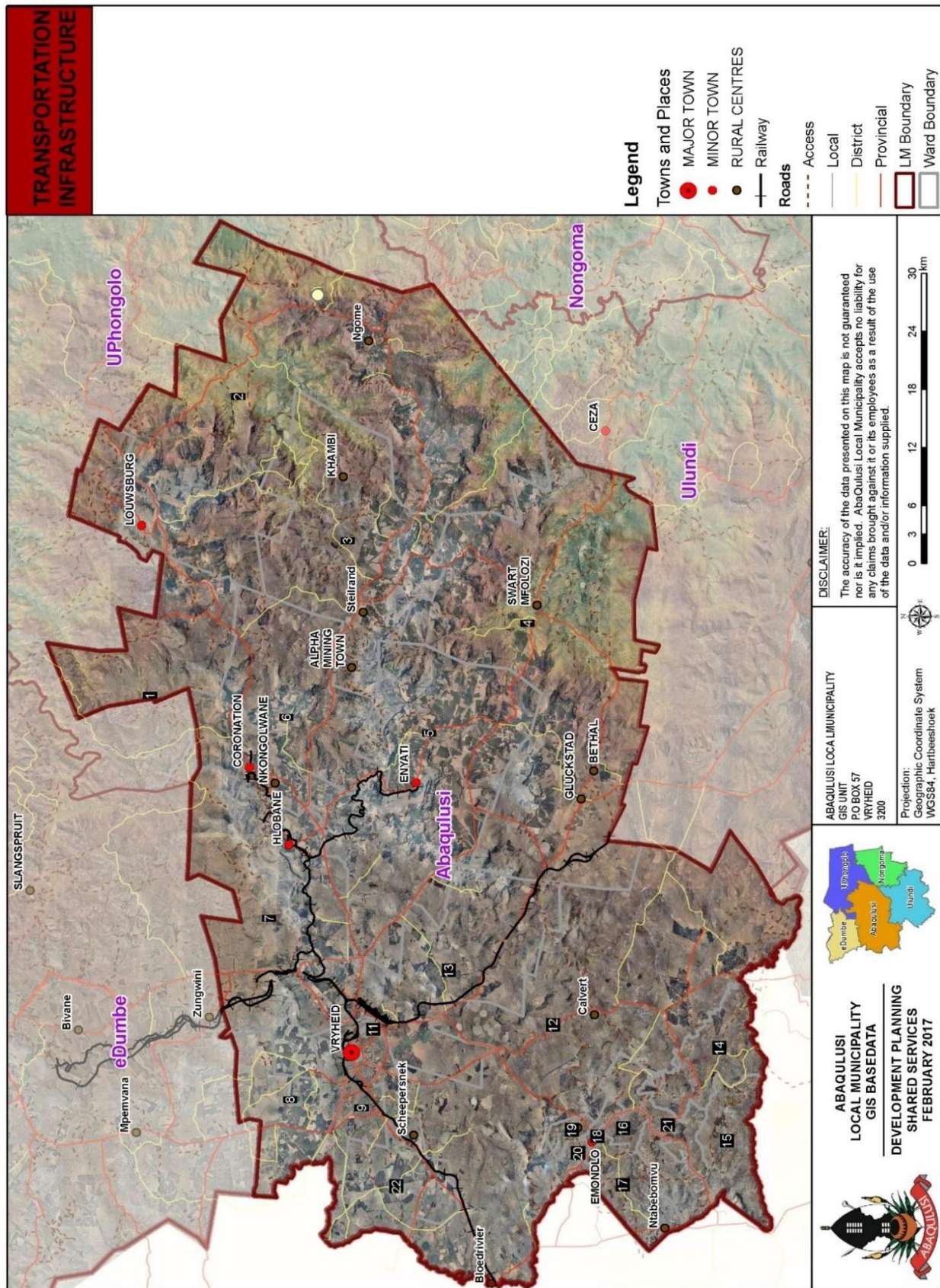
3.8 TRANSPORT

3.8.1 RAIL TRANSPORT

AbaQulusi Municipality does not have an established public rail transport system however, there is a railway line that runs through the area connecting the coalfields with areas such as Mpumalanga and Richards Bay. It is used mainly to transport goods between these centres. It passes through AbaQulusi in a north-south direction and at Vryheid, it branches off to the west to Hlobane.

3.8.2 AIR TRANSPORT

Although Vryheid is a district regional centre, it does not have a well-established air transport system. A small airport/landing strip is located in Vryheid. It is built to the standard set by the Civil Aviation Authority but is no longer licensed due to budgetary constraints. It is capable of carrying limited cargo. This facility should be seen as an opportunity for the development of the agricultural and tourism sectors. This is particularly important since the area has been identified at a Provincial level as having potential for agricultural development (PSED, 2007), and the potential link with Dube Trade Port. The Map below indicates the Transport Network that exist within the AbaQulusi Municipality.



3.9 WASTE WATER(STORM WATER DRAINAGE)

The storm-water drainage is constructed in conjunction with roads in the areas, the main challenge experienced in urban areas is dumping in the drainage system which cause blockages and flooding of houses. The municipality have program to educate communities about the danger and risk of dumping everywhere. Communities are encouraged to take out their refuse on days when the refuse truck is collecting refuse in their area, they are discouraged to dump into the drainage sytem.

There were people employed under expended public work program to assist in storm-water drainage cleaning in various areas of the municipality.

STORM WATER INFRASTRUCTURE	2018/19	2019/20	2020/21
Total Storm-water measures	15000	150150	150150
New storm-water measures	150	0.5km	0
Storm-water measure upgraded	0	0	0
Storm-water measures cleaned	14 140.50	5654	7028.6

Table: Status of Storm water in AbaQulusi Municipality

The table below specify challenges during the reporting period

CHALLENGE	ACTION TO BE TAKEN
Inadequate staff	Filling of vacant positions
Shortage of equipment to clean storm water drainage	Purchase or hire equipment
lock down	

COMPONENT C: PLANNING AND LOCAL ECONOMIC DEVELOPMENT

3.10 PLANNING

3.10.1 INTRODUCTION TO TOWN PLANNING AND BUILDING CONTROL

TOWN PLANNING

The Town Planning Section falls within the Development Planning Department and comprises of the following sections:

- Land Use Management,
- Spatial Planning and
- GIS.

It manages sustainable urban growth and spatial transformation through the preparation of spatial plans such as the Spatial Development Framework which is the spatial representation of the Integrated Development Plan. It is also responsible for the processing the following functions

- development applications (rezoning, subdivision, consolidation, special consent, township establishment, etc.) and
- the monitoring of development in compliance with statutory procedures.
- monitoring and enforcing land use development to protect the interests of all Property Owners and Government Agencies against undesirable contraventions of existing legislation and acceptable norms in the interests of maintaining a safe and healthy environment of the residents of AbaQulusi.
- seeks to achieve coordinated and harmonious development by promoting health, safety, order, amenity, convenience and improved general welfare.

The Spatial Planning and Land Use Management Act, 2013 (Act No. 16 of 2013) with its Regulations, the AbaQulusi Spatial Planning and Land Use Management By-law, AbaQulusi Urban Land Use Scheme, the AbaQulusi Spatial Development Framework and all other planning policies and frameworks serve as the legislative framework for all land use planning and development.

GIS develops, maintains and interrogates spatial data in order to provide relevant information that will assist with decision making across the AbaQulusi Municipality. It also provides continual maintenance and capturing of zoning and land use data on the GIS for properties that fall within the area of the scheme and continuous exchange of GIS data with Zululand District Municipality to be able to provide information to the general public and other internal departments.

BUILDING INSPECTORATE

The Building Inspectorate Office operates in line with the National Building Regulations (NRB) and Building Standards Act, 103 of 1977 and SAN10400 to ensure compliance with the submissions of building plans. This office is also responsible for the monitoring and enforcing that, structures/buildings are erected in line with the standards of NBR. Building Inspectorate issues occupation certificates once a building is complete and is compliance with the NBR. Building Inspectorate also investigates illegal buildings and issues out guilt fines. Further to the above the Building Inspectorate acts in the interest of the community of the AbaQulusi Municipality by ensure all building structures are safe and sustainable.

3.10.2 HIGHLIGHTS: TOWN PLANNING AND BUILDING CONTROL

The table below indicates highlights for the year

HIGHLIGHTS	DESCRIPTION
AbaQulusi wall-to-wall Scheme – Urban Component	Final AbaQulusi Urban Land Use Scheme to be approved by Council in March 2021
Shoba Township Establishment – Portion 5 of the Farm Welgevonden No. 287	Project is currently in the pre-application phase in terms of SPLUMA
Nkongolwane Township Establishment	SCM to appoint conveyancer to open the township register
Compliance of NBR timeframes	The building plans must be approved within 30 days if its less than 500sqm if its more than 500sqm, its 60 days. The municipality has been able to approve building plans within the NBR timeframes

3.10.3 CHALLENGES

The table below specifies challenges for the year

CHALLENGES	ACTION TO BE TAKEN
Non- appointment of the Municipal Planning Registrar in terms of SPLUMA	Position to be prioritized in the 2021/2022 budget
No peace officers within the Planning Office to ensure enforcements of Planning By-laws	Peace Officer Training to be conducted for the Planning staff.
Illegal/Unlawful land occupation and development which leads to urban sprawl (unplanned settlements which are not compliant with municipal, provincial and national by-laws)	Appointment of a legal person that is well versed with the planning laws and to take legal action against contraveners in terms of obtaining demolition order, court interdicts, etc.
Appeals Authority requires further training	Technical Advisers be appointed to assist the Appeal Authority is take decisions that are compliant with all the relevant laws
Outdated filing system	New filing system

3.10.4 STATISTICS: TOWN PLANNING AND BUILDING CONTROL

The table below specifies the service delivery levels for the year

APPLICATION FOR LAND -USE DEVELOPMENT						
DETAIL	SPLUMA APPLICATIONS			BUILDING PLANS ASSESSED		
	2018/19	2019/20	2020/21	2018/19	2019/20	2020/21
Submitted	29	13	32	65	53	72
Approved	19	6	11	58	42	69
Not Approved	/	/	/	7	/	3
Pending	5	6	19	/	11	/
Lapsed/ Withdrawn	5	/	2	/	/	/

TYPE OF SERVICE	2018/19	2019/20	2020/21
Building plans application processed	62	53	68
Total surface (m2)	9349,88	13004.33	16092.30
Approximate value (Rand)	R60 774.00	R39440.00	R59625.99

3.11 LOCAL ECONOMIC DEVELOPMENT

Local Economic Development is an approach towards economic development which allows and encourages local people to work together to achieve sustainable economic growth and development thereby bringing economic benefits and improved quality of life for all residents in a local municipal area.

As a programme, LED is intended to maximise the economic potential of all municipal localities throughout the country and, to enhance the resilience of the macro-economic growth through increased local economic growth, employment creation and development initiatives within the context of sustainable development. The “local” in economic development points to the fact that the political jurisdiction at a local level is often the most appropriate place for economic intervention as it carries alongside it the accountability and legitimacy of a democratically elected body.

3.11.1 INTRODUCTION TO LOCAL ECONOMIC DEVELOPMENT

The unit amongst others is responsible for the following:

SMME Development

- Capacity building
- Formation of cooperatives

Agriculture

- Poverty alleviation
- Promotion and development of cooperatives

Tourism

- Promotion of local tourism
- Development of local SMMEs
- Development of accommodation sector

CHALLENGE	ACTION TO BE TAKEN
LED does not have Budget	Prioritise budget allocation for LED

COMPONENT D: COMMUNITY AND SOCIAL SERVICES

3.12 LIBRARY AND MUSEUM

AbaQulusi Municipality is proud to have four public libraries and that meet the needs of the different communities. The main library is Vryheid Public Library. All libraries are equipped with free computers and internet access except BhekuZulu Library for the creation of documents and research purposes. Many community members make use of the library to access the internet and do work, to read newspapers and to page through the latest magazines.

