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FOR THE FINANCIAL YEAR 2017/2018

OVERSIGHT REPORT

PIETERMARTITZBURG
M S U N D U Z I



Councillors:

Chairperson of the Municipal Public Accounts Committee
Councillor M Schalkwyk

Councillor NB Ahmed

Councillor M Ngubo

Councillor SI Madonda

Councillor NC Gambu

Councillor XE Ngongoma

Councillor SG Ngubane

Councillor MB Mkhize

Councillor R Niemand

Councillor P Duma

Councillor BE Zuma

Councillor R Jugmohan – Resigned 2019/03/13

Administrative Support:

Mr Hlalani Zondi: Office of the MPAC Chair Manager

Miss Kavina Christian: Personal Assistant: MPAC Chair

Mr Indrasen Chetty, Manager: Strategic Analysis and Research (Acting)

Mr Bonga Halimana, Performance Management Practitioner (Acting)

Mr Latha Diamini, Assistant Performance Management Practitioner

Mrs Normthandazo Sikhakhane: Municipal Manager's Representative

Miss Thabile Makhathini: Committee Officer

TABLE OF CONTENTS

1.	INTRODUCTION	4
2.	BACKGROUND	4
3.	THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE	5
3.1	COMPOSITION	5
3.2	AUTHORITY AND POWER	5
3.3	ANNUAL REPORT OVERSIGHT FUNCTIONS	6
4.	THE OVERSIGHT REPORT PROCESS PLAN	6
5.	OVERVIEW OF THE FINDINGS & RECOMMENDATIONS ON THE 2016/2017 ANNUAL REPORT	11
6.	CONCLUSION	14
	ANNEXURES	15

1. INTRODUCTION

The Annual Report is a key instrument of transparent governance and accountability. It is a post-financial year document, which provides an overview of the process of financial and non-financial performance in respect of the previous financial year, in this instance 2017/2018.

The Municipal Finance Management Act (MFMA) assigns specific oversight responsibilities to Council in respect of the Annual Report and the preparation of an Oversight Report.

Given the processes required by Council to effectively undertake its oversight role, the establishment of a Municipal Public Accounts Committee of Council will provide the appropriate mechanism in which Council could fulfill its oversight responsibilities.

The Municipal Public Accounts Committee and herein referred to as the Oversight Committee, has the primary role to consider the Annual Report, receive input from the various role players and to prepare a draft Oversight Report for consideration and adoption by Council.

2. BACKGROUND

The oversight role of Council is an important component of the financial reforms and it is achieved through the separation of roles and responsibilities between Council, the Executive (Mayor and Executive Committee) and Administration. Good governance, effective accountability, and oversight can only be achieved if there is a clear distinction between the functions performed by the different role players.

Non-executive Councilors are required to maintain oversight on the performance of specific responsibilities and delegated powers that they have given to the Executive (Mayor/Executive Committee). In other words, in exchange for the powers in which Council have delegated to the Executive, Council retains a monitoring and oversight role ensuring that there is accountability for the performance or non-performance of the municipality.

The Municipal Finance Management Act, No.56 of 2003 (MFMA) vests in Council specific powers of approval and oversight:

- ✓ Approval of budgets;
- ✓ Approval of Budget related Policies; and
- ✓ Review of the Annual Report and adoption of the Oversight Report.

The Municipal Public Accounts Committee is a Council Committee established in terms of sections 33 and 79 of the Municipal Structures Act, No. 117 of 1998. In terms of line of accountability, the Committee accounts directly to Council.

The Municipal Public Accounts Committee is delegated the responsibility to conduct meetings and to hold public hearings to receive and hear public submissions on the Annual Report, on behalf of Council.

Timely notice of all meetings should be given and all meetings held by the Municipal Public Accounts Committee must be open to the public and minutes of the meetings must be submitted to Council meetings.

3.2 AUTHORITY AND POWER

Councillor M Schalkwyk serves as Chairperson of the Municipal Public Accounts Committee.

- Councillor M Schalkwyk
- Councillor NB Ahmed
- Councillor M Ngubo
- Councillor SI Madonda
- Councillor NC Gambu
- Councillor XE Ngongoma
- Councillor SG Ngubane
- Councillor MB Mkhize
- Councillor R Niemand
- Councillor P Duma
- Councillor BE Zuma
- Councillor R Jugmohan (resigned 19/03/2019)

The Municipal Public Accounts Committee consists of the following Councillors:

The Municipal Public Accounts Committee is a Committee of Council established under section 79 of the Municipal Structures Act, 1998. Due to the separation of roles and responsibilities, between Council and the Executive (Mayor and Executive Committee) it is not appropriate that members of the Executive Committee be members of the Oversight Committee.

3.1 COMPOSITION

3. THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

3.3 ANNUAL REPORT OVERSIGHT FUNCTIONS

The Annual Report oversight functions of the Municipal Public Accounts Committee are to:

- ✓ Undertake the review and analysis of the Annual Report.
- ✓ Invite, receive, and consider input from Councillors and Portfolio Committees, on the Annual Report.
- ✓ Consider written comments received in respect of the Annual Report from the public consultation process.
- ✓ Conduct Public Hearing(s) to allow the local community or any organs of state to make representations on the Annual Report.
- ✓ Receive and consider Council's Audit Committee views and comments on the annual financial statements and the performance report.
- ✓ Preparation of the draft Oversight Report, taking into consideration, the views and input of the public, representative(s) of the Auditor-General, organs of state, Council's Audit Committee and Councillors.

4. THE OVERSIGHT REPORT PROCESS PLAN

Section 129 of the Municipal Finance Management Act (Act 56 of 2003) requires the Council to consider its Annual Report and to adopt an Oversight Report.

In order for the Municipal Public Accounts Committee to conduct its oversight over the 2017/2018 Annual Report, an Oversight Process Plan was developed and adopted by Council on the 30th of January 2019 and reviewed and proved on the ... **(attached as Annexure "A")**.

The approved Oversight Process Plan in respect of the 2017/2018 Annual Report indicates amongst others; that the Municipal Public Accounts Committee should scrutinize the Annual Report and all other supporting documents, solicit comments from the public, generate questions and submit to the City Manager for written responses, hold public meetings, draft an oversight report and unanimously adopt it prior to this report serving in Council within two months.

The Annual Report 2017/2018 was submitted to Council at its meeting held on the 31st of January 2019, and was referred to the Municipal Public Accounts Committee subject to minor amendments to the Report. The community was then notified through print media of the availability of the Annual Report and were invited to submit representations on the report **(attached as Annexure 'B')**.

The Annual Report was available at all Area Based Management (ABM) satellite offices in the 5 Zones, the municipal Information Centre at City Hall and the office of the Municipal Manager. It was also placed on the Msunduzi Municipality website (www.msunduzi.gov.za). At the closing date for public submissions of concerns on the Annual Report, 23rd of February 2019, no submissions were received. The Public was invited to the tabling of the Oversight Report to Council on 27th of March 2019.

This was an introductory meeting which included a general presentation outlining the Oversight process and requirements. Members were advised that invitations to meetings of the Municipal Public Accounts Committee were sent to all General Managers of the Municipality including those who were acting during the time of the Oversight process. It was stated that reminders were also forwarded before each meeting.

REFER ANNEXURE 'C'

25 March 2019 – INTRODUCTORY MEETING

No.	Date	Item/ Business Unit
1.	2 February 2019	Introductory Meeting
2.	12 February 2019	Infrastructure Services
3.	19 February 2019	Corporate Services
4.	21 February 2019	Sustainable and Economic Development Services
5.	19 March 2019	Community Services
6.	19 March 2019	Financial Services
7.	19 March 2019	CBU (Offices of the Mayor, Speaker, MM and Internal Audit & Oversight Report Checklist)
8.	22 March 2019	Confirmation of Minutes, Presentation of Draft Oversight Report, Presentation of revised Annual Report 17/18
9.	27 March 2019	Presentation of Oversight report to Council

General Municipal Managers / Senior Management were requested to attend the meetings of the Oversight Committee on the respective relevant dates. Unfortunately we had a number of meetings re-scheduled as represented below and highlighted in red because we did not have a quorum.

No.	Date	Item/ Business Unit
1.	1 February 2019	Introductory Meeting
2.	12 February 2019	Corporate Services
3.	15 February 2019	Infrastructure Services
4.	19 February 2019	Community Services
5.	26 February 2019	Financial Services
6.	01 March 2019	CBU (Offices of the Mayor, Speaker, MM and Internal Audit & Oversight Report Checklist)
7.	20 February 2019	Sustainable and Economic Development Services
8.	22 March 2019	Confirmation of Minutes, Presentation of Draft Oversight Report, Presentation of revised Annual Report 17/18
9.	27 March 2019	Presentation of Oversight report to Council

Meetings of the Oversight Committee were scheduled and held as follows initially:

- Water Services
- Sanitation Services
- Electricity
- Roads
- Transportation Planning
- Storm Water
- Mechanical Workshop

The following sections were dealt with in the Infrastructure Services section:

REFER ANNEXURE 'E'
12 February 2019 – INFRASTRUCTURE SERVICES

The Business Unite submitted various changes and omissions in the Annual report that the committee agreed to accept and resolve to submit with 48 hours after the meeting to the Organizational Performance Management Office for final print of the Annual Report.

