



**KING SABATHA DALINDYEBO
MUNICIPALITY
MPAC Oversight Report
On
Annual Report
2022/2023
Financial Year**

COUNCIL DATE: - 27.03.2024

COUNCIL RESOLUTION NO: - OCM 731/03/24

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ABBREVIATIONS

Abbreviation	Meaning
FY	Financial Year
KSDM	King Sabata Dalindyebo Municipality
MFMA	Municipal Finance Management Act
TOR	Terms of Reference
MPAC	Municipal Public Accounts Committee
APAC	Audit Performance and Audit Committee
MSA	Municipal Systems Act
PMS	Performance Management System
PMDS	Personal Management Development System
JD	Job Description
SDBIP	Service Delivery Budget and Improvement Plan
UIF&WE	Unauthorized, Irregular, Fruitless and Wasteful Expenditure
MAAP	Municipal Audit Action Plan
LGMIM	Local Government Municipal Improvement Model
KPI	Key Performance Indicator
COGTA	Corporative Governance and Traditional Affairs
ECSECC	Eastern Cape Socio Economic Consultants
SALGA	South African Local Government Association
POE	Portfolio of Evidence
AO	Accounting Officer

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PART 1: GENERAL INFORMATION



KING SABATA DALINDYEBO LOCAL MUNICIPALITY

KNOW YOUR MPAC

1.1. MPAC Chairperson's Foreword

Councillor. M. Bango



Final Draft Annual Report 2022/2023 Financial Year (FY) of the King Sabata Dalindyebo Municipality (KSDM) was tabled in the Ordinary Council Meeting held on 30 January 2024. The MPAC reviewed the contents of Draft Annual Report for 2022/2023 FY and made findings and recommendations accordingly. Municipal Finance Management Act (MFMA) Act No. 56 of 2003 and the Municipal Systems Act (MSA) No. 32 of 2000 state that Annual Report is part of the Municipality's governance effort to account to stakeholders and residents of the Municipality as mandated by Local Government. The Final Draft Annual Report for 2022/23 FY provides overview of the KSDM's performance both financially and non-financially, matters of governance and public participation. Oversight seeks to achieve the objects of Local Government as stipulated in Section 152 of the Constitution Act No. 108 of 1996. "Public Administration must be accountable" is one of the basic principles enshrined in the Constitution. This Oversight was conducted through different methods such as: -

- Reviewal of the implementation of Annual Report for 2021/2022 FY past recommendations. Past recommendation's template was sent to the Departments to update MPAC on the progress of implementation.
- National Treasury Circular No. 63 of MFMA was also used to ascertain whether 2022/2023 FY Annual Report format is in line with set guidelines.

- As guided by the MPAC Guide and Tool Kit, MPAC Questionnaire was developed to ascertain whether performance on Annual Report for 2022/2023 FY was as per the set targets on the Service Delivery Budget Implementation Plan (SDBIP).
- Portfolio of Evidence (POE) was reviewed on those recommendations reported as implemented and on achieved targets on the SDBIP.
- Random Sampling was done to identify which projects to visit both at Mthatha and Mqanduli.
- On 14-16 February 2024 hearings were conducted with all Departments to source out required quantitative and qualitative performance information and POE.
- Facilitating questions and inputs sessions at Executive Mayor's Public Hearings conducted both at Mthatha and Mqanduli on 06 March 2024 to present Final Draft Annual Report for 2022/2023 FY.

To have a methodical Oversight, MPAC Oversight Work Plan was followed. One of the recommendations (s) on Annual Report for 2021/2022 FY was to intensify the implementation of Unauthorized, Irregular, Fruitless and Wasteful Expenditure (UIF&WE) Reduction Strategy. It is worth noting that in 2022/2023 FY MPAC noticed a lot of improvement and decrease in UIF&WE though there are some expenditures which could have been avoided. This is in response to the UIF&W Reduction Strategy which requires that by 2024 Irregular Expenditure must be reduced by 75%, Fruitless and Wasteful Expenditure by 100%. The following is the comparison table on 2020/2021, 2021/2022 and 2022/2023 FYs UIF&WE (including historical) Written-Off amounts: -

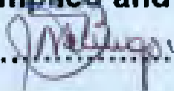
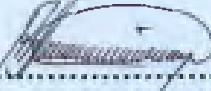
Expenditure	2020/ 2021 FY	2021/ 2022 FY	2022/ 2023 FY
Unauthorized	0	R63 993 987	R71 656 375.00
Irregular	0	R6 844 697	R1 223 595 334.00
Fruitless and Wasteful	0	R 11 924 271	R32 698 893.94

Table 1: Three (3) Year Comparison of UIF&W Expenditures Written – off

It is MPAC's anticipation that the Municipality 'can' have reduced Irregular Expenditure by 75% and Fruitless and Wasteful Expenditure by 100% by 2023/2024 FY. MPAC is vigorous on investigations of historic, 2022/2023 and 2023/2024 FY UIF&WE and fully digging deep on the root causes of such expenditures. Where possible, MPAC will not shy away to recommend Consequence Management for those who commit serious financial misconducts and transgressions that may lead to unnecessary UIF&WE. MPAC Investigations and

recommendations to the Council on UIF&WE also contributed positively on KSDM to obtain Unqualified Audit Opinion for the two consecutive years (2021/2022 and 2022/ 2023). This is a clear indication that in future KSDM can achieve a Clean Audit Opinion.

As the Chairperson and on behalf of the MPAC, a big thank you goes to the MPAC Administrative Officials, Members of MPAC, TROIKA, Members of the Mayoral Committee, Section 79 Chairpersons, Ward Councillors, Municipal Manager, Directors, General Managers, Managers, Officers, Clerks, etc. for the support and commitment in assisting MPAC to fulfill this important mandate of Oversight. Lastly, thank you to the Council for allowing MPAC to work independently, smoothly, professionally and ethically in performing its duties without any political intrusion and influence. This helps MPAC not to be weakened and taken for granted at all costs. As a remarkable highlight, MPAC prides itself by producing this Oversight Report on time and in compliance with Section 129 (1) of MFMA and as required by provisions of Municipal Structure’s Act No.117 of 1998. In 2022/2023 FY, MPAC produced Oversight Quarterly Reports which were tabled to Council Meetings as part of the Oversight and a build-up to the formulation of this Oversight Report on the Final Draft Annual Report for 2022/2023 FY. It is also worth noting that, the MPAC started conducting Oversight and compiling this report as early as September 2023 and this assisted a lot to ensure that the report is of good quality, timely, relevant, accurate, impartial, etc. This Oversight Report contains the findings and recommendations emanating from the deliberations and observations made on Final Draft Annual Report for 2022/23 FY. The MPAC will continue to monitor the implementation of all its recommendations made and contained in this Oversight Report, as required by Section 127(6) MFMA. It is with great pleasure that on behalf of MPAC, as the Chairperson I present this MPAC Oversight Report on Final Draft Annual Report for 2022/ 2023 FY.

OFFICIAL SIGN -OFF	
Compiled and submitted by: - 	Date 27. 03. 2024
MPAC Chairperson: - Cllr. M. Bango	
Signed by: - 	Date 28/03/2024
Speaker: - Cllr. N. Siyo- Sokutu	

1.2. Know Your MPAC

MPAC is a Committee of Council established in terms of Section 79 (a) of Municipal Structures Act, No. 117 of 1998 on 06 of December 2021. The MPAC is composed of nine (9) non-Executive Councillors as indicated below: -

The graphic features a green header with the text "MUNICIPAL PUBLIC ACCOUNTS COMMITTEE" and the motto "Kuphi Isizwe, Thakathak' iMunicipality". Below the header is a photograph of the committee members. A central circular inset highlights the Chairperson, Cllr. M. Bango. Below this are eight individual portraits of the other members, each with their name and role. The portraits are arranged in three rows: the first row has three members, the second row has three members, and the third row has two members.

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
Kuphi Isizwe, Thakathak' iMunicipality | Kuphi Isizwe, Thakathak' iMunicipality | www.ksm.gov.za

MPAC MEMEBERS

CLLR. M. BANGO
MPAC CHAIRPERSON

CLLR. M. MAJEKE
MPAC WHIP

CLLR. T. GQIBA
MPAC MEMBER

CLLR. A. KETSE
MPAC MEMBER

CLLR. N. JUBENI
MPAC MEMBER

CLLR. S. C. MSHUNQANE
MPAC MEMBER

CLLR. N. MATUBATUBA
MPAC MEMBER

CLLR. M. J. MSAKENI
MPAC MEMBER

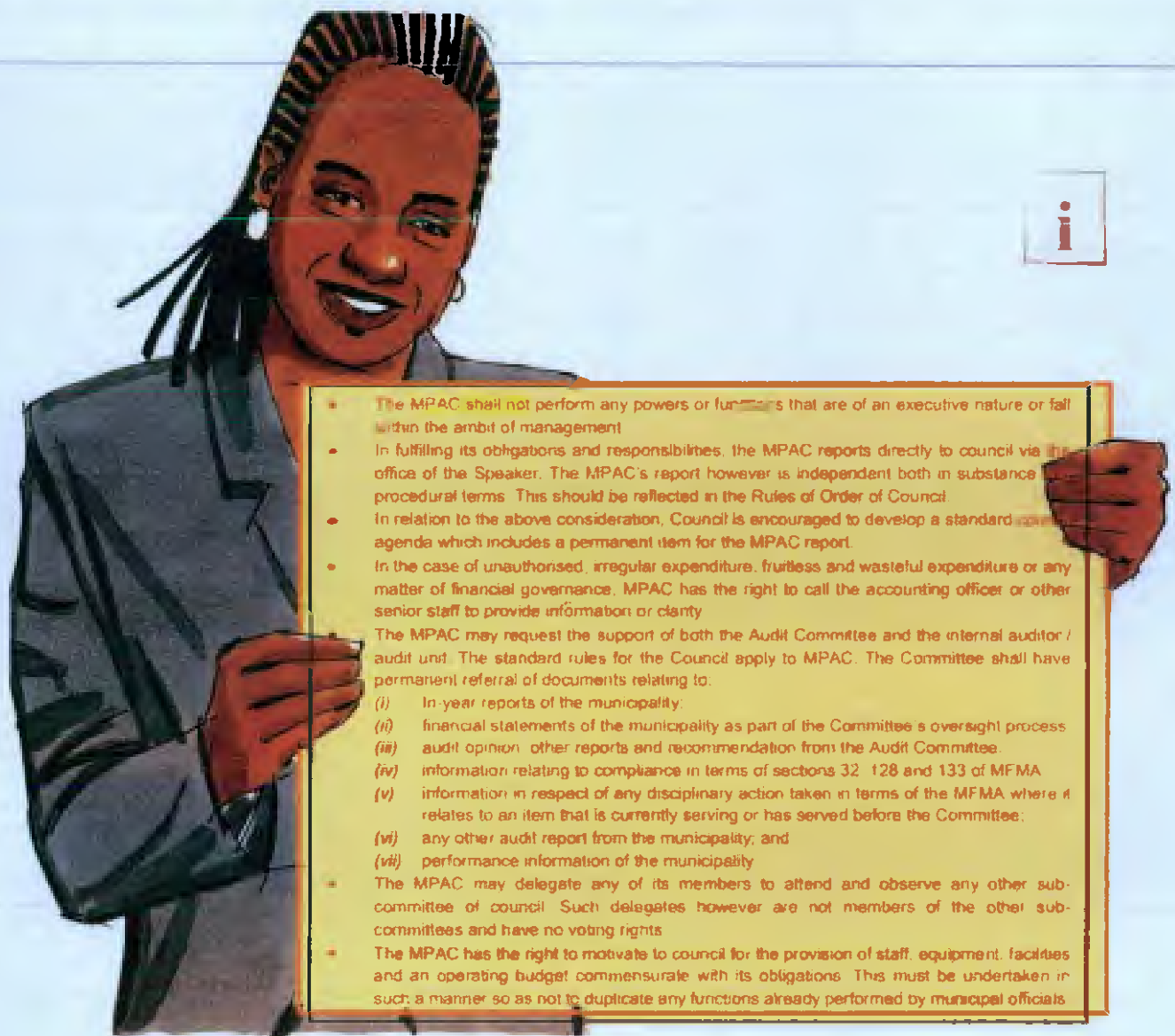
CLLR. T. MALEFANE
MPAC MEMBER

1.3. MPAC Scope Of Work

MPAC performs an Oversight function on behalf of Council and is not a duplication of and should not be confused with the roles and responsibilities of the Audit or Finance Committees. Strong Oversight promotes accountability in the sense that those whose actions and performance is monitored by a Legitimate Oversight body, are more likely to feel obliged to justify their actions. Section 79 (a) (3) of Municipal Structures Act, tabulates the primary functions of MPAC. The Municipal Council must determine the functions of the MPAC, which must include the following: -

- a) Review the Auditor-General's Reports and comments of the Management Committee and the Audit Committee and make recommendations to the Municipal Council.
- b) Review Internal Audit Reports together with comments from the Management Committee and the Audit Committee and make recommendations to the Municipal Council.
- c) Initiate and develop the Oversight Report on Annual Report contemplated in Section 129 of the MFMA
- d) Attend to and make recommendations to the Municipal Council on any matter referred to it by the Municipal Council, Executive Committee, a Committee of the Council, a Member of this Committee, a Councillor and the Municipal Manager; and
- e) On its own initiative, subject to the direction of the Municipal Council, investigate and report to the Municipal Council on any matter affecting the Municipality.

1.4. Powers and Authority of the MPAC



Improving Oversight and Accountability, MPAC Guide and Toolkit (National Treasury)

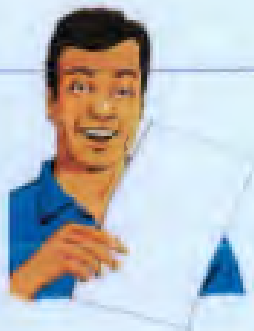
1.5. Public Interaction and Engagement

Improving Oversight and Accountability, MPAC Guide and Toolkit (National Treasury)



- **The MPAC may engage directly with the public and respond to public comments and concerns that fall within its ambit of responsibility**
- **The MPAC shall endeavour to ensure that important information related to the public engagement is communicated to the public prior to the engagement**
- **All meetings of the MPAC shall be open to the public and the MPAC may issue invitations to special interest groups or stakeholders when pertinent matters are under discussion**
- **All meetings of the MPAC shall be advertised on the municipal website including a brief outline of the agenda**
- **When conducting in-field inspections or project site visits, the MPAC has the right to invite interested parties / specialists from the community and to seek their insights and advice**
- **The MPAC shall be entitled to attend all public meetings where the draft annual report is presented and to facilitate public input on the annual report**
- **In order to facilitate meaningful public engagement in the procedures outlined above, the MPAC may request documents or evidence from the Accounting Officer of the municipality or municipal entity.**
- **When the annual report is tabled in council, the MPAC shall be afforded the opportunity to make a presentation on the oversight report and to take questions from the public for a period of not less than 30 minutes**

1.6. MPAC Support Staff



For the MPAC to effectively execute its functions, it shall receive the services of the necessary support staff. Staff assigned to this support role shall be capable of coordinating and undertaking research activities as required by the committee work programme and rendering an effective secretarial and committee management service. The MPAC shall also be assigned a budget commensurate with its functions and obligations as may be appropriate within the affordability levels of council and in so doing not to duplicate any functions performed by other municipal functions.

Improving Oversight and Accountability, MPAC Guide and Toolkit (National Treasury)

For MPAC to effectively execute its functions, it receives the services of the necessary support Officials as tabulated on the below table: -

Official	Position
1. Ms. Z. Dumalisile	Manager MPAC, Research and Administration
2. Mr. O. Senene	Administration Clerk
3. Mr. Y.S. Mafuya	Intern
4. Ms. A. Sihele	Student

Table 2 MPAC Support Staff

The Officials assigned to MPAC support are highly capable of coordinating, undertaking Research activities, compiling reports, etc. as required. Key to MPAC is the Official's versatility and ability to perform outstandingly in all the MPAC work. In demanding times such as when its Oversight, the Officials work extra-hours without being reimbursed for any overtime. This is worth noting because these are the indicators of dedication, diligence and influential factors for MPAC to be exceptionally excelling in its work and produce such well compiled report. This is also an attribute that the Officials perform maximally for the benefit and of uplifting KSDM performance standards.

1.7. MPAC Budget

In 2022/ 2023 FY MPAC had no budget to ensure that Oversight was fully performed e.g. Project Site Visits, etc. In 2023/2024 FY MPAC has its own budget as per the submissions made in the budget processes which was approved by Council. The table below depicts the expenditure to date: -

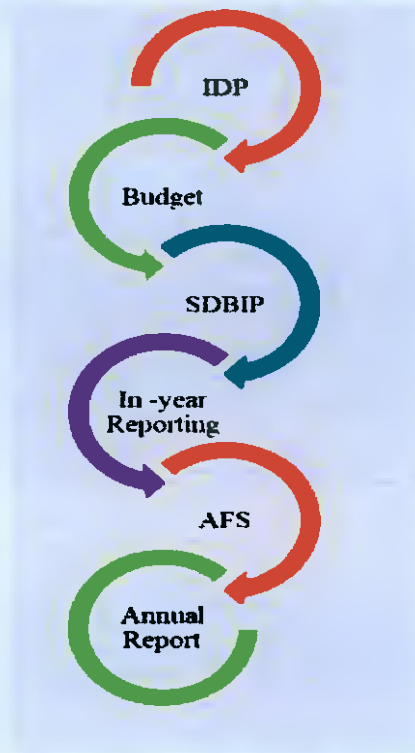
	A	B	C	I	BL	CC	CP	CR	CT
1	TYPE	CODE	CODE DESCRIPTION	ALLOCATIO	TE NUP	TOTAL	BUDGET	COMMITMENTS	AVAILABLE
2	205	4	Allowance - Acting / Extra Dut	9/205-4-548	2	0,00	0,00	0,00	0,00
3	205	6	Allowance - Cell Phones	9/205-6-550	2	0,00	28 800,00	0,00	28 800,00
4	205	8	Allowance - Housing	9/205-8-552	2	0,00	0,00	0,00	0,00
5	205	10	Allowance - Housing Bond Subs	9/205-10-552	2	0,00	0,00	0,00	0,00
6	205	22	Allowance - Travel	9/205-22-554	2	0,00	88 116,00	0,00	88 116,00
7	205	32	Bonuses - Annual Leave	9/205-32-556	2	0,00	0,00	0,00	0,00
8	205	34	Bonuses - Long Service	9/205-34-558	2	0,00	0,00	0,00	0,00
9	205	36	Stipends - MPAC Interns	9/205-36-70	2	0,00	0,00	0,00	0,00
10	205	40	Contributions - Medical Aid Fd	9/205-40-560	2	0,00	0,00	0,00	0,00
11	205	44	Contributions - Provident Fund	9/205-44-562	2	0,00	0,00	0,00	0,00
12	205	48	Insurance - Group Funeral	9/205-48-566	2	0,00	0,00	0,00	0,00
13	205	50	Insurance - Group Life	9/205-50-564	2	0,00	0,00	0,00	0,00
14	205	52	Insurance - UIF	9/205-52-568	2	0,00	0,00	0,00	0,00
15	205	58	Overtime Pay	9/205-58-572	2	0,00	6 376,00	0,00	6 376,00
16	205	62	Salaries	9/205-62-576	2	0,00	1 138 040,00	0,00	1 138 040,00
17	205	88	Accommodation	9/205-88-5777	20	0,00	100 000,00	78 661,57	21 338,43
18	205	94	Air transport	9/205-94-5785	20	0,00	150 000,00	0,00	150 000,00
19	205	118	Car Rental	9/205-118-5781	20	0,00	50 000,00	0,00	50 000,00
20	205	138	Confrences Seminars	9/205-138-5765	20	0,00	40 000,00	0,00	40 000,00
21	205	392	Materials Spares - Cleaning	9/205-392-5773	20	0,00	5 000,00	850,11	4 149,89
22	205	422	Printing Stationery	9/205-422-5775	20	906,23	60 000,00	1 962,96	57 130,81
23	205	430	Protective Clothing	9/205-430-5621	20	0,00	6 000,00	0,00	6 000,00
24	205	448	Refreshments - Bev	9/205-448-5651	20	0,00	24 000,00	0,00	24 000,00
25	205	590	Furniture Fittings	9/205-590-4596	22	0,00	80 000,00	0,00	80 000,00
26	205	900	Roadshaws and Oversight	9/205-900-253	20	0,00	114 000,00	0,00	114 000,00
49									
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Table 3 MPAC Budget

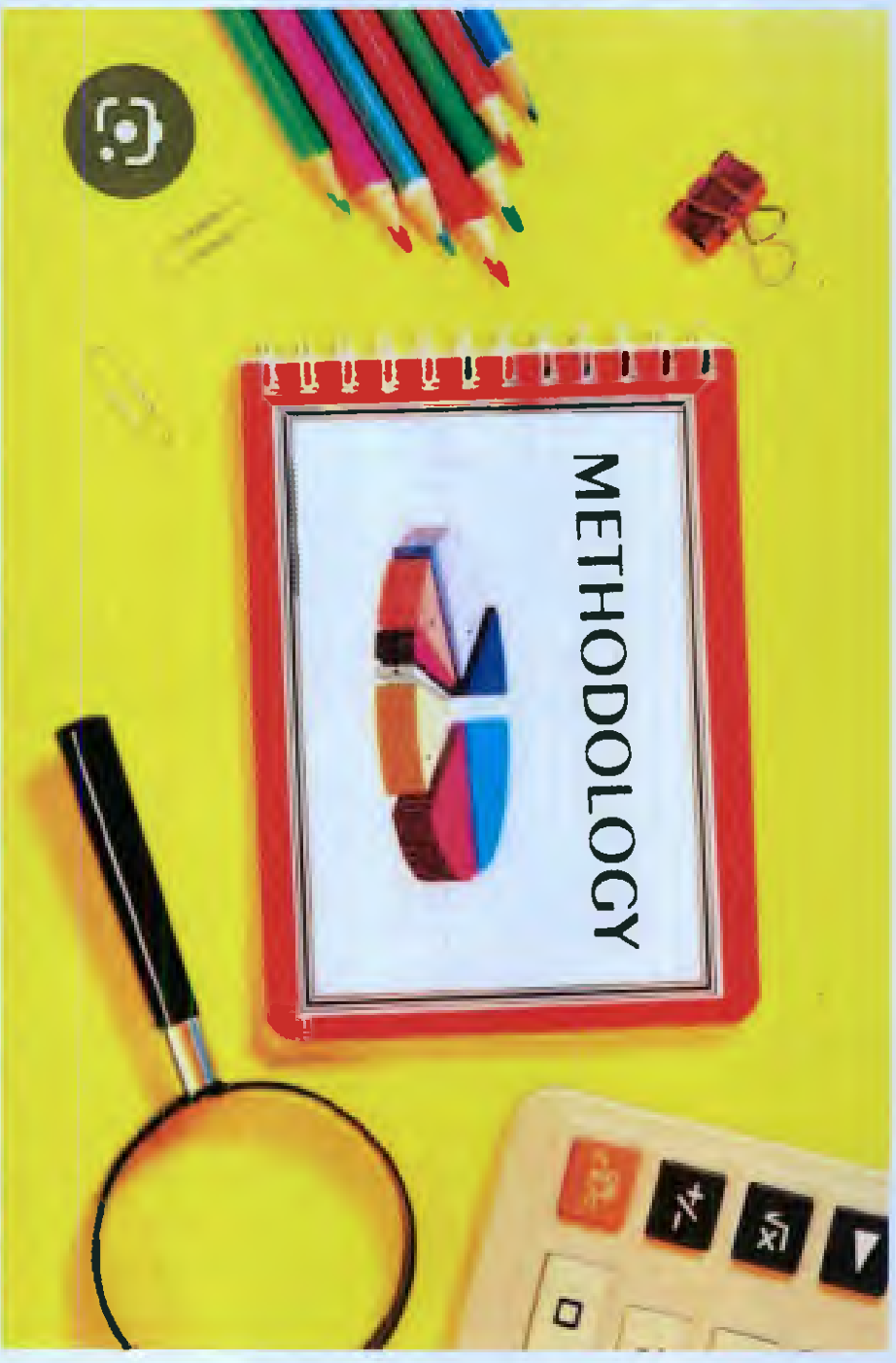
It is so unfortunate that during Budget Adjustment in February 2024, MPAC's budget was affected by budget cut with no upward adjustment. This has a negative impact on MPAC's functionality more specifically on Project Site Visits.

1.8. Accountability Cycle

MPAC is the mechanism through which Council exercises oversight over the executive and the administration and expenditure of public funds. Council must provide assurance to the public that public funds and assets are being managed properly and that there is value for money on services being rendered to the communities.



PART 2: METHODOLOGY



2.1. Limitations of the Oversight

The following were shortcomings that MPAC experienced when conducting Oversight on the Final Draft Annual Report for 2022/2023 FY: -

- Delays in submission of required information and submission of POE by some Departments.
- Non-attendance of Departmental Hearings by some Departments on the set date(s).
- Non-availability of some Ward Councillors during Oversight Project Site Visits.
- Non-availability of some Senior Officials to accompany the Committee to some of the Projects for clarification purposes.
- Changing of dates on the Institutional Calendar affected MPAC Oversight more specifically the Project Site Visit dates in November 2023. The IDP Outreach Programmes in some Wards caused some Ward Councillors not to be available and as a result MPAC could not source out the required data pertaining to other projects.

2.2. Purpose of the Report

The purpose is to: -

- Report on the Oversight conducted over the Executive functionaries of Council, matters of governance and public participation
- Present MPAC Oversight Report on Final Draft Annual Report 2022/2023 FY to Council
- Recommend to Council to adopt the MPAC Oversight Report on Final Draft Annual Report for 2022/2023 FY in line with the statement, in terms of Section 129 (1) of the MFMA on the Annual Performance Report for 2022/2023, on the Council to: -
 - **APPROVE** 2022/2023 FY Final Draft Annual Report **without reservations**.
 - Provide to Council the progress made on the implementation of the past recommendations of the MPAC Oversight Report on the Annual Report for 2021/2022 FY for noting.

2.1. MPAC Oversight Work Plan on Final Draft Annual Report for 2022/2023 FY

On conducting its Oversight on Final Draft Annual Report for 2022/2023 FY, MPAC started six (6) months earlier to ensure that Oversight was thoroughly conducted on time. This had assisted MPAC to: -

- Review implementation of Annual Report for 2021/2022 FY past recommendations. Questionnaires on recommendations were sent to relevant Departments on 05 July 2024 to update MPAC on implementation progress.
- Ascertain whether MPAC Questionnaire on Annual Report for 2022/2023 FY Performance was responded to.
- Ascertain whether National Treasury Circular No. 63 of Municipal Finance Management Act (MFMA), Act No.56 of 2003 was used as guiding document to compile Annual Report 2022/2023 FY.
- Ascertain whether Portfolio of Evidence (POE) was submitted on those recommendations reported as implemented.
- Conduct Random Sampling to identify which projects to visit both at Mthatha and Mqanduli.
- Facilitate questions / answers and inputs sessions at Executive Mayor's Public Hearings conducted both at Mthatha and Mqanduli to present Final Draft Annual Report for FY 2022/2023. Below is MPAC Oversight Work Plan on Final Draft Annual Report for 2022/2023 FY: -

a) MPAC Oversight Work Plan 2022/2023

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE	NOT DONE
2022/2023					
1.	05.06.2023	<ul style="list-style-type: none"> Issued of MPAC recommendations on the Oversight Report on Annual Report for 2021/2022 FY 	MPAC Manager		
QUARTER 1					
2.	18.07.2023	<ul style="list-style-type: none"> Developed Work Plan on the Oversight Report on Draft Annual Report for 2022/2023 FY 	MPAC Manager		
3.	18.07.2023	<ul style="list-style-type: none"> Reviewed 1st submissions on the implementation of recommendations on the Oversight Report on Draft Annual Report for 2021/2022 FY 	MPAC Manager		
4.	19.07.2023	<ul style="list-style-type: none"> Developed MPAC Oversight Questionnaire on Draft Annual Report for 2022/2023 FY performance (quantitative and qualitative) 	MPAC Manager		
5.	19.07.2023	<ul style="list-style-type: none"> Developed MPAC Oversight Questionnaire on Draft Annual Report for 2022/2023 FY Format 	MPAC Manager		
6.	19.07.2023	<ul style="list-style-type: none"> Developed a Questionnaire on MPAC Project Site Visits 	MPAC Manager		
7.	15.08.2023	<ul style="list-style-type: none"> Submitted MPAC Oversight Work Plan on Draft Annual Report for 2022/2023 FY to the Committee for NOTING. Submitted MPAC Oversight Questionnaire on Draft Annual Report for 2022/2023 FY to the Committee for NOTING. Submitted MPAC Oversight Questionnaire on Draft Annual Report for 2022/2023 FY Format for NOTING. Submitted MPAC Project Site Visits Questionnaire for NOTING. 	MPAC Chairperson		

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE	NOT DONE
8.	16.08.2023	<ul style="list-style-type: none"> Issued MPAC Oversight Questionnaires on Draft Annual Report for 2022/2023 FY to all Departments 	MPAC Manager		
9.	25.08.2023	<ul style="list-style-type: none"> Issued itinerary for Project Site Visits to all relevant Departments 	MPAC Manager		
10.	31.08.2023	<ul style="list-style-type: none"> Submission of Departmental responses to the MPAC Oversight Questionnaire Draft Annual Report for 2022/2023 FY format 	Accounting Officer / MPAC Manager		
11.	15.09.2023	<ul style="list-style-type: none"> Reviewed and analysed MPAC Oversight Questionnaire on Draft Annual Report for 2022/2023 FY 	MPAC Manager		
12.	07-15.09.2023	<ul style="list-style-type: none"> Conduct Project Site Visits at Mqanduli. 	MPAC Manager		
QUARTER 2					
13.	06.10.2023	<ul style="list-style-type: none"> Convened MPAC Ordinary Committee Meeting to review the Format of the Oversight Report on 2022/2023 FY Annual Report and 1st Draft of the Oversight Report on 2022/2023 FY Annual Report. 	MPAC Chairperson		
14.	16-25.10.2023	<ul style="list-style-type: none"> Conducted Project Site visits at Mthatha. 	MPAC Manager	Changing of IDP Roadshows affected MPAC dates for Project Site Visits	
15.	12.12.2023	<ul style="list-style-type: none"> Issued 2nd submission of the MPAC Past Recommendation on the Oversight Report on Draft Annual Report for 2022/2023 FY. 	MPAC Manager/ Director		
QUARTER 3					
16.	15.01.2023	<ul style="list-style-type: none"> Review 2nd submission on the MPAC Past Recommendations on the Oversight Report Draft Annual Report for 2022/2023 FY. 	MPAC Manager		

2.2. Progress made on Implementation of the Past Recommendations on the MPAC Oversight Report on Annual Report for 2021/2022 FY

To assist with the conclusion of the matters that may not be finalized, information relating to disclosures, past recommendations made on the Annual Report, must also be reviewed in line with **Section(s) 123-125** of the MFMA and **Section 46 (1)** of the MSA. The MPAC monitored and reviewed the implementation of the Past Recommendations on the MPAC Oversight Report on Annual Report for 2021/2022 FY.

2.3. MPAC Questionnaires on Draft Annual Report for 2022/2023 FY

MPAC Guide and Toolkit prescribes that the Committee has power and authority to request relevant information for clarity and probe information. This is done to consider and evaluate the content of the Annual Report and to make recommendations to Council when adopting an Oversight Report on the Annual Report, in line with Section(s) 127 & 129 (1) of the MFMA. The Questionnaires were guided by MPAC Guide and Toolkit MPAC generally relied on information as per responses, substantiated by the POE and engagements for probing during the Departmental Hearings. Below are the areas that MPAC focused on, on the Questionnaires: -

- a) Governance Matters
- b) Averting Conflict of Interest
- c) Risk Management
- d) Improving Compliance with Laws and Regulations
- e) Basic Services
- f) Policy on indigents, credit control and collection levels
- g) Extended Public Works Programme (EPWP) / Community Works Programme (CWP)
- h) Managing the Municipal Workforce
- i) Annual Financial Statements (AFS) (Preceding and Current Financial Year)
- j) Supply Chain Management (SCM)

The MPAC reviewed the Draft Annual Report for 2022/2023 FY and developed a Questionnaire as guided by the following: -

- Municipality's Annual Performance Report as per Section 46 of the Municipal Systems Act [MSA] 32 of 2000.