Library Services are fully funded by Provincial Library Services (DCAS) and national government. Although library staff is on the municipal payroll, the Municipal Replacement Funding (MRF) and conditional grant cover salaries and benefits.

3.12.1 HIGHLIGHTS: LIBRARY SERVICES

The table below specifies the highlights for the year:

HIGHLIGHTS	DESCRIPTION
Basic Computer training	The municipality provide basic computer training to its community

CHALLENGE	ACTION TO BE TAKEN
Accessibility of library services in remote areas	Engage Department of Arts and Culture for consideration to extend service to remote areas

The table below specifies the service statistics for the year:

TYPE OF SERVICE	2018/19	2019/20	2020/21	COMMENT
Library members Vryheid Library	Vryheid Library 6263	9453	2985	Covid 19 restrictions and regulations affected access and usage of Library services, Bhekuzulu library is temporality closed due to infrastructural challenges
	Bhekuzulu Library 245		36	
	Mondlo Library 2628		1422	
	Total 9133		496	
Books circulated		25619	TOTAL: 4939	Covid 19 restrictions and regulations affected access and usage of library services.
	Vryheid Library 333378		14526	
	Bhekuzulu Library 2070		89	
	eMondlo Library 2510 Bhekuzulu		1987 897	
	Total 37958		17499	
Exhibitions held	<ul style="list-style-type: none"> • reflection on international, national and local trends monthly • displays as part of educational awareness, 12 	08	08	
Internet users	690 community members completed their computer training as part of	567	422	The numbers were reduced due to covid 19 restrictions and regulations\
Children's programmes	4 holidays programmes done during school holidays	02	4	
Visits by school groups	32 schools visited for library orientation	17	14	

MUSEUM

AbaQulusi municipality has one main museum which serves as the quarters of the history of Vryheid. The museum is named after Lucas Meijer in his honour as the first and the last president of the new republic which is the republic that was formed between 1884 -1888 within the jurisdiction of AbaQulusi. The role of the museum is the collection of the heritage and cultural items that are unique, significant and which reflect our cultural diversity.

The main role of the museum is to promote and advance awareness about the character and the importance of the museum in social development of the community of AbaQulusi. Lucas Meijer museum manages collections of artefacts or works of art. This includes dealing with the acquisition, care and display of items with the aim of informing and educating the public. It's essential for museums, galleries, and heritage and tourism attractions to develop collaborative relationships, share collections and disseminate information with the aim to construct innovative and creative exhibitions that appeal to a wide cross-section of the general public. Developmental programmes and projects implemented by the museum are as follows:

1. Exhibition – daily visit by tourist, researchers and scholars.
2. History lessons / sessions
3. Donation of historical precious items
4. Research- Local history
5. Lucas Meijer Museum Day Celebration

The table below indicates challenges for the reporting period

CHALLANGE	ACTION TO BE TAKEN
Lucas Meijer museum still needs a transformation in order to incorporate the history of the Nguni linguistic groups.	AbaQulusi Municipality and Provincial museums services are currently conducting research on tribes and indigenous people who settled in Vryheid.

3.13 CEMETERIES AND CREMATORIALS

A cemetery or graveyard is a place where the remains of deceased people are buried or otherwise interred. The cemetery yards are maintained daily by the staff and burial take place at any day as requested by the family. The burial is between 7:30am - 4:00pm daily.

The Abaqulusi Municipality must provide cremation. Currently the municipality has 6 cemeteries, located in Vryheid, Hlobane, Coronation, eMondlo, Louwsburg and Nkongolwane, however, according to municipal statistics, some of these cemeteries have now reached their life-span and have run out of space while the others are also in danger of reaching their life-span and is fast becoming a top priority for the municipality. The municipality is constantly working on establishing new sites for cemeteries and exploring the opportunities of expanding the current existing cemeteries. Poor maintenance and budget constraints have also hindered and compounded to the issues surrounding the cemeteries. According to the Zululand District Cemetery Plan, the status of cemeteries within Abaqulusi is as follows:

- **Vryheid Cemetery:** The potential extension of the existing cemetery to the south should be investigated, or a new site will be identified. An area of about 6 ha would be required up to 2021.
- **BhekuZulu Cemetery:** The existing cemetery is full and a new cemetery site has been identified to the Northeast of the existing cemetery, between the bypass road and the railway line. The new site has an approximate area of about 10 ha which should be sufficient for about 15 years. A further 5 ha would be required up to 2020 (refer graphs below). The municipality reported that trial pits in the new site indicated a perched water table and the extent of the water table must be investigated.
- **Emondlo Cemetery:** The original cemetery is full and has been extended into the open veld surrounding the cemetery. The municipality has acquired the new 27 hectares for extension and planning principles are essential for the cemetery to be registered. The obtainable land suggests that the lifespan of this cemetery will reach 2021 and beyond considering the current death rate
- **Louwsburg:** The existing cemetery has an estimated lifespan of more than 10 years. The potential extension of the cemetery to the east or west should be investigated. An area of 1 ha should be sufficient up to 2021.
- **Nkongolwane:** The existing cemetery has an estimated lifespan of approximately 5 years, with extension possibilities to the south and southwest.
- **Coronation:** The cemetery at the Coronation mine has space available for approximately 3 000 graves, and a life expectancy greater than 10 years. Potential for expansion exists to the east of the existing cemetery.
- **Gluckstadt:** The cemetery is situated behind the Lutheran Church in Gluckstadt and has space for

approximately 500 graves. The life expectancy of this cemetery is in excess of 5 years. The cemetery can be extended to the north, east and south.

- **Hlahlindlela:** A total area of about 7.5 ha will be required for the development of cemeteries up to 2021 in this tribal area. The cemeteries should be positioned, taking in consideration the development nodes as identified in the IDP in consultation with the traditional leaders.
- **Khambi:** The land area required for the development of cemeteries in Khambi and Khambi extension up to 2021 is 3, 5 ha and 2, 5 ha respectively. The cemeteries should be positioned, taking into consideration the development nodes as identified in the ZDM IDP in consultation with the traditional leaders.
- A need for a new sub-regional cemetery has been identified, and a search for appropriate land has been initiated. Other critical issues in respect of cemeteries include the following:
 - Need to investigate feasibility of cremation and recycling of graves considering religious and cultural differences.
 - All existing cemeteries need fencing.
 - Need to provide water and sanitation in all cemeteries.

3.13.1 HIGHLIGHTS

HIGHLIGHTS	DESCRIPTION
Identified new land for extension of cemeteries	Processes to identify land for cemeteries is ongoing
Regular maintenance of cemeteries	Cemeteries are maintained regularly

3.13.2 CHALLENGES

DESCRIPTION	ACTION TO ADDRESS
Limited space	Extension of cemeteries is required

3.13.3 SERVICE STATISTICS FOR CEMETERIES

The table below specifies the service delivery levels for the year:

TYPE OF SERVICE	2018/19	2019/20	2020/21
Pauper Burial	44	24	42

3.13.4 CAPITAL: CEMETERIES

There were no capital projects undertaken for the 2020/21 financial year and land acquisition processes is looked into and consideration will be made once finalized.

COMPONENT E: ENVIRONMENTAL PROTECTION

Although environmental protection and management vests primarily with the Provincial Department of Environmental Affairs and Development Planning, certain environmental functions are the responsibility of the Municipality. These include air and noise pollution, biodiversity and landscape management, and coastal protection.

The AbaQulusi Municipality is among many municipalities that have had large areas of vegetation transformed as a result of one kind of land use or another. Wide spread land transformation occurs mainly in Wards 14 to 20 along the western part of the municipality and Wards 7 to 11 in the north western part. Other areas where significant transformation has occurred are in Wards 5 and 3 at the southern end of the municipality.

The Abaqulusi Municipality has one public hospital and 12 clinics servicing the population of 211 060 people. An application of the planning standard (5000 households per clinic) for the provision of clinics reveals a backlog of about 24 clinics for Abaqulusi Municipality area of jurisdiction (Data Source: ZDM Health Sector Plan {2004}).

The HIV/AIDS pandemic is major concern in all municipalities around the country. In order to reduce the levels of HIV/AIDS in the Abaqulusi region, the Municipality has set-up a fully functional Local AIDS Council, which are well represented by various stakeholders. The OSS Task Team Members also play a very active role in ensuring that the fight is won at local levels under the collaborative strategies like establishing War-rooms at Ward levels.

3.17 SAFETY AND SECURITY

This component includes: traffic; law enforcement; fire and disaster management. Municipality is eager to ensure a safe environment for the public, personnel and councilors. The Municipality therefore makes use of private security firms to ensure the safety of the personnel and councilors, as well as members of the public that visit municipal offices.

Local Government: Municipal Systems Act 32 of 2000 has clearly provided a directive in terms of the role of Local Municipalities towards safer and secure communities. The indication from the Act is that municipalities as the closest sphere of government to the communities must “Promote safe and healthy environment” through which social cohesion. The understanding is that as the operational sphere of government, municipalities are severely affected by crime and safety issues on the ground which often impact negatively on the mandate given by communities to the government, namely; service delivery. We further understand and most importantly acknowledge the role played by various sectors through our Security agencies and Community Safety Forum in trying to ameliorate the living conditions of our people and economic development can be enriched and sustained.

When addressing the risk factors for crime by enhancing parenting practices, improving access and investment in education, reducing access to alcohol, illegal substances and weapons, and increasing employment opportunities it is important to simultaneously build the resilience of individuals, families and communities to crime and violence. Resilience is the ‘process of, capacity for, or outcome of, successful adaptation, despite challenging or threatening circumstances. It is important therefore, that safety strategies, particularly those aimed at addressing crime and violence, must include mechanisms which build the capacity of individuals and institutions to deal with the adversity that may makes them more vulnerable to crime.

In developing strategies to deal with crime and violence, risk and protective factors must be disaggregated by target groups. Risk factors for crime and violence include those set out in the table below.

Individual	Risk Factors
	Violence, abuse, maltreatment, neglect
	Gender
	Age
	Poor nutritional, pre-natal and health care
	Disability
	Low social status related to class, race, ethnicity
Relationship	Risk factors
	Family violence and conflict
	Absent/low levels of parental involvement
	Teenage parenthood
	Violence, abuse, maltreatment, neglect in the home
	Gender inequalities
Community	Risk factors
	Easy availability of drugs, alcohol, firearms
	Lack or poor access to quality education, training opportunities, employment
	Family/community attitudes condoning violence
Macro/structural	Risk factors
	Structural inequalities (social, economic, political)
	Social norms condoning inequality and violence
	Unemployment
	Lack of access to /poor delivery of basic services (e.g housing, water and sanitation)

There are six police stations located within the AbaQulusi Municipal area of jurisdiction, namely:

- Vryheid
- eMondlo
- Gluckstadt
- Louwsburg
- Driefontein
- Ngome

3.17.1 CRIME PREVENTION

This is the attempt to reduce and deter crime and criminals. It is applied specifically to the efforts made by all spheres of government to reduce crime, enforce the law and maintain criminal justice. Traffic Officers are Peace Officers according to the Criminal Procedure Act 51 of 1977 to assist in crime prevention during their normal duties. Monthly meeting is held with the South African Police Services and Community Policing Forum.