- Waste Management
- Theaters
- Cemeteries
- Bio-Diversity & Landscaping
- Traffic & Public Safety
- Fire Services
- Sports and Recreation
- Library Services
- Waste Management (Landfill Site)

The following sections were dealt with in the Community Services section:

REFER ANNEXURE 'D'
19 February 2019 – Community Services

The Business Unite submitted various changes and omissions in the Annual report that the committee agreed to accept and resolve to submit with 48 hours after the meeting to the Organizational Performance Management Office for final print of the Annual Report.

19 February 2019 – CORPORAT SERVICES
REFER ANNEXURE 'F'

The following sections were dealt with in the Corporate services section:

- Political Governance and Administrative Governance
- Human Resources
- Information and Communication Technology (ICT) Services
- Legal Services
- Organizational Development Performance

The Business Unite submitted various changes and omissions in the Annual report that the committee agreed to accept and resolve to submit with 48 hours after the meeting to the Organizational Performance Management Office for final print of the Annual Report.

21 FEBRUARY 2019 – SUSTAINABLE DEVELOPMENT AND CITY ENTERPRISES

REFER ANNEXURE 'G'

The following sections were dealt with in the Sustainable Development and City Enterprises section:

- Planning
- Local Economic Development
- Airport
- Building Control and Signage
- Market
- Human Settlement
- Environmental Health
- Art Gallery
- Environmental Management

The Business Unite submitted various changes and omissions in the Annual report that the committee agreed to accept and resolve to submit with 48 hours after the meeting to the Organizational Performance Management Office for final print of the Annual Report.

- Draft Oversight Report
- Annual Report Checklist

• Confirmation of Minutes of previous meetings

The following matters were dealt with at the meeting:

23 MARCH 2019 - DRAFT OVERSIGHT REPORT

The Business Unit submitted various changes and omissions in the Annual report that the committee agreed to accept and resolve to submit with 48 hours after the meeting to the Organizational Performance Management Office for final print of the Annual Report.

- Fleet Management
- Supply Chain Management
- Financial Services
- Indigent (Free Basic Services)

The following sections were dealt with in the Budget and Treasury (Finance Services):

19 MARCH 2019 – BUDGET AND TREASURY (FINANCIAL SERVICES) REFER ANNEXURE '1'

The Business Unit submitted various changes and omissions in the Annual report that the committee agreed to accept and resolve to submit with 48 hours after the meeting to the Organizational Performance Management Office for final print of the Annual Report.

- Report of Audit Committee and Recommendations
- Internal Audit
- Office of the Municipal Manager
- Office of the Speaker
- Office of the Mayor

The following sections were dealt with in the Corporate Business Unit section:

19 MARCH 2019 – CORPORATE BUSINESS UNIT REFER ANNEXURE 'H'

- 5.3 That the Accounting Officer implements a more impactful revenue collection strategy in order to ensure that the high debt is recovered from debtors and that money be used to-wards
- 5.2 That Council approves the Annual Report of the Msunduzi Municipality for the 2017/2018 Financial Year without reservations, however the Municipal Public Accounts Committee wishes to record that minor amendments needed to be made to the draft Annual Report 17/18.
- 5.1 That, having fully considered the Annual Report of the Msunduzi Municipality for the 2017/2018 Financial Year, the Oversight Report for the 2017/2018 Financial Year be adopted.

IT IS RESOLVED TO RECOMMEND:

The Municipal Public Accounts Committee takes pleasure in presenting the Oversight Report to Council to consider the following resolutions:

The Municipal Public Accounts Committee commends Council, The Acting Municipal Manager, all General Managers and all staff at Msunduzi Municipality on the strides made towards good governance. The Municipal Public Accounts Committee would specifically like to draw the attention of the reader to the outstanding report of the Audit Committee as contained in the Annual Report. The Audit Committee and Internal Audit should be commended for their efforts.

The Municipal Public Accounts Committee is satisfied that the 2017/2018 Annual Report has been through a vigorous process that complies with relevant legislation as well as an Oversight Process Plan. The Committee observed a considerable amount of regress compared to previous years and it was noted in the Annual Report, as tabled. Minor additions were made such as footnotes to various tables and editing corrections. These do not warrant specific mention in this report and are captured in the attached minutes. Matters arising of the minutes have been incorporated into the report.

5. OVERVIEW OF THE FINDINGS & RECOMMENDATIONS ON THE 2017/2018 ANNUAL REPORT

The Annual Report Checklist ("J") was issued by the National Treasury and serves as a guideline to determine whether all the requisite content is contained in the Annual Report of 2017/2018.

- Presentation on the revised Annual Report 17/18

service delivery items like infrastructure services for maintenance and new installations as the city grows.

5.4 That legal services investigates and submits a report to full council on the possibility for the courts to increase fines mitted out to illegal dumping by law transgressors.

5.5 That the Accounting Officer resolves as a matter of urgency, the all pending disciplinary matters with the view to curb the escalating debt of fruitless and wasteful expenditure incurred through double remuneration for posts occupied by suspended employees.

5.6 That the Accounting Officer implements consequence management in the municipality in order to be to assess productivity and also develop a strategy to reward exceptional performance

5.7 That the General Manager: Infrastructure Services (Acting) and with General Manager Financial Services develops a comprehensive plan comprising of mitigation strategies to be employed by the municipality towards the major contributing factors (e.g. Faulty meters and electricity theft) contributing to electricity and water losses for the purpose of addressing the risk.

5.8 a) That Town Planning Sub-unit be given complete authority to implement all mechanisms necessary towards contravening persons in order to eliminate/eradicate the City's decay caused by the illegal businesses and to correct land-uses around the City.

b) That a dedicated Law Enforcement Unit be established within the municipality for the purpose of addressing enforcement challenges and ensuring that bylaws are implemented and enforces falling which consequences be applied upon those persons who are responsible for infringing on the municipal bylaws. Furthermore, a formal relationship be formed between this unit, the traffic department, SAPS and Safe City to ensure a synergy in the fight to have a safe and clean Capital City.

c) That the resolution on the previous Oversight Report 2016/2017 and 2017/2018 with regards to the establishment of the law enforcement and the improvement of cooperation (synergy) amongst business units be implemented noting that the absence of this contributes to the City's decay (deteriorating state).

5.9 That, arising out of the proceedings of the Oversight Committee meetings, it be noted that the Municipal Public Accounts Committee is highly concerned about the following matters:

5.9.1 High vacancy rates which continue to exist that have a negative impact on service delivery and that Council addresses critical vacancies as a matter of urgency. Vacancies were an issue under all Business Units and this matter was also brought to the attention of Council in the previous Oversight reports.

5.9.2 That instead of hiring vehicles and plant on a monthly basis, the request for purchasing vehicles and plant by the Acting General Manager: Infrastructure Services be considered and a budget is set aside for this process over a reasonable period of time.

5.9.3 That the loss of water from standpipes was noted by the Acting General Municipal Manager: Infrastructure Services and that in the future, steps to read and monitor standpipes accordingly, be considered.

5.9.4 That the Senior Management Committee ensure that the top ten risks of the Municipality are prioritized and brought to the attention of Council and that there are effective strategies to mitigate them. Portfolio Committees should regularly monitor risks and report progress through the correct channels to Council.

5.9.5 That the Office of the Speaker shall update and verify on an ongoing basis, gifts and hospitality received by Councilors. This should also be done by Corporate Services for Officials, guided by the Gifts Policy.

5.9.6 The problem relating to Housing Rental Stock is clearly outlined in the Annual Report. These problems have been ongoing for several years, continue without any improvement and outstanding debt continues to escalate. The Municipal Public Accounts Committee is of the view that this matter should finally be brought to a conclusion. A SMART plan be presented by the General Manager: Sustainable Development to the Portfolio Committees.

5.10 The Municipal Public Accounts Committee does not support any Council resolution on the payment of performance bonuses, rewards, incentives as per the approved individual Performance Management System Policy,

5.11 The Municipal Public Accounts Committee suggests the Accounting Officer ensures that implementation plan to mitigate the Auditor General's findings is monitored and evaluated continuously to ensure that a clean audit is achieved in the 2019/2020 Financial year

5.12 That Council mandates the Accounting Officer to ensure all follow up reports as listed herein this report be submitted to the Municipal Public Accounts Committee in order for it to exercise its oversight role in Council.

5.13 That Council approves the Annual Report of the Msunduzi Municipality for the 2017/2018 Financial Year without reservations, however the Municipal Public Accounts Committee requests that all minor amendments requested are completed prior to the final annual report being published

That the Oversight Report be made public in accordance with Section 129(3) of the Municipal Finance Management Act 56 of 2003.

Chair: Municipal Public Accounts Committee
Clir M. Sckalkwyk



Respectfully Submitted:

Report without reservation.