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE	NOT DONE
17.	30.01.2024	<ul style="list-style-type: none"> Referred Draft Annual Report for 2022/2023 FY to MPAC for Oversight by Council 			
18.	31.01.2024	<ul style="list-style-type: none"> Reviewed Draft Annual Report for 2022/2023 FY develops and issue Questions on performance and format in preparations for Departmental Hearings 	MPAC Manager		
19.	06.02.2024	<ul style="list-style-type: none"> MPAC Ordinary Committee Meeting reviewed: - <ul style="list-style-type: none"> MPAC Oversight Report on Draft Annual Report for 2022/2023 FY 2nd Draft of the MPAC Oversight Report Draft Annual Report for 2022/2023 FY 	MPAC Chairperson		
20.	14 – 16.02.2024	<ul style="list-style-type: none"> Departmental Hearings on Draft Annual Report for 2022/2023 FY 	MMCs Directors		
21.	07.03.2024	<ul style="list-style-type: none"> Facilitated inputs, questions at Executive Mayor's Public Hearings on Draft Annual Report for 2022/2023 FY 	Office of the EM MPAC Manager	Initial date for the Public Hearings was 07.03.2024 but moved to 06.03.2024	
22.	12.03.2024	<ul style="list-style-type: none"> MPAC Special Meeting to submit Final Draft of the MPAC Oversight Report on Final Draft Annual Report for 2022/2023 FY 	MPAC Chairperson		
23.	27.03.2024	<ul style="list-style-type: none"> Table the MPAC Oversight Report on Final Draft Annual Report for 2022/2023 FY to Council for APPROVING the Annual Report without reservations 	MPAC Chairperson		

Table 4 MPAC Oversight Work Plan 2023/2024

- MFMA Circular No. 63 gives guidance on the format and content of the Annual Report.
- Sections 121(3) and (4) of the MFMA sets out the framework relating to the content of the Annual Report.
- The Audit Report of the Auditor-General in terms of both section 126(3) of the MFMA and Section 45(b) of the Municipal Systems Act (MSA) 32 of 2000.

2.4. Departmental Hearings on Final Draft Annual Report 2022/23 FY

MPAC is required to promote good governance, transparency, accountability and value for money on the use of Municipal resources, to consider, evaluate the content of the Annual Report and make recommendations to Council when adopting an Oversight Report on the Annual Report, as prescribed in **Section 127 & 129 (1)** of the MFMA. To achieve the latter, MPAC conducted Departmental Hearings on the Final Draft Annual Report 2022/2023 FY to source out information both on quantitative and qualitative performance. Details of the Departmental Hearings that were held on 14 – 16 February 2024 are provided on Part 3 of this Report.

2.5. MPAC Oversight Project Site Visits

When conducting Project Site Visits, the MPAC has the right to invite interested parties/specialists from the community and to seek their insights and advice. The MPAC Oversight Project Site Visits were held in the 1st and the 2nd Quarter of the 2023/2024 FY as guided by the MPAC Oversight Work Plan 2023/2024.

The MPAC visited fifty-seven (57) projects in thirty-three (33) Wards across Mthatha and Mqanduli. Detailed report on Project Site Visits consists of Findings, Recommendations and POE are presented in Part 3 of this MPAC Oversight Report.

2.6. Executive Mayor's Public Hearings on Final Draft Annual Report for 2022/2023 FY

The Municipality exists because there are communities and within communities there are people who are waiting eargely for service delivery from the Municipality. Section 129(4) of the MFMA provides guidance on the way Municipal Councils should consider Annual Report (s) and conduct Public Hearings. As guided by the MPAC Guide and Tool Kit, the MPAC shall be entitled to attend all Public Meetings where the Draft Annual Report is presented and to facilitate public input on the Annual Report. To facilitate meaningful Public Engagement in the procedures outlined above, the MPAC may request documents or evidence from the Accounting Officer (AO) of the Municipality. Also, the MPAC shall, when the Annual Report is tabled in Council, be afforded the opportunity to make a presentation on the Oversight Report and to take questions from the Public for a period of not less than 30 minutes.

PART 3: OVERSIGHT REPORT



3.1. Introduction

MPAC is the mechanism through which Council Exercises Oversight over the Executive to ensure compliance with the intent of the legislation and operates in a manner that does not allow maladministration, inefficiency, waste or corrupt practices. Council must provide assurance to the public that public funds and assets are being managed properly and there is value for money on services rendered to the communities. Oversight takes different forms: -

- Before implementation (the proposed action is approved)
- During implementation (the process during execution of Policies, By-Laws, Programmes and Projects are monitored and assessed) and
- After implementation (examines performance against the goals)

According to MPAC Guide and Tool Kit Oversight is to watch somebody or something and make sure that a job or activity is done correctly. Oversight includes: -

- Watchfulness
- Supervision
- Control
- Monitoring and
- Evaluation

Oversight ensures that the Executive complies with the intent of the Legislature and does not behave in a manner that allows: -

- Maladministration
- Inefficiency
- Waste or
- Corrupt practices

Both politically and administratively there is lot of awareness, co-operation, willingness to see the need of reporting clearly on performance with furnishing POE as supporting documentation. MPAC observed this positiveness during Departmental Hearings where hundred percent (100%) of both political and administrative leadership attended the hearings, fruitfully contributed and openly provided any information to assist the development of the Oversight Report. MPAC is thrilled with constructive, progressive, supportive, professional, ethical and humane working relations politically and administratively that yielded positive results and assisted where possible,

'together we can'. As per the presentations made during the Departmental Hearings MPAC noted that systems and controls are improving although there is some laxity in implementing some policies more specifically Human Resource and Development (HRD) e.g. Occupational Health and Safety (OHS); procedures e.g. PMS that is not fully institutionalized; By-Laws e.g. stray dogs and cows that are roaming on the Central Business District (CBD) of both Mthatha and Mqanduli posing danger to the community and an obstruction to traffic. More effort must be intensified on expediting the institutionalization of PMS so that it is complete with Reporting, Monitoring and Evaluation of implementation of Policies, By-Laws, Programmes and Projects. MPAC acknowledges the undisputed truth that KSDM has social contract with the public and owes the public good governance, quality service delivery as well as accountability on public purse spending. This has been confirmed by strides made and notable during the Project Site Visit conducted. There is still a room for improvement more specifically on infrastructure projects e.g. the Baziya Bridge is still not finished. Oversight of Final Draft Annual Report for 2022/ 2023 FY was in line with IDP and SDBIP. MPAC made a Heat Map for 2020/2021, 2021/2022 and 2022/2023 FYs to measure whether performance of the Municipality has improved or deteriorated in the past three (3) FY's. It is with great joy for MPAC to safely say that performance of the Municipality is improving and striving towards achieving set Strategic Objectives and Goals.

3.2. Past Recommendations for MPAC Oversight Report on Annual Report for 2021/2022 FY

The MPAC as guided by Section 127 of MFMA started the review and monitoring the implementation of the past recommendations on the MPAC Oversight Report on Annual Report for 2021/2022 FY as early as June 2023. The MPAC Guide and Tool Kit provides that in the case of matters not finalized, information relating to past recommendations made on the Annual Report, must also be reviewed. This relates to current In-Year Reports, including the Quarterly, Mid-Year and Annual Reports. This exercise must be geared to remedy problems rather than simply reporting on issues that remain persistently unresolved. The process of review was conducted by MPAC in the past two (2) Quarters and again during the Department Hearings where Departments presented progress made on the implementation of the past recommendation. The review and monitoring were done to assist with the conclusion of the

matters that were not finalized, information relating to disclosures, past recommendations made on the Annual Report, were reviewed in line with Section 123-125 of the MFMA and Section 46 (1) of the Municipal Systems Act. The total number of the past recommendations was sixty-one (61) of those twenty-one (21) are fully implemented, forty (40) includes not fully implemented and some not responded to. Below is the table tabulating the recommendations that were not finalized (not implemented or responded to): -

Recommendations not implemented in Annual Report for 2021/2022 FY

Findings	Recommendations	Time Frames	Progress	P.O.E
<p>i. PMS in not fully institutionalized</p> <p>ii. There is no Performance Reporting, Monitoring and Evaluation Strategy in place in order to identify gaps as early warnings in challenges for implementation of some KPI's.</p>	<ul style="list-style-type: none"> The Municipality must expediate institutionalization of PMS Develop Performance Monitoring and Evaluation Strategy to monitor implementation continuously and to identify implementation challenges on time. 	<ul style="list-style-type: none"> 2023/2024 FY Quarter 1 	<p>The Recommendation of MPAC is noted and some strides have been made to improve the Monitoring and Evaluation component of Performance Management. The Monitoring and Evaluation of performance information is done on a monthly basis through submission of narrative reports reflecting all activities undertaken in the month, supported by an annexure, a planning and reporting monthly tool aligned to the SDBIP, which was introduced in July 2023. Quarterly reports are also prepared emanating from those Monthly reports and reviewed by all identified stakeholders including PMS and Internal Audit Units. The Departmental Meeting Agenda has also been amended to include an item on tracking progress on the implementation of SDBIP. Currently the Department is busy developing/reviewing its Policies, Strategies and Standard Operating Procedures. The incorporation of</p>	<p>The progress report is noted but there is no PMS Strategy to Report, Monitor and Evaluate performance and assess individual performance (PMDS)</p>

Recommendations not implemented in Annual Report for 2021/2022 FY

Findings	Recommendations	Time Frames	Progress	P.O.E
			Monitoring and Evaluation Strategies will be taken into consideration when reviewing PMS Policies and SOP to ensure that it finds better expression on our planning and guiding documents for better and more organized implementation.	
<p>iii. The (PMDS) Policy is in place but not complete as it only focuses on some individual performance.</p>	<ul style="list-style-type: none"> If partly, PMDS must be institutionalized and be implemented by all Departments. 	<ul style="list-style-type: none"> 2023/2024 FY Quarter 1 	<ul style="list-style-type: none"> The recommendation is noted and wish to confirm the existence of the PMS Policy which covers both institutional and individual Performance. The Policy was reviewed and approved in 2020 and is being implemented with challenges in some areas. The Department will continue to monitor the implementation of the policies to identify any gaps to see if another review is necessary. 	<ul style="list-style-type: none"> The progress report is noted but PMDS must be institutionalised

Managing the Municipal Workforce Performance Management System Recommendations not implemented

Finding	Recommendations	Time Frames	Progress	P.O.E
iv. Only 70 % of employees have updated Job Descriptions (JD's) -	<ul style="list-style-type: none"> The danger of employees working without any JD's is that it is not easy to compile Performance Agreements and Personal Development Plans without JDs in place. All employees JD's must be reviewed, and report be submitted to the Accounting Officer by 1st July 2023 	<ul style="list-style-type: none"> 2023/2024 Q1 	<ul style="list-style-type: none"> Only the Department of Rural and Economic Development has completed the JD process. Other Departments are still outstanding on different levels of writing and submission for approval. 	<ul style="list-style-type: none"> The progress is noted all employees must have JD's in order for them to sign Performance Agreements and be assessed as required.

Governance Matters (Speaker's Office) Recommendations not implemented

Finding	Recommendations	Time Frames	Management Progress	P.O.E
<p>v. Some Section 80 Committees did not convene their meetings due to quorum that failed to quorate and postponed / cancelled.</p>	<ul style="list-style-type: none"> • Chairpersons and Whips of Section 80 Committees must ensure that Committee meetings are convened as per the Institutional Calendar. • The Office of the Executive Mayor and Corporate Services must ensure that there are no clashes of Committee Meetings to accommodate Councillors who serve in more than one Committees. 	<ul style="list-style-type: none"> • On-going 	<ul style="list-style-type: none"> • All Section 79 Committees are sitting as per the Institutional Calendar. • There was no response provided for Section 80 Committees. 	<p>Response not satisfactory as the Annual Report reflects postponement of some Committee Meetings</p>
<p>vi. Some Councillors did not tender apology on time for non-attendance of Council/Committee Meetings.</p>	<ul style="list-style-type: none"> • Rule No. 50 of the KSD Standing Rules for the Meetings of Council and its Committees must be applied to those Councillors who do not attend Council and Committee Meetings without any apology. 	<ul style="list-style-type: none"> • On-going 	<ul style="list-style-type: none"> • Councillors who did not attend and did not submit Applications for Leave of Absence to the Speaker / Chief Whip were subjected to the Ethics and Members' Interest Committee for hearings. • There were three (3) Councillors who were written to on this regard and hearings are in progress. 	<ul style="list-style-type: none"> • In-progress, enforcement of Code of Conduct for Councillors and Rules be implemented

Averting conflict interest Recommendations not implemented				
Finding	Recommendations	Time Frames	Progress	P.O.E
vii. All Declaration of Interest were properly completed e.g. no blank spaces in the Declaration of Interest forms, forms were correctly signed, and as thus legal effect of declarations was not compromised. All the declarations were analyzed and captured. There were no potential and / or actual conflict of interest highlighted and as a result there were no disciplinary actions against any officials or Councillors. The POE on all of the above was not provided to MPAC	<ul style="list-style-type: none"> Adherence to the legislation is commendable. The Municipality must develop Declaration of Interest Register The Municipality must make analysis of Declaration of Interest Report and Sub, to Council. 	<ul style="list-style-type: none"> 2023/2024 Q1 	<ul style="list-style-type: none"> There were no gaps identified and those with gaps were filled during submission, conflicting interests were sifted on the report submitted to the Municipal Manager and Office of the Speaker. Speaker referred the Report to the Ethics and Members' Interest Committee for further investigation and Report to Council. 	<ul style="list-style-type: none"> The report is noted but MPAC was not provided with the Declaration of Interest Forms filled

Risk Management Recommendations not implemented				
Finding	Recommendations	Time Frames	Progress	P.O.E
viii. Risk Management Unit is understaffed and yet expected to deal with the Institutional processes as required by law. No ways can this Unit effectively perform if the status quo remains.	<ul style="list-style-type: none"> In reviewing the Organogram (staff establishment) the Municipality should consider prioritizing and beefing up Risk Management Unit with warm bodies. 	<ul style="list-style-type: none"> 2023/2024 Q1 	<ul style="list-style-type: none"> Position of Risk Management Officer has been filled but there are two other critical and prioritized posts not yet filled i.e. Risk Officer and Admin Clerk. 	<ul style="list-style-type: none"> The report is noted. Risk Officer and Admin Clerk positions must be prioritized

Improving Compliance with Laws and Regulations Recommendations not implemented

Finding	Recommendations	Time Frames	Progress	P.O.E
ix. The MPAC through Council makes recommendations on Consequence Management especially on some UIF&WE and there is no report on the implementation of such resolutions.	<ul style="list-style-type: none"> • The Council must be able to hold accountable the Accounting Officer for not implementing Consequence Management on Resolutions of Council. • The Municipality must develop a Consequence Management Policy and be submitted to Council for adoption. 	<ul style="list-style-type: none"> • 2023/2024 Q1 	<ul style="list-style-type: none"> • No response submitted. 	<ul style="list-style-type: none"> • Consequence Management is not implemented

Policy on Indigent, Credit Control and Collection Levels Recommendations not implemented

Findings	Recommendations	Time Frame	Progress	P.O.E
x. The Municipality's Indigent System does have some gaps.	<ul style="list-style-type: none"> BTO must make a review of the Indigent System and submit the report to the Accounting Officer by end April 2023. 	<ul style="list-style-type: none"> Monthly basis 	<ul style="list-style-type: none"> The report has been prepared and submitted to Council. 	Not submitted as PEO to MPAC
xi. The Indigent System cannot pick up applicants / beneficiaries living in the same household	<ul style="list-style-type: none"> The Indigent System must be able to detect the applicants from the same household. 	<ul style="list-style-type: none"> June 2023 	<ul style="list-style-type: none"> Will assess whether the Service Providers are capable of assessing this. The application form for Free Basic Services requires information of people living in that specific household which is then based on such information approval is made, and unable to dictate information not provided on the form. The Section 52D Report has specific information required to be included as per the guidelines, only expenditure is normally reflected. 	No POE submitted to MPAC

Extended Public Works Programme/Community Works Programme Recommendations not implemented

Finding	Recommendations	Time Frame	Progress	P.O.E
<p>xii. Although services of EPWP are of great benefit to the Municipality, Department of Community Services is still faced with the challenge of capacity regarding Waste Management, etc.</p>	<ul style="list-style-type: none"> Department of Community Services must consider adding up the number of permanent employees, EPWP, CWP and divide the total amongst urban wards. The total number per ward must be working on that ward on daily basis. This will assist end the problem of cleaning on interim basis and when the rotation of cleaning warrants as such. 	<ul style="list-style-type: none"> Immediately 	<ul style="list-style-type: none"> The Budget for the EPWP is exhausted due to high number of employment exceeding the grant, as current Municipality has 519 EPWP divided amongst Department of Community Services and Technical Services. 	<ul style="list-style-type: none"> Employment must be within the limits of the Grant for this leads to unauthorized expenditure and overspending

Service Delivery per Municipal Function Recommendations not implemented				
Finding	Recommendations	Time Frames	Progress	P.O.E
xiii. Questions on Service Delivery per Municipal Function were not responded to and that made it difficult for MPAC to do Oversight.	<ul style="list-style-type: none"> To enable MPAC to diligently do Oversight responses to all questions must be provided on the set time frame. 	<ul style="list-style-type: none"> On-going 	<ul style="list-style-type: none"> The comment is noted and it will be corrected in the next Oversight cycle 	Responses were not provided

Supply Chain Management (SCM) Recommendations not implemented				
Finding	Recommendation	Time frame	Progress	P.O.E
xiv. The Supplier Declarations are not vetted against internal SCM staff and SCM 3 Bid Committee Members.	<ul style="list-style-type: none"> The SCM must develop a system of vetting staff and Bid Committee Members against the Supplier declarations. 	<ul style="list-style-type: none"> 2023/2024 FY Q1 	<ul style="list-style-type: none"> Corporate services Department is busy procuring vetting services. This will be implemented after appointment. 	No vetting services

Annual Financial Statements (AFS) Recommendations not implemented

Finding	Recommendations	Time Frame	Progress	P.O.E
<p>xv. On the Unauthorized Expenditure during the investigations MPAC noted huge amounts of overspending by Departments.</p>	<ul style="list-style-type: none"> • The Senior Managers must take responsibility on overspending of budget as they are responsible, • Consequence Management be applied as it a financial misconduct to spend more than what was allocated. • The Overspending by TASK which was also noted during investigation need intervention by COGTA to resolve the matter as the Committee cannot investigation a matter that was investigated by COGTA. 	<ul style="list-style-type: none"> • On-going 	<ul style="list-style-type: none"> • Budget overrides have been abolished to ensure that spending is within the approved budget. • The TASK matter is dealt with by higher government institutions. 	<p>• In 2022/2023 Overspending has been reported and in 2023/2024 prospects of overspending were identified. The Budget Locking Certificate has no effect.</p>
<p>xvi. On Irregular Expenditure from 2011 - 2021 MPAC noted several root causes of e.g. No Specification Committee and the Composition of Bid Adjudication Committee, implementation of Regulation 32 and Deviations. These are expenditures which could have been avoided, especially the Irregular Expenditure caused by Deviations of 3 Companies. There is no progress on the Criminal</p>	<ul style="list-style-type: none"> • The Senior Management must make a follow up on the Criminal Case opened in relation to these Deviations as a matter of procedure for the financial loss. • Report should be provided to MPAC. 	<ul style="list-style-type: none"> • Immediately 	<ul style="list-style-type: none"> • No Response submitted 	<p>No response, whereas the MPAC made a recommendation to Council on the matter.</p>

Annual Financial Statements (AFS) Recommendations not implemented				
Finding	Recommendations	Time Frame	Progress	P.O.E
Case in relation to this expenditure. MPAC was concerned with the outcomes of the disciplinary case on this matter as it felt it was not equal to the amount of the act.				
xvii. It was also noted that late payment of some Service Providers led to Fruitless and Wasteful expenditure	<ul style="list-style-type: none"> The Municipality must improve and pay Service Providers within the legislated 30 days period, using all the Strategies in place for Revenue Enhancement. The Municipality must review its Revenue Enhancement Strategy. 	<ul style="list-style-type: none"> On-going 	<ul style="list-style-type: none"> Cash flow challenges are the cause for concern but there are some improvements in relation to reduction of interest paid to the suppliers. 	<ul style="list-style-type: none"> No change on this

Auditor General (AG) Reports: - Report on the Annual Financial Statements (AFS) Preceding Year Recommendation not implemented				
Finding	Recommendations	Time Frame	Progress	P.O.E
xviii. The FMCMM is reported to be incomplete by the Municipality whereas there's is a provision on the FMG Grant.	<ul style="list-style-type: none"> The Municipality must ensure that FMCMM assessment is complete. 	<ul style="list-style-type: none"> June 2023 	<ul style="list-style-type: none"> There is a completed assessment in relation to FMCMM that has been submitted and completed in September 2023. 	<ul style="list-style-type: none"> No report submitted

MPAC Departmental Hearings: Executive and Council Recommendations not implemented

Findings	Recommendations	Time Frame	Progress	P.O.E
<p>xix. Candle lighting and SOMA was not achieved due to COVID 19 restrictions and budget constraints</p>	<ul style="list-style-type: none"> • Double barrel KPI's must be avoided at all costs. • Council events must be budgeted for on time to avoid none implementation of such KPI's. • State of the Municipal Address must be held at an appropriate time as indicated on the Municipal Calendar. 	<ul style="list-style-type: none"> • As per Institutional Calendar 	<ul style="list-style-type: none"> • The recommendations are noted. • The plans for the events will be improved and aligned to a clear project plan. 	<ul style="list-style-type: none"> • No SOMA
<p>xx. Some of Section 80 Committee Meetings did not convene either due to quorum that did not collate or postponement.</p>	<ul style="list-style-type: none"> • All Section 80 Committee Meetings must be convened as per the Institutional Calendar, any changes must be approved by the Speaker, only where necessary. 	<ul style="list-style-type: none"> • Where necessary 	<ul style="list-style-type: none"> • The communication to this effect has been issued. 	<ul style="list-style-type: none"> • Report reflects postpone meeting of Section 80 Committees due to no quorum. Monitoring is not effective

MPAC Departmental Hearings: Department of Public Safety and Traffic Management Recommendation not implemented

Finding	Recommendations	Time Frame	Management Progress	P.O.E
xxi. The other two Stations are suspected to do corruption in testing vehicle and passing them even if it is not qualifying nor physically present for testing.	<ul style="list-style-type: none"> The suspected corruption should be referred to the Department of Transport for investigation and a Report be provided to the Municipal Manager by June 2023. 	<ul style="list-style-type: none"> November 2023 	<ul style="list-style-type: none"> To report the matter to local intelligence for investigation. 	<ul style="list-style-type: none"> Not referred to Dept of Transport
xxii. MSCOA captures employee's allowances and overtime as the same thing e.g. overtime .	<ul style="list-style-type: none"> This discrepancy must be addressed with the National Treasury so that it can be rectified as the matter of urgency. Let Employee benefits be captured as thus and overtime be captured as overtime. 	<ul style="list-style-type: none"> Immediately 	<ul style="list-style-type: none"> The classification was done by NT but engagements are taking place the whole version will have to be changed. 	<ul style="list-style-type: none"> NT System that the Municipality has no control over

MPAC Departmental Hearings: Department of Community Services Recommendations not implemented

Finding	Recommendations	Time Frame	Progress	P.O.E
xxiii. The Department is still faced with a challenge of not knowing of who is who in the cemeteries.	<ul style="list-style-type: none"> The Electronic Cemetery System is to be in place as a matter of urgency. 	<ul style="list-style-type: none"> Immediately 	<ul style="list-style-type: none"> Electronic Cemetery Management System developed 	<ul style="list-style-type: none"> There was no POE submitted
xxiv. The Department had a shortfall on revenue collection, the target was to collect R2m on commercial refuse removal and disposal, only R956 124 50 was collected causing a deviation of R1 043 875 50. The reason being	<ul style="list-style-type: none"> The Department must ensure the refuse is collected from and paid for by all businesses. The Department must improve on the service so that a bigger number of businesses are serviced. 	<ul style="list-style-type: none"> On-going 	<ul style="list-style-type: none"> Revised SDBIP (Annual target revised) Law Enforcement Illegal Dumping Monthly Reports 	<ul style="list-style-type: none"> SDBIP KPI's revised

MPAC Departmental Hearings: Department of Community Services Recommendations not implemented				
Finding	Recommendations	Time Frame	Progress	P.O.E
sited as the target was too high and as most of businesses are collecting their own refuse.	<ul style="list-style-type: none"> The Municipality must enforce the Refuse Removal and Disposal By-Law. 			

MPAC Departmental Hearings: Department of Technical Services Recommendations not implemented				
Findings	Recommendations	Time Frame	Progress	P.O.E
xxv.The Municipal road network is 1900km and the Department is only able to maintain 1000km of which that is not sustainable as after heavy rain there are reverse backlog.	<ul style="list-style-type: none"> The Municipality must consider surface roads as they are sustainable for a longer period. 	<ul style="list-style-type: none"> On-going 	<ul style="list-style-type: none"> Limited budget. 	
xxvi.The Department is concerned with the inability of the Municipality to retain its skilled staff members. Most of the highly skilled personnel who have gained experience are opting to move to other Municipality's as the Municipality is unable to meet the market demand. This leaves a gap in the technical capacity and functioning of some service delivery Departments	<ul style="list-style-type: none"> The Municipality needs to develop a Staff Retention Strategy and also consider benchmarking on Posts with other Municipalities. 	<ul style="list-style-type: none"> Immediately 	<ul style="list-style-type: none"> Scarce Skill Policy needs to be implemented and benchmarked from other Municipalities. 	<ul style="list-style-type: none"> Staff Retention Strategy not in place if in place it is not used

MPAC Departmental Hearings: Department of Human Settlements Recommendations not implemented

Findings	Recommendations	Time Frame	Progress	P.O.E
<p>xxvii. There is a challenge in achieving construction of RDP houses at e.g. Maydene Farm (Extension 71), New Brighton, Kei Rail, etc</p>	<ul style="list-style-type: none"> The Department must have a Turnaround Plan on how this target will be achieved and must be presented to MPAC by end April 2023 MPAC intends to closely monitor the progress of housing projects. 	<ul style="list-style-type: none"> April 2023 	<ul style="list-style-type: none"> At Maydene farm, out of the 1317 units planned for construction, only 970 approvals have been obtained thus far. From the 970 approvals, 685 houses have been constructed to date and handed over to beneficiaries. There are also some sites that will have retaining walls around due to the steepness of the terrain in those sites. Kei Rail and New Brighton projects cannot proceed at this stage due to land claims, the matter is in court and we are awaiting judgement in May 2024, however, the sites have been serviced on both projects and are waiting for top structures. 	<ul style="list-style-type: none"> Turnaround plan has been submitted as a P.O.E.

MPAC Departmental Hearings: Department of Corporate Services Recommendations not implemented

Findings	Recommendations	Time Frame	Progress	P.O.E
<p>xxviii. JD's were not done for all employees</p>	<ul style="list-style-type: none"> • Evaluation of +- 600 Job Descriptions can in no ways be done by one employee, the Department must consider seeking assistance from Department of Provincial COGTA for reinforcement and to expedite Job Description Evaluation process. 	<ul style="list-style-type: none"> • On-going 	<ul style="list-style-type: none"> • A committee representing all departments has been established. • A training was provided by SALGA on 13 to 15 September 2023 for all the members. • 361 JDs have been written and 85 JDs have been approved. • A total of 23 JDs have been evaluated. 	<ul style="list-style-type: none"> • Not complete
<p>xxix. Not all Councillors were trained in 2022/2023 FY due to lack of budget. The only training was that of short-courses</p>	<ul style="list-style-type: none"> • The Department must separate budget for Councillors and Officials as development for Councillors needs to be considered in the next FY. • Councillors Personal Department Plan(s)- PDPs must be provided, captured, analysed and provide training as required? 	<ul style="list-style-type: none"> • 2023/2024 FY Q1 	<ul style="list-style-type: none"> • The provision of budget for Councillor Development was to be separated from the employee budget and be transferred to the Office of the Speaker. This was not achieved and as such budget utilised was in Corporate Services meant for employees. • The Office of the Speaker conducted skills audit for Councillors, captured them and developed a report. 	<ul style="list-style-type: none"> • No budget for training Councillors

MPAC Departmental Hearings: Department of Corporate Services Recommendations not implemented				
Findings	Recommendations	Time Frame	Progress	P.O.E
xxx.Department of Cooperate Services has not achieved the target for the individual PMDS.	<ul style="list-style-type: none"> The PMDS must be cascaded to all levels of employees by end April 2023 in order to comply with the legislative prescripts as it is not acceptable to have employees without PMDS. 	<ul style="list-style-type: none"> April 2023 	Not response	<ul style="list-style-type: none"> There is no such Unions don't dispute PMDS Institutionalization. All that they require is to be workshopped on PMS

MPAC Overall Findings and Recommendations not implemented NB: ALL DIRECTORS MUST RESPOND WHERE RELEVANT				
Overall Findings	Overall Recommendations	Time Frame	Progress	P.O.E
xxxii. All Departments did not achieve 100% implementation of the SDBIP.	<ul style="list-style-type: none"> SMART targets must be set on 2023/2024 SDBIP Each and every employee must have Performance Agreement with clear KPI's. PMDS assessments must be conducted on quartely, half yearly and on annual basis. 	<ul style="list-style-type: none"> 2023/2024 FY Quarter 1 Quarterly 	<ul style="list-style-type: none"> Employees signed Performance Agreement with annexures, Performance Plans and Personal Development Plans. Assessments are conducted on a quarterly basis in all those employees who have already signed especially up to the Supervisory / Practitioners / Officers levels. 	<ul style="list-style-type: none"> Not achieved and no POE submitted to MPAC Not achieved

MPAC Overall Findings and Recommendations not implemented NB: ALL DIRECTORS MUST RESPOND WHERE RELEVANT				
Overall Findings	Overall Recommendations	Time Frame	Progress	P.O.E
	<ul style="list-style-type: none"> By 2023/ 2024 FY, PMDS must be institutionalised All Performance Agreements of Management must have Risk Management KPI and be assessed on quartely basis. All Performance Agreements of Management must have implementation of Audit Action Plan (AG Resolutions) and assessed on quartely basis. 	<ul style="list-style-type: none"> 2023/2024 FY Quarter 1 2023/2024 FY Quarter 1 	<ul style="list-style-type: none"> Risk Management is uniformly included as one of the core managerial competency in all Manager's Performance plans. Management Committee resolved Audit Action Plan implementation to be uniformly included as one of the core managerial competency in all manager's performance plans. 	<p>Not achieved</p> <p>Not achieved</p>
xxxii. Consequence Management is not taken seriously and implemented accordingly were necessary e.g. non implementation of KPI's on the SDBIP, compliance with legislation, etc.	<ul style="list-style-type: none"> Consequence Management must be taken seriously and implemented accordingly were necessary e.g. full implementation of the SDBIP, compliance with legislation, etc .If some KPI's are not met the outputs, impact and outcome will not be met. Consequence Management on none achievement of some KPI's 	<ul style="list-style-type: none"> 2023/2024 FY Quarter 1 	<ul style="list-style-type: none"> No Response from other Departments 	<ul style="list-style-type: none"> No response

MPAC Overall Findings and Recommendations not implemented NB: ALL DIRECTORS MUST RESPOND WHERE RELEVANT				
Overall Findings	Overall Recommendations	Time Frame	Progress	P.O.E
	on the SDBIP must be out as a KPI on the SDBIP			
xxxiii. Structural Rationalisation and Institutional redesign are not done in a transparent manner.	<ul style="list-style-type: none"> Structural Rationalisation and Institutional redesign must be done in a transparent manner where all role players participate. Department of Provincial COGTA can be consulted to provide advise. 	<ul style="list-style-type: none"> On-going 	<ul style="list-style-type: none"> No Response from other Departments 	<ul style="list-style-type: none"> No response
xxxiv. There seems to be a glaring gap on working relations between the Management and the Local Labour Forum (LLF) whereas a legislated platform has been created for engagements between the employer and the employee (LLF).	<ul style="list-style-type: none"> TLLF is to be recognised and allowed to play its role to promote interests of all workers, enhance workplace efficiency, consult with the employer and take part in decision- making. The working relations between the Management and LLF must be improved for this will assist for the smooth running of the Municipality. 	<ul style="list-style-type: none"> On-going 	<ul style="list-style-type: none"> No Response from other Departments 	<ul style="list-style-type: none"> No response
xxxv. Employees are to have Personal Development Plans (PDP's) yet there is no training provided to some	<ul style="list-style-type: none"> Human Resource Development (HRD) must have Training Strategy in place and see to it 	<ul style="list-style-type: none"> 2023/2024 FY Q1 	Corporate Services <ul style="list-style-type: none"> Workplace Skills Plan submitted to LGSETA is the training strategy utilised by the municipality to train 	<ul style="list-style-type: none"> % required for Training must be allocated