3.17.2 SECURITY

The co-function of security services is to provide proper security for all Municipal buildings, equipment, staff and consumers to reduce theft and risks. The Municipality has appointed Qomukufa Security. This service provider is expected to provide security solutions to the Municipality to minimise theft of Municipal assets.

3.18 INTRODUCTION TO TRAFFIC SERVICES

The Municipality renders a comprehensive traffic service including traffic law enforcement, road markings, road traffic signs, law enforcement in general and a shared disaster management in conjunction with the Zululand District Municipality.

The endeavor to educate and create a culture of compliance and willingness to obey to traffic law, rules and regulations and operate on the legal mandate of NRTA 93/96 and NLTA 5/2009. Operational activities *inter alia* include roadblocks, high visibility, random vehicle checkpoints, execution of traffic related warrants and traffic laws and policing of municipal by-laws.

Traffic also partners with other law enforcement agencies, like the SAPS, RTI, Magistrate Court and Provincial Traffic Services to minimize road deaths and other crime related problems.

3.18.1 Municipal Traffic Law Enforcement

The general priority of the Traffic Law Enforcement aims at ensuring that the community is adhering to the

By-laws of AbaQulusi Municipality. This unit works hand in hand with the SAPS and the Planning Department in the demolishing of illegal structures.

- Special focus is on the following:
- Demolishing of illegal structures;
- Law Enforcement to decrease incidents affecting traffic safety;
- Monitoring and collecting outstanding fines;
- Removal of vagrants;
- Informal trading;
- Illegal dumping;
- Animal control; and
- Abandoned vehicles.

Foot patrol through the CBD is done on a daily basis to ensure visibility in order to create a safer environment.

Several awareness campaigns regarding road safety and fire protection are conducted throughout the year.

The table below specifies the highlights for the year:

HIGHLIGHT	DESCRIPTION
Services is provided after hours	The municipality has extended its service beyond normal working hours
	Construction of Public Safety building to commence 2022

CHALLENGE	ACTION TO BE TAKEN
Viable shift system for Traffic Officers and Fire Fighters	Council have approved new shift system

The table below indicates specify service delivery for the year:

DETAILS	2018/19	2019/20	2020/21
Motor vehicle licenses processed	1200	3500	3957
Learner driver licenses processed	1112	1360	1570
Driver licenses processed	1200	1890	2450
Driver licenses issued	1522	3671	3890
Fines issued for traffic offenses	250 000	305 000	8586
R-value of fines collected	2 66 600	3 600 00	8 7126 00
Roadblocks held	8	12	18
Complaints attended to by Traffic Officers	8	15	28
Number of officers in the field on an average day	14	14	16
Number of officers on duty on an average day	14	14	16

3.18.2 DRIVING LICENCE TESTING CENTRE, VEHICLE AND MOTOR LICENCING

The co-function of the centre is to provide an effective system for the following functions. Application for learners and driving licensing test, PrDP, Instructor's certificate, Learners and driving licensing bookings, renewals of driving licensing cards, applications for vehicle road worthy test is currently suspended and converting of foreign driving licenses as per the National Road Traffic Act 93 of 1996 which is a computerised system.

The Municipality provides Driving Licensing Testing Centre services in its area of jurisdiction on an agency basis for the KwaZulu Natal Department of Transport. Services are rendered from Monday to Friday from 08h00 until 15h00. Transactions in respect of the abovementioned require proof of identification in the form of a SA Identity Document, Passport, Traffic Registration Certificate and proof of residential address on all transactions as required in terms of FICA. The following are accepted as verification documents in respect of proof of address of not older than three months, namely: Utility account (Water, Electricity or Refuse removal), telephone account, retail store statement of account or a bank/financial statement. Proof may also be provided in the form of a lease agreement (signed by both parties).

3.18.3 MOTOR LICENSING BUREAU

The co-function of the centre is to register motor vehicles and licence renewals, application for change of motor vehicles details, special and temporal permits and change of ownership. This is done with all approved fees determined by the Department of Transport, 8.5 % of the daily takings are given to the Municipality.

The Municipality provides Motor Licensing services in its area of jurisdiction on an agency basis for the KwaZulu Natal Department of Transport. Services are rendered from Monday to Friday from 08h00 until 15h00. Transactions in respect of the abovementioned require proof of identification in the form of a SA Identity Document, Passport, Traffic Registration Certificate and proof of residential address on all transactions as required in terms of FICA. The following are accepted as verification documents in respect of proof of address of not older than three months, namely: Utility account (Water, Electricity or Refuse removal), telephone account, retail store statement of account or a bank/financial statement. Proof may also be provided in the form of a lease agreement (signed by both parties).

3.19 DISASTER MANAGEMENT

The Abaqulusi Local Municipality currently has a Disaster Management Centre where disaster management functions are fully rendered. However, it must be noted that the municipality still requires assistance from all relevant stakeholders in order to have a fully functional and effective unit within the municipality due to the lack of capacity and limited funding. The municipality is in possession of Disaster Management Sector Plan which is to be reviewed annually.

3.19.1 Municipal Institute Capacity

The main objective of the Municipal Institute Capacity is to establish an integrated institutional capacity within the Abaqulusi Municipality to enable the effective implementation of disaster risk management policy and legislation. This institutional capacity establishes the requirements which will ensure the establishment of effective institutional arrangements for the integrated and coordinated implementation

of disaster management policy and legislation; and which will give explicit priority to the application of principles of cooperative governance and place appropriate emphasis on the involvement of all stakeholders in disaster management in strengthening the capabilities of municipal organs of state for the purposes of disaster management. The following sub-objectives need to be implemented:

- Facilitate arrangements for the development of an integrated disaster risk management policy by the municipality.
- Facilitate the establishment instruments that will give direction for successful execution of disaster risk management policy.
- Achieve stakeholder participation and the engagement in all phases and activities of disaster management.
- Key deliverables of this KPA shall therefore include but not limited to:
- An approved and adopted disaster management policy by the municipality.
- Municipal Disaster Management Capacity Report.
- Identified municipal instrument/s that will guide and provide support for the successful implementation of the disaster management plan.
- Implementation plan for stakeholder engagement and participation in disaster management.

3.19.2 Risk Assessment

The main objective of Risk Assessment is to generate an Indicative Local Disaster Risk Profile by establishing and maintaining a uniform methodology to continuously assess and monitor risks. The need for disaster risk assessment and monitoring to set priorities, guide risk reduction action and monitor the effectiveness of efforts. Although the country faces many different types of risk, disaster risk specifically refers to the likelihood of harm or loss due to the action of hazards or other external threats on vulnerable structures, services, areas, communities and households. Therefore, this outlines the requirements for implementing disaster risk assessment and monitoring by organs of state. The following are sub-objective of Risk Assessment:

- Conducting disaster risk assessment to inform disaster risk management and risk reduction policies, planning and programming
- Generating an indicative entity disaster risk profile
- Monitoring, updating and disseminating risk information
- Conducting quality control

3.19.3 Risk Reduction and Prevention

The main objective of Risk Reduction and Prevention is to facilitate co-operation and integration amongst stakeholders and that the municipality develops and implements Disaster Management Objectives as stipulated by the Disaster Management Act. The prevention and mitigation strategies and disaster response must be aligned with the requirements of the National Disaster Management Centre

(NDMC), Provincial Disaster Management Centre (PDMC) Zululand District Municipality framework. Abaqulusi Municipality must mobilise fiscal resources to enable it to plan and implement risk reduction projects and programmes in its area of jurisdiction.

The successful implementation of the Disaster Management Act critically depends on the preparation and alignment of disaster management frameworks and plans for all spheres of government. The legal requirements for the preparation of disaster management frameworks and plans by provincial and municipal organs of state are specified in sections 38 and 52 of the Act. This key performance area addresses requirements for disaster management planning within provincial and municipal spheres of government. It gives particular attention to the planning for and integration of the core risk reduction principles of prevention and mitigation into ongoing programmes and initiatives. The following activities are paramount to be executed:

- Ensure all stakeholders compile integrated and relevant disaster risk management plans.
- Determine priority disaster risks and priority areas, communities and households.
- Scoping and development of risk reduction plans, projects and programmes.
- Inclusion of risk reduction efforts into strategic integrating structures and processes.
- Implement and monitor disaster risk reduction programmes and initiatives.

3.19.3.1 Disaster Risk Reduction Strategies

a) Prevention

- Mitigation
- Effective Land-use
- Basic Public Works
- Effective Municipal Service

b) Mitigation

- Structural Measures
- Non-Structural Measures

c) Municipal Disaster Management Advisory Forum (Local)

- Disaster Risk Reduction Plans, Projects and Programmes
- Implementation of above-mentioned plans, projects and programmes
- Align with Spatial Development Plan
- Align with ID

d) Inputs for compiling disaster risk reduction measures line Departments such as Engineering, Planning etc.

- Disaster risk assessment is executed for each hazard
- Roles and responsibilities
- Risk reduction on ward level

3.19.4 Response and Recovery

The objectives that are summarized below should be executed in collaboration with the Zululand District Municipality Disaster Management Centre. It is expected that the Disaster Management Centre shall have the necessary response and recovery equipment and immediate relief provision and needs. AbaQulusi Municipality is advised to acquire some response and recovery equipment and immediate relief provisions.

Objective: To ensure effective disaster response and recovery by:

- Implementing early warning systems.
- Implementing immediate and appropriate response.
- Implementing recovery and rehabilitation strategies.

Immediate Relief Measures: The Disaster Management Centre needs to ensure that they have measures in place to readily provide emergency relief. These interim relief measures should be disseminated efficiently to the affected household and communities in the event of a major incident.

Whenever there is threatening or imminent hazard, an early warning is disseminated to communities or relevant stakeholders. Preparedness levels are kept high through public engagement via awareness campaigns, media releases and training sessions. Ward Councillors, Ward Committee Members, Traditional Leaders and Volunteers are utilized to carry out response and recovery plans.

3.19.5 Training and Awareness

The AbaQulusi Municipality is committed to Disaster Management Training and Public Awareness campaigns around its area of jurisdiction, particularly in the most vulnerable wards. Volunteers within the municipality are also utilized in order to assist with disasters. Ward Councillors are also workshopped on a time-to-time basis in order to sensitise their communities about potential disaster risks.

The AbaQulusi Municipality Disaster Management Centre core priority is to ensure the vulnerable communities can be able to mitigate effects of disasters by addressing following:

- Determine the risk and identify possible hazards and emergencies
- Learn about the hazards that may strike their community
- The risks they face from these hazards
- Familiarize communities with plans for warning and evacuation which can be obtained this information from your local Disaster Management Centre of local municipality.

3.19.6 Funding arrangements

The municipality's disaster budget operates on very limited funding; however, funds are made available via the municipal budget and other supporting structures. There is however a dependency from the district municipality and KZN Provincial Disaster Management Centre during an event of a disaster.

There are three funds currently administered by the Department of Social Development that provide financial support after a disaster:

- The Disaster Relief Fund provides ex gratia support to people involved in both natural disasters and human-made disasters. To access this fund, the relevant municipality must request the Premier of the Province to approach the National Department of Social Development to take the necessary steps to have the event declared a disaster. Once the Department of Social Development receives such a request, it advises the President who can declare the event a disaster.

The Social Relief Fund provides support to organizations that provide relief services to communities that are affected by violence.