Furthermore, it is the view of the Municipal Public Accounts Committee that corrective measures be taken by the General Municipal Managers within their respective Business Units to address all matters raised in the Annual Report. It is therefore recommended that Council approve the 2017/2018 Annual

Public Accounts Committee undertake to comply with the applicable legislation. This report provides oversight on the Annual Report of the Msunduzi Municipality and its entities for Financial year 2017/2018 in terms of provisions of the MFMA as well as the process that the Municipal Public Accounts Committee undertook to comply with the applicable legislation.

7. CONCLUSION

6.2 That the Oversight Report be submitted to the Provincial Legislature in accordance with Section 132(2) of the Municipal Finance Management Act 56 of 2003

- MEC: Provincial Treasury;
- MEC: Cooperative Governance and Traditional Affairs;
- Auditor General;
- National Treasury;

6.1 That the 2016/2017 Annual Report and Oversight Report, including the minutes where the Annual Report was discussed, be submitted to the following Offices in terms of Section 129 (2) of the MFMA:-

6.

Annual Report

Annexure 'A' – Oversight Process Plan

Annexure 'B' – Advertisement of Oversight Meetings and Invitation to submit written concerns on the Annual Report

Annexure 'C' – Minutes of the Municipal Public Accounts Committee Meeting, 12th February

2019 Annexure 'D' – Minutes of the Municipal Public Accounts Committee Meeting, 19th February 2019

Annexure 'E' – Minutes of the Municipal Public Accounts Committee Meeting, 21st February 2019

Annexure 'F' – Minutes of the Municipal Public Accounts Committee Meeting, 19th March 2019

Annexure 'G' – Minutes of the Municipal Public Accounts Committee Meeting, 19th March 2019

Annexure 'H' – Minutes of the Municipal Public Accounts Committee Meeting, 19th March 2019

Annexure 'I' – Minutes of the Municipal Public Accounts Committee Meeting, 25th March 2019

Annexure 'J' – Minutes of the Municipal Public Accounts Committee Meeting, 25th March 2019

Annexure 'K' – 2017/2018 Annual Report Checklist

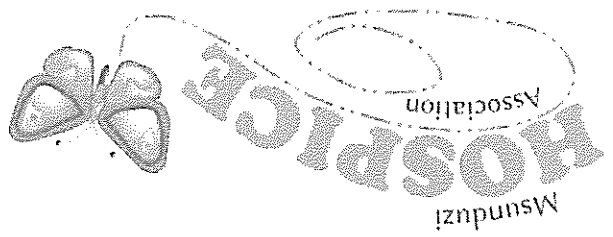
OVERSIGHT PROCESS PLAN IN RESPECT ON THE 2017/2018 ANNUAL REPORT

ACTIVITY	DATE	TIME	VANUE	MAIN CONSIDERATIONS
Submission of Oversight Process Plan for adoption by Full Council	Wednesday 30 January 2019	09h00	City Hall, Council Chamber	Oversight Process Plan presentation to Full Council
Place advertisement in the local news papers	Thursday and Friday 31 January/1 February 2019			Announcing dates and inviting public comment on the Annual Report 2017/2018
MPAC Meeting	Friday 1 February 2019	09h00	City Hall, Council Chamber	Introductory Meeting on the Interrogation on the Annual Report 2017/2018
MPAC Meeting Corporate Services	Tuesday 19 February 2019		City Hall, Council Chamber	Solicit input from Officials and Public
MPAC Meeting Infrastructure Services	Tuesday 12 February 2019	10h30	City Hall, Council Chamber	Solicit input from Officials and Public
MPAC Meeting Community Services	Friday 15 February 2019	09h00	City Hall, Council Chamber	Solicit input from Officials and Public
MPAC Meeting Sustainable & Economic Development	Wednesday 20 February 2019	09h00	City Hall, Council Chamber	Solicit input from Officials and Public
MPAC Meeting Finance business Unite	Tuesday 26 February 2019	09h00	City Hall Council chamber	Solicit input from Officials and Public
MPAC Meeting Corporate Business unit	Friday 01 March 2019	09h00	City Hall, Council Chamber	Solicit input from Officials and Public
MPAC Meeting	Wednesday 27 March 2019	09h00	City Hall, Council Chamber	Oversight Report presentation to Full Council
Submission to MEC COGTA, A-G, Provincial Treasure	Tuesday 02 April 2019			Submission of Annual Report with the Oversight Report

Msunduzi Hospice

Msunduzi Hospice is having their first fundraising event for 2019, Tea and Fundraising event for 2019, Tea and from 9am - 11am at the Hospice Conference Centre, 200 Zwankop Road, Presbury. It costs R50,00 per person

For more info and bookings, contact Tanya on 033 344-1560 extn 209 or email fundraisers@hos-picekzn.co.za



Futsal meeting

The Maritzburg Indoor Futsal Association extends an invitation to all teams and interested persons for the 2019 league kick-off meeting that will be held on Wednesday, February 13, at the YMCA Hall, (1 Alan Paton Ave, Scottsville), at 6:30pm. For more information contact Paul on 083 949 4937.

THE MSUNDUZI MUNICIPALITY

PROVINCE OF KWAZULU-NATAL KZN225

MEMBERS OF THE PUBLIC ARE CORPOLY INVITED TO ATTEND MSUNDUZI MUNICIPALITY'S WEBSITE WWW.MSUNDUZI.GOV.ZA

- Tuesday, 12 February 2019, 09:00am
 - Friday, 15 February 2019, 09:00am
 - Tuesday, 19 February 2019, 09:00am
 - Wednesday, 20 February 2019, 09:00am
 - Tuesday, 26 February 2019, 09:00am
 - Friday, 1 March 2019, 09:00am
 - Friday, 27 March 2019, 9:00am (Council meeting at which the Oversight Report is to be presented)
- All meetings will be held at the Council Chamber, City Hall. Meetings will commence 09:00am as per the above meeting plan.
- The adoption of the Oversight Report is the final document in the reporting process of a municipality. The Oversight Report is a requirement in terms of Section 129 of the MFMA, and requires the Council to adopt an Oversight Report, no later than 2 months after the tabling of the Annual Report.
- Msunduzi Municipality's 2017/2018 Annual Report was tabled in Council on 30th January 2019, and is available for public viewing and has been published on the municipality's website WWW.MSUNDUZI.GOV.ZA. Copies are available at the following satellite offices:

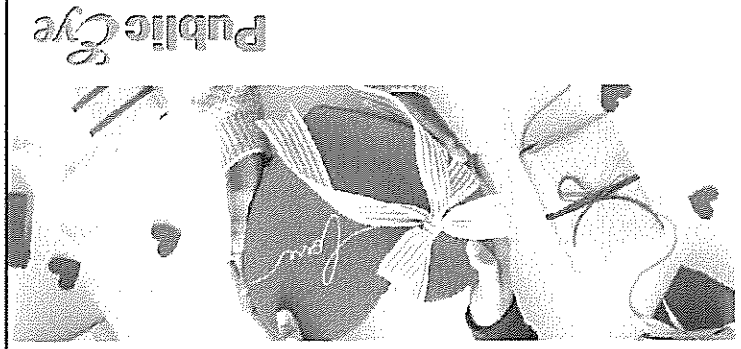
Area Offices	Contact Names	Contact Numbers
Vindela	Caleb Magubane/ Nomzeko Magubane	033-392 2958/3691
Ashburton	Robido Cupido/ Nomanga Daba	033-392 328 1/555
Edendale	Themba Lyons / Mkhambiseng Mkhama	033-392 317 1/2957
Inhlabi	Sasa Mngadi / Bongwe Mshali	033-392 3622 / 2807
Northern Areas	Anwar Hoosen/ Xolani Nshangase	033-3923117/ 387 3168
City Hall	Laci Pillay	033-392 8709

The public is hereby informed that consultation on the Annual Report will commence at the meetings, as outlined above, thereafter, the Oversight Report will be developed and recommended to the Full Council for adoption.

The public is invited to submit written concerns on the Annual Report to the Office of the City Manager, Ref: Annual Report 2017/2018.

Private Bag X321, Pietermaritzburg, 3200.
Or Email: madeleine.jackson@msunduzi.gov.za
Final Date for Submissions: Friday, 22nd February 2019

N. NGCOBO
CITY MANAGER (ACTING)



We are once again offering **FREE** Valentines messages to our readers, plus one lucky reader who places a message stands to win a prize.

Final Messages are to be mailed to msunduzi@msunduzi.gov.za no later than 11am on Friday, 15 February 2019. For us to ensure that it appears in the correct paper, please use the following subject line of your email: **PE Valentines**. Messages need to be short and sweet to guarantee placement - no longer than 90 words. Start your message with the surname then first name of the person, then the message and finally sign it in blue. All messages need to be in proper English, no slang or abbreviations, preferably typed, and then not edited and we cannot read them twice the email request. All entries need to carry full surname including in Afrikaans, including to be checked). A name will be drawn randomly on 14 February 2019, and the winning reader will be notified by email.