MPAC Overall Findings and Recommendations not implemented
NB: ALL DIRECTORS MUST RESPOND WHERE RELEVANT

Overall Findings	Overall Recommendations	Time Frame	Progress	P.O.E
	<p>that employees are trained in line with their PDP's</p>		<p>employees. Budget constraints are a challenge and as such hinder the full implementation of the strategy.</p>	
<p>xxvi. Although the Council is workshopped on Policies, By- Laws, etc there are still some gaps and limited knowledge on some of such Policies, By- Laws and Standard Operating Procedure Manuals of the Municipality.</p>	<ul style="list-style-type: none"> The Council must set a week aside and review all the Municipality's Policies, By-Laws, and Standard Procedure Manuals. The Departments of COGTA, Provincial Treasury, SALGA, ECSSEC can be invited to assist in this regard. 	<ul style="list-style-type: none"> 2023/2024 FY Q1 	<ul style="list-style-type: none"> No Response from other Departments 	<ul style="list-style-type: none"> Not done
<p>xxvii. Some Policies e.g. Dress Code Policy, Human Resource Policy, Information Technology Policy, Staff Placement, etc have not been approved whereas they were developed a year ago.</p>	<ul style="list-style-type: none"> These Policies and some that are still not approved must be sent to APAC for review and tabled to Council for approval. 	<ul style="list-style-type: none"> 2023/2024 FY Q1 	<ul style="list-style-type: none"> No Response from other Departments 	<ul style="list-style-type: none"> No Response

MPAC Overall Findings and Recommendations not implemented NB: ALL DIRECTORS MUST RESPOND WHERE RELEVANT				
Overall Findings	Overall Recommendations	Time Frame	Progress	P.O.E
<p>xxviii. The critical issues of Occupational Health and Safety (OHS) are undermined by the institution i.e. the Municipal offices are in bad state and hazardous, ablutions not properly functioning and in bad condition. The Munitata, Mqanduli, Town Hal, etc buildings are in a dilapidated condition and not adhering to OHS Act.</p> <p>xxix. At Mthatha Town Hall there is no security and most of the securities are not well trained on their job. Most of them are so unprofessional, unethical and at times come to work intoxicated</p>	<ul style="list-style-type: none"> The OHS Act is crucial for keeping every South African employee safe on performing day-to-day job activities in a conducive environment. The Department of Technical Services must ensure that the buildings adhere to OHS Act Ensure that some offices are conducive enough for working and free of potential hazards in order to promote general welfare of employees, as a matter of urgency. The Corporate Services Employee Wellness Unit must ensure that all the office spaces are conducive for working and free from any health hazards. 	<ul style="list-style-type: none"> 2023/2024 FY Q1 	<ul style="list-style-type: none"> A Report for Building maintenance was developed and submitted which gives details of the work that needs to be done to make the building complaint. The Budget allocation for 2022/2023 and the current financial has not be able to cover the work required. The Employee Health and Wellness office has prepared an OHS plan with recommendations to all departments to minimize the risk exposure to the health and safety of KSDLM employees. Some Departments have responded with plans to implement the recommendations. 	<p>Report on Maintenance submitted</p> <p>OHS Plan submitted</p> <p>OHS is not implemented</p>

Table 5 MPAC Past Recommendations on the Oversight Report for the 2021/2022 Annual Report Not Finalized

3.1. MPAC Questionnaire on 2022/ 2023 FY Annual Report performance

Oversight is the process where the overall performance of an organization is evaluated to make recommendations as to how the performance can be improved. So often, however, Oversight involves concentrating on unsatisfactory negative issues and tend to ignore the, sometimes important, highlights and commendable achievements. These highlights are acknowledged in this Oversight Report, findings made and recommendations will be made for Council to improve unsatisfactory performance where necessary. Below are the details about the performance of the Municipality, the MPAC observed that: -

(a) Governance Matters (Speaker's Office)

KSDM Council is very stable and convened 15 Council Meetings in 2022/2023 as per Institutional Calendar, including Special and Urgent Councils where necessary. Recommendations were taken to Council on a regular basis to ensure compliance with legislated timeframes and corrective actions. Below are findings and recommendations: -

Finding	Recommendations
i. Some Section 80 Committees did not convene their meetings due to quorum that failed to quorate and postponed/ cancelled.	<ul style="list-style-type: none"> Chairpersons and Whips of Section 80 Committees to ensure that Committee meetings convened on scheduled date as per the Institutional Calendar.
ii. Some Councillors did not tender apology / on time for non-attendance of Council / Committee Meetings	<ul style="list-style-type: none"> Code of Conduct for Councillors and Rule No. 50 of the KSD Standing Rules for the Meetings of Council and its Committee must be applied to those Councillors who do not attend Council and Committee Meetings without any apology.

Table 6 Findings and recommendations on Governance Matters

(b) Averting conflict interest

Schedule 1 of Municipal Systems Act No. 32 of 2000 on the Code of Conduct requires employees and Councillors to do Declaration of Interest. The Municipality is currently supplementing the implementation of the Code of Conduct with Draft Ethics and Integrity Management Policy. All specified employees and Councillors made the necessary declarations for 2022/2023 FY. The following are findings and recommendations: -

Finding	Recommendations
<p>i. All Declaration of Interest were properly completed e.g. no blank spaces in the Declaration of Interest forms, forms were correctly signed, and as thus legal effect of declarations was not compromised. All the declarations were analysed and captured. There were no potential and / or actual conflict of interest highlighted and as a result there were no disciplinary actions against any officials or Councillors.</p> <p>ii. The Committee was not provided with the Declaration of Interest Forms filled and could not ascertain whether all Officials, Politically/Administratively complied.</p>	<p>Adherence to the legislation is commendable: -</p> <ul style="list-style-type: none"> • The Municipality must develop Declaration of Interest Register. • In 2023/2024 FY all Declaration of Interest signed forms must be presented as POE.
<p>iii. The Municipality has not included Councillors in the Integrity Management and Ethics Policy.</p>	<ul style="list-style-type: none"> • The amendment of the Integrity Management and Ethics Policy must be completed by June 2024.

Table 7 Findings and recommendations on Declaration of Interest

(c) Risk Management

The Municipality discharged all its MFMA requirements and any other legislative obligations in relation to Risk Management. National Treasury's Public Sector Risk Management Framework provides for the implementation of an Enterprise Risk Management Framework for the entire public service. Added to this the MFMA in various Sections (Section 62) (1) (c) (i)) places a responsibility on the Municipality to put in place systems that will identify and take appropriate

steps to mitigate key risks within the institution. The Municipality has done the Risk Assessment in 2022/2023 FY and developed a Risk Register for monitoring by the Risk Committee and APAC on quarterly basis. There are Risk Mitigation Plans in place to deal with the key risks within the Municipality. Apart from those listed in the Registers, there is a process of reporting to enable easy monitoring by Management wherein monthly Departments submit the narrative report and quarterly reporting on Risks identified on the Risk Register. There are Risk Champions in all Departments and that makes Risk Management effective in the Municipality. The Performance Agreements of Managers did incorporate Risk Management as a Key Performance Indicator and as a criterion for Performance Assessment. To maintain and update the systems of Risk Management within the Municipality, the Risk Management Unit provided a platform for Risk Owners to provide update on risk matters and processes. The Internal Controls are regularly monitored and updated, with the progress made on the Municipal Audit Action Plan (MAAP) as a standing item on MPAC Ordinary Meetings to enhance monitoring done by APAC and Internal Audit.

Below are the findings and recommendations: -

Finding	Recommendations
<p>I. Compliance on Risk Management is adhered to, but implementation is not 100%.</p>	<ul style="list-style-type: none"> • The Accounting Officer is mandated by MFMA to be the risk owner and must do as such to ensure that Risk Management is fully implemented. • Performance Agreements of Managers must have KPI on Risk Management and be assessed as required

Table 8 Findings and recommendations on Risk Management

(d) Improving Compliance with Laws and Regulations

To deal with compliance, laws, regulations, fraud, and corruption there is a Compliance Calendar/Checklist in place that is monitored on quarterly basis. There is also a position for Compliance Officer who will be dealing with compliance issues, Anti-Fraud Plan, Corruption Policy, Whistle Blowing Policy, Compliance Checklist and Anti-Fraud and Corruption Hotline. The Municipality does not have historical / baseline information regarding the extent of non-compliance, fraud, and corruption. There are Strategies and Plans in place to prevent non-

compliance, fraud, and corruption and as thus their outcomes are measured. Fraud questionnaires were circulated and submitted and as a result there is a decrease in non-compliance, on fraud and corruption. There were no matters referred to Disciplinary Board for investigation. The matter that was referred was not financial misconduct therefore it fell outside the scope of financial misconduct. There was one outstanding case of fraud reported to SAPS and disciplinary processes conducted. Below are the findings and recommendations: -

Findings	Recommendations
i. The MPAC through Council makes recommendations on Consequence Management especially on some UIF&WE e.g. Bluetech Irregular Expenditure and there is no report on the implementation of such resolutions.	• The Council must be able to hold accountable the Accounting Officer for not implementing Consequent Management on Resolutions of Council.

Table 9 Findings and recommendations on Improving Compliance with Laws and Regulations

(e) Basic Services

Basic Services refer to provision of water, sanitation, electricity, waste management provision of housing, roads, and free basic services where possible. As reflected on the Service Delivery and Budget Implementation Plan (SDBIP), the Municipality tried its level best in providing these services to the communities. Also, Conditional Grants were effectively used, and the spending level was 100%. Below are the findings and recommendations: -

Findings	Recommendations
i. Poor performance of some contractors was noted as a concern in some projects implemented by the Municipality in 2022/2023 FY with some contracts being terminated.	• The Department of Budget and Treasury (BTO) must monitor and evaluate Service Provider's Contracts and Contracts Management Register on monthly basis to identify and gaps / bottlenecks on time and recommend termination of the none performing Contractors where necessary.

Findings	Recommendations
	<ul style="list-style-type: none"> All Departments that have projects must monitor and evaluate such projects on monthly basis to identify and gaps / bottlenecks on time and recommend termination of the none performing Contractors where necessary.
<p>ii. In some of the targets achieved i.e. storm water drainage maintenance there are challenges that were identified by the Committee of sewer spillage in ILitha, some areas in the CBD, Ngangelizwe, etc</p>	<ul style="list-style-type: none"> The Department must do due diligence to identify all the affected areas The Department must engage O.R. Tambo District Municipality in addressing the sewer spillages. The Municipality must consider proper planning when developing new residential areas to avert the situation in the old Townships.
<p>iii. There are no Community Halls constructed in some Wards. When weather conditions are unfavorable (heat, raining, windy etc.) affects the attendees</p>	<ul style="list-style-type: none"> As a long- term plan, the Municipality must consider constructing halls in all Wards.
<p>iv. In some areas where there is a big challenge of by-passing of electricity and foreign meters, the Municipality has a challenge of maintaining such electricity meters.</p>	<ul style="list-style-type: none"> The Municipality must conduct a study to identify all those areas with households with by-passed electricity, are using foreign meters and enforce Policy and By-Law Enforcement.
<p>v. The Municipality is faced with a big challenge of electricity faults due to cable thefts, burning of electricity kiosks, etc.</p>	<ul style="list-style-type: none"> The Department of Public Safety and Traffic Management in partnership with South African Police Services (SAPS) must assist do patrols to guard against cable theft, burning of electricity kiosks, etc.

Findings	Recommendations
	<ul style="list-style-type: none"> • Civic Education on Municipality property vandalism must be conducted at Imbizo's, community meetings, etc.
<p>vi. There is a huge backlog in the provision of RDP houses. The Department of Human Settlements is also faced with challenges in getting some owners of the RDP houses built.</p>	<ul style="list-style-type: none"> • The Department of Human Settlement must fast track the process identification of beneficiaries and do all the legal requirements before the end June 2024.
<p>vii. Almost all the Municipal facilities and buildings are not well maintained. Some buildings are vandalized and no Cater takers to guard such facilities e.g. Mqanduli Gardens, Munitata Building, Mthatha Town Hall, Municipal Parking and Mqanduli Offices.</p>	<ul style="list-style-type: none"> • The Municipality must ensure incremental budgeting for the maintenance of Municipal Building.
<p>viii. Refuse collection remains a challenge at the dumping sites</p>	<ul style="list-style-type: none"> • There needs to be a Strategy in place to mitigate the longstanding health hazard.

Table 10 Findings and Recommendations on Basic Services

(f) Policy on Indigent, Credit Control and Collection Levels

The Indigent Policy is in place and was updated in February 2024 to accommodate new applicants. The Indigent Policy has been applied according to its original terms and prescripts and no part of the policy was changed or waived. There is a Service Provider appointed to verify and validate the indigent information in the Indigent Register. The Indigent was allocated an amount of R27m for the Equitable Share that went towards funding for the indigents. The Municipality topped up with 1.7% from its own funds. During 2022/2023 FY, the target on Revenue Collection was 95% and the actual collection was 99% (which amounts to R725 454 706.45) which is 4% above the target. The Credit Control Policy was approved by Council together with other Financial Policies and are regularly applied. Below are the findings and recommendations:

Findings	Recommendations
i. The revenue collection could be more if disconnections can be done electronically.	<ul style="list-style-type: none"> The Department in the new installation of meters must consider Smart Meters to enable electronic disconnections.
ii. The implementation of the Indigent Policy is a cause for concern.	<ul style="list-style-type: none"> The Indigent Policy must be reviewed and corrected
iii. It is alleged that there are some applicants that are not approved and turn-around time on responses is taking longer.	<ul style="list-style-type: none"> To assist in this regard, all Ward Councillors must review Indigent Registers in their wards, update the registers, assist those that are indigents to apply for indigent relief and submit such reports to BTO by end June 2023. Starting from 1st of July 2023, MPAC will monitor and evaluate Indigent Register (in line with the implementation of the Indigent Policy).

Findings	Recommendations
iv. The Indigent System cannot pick up applicants / beneficiaries living in the same household	<ul style="list-style-type: none"> The Indigent System must be able to detect the applicants from the same household

Table 11 Finding and Recommendations on the Policy on Indigent, Credit Control and Collection Levels

(g) Extended Public Works Programme / Community Works Programme

In 2022/2023 FY total number of five hundred and nineteen (519) EPWP vacancies were advertised. Below are the findings and recommendations: -

Finding	Recommendations
i. Although services of EPWP are of great benefit to the Municipality, Department of Community services is still faced with the challenge of capacity regarding Waste Management, etc.	<ul style="list-style-type: none"> Department of Community Services must consider adding up the number of permanent employees, EPWP, CWP and divide the total amongst urban wards. The total number per ward must be working on that ward on daily basis. This will assist end the problem of cleaning on interim basis and when the rotation of cleaning warrants as such.

Table 12 Findings and Recommendations on the Extended Public Works Programme/Community Works Programme

(h) Service Delivery per Municipal Function

The IDP of the Municipality has specific targets that have been set for as per the Municipal Function, as enshrined in Schedule 4 & 5, parts (b) of the Constitution. The IDP as a five (5) Year Key Strategic document gives effect to the Municipal Functions, which will then be implemented through the SDBIP to ensure that services are being delivered and targets are achieved. The Annual Report serves as a mirror to measure the achievement of the Municipal Functions. Every FY the Municipality is required to give account of the performance of the previous year in line with the set targets as required by the Legislation. In the planning processes the Municipal Functions

are to take priority in terms of budget allocation, human capacity, implementation, reporting, monitoring and evaluation of performance without any compromise. Below are the findings and recommendations on the Service Delivery per Municipal Function: -

Finding	Recommendations
<p>i. Although the Committee appreciates re-gravelling and resurfacing of some rural roads and patching of potholes on peri-urban areas, in some areas there are still roads that are neither re-graveled nor resurfaced and potholes that are not patched. Of the eleven (11) Service Delivery Municipal Functions eight (8) targets were achieved and three (3) were not achieved e.g. Roads Maintenance (Re-gravelling), Installation of Road Signs and Construction of Houses were not achieved.</p>	<ul style="list-style-type: none"> To eliminate poor performance, PMS institutionalization must be expediated to ensure that there is proper implementation, reporting, monitoring and evaluation.
<p>ii. The Municipality the KPA that relates to Basic Service Delivery and Infrastructure Development has recorded a performance of 78%, with the some of the functions not being achieved Housing Construction and Roads.</p>	<ul style="list-style-type: none"> To eliminate poor performance, PMS institutionalization must be expediated to ensure that there is proper implementation, reporting, monitoring and evaluation.
<p>iii. In relation to Basic service delivery KPA in the previous year, in 2022/2023 the Municipality has recorded a performance of 78% which is a great improvement from 52% in 2021/22 FY. The issue of reverse backlog especially on Road Construction remains a challenge to the Municipality.</p>	<ul style="list-style-type: none"> The Municipality must in the budget allocation consider allocating budget for paved or tared roads that are sustainable for a longer period.
<p>iv. The non-achievement of some targets was noted with the following as reasons: -</p>	<ul style="list-style-type: none"> To eliminate poor performance, PMS institutionalization must be

Finding	Recommendations
<ul style="list-style-type: none"> • Poor performance by Service Providers leading to a few terminations under the Basic Service Delivery and Infrastructure Development KPA. • Inclement weather remained a challenge and delayed progress for some infrastructure projects, mostly experienced in quarter 2 and quarter 3 of 2022/2023FY. • Poor supply of construction material by manufacturers. • Lack of proper monitoring of the SDBIP implementation by Departments. • Delays in the implementation of Procurement Plans which led to delays in the implementation of some targets. • Poor response by Service Providers with some being non-responsive 	<ul style="list-style-type: none"> expedited to ensure that there is proper implementation, reporting, monitoring and evaluation. • Proper planning for implementation of service delivery projects must be done and consider implementation during less rainy seasons. • Improved planning must be considered to reduce delays that can be managed. • Consequence management must be applied for non-achievement of targets set. • Consequence management must be applied to the responsible Departments. • To eliminate poor performance, PMS institutionalization must be expedited to ensure that there is proper implementation, reporting, monitoring and evaluation.

Table 13 Findings and Recommendations on the Service Delivery per Municipal Function

(i) Managing the Municipal Workforce Performance Management System

There is one vacancy for Director position of Department of Public Safety and Traffic Management. All staff members were inducted on the Council policies as well as on Public Service Principles - Putting People First. In terms of Job Descriptions (JD's), 100% of employees' JDs were reviewed as per the annual target of 85 JDs written and approved. The actual performance was recorded as 87 JD's that have been approved. The Municipality tried its level best to institutionalize Performance Management System (PMS) as the cornerstone of Strategic Management System aimed at linking long term strategy (IDP) to short time actions (SDBIP). Section 38(a)(b) and (c) of the Municipal Systems Act No. 32 of 2000 requires that the "Municipalities to establish PMS, promote a culture of performance management amongst the Political Structures, Office Bearers and Councillors and its administration and administer its affairs in an economical, effective, efficient and accountable manner" This is to ensure that government outcomes, especially related to the provision of quality service delivery are met. In the Departments of Human Settlements and Rural and Economic Development, all employees signed their Performance Agreements. In other Departments the signing of Performance Agreements has not been fully implemented despite the past recommendations made on the Oversight Report and by other Oversight Structures of Council e.g. APAC. Performance reviews were conducted, to a certain extent and no performance bonuses were awarded. There was no trend of staff taking an increasing number of sick leave days, where cases of absenteeism reported or identified, disciplinary actions were taken and unpaid to such employees as a recourse for such conduct. Below are findings and recommendations: -

Finding	Recommendations
i. The Committee detected downward adjustment on the target of 530 for JDs framework, written and approved is not helping the Municipality for some employees still do not have JDs yet expected to sign Performance Agreements.	The 100% achievement on the set target is commendable, though the 84% downward adjustment is not acceptable and the Committee recommends that: - <ul style="list-style-type: none">• In the 2024/2025 SDBIP the remaining JDs must be sat as a KPI with clear quarterly targets achieved in the 2nd Quarter of 2024/2025.

<p>ii. The Municipality's PMS (Policies, Programmes and Projects) is not fully institutionalized and only focuses on individual PMDS.</p>	<ul style="list-style-type: none"> • The Municipality must seek intervention from Department of Planning, Monitoring and Evaluation (DPME) and also use of Local Government Management Improvement Model (LGMIM).
<p>iii. Municipality's Individual PMDS is not fully institutionalized. despite recommendations by oversight Committees of Council MPAC and APAC.</p>	<ul style="list-style-type: none"> • The Municipality must seek intervention from the COGTA as a support to the Municipality in the implementation of the PMS. • The KPI on Signing of Performance Agreements must be completed in the 2024/2025 FY.

Table 14 Findings and Recommendations on Managing the Municipal Workforce Performance Management System

(j) Supply Chain Management (SCM)

All employees within SCM Unit and members of SCM three (3) Bid Committees completed and signed Declaration of Interest forms as required by the SCM Policy. Members of SCM 3 Bid Committee signed confidentiality forms in all 3 Bid Committee Meetings. For 2022/2023 FY: -

- 3 Bid Committee System was properly constituted.
- The Supplier Declarations are done through Central Supplier Database (CSD) system report by Treasurer.
- Vetting against internal SCM staff and SCM 3 Bid Committee Members is done properly.
- Thirty-one (31) Contracts amounting to R 68 601 598,07 were awarded.
- Deviations were approved by the Accounting Officer and tabled at Council. Forty (40) transactions were procured through Deviation process.
- Reasons for deviations were included under Note 50 of the AFS.
- The Municipality did not have any Contracts concluded with the organs of state (e.g., procurement via competitive bidding).
- The Municipality did not award tenders to person/s employed by any organs of state.
- The Municipality made use of the National Governments CSD
- There were no construction projects approved that were not registered with the Construction Industry Development Board (CIDB).

Below are the findings and recommendations: -

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Finding	Recommendation
<p>i. The Committee noted the complaint lodged by Contour Technologies in terms of Regulation 49 of the Municipal Supply Chain Management Regulations.</p> <p>ii. The Committee also noted that the matter is sub judicare.</p>	<ul style="list-style-type: none"> • BTO must apprise the Council on the matter on finalization. • The SCM must ensure proper Management of the Contract to mitigate any possible irregular expenditure due to extension of contract or working beyond the contract period.

Table 15 Findings and Recommendations Supply Chain Management (SCM)

(k) Auditor-General Report: - Annual Financial Statements (AFS) Current Year

The Municipality has included all the issues raised by the Auditor- General in the Management Report in the Municipal Audit Action Plan (MAAP). The Municipality has properly analyzed the Management Report and managed to determine the root causes of the current findings. An MAAP has been developed as a proper, detailed plan with activities to address the root causes. The MAAP was developed internally and reviewed by external stakeholders e.g. APAC. The following are the findings and recommendations: -

Findings	Recommendations
<p>i. The Committee has noted that the Municipality is unable to hold accountable the transgressors who failed in their duties to remedy the previous AG's Findings.</p>	<ul style="list-style-type: none"> • Accounting Officer must submit a Report on the Consequence Management applied to the transgressors as the recurring of AG's findings pose a risk to the Audit opinion.
<p>ii. The Unauthorized Expenditure caused by implementation of Task and the State Funeral have not been submitted for write – off due to the pending external investigations.</p>	<ul style="list-style-type: none"> • The Executive Mayor and the Accounting Officer must follow-up the investigation by COGTA on Task and State Funeral.

Findings	Recommendations
<p>iii. Irregular, Fruitless and Wasteful Expenditure for 2022/2023 has been noted by MPAC and of the submitted expenditures the Committee differed some expenditure for submission with the required information for further investigation. There is continued reluctance in the provision of information to MPAC as required and this delays MPAC investigations.</p>	<p>Some Irregular, Fruitless and Wasteful Expenditures could have been avoided if the following were implemented as was raised in the previous Oversight: -</p> <ul style="list-style-type: none"> • The Municipality must improve and pay Service Providers within the legislated 30 days period, using all the Strategies in place for Revenue Enhancement. • Implementation of Consequence Management on the responsible officials

Table 16 Findings and Recommendations Auditor General Report: - AFS (Current Year)

(I) Auditor General (AG) Reports: - Report on the Annual Financial Statements (AFS) Preceding Year

The Municipality has conducted an in-depth analysis of the previous AG findings with a view to establish the root causes of the findings. These were addressed On the MAAP developed. The Internal Audit assessed the MAAP and proposed actions to address the root causes of the AG's Findings. The implementation of the AG's findings is included in the Performance Agreements of Senior Officials to monitor implementation.

Finding	Recommendations
<p>i. The Committee has noted that the Municipality is unable to hold accountable the transgressors who failed in their duties to remedy the previous AG's Findings 2021/2022 as some are recurring.</p>	<ul style="list-style-type: none"> • Accounting Officer must submit a Report on the Consequence Management applied to the transgressors as the recurring of AG's findings pose a risk to the Audit opinion.

Table 17 Findings and Recommendations on Auditor General (AG) Reports: - on the AFS Preceding Year

3.2. Mthatha and Mqanduli Oversight Project Site Visits

In conducting Oversight, the MPAC was guided by MPAC Guide and Toolkit (**National Treasury**) that provides for: -

- Promotion of good governance,
- Transparency,
- Accountability, and
- Value for money on the use of Municipal resources.

During 2023/2024 FY 1st Quarter, MPAC conducted Project Site Visits at Mqanduli area and in the 2nd Quarter at Mthatha area. Oversight focused on some of the sampled projects stated as achieved and not achieved on Final Draft Annual Report for 2022/2023 FY. On the not achieved projects where money was spent, the MPAC wanted to check what the challenges were and what can be done to ensure that such projects are finished to enhance service delivery.

a) Attendance Registers of the MPAC Oversight Project Site Visits

- i. Below is the Attendance Register of MPAC Members at Mqanduli Oversight Project Site visits: -

Attendees	Designation	Attended (√) / Not attended (X)
1. Cllr. M. Bango	MPAC Chairperson	√
2. Cllr. M. Majeke	MPAC Whip	√
3. Cllr. N. Jubeni	MPAC Member	√
4. Cllr. T. Gqiba	MPAC Member	√
5. Cllr. S.C. Mshunqane	MPAC Member	√
6. Cllr. A. Ketse	MPAC Member	√
7. Cllr. J. Msakeni	MPAC Member	√
8. Cllr. N. Matubatuba	MPAC Member	√
9. Cllr. T. Malefane	MPAC Member	√
10. Cllr. M. Marasha	Ward 29 Ward Councillor	√

Attendees	Designation	Attended (√) / Not attended (X)
11. Cllr. B. Vuma	Ward 23 Ward Councillor	√
12. Cllr. S. Dalasile	Ward 25 Ward Councillor	√
13. Cllr. B. Nxeve	Ward 36 Ward Councillor	√
14. Cllr. Z.L. Siziba	Ward 22 Ward Councillor	√
15. Ms. Z. Dumalisile	Manager MPAC, Research and Administration	√
16. Mr. Y.S Mafuya	MPAC Intern	√
17. Mr. T. Zide	Project Manager PMU	√
18. Mr. A. Ndabeni	Project Manager PMU	√
19. Mr. L. Mbangweni	Project Manager Human Settlement	√
20. Ms. S. Nondlazi	PMU Manager	√
21. Mr. B.C. Vice	Chief Licensing Officer	√

Table 18 Attendance Registers of the MPAC Oversight Project Site Visits in Mqanduli

ii. Below is the Attendance Register of MPAC Members at Mthatha Oversight Project Site visits: -

Attendees	Designation	Attended (✓) / Not attended (X)
MPAC MEMBERS		
1. Cllr M. Bango	MPAC Chairperson	✓
2. Cllr. M. Majeke	MPAC Whip	✓
3. Cllr. N. Jubeni	MPAC Member	✓
4. Cllr. T. Gqiba	MPAC Member	✓
5. Cllr. S.C. Mshunqane	MPAC Member	✓
6. Cllr. A. Ketse	MPAC Member	✓
7. Cllr. J. Msakeni	MPAC Member	✓
8. Cllr. N. Matubatuba	MPAC Member	✓
9. Cllr. T. Malefane	MPAC Member	✓
WARD COUNCILLORS		
10. Cllr. J. Robaer	Ward 03 Ward Councillor	✓
11. Cllr. S.E. Mngeni	Ward 04 Ward Councillor	✓
12. Cllr. N.G. Sidlova	Ward 05 Ward Councillor	✓
13. Cllr. M.S. Ngudle	Ward 06 Ward Councillor	✓
14. Cllr. S. Madyum	Ward 07 Ward Councillor	✓
15. Cllr. N. Matyeba	Ward 09 Ward Councillor	✓
16. Cllr. S. Majikija	Ward 11 Ward Councillor	✓
17. Cllr. M. Nkatu	Ward 12 Ward Councillor	✓
18. Cllr. N Tshaya	Ward 14 Ward Councillor	✓
19. Cllr. B. Silinga	Ward 15 Ward Councillor	✓
20. Cllr. M. Makaba	Ward 17 Ward Councillor	✓
21. Cllr. S. Ratshalala	Ward 20 Ward Councillor	✓
22. Cllr. A. Msuthu	Ward 31 Ward Councillor	✓
23. Cllr. N. Mayi	Ward 33 Ward Councillor	✓

Attendees	Designation	Attended (√) / Not attended (X)
24. Cllr. D.M. Teti	Ward 35 Ward Councillor	√
OFFICIALS		
25. Ms Z. Dumalisile	Manager MPAC, Research and Administration	√
26. Mr. Y.S Mafuya	MPAC Intern	√
27. Ms A. Sihela	MPAC Student	√
28. Mr. T. Zide	Project Manager PMU	√
29. Mr. S.Z. Mbutho	Project Manager PMU	√
30. Mr. K. Mapipa	Technicians PMU	√
31. Mr. B. Tuta	Technicians PMU	√
32. Ms. N. Matomane	Roads Technician	√
33. Mr. A. Cembi	Roads Foreman	√
34. Mr. B. Soyamba	Roads Foreman	√
35. Mr. S. Mabusela	Wellness Officer	√
36. Ms. N.Y. Nkwali	Wellness Officer	√
37. Mr. L. Mbozani	Manager Works	√
38. Mr. F. Kubayi	Electrician	√
39. Mr. L. Mbangweni	Project Manager Human Settlements	√
40. Mr B. Soyamba	Roads Technician	√
41. Ms. P. Bongoza	RED	√
42. Mr. L. Nxeve	RED	√

Table 19 Attendance Registers of the MPAC Oversight Project Site Visits in Mthatha

b) Itinerary for Project Site Visits

Below is the schedule of the Mqanduli Project Site Visits that took place on the 11 – 14 September 2023: -

KPI No.	Project Name	Target achieved/ not achieved	Actual performance	Project Site	Ward Cllr.	Date and Team	Departments and Official (s)
3.3.1.1	Resealing of surfaced streets	Not Achieved	Resealing of surfaced street 41.55 sq.	Mqanduli CBD	Cllr Marasha	11.09.2023 Team 1	Roads Ms. Matomane Mr Ndamase
3.3.1.3	Re-graveling of Gravel Roads Annual 240km Revised 210km	Not Achieved 89,9 km	Re-graveling of 22,3 km in Ward 25 & 29.	Mqanduli and Coffee Bay	Cllr Dalasile Cllr Marasha	11.09.2023 Team 1 & 2 12.09.2023 Team 1	Roads Ms. Matomane Mr. Ndamase
3.3.1.3/1	Blading of Gravel Roads	Achieved	Dry blading of 103.5 km in Wards 22, 24, 25, & 36 67	Mqanduli and Coffee Bay	Cllr Dalasile Cllr Nxeve Cllr Msakeni Cllr Siziba	11.09.2023 Team 1 & 2) 12.09.2023 Team 1	Roads Ms. Matomane Mr. Ndamase
3.3.1.4	No. of km of Surfaced & Gravel Roads Constructed within KSD Rural & Urban	Not Achieved	Vidgies to Sawmill Road Surfacing of 1.6. KM in Ward 29 Maqomeni via Mahlathini Access Road of 8.2 km in Ward 23	Mqanduli	Cllr Marasha Cllr Vuma	11.09.2023 All Teams 13.09.2023 Team 1	Project Management Unit (PMU) Mr. Ndabeni