- These funds were originally designed to provide immediate relief to persons affected by disasters. However, they have been slow to provide assistance to victims of disasters and organizations involved in relief efforts

Highlights on disaster management are indicated on the table below

HIGHLIGHTS	DESCRIPTION
Response to incidents timeously	The municipality is able to provide quick response in time
	Conduct risk assessment in time
Awareness campaign on disaster management	The municipality educates the community on disaster and this has positive impact on disasters

CHALLENGE	ACTION TO BE TAKEN
Shortage of staff	Prioritisation to fill vacant positions

3. 19 .2 Fire Fighting

The Municipality has a fire station located in Vryheid CBD in order to respond to emergencies within predetermined times. This service is provided on a 24/7 emergency control centre. Furthermore, the Municipality conducts Fire inspections and fire drills if and when requested. The Municipality proactively conducts regular risk compliance within the Municipal jurisdiction in order to mitigate potential fire risks.

3.17.2 DRIVING LICENCE TESTING CENTRE, VEHICLE AND MOTOR LICENCING

The co-function of the centre is to provide an effective system for the following functions. Application for learners and driving licensing test, Pradip, Instructor's certificate, Learners and driving licensing bookings, renewals of driving licensing cards, applications for vehicle road worthy test is currently suspended and converting of foreign driving licenses as per the National Road Traffic Act 93 of 1996 which is a computerised system.

3.17.3 MOTOR LICENSING BUREAU

The co-function of the centre is to register motor vehicles and licence renewals, application for change of motor vehicles details, special and temporal permits and change of ownership. This is done with all approved fees determined by the Department of Transport, 8.5 % of the daily takings are given to the Municipality.

3.17.4 POLICE

There are six police stations located within AbaQulusi Municipality area of jurisdiction, namely:

- Vryheid
- eMondlo
- Gluckstadt
- Louwsburg
- Driefontein
- Ngome

The AbaQulusi Public Safety Section which forms part of the Community Services Directorate also responsible for the traffic law enforcement, including road blocks, speed control, attending to road accidents, enforcing Bylaws, conducting road safety, motor vehicle testing and licensing. Its additional functions include crime prevention, and participation in Community Policing Forums (CPF) and supporting the Neighbourhood Watches that exist around the various areas. It also renders services in disaster risk management, however, the operations of this unit are limited by the shortage of both financial and human resources

3.17.5 CRIME PREVENTION

This is the attempt to reduce and deter crime and criminals. It is applied specifically to the efforts made by all spheres of government to reduce crime, enforce the law and maintain criminal justice. Traffic Officers are Peace Officers according to the Criminal Procedure Act 51 of 1977 to assist in crime prevention during their normal duties. Monthly meeting is held with the South African Police Services and Community Policing Forum.

3.17.6 SECURITY

The co-function of security services is to provide proper security for all Municipal buildings, equipment, staff and consumers to reduce theft and risks. The Municipality has appointed Qomukufa Security. This service provider is expected to provide security solutions to the Municipality to minimise theft of Municipal assets.

3.18 DISASTER MANAGEMENT

The AbaQulusi Local Municipality currently has a Disaster Management Centre where disaster management functions are fully rendered. However, it must be noted that the municipality still requires assistance from all relevant stakeholders in order to have a fully functional and effective unit within the municipality due to the lack of capacity and limited funding. The municipality is in possession of Disaster Management Sector Plan which is to be reviewed annually.

Highlights on disaster management are indicated on the table below

HIGHLIGHTS	DESCRIPTION
Response to incidents timeously	The municipality is able to provide quick response in time
	Conduct risk assessment in time
Awareness campaign on disaster management	The municipality educates the community on disaster and this has positive impact on disasters

CHALLENGE	ACTION TO BE TAKEN
Shortage of staff	Prioritisation to fill vacant positions

COMPONENT H: SPORT AND RECREATION

3.19 SPORT AND RECREATION

In terms of our mandate, we make facilities, such as sport fields, available to the broader community. The Municipality is responsible for development of the facilities and the upgrade. The sport clubs are leased out with agreement for maintenance.

The Municipality develops and maintains recreational parks and halls. This places an enormous financial burden on the Municipality, with its limited staff capacity and finances.

The key responsibility of the section is to initiate and implement social upliftment programmes and developmental projects in the following units:

1. Sports and Recreation
2. Arts and culture
3. Historical, Heritage & Museum Services
4. Educational Programmes and Library Services

AbaQulusi municipality sport and recreation serves as the co-ordinating body for the community to seize sport and recreational developmental opportunities through programmes such as

1. Zululand Ultra Marathon
2. AbaQulusi municipality mayoral cup tournament
3. Zululand district Municipality Mayoral Cup Tournament
4. Golden games (local, district, provincial and national competitions)
5. Indigenous games (local, district, provincial and national competitions)
6. SALGA KZN Games

All programmes and projects for sports and recreation are implemented in joint venture with KZN department of sports and recreation (KZN DSR), Zululand District Municipality and AbaQulusi Municipality Sport Council. The provision of recreational facilities is sheltered by the availability of sport fields, sport stadiums and community halls. Parks and halls are managed by the Municipality and they are available for hire to the community.

Sport activities were affected by the current COVID 19 pandemic since 2019 and had not been fully operational since then it is hoped that most of the challenges will be addressed. The Municipality is also responsible for maintaining community parks throughout the area

3.19.1 HIGHLIGHTS

No measure highlights for the current year as compared with previous year (2019/20) this is because of the challenge posed by COVID 19 pandemic.

3.19.2 CHALLENGES

CHALLENGE	ACTION TO BE TAKEN
Vandalism of halls by irresponsible citizens	Strengthen security and full provision of caretaker

3.19.3 SERVICE DELIVERY LEVEL STATISTICS

The table below specifies the service delivery levels for the year:

TYPE OF SERVICE	2018/19	2019/20	2020/21
Community parks			
Number of parks with play park equipment	1	1	1
Number of wards with community parks	5	5	5
Sport field			
Number of wards with sport fields	22	22	22



SERVICE DELIVERY PERFORMANCE REPORT PART II

PART 2

SERVICE DELIVERY PERFORMANCE 2020/21 ANNUAL PERFORMANCE REPORT

1. INTRODUCTION AND LEGISLATIVE REQUIREMENTS

This Annual Performance Report has been compiled in compliance with the requirements of section 46 (1) of the Local Government: Municipal Systems Act, 2000; which stipulates as follows:

- (1) A municipality must prepare for each financial year a performance report reflecting —*
- (a) the performance of the Municipality and each external service provider during that financial year;*
 - (b) a comparison of the performance referred to in paragraph (a) with targets set for performance in the previous financial year; and*
 - (c) measures taken to improve performance.*

In addition, Regulation 7 (1) of the Local Government: Municipal Planning and

Performance Management Regulations, 2001 states that “A Municipality’s Performance Management System entails a framework that describes and represents how the municipality’s cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed, including determining the roles of the different role players.” Performance management is not only relevant to the organisation as a whole, but also to the individuals employed in the organisation as well as the external service providers and the Municipal Entities. This framework, *inter alia*, reflects the linkage between the IDP, Budget, SDBIP and individual and service provider performance.

The format of the report will reflect the Municipality’s Key Performance Indicators (KPI) per Municipal Key Performance Area. Each Key Municipal Key Performance Area (KPA) have number of Municipal Key Focus Areas (KFA’s) which was specifically designed by the AbaQulusi Municipality to focus its development initiatives in a more coherent and organised manner.

This report will also endeavour to report to Council the Municipality’s performance in terms of the five (5) National Government’s Strategic Key Performance Areas for local government, which are,

- (1) Basic Service Delivery
- (2) Municipal Institutional Transformation and Development;
- (3) Social and Local Economic Development;
- (4) Municipal Financial Viability and Management and
- (5) Good Governance and P
- (6) public Participation and
- (7) Cross –cutting interventions

2. PERFORMANCE MANAGEMENT OVERVIEW AND PROCESS

The Municipal Planning and Performance Management Regulations stipulate that a municipality's Performance Management System (PMS) must entail a framework that describes and represents how the municipality's cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organised and managed, including determining the roles of the different role-players.

AbaQulusi developed its PMS Policy framework to ensure a functional and improved performance. The following processes were undertaken during 2020/21.

- Departments were assisted to review their SDBIP in line with key strategic documents
- PMS unit provided support on SDBIP adjustment
- Support provided on performance reporting to Technical and Community Services departments
- Quarterly Departmental PMS reports submitted to Internal Audit,
- Audit Committee, Executive Committee and Council;
- In-year Section 72 report process
- Auditing of performance information
- Annual report process

Legislative reporting requirements indicated in the table below were complied with.

FREQUENCY AND NATURE OF REPORT	MANDATE	RECIPIENTS
Monthly reporting on actual revenue targets and spending against budget no later than 10 working days after the end of each month	Section 71 of the MFMA	National Treasury
Quarterly progress reports	Section 52(d) of the MFMA	Municipal Manager Executive Mayor Audit Committee CoGTA National Treasury
Mid – year performance assessment (assessment and report due by 25 January of each year)	Section 72 of the MFMA Section 13(2) (a) of the Municipal Planning and Performance Regulation of 2001	Municipal Manager Executive Mayor Audit Committee National Treasury Council Audit Committee National Treasury

Table 01: Legislative reporting requirements

3. PERFORMANCE SUMMARY ON KEY PERFORMANCE AREAS

3.1 Organisational Scorecard

The organisational performance is evaluated by means of Organisational scorecard (Top Layer SDBIP) at organisational level and through the Service Delivery Budget Implementation Plan (SDBIP) at departmental levels.

The SDBIP is a plan that converts the IDP and budget into measurable criteria on how, where and when the strategies, objectives and normal business process of the municipality are implemented. It also allocates responsibility to directorates to deliver the services in terms of the IDP and Budget.

The MFMA Circular No.13 prescribes that:

- The IDP and budget must be aligned;
- The budget must address the strategic priorities;
- The SDBIP should indicate what the municipality is going to do during next 12 months; and
- The SDBIP should form the basis for measuring the performance against goals set during the budget /IDP processes.

The SDBIP was prepared as described in the paragraphs below and approved by the mayor. The details of how the municipality performed in each key performance indicator is articulated in the SDBIP Scorecard “Annexure A” The overall assessment of actual performance against targets set for the Key Performance Indicator.

Performance under each National Key Performance Area is depicted under number 4 from page 14 of this report.

3.1.1 ORGANISATIONAL SCORECARD (TOP LAYER SDBIP)

Background to the Organisational Scorecard

The Municipal Scorecard **Annexure “A”** approach reflects the 6-national government KPA's which are



- (a) Basic Service Delivery and Infrastructure Development
- (b) Municipal Transformation and Institutional Development
- (c) Financial Viability and Management
- (d) Local Economic Development and Social Development
- (e) Good Governance and Community Participation
- (f) Cross Cutting Interventions

and local priorities which enables a wider assessment of how the municipality is performing. The performance report is based on measures included within the Municipal Scorecard. This incorporates 30(thirty) focus areas selected from the IDP and implemented through the SDBIP which was approved by the mayor on the 23rd of July 2020 and adjusted through council approval on the 25th of February 2021. Periodic monitoring was undertaken on quarterly basis through submission of quarterly performance reports to Executive Committee and Council and all other structures indicated under performance management overview process on page 08 of this report. The criteria used reflect factors such as previous performance levels and comparative performance.

Adjustment of the SDBIP was undertaken in line with the adjustment Budget and was approved by Council on the 25th of February 2021.

Performance is therefore reported in line with 2020/21 SDBIP Adjustment.