Mayid Optometrist

udokokela walmehlo

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465 Longmarket Street Opposite Kismet Hotel



MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS OVERSIGHT COMMITTEE
INFRASTRUCTURE SERVICES BUSINESS UNIT

MEETING HELD IN THE COUNCIL CHAMBER, CITY HALL
ON TUESDAY, 12 FEBRUARY 2019 AT 10H55

PRESENT: Councillors M Schaikwyk (Chairperson), M Ngubo, R Jugmohan, R Niemand, N F Mkhize, BE Zuma, SD Nguwane, NB Ahmed, SI Madonda and XE Ngongoma

ABSENT: Councillors P Duma, MB Mkhize and NC Gambu

OFFICIALS
PRESENT: Messrs: N Mpsit (General Manager: Infrastructure Services [Acting]), B Sivparsad (Senior Manager: Water and Sanitation), B Khanyile (Senior Manager: Water and Electricity [Acting]), TDA Mbatha (Performance Management Systems Advisor), H Zondi (Manager: Municipal Public Accounts Office), and Mesdames: L Mngena (Integrated Rapid Public Transport Network Head [Acting]), TM Zuma (Performance Management Systems, N Sikhakhane, (Municipal Managers Representative), N Kunene (Committee Officer) and T Makhathini (Committee Officer).

1. APPLICATIONS FOR LEAVE

(Item 1 of the agenda)

The Chairperson greeted all present.

Applications for leave of absence were received from Councillor BE Zuma who was on sick leave, Councillors SD Nguwane and SI Madonda

It was

RESOLVED

That Councillors BE Zuma, SI Madonda and SD Nguwane be granted leave of absence from the current Municipal Public Accounts Committee meeting.

2. REFER TO THE ANNUAL REPORT 2017/2018

Chapter 3: Annual Performance Report-Service Delivery Indicators

Section 1- Component A: Infrastructure Services

2.1. Water Services

(Page 71 of the Annual Report 2017/2018)

The Senior Manager: Water and Sanitation took the Committee through the section and added that the municipality has maintained the Blue Drop Status for three consecutive assessment periods. The Committee raised serious concerns with regards to the illegal water connections in areas such as Sweetwater, Imball and Edendale as well as the ageing infrastructure that seemed to be the result of the high number of pipe bursts. In response to the query on water connections. The Senior Manager: Water and Sanitation stated that the delay was caused by the fact that some applications were made from the Vulindlela area and approved without the municipality verifying whether water connections in the said area would be feasible.

It was reported that there were various categories aligned with water losses inter alia the unbilled authorized (illegal connections from standpipes) and unbilled unauthorized (car washes). He added that the unbilled authorized was billed through Equitable Share and that the real loss was the unbilled unauthorized as well as water lost from pipe bursts. In response to the query on the Vulindaba Reservoir, the SM: Water and Sanitation stated that an amount of 2.5 billion was required for completion of the reservoir for the next five years. He added that 420 million had been set aside to commence with the upgrade of Reservoirs to commence in March 2019 as well as the water meter installations.

In terms of water infrastructure, the SM: Water and Sanitation stated that there had been a graphical format developed using the burst frequency that had been used to prioritize areas with the most water pipe bursts. In response to a query as to whether the municipality has an infrastructure maintenance plan, the SM: Water and Sanitation advised that there were two maintenance plans which were the five-year water losses management plan as well as the five-year water and sanitation masterplan and added that the main challenge was funding.

The Committee placed emphasis on the fact that there were consumers owing the municipality and added that means to recover money from debtors would assist in funding the critical programmes of the municipality such as the municipal infrastructure maintenance plans.

Subsequent to the allegations by Councilor Niemand of the supply of electricity and water theft by politicians, it was requested that he submits an affidavit by the end of March 2019.

NOTED.

2.2. Sanitation

(Page 71 of the Annual Report 2017/2018)

The Senior Manager: Water and Sanitation took the Committee through the report further highlighting that sewer blockages were increasing between 7 to 10 percent yearly. He added that there was a plant that was 99.8 percent complete that would service the community's sanitation services and emphasized that sanitation services precede water services in terms of priority.

2.3. Electricity

(Page 81 of the Annual Report 2017/2018)

The Senior Manager: Water and Electricity [Acting] took the Committee through the section and highlighted that there was an increase in service delivery in line with electricity demands. He added that there was a high vacancy rate which ultimately compromises service delivery.

The Committee raised serious concerns with regards to the Streetlights that were not working and others that were turned on during the day and off at night as well as the High Master Lights that were installed in Ward 22 and had never been turned on to date. The Committee further pointed out the challenge of electricity theft further adding that there had been a lack of cooperation between the Electricity and Finance Business Units. It was added that the generation of revenue was below par therefore officials need to find a strategy to ensure that revenue owed to the municipality is paid and is enhanced. It was further emphasized that the challenge of customers that have converted to prepaid were still billed on the credit meter which has been ongoing for the last two financial years.

The General Manager: Infrastructure Services [Acting] advised the Committee that the challenge related to the transfer of meters has been resolved as there was a meeting with the Financial Services Business Unit on the relevant officials within Financial Services responsible for updating information accordingly once a customer has moved from a credit to a prepaid meter.

The Committee appealed for management to find solutions to problems that arise such as the tampering of street lights by vagrants/public as damaging Council property is an offence and then

becomes a law enforcement issue. It was added that there must be consequences and repercussions for contraveners which was the only way to prevent lawlessness within the City.

[At this point of the proceeding (12h12) Councillor SD Ngunane left the meeting at returned at 14h07]

2.4. Roads and Transportation Planning

(Page 85 and 89 of the Annual Report 2017/2018)

The Head: IRPTN took the Committee through the section and added that the year's budget requirement was 150 million rands however the sub-unit was given ten million rands. The Committee raised serious concerns with regards to the budget and the minimum work done within the roads department and further stated that the budget given to the section was insufficient noting the vastness of the City and their scope of work. It was added that the current backlog in terms of road maintenance, resurfacing and cleaning of storm-water drains was a result of poor budgeting and management. The Committee added that the storm water and roads infrastructure was at a verge of collapse should the current situation remain. The SM: Water and Sanitation sensitized with the Committee's concerns and advised that the section was doing its best with the resources within its disposal.

The Committee further raised serious concerns with regards to Msunduzi Municipality not having a yellow plant (TLB) in the organization as Councillors are told to wait for the appointment of a service provider and SCM processes at ward level whenever they have a need to use the yellow plant (TLB).

It was

RESOLVED TO RECOMMEND TO FULL COUNCIL

a) That the sufficient budget allocations be made for Roads and Transportation due to the current state and backlog of roads and storm water drains in the City that requires revamping and a continuous implementation of the infrastructure maintenance plan

b) That a budget allocation for Roads and Transportation for the purchasing of a municipal owned yellow plant (TLB) that will be accessed as and when need more specifically during floods at ward level.

c) That the Municipal Public Accounts Committee be afforded a more detailed/ informed process on the budget allocations in general as well as the criteria used to determine budget allocations for departments prior to it being approved by Full Council.

d) That the Accounting Officer implements a more effective revenue collection strategy in order to ensure that the high debt is recovered from debtors and that money is utilised to supplement the budget of the municipality.

2.5. Storm water

(Page 91 of the Annual Report 2017/2018)

The Head: IRPTN took the Committee through the section and added that her sub-unit has maintenance plans and road rehabilitation plans that are awaiting budget allocations in order for them to be implemented.

The Committee raised concerns with regards to the poor cooperation noted (lack of synergy) amongst the business units noting the number of unfinished maintenance jobs around the CBD. It was added that the issue of synergy had been emphasized in the last two Oversight Reports yet it continues to be a challenge nonetheless.

(Page 93 of the Annual Report 2017/2018)
 The General Manager: Infrastructure Services [Acting] took the Committee through section. The Committee advised that a comparative study be undertaken with the intention to benchmark the efficiency and productivity of the workshop with similar organizations.

2.6: Mechanical Workshop

2.7: Chapter 6: Report on the Municipal Infrastructure Grant (MIG)
 (Page 225 of the Annual Report 2017/2018)
 The General Manager: Infrastructure Services [Acting] took the Committee through the section and stated that at times there were compliance issues that were unforeseen prior to project implementation that delay the project. The Committee stated that there were discrepancies noted on Page 228 in their particular wards therefore the information was inaccurate.
 It was

RESOLVED

That the information recorded on Page 228 of the Annual Report 2017/2018 be sent back to the author for verification with Ward Councillors and be rectified as it was incorrect.