KPI No.	Project Name	Target achieved/ not achieved	Actual performance	Project Site	Ward Cllr.	Date and Team	Departments and Official (s)
			Construction of Sigodini Access Road of 8 km in Ward 22		Cllr Siziba		
3.3.1.1.17	Construction of Municipal Facilities- DLTC	Not Achieved	75% completed was extended to 31 July 2023	Mqanduli	Cllr Marasha	11.09.2023 Team 1	Mr. Ndabeni
3.3.1.1.18	Maintenance of Municipal Facilities	Achieved	Maintenance of Mqanduli Hall & Municipal Office	Mqanduli	Cllr Marasha	11.09.2023 Team 2	Technical Services Building Unit Mr Tshwati
3.3.1.19	Construction of Houses	Not Achieved	Mahlungulu (350) (no progress as SCM still to issue Order) Willow (200) (On Foundation 26, Wall plates 21, Roofs 5) Zindindi (300) (On Foundation 53, Wall plates 28, Roofs 28, Practical complete 28)	Mqanduli And Coffee Bay	Cllr Marasha	13.09.2023 Team 2	Human Settlements Mr. L. Bangweni

KPI No.	Project Name	Target achieved/ not achieved	Actual performance	Project Site	Ward Cllr.	Date and Team	Departments and Official (s)
3.3.1.41	Maintenance of Parks	Achieved	Mqanduli Park maintained Quarterly	Mqanduli	Cllr. Marasha	11.09.2023 Team 2	Community Services Mr. Rozani
3.3.1.32	Maintenance of Mthatha, Mqanduli and Landfill Sites	Achieved	Landfill Sites were maintained Quarterly	Mqanduli and Coffee Bay (Mqanduli Land Sites)	Cllr. Marasha	14.09.2023 Team 2	Community Services Mr. Rozani
3.3.1.44	Maintenance of cemeteries	Achieved	Maintained Quarterly	Mqanduli Cemeteries	Cllr. Marasha	14.09.2023 Team 2	Community Services Mr. Rozani
3.3.1.42	Cleaning of Beaches	Achieved	Cleaned Quarterly	Mqanduli and Coffee Bay (Coffee Bay and Hole in the Wall)	Cllr Msakeni	13.09.2023 Team 1 & 2	Community Services Mr. Rozani
3.3.1.53	Road Markings	Achieved	24 kms marked in Mqanduli	Mqanduli	Cllr Marasha	11 & 14.09.2023 Team 1 & 2	Public Safety and Traffic Management Mr. Nxeve
3.3.2.2	Retail Sector: Spaza Support	Achieved	R200 000 was given to Mr. Songezo Ndwanaza to help him grow his business.	Mqanduli (Ward 36) eMampingeni	Cllr Nxeve	14.09.2023 Team 1	Rural Economic Development Ms. Nyangana

KPI No.	Project Name	Target achieved/ not achieved	Actual performance	Project Site	Ward Cllr.	Date and Team	Departments and Official (s)
3.3.2.3	SMME and Corporative Development	Achieved (Questionable achieved target as no delivery has been made on target)	1 SMME/Cooperative support on Ocean economy with production input (Service Provider has recently been order no delivery has been made as yet, Fishing Rods, PPEs, for 60 pp)	Coffee Bay Registered Coops	Cllr Msakeni		Rural Economic Development Ms. Nyangana

Table 20 Itinerary for Mqanduli Project Oversight Site Visits Schedule

Below is the schedule of the Mqanduli Project Site Visits that took place on the 11 – 14 September 2023: -

KPI NO.	PROJECT NAME	TARGET ARCHIEVED /NOT	ACTUAL PERFORMANCE	SITE ADDRESS/ LOCATION	WARD COUNCILLOR	TEAM AND DATE	DEPARTMENT AND CONTACTS
3.3.1.1	Resealing of surfaced streets	Not Achieved	7.4km of surfaced street maintained within KSD urban	Ward(s): 6, 7, 8	ClIr Ngudle ClIr Madyum ClIr Majeke	01.11.2023 Team 1 10H00-11H30	Roads Rasta 073 538 4258 Matomane 083 391 4548
3.3.1.1/1	Maintenance of Potholes	Achieved	1474 potholes on surfaced streets resealed within KSD	Ward(s): 2, 3, 4, 5, 6, 7	ClIr Roeber ClIr Mngeni ClIr Sidlova ClIr Ngudle ClIr Madyum	01.11.2023 Team 2 10H00-12H00	Roads Rasta 073 538 4258 Matomane 083 391 4548
3.3.1.2	Maintenance of Stormwater Infrastructure	Achieved	190336m of Storm Water maintained in KSD	Ward(s): 1, 2, 3, 4, 5, 6, 7, 8 9	ClIr Majeke ClIr Gwebani ClIr Roeber ClIr Mngeni ClIr Sidlova ClIr Ngudle ClIr Madyum ClIr Matyeba	01.11.2023 Team 1 & 2 12H00-15H00	Roads Rasta 073 538 4258 Matomane 083 391 4548
3.3.1.3	Re-graveling of Gravel Roads Annual 240km Revised 210km	Not Achieved 89,9 km (including Mthatha)	Re-graveling of 86.9km in KSD.	Ward(s): 4, 5, 6, 7, 10, 11, 16, 17, 33, 35, 37	ClIr Mngeni ClIr Ngudle ClIr Madyum ClIr Jubeni ClIr Majikija ClIr Ketse ClIr Makaba	02.11.2023 Team 1 & 2 08H30-12H00	Roads Rasta 073 538 4258 Matomane 083 391 4548

KPI NO.	PROJECT NAME	TARGET ARCHIEVED /NOT	ACTUAL PERFORMANCE	SITE ADDRESS/ LOCATION	WARD COUNCILLOR	TEAM AND DATE	DEPARTMENT AND CONTACTS
					Clr Mayi Clr Teti Clr Gqiba		
3.3.1.3/ 1	Blading of Gravel Roads	Achieved	Dry blading of 713.1km in KSD	Ward(s):1 2, 4, 6, 9, 10, 11, 12, 13, 14, 15, 16, 17, 18, 19, 30, 33, 34, 35, 37	Clr Matubatuba Clr Gwebani Clr Mngeni Clr Ngudle Clr Matyeba Clr Jubeni Clr Majikija Clr Nkatu Clr Mlanjeni Clr Tshaya Clr Silinga Clr Ketse Clr Makaba Clr Tokwana Clr Daniso Clr Badli Clr Mayi Clr Molakalaka Clr Teti Clr Gqiba	02.11.2023 Team 1 & 2 08H30- 12H00 03.11.2023 Team 1 & 2 09H30- 11H30 06.11.2023 Team 1 & 2 08H30- 11H30	Roads Rasta 073 538 4258 Matomane 083 391 4548

KPI NO.	PROJECT NAME	TARGET ARCHIEVED /NOT	ACTUAL PERFORMANCE	SITE ADDRESS/ LOCATION	WARD COUNCILLOR	TEAM AND DATE	DEPARTMENT AND CONTACTS
3.3.1.4	No. of km of Surfaced & Gravel Roads Constructed within KSD Rural & Urban	Not Achieved	59.91km of surfaced roads constructed within KSD Rural & Urban	Ward 8 - Norwood Internal Streets Phase 1 Ward 9 – Callaway & Eagle Street 73 Ward 6 – Kind Edward Road Surfacing Ward 33 - Qweqwe & New Landfill Site A/A Ward 35 – Matyeni – Ngcwala A/R Ward 19 – Ngxoki, Qokolweni to Xhwili & Mtirara School Ward 34– Tyeni to Mbozisa A/R with Bridge Ward 10 – Ncise – Mdeni via Clinic A/R Ward 6/8– Mthatha Side Walks Ward 31 – Re-gravelling Luviweni A/R Ward 34 – Mdeni – Tabase A/R Ward 18 Bilitane – Nqencu A/R	Clr Majeke Clr Matyeba Clr Ngudle Clr Mayi Clr Teti Clr Daniso Clr Molakalaka Clr Jubeni Clr Tokwana Clr Msuthu	02.11.2023 Team 1 & 2 12H00- 14H00 03.11.2023 Team 1 & 2 12H00- 16H00 06.11.2023 Team 1 & 2 12H00- 14H30 07.11.2023 Team 1 & 2 08H30- 15H30	PMU Asanda 073 182 7018

KPI NO.	PROJECT NAME	TARGET ARCHIEVED /NOT	ACTUAL PERFORMANCE	SITE ADDRESS/ LOCATION	WARD COUNCILLOR	TEAM AND DATE	DEPARTMENT AND CONTACTS
3.3.1.5	Bridge Construction	Achieved	The construction of Baziya bridge is in progress at 50% completion	Ward 15 - Baziya Clinic -- Sixuzula A/R	Cllr Silinga	02.11.2023 Team 2 14H30-15H30	PMU Asanda 073 182 7018
3.3.1.18	Maintenance of Municipal Facilities	Achieved	Maintenance of Mdeni Hall & Munitata Office (four seasons)	Ward 10 - Mdeni Munitata	Cllr Jubeni	03.11.2023 Team 1 08H30-09H30	Building
3.3.1.10	Installation of Transformer	Achieved	One transformer Bay installed at Thornhill substation	Thornhill	Cllr Nkathu	08.11.2023 Team 2 08H30-09H30	Electricity
3.3.1.16	Construction of Community Hall	Achieved	1 Community Hall Constructed in Silverton	Ward 1 - Silverton Community Hall	Cllr Matubatuba	03.11.2023 Team 2 08H30-09H30	PMU Asanda 073 182 7018

Table 21 Itinerary for Mthatha Project Oversight Site Visits Schedule


c) Project Site Visits Findings, Recommendations and POE

Below are the findings, recommendations and POE on the projects visited: -

Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.1.1 – No. of kms of Surfaced streets maintained within KSD • 8,7km of surfaced street planned to be maintained within KSD urban and actual performance is 7,4km surfaced streets maintained within KSD Urban area 	
<ul style="list-style-type: none"> • The Committee noted the progress made on the Street Surfacing in the maintenance, though the target has not been achieved due to weather conditions and non-availability of material from the manufacturer. • During the MPAC Oversight Project Site Visit the Committee noted that 7,4 km were surfaced instead of 8,7km target. • The Committee noted and applauded the quality of work done especially in Callaway which has since been done by internal roads team, the only challenge is road marking. • The Committee noted that a number of patched roads in the Urban areas requires road surfacing. 	<ul style="list-style-type: none"> • The Department must develop clear plan to avert challenges of shortage of material during the period of implementation. • The Department must develop such plan to ensure that extensive effort is employer to cover more area during winter and Autumn seasons in order to avoid non-performance due to inclement weather. • The Department must ensure that Road Marking on completed road is done timeously. • During planning the Department must consider surfacing roads than pothole patching for sustainability.

POE



Findings	Recommendations
<ul style="list-style-type: none"> ● KPI No. 3.3.1.1/1 – No. of Potholes on surfaced streets resealed within KSD ● 807 Potholes on surfaced street resealed within KSD urban and actual performance is 1474 	
<ul style="list-style-type: none"> ▪ The Committee noted the over achievement statement on the resealed potholes on surfaced streets but there are still many potholes that remain unpatched e.g. most streets at Ikwezi Township, Mbuqe Extension, etc. In most streets pothole patching is not sustainable. ▪ The Committee has also noted the reverse backlog on the surfaced roads (potholes) which is mainly caused by the heavy rains or inclement weather experience as most of our roads in the infrastructure requires surfacing. 	<ul style="list-style-type: none"> ▪ To avoid shoddy workmanship of potholes patching the Department must consider surfacing the streets instead so that there can be value for money ▪ The Department must address the backlog on potholes
POE	
	

Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.1.2 – No. of meters of Stormwater Infrastructure maintained within KSD • 100 000m of Stormwater infrastructure maintained and actual performance is 190336m 	
<ul style="list-style-type: none"> • The work conducted on the cleaning of the storm water infrastructure and the over achievement was noted by MPAC, though due to heavy rains some were filled with silt. • In some areas the concrete lids have been removed for households use. • The Committee has also noted the sewer spillages in the Stormwater Infrastructre which is attributed to collapsing underground infrastructure. This is more common in areas like Ngangelizwe, Ikwezi four- roomed area, Savoy Gardens, Mqanduli Cemetery. 	<ul style="list-style-type: none"> • Attention is required during planning of new townships as some of the challenges of blocked storm water are relating to planning in the old Townships like Ngangelizwe. • Community Awareness during Ward General Meetings must be made. The communities must be made aware that vandalism of government property is crime and punishable. • An engagement with the O.R. Tambo District Municipality is required to address the issues of sewer spillages into the Stormwater infrastructure.

POE



Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.1.3 – No. of km of Gravel Roads re-graveled within KSD Rural and Urban • 240km planned for Road Re-gravel and Revised 210km of Gravel Roads, the actual performance 86.9km. 	
<ul style="list-style-type: none"> • The Re-gravelling of roads was done by the Department, with most of the roads in good condition after re-gravelling, though the target has not been achieved due to fleet breakdown and theft of fleet fuel in some Wards. • The issue of inclement weather has impact in some roads that were done in the 2022/2023 FY, of which the type of gravelling material used in some roads also had an effect on the sustainability of the roads. • In some wards there is heap of gravelling material that is not processed for longer time due to plant breakages. 	<ul style="list-style-type: none"> • The Municipality must fast-track the process of purchasing of new plant in order to achieve targets set, especially for service delivery. Monitoring of fleet and fleet fuel must be done. • Community Awareness must be conducted on the use of gravelling material as a resource for use in the road gravelling for more sustainable roads. • The Municipality must fast-track the process of purchasing of new plant in order to achieve targets set, especially for service delivery. • Ward Councillors are to monitor, report and evaluate any projects done at their wards.

POE



Findings		Recommendations	
<ul style="list-style-type: none"> • KPI No. 3.3.1.3/1 – No. of km of Gravel Road bladed within KSD • 560km of Gravel roads planned for blading within KSD and the actual performance is 713.1km • The over achievement on the KPI has also been noted due to the high demand of road maintenance 			
<ul style="list-style-type: none"> • Blading was done in areas as reported on the 2022/2023 Annual Report, though blading of road in some Wards e.g. has shown not being sustainable as some roads are bad due to heavy rains. 		<ul style="list-style-type: none"> • Road blading is not sustainable and with limited resources, consideration must be done for value for money. 	

POE




Findings	Recommendations
KPI No 3.3.1.4 No. of km Surfaced & Gravel Roads Constructed within KSD Rural & Urban Construction (100km target to be 59.91km of surfaced roads constructed within KSD Rural & Urban)	
<ul style="list-style-type: none"> • The Construction of Surfaced and Gravel Roads has been done by the Department and the good quality work in most of the projects visited has been noted. 	
<ul style="list-style-type: none"> ▪ The issue of poor performance of Service Providers on the quality of work and delay due inclement weather was noted as a challenge in some of the constructed roads. 	<ul style="list-style-type: none"> ▪ The Department must plan properly for implementation of the construction projects and avoid implementations during rainy season to minimize delays. Service Providers must be closely monitored and poor performance must be punished e.g. terminate services of poor performing Service Providers
POE	



Findings	Recommendations
<ul style="list-style-type: none"> • KPI NO. 3.3.1.9 No of Households Connected to the Grid/ KPI NO. 3.3.1.19 No of Houses Constructed • The progress on the construction of Houses was noted during the Oversight Project Site Visit and the good quality of work was also noted in most of the houses constructed. 	
<ul style="list-style-type: none"> • The Committee noted with concern some RDP houses are built in Household with well-constructed houses. • The Committee also noted the issue of changing of status for approved beneficiaries was also noted in some areas i.e. at the time of application the household qualified and at implementation the beneficiary state changed. • The poor performance of Contractors and some abandoned sites due to issues of terrain especial in Mqanduli projects was also noted. 	<ul style="list-style-type: none"> • The Provincial Department of Human Settlements together with the Municipality must develop a Policy to guide beneficiation on the implementation to avoid improper beneficiation. • The Provincial Department of Human Settlements together with the Municipality must develop a Policy to guide beneficiation on the implementation to avoid improper beneficiation. • Service Provider close monitoring must be intensified by the Department to reduce poor performance.

POE



Findings	Recommendations	POE
<ul style="list-style-type: none"> • KPI No. 3.3.1.16 – No. of Community Halls constructed (construction of Silverton Community Hall) 		
Ward 1: Construction of Silverton Hall		
<ul style="list-style-type: none"> • The Community Hall was done, but there is a need to address the issue of the entrance and parking area within the yard provided. • The Committee found out that the Community forcefully wanted the Hall to be built in pond irrespective of proper advises from the Municipality. 	<ul style="list-style-type: none"> • The Department must ensure that issues identified are addressed. • The Community must take advises from the Municipality so as to avoid such avoidable situation of building Community Hall in a pond. 	

Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.1.17 – No of Municipal Facilities constructed • The Committee commended the good workmanship, quality of work and progress on site. <p>Although the budget was all spent the project was not completed due to non-performance of the contractor.</p> <p>Besides inclement weather conditions, the Committee noted that the cash flow challenges experienced by the Contractor on site were also the cause of the delays and led to the project not completed on time.</p>	<ul style="list-style-type: none"> • The Department must compile a detailed report on the project completion and also detailing what measures were taken on the non-performance of the Contractor. The report must also include way forward on the project. • The Department must compile a detailed report on the project completion and also detailing what measures were taken on the non-performance of the Contractor. The report must also include way forward on the project.

POE



Findings	Recommendations
<ul style="list-style-type: none"> • KPI NO. 3.3.1.18 – No. of Municipal Facilities maintained ▪ The Committee noted with appreciation the work done to revamp the Municipal Hall in Mqanduli and noted that the Mqanduli offices are in a dilapidated state and require maintenance. ▪ At Four Seasons Offices the Committee applauded the quality of the work done and noted there is no ablution facilities in the building. ▪ The Committee also noted the dilapidated state of the Munitata Building. 	<ul style="list-style-type: none"> ▪ If not there, the Municipality must develop Building Maintenance Plan and implement OHS with immediate effect • There is a need to provide ablution facility in the building. • The Department must develop Building Maintenance Plan to address the challenges as noted by the Committee. • The Municipality must consider providing a reasonable and sufficient budget for maintenance, refurbishment of some buildings and facilities where necessary.

POE



Findings	Recommendations
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- | | |
|--|--|
| <ul style="list-style-type: none"> • KPI No. 3.3.2.1 – No of Agricultural Projects and Programs Support • All the four (4) Co-operatives reported on the 2022/2023 Annual Report, were supported with Seedlings and Feed for Piggery. • All the Co-operatives are operational and showed appreciation in the Municipal support | |
|--|--|

- | | |
|---|---|
| <ul style="list-style-type: none"> • Committee noted that Co-operatives require post support for sustainability of the projects. | <ul style="list-style-type: none"> • The Department going forward must consider support to Co-operatives for skills transfer for their sustainability post support by Government this will ensure sustainability and job creation. |
|---|---|

POE	
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Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.2.2 - Retail Sector Spaza Support in Ward 36 Mqanduli – Mampingeni • The Retail Sector Spaza support was given to Mampingeni Ward 36 to Mr. Songezo Ndwanyaza at an amount of R200 000 which was a pilot project. The Spaza Shop is owned by a Young Man a resident of Mampingeni Village as a confirmation of the purpose of the Spaza Support Programme. 	
<ul style="list-style-type: none"> • The risk noted was a huge quantity of stock in the Spazza Shop that is not well secured and safe making it to be vulnerable to any type of crime that can occur. • The Committee also noted that some stock is not necessary for target market. 	<ul style="list-style-type: none"> • The Spazza Shops must be secured in order to mitigate any criminal risks that may occur. • The Department must train the beneficiaries of the Retail Sector for sustainability.
POE	



Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.1.32 – No. of Landfill Sites maintained quarterly 	
<ul style="list-style-type: none"> • The Landfill Site requires properly fencing and improve the state of the Guard Room to improve revenue collection. 	<ul style="list-style-type: none"> • The Department must address the issues of fencing and the Guard Room to improve security.

POE



Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.1.41 – No. of Parks maintained Quarterly • Maintenance of the Park was done on the day of MPAC Site Visit. • Vandalism in the Park was noted by the Committee in 2021/2022 and in the 2022/2023 FY Oversight Visits conducted. 	<ul style="list-style-type: none"> • The Park must be maintained as planned and not on the day of the MPAC Site Visits. • To curb vandalism Community awareness must be conducted on Municipal properties.

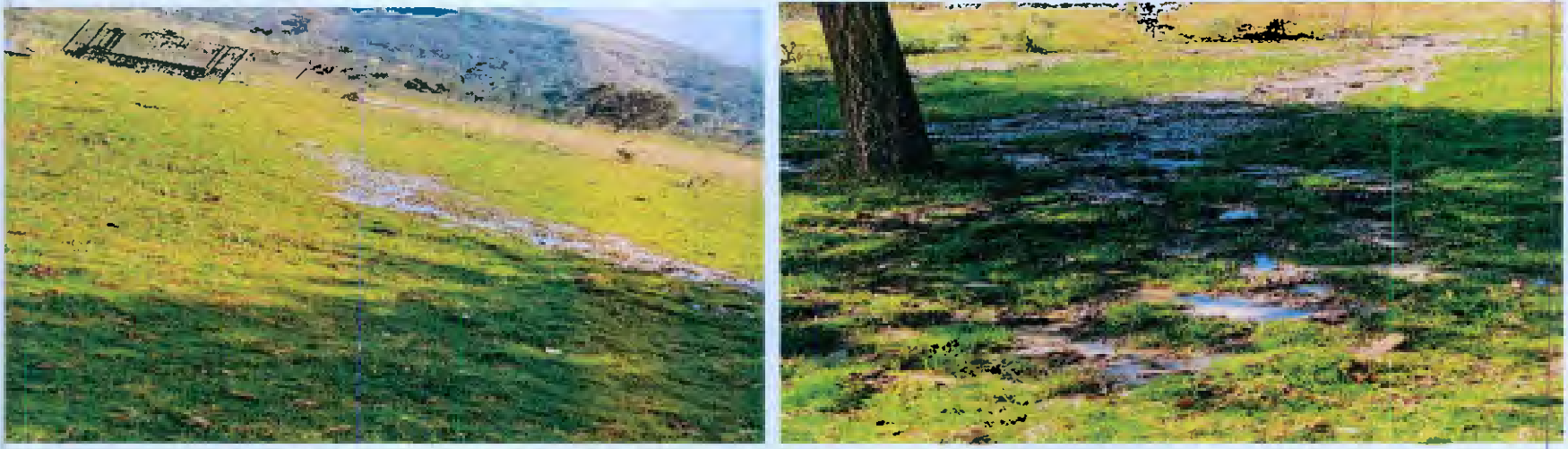



Beaches cleaned quarterly

- KPI No. 3.3.1.42 – No. of Beaches cleaned quarterly
- Ward 24 Mqanduli and Coffee Bay

The Committee noted with appreciation the effort made in cleaning of all beaches. At all beaches the grass is well maintained, the sea shores are very clean and there is no littering around.

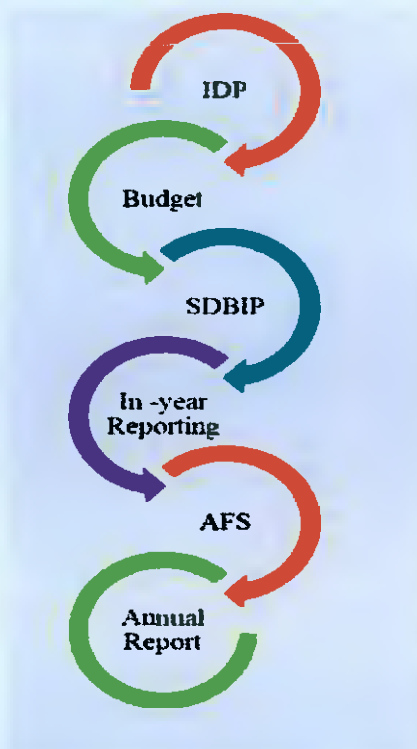


Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.1.44 – No. of Cemeteries maintained quarterly 	
Ward 29 (Mqanduli Cemetery)	
<ul style="list-style-type: none"> • The Committee noted with concern the filthiness of the cemetery as it was in the same state in 2021/ 2022 FY oversight site visit e.g. sewer spillage, no proper fencing and no gate, etc. 	<ul style="list-style-type: none"> • The Department must provide a proper report on why the cemetery is not maintained. The cemetery must be provided with a guard
POE	
	

Findings	Recommendations
<ul style="list-style-type: none"> • KPI No. 3.3.1.15 Maintenance of Public (targeted to maintain 2000 Public Lights, Maintained 2830) • Public Street Lights were maintained as per the reported areas in the 2022/2023 Annual Report though not functional in certain parts of the urban area e.g. Boundary Road, Qokolweni Road, Tembu Road, New Brighton etc. • Continuous theft, cut of cables, globes broken, globes removed and kiosks burning were noted. 	<ul style="list-style-type: none"> • All public streetlights must be maintained. • In order to protect the Municipality property Community Awareness must be intensified and the Community must be made aware that vandalism is a punishable crime. Proper investigation internally and externally must be conducted on this high-level of vandalism. Engagement with law enforcement internally and externally must be conducted to assist eliminate and put control measures on unlawful acts.
POE	
	
<p>Table 22 Findings and Recommendations on MPAC Oversight Project Site Visits</p>	

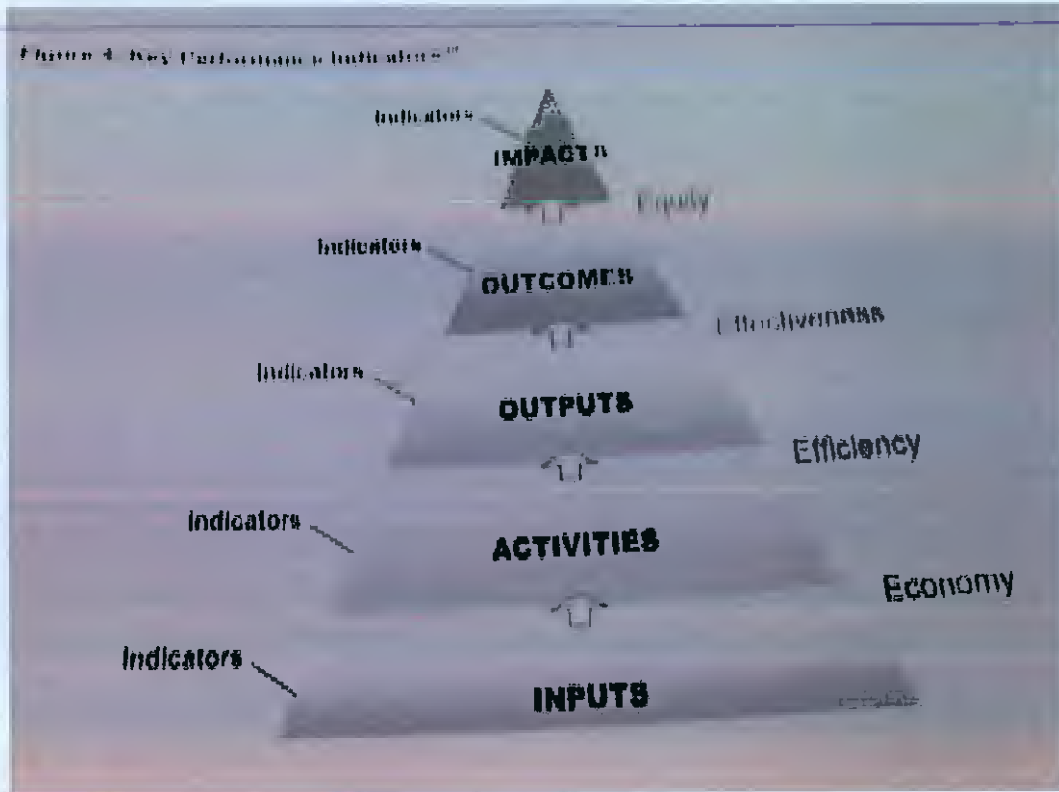
3.3. Departmental Hearings on Final Draft Annual Report 2022/2023 FY

As per Good Practice Guide on Municipal Finance Management Act (South African Local Government Association - SALGA, 2021) MPAC is also responsible for overseeing the accountability cycle including PMS: -



The SDBIP is one of the critical components of the Accountability Cycle. The actual implementation of the IDP over a single Financial Year is given effect through the SDBIP. The MPAC conducted Departmental Hearing Sessions for data validation, credibility, quality and **relevancy** of the projects implemented in the 2022/2023 Financial Year. The sessions were so well attended both politically and administratively. The Departments concurred with the findings, recommendations, POE and made inputs on the corrective measures to address the shortcomings. Of significance importance all the Departments cooperated with MPAC from updating 2021/2022 MPAC Past Recommendations, Report Format, Project Site Visits but did not attend Executive Mayor's presentation of Annual Report both at Mthatha and Mqanduli. The MPAC was very satisfied, attested that the information provided was very clear, unambiguous and explained any deviations from the set KPI's agreed upon in the SDBIP.