The actual Performance is colour coded as follows:

- **Green**  : Performance meets target, and indicated as target met
- **Red**  : performance does not meet target, the target set was not met /is not 100%

In relation to the 2019/20 -year end performance results, the final position shows that:

- Out of 133 targets set 64(sixty - four) were met, giving 48% (fourty - eight) percent performance and 68(sixty-eight) were not met

In 2020/21 -year, end results the final position shows: performance results, the final position shows:

- Out of 89(eight -nine) targets set and fifty-six (56) were met, giving 63% (sixty -three) percent performance and 33(thirty- three) were not met

Summary performance results for all priority measures included in the organisational scorecard Annexure “A” has been summarised in the table below, a comparison with the previous financial year (2019/20) is also made

	PREVIOUS YEAR 2019/20				CURRENT YEAR 2020/21			
National Key Performance Area	Total Targets	Targets met	Targets not met	% Percentage of targets met	Total Targets	Targets met	Targets not met	% Percentage of targets met
Basic Service Delivery and Infrastructure Development	38	19	18	50%	33	20	13	61%
Municipal Transformation & Institutional Development	25	18	7	72%	12	11	1	92%
Financial Viability and Management	19	10	9	53%	15	10	5	67%
Good Governance and Public Participation	22	3	19	14%	17	10	7	59%
Social and Local Economic Development	19	10	9	53%	6	3	3	50%
Cross Cutting Interventions	10	4	6	40%	6	2	4	33%
TOTAL	133	64	68	48%	89	56	33	63%

Table 02: Key performance area performance

LEGEND

PREVIOUS YEAR (2019/20)

CURRENT YEAR (2020/21)

TOTAL TARGETS

TARGET NOT MET

TARGET MET

4. PERFORMANCE HIGHLIGHTS ON EACH KEY PERFORMANCE AREA

This section indicates, in more detail, the performance of the municipality for the financial year under each performance area and makes reference to the supporting documentation, including the Municipal Scorecard. Each performance area is narrated in details, challenges are indicated and measures taken to improve performance as follows:

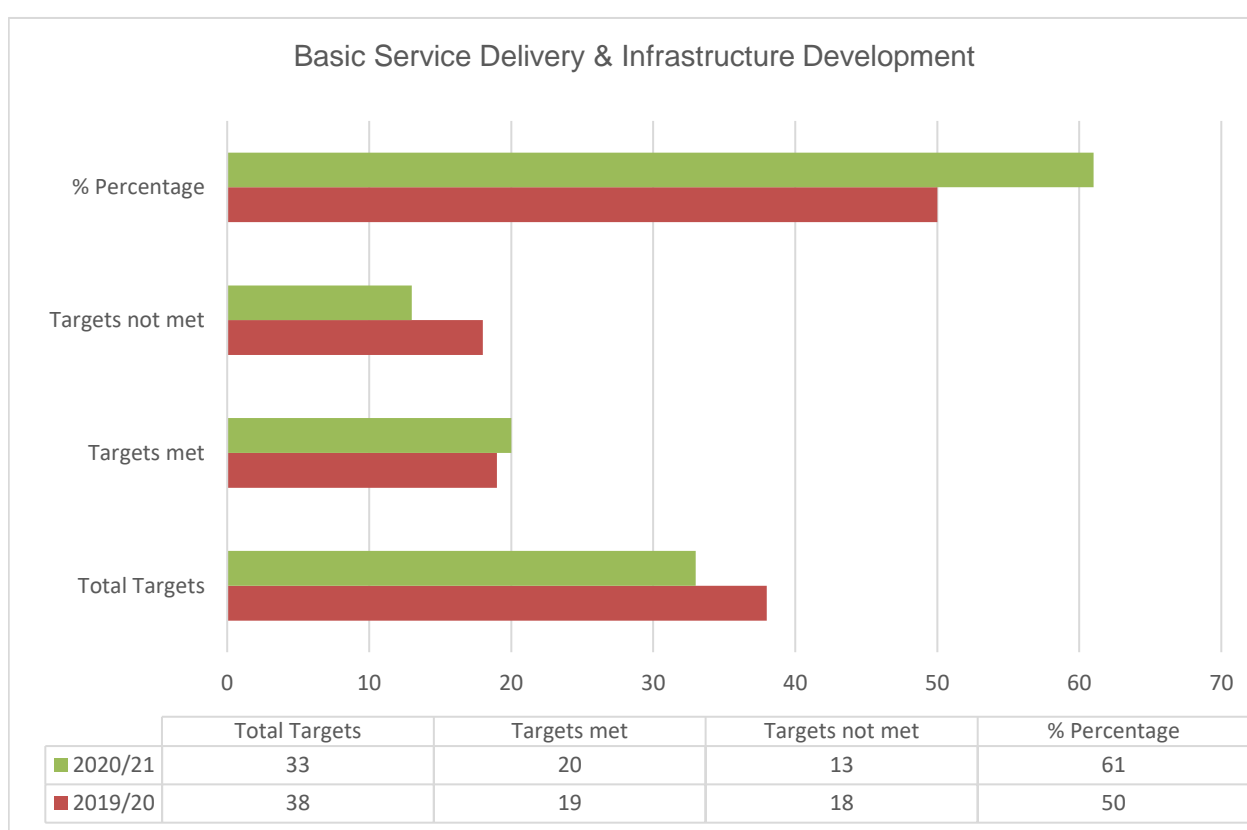


Figure 01: Basic Service Delivery & Infrastructure Development

Details on each key performance indicators performance under this KPA is indicated on the organisational scorecard, annexure "A"

4.1.1 Challenges

SDBIP Ref. 14 - Upgrade of sewer network

- Funding allocation re-prioritised by National Treasury/National CoGTA

SDBIP Ref. 19 - Completion of Triangle electrification

- There was an objection on this tender and it therefore was re-advertised

SDBIP Ref. 22 - Electrification of Ward 7 - Phase 2

- Project delayed by community protest.

4.1.2 Measures Taken to improve Performance

SDBIP Ref. 21 - Extensions in AbaQulusi Licenced areas – Wards 17, 18, 19, 20

- Contractor to be appointed by end of September 2021

SDBIP Ref. 22 - Electrification of Ward 7 - Phase 2

- The issues with community were resolved and the project will be prioritised for 2021/2022

4.2 Municipal Transformation and Institutional Development

The overall score for the KPA is 92% for 2020/21, up by 20% from 2019/20 and graphically indicated below.

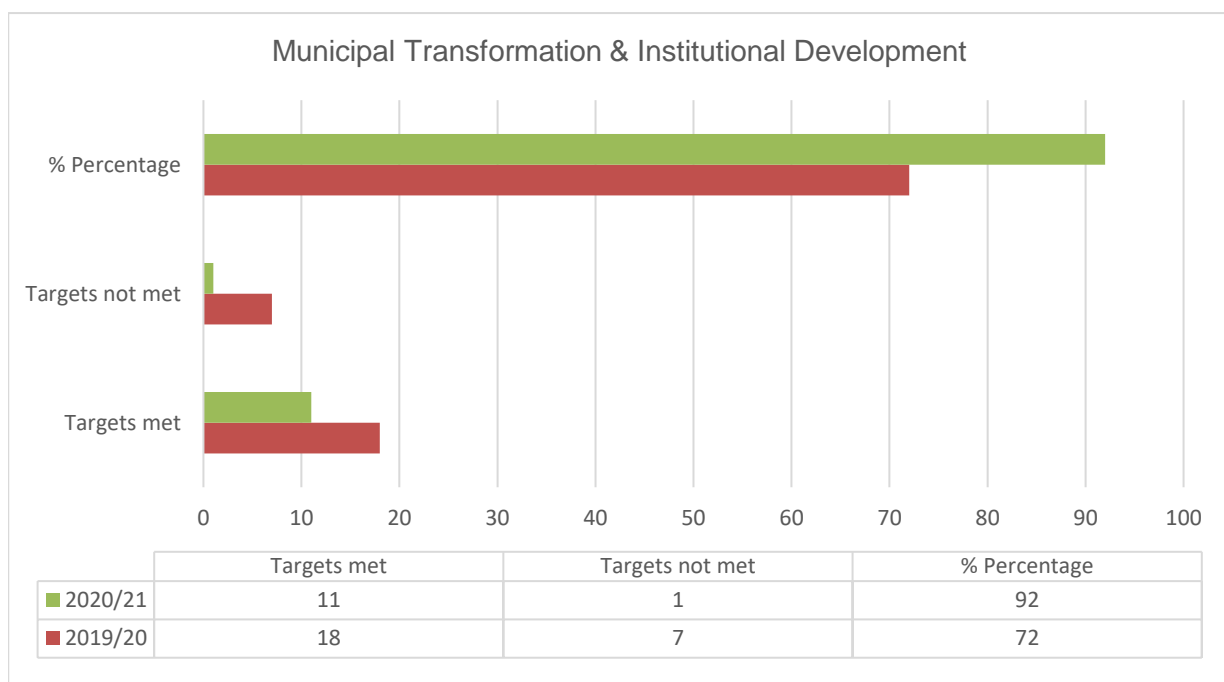
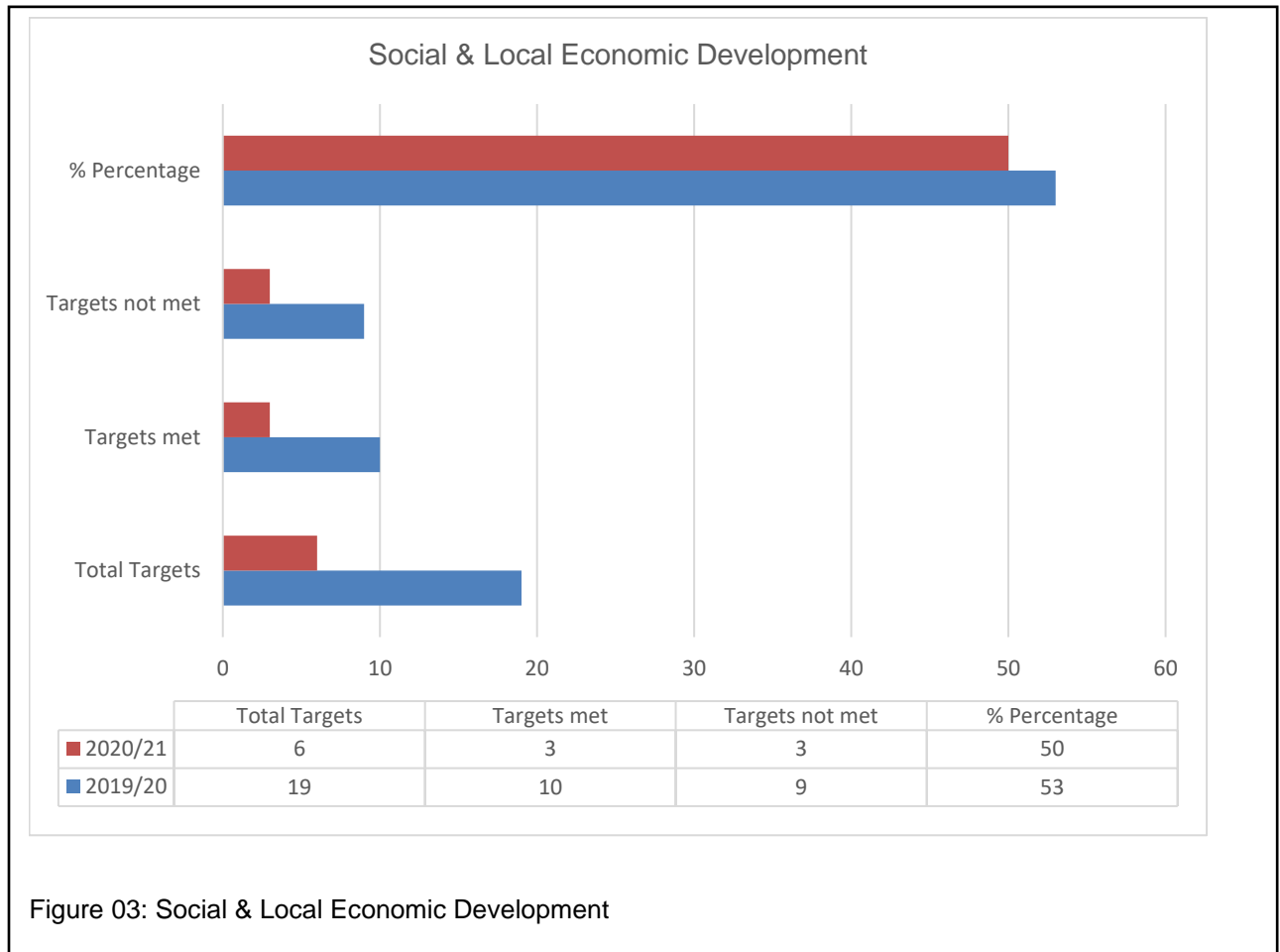


Figure 02: Municipal Transformation & Institutional Development

4.3 Social & Local Economic Development

The overall score for the KPA is 50% for 2020/21, down by 3% as compared to 2019/2020 and is graphically indicated below.