The meeting terminated at 14h12

Confirmed by



CHAIRPERSON

PIETERMARIZBURG

20 February 2019

ACCOUNTABILITY ACKNOWLEDGEMENTS			
DOCUMENT	NAME	DESIGNATION	SIGNATURE
PREPARED BY	T. Makhathini	Committee Officer	
CHECKED BY	N. Sikhakhane	Secretarial Manager	
CLEARED FOR DISTRIBUTION BY	S. Dubazana	Process Manager: Sound Governance	
			DATE



MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS OVERSIGHT COMMITTEE
CORPORATE SERVICES BUSINESS UNIT

MEETING HELD IN THE COUNCIL CHAMBER, CITY HALL
ON TUESDAY, 19 FEBRUARY 2019 AT 10H09

PRESENT: Councillors M Schaikwyk (Chairperson), M Ngubo, R Niemand, NF Mkhize, BE Zuma, SD Ngubane, NB Ahmed, MB Mkhize SI Madonda and XE Nsongoma

OTHER

COUNCILLORS

PRESENT:

Councillor P. Sithole (Chairperson: Corporate Services Portfolio Committee)

ABSENT:

Councillors P Duma, R Jugmohan and NC Gambu

OFFICIALS

Messrs: X Ngebulana (Senior Manager: ICT), S Dubazana (Senior Manager: Secretariat and Auxiliary Services), D Govender (Coordinator: Skills Development and Training), TDP Mbhele (Performance Management Advisor), J van der Merwe (Senior Manager: Legal Services [Acting]), M Naidoo (Manager: ICT Business Optimisation), S Msomi (Manager: ICT Infrastructure), B Halimana (Performance Management Practitioner), H Zondi (Manager: Municipal Public Accounts Office), and Messdames: F Ndlovu (Senior Manager: Human Resource Management), X Ndzingi (Legal Advisor), TM Zuma (Performance Management Systems, N Sikhakane (Municipal Managers Representative), N Kunene (Committee Officer) and T Makhathini (Committee Officer).

1.

APPLICATIONS FOR LEAVE

(Item 1 of the agenda)

The Chairperson greeted all present.

Applications for leave of absence were received from Councillor P Duma and R Jugmohan who was on sick leave. Councillor BE Zuma requested to leave at 12h00.

It was

RESOLVED

That Councillors P Duma, R Jugmohan be granted leave of absence from the current Municipal Public Accounts Committee meeting.

2.

REFER TO THE ANNUAL REPORT 2017/2018

Chapter 3: Annual Performance Report-Service Delivery Indicators

2.1.

Chapter 2: Governance- Political and Administrative Governance.

Page 25 of the Annual Report 2017/2018)

The Committee requested the following amendments to be made on Page 33:
• Economic Development be amended to the Sustainable Development and City Enterprises
• Deputy Municipal Managers be amended to General Managers.

It was noted with sincere concern that the Municipal Public Accounts Committee (MPAC) was not effective and efficient in executing its mandate also noting the poor attendance and other factors negatively affecting the MPAC. It was added that there was a great room for improvement.

Section 1 - Component E: Corporate Services

2.2. Human Resources

(Page 162 of the Annual Report 2017/2018)

In response to a query on the filling of critical posts, the Senior Manager: Human Resources highlighted that most vacancies within the Financial Services Business Unit had been filled including supervisory positions. The Committee noted the challenges attached to filling budgeted posts due to a lack of capacity within HR as well as a lack of cooperation between business units in filling vacant posts within the specified turnaround times. Once again the Committee pointed out a lack of synergy which was the results of the high vacancy rate further preventing the institution from functioning optimally.

In response to the policy on demographics and steps taken to ensure compliance, the Senior Manager: Human Resources stated that the reason was that certain race groups do not apply as well as people with disabilities hence an initiative to disseminate posts to the organization that deals with disabled persons which will assist in attracting the intended candidates thus meeting the requirement as per Employment Equity Act and Affirmative Action and Equal Employment Opportunities policy.

It was highlighted that there was a work study team established to assist with analyzing the organization and assessing the necessity for all posts vis a vis productivity. It was added that there were posts on the current organogram that were redundant and were also the reason for the high vacancy rate.

The Committee commended the establishment of the Work Study Team as it was going to determine whether the workforce was productive or not and further requested to have the results of their assessment as the MPAC. It also highlighted that the supervisory issue was a fundamental imperative aspect as it determines whether or not the staff is performing to the best of its ability thus getting value for money.

It was

RESOLVED

That the Senior Manager: Human Resources Management submit the approved organogram as well as a list of all critical posts that have been budgeted for.

2.3. Information and Communication Technology Services

(Page 163 of the Annual Report 2017/2018)

The Senior Manager: Information and Communication Technology took the Committee through the report and highlighted that the main focus the 2017/18 financial year was the implementation of the SAP system as well as the compliance project (Disaster Recovery Site and the Secondary Disaster Recovery Site) which were both finalized last year. In response to the query on poor connectivity by staff the Senior Manager: Information and Communication Technology advised that there had been some challenges after the merger between Telkom and Business Connection (BCX) and advised that he had been communication with the service provider in this regard and was hoping for improvement. He also requested to discuss the matter raised by Councillor M F Mkhize of a 7 month downtime in his office outside the meeting as he was unaware of such.

Subsequent to a query on the Call Centre infrastructure and connectivity, the Senior Manager: Information and Communication Technology advised that ICT was responsible for ensuring that the Call Centre's systems are connected and functional however the Call Centre was managed under the office of the City Manager therefore most decisions are taken there and ICT can only offer advice. He added

that the telephone system of the Call Centre was old and had probably exhausted its lifespan and it did not have many functions useful for its purpose. He stated that there were staff and technology challenges as a system overhaul is required.

In response to the query on SAP training for staff, the Senior Manager: Information and Communication Technology advised that the user departments are custodians of the system, ICT ensures that the system is configured correctly and is fully functional. He added that the user departments inputs information on the system as per their function therefore the training of staff is undertaken at business unit level as ICT also equips and trains its own staff.

The Committee stated that it will be making a resolution on the revamping of the Call Centre infrastructure on the Oversight Report as well as the inadequate training of staff on SAP.

Subsequent to a query on the abuse of Wi-Fi and the internet the Senior Manager: Information and Communication Technology emphasized to the Committee that all monitoring controls were in place therefore no employee is able to access unfavorable sites as they are blocked. He added that activities of each employee in the municipality are monitored however the internet is relaxed for social media sites during lunchtime and after hours only.

2.4.

Legal Services

(Page 167 of the Annual Report 2017/2018)

The Senior Manager: Legal Services took the Committee through the report and raised key concerns at the last meeting regarding the two centers of legal services within the Msunduzi Municipality and the MPAC recommended a consolidated Legal Services unit. He added that the ground work for that concern had been initiated as the draft structure was 80% finalized for submission. He also reminded the Committee about its request to cut down on legal costs and he advised that he had taken a few steps to curtail legal costs regardless of the panel of attorneys complaining that the municipality was not paying them enough. He added that it would assist the municipality for departments to avoid the need to go to court as the legal department has act once an interdict is issued.

[At this point of the preceding 11h42, Councillor BE Zuma left the meeting]

The Committee raised serious concerns with regards to the unresolved contravention matters where contraveners continue to operate illegally with reference specifically to the land invasion by a recycling company that invaded land in Pietermaritzburg Street where it has been going on from 2017 and the ward Councillor was told the matter was in court. The Committee added that the municipality was not able to act swiftly against transgressions as they seem to be reactive rather than being proactive.

Subsequent to a query on the on the turnaround times for resolving contraventions the Senior Manager: Legal Services (Acting) stated that the municipality was not giving minor cases the attention that it deserves as cooperation from peace officers (employees on the ground). He added that the municipality had developed a multi-disciplinary exercise through the establishment of an Infringement Coordination Task Team that was responsible for identifying buildings with the most bylaw contraventions and for the task team to declare them as problem buildings for demolition. He stated that 50 properties had been identified as problem buildings and the task team must submit recommendations to the Accounting Officer.

The Committee raised a concern with regards to the minimum legal representation observed at Full Council and added that this was a great concern. The Committee added that the City was in a chaotic state as there were all kinds of transgressions that were not dealt with by the municipality.

It was

RESOLVED

- a) That the Senior Manager: Legal Services (Acting) in partnership with the Communications Sub-unit issue an awareness article/statement/notification through the media advising the public about the existence of the municipal court that takes place every Wednesday.
- b) That the Senior Manager: Legal Services (Acting) ensures legal representation at Full Council in order to guide Council on its decisions.

2.4. Organisational Development

(Page 170 of the Annual Report 2017/2018)

The Committee reiterated that there has been a lack of synergy amongst business units which is the main contributor to the City's decay. Subsequent to a query on the issue of supervisors and accountability the Senior Manager: Human Resource Management requested the Committee to note the role of Human Resource Sub-unit which was to intervene and assist where and when needed and added that the issue of managing and disciplining employees in contravention with the Code of Conduct rests with Line Managers.