Most importantly MPAC also wanted to measure whether the SDBIP talks to: –



Pyramid showing the National Treasury Framework for Managing Programme Performance information (2007).

a) Heat Map - Comparative tabulation of the SDBIP performance between the period of 2020/2021 FY to 2022/23 FY

Departments	2020/2021 FY				2021/2022 FY				2022/23 FY			
	Total Targets	Achieved	Not Achieved	% Achieved	Total Targets	Achieved	Not Achieved	% Achieved	Total Targets	Achieved	Not Achieved	% Achieved
1. Budget and Treasury	15	13	2	87%	16	12	4	75%	17	12	5	71%
2. Community Services	24	15	9	75%	17	6	11	35%	26	20	6	77%
3. Cooperate Services	45	30	15	67%	39	23	16	59%	34	26	8	76%
4. Executive and Council	16	11	5	69%	27	17	10	63%	48	40	8	83%
5. Human Settlements	20	9	11	45%	16	13	3	81%	19	13	6	68%
6. Public Safety	19	10	9	53%	28	13	15	46%	39	27	12	69%
7. Rural Economic Development	54	25	29	46%	32	23	9	72%	21	15	6	71%
8. Technical Services	14	8	6	57%	18	11	7	61%	26	15	11	58%
Overall	207	139	68	67.1 %	193	118	75	61%	230	168	62	73%

Table 23 Heat Map - Comparative tabulation of the SDBIP performance

b) Schedule of Departmental Hearings

DATE	TIME	DEPARTMENT	INVITEES	CONTACT PERSON
14 February 2024	09H00 – 11H00	Corporate Services	MMC Director, General Managers & Manager	Ms Xolwana- 065 980 6273
	11H00 – 13H00	Community Services	MMC, Director, General Managers & Managers	Ms Ntunja- 071609 4814 Ms Mantashe- 083 530 9749
	13H00 – 14H00	Lunch		
	14H00 - 16H00	Rural &Economic Development	MMC, Director, General Manager/s & Managers	Mr Nxeve- 064 682 1549 Mr Mvumvu- 067 407 7132
15 February 2024	09H00 – 11H00	BTO	MMC, Director, General Managers & Managers	Ms Ndlindle 068 031 9666 Ms Matiwane- 061 541 5972
	11H00 – 13H00	Human Settlements	MMC, Director, General Managers & Managers	Ms Xhobani- 060 816 2817 Ms Plaatje- 078 937 1909
	13H00 – 14H00	Lunch		
	14H00 – 16H00	Technical Services	MMC, Director, General Managers & Managers	Ms Sithole- 081 371 5871 Ms Matafeni- 073 051 0264
16 February 2024	09H00 – 11H00	Executive & Council	Executive Mayor, Speaker, Single Whip of Council, COO, Generals Managers & Managers	Ms Moyi- 066 284 8459 Ms Sifumba- 073 030 5653 Ms Mbenenga- 072 164 1861 Ms Ndaba- 083 443 3277
	11H00 – 13H00	Public Safety	MMC, Director, General Managers & Managers	Mr Teba- 083 429 0839 Ms Yandisa- 072 413 9630

Table 24: Schedule of Departmental Hearings

c) Departmental Hearing Sessions Committee Attendance

MPAC Members	Departmental Hearing Attendance								
	Corporate Services 14.02.2024	Community Services 14.02.2024	BTO 15.02.2024	Human Settlements 15.02.2024	Technical Services 15.02.2024	Executive & Council 16.02.2024	Rural &Economic Development 16.02.2024	Public Safety and Traffic Management 16.02.2024	
1. Cllr. M. Bango	√	√	√	√	√	√	√	√	
2. Cllr. M. Majeke	√	√	√	√	√	√	√	√	
3. Cllr. N. Jubeni	√	√	√	√	√	√	√	√	
4. Cllr. T. Gqiba	√	√	√	√	√	√	√	√	
5. Cllr. S.C. Mshunqane	√	√	√	√	√	√	√	√	
6. Cllr. A. Ketse	√	√	√	√	√	√	√	√	
7. Cllr. J. Msakeni	√	√	√	√	√	√	√	√	
8. Cllr. N. Matubatuba	√	√	√	√	√	√	√	√	
9. Cllr. T. Malefane	√	√	√	√	√	√	√	√	
Officials									
10. Ms. Z. Dumalisile	√	√	√	√	√	√	√	√	
11. Mr. Y.S. Mafuya	√	√	√	√	√	√	√	√	
12. Mr. O.S. Senene	√	√	√	√	√	√	√	√	
13. Ms. A. Sihele	√	√	√	√	√	√	√	√	
Communications Unit									
14. Ms. B Mtiza	√	*	*	*	*	*	*	*	

PMS Unit Staff								
15. Ms. P. Pellem	√	√	√	√	√	√	√	√
16. Ms. N Mqambeli	√	√	√	√	√	√	√	√

Table 25 MPAC Attendance on the Departmental Hearings

The Attendance is demonstrated as 1 (present), AP (absent with apology) and * (absent with no apology). Below is the attendance of MPAC:

i. Department of Corporate Services

The Departmental Hearing Session was adequately attended both politically and administratively. Below is the: -

a) Attendance Register

Date ; 14.02.2024		
Time : 09h00 - 11h00		
Venue : Mthatha City Hall Council Chamber		
Councillors & Officials	Attended	Attended (√) Not attended (X)
1. Cllr. N. Sibeko	Acting MMC Corporate Services	√
2. Mr. S.M. Nodo	Director Corporate Services	√
3. Dr. V.S. Letuka	General Manager Organizational Support	√
4. Ms. T.V. Mbulalwa	Committee Officer	√
5. Mr. B. Ndlobeni	General Manager Human Resource	√
6. Ms. S.Z. Majavu	Manager Employee Wellness	√
7. Mr. T. Feni	Manager Personnel Service	√
8. Ms. K. Ngxobongwana	Manager Labour Relations	√
9. Mr. K. Tonise	Job Evaluation Officer	√
10. Ms. N. Ncapai	Manager Human Resource Development	√
11. Mr. P. Ndabangaye	Acting Manager: ICT OPS	√

Table 26 Corporate Services Departmental Hearings Attendance

b) POE of the session



c) Findings and Recommendations

Findings	Departmental Inputs	Recommendations
<p>i. The Department intended to place 269 employees by June 2023, but only 71 were placed because of an ongoing Job Evaluation process. This process aimed at addressing the significant changes in the existing positions and newly created position.</p>	<ul style="list-style-type: none"> The Target will be achieved by June 2024 as the process of Job Evaluation is underway. 	<ul style="list-style-type: none"> The Department must ensure that the process of writing Job Descriptions is completed by the end of the 3rd Quarter 2023/2024 and await process of approval which must be completed by the end of June 2024.
<p>ii. The Department Intended to perform 3 Reviews of Employees on Performance Agreements conducted but only 2 Performance reviews of Employees on Performance Agreements were conducted during the financial year this was due to the Capacity challenges in quarter 1 and delays in signing Performance Agreements.</p>	<ul style="list-style-type: none"> Target will be closely monitored in 2023/24 financial year. 	<ul style="list-style-type: none"> Implementing an electronic signature system or establishing clear guidelines and deadlines for agreement signing can expedite the process and ensure timely completion of performance reviews in order to minimize delays. PMS must conduct sessions with all departments so as to address the issue of PMS against the Union position.
<p>iii. The Municipality is still unable to properly manage the Municipal Facilities especially those in the Rural Areas; vandalism and theft continue to be problematic due to</p>	<ul style="list-style-type: none"> An MPCC and Community Halls Policy is in place to mitigate these challenges. A report has been submitted to Council on the turnaround plan for revenue 	<ul style="list-style-type: none"> Public Participation must be enhanced on the ownership of Municipal Facilities by communities in order to improve security to

Findings	Departmental Inputs	Recommendations
<p>inadequate security in the Communities, leading to financial losses.</p>	<p>collection, is being implemented in the 2023/2024 FY.</p>	<p>minimize theft and vandalism of the Municipal facilities.</p> <ul style="list-style-type: none"> • Progress on the implementation of the Plan must be reported on quarterly basis to monitor its effectiveness.
<p>iv. The training function is centralized and all related expenditure is authorised by the Director of Corporate Services. The municipality has, during the financial year ended 30 June 2023 conducted various training sessions. Total number of officials that have benefited from development initiatives is 549 and 46 Councillors.</p>	<ul style="list-style-type: none"> • The Department proposed that training for Councillors be moved to the Speakers Office for proper accountability, as welfare of Councillors resides with the Speaker. • The Department further proposed that a consideration be made on the existing budget for training of Ward Committees. 	<ul style="list-style-type: none"> • The Department of Corporate Services and Chief Operations' Office must engage on this matter for conclusion before the end of the 3rd Quarter for implementation in the 2024/2025 FY.

Table 27 Corporate Services Findings and Recommendations

ii. Department of Community Services

a) Attendance Register

Date : 14.02.2024		
Time : 11h00 – 13h30		
Venue : Mthatha Town Hall Council Chambers		
Councillors & Officials	Position	Attended (√) Not attended (X)
1. Cllr. S. Nyengane	MMC Community Services	√
2. Mr. F. Guleni	Director Community Services	√
3. Mr. L. Kuza	Superintend Refuse Removal	√

Table 28 Community Services Departmental Hearings Attendance

b) POE of the session



c) Findings and Recommendations

Finding	Departmental Inputs	Recommendations
<p>i. The Department had planned to improve billing of Refuse Removal by 40% and the actual performance is only 11%. The non-achievement is said to be related to inaccessibility of the landfill site due to bad weather and unavailability of fuel cards.</p>	<ul style="list-style-type: none"> The Department acknowledges the non-achievement it encountered in the 2022/2023 FY, most of the issues or challenges experienced were resolved i.e. improvement of access in the Landfill Site and availability of fuel cards. 	<ul style="list-style-type: none"> The Department of Community Services and Budget and Treasury Office must ensure proper planning to eliminate unnecessary challenges on the Municipal Function e.g. there needs to be improvement on the availability and monitoring the usage of fuel cards.
<p>ii. The KSD Municipality has two (2) swimming pools within the urban area, located at Mthatha CBD and Ngangelizwe, main swimming pool is in the CBD. All of them are dilapidated because of neglect and vandalism.</p>	<ul style="list-style-type: none"> The Municipality has developed a Rehabilitation and Revamping Plan of Queenspark and Nursery which will include the Mthatha Swimming Pool and grant has been made available from MIG with an amount of R4.5m from 2024/2025 FY. It is also planned that a surplus of that amount will be utilized to start the planning for Rehabilitation of the Ngangelizwe Swimming Pool. 	<ul style="list-style-type: none"> The Department must develop a proper Operating Plan to ensure that after completion of the Work, the Mthatha Swimming Pool is operational and properly maintained to avoid degenerating to the former state. Ngangelizwe Swimming Pool does not need any surplus but requires a proper budget of its own.

Finding	Departmental Inputs	Recommendations
<p>iii. The Department intended to achieve 100% Financial Recovery Plan targets actioned but only 3 Targets were achieved and 9 Not Achieved leaving the Department at 25%. This was due to delays due to extensive scope of work and budget constraints.</p>	<ul style="list-style-type: none"> Review Financial Recovery Plan for implementation in 2023/24 financial year 	<ul style="list-style-type: none"> In order to achieve all the set targets planning is to be SMART and linked to the available budget.
<p>iv. According to the Department's targets, 34 employees who are not Managers signed Performance Agreements while on the actual performance only 13 Employees below Managers on Task Grade 15-8 signed Performance Agreements.</p>	<ul style="list-style-type: none"> The Department alluded that the signing of PMS was smooth until the Unions stopped some of the employee from signing. 	<ul style="list-style-type: none"> Upon enquiry the Unions disputed that they do not want PMS to be implemented. Based on this GM Human Resource and Development must provide a detailed PMS Training Report of all employees to MPAC with POE by end of the 3rd Quarter 2023/2024 FY. Ensure that all employees, regardless of task grade, understand the importance of Performance Agreements and how they contribute to individual and organizational success.

Finding	Departmental Inputs	Recommendations
		<p>Provide clear instructions and guidance on how to complete and sign these agreements.</p>
<p>v. The Department aimed to conduct three reviews of Employees' Performance Agreements, but in reality, no review was carried with a claim that there is limited understanding of the PMS review process.</p>	<ul style="list-style-type: none"> The Department alluded that the signing of PMS was smooth until the unions stopped some of the employee from signing. 	<ul style="list-style-type: none"> Upon enquiry the Unions disputed that they do not want PMS to be implemented. Based on this GM Human Resource and Development must provide a detailed PMS Training Report of all employees to MPAC with POE by end of the 3rd Quarter 2023/2024 FY. Ensure that all employees, regardless of task grade, understand the importance of Performance Agreements and how they contribute to individual and organizational success. Provide clear instructions and guidance on how to complete and sign these agreements.

Table 29 Community Services Findings and Recommendations

iii. Department of Budget and Treasury Office

(a) Schedule of attendance

Date : 15.02.2024		
Time : 09h00 – 11h00		
Venue: Mthatha Town Hall Council Chambers		
Councillors & Officials	Position	Attended (√) Not attended (X)
1. Cllr. Z. Gana	MMC Budget and Treasury Office	√
2. Mr. E.F Jiholo	Chief Financial Officer	√
3. Ms. X. Lunika	General Manger Budget and Revenue	√
4. Mr. N. Zibi	General Manager SCM & Expenditure	√
5. Mr. D. Mkhokotho	General Manager Accounting	√
6. Mr. S. Mfobo	Manager Accounting	√
7. Ms. N. Vikilahle	Manager Revenue	√
8. Ms. N. Nange	Manager Budget	√

Table 30 Budget and Treasury Office Hearings Attendance

d) POE of the session



e) Findings and Recommendations

Findings	Departmental Inputs	Recommendations
<p>i. Poor Financial Planning of Departments KPIs is causing a challenge when Departments implement their budgets accordingly.</p>	<ul style="list-style-type: none"> The Department presented that a Financial Management Plan has been developed and is being implemented. 	<ul style="list-style-type: none"> Financial Management Plan must include, the implementation of the Ward Based Budget for monitoring and evaluation of expenditure on Programmes and Projects that are planned at Ward level.
<p>ii. The Metre Inspectors have not been employed or contracted by the Municipality, making it difficult to have metres inspected whereas the Municipality loosing huge monies of revenue due to illegal connections, illegal meters bypass etc.</p>	<ul style="list-style-type: none"> The SCM process for contracting services of the Service Provider for Metre Inspection are not yet finalised. 	<ul style="list-style-type: none"> The Municipality must ensure the appointment of the Service Provider for Metre Inspectors is completed before the end of the 3rd Quarter 2023/2024 as the Municipality is loosing on revenue collection. Investigation on illegal connections, illegal metres and bypassed metres must be conducted by end June 2024.

Table 31 BTO Findings and Recommendations

iv. Department of Human Settlements

(a) Schedule and attendance

Date : 15.02.2024		
Time : 11h00 – 13h00		
Venue : Mthatha Town Hall Council Chambers		
Councillors & Officials	Position	Attended (√) Not attended (X)
1. Cllr. N. Sibeko	MMC Human Settlements	√
1. Ms. Z. Ndzelu	Director Human Settlements	√
2. Ms. N. Tukwayo	Manager Forward Planning	√
3. Mr. Z. Hobongwana	Manager Building Control	√
4. Ms. A. Merana	Manager Housing Administration	√

Table 32 Human Settlements Departmental Hearings Attendance

(b) POE of the session



(c) Findings and recommendations

Findings	Departmental Inputs	Recommendations
<p>i. The Department has not achieved the Annual Target of 875 houses as the actual performance on houses completed is 159, (inclusive of the 11 units completed in 2019 and confirmed and accepted by NHBRC in November 2022). The notable challenges experienced were: -</p> <ul style="list-style-type: none"> • Delays in the approval of revised subsidy quantum. • Bad terrain resulting to double handling of materials. • Inclement weather conditions • Lack of access roads for the rural projects. • Contractors abandoning sites without completing the houses. 	<ul style="list-style-type: none"> • The Department presented that the revised subsidy quantum was approved by the Provincial Department of Human Settlements. • There is close monitoring of Contractors on site to fast-track performance and expenditure. 	<ul style="list-style-type: none"> • The Municipality must contract experienced Contractors with good record on housing construction especially in the rural areas to avoid poor performance and abandoning of sites.
<p>ii. The Department's Annual Target of 370 Title Deeds has not been achieved as only 194 Title Deeds were registered, this is due to:-</p>	<ul style="list-style-type: none"> • The Department presented that the delays in registration processes at the Deeds Office has a negative impact on the progress of the handing over of houses which is mostly affected by the 	<ul style="list-style-type: none"> • Engagements with O R Tambo should continue to resolve the issue of billing which affects the handing over of Houses to owners.

Findings	Departmental Inputs	Recommendations
<ul style="list-style-type: none"> • Delays with registration processes at Deeds Office mostly caused by owing of water bills to O.R. Tambo District Municipality. • Untraceable beneficiaries. 	<p>O.R. Tambo District Municipality Water Billing.</p> <ul style="list-style-type: none"> • The KPI has been rephrased to cover only the work that is within the Municipality's control, which is issuing and has been deferred to 2023/24 FY • The Department has been struggling to trace some of the beneficiaries in the Maden Farm Project and is start to with the beneficiary tracing process i.e. Public Announcement through media platforms and print media for period of 30. The unclaimed housed to be re-registered to the qualifying applicants. 	<ul style="list-style-type: none"> • The Department must utilised different media platforms to fast-track the tracing of beneficiaries and ensure that the process is completed by the end of the 3rd Quarter 2023/2024 and by June 2024 re-registration of new applicants must be completed.

Table 33 Human Settlements Findings and Recommendations

v. Department of Technical Services

a) Attendance Register

Date : 15. 02.2024		
Time : 14:00- 16:30		
Venue : Mthatha Town Hall Council Chambers		
Councillors & Officials	Position	Attended (√) Not attended (X)
1. Cllr. Z. Nokayi	MMC Technical Services	X
2. Mr. U. Mnqokoyi	Director Technical Services	√
3. Mr. B. Gwadiso	GM Electricity	√
4. Mr. L. Mbozani	Works Manager	√
5. Mr. V. Mehlwempi	Manager Metering	√
6. Ms. T. O. Ntantiso	Manager Network and Protection Services	√
7. Mr. S. Bangiso	Manager Electricity	√

Table 34 Technical Services Departmental Hearings Attendance

b) POE of the session



c) Findings and recommendations

Findings	Departmental Inputs	Recommendations
<p>i. The Department had an Annual Target of 11km of Surfaced streets to be maintained within KSD Urban Area but the Actual Performance is 8.62km of Surfaced streets maintained within KSD Urban Area because of weather conditions that impacted the progress of the project and unavailability of material from the Manufacturer this resulted to unachieved goals</p>	<ul style="list-style-type: none"> • The Department presented that they have challenges of plant breakdown. • The Department also presented an alternative of hired plants but due to cashflow challenges resulted in Service Providers being paid late. This has yielded a result of non achievable targets. • The Department is in a process of purchasing a new plant. 	<ul style="list-style-type: none"> • The Municipality must fast track the process of acquisition of new plant to achieve its set targets for 2023/2024 FY.
<p>ii. The Department achieved 60km of Surfaced & Gravel roads constructed within KSD Rural & Urban and failed to achieve its Annual Target of 100km of Surfaced & Gravel roads constructed Rural & Urban within KSD Rural & Urban this is due to Poor Performance of Service</p>	<ul style="list-style-type: none"> • The Department presented that they are faced with poor performing Service Providers and issues of inclement weather conditions that affect performance on sight. • The Department presented that they are invoking penalties on poor performing contractors and 	<ul style="list-style-type: none"> • There must be continuous monitoring of projects by the Department to eliminate shoddy workmanship and poor performance by some Service Providers. • In cases whereby some Service Providers continue not to perform

Findings	Departmental Inputs	Recommendations
<p>Providers and inclement weather condition.</p>	<p>termination of non-performance by contractors.</p> <ul style="list-style-type: none"> • The department is in a process of appointing a new contractor to complete the outstanding work and going forward close monitoring of projects will be conducted 	<p>as desired, their contracts must be terminated with immediate effect.</p>
<p>iii. On the Department's Actual Performance 10.5km of Gravel roads are rehabilitated and failed to achieve its Annual Target of 30 km of Gravel roads rehabilitated at Bilitane, Luviweni and Mdeni this was due to Termination of Contract for Luviweni AR and inclement weather conditions although a new contractor was appointed.</p>	<ul style="list-style-type: none"> • The Department presented that they are faced with poor performing Service Providers and issues of inclement weather conditions that affect performance on sight. • The Department presented that they are invoking penalties on poor performing contractors and termination of non-performance by contractors. • The Department is in a process of appointing a new contractor to complete the outstanding work and 	<ul style="list-style-type: none"> • There must be continuous monitoring of projects by the Department to eliminate shoddy workmanship and poor performance by some Service Providers. • In cases whereby some Service Providers continue not to perform as desired, their contracts must be terminated with immediate effect.

Findings	Departmental Inputs	Recommendations
	going forward close monitoring of projects will be conducted	
<p>iv. The Department had only 22 Employees below Managers signed Performance Agreements on the Actual Performance yet on the Annual Targets 37 Employees below Managers on PMS which reflected as target not achieved this is because of employees were not capacitated.</p>	<ul style="list-style-type: none"> The Department presented that reason of employees not signing Performance Agreement is due to Labour Unions restricting employees not to sign Performance Agreements. 	<ul style="list-style-type: none"> Upon enquiry the Unions disputed that they do not want PMS to be implemented. Based on this GM Human Resource and Development must provide a detailed PMS Training Report of all employees to MPAC with POE by end of the 3rd Quarter 2023/2024 FY. Ensure that all employees, regardless of task grade, understand the importance of Performance Agreements and how they contribute to individual and organizational success. Provide clear instructions and guidance on how to complete and sign these agreements.

Findings	Departmental Inputs	Recommendations
<p>v. On the Department's Actual Performance, no reviews of employees on Performance Agreements were conducted yet on the Annual Targets they targeted 3 Reviews of Employees on Performance Agreements conducted this is due to Limited understanding of the PMS review process</p>	<ul style="list-style-type: none"> The Department presented that reason of employees not signing Performance Agreement is due to Labour Unions restricting employees not to sign Performance Agreements 	<ul style="list-style-type: none"> Upon enquiry the Unions disputed that they do not want PMS to be implemented. Based on this GM Human Resource and Development must provide a detailed PMS Training Report of all employees to MPAC with POE by end of the 3rd Quarter 2023/2024 FY. Ensure that all employees, regardless of task grade, understand the importance of Performance Agreements and how they contribute to individual and organizational success. Provide clear instructions and guidance on how to complete and sign these agreements.
<p>vi. The Actual Performance of the Department reflected 86.9km of Gravel roads re-graveled within</p>	<ul style="list-style-type: none"> The Department presented that they have challenges of plant breakdown. 	<ul style="list-style-type: none"> In order to achieve all the set targets planning is to be SMART and linked to the available budget.

Findings	Departmental Inputs	Recommendations
<p>KSD Rural and Urban and failed to reach the Annual Target of 240 km of Gravel roads repaired within KSD this was due to Breakdown of Plant and inclement weather conditions.</p>	<ul style="list-style-type: none"> • The Department also presented an alternative of hired plants but due to cashflow challenges resulted in Service Providers being paid late. This has yielded a result of non achievable targets. • The Department is in a process of purchasing a new plant. 	

Table 35 *Technical Services Findings and Recommendations*

vi. Executive and Council Department

a) Attendance Register

Date : 16.02.2024		
Time : 09h00 – 11h00		
Venue : Mthatha Town Hall Council Chambers		
Councillors & Officials	Position	Attended (√) Not attended (X)
1. Councillor G.N. Nelani	Executive Mayor	√
2. Councillor N. Siyo - Sukutu	Speaker	√
3. Councillor B. Mlanjeni	Single Whip of Council	√
4. Councillor A. Msuthu	Chairperson Women's Caucus	√
5. Ms. G.R. Tobia	Chief Operations Officer	√
6. Ms. L. Maliti	Chief Audit Executive	√
7. Mr. MMC. Ngoma	General Manager – Speaker's Office	√
8. Dr. V.S. Letuka	General Manager – Organizational Development	√
9. Mr. S. Sitoyile	Chief of Staff - Executive Mayor's Office	√
10. Ms. N. Manyifolo	Manager Public Participation	√
11. Mr. P. Madliki	Chief Risks Officer	√
12. Ms. S. Sifumba	Personal Assistant – Speaker	√
13. Ms. M. Dicken	Legal Officer	√

Table 36 Executive and Council Departmental Hearings Attendance

b) POE of the session



d) Findings and recommendations

Finding	Departmental Inputs	Recommendations
<p>i. The Committee noted the Department did not achieved 8 of the 48 Annual Targets as set i.e. SOMA/Tree Lighting, Performance Agreement for MMCs, Whippyry Committee, Risk Management, Municipal Audit Action Plan, Internal Audit Findings, Financial Recovery Plan and Performance Assessment and Reviews.</p>	<ul style="list-style-type: none"> • The Department has presented the reasons for poor performance or non-achievement due to:- • Financial constraints. • The Whippyry Committee did not understaning its duties. • Extensive scope of work. • Limited understanding of the PMS Review processes. • Required engagements with external stakeholders on to resolve Audit Findings. 	<ul style="list-style-type: none"> • The Department must develop SMART targert and not double barrel KPI. • The Department must seek guidance from COGTA and SALGA on the implementation of Section 38 of the MSA and where necessary consider Benchmarking. • The Department must take lead in ensuring that issues of Good Governance are fully implemented by the Department without fail to sat a good example.
<p>ii. The Committee noted non-adherence of the Members of Council with the Standing Rules of Council and Committee Meeting, as the Final Draft Annual Report 2022/2023.</p>	<ul style="list-style-type: none"> • The Department presented that there are three (3) Councillors that were brought before the Ethics and Members Interest Committee in addressing the non-adherence by Members of Council in both the Council and Committees of Council. 	<ul style="list-style-type: none"> • The Speaker together with the Ethics and Members Interest Committee must ensure implementation of the Code of Conduct for Councillors and Standing Rules of Council and Committee Meeting.

Table 37 Executive and Council Findings and Recommendations

vi. Department of Public Safety and Traffic Management

(a) Attendance Register

Date : 16.02.2024		
Time : 11h00 - 13h00		
Venue : Mthatha Town Hall Council Chambers		
Councillors & Officials	Position	Attended (√) Not attended (X)
1. Cllr. M. Marasha	MMC Public Safety and Traffic Management	√
2. Ms. Z.J. Ndiki	Chief Traffic Services	√
3. Mr. B.C Vice	Chief Licensing Officer	√
4. Mr. M. Fuzile	Assistant Disaster Manager	√
5. Ms. N. Mapekeza	Acting Chief Protection Services	√
6. Mr. N.M Sapepa	Acting Manager Community Safety	√
7. Mr. P. Ngcebetshana	Manager Transport and Projects	√

Table 38 Public Safety and Traffic Management Departmental Hearings Attendance

(b) POE of the session



(c) Findings and recommendations

Finding	Department Inputs	Recommendations
<p>i. The Department set an Annual Target of testing 1500 vehicles for roadworthiness, but only managed to test 1362 vehicles. Despite non-achievement of the target, the revenue collected had improved, this a reflection that the department has the ability to improve. The shortfall was attributed to frequent network problems and electricity outages experienced in certain areas throughout the financial year.</p>	<ul style="list-style-type: none"> • In terms of SDBIP targets KSD VTS meets revenue collection targets on a monthly and quarterly basis. • On the 1st of February 2024 an Examiner was employed at the VTS, plus a secondment for a Cashier made to deal with manpower. • The department is currently in the process to recruit a Pitman. • Calibration takes a small percentage of what we generate on a yearly basis, as the VTS has increased revenue collection for the Turnaround marketing strategy, the department visited nearby construction companies that have large yellow plant fleet to encourage them to book with the Station for Testing. 	<ul style="list-style-type: none"> • The Department must consider backup to avert the frequent network problems and electricity outages experienced in certain areas. This could involve investing in better infrastructure or alternative testing locations in areas prone to such issues. • In order to achieve all the set targets planning is to be SMART and linked to the available budget.

Finding	Department Inputs	Recommendations
<ul style="list-style-type: none"> The Department aimed install 50 Roads Signs , but the actual performance only 24 Road Signs were installed because more focus was given to address the road marking backlog to mitigate the risk of High rate of accidents. The department indicated that the balance of the signs will be installed in 2023/24 FY. 	<ul style="list-style-type: none"> The department acknowledges the non-achivement and emphasises that this target delay was due to focus was given to address the road marking backlog to mitigate the risk of High rate of accidents In the current finacial year the target has been moved to the Technical Service Department 	<ul style="list-style-type: none"> In order to achieve all the set targets planning is to be SMART and linked to the available budget.
<p>ii. The Department aimed to create Parking Management System, which was planned to be procured and installed by now. However, the project is still in the specification stage, with the delay attributed to prolonged consultation in finalizing the specifications.</p>	<ul style="list-style-type: none"> The Department recognizes this non-achievement and indicated that the Project Implementation Plan has been developed The project is bieng poiloted for 395 parking bays as the first phase which will be commencing in March 2024 	<ul style="list-style-type: none"> The Department must closely monitor the implementation of the project and ensure that perpetrators are held accountable.
<p>iii. The Department intended to achive 100% Financial Recovery Plan targets actioned but only 5</p>	<ul style="list-style-type: none"> The Department presented that the Financial Recovery Plan has 	<ul style="list-style-type: none"> In order to achieve all the set targets planning is to be SMART and linked to the available budget.

Finding	Department Inputs	Recommendations
<p>Targets were achieved and 7 not achieved leaving the Department at 42% this was due to delays due to extensive scope of work and budget constraints.</p>	<p>been reviewed for implementation in 2023/24 Financial Year.</p>	
<p>iv. According to the department's targets, 25 employees who are not managers had to have signed performance agreements while on the actual performance only Only 8 Employees below Managers on Task Grade 15-8 signed Performance Agreements the Department indicated that this was due to More capacitation required by other Employees.</p>	<ul style="list-style-type: none"> The department alluded that signing of Performance agreements by employees has been stopped by unions. 	<ul style="list-style-type: none"> Upon enquiry the Unions disputed that they do not want PMS to be implemented. Based on this GM Human Resource and Development must provide a detailed PMS Training Report of all employees to MPAC with POE by end of the 3rd Quarter 2023/2024 FY. Ensure that all employees, regardless of task grade, understand the importance of Performance Agreements and how they contribute to individual and organizational success. Provide clear instructions and

Finding	Department Inputs	Recommendations
		guidance on how to complete and sign these agreements.
<p>v. The Law Enforcement Section is in full operation, enforcing Municipal By-Laws and restoring peace and order with thirty (30) officers having undergone Peace Officers Training course in October 2021. The Law Enforcement section has recruited ten (10) Law Enforcement Officers to assist with illegal dumping and to assist with monitoring stray animals. A new rank structure and insignia for Law Enforcement Officers, Traffic and Access Control Officers were approved by the Municipal Council. The post for Chief, Protection Services has been filled. A new color uniform for Law Enforcement was approved by</p>	<ul style="list-style-type: none"> • On crime related issues the department has formed a Law Enforcement Special Task Team to deal with Crime. The department has developed new Bylaws, namely Liquor Bylaw, Nuisance Bylaw which deals with illegal car wash, illegal dumping and regulation of liquor outlets which are sometimes a source of crime. The Parking Management • System supported by the Parking Management Bylaw is to be implemented in March 2024. The department is currently in public consultation phase with the Public Transport Bylaw. The Parking Management Bylaw and Public 	<ul style="list-style-type: none"> • Encourage community members to actively participate in crime prevention efforts through reporting suspicious activities. • Motivate and encourage volunteering for neighborhood watch programs, and supporting community safety initiatives.

Finding	Department Inputs	Recommendations
<p>Council to differentiate between SAPS and our own officials. MPAC committee applauds the provision of ensuring that a task team has been developed to deal with crime although in the most recent statistics Mthatha is viewed as unsafe.</p>	<p>Transport Bylaw together will decrease traffic congestion in CBD lowering the risk of crime.</p>	
<p>vi. On targets 8 Awareness Campaigns must have been conducted on disasters this target was not achieved as detailed in the Institutional performance this was due to campaigns not being properly planned and executed.</p>	<ul style="list-style-type: none"> The Department acknowledges the Non-achievement of this target and is planning to improve planning and execution of the indicator in 2023/24 FY. 	<ul style="list-style-type: none"> In order to achieve all the set targets planning is to be SMART and linked to the available budget.
<p>vii. The MPAC noted with concern the vandalism of Parks and Gardens especially at Mqanduli.</p>	<ul style="list-style-type: none"> The Department presented that Parks and Gardens are currently being patrolled in the 2023/2024 Financial Year. 	<ul style="list-style-type: none"> The Department must ensure that it establishes Community Safety Forums and works with South African Police Services to establish Community Policing

Finding	Department Inputs	Recommendations
		Forums to safe guard Municipal facilities.
viii. Of the five municipal sites equipped with CCTV cameras and monitored and managed quarterly, only two municipal sites are actively monitored and managed via CCTV cameras the department mentioned that 3 CCTV cameras not working.	<ul style="list-style-type: none"> The Department acknowledges the non-achivement and ensures that additional CCTV cameras to be procured in 2023/24 FY. 	<ul style="list-style-type: none"> The Department must fast-track the process of installlation of CCTV cameras in order to reduce the lawlessness. The Department must maintian and service the non-working CCTV cameras.

Table 39: Public Safety and Traffic Management Findings and Recommendations

vii. Department of Rural and Economic Development

(a) Attendance Register

Date : 16.02.2024		
Time : 11h00 -12h00		
Venue: Mthatha Town Hall Council Chambers		
Councillors & Officials	Position	Attended (√) Not attended (X)
1. Cllr. M. Dudumayo	MMC Rural and Economic Development	√
2. Mr. M. Mandla	Director Rural and Economic Development	√

Table 40 Rural and Economic Development Departmental Hearings Attendance

(b) POE of the session



(c) Findings and recommendations

Findings	Departmental Inputs	Recommendations
<p>i. According to the Department's targets, 15 employees who are not managers had to sign Performance Agreements, while on the actual performance only 7 employees ranging from Task Grade 15 to 8 have done so, with the remaining 10 employees falling below Task Grade 8.</p>	<ul style="list-style-type: none"> • In 2023/2024 Financial Year, the Department recognized and rectified an erroneous statement concerning its performance. Through this action, the Department seeks to uphold precise reporting and guarantee credibility in its activities. • The target was incorrectly stated during planning as the Department does not have 15 Employees on Task Grade 15-8. 	<ul style="list-style-type: none"> • The inputs were highly appreciated for PMS is Institutionalized within the Department. • The Department must ensure that the targets are correctly captured before the final SDBIP.
<p>ii The Department aimed to conduct three reviews of Employees' Performance Assessments, only one review was carried out for Quarter 3, which took place on June 26, 2023.</p>	<ul style="list-style-type: none"> • The Department confirms and acknowledges that this target was not achieved in the previous financial year due to the post of the Director that was not filled yet. • The KPI will be fully implemented in 2023/24 financial year as the position has been filled. 	<ul style="list-style-type: none"> • The Department must stick to conducting Quarterly Assessments on time to avoid any delays and overlapping to another quarter.