4.3.1. Challenges

- Capacity constraints

4.3.2 Measure taken to improve performance

- Recruitment process to fill position of a Manager LED is currently in progress.

4.4 Municipal Financial Viability and Management

The overall score for the KPA is 67% for 2020/2021, up by 14% from 2019/2020 and is graphically indicated below.

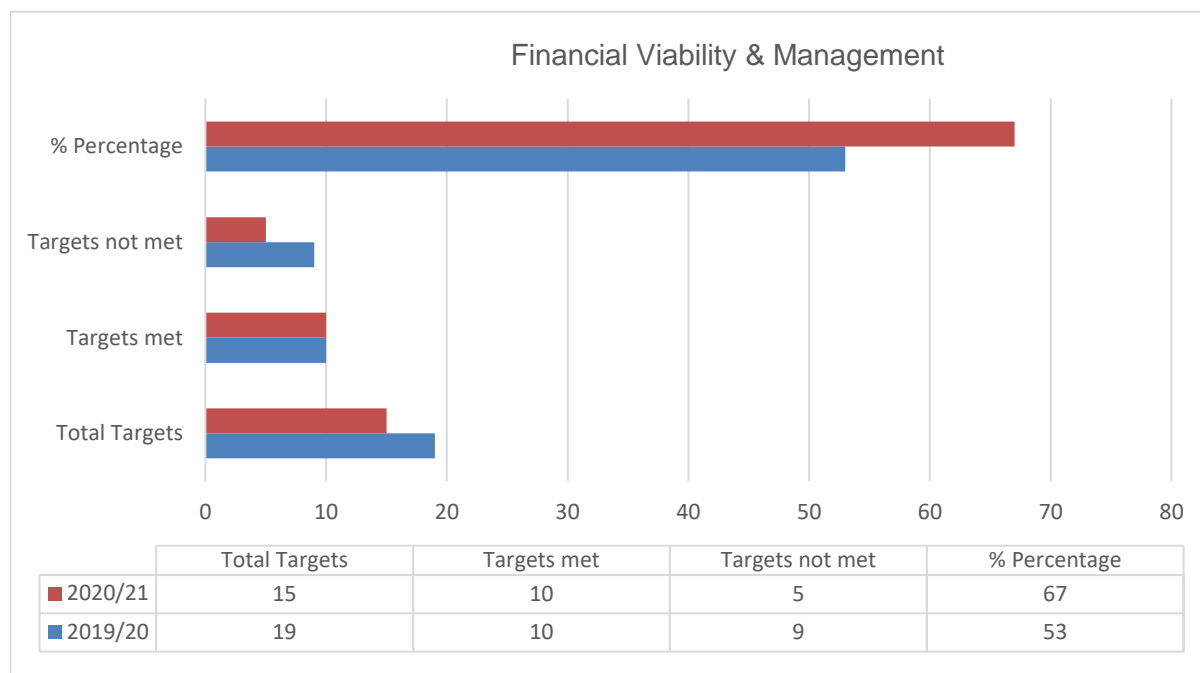


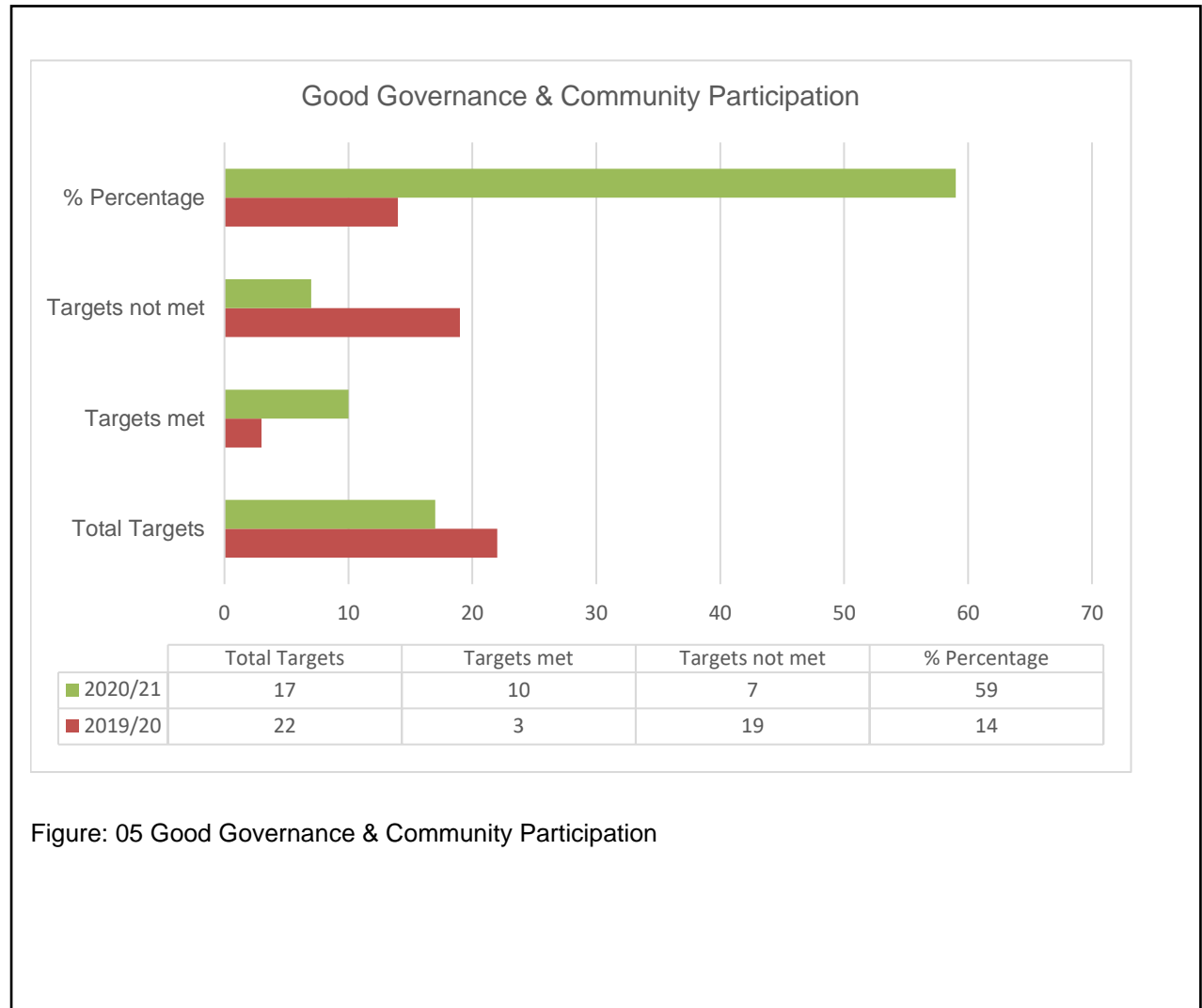
Figure: 04 Financial Viability & Management

4.4.2 Measures to improve performance

- Asset management to be strengthened
- Quarterly reporting to council to be considered carefully with the prevailing challenges anticipated in Local Government.

4.5 Good Governance and Public Participation

The overall score of this KPA is 59% up by 45% as compared to 2019/20 and graphically indicated below.



4.5.1 Challenges

SDBIP Ref. 85 - 2019/20 AG Audit Action Plan developed by 31 Jan 2021

- Audit Outcome was received on the 28th of February 2021, therefore the Action plan was finalised on the 19th of March 2021

4.5.2 Measures taken to improve performance

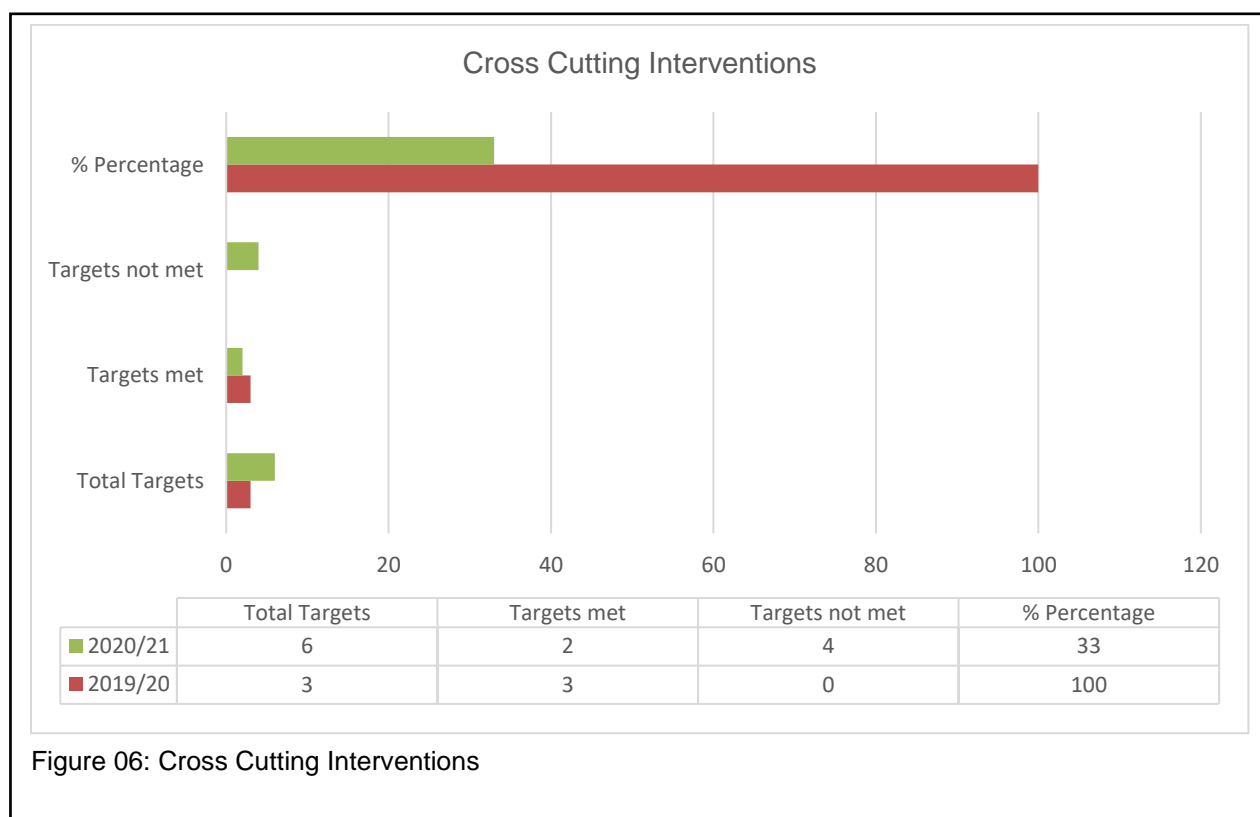
SDBIP Ref. 85 - 2019/20 AG Audit Action Plan developed by 31 Jan 2021

- Audit Action plan was finalised on the 19th of March 2021 due to the fact that the audit outcome was received on the 28th of February 2021

4.6 Cross-Cutting Interventions

The overall score for the KPA is 33% for 2020/2021 and decreased by 67% as compared to 2019/20

Details on how each KPI performed is indicated in the organisational scorecard and graphically indicated below.