It was

RESOLVED

That consequence management be implemented in the municipality in order to be able to assess productivity and ensure consequences for contravening employees

The meeting terminated at 12h34

Confirmed by



CHAIRPERSON

PIETERMARIZZBURG

04 March 2019

ACCOUNTABILITY ACKNOWLEDGEMENTS			
DOCUMENT	NAME	DESIGNATION	SIGNATURE
PREPARED BY	T. Makhathini	Committee Officer	
CHECKED BY	N. Sikhakhane	Secretariat Manager	
CLEARED FOR DISTRIBUTION BY	S. Dubazana	Process Manager: Sound Governance	



MSUNDUZIMUNICIPALITY

**MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS OVERSIGHT COMMITTEE
SUSTAINABLE DEVELOPMENT AND CITY ENTERPRISES BUSINESS UNIT**

MEETING HELD IN THE COUNCIL CHAMBER, CITY HALL
ON THURSDAY, 21 FEBRUARY 2019 AT 10H09

PRESENT: Councilors M Schalkwyk (Chairperson), M Ngubo, R Niemand, NF Mkhize, NB Ahmed, MB Mkhize, SI Madonda and XE Ngongoma

OTHER COUNCILORS

PRESENT: Councilor EM Majola (Chairperson: Sustainable Development and City Enterprises Portfolio Committee)

ABSENT:

Councilors SD Nguwane, BE Zuma, P Duma, R Jugmohan and NC Gambu

OFFICIALS

PRESENT: Messrs: NA Khoall (General Manager: Sustainable Development and City Enterprises), R Gounden (Rental Housing), M Khumalo (Manager: Land Management Office [Acting]), TB Mbatha (Performance Management Advisor), B Halimana (Performance Management Systems Practitioner), S Khumalo (Manager: Market [Acting]), D Gengan (Senior Manager: Special Projects), L Holtzhausen (General Manager: Safe City), H Zondi (Manager: Municipal Public Accounts Office), and Mesdames: P Zondi (Senior Manager: Development Services [Acting]), EM Nombungu (Senior Manager: Human Settlements, Chief Town Planner), B Clark (Tatham Art Gallery), L Mavuso (Safe City), E Ramburran (Environmental Scientist) TM Zuma (Performance Management Systems Intern), N Sikhakhane (Municipal Managers Representative), N Kunene (Committee Officer) and T Makhathini (Committee Officer).

1. APPLICATIONS FOR LEAVE

(Item 1 of the agenda)

The Chairperson greeted all present and welcomed the Chairperson of the Sustainable Development and City Enterprises Portfolio Committee.

Applications for leave of absence were received from Councilors BE Zuma (party commitment), NB Ahmed requested to leave early (prior commitment), NF Mkhize and SI Madonda requested to leave at 12h00 respectively (family commitment).

The Chairperson appealed to Councilors who had requested to leave early to try and make alternative arrangements/delay their commitments until the end of the meeting noting that if one member leave the meeting would lose the quorum.

It was

RESOLVED

That Councilors BE Zuma be granted leave of absence from the current Municipal Public Accounts Committee meeting.

2. REFER TO THE ANNUAL REPORT 2017/2018

Component B: Sustainable Development and City Enterprises Business Unit

The General Manager: Sustainable Development and City Enterprises took the Committee through the sections under his business unit. The Committee raised concerns with regards to the Page 103 of the Annual Report with special reference to Signage noting the illegal posters around the City. It further queried reasons as to why the signage bylaw aimed to control signage were not enforced. The Committee also queried the multiple transgressions noted around the City and stated that there seemed to be a challenge with enforcement noting that transgressors continue to perform illegal activities without consequences by the municipality.

In response to the concern on the lack of enforcement in the City, the General Manager: Sustainable Development and City Enterprises advised the Committee that there was a capacity issue within his department as there were three town planners and seven enforcement officers servicing the large scope of the entire Msunduzi municipality. He added that the town planners can only issue penalties which the transgressor pays and continues with conducting illegal activities. He also advised the committee about the process of the Infringement Committee that had recommended to the City Manager to condemn more than 50 properties as problem buildings and awaiting approval.

It was emphasized that there was a lack of cooperation between user departments as some areas require joint action from different business units which then results in issues remaining unresolved. The Committee expressed sincere disappointments with regards to a lack of will to respond to the decay and added that the Msunduzi municipality administration had let Council down as they seem to be unable to come up with solutions to resolve the accelerating state of decay in the City.

It was noted with concern that those matters that had been forwarded for prosecution go on for a prolonged period

It was

RESOLVED

a) That a joint meeting between Municipal Public Accounts Committee, Legal Services and the enforcement sub-units within Sustainable Development and City Enterprises Business Unit be scheduled with the view to resolve the challenges that hinders enforcement within the municipality.

b) That the multi-year challenge of the illegal Recycling Centre in Pietermaritz Street and Pine Street be resolved as a matter of urgency by the General Manager: Sustainable Development and City Enterprises.

c) That the General Manager: Sustainable Development and City Enterprises submit a report to the MPAC comprising of the activities undertaken to curb illegal signage as well as the statistics obtained from the removal of illegal signs.

It was further

**RESOLVED TO RECOMMEND
TO
FULL COUNCIL**

a) That a single law enforcement unit be established through the office of the City Manager with the intention to resolve all transgression in order to eliminate the decay noted in the City.

b) That the resolution on the previous Oversight Report 2016/2017 and 2017/2018 with regards to the establishment of law enforcement and the improvement of cooperation (synergy) amongst business units be implemented noting that the absence of such contributes to the City's

deterioration.

2.2. Local Economic Development

(Page 99 of the Annual Report 2017/2018)

Subsequent to a question if the City was able to attract investors, the Chief Town Planner advised that it was extremely difficult due to the condition the City was in, the Committee noted with concern the negative impact the City's decay has on all sectors of the municipality.

It was noted that the turnaround strategy to attract investment must be established and must include the following:

- Formulate a marketing strategy
- Ensuring synergy amongst internal business units,
- Cleanliness of the City
- Vagrants within the CBD
- Law enforcement and consequences being placed against transgressors
- Supplying stalls for street traders to empower them and have programs to empower them
- Addressing challenges/ concerns that the business community had raised with Council that prevents them from investing within Msunduzi.

The Committee stated that there had been mechanisms previously used to keep the City clean and reference was made to the gardening project that was implemented by Community Services and proposed that it be revived. It was further stated that the reason for poor performance by employees was the absence of Consequence Management which was a concern. It was stated that performance assessments were currently implemented for senior management only thus employees below senior management were not held accountable. It was added that performance plans and targets must talk to each other throughout municipal departments as the Local Economic Development Sub-unit was unable to attract investment one of the reasons being the ageing roads, electricity and water infrastructure, the operational plans and SDBIP's must be inter related to address the common goal.

It was

RESOLVED

That General Manager: Sustainable Development and City Enterprises submit a report to the Strategic Management Committee advising management about the challenges/concerns (City's decay) raised by businesses that prevents investment.

It was further

RESOLVED TO RECOMMEND TO FULL COUNCIL

That the City Manager implements consequence management and performance assessments be cascaded to all employees with the intention to reward good performance and ensure consequences are applied to non-performing employees

2.3. Airport/Market/Art Gallery

(Page 102, 107 and 118 of the Annual Report 2017/2018)

The Manager: Airport took the Committee through the section and emphasized that projects for the Airport were highly technical and comprise of a large budget. The Committee proposed that the Airport

a management look into the training of pilots using the Msunduzi Municipality airport noting that this would generate large amounts of income and also supplement accommodation businesses since trainees from other Cities would be forced to book for accommodation during their training flights. It was added that the pricing for flights be relooked at noting that it was expensive to fly in Pietermaritzburg. It was added that the budget allocated to the Airport was insufficient further stating that the Committee wanted to see the approved masterplan the municipality has to improve the Airport in order for it to be in a position to recommend to Full Council for a higher budget allocation.

The Committee raised a concern with regards to the cash system used at the Market as it was highlighted during the MPAC site inspection to the Market that a cash amount of approximately two million rand is managed/handled at the Market and stated that this was a risk for a possible robbery.

[At this point of the preceding 12h09, Councillors MB Mkhize and MF Mkhize left the meeting and returned at 12h21]

At this point of the proceeding the meeting was adjourned due to there being no quorum and resumed at 12h22

The Chairperson: Sustainable Development and City Enterprises Portfolio Committee placed on record the concern that had just transpired of having to adjourn the meeting due to no quorum noting that the members had left the Chamber without apologies of leave.

It was

RESOLVED

That the General Manager: Sustainable Development and City Enterprises submits to the MPAC the approved Airport Master Plan as well as the financial implications vis-a-vis the allocated budget in order for the Committee to be able to make informative recommendations to Full Council.

2.4. Human Settlement

(Page 109 of the Annual Report 2017/2018)

The Senior Manager: Human Settlement took the Committee through the section and a few challenges were highlighted amongst others was the non-payment of tenants occupying municipal flats and a process of evictions had commenced. It was added that an accelerated challenge of land invasion had commenced and was difficult to eradicate noting that the Security Sub-unit was responsible for evicting invaders however their capacity to undertake the function was insufficient.

The Committee raised serious concerns with regards to the growing instances of land invasion around the City. It was added that the Rental Stock had been an on-going challenge with an accelerated debt to Council and must be resolved. Subsequent to a query on the list of Council properties within Ward 27 that had been leased, the Manager: Rental Housing undertook to provide the list of Council owned properties to the Ward Councillor.

Serious concerns were raised with regards to temporary housing that were promised to the Jika Joe residents noting that the project of building flats has commenced however the residents residing on site have not been reallocated. It was added that the public was aggrieved with the type of housing underway noting that due to the threshold for rental, most of the unemployed residents would not afford to reside on the flats. The Committee noted with concern that the proposed project (Rental Stock) was a potentially dangerous situation that would lead to community unrest.