Findings	Departmental Inputs	Recommendations
	<ul style="list-style-type: none"> The Department can confirm that the 1st and 2nd Quarter reviews have been conducted. 	
<p>iii. MPAC applauded the provision of seedlings and feed for Cooperatives and noted a need for continuous support for sustainability of the project i.e. monitoring, capacity building and skills development transfer.</p>	<ul style="list-style-type: none"> The Department presented their plan of strengthening support to Cooperatives to ensure more produce in order to contribute to the local economy, this includes acquisition of a Distribution Centres for local, national and internal produce. This will also open opportunities for the SMMEs to buy from the Distribution Centre at an affordable cost. The Department also presented the inadequate budget making it difficult to fulfil the Department's Agricultural Development objectives. 	<ul style="list-style-type: none"> The Department must engage relevant Provincial and National Departments for additional allocation of budget in order to realise the objectives as Agriculture has proven to be the most significant contributor to the GDP at 1%. KSD Municipality must ensure increased resource allocation for the Department to deliver increasingly.

Table 41 Rural and Economic Development Findings and Recommendations

viii. OVERALL FINDINGS AND RECOMMENDATIONS

The Annual Report for 2022/2023 FY was considered in line with Section 121(3) and (4) of the MFMA. All concerns on the Report were raised with the Manager Performance Management Unit and relevant Departments, Politically and Administratively during the Departmental Hearings. MPAC fully analyzed the Annual Report and was satisfied with the contents of the Report. The following are findings and recommendations made: -

OVERALL FINDINGS AND RECOMMENDATIONS			
ALL DEPARTMENTS			
Findings	Departmental Inputs	Recommendations	
i. The Committee noted non-availability and non-attendance of some Senior Officials during the MPAC Oversight Project Site Visits. This reflects poor planning and non-adherence to the Institutional Callender by some Senior Officials.	<ul style="list-style-type: none"> Clash of Municipal Programmes / events 	<ul style="list-style-type: none"> Adherence to Institutional Calendar by all Senior Officials must be prioritised. 	
ii. The Committee noted the non-attendance of Senior Officials in the Public Engagement and the apologies submitted. improvement.	<ul style="list-style-type: none"> Clash of Municipal Programmes / events 	<ul style="list-style-type: none"> Adherence to Institutional Callender by all Senior Officials must be prioritised. 	
iii. The Committee noted the number of targets not achieved on the Annual Performance Report as of the 230 total	<ul style="list-style-type: none"> Some Departments stated that some targets were not SMART e.g. RED said the target was 	<ul style="list-style-type: none"> The Committee finds it as negligence for any Department not to verify the correctness of its KPI's prior finalization 	

OVERALL FINDINGS AND RECOMMENDATIONS

ALL DEPARTMENTS

Findings	Departmental Inputs	Recommendations
<p>number of Targets, 62 were not achieved, in some targets reasons for deviations shows poor performance or poor setting of targets and is not acceptable.</p>	<p>incorrectly stated during planning as the Department does not have fifteen (15) employees on Task Grade 8-15 instead have seven (7) employees between Task Grade 8-15.</p>	<p>and adoption of the SDBIP. It is recommended that: -</p> <ul style="list-style-type: none"> • All Departments must set SMART KPI's to eliminate under achievement. • Consequence Management must be a KPI on the SDBIP for non-achievement of set targets.
<p>iv. The Committee noted the non-adherence with the Standing Rules of Council and Committees by some Members of Council. There are some Members of Council who were reflected as being absent from Council and Committees of Council, which at times led to Committee not meeting postponed due to no quorum. Only few Councillors were held responsible for non-adherence to the Standing Rules whereas the number is more that.</p>	<ul style="list-style-type: none"> • In implementing the Standing Rules of Council and Committees, the Department wrote to three (3) Councillors as the Enquiry Process for absenteeism. 	<ul style="list-style-type: none"> • Schedule 7 (5,16) of the Code of Conduct for Councillors must be enforced in line with the Standing Rules of Council and Committees.

OVERALL FINDINGS AND RECOMMENDATIONS

ALL DEPARTMENTS

Findings	Departmental Inputs	Recommendations
<p>i. The Committee noted poor performance on some projects e.g. Maydern Farm Housing Project Ext 1317 units, Mahlangu 350 units, etc</p>	<ul style="list-style-type: none"> • There are lot of challenges such as: - • Delay in approval of revised subsidy quantum • Terrain on which some RDP houses are built. Some Contractors abandoning sites without completing the structures etc • Lack of access roads. 	<ul style="list-style-type: none"> • The Department must liaise with the Provincial Department of Human Settlements to expediate approval of revised subsidy quantum. • This problem is rife at the rural areas. There must be continuous engagements with Traditional Leaders to assist identify the beneficial land whereon the RDP houses can be built. • The Departments of Technical Services and Human Settlements must align their planning to ensure that there are no delays on implementation of projects.
<p>ii. The Committee noted that there is continued lack of submission of representations in connection with the</p>	<ul style="list-style-type: none"> • The Accounting Officer complied with Section 127(5)(a)(ii) of the MFMA and invited the local 	<ul style="list-style-type: none"> • The Public Participation must take a leading role in the Community Capacity Building as required by

OVERALL FINDINGS AND RECOMMENDATIONS			
ALL DEPARTMENTS			
Findings	Departmental Inputs	Recommendations	
Annual Report by local community as in line with Section 127(5)(a)(ii) of the MFMA. This has been the case for the past two (2) Financial Years, which gives meaningless the effects of 127(5)(a)(ii) of the MFMA.	community through the Municipality Website and Daily Dispatch Newspaper dated 11.02.2024 to submit representation on the Annual Report.	Section 16 (1) (b) (i) of the MSA, to ensure effective community participation rather than compliance. The Municipality must build Councillors and Staff's capacity to foster community participation as stated in Section 16 (1) (b) (ii).	
iii. The Committee also noted the poor attendance of communities in both Public Engagements in Mthatha and Mqanduli. This makes Section 16 (1) (a) (iii) of Municipal Systems Act (MSA) meaningless or ineffective if not well considered by the relevant stakeholders within the Municipality.	• The invites were sent on time (26.02.2024) and most stakeholders did not respond nor attend the hearings.	• The Public Participation must take a leading role in the Community Capacity Building as required by Section 16 (1) (b) (i) of the MSA, to ensure effective community participation rather than compliance. The Municipality must build Councillors and Staff's capacity to foster community participation as stated in Section 16 (1) (b) (ii).	


Table 42 Overall Findings and Recommendations

3.4. Public Engagements on Final Draft Annual REPORT OF the 2022/2023 FY

MPAC confirms that the Final Draft Annual Report 2022/2023 FY was made available to the public after it was approved by Council. Hard copies of the report were made available to the public at the Municipal Office, Public Libraries and the Report was also available on the Municipal Website. The Public Notice calling public comment was published on 10 February 2024 for a period of 30 Days ending 11 March 2024. The Notice was advertised on the Daily Dispatch Newspaper, published on the Municipal Website and Notice Boards both at Mthatha and Mqanduli offices reception area. No submissions were received. MPAC ensured that Public Notice for invitation to attend the Public Engagements on the Draft 2022/2023 Annual Report was issued for both Mthatha and Mqanduli community. MPAC confirms that public was invited and the Notice was issued on the 26 February 2026 which met the seven (7) days in line with the Public Participation Strategy 2022. The Public Notice inviting public to attend the Public Engagements was advertised on the Municipal website, Social Media Platforms, sent to Ward Councillors and Ward Committees on the 27 February 2024.

(a) Public Notice Invitation to submit comments on the Draft Annual Report 2022/2023 FY

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PUBLIC NOTICE NO.6 OF 2024

**TABLUNG OF DRAFT ANNUAL REPORT 2022-23
INVITATION TO SUBMIT COMMENTS ON THE DRAFT ANNUAL REPORT**

Notice is hereby given in terms of Section 127(5) of the Municipal Finance Management Act, 56 of 2003 and Section 21A of the Municipal Systems Act, 32 of 2000, which requires Municipalities to publicise their Annual Reports and invite the local community to submit representations in connection with the annual report.

In compliance with Section 127(2) of the Municipal Finance Management Act, 56 of 2003, King Sabata Dalindyebo Municipality tabled its Draft Annual Report for 2022-23 financial year at its Ordinary Council meeting held on Tuesday, 30th January 2024. The Annual report being a compliance document, seeks to:

- a. Provide a record of the activities of the Municipality during the financial year to which the report relates
- b. Provide a report on performance against the budget of the Municipality
- c. Promote accountability to the Local Community for the decisions made throughout the year by the Municipality

Anyone who wishes to make comments or submit representations can do so in writing within 30 days upon the issue of this notice to the following email address: Phetokazip@ksd.gov.za, Nangamsom@ksd.gov.za

Alternatively, the comments can be submitted in hard copy to the following address: Office of the PMS Manager, King Sabata Dalindyebo Municipality, Corner Owen & Sutherland Street, Munitata Building, Ground Floor (Four Seasons)

A Copy of the Draft Annual Report 2022-23 is available on the Municipal website at www.ksdmunicipality.gov.za and can also be viewed from the Municipal Offices both in Mthatha and Mqanduli, at the Reception during Office hours (08h00-16h30)

For enquires, please contact Ms. P. Pellem, Manager Performance Monitoring & Evaluation at 072 594 3360.

Mr N.Pakade, Municipal Manager

SONDLO & KNOPP ADVERTISING

(b) Notice and the Poster for the Public Hearings



PUBLIC NOTICE

2022/23 ANNUAL REPORT PUBLIC HEARINGS

Notice is hereby given in terms of the Local Government Municipal Systems Act (No.32 of 2000) and the Municipal Finance Management Act (No.56 of 2003) that King Sabata Dalindyebo Local Municipality will be taking the Annual Report 2022/23 to the people in fulfillment of the objects of Local Government enshrined in the Constitution of the Republic of South Africa that compels accountability and community involvement in matters of local government.

His Worship, the Executive Mayor Cllr. G.N. Nelani will be accounting to communities on the Programmes and Projects implemented by the Municipality in 2022/23 financial year as contained in the Annual Report.

An invitation is extended to all stakeholders and community members to be part of these final consultations of the Annual Report 2022/23, scheduled to take place as follows:

DATE	VENUE	TIME
06 March 2024	Mthatha Town Hall	10h00
08 March 2024	Mqanduli Town Hall	14h00 133

Enquiries regarding this notice must be directed to Ms. P. Pellem on 072 594 3360.

Issued by


N. Pakade
Municipal Manager

2024/02/23
Date


REF: 2/4/6
NP/pm


(c) Public Hearings at Mthatha Town Hall


The Executive Mayor Cllr. N.G. Nelani presented the Draft Annual Report for 2022/2023 FY to Mthatha community at Mthatha Town Hall on 06 March 2024 at 10h00 and at Mqanduli Town Hall at 14h00. Guided by the MPAC Guide and Tool Kit, the MPAC Chairperson Cllr. M. Bango and Committee Whip Cllr. Majeke facilitated the Public Engagements on the Draft Annual Report. There were no inputs and clarity seeking questions received from the Stakeholders. Below are the pictures as evidence of the hearings: -





(d) Public Hearings at Mthatha Town Hall

POE	Inputs	Executive Mayor's / MAYCO and MMC's Responses
	<p>Ms. Gcolotela from Ward 29: -</p> <ul style="list-style-type: none"> • What is the Municipality's Plan on the vacant plots as they are full of shrubs and are crime scenes? • Is the Municipality able to identify the vacant plot's owners to impose service charge? • What is the Municipality's Plan on Public Works Buildings that are being vandalized and are in a dilapidated state and that are becoming crime scenes i.e. Building next to Mqanduli Correctional Services. • Some residents from Makhenkesi Township applied for church and business sites on the vacant Sites/Plots but no responses were received. • Waste Bins/Skips placed along the road are overflowing. 	<ul style="list-style-type: none"> • Land Audit has been conducted on all Municipal land to identified purpose of the site and ownership. Plans to address the vacant side not built are underway. • Land Audit has been conducted on all Municipal land to identified purpose of the site and ownership. Plans to address the vacant sites. • Engagements with Public Works and other Departments or owners of unused buildings are underway to address the matter and to prevent crime on these buildings. • Land Disposal has not been finalized yet, as soon as it is done the public will be made aware. • The Municipality has allocated Refuse Removal Trucks in Makhenkesi.

POE	Inputs	Executive Mayor's / MAYCO and MMC's Responses
	<p>Ms. Mabo from Ward 29: -</p> <ul style="list-style-type: none"> 1% on the contribution to GDP by Agriculture Sector is low and not acceptable. There are some people interested in Agriculture and the notion of Co-operatives is not viable as some are mere non-functional due to some lazy members. 	<ul style="list-style-type: none"> Government does support Agricultural Sector. The support is not recorded as supposed to be.

POE	Inputs	Executive Mayor's / MAYCO and MMC's Responses
	<p>Mr. Mhlontlo from Ward 22: -</p> <ul style="list-style-type: none"> • Mahlunqulu Housing Projects has been on stand-still for some time and the recent Contractor appointed abandoned the project. There is no update on the stalled project. • There are key Roads leading to 3 schools and Clinic in Ward 22, that are in a very bad condition. 	<ul style="list-style-type: none"> • Mahlunqulu-Wilo Housing Project has been faced with a problem of a Contractors abandoning the projects, as it was with the Provincial Department of the Human Settlements, and later transferred to KSD Municipality. The main challenge is the terrain. In addressing the challenges engagements with communities and Traditional Leaders were conducted. Process of appointment of a new Contractor is underway and it has been resolved that the project will be implemented in the accessible areas. • At Zigodini 8.8kms road was re-graveled and 10kms maintained as per Ward priorities.

POE	Inputs	Executive Mayor's / MAYCO and MMC's Responses
 <p>The photograph shows a woman in a black dress and red headwrap standing and speaking into a microphone. She is holding a document. In the background, there is a wooden door with an 'EXIT' sign and a fire alarm pull station. Other people are seated around the room, listening to the speaker.</p>	<p>Ms. Nkqayi Ward 29: -</p> <ul style="list-style-type: none"> • Makhenkesi area does not have Pre-schools and Day Cares for children from 0 – 5 years, the report focuses on children from 5 years 	<ul style="list-style-type: none"> • There are Pre-schools in Makhenkesi areas and are support by the Municipality.

POE	Inputs	Executive Mayor's / MAYCO and MMC's Responses
	<p>Ms. Mzamo Ward 29: -</p> <ul style="list-style-type: none"> The Annual Report is appreciated as the through reflection of work done in the 2022/2023 FY but there is a problem affecting the entire Mqanduli area of poles and cable theft. 	<ul style="list-style-type: none"> Eskom has been engaged on the issue of poles and cable theft and presented that the issue is getting out of hand Eskom is losing resources for servicing areas that have been serviced but keep on vandalizing and cutting off the poles. at Makhenkesi alone there is one pole that keeps on being cut down and it has been cut down for seven times so far. Communities are encouraged to take ownership of the resources provided to them and relay to SAPS the criminal acts of vandalism. At times cases are unable to be investigated due to lack of evidence. The Municipality will in no time experience a situation where Eskom withdraws its services.


POE	Inputs	Executive Mayor's / MAYCO and MMC's Responses
	<p>Ms. Tshitshi – Ward 29: -</p> <ul style="list-style-type: none"> ▪ Application for vacant site/plot was made and submitted all the information required but was not approved due to the fact that the processes have not started. A request was submitted that when the process is opened again it be published properly for all interested to apply. ▪ Makhenkesi Housing rectification project is still incomplete and there is no information on when will the project be completed. There are reports on the development of the next phase of the Housing Project. ▪ There are instances where Contractors working in the Mqanduli Area abscond due to non-payment by the Municipality. 	<ul style="list-style-type: none"> ▪ Land disposal process has not been started in the Municipality, once opened the Municipality will publish it. ▪ The Provincial Department of Human Settlements has presented a plan to address all the outstanding backlogs in Makhenkesi Housing Project. ▪ The Municipality is addressing the issue of cash-flows with the Services Providers as it affects performance.

Table 43 Executive Mayor's Public Hearings Inputs from Communities and Responses

4. CONCLUSION

MPAC as a legislated Committee, performed the Oversight in the best interest of the Municipality politically, administratively and the public at large. All the processes that MPAC used during the Oversight aimed at determining that in implementing service delivery compliance is always adhered to with the intent of the legislation and in a manner that does not allow maladministration, inefficiency, waste or corrupt practices. MPAC also determined whether Council does provide assurance to the public that public funds and assets are being managed properly and there is value for money on services rendered to the communities. The Oversight also focused on issues of governance, performance, financial accountability, and the public inputs made during the Executive Mayor's Public Engagements on Final Draft Annual 2022/2023 FY. The Municipality exists because there are communities and there are people living in those communities.

Under general mediocrity in service delivery is mentality that is prevailing in the local government space and needs to be done away with. This severely compromises the Constitutional mandates that are set to strive for eradicating social inequality and the promotion of social justice. In turn poor service delivery impacts badly on the promotion of general welfare of the public, compromises socio-economic growth and most of all does not talk to the Manifesto of the political party of the day that is in governance. Constitutional Developmental mandate given to the Municipality is also compromised. The Municipality needs to take seriously the implementation of IDP and SDBIP and effectively use it as its Management and implementation instrument to provide quality service delivery. At ward level, there needs to be a political will to ensure that the projects implemented are free of any corrupt practices, shoddy workmanship, implemented within the set projects scope, proper project closure and there is proper project hand over.

PMS and PMDS have always been an issue in local government space. If it needs be, KSDM can have a capacity to institutionalize PMS and PMDS all that needs to be done is to have a clear plan of action on PMS and PMDS, from here to were. PMS and PMDS should be viewed as everybody's business, form an integral part of Municipal Governance and should promote citizenry participation. Good governance implies accountability, integrity, and transparency of Local Government actions in defying and pursuing the strategic intent. All that the people want **"talk to the people"** and report. The Municipality is legally required to develop a PMS that will

enhance the organization's efficiency and effectiveness, account for the use of resources and indicate the achievement of outcomes. PMS must be institutionalized and used as a tool plan, implement, monitor, report and evaluate performance and all the activities of the Municipality. Section 42 of Municipal Systems Act clearly states the role of community involvement in developing PMS.

5. MPAC Recommendations to Council

After having fully considered Final Draft Annual Report 2022/2023 FY of the King Sabata Dalindyebo Municipality, the Committee recommends that: -

- a) Council **NOTES** MPAC Oversight Report on Final Draft Annual Report 2022/2023 FY.
- b) Council **ADOPTS** the MPAC Oversight Report on Final Draft Annual Report 2022/2023 FY in line with the statement in terms of Section 129 (1) of the MFMA on the Annual Performance Report for 2022/2023: -
 - Council **APPROVES** Final Draft Annual Report 2022/2023 FY **without reservations**.
- c) Council to **NOTES** the progress made on the implementation of the Past Recommendations of the MPAC Oversight Report on the Annual Report 2021/2022 FY.
- d) The Accounting Officer **MAKES** public MPAC Oversight Report of the King Sabatha Dalindyebo Municipality in terms of Section 129(3) of the MFMA.
- e) The Accounting Officer must **SUBMIT** the MPAC Oversight Report and the Annual Report for 2022/2023 to the Provincial Legislature in terms of section 132(2) of the MFMA.
- f) Executive Mayor and Accounting Officer must **ENSURE** that issues raised on MPAC Oversight Report receive full attention.
- g) The Accounting Officer and the Chief Financial Officer take effective and appropriate steps to **PREVENT UIF&WE** and losses.
- h) The Accounting Officer and the Chief Financial Officer must **CIRCUMVENT** unnecessary deviations, **COMPLY** with MFMA prescripts in the context of competitive bidding, Government Supplier Database Compliance and quality assurance must be done on all appointed Service Providers.

- i) In cases of financial transgressions that undermine the financial protocols of PFMA and MFMA that lead to unnecessary UIF&WE, the Accounting Officer must **IMPLEMENT** Consequence Management and money lost must be recouped from the responsible officials.
- j) The Accounting Officer must **ENSURE** that there is comprehensive implementation of Municipal Audit Action Plan (MAAP) to avoid re-occurrences of non-compliance on the issues raised by the Auditor General.

6. References

- a) Republic of South Africa. 2000. Municipal Systems Act 32 of 2000. Available at: https://www.gov.za/sites/default/files/gcis_document/201409/a32-000.pdf [Accessed 24 September 2023].
- b) Republic of South Africa. 2003. Municipal Finance Management Act 56 of 2003. Available at: https://www.gov.za/sites/default/files/gcis_document/201409/37577rg10178gon312.pdf [Accessed 24 September 2023].
- c) Republic of South Africa. 1998. Municipal Structures Act 117 of 1998. Available at: https://www.gov.za/sites/default/files/gcis_document/201409/a117-980.pdf [Accessed 24 September 2023].
- d) Republic of South Africa. 1996. The Constitution of the Republic of South Africa of 1996. Available at: <https://www.gov.za/documents/constitution/constitution-republic-south-africa-1996-1> [Accessed 24 September 2023].
- e) Republic of South Africa. n.d. *Improving Oversight and Accountability of Municipal Public ACCOUNTS Committees'* (MPAC). Guide and Toolkit by National Treasury: Republic of South Africa.

ANNEXURE A



MUNICIPAL PUBLIC ACCOUNTS (MPAC) TERMS OF REFERENCE

2023- 2024 FINANCIAL YEAR

Compiled by	MPAC Chairperson (Cllr. M.Bango)
Approved by	The Council (Cllr. N. Cllr. Siyo- Sokutu)
Next review date	July 2024/ 2025 Financial Year



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1. Introduction

1.1. The Municipal Public Accounts Committee (MPAC) is established in terms of Section 79 of the Municipal Structures Act, 117 of 1998, as amended and performs an Oversight function on behalf of Council. Through the MPAC, Council will be able to provide the public with assurance that public money and assets are being managed properly and that there is value for money.

Oversight means to watch somebody or something and to make sure that a job or activity is done correctly. Oversight includes: -

- Watchfulness
- Supervision
- Control
- Monitoring, Review and Evaluation
- Performance Assessment

MPAC Guide and Toolkit:- Improving Oversight and Accountability

1.2. The Terms of Reference gives expression to the requirement contained within Section 79 (2) of the Municipal Structures Act, 1998 which requires that the Council shall set out the Framework and Guidelines within which such Committees of Council shall operate.



2. Legal Framework

- 2.1. The MPAC is a Committee of Council established in terms of Section 79 (1) (a) and (b) of the Municipal Structures Act of 1998. In accordance with the above provision, the MPAC has powers and functions that Council has seen fit to delegate to the Committee. These powers and functions are broadly described within these Terms of Reference.
- 2.2. The legal basis for the MPAC oversight functions is set out in Section 129 (4) of the Municipal Finance Management Act (MFMA) which provides guidance on the way Municipal Councils should consider Annual Reports and conduct public hearings.
- 2.3. The MFMA provisions also direct the functioning and composition of any public accounts or oversight committees established by the Council to assist it to consider an Annual Report.
- 2.4. The MPAC was established by Council resolution (no. UC 29/12/21 on the 06 December 2021 in terms of Section 79 of the Municipal Structures Act, 1998.



3. Establishment of MPAC and appointment of Members

- 3.1. The MPAC comprises solely of Councillors appointed by resolution of a full Council meeting. Council should adopt nomination procedures that ensure that all MPAC Members are Councillors of demonstrable integrity and of independent mind.
- 3.2. In terms of Section 79 (2) (d), the Council also authorises the MPAC to co-opt advisory members who are not members of Council but who possess special expertise or experience which will benefit the MPAC. **Due consideration shall be given to the cost implications of such co-option*.*
- 3.3. Appointment to the MPAC reflects the proportional representation of political parties represented on Council and does not exceed 13 Members.
- 3.4. In making such appointment Council should consider the experience and qualifications that are useful and will serve the MPAC's objectives.
- 3.5. The Chairperson of the MPAC must be appointed by Council as per the provisions of Section 79 (2) (c) of the Municipal Structures Act.
- 3.6. No Executive Councillors (Executive Mayor or Deputy Executive Mayor, Mayor or Deputy Mayor, Speaker, Chief Whip, a member of Mayoral Committee or member of the Executive Committee) must serve on the MPAC.
- 3.7. Councillors serving on MPAC should preferably not serve in other Committees of Council to minimize possible conflict of interest.
- 3.8. The names of the MPAC Councillors, their party affiliation and a brief profile covering their professional qualifications / experience should be published on the Municipal website and in the Annual Report.
- 3.9. The MPAC is appointed for a term which corresponds to the term of Council.



- 3.10. The MPAC reports directly to the Municipal Council and the Chairperson of the MPAC liaises directly with the Speaker on the inclusion of reports of the MPAC in the Council agenda.
- 3.11. The Municipal Council may remove any member of the Committee at any time by way of a Council resolution.
- 3.12. Should any vacancy occur, Council must fill the position in the next Council meeting.



4. Powers of MPAC

****MPAC derives its powers from the Council and delegated authority can only be withdrawn by Council*.***

- 4.1. The MPAC shall not perform any powers or functions that are of an Executive nature or fall within the ambit of Administration.
- 4.2. In fulfilling its obligations and responsibilities, the MPAC reports directly to Council via the Office of the Speaker. ****The MPAC's report however is independent both in substance and procedural terms. This should be reflected in the Standing Rules of Council and its Committees*.***
- 4.3. In relation to the above consideration, Council is encouraged to develop a standard Council Agenda which includes a permanent item for the MPAC Report.
- 4.4. In the case of Unauthorised, Irregular, Fruitless and Wasteful Expenditure (UIF&WE), or any matter of financial governance, MPAC has the right to call the Accounting Officer or other Senior Staff to provide information, clarity or account.
- 4.5. The MPAC may request the support of both the Audit Committee and the internal Auditor.
- 4.6. The Standing Rules of Council and its Committees shall apply to MPAC.
- 4.7. To fulfil its role, the MPAC shall have access to the following documents: -
 - ***Section 71 Reports (monthly budget statements)***
 - ***Section 72 Reports (Mid-Year Budget and Performance Assessment)***
 - ***Financial Statements of the Municipality***
 - ***The Final Audit Opinion and documents from the Audit Committee related thereto.***
 - ***Information relating to compliance in terms of Section(s) 32, 128 and 133 of MFMA.***
 - ***Quarterly Report of the Executive Mayor in term of Section 52(d) of the MFMA (Implementation of the Budget and the Financial situation of the Municipality)***
 - ***The Annual Report in terms of Section 127 of the MFMA***
 - ***Information in respect of any disciplinary action taken in terms of the MFMA where it relates to an item that is currently serving or has served before the MPAC.***
 - ***Any documents or information requested by the MPAC must be provided without delay.***



- 4.8. The MPAC may delegate any of its members to attend and observe any other Sub-Committee of Council. **Such delegates however are not members of the other Sub-Committees and have no voting rights.**
- 4.9. The MPAC has the right to motivate to Council for the provision of staff, equipment, facilities and an operating budget commensurate with its obligations. This must be undertaken in such a manner so as not to duplicate any functions already performed by Municipal officials.

Whilst other Portfolio Committees may be delegated an Oversight function, the MPAC is the main Oversight body in terms of the policy guidelines issued by National Treasury, COGTA and SALGA in 2012



5. MPAC Functions

The functions of MPAC as per Guideline for establishment of MPAC by National Treasury are to :-

- 5.1. Promote good governance, transparency, accountability and value for money on the use of Municipal resources.
- 5.2. Consider and evaluate the content of the Annual Report and make recommendations to Council when adopting an Oversight Report on the Annual Report, as per MFMA 127 & 129 (1) that requires that:
 - The new Annual Report format and process is designed to expedite engagement and corrective actions as contained in MFMA Circular 63 issued in 2012.
 - It contains two parts, one nonfinancial (performance) and financial information (AFS, Audit results) and a number of annexures supporting oversight activities of councillors and communities;
 - It contains feedback from officials confirming internal arrangements on preparation of Annual Financial Statements and Annual Reports are on track and in line with *Section 121 & 122* of the MFMA and corrective measures implemented.
 - Use information from submission and tabling of Annual Report in preparation of the Oversight Report is in line with *Section 127 & 129 (2)* of the MFMA.
 - Consultation on the Annual Report with local community is in line with *Section 127 (5)* of the MFMA.
 - Modification of Annual Report is in line with *Section 127 (6)* of the MFMA.
 - In order to assist with the conclusion of matters that may not be finalized, information relating to disclosures, past recommendations made on the Annual Report, must also be reviewed in line with *Section 123-125* of the MFMA and *Section 46 (1)* of the Municipal Systems Act.
- 5.3. Examine the performance related information based on the functions assigned to the Municipality as they are aligned to the financial information.



- 5.4. The Audit Committee plays a role in examining the financial statements and audit reports of the municipality and municipal entities. The MPAC should be supported by the Internal Audit and Audit Committee in performing their functions, consider improvements from previous statements and reports as in line with **Section 127 & 129** of the MFMA.
- 5.5. Evaluate the extent to which the Audit Committee's and the Auditor- General's recommendations have been implemented and to make additional recommendations to Council for further actions arising from these reviews.
- 5.6. Review and recommend to Council actions or otherwise relating to the expediting and conclusion of Unauthorised, Irregular Fruitless and Wasteful expenditure in line with **Section 32** of the MFMA.
- 5.7. Examine appropriate investigation reports, undertaken by others, such as the Internal Audit or Forensic reports, seek clarity from the Accounting Officer and recommend to Council further actions or write- off in line with **Section 32 (2)** of the MFMA (**The above to be dealt with consistently with criminal and disciplinary proceedings in line with 32 (5) of the MFMA, MFMA Regulations for Financial Misconduct and Criminal Proceedings issued in line with Section 171-174 of the MFMA*).
- 5.8. Use information provided by the Audit Committee in line with **Section 166** of the MFMA.
- 5.9. Ensure that there is no duplication of functions, responsibilities or duties that have been delegated to the Finance Committee in terms of the MFMA and MSA.
- 5.10. Perform its functions MPAC must receive information on:-
- Adjustment budget process as in line with **Section 29 and 32** of the MFMA
 - The submission of In-Year Reports by the Mayor on the implementation of the Budget/SDBIP – **Section 52(d)** Report, MFMA
 - Monthly Budget Statements, **Section 71** of the MFMA
 - Mid-Year budget information **Section 72** of the MFMA



- Mid-year budget and performance assessment *Section 88* of the MFMA
- 5.11. Support the compliance with any applicable standards of Generally Recognised Accounting Practice (GRAP and uniform expenditure and revenue classification systems as in line with (Section (c)(ii) of MFMA and MSCOA).

In its functioning MPAC must always conduct itself in a non-party political manner

MPAC must ensure that it performs its functions in a manner that facilitates a smooth process whereby Council can take decisions on performance, write - offs, recoverable, suspensions and related misconduct actions to conclude matters

At all costs, in its functioning MPAC must avoid overlap with Finance Committee

***MPAC needs to appreciate Political and Administrative interface ***



6. MPAC Work Plan

- 6.1. The Annual Work Plan of MPAC should be synchronized with the overall Council Calendar.
- 6.2. The MPAC must develop its Work Plan / Programme annually before the start of each Financial Year.
- 6.3. The Annual Work Plan must be approved by Council.
- 6.4. The procedures of the MPAC are determined by Council as provided for Section 79 (2)(f) of the Municipal Structures Act.
- 6.5. The Work Plan must be reviewed on annual basis and submitted to the Council noting and approval on the last quarter of the current Financial Year.
- 6.6. Dates for MPAC Meetings, must be put in the Institutional Calendar.
- 6.7. The work of the MPAC Committee must be programmed to link with the overall planning cycle of the Council.
- 6.8. The MPAC Committee must ensure that all legislative deadlines which relates to its role, are adhered to.
- 6.9. The effectiveness of the MPAC must be evaluated by the Speaker of the Council. A report in this respect must be tabled to Council annual, whereupon Council must evaluate the MPAC Committee.
- 6.10. The MPAC Work Plan must be aligned with other Committees of Council and reflect the timeframes in the MFMA for planning and budgeting cycles and the preparation and adoption of the oversight report on the Annual Report.