4.6.1 Challenges

SDBIP Ref. 127 - SHOBA Township Establishment

- The contract of service provider expired

4.6.2 Measures taken to improve performance

- Contract to be advertised in order to complete Shoba Township Establishment
- Contract to be advertised in order to complete Nkongolwane Township Establishment

5. KEY AREAS TO NOTE

5.1 Improving Performance

This section highlights key areas for improving of performance, even on cases where the targets have been met or not met.

The following KPAs indicated improvement during 2020/21

- Basic Service Delivery and Infrastructure Development
- Municipal Transformation & Institutional Development
- Good Governance and Public Participation

The following KPAs regressed during 2020/21

- Social & Local Economic Development
- Cross Cutting Interventions

Issues with impact on municipal performance to a certain level and requiring considerations thereof.

Governance structure stability

- is very crucial in the overall performance of the municipality and must always enable timeous decision making to avoid poor performance and taking remedial actions in time.

Prioritisation on filling of strategic positions: to improve service delivery mandate

Performance driven culture:

- to be instilled at all levels

Capacity building:

- drive to embrace innovation within the municipality considering the challenges posed by outside environment
emphasis on roles and responsibilities

6. ASSESSMENT OF EXTERNAL SERVICE PROVIDERS

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. The end user department is providing monthly reports to the SCM unit as well. Service providers who fail to perform are reported to SCM and the necessary action is taken including the termination of the contract or cancellation of an order.

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

Bid Number	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2019/20		Current Financial Year 2020/21		Assessment of Service Providers Performance		
				Target	Actual	Target	Actual	G	S	P
8/2/1/377	2018/07/03	Supply of prepayment vending machines for a period of 36 months	R1142640.00	100	100	100	100	G		
8/2/1/371	2018/08/07	Connection and disconnection of water and electricity meters for a period of 36 months	On rates	100	100	100	100	G		
8/2/1/184	07/08/2018	Supply and delivery of water chemicals for a period of 36 months	On unit prices	100	75	100	90	G		
8/2/1/288	2018/11/16	Provision of cash in transit for a period of 36 months	R1500808.68	100	100	100	100	G		

Bid Number	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2019/20		Current Financial Year 2020/21		Assessment of Service Providers Performance		
				Target	Actual	Target	Actual	G	S	P
8/2/1/1	2020/11/30	Leasing of new copier and fax machines for the period of 36 months	R1 514 755.80	-	-	100	100	G		
8/2/1/331	2018/12/19	Provision of hygiene services for the period of 36 months	As it when required	100	100	100	90	G		
8/2/1/374	2017/06/30	Valuation Roll	R2,495,614.04 R2869956.15 + VAT	100	100	100	100	G		
8/2/1/312	2019/01/09	Provision of cartage courier service for the period of 36 months	As it when required	100	100	100	100	G		
8/2/1/372	2019/01/09	Full telecommunications maintenance and fault repair, call out service contract for existing PABX telephone system, line and handsets for the period of 36 months	R529,920.00	100	100	100	100	G		
8/2/1/68	2019/05/11	Provision of banking services	Per rate	100	100	100	100	G		
8/2/1/324		Traffic contravention management system	As per rates	100	95	100	95	G		
8/2/1/236	2021/04/20	Advertising agent	As per rate per advert			100	100	G		
N/A	2019/02/06	Licences, support and maintenance of Munsoft IT system	As per rates	100	100	100	100	G		
N/A	Annually 2019/01/07	Provision of pay roll system		100	100	100	100	G		
8/2/1/82	2021/01/27	Management of short-term insurance for the period of 36 months	R1 596 503.00			100	100	G		
8/2/1/391	2019/05/17	Panel of servicing and maintenance of municipal vehicles	As and when required	100	95	100	95	G		
8/2/1/391	2019/05/17	Panel of servicing and maintenance of municipal vehicles	As and when required	100	50	100	60		S	

Bid Number	Date Contract Awarded	Service provided in terms of the SLA	Value of project	Comparison with previous year 2019/20		Current Financial Year 2020/21		Assessment of Service Providers Performance		
				Target	Actual	Target	Actual	G	S	P
8/2/1/391	2019/05/17	Panel of servicing and maintenance of municipal vehicles	As and when required	100	99	100	100	G		
8/2/1/391	2019/05/17	Panel of servicing and maintenance of municipal vehicles	As and when required	100	10	100	30			P
8/2/1/309	2019/05/17	Panel of fixing tyres on Municipal vehicles	As and when required-	100	95	100	98	G		
8/2/1/309	2019/05/17	Panel of fixing tyres on Municipal vehicles	As and when required	100	98	100	98	G		
8/2/1/382	02/10/2019	Tarring of Bhukumthetho Road	R4 156 796.07	-	-	100	-	G		
8/2/1/398	02/10/2019	Provision of the system to access the deeds office over 36 months	R165 947.29	-	-	100	100	G		
8/2/1/406	07/01/2020	Construction of Bhkekuzulu Library / Multi -Purpose Centre in ward 11	R6 408 172.99	-	-	100	93%			P
8/2/1/407	07/01/2020	Tarring of road to Kwabalele to next to the Police Station	R7 934 775.75	-	-	100				P
8/2/1/418	2020/11/06	Panel of experienced service providers for civil, electrical mechanical and scientific services for water and sanitation department for the period of 36 months				100	100	G		
8/2/1/205	2020/12/18	Provision of refuse removal services in Vryheid central and surrounding for the period of 36 months	R21011648.56			100	100	G		

Table 03: Assessment of service providers

7. CONCLUSION

Year 2020/21 had taken a different direction due to existing COVID 19 pandemic outbreaks. Service delivery was affected as most operations were suspended with essential service only in full operation. The municipality embrace new technology and will continue with some operations to enhance working remotely where circumstances prevail.

The focus is now on achieving goals as set out in the IDP and explore available opportunities and AbaQulusi will continue embracing change to achieve its objectives. The participation of the members of the local community in the planning processes and governance structures of the municipality is imperative for the success of this Municipality and should serve as motivation to make a difference to the community of AbaQulusi. The municipality commits to addressing challenges and a better performance in 2021/22

Annexure “A”
2020/21 Organisational Scorecard

CHAPTER 4

ORGANISATIONAL DEVELOPMENT PERFORMANCE

The Organizational Development Section is a key transformation agent dealing with the structure of the Municipality to ensure that it remains aligned to its strategy, job evaluation process, and change management philosophy. Organisational Development is placed under Human Resource Management section. The Human Resource is divided into two main sections, namely, Human Resource Management and Human Resource Development

COMPONENT A: INTRODUCTION TO MUNICIPAL PERSONNEL

4.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Like every other municipality, the AbaQulusi municipality does acknowledge that there are critical positions that need to be filled in order to ensure smooth operations of the Municipality. The Municipality currently has a total number of 424 employees who are permanent.

DESCRIPTION	APPROVED POSTS	2020/2021		
		EMPLOYEES	VACANCIES NO.	VACANCIES %
Water and Sanitation	194	111	86	44%
Electricity	97	53	44	45%
Development Planning & Housing	26	18	8	31%
Technical administration	9	5	4	44%
Museum	3	1	2	67%
Library	29	23	6	21%
Public Safety	73	31	39	54%
Community Development (Admin & Facilities)	10	1	9	90%
Parks and Garden	31	12	19	61%
Corporate Services	56	37	18	32%
Financial Services	68	45	23	34%
Office of the Municipal Manager	28	19	9	39%
Solid Waste	37	19	14	38%
Roads & Stormwater	71	34	37	52%
Vehicle Registration	16	9	7	44%
Data Processing				
Cemeteries	17	4	13	76%
TOTAL	765	424	341	45%

4.1.1 VACANCIES

DESIGNATION	VACANCY RATE		
	TOTAL APPROVED POSTS	VACANCIES NO.	VACANCIES %
Municipal Manager	1	0	0%
CFO	1	1	100%
Other S54/56 Managers	4	0	0%
Technical Services	372	172	46%
Development Planning	26	8	21%
Community Services	209	113	54%
Corporate Services	56	18	32%
Office of the Municipal Manager	28	11	39%
Financial Services	68	23	34%

4.1.2 TURN OVER

DETAILS	TOTAL APPOINTMENTS AS OF BEGINNING OF FINANCIAL YEAR	TERMINATIONS DURING FINANCIAL YEAR	TURN – OVER RATE
2018/19	29	38	76.31%
2019/20	06	22	5.19%
2020/21	44	21	209.5 %

The table below indicates the current status of Management positions in the municipality:

Table 2 Status of Municipal Senior management

POSITION	STATUS	POSITION	STATUS
S54-Municipal Manager	Filled	Manager: Revenue	Filled
S56-Director: Technical Services	Filled	Manager: SCM	Filled
S56-Director: Chief Financial Officer	Filled	Manager: Expenditure	Filled
S56-Director: Community Services	Filled	Manager: Social Services	Filled
S56-Director: Corporate Services	Filled	Manager: Public Safety	Filled
S56-Director: Development Planning	Filled	Manager: Environmental Services	Filled
Manager: Office of the MM	Filled	Manager: Council Support & General Admin	Filled
Manager: IDP	Filled	Manager: General Admin	Filled
Manager: Internal Audit	Filled	Manager: HR Development	Filled
Manager: PMU	Filled	Manager: HRD Management	Filled
Manager: Roads and Storm water	Filled	Manager: Town Planning	Filled
Manager: Water	Filled	Manager: LED	Vacant
Manager: Electrical	Filled	Manager: ICT	Vacant
Manager: Budget & Treasury	Filled	Manager: Legal Services	Filled
Manager; Fleet	Filled	Manager Human Settlement	Filled
Manager PMS	Filled		

4.1.3 CRITICAL POSITIONS

The administrative structure consists of five departments that report directly to the Municipal Manager, namely, Development Planning &, Corporate Services, Technical Services, Community Service, and Finance. The municipality had vacancies on the Technical Director position and Director Community Services position since 2018 and were filled in October 2020. There are various critical positions in each department most were filled during 2020/21

4.2 POLICIES AND PLANS

Policies and plans provide guidance for fair and consistent staff treatment and a consistent approach to the managing of staff.