In response to the above concern, the Manager: Rental Housing stated that they (Msunduzi Municipality and provincial Department of Human Settlement) were in a position to prepare a reallocation plan to be submitted and adopted by Full Council.

The Manager: Land Management [Acting] added that the Anti Land and Invasion Policy was in a process of being finalized and would be implemented once the new bylaws and policy had been approved by Full Council. It was stated that the reason for the delay was that there were other steps that needed to unfold prior to the actual implementation noting that the Land Management Office was a new sub-unit. The Chairperson: Sustainable Development and City Enterprises encouraged members to attend the forum comprising of all relevant stake holders where issues relating to projects and challenges incurred are deliberated at length. She added that it was also the most appropriate platform to address such queries noting that responses would be given simultaneously.

It was

RESOLVED

That the General Manager: Sustainable Development and City Enterprises submit at the standing meeting of MPAC a status report comprising of the financial implication incurred through the Jika Joe project incorporating financial implication that had been incurred to date.

2.4.

Environmental Health

(Page 113 of the Annual Report 2017/2018)

The Committee reiterated that there has been a lack of synergy amongst business units noting the amount of complaints that Ward Councillors receive with no remedial action being undertaken by the business unit and further appealed for improvement. The Committee also raised a concern with regards to the appalling condition of the Msunduzi River as well as the illegal dumping that was on the increase and reference was made to old Greytown Road.

In response to the queries above, the Manager: Environmental Health advised that there was a process in place for taking complaints however others take longer to resolve. He added that the reason the Msunduzi River being in an unpleasant condition was due to a burst sewer pipe that fed waste into the river and advised that once the Infrastructure Services Business Unit had fixed the burst pipe, the river would be in a better condition. He also added that illegal dumping rested with the Community Services Business Unit (Waste Sub-unit).

2.5.

Safe City

(Page 199 of the Annual Report 2017/2018)

The Committee raised serious concerns with regards to Safe City not getting the support it needs with regards to the enforcement team that must be allocated to react to contraventions noted. It was added that the absence of the enforcement team/traffic officers to deal with transgressions immediately results in the investment on Safe City not serving the purpose.

The meeting terminated at 13h34

Confirmed by



CHAIRPERSON

PETER MARITZBURG

04 March 2019

ACCOUNTABILITY ACKNOWLEDGEMENTS				
DOCUMENT	NAME	DESIGNATION	SIGNATURE	DATE
PREPARED BY	T. Makhathini	Committee Officer		
CHECKED BY	N Sikhakhane	Secretariat Manager		
CLEARED FOR DISTRIBUTION BY	S Dubazana	Process Manager: Sound Governance		

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**MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS OVERSIGHT COMMITTEE
COMMUNITY SERVICES BUSINESS UNIT**

MEETING HELD IN THE COUNCIL CHAMBER, CITY HALL
ON TUESDAY, 19 MARCH 2019 AT 14h20

PRESENT: Councillors M Schalkwyk (Chairperson), NB Ahmed, M Ngubo, XE Ngongoma, SI Madonda, SD Nguwane, R Niemand and NF Mkhize

OTHERS: Councillor SD Khumalo (Chairperson: Community Services Portfolio Committee)

ABSENT: Councillors P Duma (sick leave), NC Gambu and R Jugmohan (absent)

OFFICIALS PRESENT: Messrs and Mesdames: M Zuma (General Manager: Community Services [Acting]), E Khan (Disaster Management), TS Roux (Officer Sports and Recreation), SJ Gwala (Senior Superintendent), M Kheswa (Senior Security), R Moodley (Fire Department), S Ngcobo (Fire Department), B Naidoo (Public Safety), C Naidoo (Senior Manager: Waste Management), N Magaga (Senior Manager: Area Based Management Acting), TD Natick (Parks), S Ngcobo (Fire Department), L Pillay (Organisational Compliance Performance and Knowledge Management), (Performance Management Systems Practitioner), B Xulu (Traffic Police), Zondi (Manager: Municipal Public Accounts Committee Office), TM Zuma (Organisational Compliance Performance and Knowledge Management), N Mkhonto (Municipal Managers Representative), S Sibisi (Interpreter) and A Sewcharan (Committee Officer).

1. APPLICATIONS FOR LEAVE

(Item 1 of the agenda)

The Chairperson greeted all present and also thanked the Chairperson Community Services Portfolio Committee for his attendance. Leave of absence was received from Councillors P Duma (sick-leave). The General Manager: Community Services, Senior Manager: Area Based Management, Traffic Chief, Security Chief, Mr Mahlaba and Mr Paton all of whom tendered their apologies for attending a three day SALGA Training Course. The General Manager: Community Services requested that Mr M Zuma Senior Manager: Recreation and Facilities represent her.

Applications for leave were received from Councillor P Duma.

It was

RESOLVED

That Councillors P Duma be granted leave of absence from the current Municipal Public Accounts Committee- Community Services Business Unit meeting.

2. ANNUAL REPORT 2017/2018

2.1. COMPONENT C: COMMUNITY SERVICES

It was confirmed that the General Manager: Community Services would sign the affidavit confirming the information comprised on the Annual Report 2017/18 as correct and a true reflection of the operations

undertaken during the concerned financial year.

It was

AGREED

That the items on the agenda be dealt with as follows: 2.1 and 2.10, 2.2, 2.3, 2.4, 2.8, 2.9, 2.5, 2.6, 2.7.

The General Manager: Community Services (Acting) stated the managers would deliberate on the report and highlight any challenges and typos and respond to questions on the report. He added that he brought the Finance Support Services Managers to deal with any questions regarding variances etc.

2.1.1. Waste Management

(Page 121 of the Annual Report 2017/2018)

2.1.2. Waste Management (Landfill Site)

(Page 137 of the Annual Report 2017/18)

The Senior Manager: Waste Management (Mr C Naidoo) took the Committee through the report for Waste Management and Landfill Site.

The following issues were raised and highlighted.

- The Lifespan of the Landfill site
- Manhole littering
- Waste Management Committee
- Filthy City not being addressed and no improvements visible.
- Minimum service level how is it being addressed
- What progress with regard to waste to energy project?
- A rigorous Awareness campaign needs to be undertaken
- Illegal Dumping needs to be addressed with law enforcement with an aggressive drive
- Concrete bins to be regularly managed
- Law enforcement weak
- Centralised by-laws section within Council
- Are EPW workers and Permanent General Worker being supervised?
- Are vacancies being addressed?
- Inter-Departmental Relations.
- What progress has been made with recycling initiative
- To work in collaboration with Safe City for prosecutions.
- Co-ops what is the bottleneck clarification at next meeting?
- Infringement

In response to the question regarding the Lifespan of the Landfill site the Senior Manager: Waste Management stated that it had a further 7 (seven) years of life span. He pointed out that the collection of waste volume had increased drastically as collection now included the district and the outlying areas as far as Greytown. He stated in order to address the Landfill site they were trying to work together with the District in acquiring land for another landfill site. He also stated that the business plan for the gas to energy project was nearing completion to address further relief to the landfill site.

In response to the issue with the littering and blockages in the manholes The Senior Manager: Waste Management stated that it seemed to be business practice to throw litter into the manholes and some cleaners that were cleaning the roads that contributed to the manhole blockages.

In response to the enquiry regarding the filthy state of the City the Senior Manager: Waste Management stated that they were in the process of acquiring more bins to resolve the problem.

In response to the enquiry regarding prosecutions The Senior Manager: Waste Management stated that they were happening and every incident was being investigated.

In response to the concrete bins to being emptied The Senior Manager: Waste Management stated that he would look into the matter.

In response to the Recycling Initiative the Senior Manager: Waste Management stated that the Kerbside orange bag project should start next month and should assist to reduce the waste.

It was

RESOLVED

(a) That an inter-departmental meeting be held with the Waste Management Unit, Finance Department and Officials monitoring buildings to confirm the tenants in each household and those who are transgressing the by-laws be prosecuted.

(b) That the The General Manager: Community Services(Acting) report back on the progress of the Co-Operatives at the next meeting.

The report was NOTED.

2.1.3. Theatre and Halls

(Page 123 of the Annual Report 2017/18)

The General Manager: Community Services(Acting) took the Committee through the report and stated that due to Supply Chain regulations the Unit lost the budget for repairs and maintenance and the other major challenge was with staff shortages in hall caretakers and general workers which was being addressed by the

The following issues were raised and highlighted.

- Rural Areas top priority required as Community need halls
- Northern Areas facilities deteriorating and increased costs will be required for repairs.
- All halls in the city are in a bad state and a collective plan needs to be developed to improve the standard.
- Staff using facilities at the Orthman Road to be investigated.
- Are Any budget allocated or plans for renovations of halls available?
- Security to be placed at the halls.
- Councilor should be relocated to the Community halls.
- No electricity at halls due to non-payment
- A marketing strategy to be developed increase usage of the theatre

In response to the enquiry regarding the budget the General Manager: Community Services(Acting) stated that due to the supply chain regulations the budget was cut and every year the damages to halls has doubled over the years. He further stated that they were requested to prioritise the Vuolindela hall. In response to the non-payment of electricity to Eskom the General Manager: Community Services(Acting) stated that the technical issues were resolved.