7. MPAC Meetings and attendance

- 7.1. It is worth noting that the MPAC meetings must always be conducted in a non-party political manner.
- 7.2. The meetings of MPAC must be included in the Institutional Calendar of Council and the same notice requirements apply in line with the Standing Rules for Council and Its Committees.
- 7.3. The MPAC must meet at least four times per annum. These dates are to be identified at the start of each Financial Year and co-ordinated with Council's schedule of meetings.
- 7.4. Where necessary, the MPAC may convene Urgent and Special Meetings.
- 7.5. Meetings of the Committee should be open to the public, in terms of Section 160 (7) of the Constitution, unless it is unreasonable to do so.
- 7.6. MPAC Members are to observe the Standing Rules of Council and Its Committees as determined for Council. Any member who is absent for three or more consecutive meetings, with or without an apology shall be reported to the Speaker of Council.
- 7.7. The Chairperson of the MPAC, through the Accounting Officer, may request the attendance of the applicable Administrative Officials as and when needed, depending on the content and detail of the Agenda items.
- 7.8. The MPAC may also invite any persons, including political office-bearers with relevant experience, both internally and externally, to attend or give evidence where possible. The Office of the Accounting Officer must be notified of any requests to Administration Officials to make the necessary internal arrangements.
- 7.9. The media should also have access to the MPAC meetings when necessary.
- 7.10. The Manager MPAC and Research must provide administrative and logistical support to the MPAC.
- 7.11. The Auditor-General, The Audit Committee, Internal Audit, Risk and Performance Management System Unit shall provide the MPAC with technical support, as and where necessary to the MPAC.
- 7.12. The Chairperson of the Finance Portfolio Committee shall be invited to attend MPAC Committee Meetings as and when necessary to the meeting of the MPAC.



- 7.13. The Agenda of MPAC Meetings should be put on the Municipality website for the public to see and attend the meeting where necessary.
- 7.14. The MPAC has the authority to determine if a matter should be closed to the public, after discussion amongst members.



8. Public engagement and participation

- 8.1. The MPAC may engage directly with the public and respond to public comments and concerns that fall within its ambit of responsibility. The MPAC shall endeavour to ensure that important information related to the public engagement is communicated to the public prior to the engagement;
- 8.2. All meetings of the MPAC shall be open to the public and the MPAC may issue invitations to special interest groups or stakeholders when pertinent matters are under discussion;
- 8.3. All meetings of the MPAC shall be advertised on the Municipal website including a brief outline of the Agenda;
- 8.4. When conducting in-field inspections or project site visits, the MPAC has the right to invite interested parties / specialists from the community and to seek their insights and advice;
- 8.5. The MPAC shall be entitled to attend all public meetings where the Draft Annual Report is presented and to facilitate public input on the Annual Report;
- 8.6. In order to facilitate meaningful public engagement in the procedures outlined above, the MPAC may request documents or evidence from the Accounting Officer of the Municipality or Municipal entity; and
- 8.7. When the Annual Report is tabled in Council, the MPAC shall be afforded the opportunity to make a presentation on the Oversight Report and to take questions from the public for a period of not less than 30 minutes.



9. MPAC Reporting

The MPAC reports directly to Council

9.1. In its own performance report to Council, the MPAC shall deal with the following: -

- i. Activities of the Committee over the preceding and current Financial Year.
- ii. The number of meetings held.
- iii. The membership of the Committee and any measures to retain skills and experience / ensure continuity.
- iv. Key resolutions taken on the Annual Report.

9.2. The MPAC shall report to Council not less than once per quarter or as its oversight responsibility requires. In the case of financial and budgetary performance oversight reports, the MPAC shall report on: -

- i. Recommendations to Council
- ii. Council resolutions on the recommendations
- iii. Implementation of the Council resolutions

9.3. The full Council should deliberate on the recommendations from the MPAC, at a meeting open to the public. The MPAC shall indicate those items where immediate or very urgent resolution is required, to expedite such matters, Council must convene a special sitting if the matter remains unresolved in an ordinary Council meeting.



10. MPAC self-monitoring

- 10.1. The MPAC shall develop a monitoring and tracking mechanism that is aligned to its approved work programme. This mechanism shall include: -
- i. A record of the recommendation made to Council, the date and the nature of the Council response / resolution;
 - ii. The key respondents in the matter and the expected action;
 - iii. The outcome of the recommendation implemented / not implemented and any pertinent reasons for not implementing;
 - iv. When Council has made a resolution on a matter raised by the MPAC, it shall communicate that resolution to MPAC within seven (7) days of the date on which the resolution was decided;
 - v. The Self-Monitoring Framework used by the MPAC should reflect the measures set out in its own performance report to Council; and
 - vi. MPAC must develop Key Performance Indicators (KPI's) that form part of the Municipality's annual review of performance



11. MPAC evaluation by Council

- 11.1. Council must evaluate the performance of MPAC on an annual basis; and
- 11.2. The performance measures used for this process shall reflect the measures set out in the MPACs own performance assessment report to Council.



12. MPAC support officials and budget

- 12.1. The MPAC has the right to motivate to Council for the provision of staff, equipment, facilities and an operating budget commensurate with its obligations. This must be undertaken in such a manner so as not to duplicate any functions already performed by Municipal officials.
- 12.2. The Municipal Administration, through the Accounting Officer must ensure adequate financial and human resources are made available to support the MPAC.
- 12.3. The MPAC Manager and Research must be responsible for full functionality of the MPAC.
- 12.4. The MPAC Manager and Research must provide research information where necessary to the MPAC.
- 12.5. The MPAC Manager and Research must be responsible for requesting and making available to the MPAC any documentation and information required.
- 12.6. The MPAC Manager and Research must ensure that Meeting Notices, Agendas, Minutes and documents are circulated on time to all MPAC Members.



13. Application of MPAC Terms of Reference

The MPAC Terms of Reference may be used as follows: -

13.1. In MPAC interactions politically, administratively and with communities to explain the role of the MPAC, source out information and any other necessary interaction where possible



14. Official Sign – Off

Compiled by	Signature	Date
Ms. Z. Dumalile MPAC Manager and Research Administration		30 June 2023
Reviewed by: -	Signature	Date
Clr. M. Bango MPAC Chairperson		30 June 2023
Approved by Council :-	Signature	Date
Clr. N. Siyo-Sokutu Speaker of Council		30 June 2023

ANNEXURE B

2023/2024 MPAC ANNUAL WORKPLAN



**KING SABATA DALINDYEBO
MUNICIPALITY**

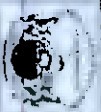


**MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)
ANNUAL WORKPLAN**

2023- 2024 FINANCIAL YEAR

QUALITY SERVICES TO ALL COMMUNITIES

2023/2024 MPAC ANNUAL WORKPLAN



Preface

The Work Plan serves as an operational plan that clarifies the specific dates, activities, responsibility and provides guiding legislation applicable to each step/ process. The Work Plan is linked to MFMA, MPAC Key Performance Indicators (KPIs) as tabulated on the IDP / SDBIP and is also aligned to the Council (Institutional) Calendar. In many instances, practice requires that many of the deliverables are attended to in advance of outer legislated deadlines. This is so to enable Council oversight and related process to be undertaken in time and more thoroughly. Hence, it is common practice to ensure earlier actions are taken. The table below simply outlines the overall workload of the MPAC over the financial year and the nature of on-going oversight work:

Investigations	Performance Reviews	Public Hearings and community inputs on Annual Reports	Verify progress on recommendations and matters unresolved
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MPAC ANNUAL WORKPLAN



DATE	ACTIVITY	REQUIRED PRESENCE (APART FROM MPAC)	RELEVANT LEGISLATION
1ST QUARTER			
04 July 2023	<p>MPAC 1st Ordinary Meeting</p> <ul style="list-style-type: none"> • Investigations and follow up on addressing UIFW and Consequence Management • Probes and seek clarities on the any deviations in the Expenditure and Performance of the Municipality i.e. Annual Report, Quarterly (Section 52D and Performance – SDBIP). • Consideration of the 4th Quarter MPAC Oversight Report 2022/2023 	PT, AGSA, COGTA	MPAC Guide and Toolkit by NT MFMA MFMA
August/Sept	<ul style="list-style-type: none"> • Consider monthly budget report • Confirm Annual Financial Statements and Annual Report was submitted at the end of August to AG. 	CFO (Budget and Treasury Office)	MFMA (71(1))
September 2023/March 2024	<ul style="list-style-type: none"> • Review the Annual Performance Reports of the MM & S 56 managers and Oversight site visits 	MM and Senior Management	Municipal Systems Act (s126) & MFMA (s46) MPAC Guide and Toolkit by NT

2023/2024 MPAC ANNUAL WORKPLAN



DATE	ACTIVITY	REQUIRED PRESENCE (APART FROM MPAC)	RELEVANT LEGISLATION
2nd QUARTER			
06 October 2023	<p>MPAC 2nd Ordinary Meeting</p> <ul style="list-style-type: none"> • Investigations and follow up on addressing UIFW and Consequence Management • Probes and seek clarities on the any deviations in the Expenditure and Performance of the Municipality i.e., Annual Report, Quarterly (Section 52D and Performance – SDBIP). • Consideration of the 1st Quarter MPAC Oversight Report 2023/2024 • Consideration of the Oversight Plan • Review progress on the implementation of Recommendations on the previous Oversight Report 	PT, AGSA, COGTA	MPAC ToR MFMA MPAC Guide and Toolkit
October/ November	<ul style="list-style-type: none"> • MPAC Oversight on the IDP Outreach 	Executive Mayor / IDP Unit	MPAC Guide and Toolkit
	<ul style="list-style-type: none"> • Consider monthly budget report 	BTO	MFMA (71(1))
	<ul style="list-style-type: none"> • Review of IDP (scorecard, KPIs, objectives, budget etc) 	IDP Unit	Municipal Systems Act (s34)
	<ul style="list-style-type: none"> • Review the 1st Quarter Performance Reports of the MM & S 56 managers and Oversight site visits 	PMS Unit	MFMA (52 &166)



DATE	ACTIVITY	REQUIRED PRESENCE (APART FROM MPAC)	RELEVANT LEGISLATION
November/ December/ January	• Verify tabling of AR to Council by Mayor / Exec. Mayor	PMS Unit	MFMA (s121 & 127)
	• Council publicize AR and invite community input	PMS Unit	MFMA (s129 & 130) Municipal Systems Act (s21 [a])
	• Review 1 st draft of the Oversight Report on the AR		MFMA (130 (2))



DATE	ACTIVITY	REQUIRED PRESENCE (APART FROM MPAC)	RELEVANT LEGISLATION
3rd QUARTER			
06 February 2024	3rd Ordinary MPAC Meeting <ul style="list-style-type: none"> • Investigations and follow up on addressing UIFW and Consequence Management. • Probes and seek clarities on the any deviations in the Expenditure and Performance of the Municipality i.e. Annual Report, Quarterly (Section 52D and Performance – SDBIP). • Consideration of the 2nd Quarter MPAC Oversight Report 2023/2024 	PT, AGSA, COGTA	MPAC ToR
14 - 16 February 2024	<ul style="list-style-type: none"> • Conduct Departmental Hearings on the AR 	Senior Management /Internal audit / EM/PMS	MFMA (s 129(2)) MFMA (s 131 (1))
	<ul style="list-style-type: none"> • Review progress on the implementation of Recommendations on the previous Oversight Report. 	Accounting Officer	MPAC Guide and Toolkit by NT
	<ul style="list-style-type: none"> • Review 2nd draft of the oversight report on the AR 	AG	MFMA (129 (2) b)
	<ul style="list-style-type: none"> • Review / Confirm implementation of Annual Action Plan/ Audit Action Plan 	Internal audit & CFO	MPAC Guide and Toolkit
March	<ul style="list-style-type: none"> • Review the 2nd Quarter/Mid-Term performance reports of the MM & S 56 managers & Oversight site visits 	Performance Unit	MFMA (s 52)

2023/2024 MPAC ANNUAL WORKPLAN



DATE	ACTIVITY	REQUIRED PRESENCE (APART FROM MPAC)	RELEVANT LEGISLATION
			Municipal Systems Act (s 41 [1](e))
	<ul style="list-style-type: none"> Oversight Public Hearings on the AR 	EM	MFMA (129)
	<ul style="list-style-type: none"> Verify submission of minutes of the AR meeting to the NT, PT, AG, legislature and COGTA by MM 	Accounting Officer	MFMA (52 & 66) Procurement Management Regs (14 (2))
	<ul style="list-style-type: none"> Verify adoption of oversight report with comments on AR 		MFMA Sect 129 (1)
	<ul style="list-style-type: none"> Verify publication of the oversight report by the MM 		MFMA (129 (3))



DATE	ACTIVITY	REQUIRED PRESENCE (APART FROM MPAC)	RELEVANT LEGISLATION
4th QUARTER			
09 May 2024	Ordinary MPAC Meeting <ul style="list-style-type: none"> • Investigations and dealing with UIFW and consequence management • Probes and seek clarities on the any deviations in the Expenditure and Performance of the Municipality i.e. Annual Report, Quarterly (Section 52D and Performance – SDBIP). • Consideration of 3rd Quarter MPAC Oversight Report 2023/2024 	PT, AGSA, COGTA	MPAC ToR
April	<ul style="list-style-type: none"> • Oversight on the IDP Roadshows 	IDP Unit	MPAC Guide and Toolkit by NT
	<ul style="list-style-type: none"> • Verify council adoption of IDP & Budget 		MFMA (s24)
	<ul style="list-style-type: none"> • Verify submission of the approved IDP and Budget to the MEC for LG, NT, PT, AG and legislature 		Municipal Systems Act (s25)
	<ul style="list-style-type: none"> • Verify public notification that the IDP and Budget are adopted and are available for public consideration 		Municipal Systems Act (s21)
	<ul style="list-style-type: none"> • Progress on the implementation of the Audit Action Plan 	Accounting Officer	MPAC Guide and Toolkit by NT

2023/2024 MPAC ANNUAL WORKPLAN

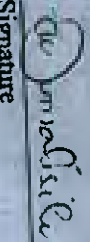

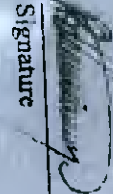


DATE	ACTIVITY	REQUIRED PRESENCE (APART FROM MPAC)	RELEVANT LEGISLATION
4TH QUARTER			
May	<ul style="list-style-type: none"> Verify that IDP / Budget / AR and other required Docs published on the municipal website 		Municipal Systems Act (s21 A) and MFMA (s75)
	<ul style="list-style-type: none"> Review the 3rd Quarter performance reports of MM & S 56 managers & Oversight site visits 	PMS Unit	MFMA (s 52) Municipal Systems Act (s 41 [1]e)
June	<ul style="list-style-type: none"> Verify that SDBIP has been submitted to Mayor within 14 days of budget & IDP Adoption 	EM	MFMA (s53)
	<ul style="list-style-type: none"> Verify that the draft performance agreements have been submitted to the Mayor within 14 days of budget & IDP adoption. 	EM	MFMA (s53)
	<ul style="list-style-type: none"> Assessment of MPAC Functionality 	Speaker of Council	MPAC Guide and Toolkit by NT

2023/2024 MPAC ANNUAL WORKPLAN



OFFICIAL SIGN-OFF

Compiled by: - Ms. Z. Dimalisile Manager MPAC and Research Administration	 Signature	30 June 2023
Submitted by: - Cllr. M. Bango Chairperson MPAC	 Signature	30 June 2023
Approved by Council:- Cllr. N. Sityo- Sokutu (Speaker)	 Signature	30 June 2023



MPAC Oversight Work Plan 2023/2024

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE (√)	NOT DONE (X)
2022/2023					
1.	05.06.2023	<ul style="list-style-type: none"> Issuing of MPAC Recommendations on the Oversight Report on the 2021/2022 Annual Report. 	MPAC Manager	√	
QUARTER 1					
2.	18.07.2023	<ul style="list-style-type: none"> Developed Work Plan on 2022/2023 FY MPAC Oversight on Annual Report. 	MPAC Manager	√	
3.	18.07.2023	<ul style="list-style-type: none"> Review 1st submissions on the MPAC Recommendations on the Oversight Report on the 2021/2022 Annual Report. 	MPAC Manager	√	
4.	19.07.2023	<ul style="list-style-type: none"> Develop MPAC Oversight Questionnaire on 2022 / 2023 performance. 	MPAC Manager	√	
5.	19.07.2023	<ul style="list-style-type: none"> Develop MPAC Oversight Questionnaire on 2022 / 2023 Annual Report Format 	MPAC Manager	√	
6.	19.07.2023	<ul style="list-style-type: none"> Develop MPAC Project Site Visits Questionnaire 	MPAC Manager	√	

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE (✓)	NOT DONE (X)
7.	15.08.2023	<ul style="list-style-type: none"> • Submit MPAC 2022/2023 Oversight on Annual Report Work Plan to the Committee for noting. • Submit MPAC Oversight Questionnaire in 2022 / 2023 performance for noting. • Submit MPAC Oversight Questionnaire in 2022 / 2023 Annual Report Format for noting. • Submit MPAC Project Site Visits Questionnaire for noting. 	MPAC Chairperson		
8.	16.08. 2023	<ul style="list-style-type: none"> • Issue MPAC Oversight Questionnaires to all Departments 	MPAC Manager		
9.	25.08.2023	<ul style="list-style-type: none"> • Issue Communication to the Departments on Projects identified for visit. 	MPAC Manager		

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE (✓)	NOT DONE (X)
10.	31.08.2023	<ul style="list-style-type: none"> Submission of Departmental responses to the MPAC Oversight Questionnaire on 2022 / 2023 performance and annual report format 	Accounting Officer / MPAC Manager		
11.	15.09.2023	<ul style="list-style-type: none"> Review and analysis of MPAC Oversight Questionnaire on 2022 / 2023 performance and annual report format 	MPAC Manager		
12.	07-15.09.2023	<ul style="list-style-type: none"> Conduct Project Oversight Site visits at Mqanduli. <p style="text-align: center;">25</p>	MPAC Manager		
QUARTER 2					
13.	06.10.2023	<ul style="list-style-type: none"> MPAC Ordinary Committee Meeting to review the Format of the Oversight Report 2022/2023 Annual Report and the 1st Draft of the Oversight Report on 2022/2023 Annual Report. 	MPAC Chairperson		

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE (✓)	NOT DONE (X)
14.	16- 25.10.2023	<ul style="list-style-type: none"> Conduct Project Oversight Site visits at Mthatha 	MPAC Manager		
15.	12.12.2023	<ul style="list-style-type: none"> Issue 2nd submission of the MPAC Past Recommendation on the Oversight Report on the 2021/2022 Annual Report. 	MPAC Manager/ Director		

QUARTER 3

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE (✓)	NOT DONE (X)
16.	15.01.2023	<ul style="list-style-type: none"> • Review 2nd submission on the MPAC Past Recommendation on the Oversight Report on the 2021/2022 Annual Report. 	MPAC Manager		
17.	30.01.2024	<ul style="list-style-type: none"> • Draft 2022/2023 Annual Report referred to MPAC for Oversight by Council 	AO		
18.	31.01.2024	<ul style="list-style-type: none"> • Review the Draft 2022/2023 Annual Report, develop and issue Questions on performance and format in preparations for Departmental Hearings 	MPAC Manager		
19.	06.02.2024	<ul style="list-style-type: none"> • MPAC Ordinary Committee Meeting to review: <ul style="list-style-type: none"> ○ The 2022/2023 Draft Annual Report for oversight 	MPAC Chairperson		

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE (✓)	
				NOT DONE (X)	
		<ul style="list-style-type: none"> ○ The 2nd Draft of the Oversight Report on 2022/2023 Annual Report. 			
20.	14 16.02.2024	<ul style="list-style-type: none"> • Annual Report Hearings (Departmental) 27 	MMCs Directors		
21.	07.03.2024	<ul style="list-style-type: none"> • Public Hearings on the Annual Report 2022/2023 	Office of the EM MPAC Manager		
22.	12.03.2024	<ul style="list-style-type: none"> • MPAC Special Meeting to submit Final Draft on the MPAC Oversight Report on 2022/2023 Annual Report. 	Chairperson	On track	

NO.	DATE	ACTIVITY	RESPONSIBILITY	DONE (✓)	NOT DONE (X)
23.	29.03.2024	<ul style="list-style-type: none"> Table the MPAC Oversight Report on 2022/2023 Annual Report to the Council. 	Chairperson	On track	

Table 1: MPAC Oversight Work Plan 2023/2024

ANNEXURE C



PUBLIC NOTICE NO.6 OF 2024

TABLING OF DRAFT ANNUAL REPORT 2022-23

INVITATION TO SUBMIT COMMENTS ON THE DRAFT ANNUAL REPORT

Notice is hereby given in terms of Section 127(5) of the Municipal Finance Management Act, 56 of 2003 and Section 21A of the Municipal Systems Act, 32 of 2000, which requires Municipalities to publish their Annual Reports and invite the local community to submit representations in connection with the annual report.

In compliance with Section 127(2) of the Municipal Finance Management Act, 56 of 2003, King Sabata Dalindyebo Municipality tabled its Draft Annual Report for 2022-23 financial year at its Ordinary Council meeting held on Tuesday, 30th January 2024. The Annual report being a compliance document seeks to:

- a. Provide a record of the activities of the Municipality during the financial year to which the report relates
- b. Provide a report on performance against the budget of the Municipality
- c. Promote accountability to the Local Community for the decisions made throughout the year by the Municipality

Anyone who wishes to make comments or submit representations can do so in writing within 30 days upon the issue of this notice to the following email address: Phelokazip@ksd.gov.za, Nangamso@ksd.gov.za

Alternatively, the comments can be submitted in hard copy to the following address: Office of the PMS Manager, King Sabata Dalindyebo Municipality, Corner Owen & Sutherland Street, Muzila Building, Ground Floor (Four Seasons)

A Copy of the Draft Annual Report 2022-23 is available on the Municipal website at www.ksdmunicipality.gov.za and can also be viewed from the Municipal Offices both in Mthatha and Mqandla, at the Reception during Office hours (08h00-16h30).

For enquiries, please contact Ms. P. Pelem, Manager Performance Monitoring & Evaluation at 072 594 3360.

Mr N.Pakade, Municipal Manager

ANNEXURE D



MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DEPARTMENTAL HEARINGS ON THE ANNUAL REPORT 2022/2023 FY

DEPARTMENT OF CORPORATE SERVICES
14 FEBRUARY 2024 AT 09:00
COUNCIL CHAMBERS, MTHATHA TOWN HALL

AGENDA

1. Opening Prayer	
2. Welcoming and Purpose of the Session	MPAC Member Hon. Cllr S. Mshunqane
3. Credentials	All
4. Engagement on the Annual Report 2022/2023	Department
5. Inputs	All
6. Vote of Thanks	MMC Corporate Services Hon. Cllr N. Sibeko



MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DEPARTMENTAL HEARINGS ON THE ANNUAL REPORT 2022/2023 FY

DEPARTMENT OF COMMUNITY SERVICES
14 FEBRUARY 2024 AT 11:00
COUNCIL CHAMBERS, MTHATHA TOWN HALL

AGENDA

1. Opening Prayer	
2. Welcoming and Purpose of the Session	MPAC Member Hon. Cllr T. Gqiba
3. Credentials	All
4. Engagement on the Annual Report 2022/2023	Department
5. Inputs	All
6. Vote of Thanks	MMC Community Services Hon. Cllr. S. Nyengane



MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DEPARTMENTAL HEARINGS ON THE ANNUAL REPORT 2022/2023 FY

DEPARTMENT OF RURAL ECONOMIC DEVELOPMENT
16 FEBRUARY 2024 AT 14:00
COUNCIL CHAMBERS, MTHATHA TOWN HALL

AGENDA

1. Opening Prayer	
2. Welcoming and Purpose of the Session	MPAC Member Hon. Cllr. N. Jubeni
3. Credentials	All
4. Engagement on the Annual Report 2022/2023	Department
5. Inputs	All
6. Vote of Thanks	MMC Public Safety Hon. Cllr. M Dudumayo



MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DEPARTMENTAL HEARINGS ON THE ANNUAL REPORT 2022/2023 FY

DEPARTMENT OF PUBLIC SAFETY
16 FEBRUARY 2024 AT 11:00
COUNCIL CHAMBERS, MTHATHA TOWN HALL

AGENDA

1. Opening Prayer	
2. Welcoming and Purpose of the Session	MPAC Member Hon. Cllr. M. Majeka
3. Credentials	All
4. Engagement on the Annual Report 2022/2023	Department
5. Inputs	All
6. Vote of Thanks	MMC Public Safety Hon. Cllr. M. Marasha



MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DEPARTMENTAL HEARINGS ON THE ANNUAL REPORT 2022/2023 FY

DEPARTMENT OF HUMAN SETTLEMENTS
15 FEBRUARY 2024 AT 11:00
COUNCIL CHAMBERS, MTHATHA TOWN HALL

AGENDA

1. Opening Prayer	
2. Welcoming and Purpose of the Session	MPAC Member Hon. Cllr A. Ketse
3. Credentials	All
4. Engagement on the Annual Report 2022/2023	Department
5. Inputs	All
6. Vote of Thanks	MMC Human Settlements Hon. Cllr. N. Sibeko



MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DEPARTMENTAL HEARINGS ON THE ANNUAL REPORT 2022/2023 FY

DEPARTMENT OF BUDGET AND TREASURY OFFICE
15 FEBRUARY 2024 AT 09:00
COUNCIL CHAMBERS, MTHATHA TOWN HALL

AGENDA

1. Opening Prayer	
2. Welcoming and Purpose of the Session	MPAC Member Hon. Cllr. T. Malefane
3. Credentials	All
4. Engagement on the Annual Report 2022/2023	Department
5. Inputs	All
6. Vote of Thanks	MMC Budget and Treasury Office Hon. Cllr. Z. Gana



MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DEPARTMENTAL HEARINGS ON THE ANNUAL REPORT 2022/2023 FY

EXECUTIVE AND COUNCIL

16 FEBRUARY 2024 AT 09:00

COUNCIL CHAMBERS, MTHATHA TOWN HALL

AGENDA

1. Opening Prayer	
2. Welcoming and Purpose of the Session	MPAC Member Hon. Cllr A. Ketse
3. Credentials	All
4. Engagement on the Annual Report 2022/2023	Department
5. Inputs	All
6. Vote of Thanks	His Excellences The Executive Mayor Hon. G.N Nelani



MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DEPARTMENTAL HEARINGS ON THE ANNUAL REPORT 2022/2023 FY

TECHNICAL SERVICES
15 FEBRUARY 2024 AT 14:00
COUNCIL CHAMBERS, MTHATHA TOWN HALL

AGENDA

1. Opening Prayer	
2. Welcoming and Purpose of the Session	MPAC Member Hon. Cllr A. Ketse
3. Credentials	All
4. Engagement on the Annual Report 2022/2023	Department
5. Inputs	All
6. Vote of Thanks	MMC Technical Services Hon. Cllr.M. Marhasha

ANNEXURE E



ATTENDANCE REGISTER FOR 2022/2023 ANNUAL REPORT HEARINGS

DATE : 14 FEBRUARY 2024

TIME : 09H00

VENUE : MTHATHA TOWN HALL COUNCIL CHAMBERS

DEPARTMENT : CORPORATE SERVICES

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNATURE
1.	Ndlobeni BM	GM: HR	083 533 0330	
2.	S.M. Nono	Director	0724021121	
3.	N/S Letuka	GM: OS	0664134231	
4.	P Fellem	MANAGER: PMAC	0725943360	
5.	Y.S. MAFUYA	MPAC INTERN	0677437433	
6.	Makelane T.	MPAC member	0670660904	
7.	M. SIBEKO	Corporate Services - PMAC	0833477570	
8.	A KETSE	MPAC member	0795141853	

	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNATURE
9.	TUBONI N	W/ CLUR, MPAC member	0736149315	
10.	ATTIYA B	COMMUNICATIONS (C)	078 46 99 148	
11.	Migaw SZ	Manager, Employee Libell	0609227331	
12.	Nixobengwane K	MANAGER L.R	0833724411	
13.	A. SIHELE	MPAC STUDENT	067 713 5666	
14.	Nomvongwe P.	AST. MANAGER ICT OPS	083 444 5475	
15.	Feni T	Manager HRD		
16.	Bango M.	MPAC Chairperson	072 858 4467	
17.	Muzizi N	MANAGER: HRD	073 699 3799	
18.	SENE NE O.S.	MPAC ADMIN CLERK	0835033025	
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ATTENDANCE REGISTER FOR 2022/2023 ANNUAL REPORT HEARINGS

DATE : 14 FEBRUARY 2024

TIME : 11H00

VENUE : MTHATHA TOWN HALL COUNCIL CHAMBERS

DEPARTMENT : COMMUNITY SERVICES

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNATURE
1.	KLIZA L	Supt. - refuse removal	063640 1570	
2.	J. MSAKENI	MPAC MEMBER.	0734565443	
3.	P. PELLEM	MANAGER PM&E	0725943360	
4.	B.C. MSHUNDRANE	MPAC MEMBER	0788 803319	
5.	S. Nyengqoke	MANAGER COMM. SERVICE	076 449 1299	
6.	F. GULEMI	Commissioner	071 600 1214	
7.	Z. DUMAKISILE	MANAGER - MPAC	073682 3029	
8.	A. KETSE	MPAC Member	0795141853	

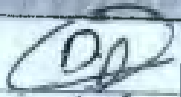




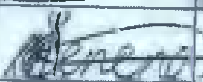
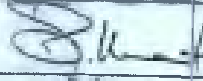

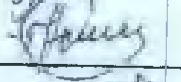

	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNATURE
9.	LUBONI N	MPAC MEMBER	0736149315	N
10.	Melofane I.	MPAC member	0670660904	
11.	SENE NE C.S.	ADMIN CLERK-MPAC	835033025	
12.	A. S FHELE	MPAC STUDENT	067 713 5666	
13.	Y.S MARINA	MPAC INTERN	067 743 7433	
14.	M. BANGO	MPAC CHAIR PERSON	072 8584467	
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ATTENDANCE REGISTER FOR ANNUAL REPORT HEARINGS

DATE : 15 FEBRUARY 2024
TIME : 09H00
VENUE : MTHATHA TOWN HALL COUNCIL CHAMBER
DEPARTMENT : BUDGET AND TREASURY OFFICE

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
1.	Lunike X	BTO KSDLM	0714008466	
2.	Nange N.	BTO KSDLM	0826115185	
3.	ZIBI N.	BTO -KSDLM	0825649136	
4.	S.C. MSHWANE	MPAC MEMBER	0788303319	
5.	M. MASEKE	MPAC WHIP	0790523337	
6.	N. MATIBALI BA	MPAC MEMBER	5834550594	
7.	Makotane T.	MPAC MEMBER	0670660994	
8.	MFOBO S.	BTO	083266907	




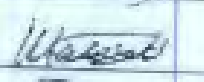



#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNATURE
9.	MKHOLISO D	GM: ACCOUNTING	0731476014	
10.	Gand Z	MME BTO	078 588 5858	
11.	BANCO M	MPAC CITIZEN	072 8584467	
12.	JHULO EF	CFO	0836023214	
13.	SIHELE A	MPAC STUDENT	067 713 5666	
14.	SENENE O.S.	MPAC ADMIN CLERK	083 503 3025	
15.	Y.S MAFUMA	MPAC INTERN	067 743 7433	
16.	P. PHEM	MANAGER PMA	0725443310	
17.	N. NIKHATHI	Manager Revenue	071 343595	
18.	N. JUBANI	MPAC MEMBER	0936149315	
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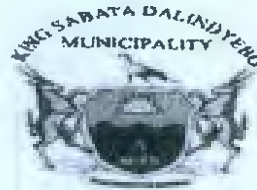


ATTENDANCE REGISTER FOR ANNUAL REPORT HEARINGS

DATE : 15 FEBRUARY 2024
 TIME : 11H00
 VENUE : MTHATHA TOWN HALL COUNCIL CHAMBER
 DEPARTMENT : HUMAN SETTLEMENTS

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
1.	SIBEKO N.	MMC: HS	0833477570	
2.	Z. Hoboywana ANDREWS Z.	DIRECTOR HUMAN SETTLEMENTS & PLANNING	0765446586	
3.	N. Tukwayo	Manager Financial planning	0809975905	
4.	A. MERANA	MANAGER HOUSING ADMIN	0711512281	
5.	Z. Hoboywana	Manager Bldg Control	0728877986	
6.	MAFUYA H.O.	MPAC INTERN	0677437433	
7.	SENEVE O.S.	MPAC ADMIN: CLERK	0835033025	
8.	TUBENI N.	MPAC MEMBER	0736199315	

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
9.	Pellier P.			
10.	Mediane I.	MANAGER PMAC	Phabkwa@lesol.gov.za	
11.	S.G. MSHUNDRANE	MPAC member	070660944	
12.	M. MASEKE	MPAC Member	0788303319	
13.	N. MATUBATUBA	MPAC UNUP	0790823337	
14.	Z. DUMAISILE	MPAC MEMBER	839550594	
15.	A. SIMELE	MANAGER MPAC	0736803029	
16.		MPAC STUDENT	067 713 5666	
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ATTENDANCE REGISTER FOR ANNUAL REPORT HEARINGS

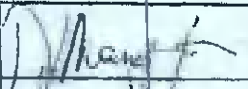







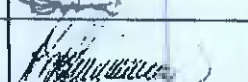
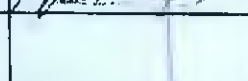
DATE : 16 FEBRUARY 2024

TIME : 09H00

VENUE : MTHATHA TOWN HALL COUNCIL CHAMBER

DEPARTMENT : EXECUTIVE AND COUNCIL

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
1.	MADCIKI P	CRD	0736510719	
2.	Noomq M.M.C.	GM	0829557308	
3.	A. KETSE	MPAC MEMBER	0795141553	
4.	M. BANGO	MPAC CHAIR	072 858 4464	
5.	N. MATLIBATUBA	MPAC MEMBER	0839555594	
6.	Z. DUMALIWE	MANAGER MPAC	073 682 3029	
7.	Molih L	CPE	071 603 1189	






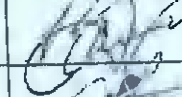
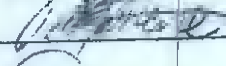
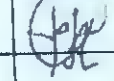
#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
	MANI			
8.	MANYIFELE M	MANAGER FP	060943 5423	
9.	MSITILI A	Chairperson Women's Council	0764486008	
10.	SENEVE O-S	MPAC ADMIN CLERK	0835453025	
11.	MAFUYA V.S	MPAC INTERN	067743 7433	
12.	A. SIHELE	MPAC STUDENT	067 713 5666	
13.	SIFUMBA S	PA SPEAKER	081417 1086	
14.	M. DICKEN	Legal officer	0637844447	
15.	Nelani G.N	Executive Mayor		
16.	MLANTENI B	Singlownhip	0648598761	
17.	IV. Siyo-Sekutu	KELIM Sp.inkwe	0747572430	
18.				
19.				
20.				
21.				