The table below shows the HR policies and plans that are approved

	NAME OF POLICY	DEVELOPED	REVIEWED	DATE ADOPTED BY COUNCIL
1.	Human Resources Policy Manual		✓	24 March 2021
2.	Employment Equity Plan		✓	28 March 2021
3.	Job Evaluation Policy	✓		28 March 2021

4.3 INJURIES, SICKNESS AND SUSPENSIONS

An occupational injury is a personal injury, disease, or death resulting from an occupational accident. Compensation claims for such occupational injuries are calculated according to the seriousness of the injury/disease and can be costly to a municipality. The occupational injury will influence the loss of man-hours and therefore financial and productivity performance and no injury can be reported for the reporting period as indicated in the table below

NUMBER AND COST OF INJURIES ON DUTY					
TYPE OF INJURY	INJURY LEAVE TAKEN DAYS	EMPLOYEES USING INJURY LEAVE NO.	PROPORTION EMPLOYEES USING SICK LEAVE %	AVERAGE INJURY LEAVE PER EMPLOYEE	TOTAL ESTIMATED COST
0	0	0	0%	0	0

TOTAL SICK LEAVE	PROPORTION OF SICK LEAVE WITHOUT MEDICAL CERTIFICATE	EMPLOYEES USING SICK LEAVE NO.	TOTAL EMPLOYEES IN POST	AVERAGE SICK LEAVE PER EMPLOYEE
1469	62	139	424	10.7%

4.4 SUSPENSIONS

Employees are suspended when it is necessary to do so depending on the nature and the seriousness of the misconduct. The disciplinary procedure collective agreement provides that an employee may be suspended or used in another capacity when undergoing a disciplinary process.

Discipline is a corrective measure and not a punitive measure. During the 2020/21 financial year, an employee was dismissed having not been suspended because the Municipality decided to use the employee in another capacity because there was no reason to believe that he would jeopardize the investigation process.

If there is reason to believe that the investigation process may be interfered with by an employee, an employee is usually suspended pending the outcome of the disciplinary hearing.

COMPONENT C: CAPACITATING THE MUNICIPAL WORKFORCE

4.5 SKILLS DEVELOPMENT AND TRAINING

4.5.1 INTRODUCTION

Human Resources Development is a division of the municipality, which is charged with the responsibility of ensuring that both employees and prospective employees are properly capacitated to meet the mandate of the Local Municipality.

Again, HRD is a melting pot of ideas and sharpening of strategies of all employees by increasing their capacity to meet challenges and to develop macro perspectives while thinking strategically beyond the confines of their immediate line functions. It is through training and capacity development where employees are able to match their skill levels in synchrony with the Integrated Development Plan which has been, and will continue being, a primary guiding document of this municipality.

4.6 PERFORMANCE REWARDS

The 2020/21 Annual Performance assessments for Senior Managers have not been undertaken yet. In October 2020 the 2018/19 annual performance assessments were undertaken and performance rewards awarded in March 2021. Staff below Senior Management is not yet evaluated on performance therefore no performance rewards is paid in this regard.

COMPONENT D: MANAGING THE WORKFORCE EXPENDITURE

4.7 EMPLOYEE EXPENDITURE

Section 66 of the MSA states that the accounting officer of a municipality must report to the Council on all expenditure incurred by the municipality on staff salaries, wages, allowances and benefits. This is in line with the requirements of the Public Service Regulations, (2002), as well as National Treasury Budget and Reporting Regulations SA22 and SA23.

Below is employee expenditure for the reporting period

EMPLOYEE EXPENDITURE 2018/19 – 2020/21			
PERIOD	BUDGET	ACTUAL	% PERCENTAGE
2018/19	158 768 000	142 525 952	24%
2019/20	155 378 000	150 344 418	25%
2020/21	159 298 000	197 646 125	31.3 %

COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

INFORMATION TECHNOLOGY (IT)

Additional controls were implemented as per the IT Policy as well as mitigating procedures and security procedures were implemented in order to prevent security breaches. A number of weaknesses were identified and attended to and management is encouraged to ensure that these processes/procedures are enforced for the safety of the municipal IT infrastructure. It is further recommended that the municipality should consider setting up a robust IT Steering Committee. IT controls, policies and procedures should be supported and enforced by management to ensure security of the IT infrastructure and the information stored.

It is furthermore recommended that management ensures not only staff but management attends cyber security and IT policy workshops to get a clear understanding of the severe risks they put themselves and the municipality in when making decisions that override cyber security procedures and protocols as this can in turn be a severe risk by the municipality management and could cause loss of information or data.

It is also further advised that all systems using Wi-Fi are secured and not publicly available as this presents a severe risk to the infrastructure and its internal functions and that IT staff should be supported and engaged to generate solutions to problems and that IT staff should engage management of risks beyond their control and therefore make decisions that would lower the risks and not increase the risks. As it is important for management to understand the risks, because solutions are based on the risks. It is noted that IT is also in need of staff to bolster and cope with the work, and therefore recommended that IT staff are employed as per the organogram.

GENERAL ADMINISTRATION

This section normally comprises of General Administration Section, it is actually responsible for the entire general administration of the whole Municipality including providing secretarial services to Council and all Committees, it is comprehend the cleaning function, building maintenance and also renders a comprehensive registry function on behalf of the whole Municipality.

In all functional areas as mentioned there is Council Support division which is the most challenging division and a heartbeat of every municipality prospect;

COUNCIL SUPPORT

Council Support, it is actually responsible for the following functions:

- secretarial services to Council and all Committees,
- cleaning function, Office building maintenance and also
- renders a comprehensive registry function on behalf of the whole Municipality.

Council Support division is the most challenging division and a heartbeat of every municipality prospect;

HIGHLIGHTS

Highlights are indicated below

HIGHLIGHTS	DESCRIPTION
functional registry	functional registry has been installed in the Human Resources Department as required by the KZN Archives and Records Services Act and its regulations.

CHALLENGES

Challenges are indicated in the table below

CHALLENGE	ACTION TO BE TAKEN
inadequate office accommodation	Source funding to build new offices
The budget for facilities management is insufficient to address the needs identified as far as maintenance of buildings is concerned.	Prioritisation to be considered to maintain buildings and facilities

COUNCIL REPRESENTATION

The Municipality is comprised of 44 elected Councillors representing 22 wards. From the 44 seats the Inkatha Freedom Party 18 seats Democratic Alliance three (3) seats Economic Freedom Fighters one (1) seat and the African National Congress (ANC) has got 22 seats.

Basically, the Municipal Council operates as a Collective System with a Mayor and Executive Committee appointed by Council. The members of the Executive Committee are constitutional delegated as full time Councillors. There are other Municipal Committee which are legitimately established in terms of Section 79 of the Municipal Structures Act 117 of 1998, Council is assisted by portfolio committees to perform or exercise any duties or tasks as delegated by Council.

- Corporate Services
- Community Services
- Technical Services
- Finance
- Development Planning

Apart from Portfolio Committees Council after elections, further established in terms of legislative prescripts the following committees:

- Local Labour Forum
- Municipal Public Accounts Committee (MPAC)
- Training Committee

Portfolio Committees Members are indicated under chapter 2 and were appointed in September 2016, they meet every month as per schedule approved by Council. If a special need arises, the chairperson calls for a special meeting to be convened.

CHAPTER 5

FINANCIAL PERFORMANCE

COMPONENT A: STATEMENT OF FINANCIAL PERFORMANCE

This chapter provides details regarding the financial performance of the Municipality for the 2020/21 financial year. The application of sound financial management principles for the compilation of the Municipality's financial plan is essential and critical to ensure that the Municipality remains financially viable and that municipal services are provided sustainably, economically, and equitably to all communities.

The Municipality's service delivery priorities were reviewed as part of this year's planning and budget process. Where appropriate funds were transferred from low- to high priority programs so as to maintain sound financial stewardship.

The budget for the 2020/21 MTREF period was based on the realisation that no, or limited, the scope for additional externally- or internally-funded revenue growth existed and was further reiterated in National Treasury guidelines (circular 51) - *"...over the next few years, government must deliver more services – and deliver them more efficiently – within a tight resource envelope. Achieving this objective requires a new way of working: the budget has been reprioritised so that money is moved from low-priority programmes to high-priority programmes. Municipalities are encouraged to adopt similar stances on these issues. This is particularly important in the run-up to the local government elections. Mayors and Councils need to remain focused on the effective delivery of core municipal services...."*

The budget was compiled by ensuring that the financial management processes are transparent, aligned to the accountability cycle and facilitate good governance that is accountable to the local community. The budget supports the provision of basic services to the communities, facilitating social and economic development, promoting a safe and healthy environment in a sustainable manner. The main challenges experienced during the compilation of the 2020/21 MTREF can be summarised as follows:

- The ongoing difficulties in the local economy
- Ageing water, roads and electricity infrastructure

- The need to prioritise projects and expenditure within the existing resources available.
- The increased cost of bulk electricity due to tariff increases from ESKOM. This is placing pressure on the budget as the tariff the municipality has been allowed to charge is less than the bulk cost meaning there are fewer funds available for maintenance.

5.1 INTRODUCTION TO FINANCIAL STATEMENTS

The Financial Services Department experienced a very difficult period during the year under review. There is still a lack of Human Resources. The employment of staff has continued to be problematic during this period, with the Finance Department really under pressure due to a critical shortage of staff.

5.2 GRANTS PERFORMANCE

There was an amount of R46,6 million spent on fixed assets incurred to date which was mainly funded from Municipal Infrastructure Grant (MIG) and Department of Energy (DOE) grant funding. This represents under spending when compared to budget.

5.3 ASSET MANAGEMENT

An amount of R24,3 million which equates to 4% of the expenditure budget was spent on repairs and maintenance of municipal assets

5.4 FINANCIAL RATIOS

RATIO ANALYSIS

The following ratios were considered:

Asset test ratio

Financial year	Current assets	Current liabilities	Acid test ratio
2018/19	172,695,971	154,579,669	1.12
2019/20	208,373,807	157,126,075	1.33
2020/21	249,743,766	111,957,426	2.23

The Assets ratio is calculated as a municipality's current assets minus inventory divided by current liabilities. The accepted Acid test ratio is considered to be 1:1

CURRENT ASSETS RATIO

Financial year	Current assets	Current liabilities	Current assets ratio
2019/20	208,373,807	157,126,075	1.33
2020/21	249,743,766	111,957,426	2.23

COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

5.5 SOURCES OF FINANCE

ANTICIPATED REVENUE

The municipality received the following grants in the year 2019/20 financial year to year 2020/21

Grant	Amount	Amount
	2019/20	2020/21
Equitable Share	R 148 281 000	R 191 340 000
Municipal Infrastructure Grant	R 42 259 850	R 37 713 429
Financial Management Grant	R 2 235 000	R 2 600 000
Electrification Grant	R 18749 000	R 10 000 000

5.6 CASHFLOW

The cashflow of the municipality increased from R16,5 million at the beginning of the financial year to R23,7 million by 30 June 2021

5.7 MUNICIPAL INVESTMENT

The municipality holds a portfolio of investments to the value of R18,1 million, as well as a positive bank balance of R5,5 million. Consumer deposits of R16,1 million which should be funded from investments and the current bank account.

5.8 GRAP COMPLIANCE

The Annual Financial Statements for 2020/21 were prepared in the GRAP format and submitted to the Auditor-General on the 31 August 2021. The municipality was audited for 2020/21 and the audit outcome is pending

CHAPTER 6

COMPONENT A: AUDITOR GENERAL OPINION ON FINANCIAL STATEMENTS – AUDIT REPORT

ANNEXURE C

ANNEXURES

ANNEXURES “A”

ORGANIZATIONAL SCORECARD 2020/21

ANNEXURES “B”

ANNUAL FINANCIAL STATEMENTS 2020/21

ANNEXURES “C”

AUDIT REPORT 2020/21

ANNEXURES “D”

AUDIT ACTION PLAN 2020/21

ANNEXURES “E”

AUDIT COMMITTEE REPORT 2020/21

ANNEXURES “F”

OVERSIGHT REPORT 2020/21