ATTENDANCE REGISTER FOR ANNUAL REPORT HEARINGS

DATE : 16 FEBRUARY 2024
 TIME : 11H00
 VENUE : MTHATHA TOWN HALL COUNCIL CHAMBER
 DEPARTMENT : PUBLIC SAFETY AND TRAFFIC MANAGEMENT

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
1.	P. Phebe Khona	Project Manager	082 974 5081	
2.	Z. Nanki	C.T.O	0727647565	
3.	T. Masekeza	Act Chief Prot. Serv.	0716094742	
4.	M. MARASHA	M.MC P. SAFETY	0726169699	
5.	T. Masekeza	Act. Chief Prot. Serv.	0716094742	
6.	N. Mqambeli	Ass Manager - PMS	078 464 1050	
7.	N. Mqambeli	MEMBER	0739550594	


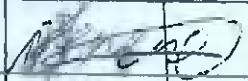
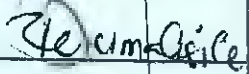
#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
8.	BANGO M.	MPAC Chair	072 268 4467	
9.	A. KETSE	MPAC member	079574 1553	
10.	Z. DUMALILE	MANAGER MPAC	073689 3029	
11.	Y.S. MAFUYA	MPAC INTERN	067 743 7433	
12.	A. SIHELE	MPAC STUDENT	067 713 5666	
13.	B C VICE	CHIEF LICENSING OFFICER	0825390430	
14.	SENEKE C-S.	MPAC ADMIN CLERK	0835033025	
15.	NM SADEPA	ACTING MANAGER COMMUNITY SAFETY	0839795281	
16.				
17.				
18.				
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21.				



ATTENDANCE REGISTER FOR ANNUAL REPORT HEARINGS

DATE : 16 FEBRUARY 2024
 TIME : 14H00
 VENUE : MTHATHA TOWN HALL COUNCIL CHAMBER
 DEPARTMENT : RURAL ECONOMIC DEVELOPMENT

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
1.	M. Duma	MNU REP	083101558	
2.	Mandla M	RSD REP	0839874322	
3.	A. KETSE	MPAC member	0795141853	
4.	M. BANGO	MPAC Chair	070 858 4464	
5.	N. MATHEBATIWA	MPAC CHAIR	0839550594	
6.	N. Nkomo li	PMS' ASS MANAGER	0784641050	
7.	Y.S. MAFUYA	MPAC INTERN	0677437433	

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNITURE
8.	SIHELE A	MPAC STUDENT	067 713 5666	
9.	SENEVE O-S.	MPAC ADMIN CLERK	083 5033 025	
10.	DUMAVUSILE Z	MPAC MANAGER	073 682 3029	
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ATTENDANCE REGISTER FOR ANNUAL REPORT HEARINGS

DATE : 15 FEBRUARY 2024
 TIME : 14H00
 VENUE : MTHATHA TOWN HALL COUNCIL CHAMBER
 DEPARTMENT : TECHNICAL SERVICES

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNATURE
1.	S.P. MSHWANE	MIPAC Member	078303319	
2.	N. MATHEBANE	MIPAC Member	0839550594	
3.	B. Gwagiso	GM: Electricity	0738077445	
4.	BATISO S	MANAGER ELECTRIC	0630028302	
5.	I. CINTAMISO	Manager Network/Net	081518327	
6.	V. MEHLWEMPI	MANAGER	0829477461	
7.	S. NODLAZI	PMU MANAGER	078 226 2608	
8.				

#	SURNAME & INITIALS	DESIGNATION	CONTACT DETAILS	SIGNATURE
9.	MBOZANI, L	Manager; Work Section	066 301 1322	
10.	N Lubeni	MPAC MEMBER	0736149315	N
11.	Mndokoyi U.	DIRECTOR - TECHNICAL	083 298644	
12.	MAFUYA Y.S	MPAC INTERN	067 743 7433	
13.	SENE NE O.S.	MPAC ADMIN. CLERK	083 5033025	
14.	SITHELE. A	MPAC STUDENT	067 713 5666	
15.	Z. DUMAUSILE	MANAGER MPAC	073 682 3029	
16.	M. BANCO	MPAC Chair	072 8584467	
17.	A Ketso	MPAC member	0795141853	
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22.				
23.				

ANNEXURE F



PUBLIC NOTICE

2022/23 ANNUAL REPORT PUBLIC HEARINGS

Notice is hereby given in terms of the Local Government Municipal Systems Act (No.32 of 2000) and the Municipal Finance Management Act (No.56 of 2003) that King Sabata Dalindyebo Local Municipality will be taking the Annual Report 2022/23 to the people in fulfilment of the objects of Local Government enshrined in the Constitution of the Republic of South Africa that compels accountability and community involvement in matters of local government.

His Worship, the Executive Mayor Cllr. G.N. Nelani will be accounting to communities on the Programmes and Projects implemented by the Municipality in 2022/23 financial year as contained in the Annual Report.

An Invitation is extended to all stakeholders and community members to be part of these final consultations of the Annual Report 2022/23, scheduled to take place as follows:

DATE	VENUE	TIME
06 March 2024	Mthatha Town Hall	10h00
06 March 2024	Mqanduli Town Hall	14h00

Enquiries regarding this notice must be directed to Ms. P. Pellem on 072 594 3360.

Issued by

N. Pakade
Municipal Manager

2024/02/23

Date

REF: 2/4/6
NP/pm

ANNEXURE G



AGENDA

2022/23 ANNUAL REPORT PUBLIC HEARINGS

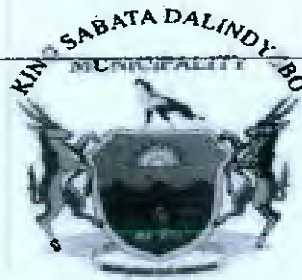
DATE: 06 MARCH 2024

VENUE: MTHATHA TOWN HALL

TIME: 10H00

PROGRAMME DIRECTOR: MMC NOKAYI

	ITEMS	RESPONSIBLE PERSON
1.	Opening Prayer	SACC
2.	Credentials and Apologies	Mr. N. Pakade Municipal Manager
3.	Welcoming Remarks	Cllr. Madyum Ward Councillor
4.	Purpose of the Meeting	Cllr. G.N. Nelani KSDM Executive Mayor
5.	PRESENTATIONS	
5.1	KSDM Draft Annual Report 2022/23	Cllr. G.N. Nelani KSDM Executive Mayor
5.2	Facilitation of Inputs from Public	Cllr. M. Bango KSDM MPAC Chairperson
5.3	ORTDM Draft Annual Report 2022/23 and Ntinga Development Agency SOC Ltd	Cllr. M. Ngqondwana ORTDM Executive Mayor
5.4	Facilitation of Inputs from Public	Cllr. N. Dywili ORTDM MPAC Chairperson
6.	Way-forward and Closing Remarks	Cllr. Nokayi MMC: Technical Services



AGENDA

2022/23 ANNUAL REPORT PUBLIC HEARINGS

DATE: 06 MARCH 2024

VENUE: MQANDULI TOWN HALL

TIME: 14H00

PROGRAMME DIRECTOR: MMC NOKAYI

	ITEMS	RESPONSIBLE PERSON
1.	Opening Prayer	SACC
2.	Credentials and Apologies	Mr. N. Pakade Municipal Manager
3.	Welcoming Remarks	Cllr. Marasha MMC: Public Safety
4.	Purpose of the Meeting	Cllr. G.N. Nelani KSDM Executive Mayor
5.	PRESENTATIONS	
5.1	KSDM Draft Annual Report 2022/23	Cllr. G.N. Nelani KSDM Executive Mayor
5.2	ORTDM Draft Annual Report 2022/23 and Ntinga Development Agency SOC Ltd	Cllr. M. Ngqondwana ORTDM Executive Mayor
6.	Comments, Questions and Responses	All
7	Way-forward and Closing Remarks	Cllr. Nokayi MMC: Technical Services

ANNEXURE H



ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
1. S. Nyakongwa	COMM. SERV	KSD LM	Tel: 076 7471 299 Cell: Email:	
2. N. Siyo-Soluntu	KSD LM speaker	KSD LM	Tel: Cell: 07973 12430 Email:	
3. N. Sibeko	MPAC H/S	KSD LM	Tel: 083 347 7570 Cell: Email:	
4. M. Bango	MPAC CHAIR KSD	KSD LM	Tel: Cell: Email:	
5. N. Dzwili	MPAC chair OR Tubs	OR Tubs	Tel: Cell: 071 6878 351 Email: nomp@citywili.co.za	

The Information required above is collected and used for record keeping purposes and to communicate with attendees after the meeting. KSD Municipality complies with the provisions of the Protection of Personal Information Act when dealing with your personal information. By signing the attendance register you consent to the processing of your personal information for the intended purpose.



ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
L. MANGO	RESEARCHER	ORTAMBO D.M.	Tel: Cell: 082 856 3824 Email: mango@ortambo.dm.gov	
S. P. NYEMBER	Committee OFFICER	ORTDM	Tel: 06 7501 7035 Cell: Email: sandile.nyember@ortdm.gov	
S. NTSATA	CONCILLOR	ORTDM	Cell: 071 955 923 Email: mpho230@icloud.com	
BP MTHIRE	CHIEF	ORTDM	Tel: Cell: 076 590 2596 Email: phumani.mthire@ortdm.gov	BP MTHIRE
Z. ZOZI	CHIEF	ORTDM	Cell: 06 23 974 45 Email: zozi.zandi@ortdm.gov	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
M. BURZANA	CLL	K.S.D	Tel: Cell: 0767921906 Email: MMedi@burzana Mb@gmail.com	
A.S. MAGEWACA	WARD ASALIN Support Clerk	K.S.D	Tel: Cell: 072 750 2770 Email: Abongile M @ ksd.gov.za	
Ab. Cetywayo	W/ADMIN CLERK	K.S.D	Tel: Cell: 07199 4673 Email: Anelisa Cetywayo 8709 mail.com	
S Maxhude	W/ADMIN	K.S.D	Tel: Cell: 07885 846 5 Email: Maxhude@ksd.gov.za	
J. Keswa		K.S.D	Tel: Cell: 0685010573 Email:	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
T. T. Moliya	N/A Admin	KSD	Tel: Cell: 083 355 0776 Email:	
A SHELE	MPAC STUDENT	KSD	Tel: Cell: 067 73 566 6 Email: amanda.shele@gmail.com	
O. S. SENENE	MPAC ADMIN CLERK	KSD	Tel: Cell: 083 503 3025 Email: oaks.senene@gmail.com	
T. MNUKWANA		KSD	Tel: Cell: 083 525 5389 Email:	
T. BEDI	W/CU	KSD	Tel: Cell: 066 1456 822 Email:	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
Z Lengisi	Ward 30	K.S.D	Tel: Cell: 083 874 8345 Email:	ZL
N. Nyume	Ward 06	K.S.D	Tel: Cell: 083 623 2598 Email:	N. Nyume
P. Mani	Ward 20	K.S.D	Tel: Cell: 065 64 28166 Email: Phile.eduma@gmail.com	P. Mani
N/Mangiso	MANAGER	KSDLM	Tel: 062 833 425 Cell: 073 086 497 Email: mangiso@kardomo.co.za	N. Mangiso
M. Mphahlele	CI/17	KSDM	Tel: 06 645 95532 Cell: Email:	M. Mphahlele

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
NTU Ndlobeni	Ward Committee		Tel: Cell: 0733918542 Email:	NTU Ndlobeni
Smdyogolo	Ward Commr		Tel: Cell: 0607038851 Email:	Smdy
IV Sidelo	Ward Commr		Tel: Cell: 0656303691 Email:	IAS
S. Tubase	AP. Manager	K.S.D. Health	Tel: Cell: 0605631207 Email: tubase@phelc22@gmail.com	
T-matwa	Ward Commr		Tel: 8419105034 Cell: Email:	T-matwa

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ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
N. POLO	ward 08 Gbu	CoFTA	Tel: Cell: 071 9524699 Email: katepotos6@gmail.com	
K. KATIA	KSO - IOPoffe	KSDLm	Tel: Cell: 064 127 7566 Email: kwardiwekat@gmail.com	
I. IHAFENI	ward 04	Business Secto	Tel: Cell: 083 8952 487 Email:	
M. MTHUWA	WARD. 04	GEOGRAPHIC ward CTEE	Tel: Cell: Email:	
D. S			Tel: Cell: 0734817804 Email:	

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ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
M. Sikonye	Ward Admin Clerk		Tel: Cell: 0769602430 Email: p920wina@gmail.com	
S. Sidiya	w/Admin Clerk	K.S.D	Tel: Cell: 0730898683 Email: simanketyrese@gmail.com	
F. Nqwanjwa	w/Admin clerk	K.S.D	Tel: Cell: 0787638493 Email: f.nqwanjwa@gmail.com	
N.P. SIGCAWU	w/ADMIN CLERK	K.S. D	Tel: Cell: 0739556179 Email: NonokaziSigcawu@gmail.com	
C. MAPHINI	W/ADMIN CLERK	K.S.D	Tel: Cell: 0833284440 Email: celwemaphini@gmail.com	

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ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

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Initial & Surname	Designation	Organisation	Contact Details	Signature
ZOLISWA MURANE	W/ADMIN CLERK	K.S.D	Tel: Cell: 081 281 7017 Email: muranezoe@gmail.com	
ANDISWA TSHI	W/ADMIN CLERK	K.S.D	Tel: Cell: 073 4328 963 Email: mthathasandiswa@gmail.com	
N. Soji	W/ADMIN CLERK	K.S.D	Tel: Cell: 0664069581 Email: njog948@gmail.com	
Z. MLEUGWANA	W/ADMIN CLERK	K.S.D	Tel: Cell: 06869 00054 Email: mziziphozantia@gmail.com	
Z. DUMASILE	MPAC MANAGER	KSD - MPAC	Tel: Cell: 073662 3009 Email:	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024
 VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
A. KETSE	MPAC member	W/CIA	Tel: Cell: 0795141953 Email: andiekdse265@gmail.com	
M. MAJERE	MPAC MEMBER	W/CLK	Tel: 079052337 Cell: Email:	
M. M. MBIMBI	FIRE & RESCUE SERVICES STATION Commander	ORTAM	Tel: 047 505 1730 Cell: 076 203 5258 Email: mmbimbim@ortam.org.za	
S. NGWANE	DISASTER TRAINING	CRIM	Tel: 047 501 6494 Cell: 066-088 022-8 Email: Southafrica@disastertraining.com	
N. G. SHAYI	P.P.P. Member	W/CIC	Tel: Cell: 076 190 1102 Email: nshayi@ppp.org.za	

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ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
S. NDILE MAJIKISA	WARD Councillor 11	KSD	Tel: Cell: 0732907695 Email: majikisa@gmail.com	
NKOSINATI NKATU	ward Councillor 12	K.S.D.M ward 12	Tel: Cell: 0834420074 Email: nkodun94@gmail.com	
T. NOMWETE MABOZA	PP. OFFICIAL	KSD LM	Tel: Cell: 0635328380 Email: thembisanaboz@gmail.com	
N. NYAKOMBI	PP OFFICIAL 2	Ksm Lm	Tel: Cell: 0733 501 663 Email:	
X. Msetu	P.P. Official	KSD LM	Tel: nyamiinyako@gmail.com Cell: 0660998532 Email: Xhantim@ksd.gov.za	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
M. DUNA	Senior Ad. Unit	KSDLM	Tel: Cell: 076 828 7836 Email: m.duna@kdsd.gov.za	
D.M. TETI	W/CLER 35	KSDLM	Tel: Cell: 078 434 2538 Email: m.duna@kdsd.gov.za	
N. MATYABA	W/CLER 09	KSDLM	Tel: 076 828 7836 Cell: Email:	
S. TAMBO	W/C 09	KSDLM	Tel: Cell: 073 122 7446 Email:	
A. MSONU	W/CL 31	KSDLM	Tel: 078 998 6008 Cell: Email: amsonu@kdsd.gov.za	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
ZC SANTIUNOU	IDP COORDINATOR	KSD LWA	Tel: Cell: 073 7476 053 Email: zc_sant@gmail.com	
SN Mgechdo	Member Ex ^o	KSD BDF	Tel: 072 678 4670 Cell: Email:	
N. NYDA	IDP	KSD	Tel: Cell: 066 496 4441 Email:	
Z. SIDELO	ward clerk	KSD	Tel: Cell: 073 740 5791 Email: zidelonke@gmail.com	
N. Rongo	ward clerk	KSD	Tel: Cell: 073 361 1836 Email: nankazinesum@gmail.com	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
B.M. MAREPULA	CW- WARD 31	COGTA	Tel: Cell: 073 9472 097 Email: bmarepula@gmail.com	
N. THIMBO	W/C 04	KSD	Tel: Cell: 079 240 5500 Email: thimbonobuntu@gmail.com	
B Malipale	W/C 32	KSD	Tel: Cell: 0316218100 Email: Bmalipale@gmail.com	
L. Poto	ORTDM IGR	ORTDM IGR	Tel: Cell: 0604697941 Email: kudwepoto.igt@gmail.com	
L. NISHENISHE	Ward 06	K.S.D	Tel: Cell: 0832493017 Email: 0	

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ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MTHATHA TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
N. Maledle	CLR	ORTBM	Tel: Cell: 0761150385 Email: fawuimaledle@gmail.com	
Z. Nokayi	CMr	KSDM	Tel: Cell: 0730200558 Email: zandankayi@gmail.com	
			Tel: Cell: Email:	
			Tel: Cell: Email:	
			Tel: Cell: Email:	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MQANDULI TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
S. Lubase	Manager Health	K.S.D/Health	Tel: Cell: 0605631207 Email: j.lubase@phelale88@gmail.com	
W. ZITCO	W/C	Ward 22	Tel: Cell: 0785555498 Email:	
Z. MANI NINA	MANAGER	Home Affairs	Tel: 047 5731071 Cell: 0609821065 Email: Zolile.ManiNina@kwa-zulu.gov.za	
R. Ngwenla	Manager	HBSP BAKKE	Tel: Cell: 067 425 73 58 Email: Robert.Ngwenla@absa.africa	
Z. Mkeleni	CBW 22	WARD 22	Tel: Cell: 0731142927 Email: ZMkeleni793@gmail.com	

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ATTENDANCE REGISTER

ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MQANDULI TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
Z. L. SIZIBA	W/CLERK 22	KSD	Tel:	
			Cell: 0785057811	
			Email: zlsiziba20@gmail.com	
S. MATHATULA	29	KSD	Tel: 0782985408	
			Cell:	
			Email:	
M.A. MAMPHAMPHA	28	KSD	Tel:	
			Cell: 0735218850	
			Email:	
N. Q. Z. ISOBE	25	KSD	Tel:	
			Cell: 0839924469	
			Email:	
A. MOEWLIKA	23	KSD	Tel:	
			Cell: 0710893225	
			Email:	

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ANNUAL REPORT 2022-23 PUBLIC HEARINGS

DATE : 6 MARCH 2024

VENUE : MQANDULI TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
N. Mabho	Ward 29	ANC Volunteer	Tel: Cell: 083 240 2712 Email: nandiphq.mabho@gmail.com	
DICKSON M.T	Ward 29	ANC Member	Tel: Cell: Email:	M. Dikson
N Mzamo	Ward 29	ANC Member	Tel: Cell: Email:	
A. Zulu	Ward 29	KSD.	Tel: Cell: 0781323625 Email:	
B. Nxene	Ward 36	KSD	Tel: Cell: 0732771048 Email: nxenebuyela@gmail.com	B. Nxene

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Initial & Surname	Designation	Organisation	Contact Details	Signature
L. Denguane	29	-	Tel: Cell: Email: 0833350268	
B DALUKA	29	-	Tel: Cell: 07667216023 Email:	
L. Boco	29	-	Tel: Cell: 06582 98087 Email:	
M. N. S. izi	29	-	Tel: Cell: 0763 2454 651 Email:	
			Tel: Cell: Email:	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
S. MHLABA	WPPD COUNCELLOR	K.S.D.L.M	Tel: Cell: 0661986002 Email: sidmhlaba@gmail.com	
S.G. MSHUNGRANE	N/AAC MEMBER W/C/CR.21	KSD L.M	Tel: Cell: 0788303319 Email: shungane@kdsd.co.za	
J. MSAKENI	MPAL MEMBER W/C/CR.24	KSD L.M	Tel: Cell: 0734665443 Email:	
N. MQUSHILO	DISASTER ASSISTANT	KSD	Tel: Cell: Email: nomuso.mqushilo@gmail.com	
N. MBEHANT	SDP- emergency Records	OKIDM / DISASTER	Tel: 0774459093 Cell: 0638242273 Email: mbelana@gmail.com	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
O.S. SENEENE	MPAC ADMIN CLERK	KSD	Tel: Cell: 0835035025 Email: oaks.seneene@gmail.com	
J. Msikinyi	ICT Student	KSD	Tel: Cell: 6766281948 Email: msikinyi@kso.gov.za	
A. SIHELE	MPAC STUDENT	KSD	Tel: Cell: 067 713 5666 Email:	
N. Mgambeli	ASS MANAGER : PMS	KSD	Tel: Cell: 078 464 1050 Email: Nmgambeli@yahoo.com	
S. Maji	PA	KSD	Tel: Cell: 666 284 8459 Email:	

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VENUE : MQANDULI TOWNHALL

Initial & Surname	Designation	Organisation	Contact Details	Signature
N. GABIZITHO	WARD ADMIN CLERK	K.S.D	Tel: Cell: 0610006828 Email:	
S. T. Mlotywe	Sanco	K.S.D	Tel: Mlotywe 1930@gmail.com Cell: 0724476821 Email: mlotywe s t@gmail.com	
M Mkwabi	SPIRITUAL STAKEHOLDER		Tel: Cell: 0670939068 Email:	
N. Mahlwag		K.S.D	Tel: Cell: Email: 0737455618	
A. SIDACH		K.S.D	Tel: Cell: 098 0052 112 Email:	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
N. Mvulekabo	Cleasiny	K.S. d	Tel: Cell: Email: 0738397080	N M
M. Nyangweni	Cleasiny		Tel: Cell: 0631858646 Email:	M. N
B. Menziwo	Cleasiny		Tel: Cell: 0781616246 Email:	B M
T.T. Mowora	SM	K.S. d	Tel: Cell: 0832473127 Email:	T.M
			Tel: Cell: Email: mowora@kds.gov.za	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
S. Malawana	w/c	K.S.D.	Tel: Cell: 063 505 8729 Email: CARLOS malawana@gmail.com	
Z. MAMBILA	Ward admin Support Clerk	KSD	Tel: Cell: 073600856 Email: zikmambila72@gmail.com	
T. KWINANA	Ward/c	K.S. d	Tel: 0787741545 Cell: Email:	
M. GWAZELA	Member	KSD	Tel: Cell: Email: 0630715261	
N. Mwele	Member	K.S.D.	Tel: Cell: 0785695923 Email:	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
S. SIDAYI	B. T.O	OR TAMBO	Tel: Cell: 066 592 6367 Email: Ssidayi@gmail.com	
V. SUNDUZA	B. T.O	O.R TAMBO	Tel: Cell: 066 592 6310 063 083240066 Email: vuyiswasunda@gmail.com	
L. Dywili	Admin Intern	K.S.D	Tel: Cell: 0719059961 Email: dywiliindiswa@yahoo.com	
P. mnyamanzi	Tourism office Intern	K.S.D	Tel: Cell: 073 948 3858 Email: mnyamanziPhillisa@gmail.com	
S. MBALANO	WARD 29	K.S.D	Tel: Cell: 071098805 Email:	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
C.C. Nguizala	Ward Comm. Rep.	Ward 29	Tel: 063 004 9676 Cell: 063 004 9676 Email: nguzala@ward29.com	<i>[Signature]</i>
U. TSHITSHI	29	Phyria P. School	Tel: Cell: Email: 0810910527	<i>[Signature]</i>
B. Qasj	29	Newstart Preschool	Tel: Cell: 0686843053 Email: babalwe@newstart.com	<i>[Signature]</i>
N. SIQITHI	29	Edukid Preschool	Tel: Cell: 063 0425496 Email: nomawethusingithi@gmail.com	<i>[Signature]</i>
M. G. Lotole	29	Makhenkesi	Tel: Cell: 0833810220 Email:	<i>[Signature]</i>

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Initial & Surname	Designation	Organisation	Contact Details	Signature
Bobdwa Mbelane	W/Committee		Tel: Cell: 0780381146 Email:	B. Mbelane
N. DUCHUMATO	-	ROADS	Tel: Cell: Email:	
			Tel: Cell: 0780101913 Email:	
B. GCAZIMBANA	W/C		Tel: Cell: 0665481326 Email: BCGAZIMBANA@GMAIL.COM	
N. Somana	-	EPWP	Tel: Cell: 0731077881 Email:	N. Somana

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Initial & Surname	Designation	Organisation	Contact Details	Signature
A MGRANA	MANAGER HOUSING	KSDM	Tel: 047 495 1174 Cell: Email: Andisomielord@gov.za	
LX. MBANGANI	TECHNICIAN HOUSING	KSDM	Tel: 047 495 1174 Cell: Email: mbanganil@ksd.gov.za	
Bvuma	HSB CM/W/CLW 2	KSB	Tel: Cell: 0780459207 Email: bvuma96@gmail.com	
Z SKADE	w/c	KSD	Tel: Cell: 063134 4613 Email: Skade.mingwen0281@gmail.com	
m W Liqwa	w/c	KSD	Tel: Cell: 078 96 9 2998 Email: liqwanhiana@gmail.com	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
B MKHOHLAKALI	Admin	KSD	Tel: Cell: 07 8680 80 80 Email: mkhohlakali_ban@gmail.com	
N. BENKE	T/HALL {KSD}	KSD	Tel: Cell: 064 085 8969 Email: bowensup@gmail.com	
M Mathoo	Cleansing	K.S.D.	Tel: Cell: 041799002 Email: N/A	
Z Lulwandle	Community Services Cleansing	K.S.D	Tel: Cell: 0735728578 Email: N/A	
L Sijani	Cleansing	K. S. D	Tel: Cell: Email: 063 24 703 880	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
S. Dumile		Roads	Tel: Cell: 0638278740 Email:	S. Dumile
A. Dingani		Roads	Tel: Cell: 0732231569 Email:	
J. MOBISI		Roads	Tel: Cell: 073 5690738 Email:	
S. Ndame		Roads	Tel: Cell: 073 486 1193 Email:	
N. Flank		Roads	Tel: 083 5428962 Cell: Email:	N. Flank

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Initial & Surname	Designation	Organisation	Contact Details	Signature
M.L. MZINYATHI	Comms	KSDM	Tel: Cell: 072 294 0452 Email: mandlakazi.m@kscd.gov.za	
S. SETO		WARD 22 Chair	Tel: Cell: 078 637 9331 Email: siramulaqcto2@gmail.com	
M. NKE THO		Dept of Justice	Tel: Cell: 0796809269 Email: MNketho@justice.gov.za	
M. Gama	Mqanduli Community W/ Comm	W/comm	Tel: Cell: Email: ramulogana94@gmail.com	
N. BARNES	W/Comm Vice-Chair Extension	W/Comm WARD 32	Tel: Cell: 063 6288 216 Email: barnesnoufu@gmail.com	

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Initial & Surname	Designation	Organisation	Contact Details	Signature
			Tel: Cell: Email:	
N. MEKENI	ROADS		Tel: Cell: 081 0796992 Email:	
M. GOALUNDABA	ROADS		Tel: Cell: 078 161 8116 Email:	
S. NONDLATI	FINANCE MANAGER	KSDM	Tel: Cell: 078 2262608 Email: nondlati@ksd.gov.za	
			Tel: Cell: Email:	
			Tel: Cell: Email:	

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MINUTES OF THE FIFTEENTH COUNCIL MEETING OF THE KING SABATA DALINDYEBO MUNICIPAL COUNCIL HELD AT ENKULULEKWENI COUNCIL CHAMBERS TUESDAY 27 MARCH 2024 AT 10H00

I hereby certify that the following is a true copy extracted from the minutes of the 15th Ordinary Council meeting of the King Sabata Dalindyebo Municipal Council held on the date quoted above

OCM 731/03/24 **OVERSIGHT REPORT ON ANNUAL REPORT 2022/2023**

RESOLVED

- (a) That Council **NOTES** MPAC Oversight report on Final Draft Annual report 2022/ 2023 Financial Year;
- (b) That Council **ADOPTS** the Oversight Report on Final Draft Annual report 2022/ 2023 Financial Year in line with the statement in terms of Section 129 (1) of the MFMA on the Annual Performance report for 2022/ 2023 Financial Year
- (c) That Council **APPROVES** the Final Draft Annual report 2022/2023 Financial Year without reservations;
- (d) That Council **NOTES** the progress made on the implementation of the past Recommendation of the MPAC Oversight report on the Annual report 2021/ 2022 Financial Year;
- (e) That the Accounting Officer **MAKES** MPAC Oversight Report and the Annual Report for 2022/2023 to the Provincial Legislature in terms of section 132(2) of the MFMA;

- (f) That the Accounting Officer must **SUBMIT** the MPAC Oversight report and the Annual report for 2022/2023 to the Provincial Legislation in terms of section 132 (2) of the MFMA;
- (g) That the Executive Mayor and Accounting Officer must **ENSURE** that issues raised on the Oversight report receive full attention;
- (h) That the Accounting Officer and the Chief Financial Officer take effective and appropriate steps to **PREVENT UIF&WE** and losses;
- (i) That that the Accounting Officer and the Chief Financial Officers must **CIRCUMVENT** unnecessary deviations, **COMPLY** with MFMA prescripts in the context of competitive bidding, Government supplier Database Compliance and quality assurance must be done on all appointed Service Providers;
- (j) That in cases of financial transgressions that undermine the financial protocols of PFMA and MFMA that lead to unnecessary UIF&WE, the Accounting Officer must **IMPLEMENT** Consequence Management and money lost must be recouped from the responsible officials; and
- (k) That the Accounting Officer must **ENSURE** that there is comprehensive implementation of Municipal Audit Action Plan (MAAP) to avoid re-occurrences of non-compliance on the issues raised by the Auditor General.



.....
N. SIYO- SOKUTU
HONOURABLE SPEAKER

02/04/2024
.....
DATE