In response to the General Manager: Community Services(Acting) stated they are building halls but they would not be allowed to furnish halls.

In response to the enquiry regarding the marketing of the Theatres the General Manager: Community

- Lack of effective communication and synergy between Departments.

Issues raised and highlighted

(Page 133 of the Annual Report 2017/18)

2.1.6 Sports and Recreation

The report was NOTED.

The General Manager: Community Services (Acting) cited challenges with Supply chain regulations and process challenges and budget constraints. He pointed out that he would be giving attention to a integrated plan with the Roads and Parks Department to create a synergy in addressing the challenge of overgrowth and weeds.

- Overgrowth and weeds on pavements and gutters throughout the City.
- What happened regarding the brush cutters that were stolen.
- Integrated Waste Management Plan.
- Cannot attract investment to the City.

Issues raised and highlighted

At this point of the proceeding The Committee was requested that due to time constraints that the presentations by Officials be done away with and that the Councillors be given the opportunity to go directly to the questions and answers be addressed.

(Page 125 of the Annual Report 2017/18)

2.1.5 Bio-Diversity and Landscape

The report was NOTED.

In response to the enquiry regarding the burial space running out the General Manager: Community Services (Acting) stated that burial space were numerous challenges to acquire land for burial space despite their continuous efforts of trying to identify the Enthembeni, Hollingwood and Lamontsville sites.

- Burial space running out at Mountain Rise.
- What progress with regard to acquiring land for burial space?
- Crematoria not functioning efficiently.
- All cemeteries in the City need to be maintained.

Issues raised and highlighted

(Page 124 of the Annual Report 2017/18)

2.1.4 Cemeteries and Crematoria

The report was NOTED.

That all Councillors go back to the Community Halls which would assist in the upgrading of the halls and security.

(Page 125 of the Annual Report 2017/18)

Services (Acting) stated that the Theatres have been handed over to the Sustainable Development and City Enterprises Unit. He further stated that substantial progress was accomplished prior to hand over.

In response to the query regarding working with the South African Police the Traffic Official stated that weekly meetings were being held with the South African Police from Loop street.

The Official from traffic added that the Construction in West was also a contributing factor regarding the traffic challenges experienced.

He further pointed out that Towing Companies were responsible for disturbing the robots to their advantage.

The General Manager: Community Services (Acting) stated that the Human Resources processes was another challenge regarding the progression of Traffic Officers that affected the Unit. He further stated that the Transportation Department was responsible for the collaboration of the robots.

- Why was Traffic not working with South African Police in combating traffic offences.
- The greater Edendale robots are required to be corrected.
- Lawlessness admissible.
- Taxi Industry transgress laws.
- Traffic Uses not safe.
- City in crises during peak hours.
- Traffic Officers not visible.
- The state of traffic is in total anarchy.
- Encouraged to work with Safe City for traffic offenses and prosecution for enhanced revenue for the City.
- No consequence management.
- More Traffic inflow in the City.
- Synergy amongst Departments lacking.
- Not Enough Traffic Officers.

Issues raised and highlighted

(Page 127 of the Annual Report 2017/18)

2.1.8. Traffic and Public Safety

The report was NOTED.

In response to the enquiry regarding the Imball Library the General Manager: Community Services (Acting) stated that he was happy to announce that it was still on track.

(Page 135 of the Annual Report 2017/18)

2.1.7. Library and Recreation

The report was NOTED.

After much discussion,

In response to the number of tractors available the Manager Parks stated that there were 18 tractors and only 6 operational. He further stated that his Department was dependent upon on other Departments. He also stated that he reported the challenges that the Department was experiencing in a report to Council.

- What are staff doing if there is no capacity for service delivery?
- Where the budget being spent?
- Serious Crisis with budget and other challenges with the provision of basic service delivery to community.

In response to the query regarding prosecutions the Official from Traffic stated that he would provide the Committee with a report regarding successful prosecutions at the next meeting.

The report was NOTED.

2.1.8. Fire Services

(Page 129 of the Annual Report 2017/18)

The report was NOTED.

2.1.9 Disaster Management

(Page 131 of the Annual Report 2017/18)

issues raised and highlighted

- Non-compliance to Disaster Management facility.
- Is Disaster Management Plan available?

In response to the Committee's concern regarding the Disaster Management Plan and the Disaster Manager stated that the request was made to the District however the funding was not forthcoming. He further stated that the procurement processes created further challenges.

The Committee requested that the toll free number of 080033911 needed to be more broadly broadcasted.

The report was NOTED.

It was further

**RESOLVED TO RECOMMEND
TO FULL COUNCIL**

a) That the Department work together with Safe City to utilise their services for transgressors and successful prosecutions to send a clear message to transgressors and enhance revenue for the City.

b) That a bigger budget provision be made to the Community Services for the maintenance of the grass cutting, crematoria, libraries e.t.c in the Community Services Business Unit for basic services.

The Report was NOTED.

The meeting terminated at 16:45

Confirmed by

CHAIRPERSON
PIETERMARITZBURG

20 March 2019

CONFIRMED

ACCOUNTABILITY ACKNOWLEDGEMENTS				
NAME	DESIGNATION	SIGNATURE	DATE	
A Sewcharan	Committee Officer			DOCUMENT PREPARED BY
N Mkhonto	Municipal Manager's Representative			DOCUMENT CHECKED AND CLEARED FOR DISTRIBUTION BY



**MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
CORPORATE BUSINESS UNIT**

Meeting held on TUESDAY, 19 MARCH 2019 in the COUNCIL CHAMBER,
FIRST FLOOR, CITY HALL at 11H30.

PRESENT: Councillors M Sckalkwyk (Chairperson), NB Ahmed, SI Madonda, M Ngubo, NF Mkhize, BE Zuma and R Niemand.

ABSENT: Councillors NC Gambu, SD Ngunane, MB Mkhize, XE Ngongoma, R Jugmohan and P Duma.

OFFICIALS
PRESENT: M Jackson (Senior Manager: Office of the City Manager), S Hlongwa (Manager: Batho Pele), E Mahlangu (Manager: Office of the Mayor), S Msomi (Chief Audit Executive [Acting]), TM Zuma (Organisation Compliance Performance and Knowledge Management), L Pillay (Organisation Compliance Performance and Knowledge Management), B Halliama (Organisation Compliance Performance and Knowledge Management), M Mkhonto (Acting Manager: Secretariat) and M Chenchiach (Committee Officer)

1. WELCOME AND APPLICATIONS FOR LEAVE

(Item 1 of the agenda)

The Chairperson welcomed all present

Apologies were received on behalf of the Acting City Manager who had a prior meeting with Co-operative Governance and Traditional Affairs (COGTA), Manager: Intern Audit who had a prior commitment and the Senior Manager: Secretariat and Auxiliary Services who was attending the South African Local Government Association (SALGA) meeting.

NOTED.

2. REFER TO THE ANNUAL REPORT 2017/2018

2.1 Component F: Corporate Business Unit: Council and Executive

(Page 184 of the Annual Report)

It was suggested that a footnote be added onto the Final Annual Report which needed to indicate that the attendance registers for all meetings recorded would be made available for inspection upon request from the Office of the Speaker.

NOTED.

2.2 Internal Audit

(Page 193 of the Annual Report)

It was

RESOLVED

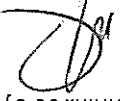
(a) That there should be full co-operation in terms of the implementations of Internal Audit and Auditor Generals recommendations by management.

(b) That the implementations of Internal Audit and Auditor Generals recommendations through the tracking tools be monitored by the Municipal Public Accounts Committee.

It was agreed that Chapter 9: Report of the Audit Committee for the year ended 30 June 2017 and report of the Audit Committee for the year ended 30 June 2018, be NOTED.

The meeting terminated at 12:20

Confirmed by



CHAIRPERSON

ACCOUNTABILITY ACKNOWLEDGEMENTS				
NAME	DESIGNATION	SIGNATURE	DATE	DOCUMENT PREPARED BY
Mrs M. Chenchiah	Committee Officer			DOCUMENT CHECKED BY
Mrs N Mkhonto	(Acting) Manager: Secretariat			DOCUMENT CHECKED AND DISTRIBUTION BY
Mrs N Mkhonto	(Acting) Municipal Manager's Representative			FORWARDED FOR PRINTING BY
Mr. W Schnaar	Manager: Information Centre			



MSUNDUZI LOCAL MUNICIPALITY

**MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS OVERSIGHT COMMITTEE
FINANCIAL SERVICES BUSINESS UNIT**

MEETING HELD IN THE COUNCIL CHAMBER, CITY HALL
ON TUESDAY, 19 MARCH 2019 AT 09H30

PRESENT: Councillors M Schalkwyk (Chairperson), M Ngubo, MB Mkhize, R Niewand, NF Mkhize, BE Zuma, SD Ngubane, NB Ahmed, SI Madonda and XE Ngongoma

ABSENT: Councillors P Duma, NC Gambu and R Jugmohan,

OFFICIALS
PRESENT: Messrs: W Schnaar (Municipal Manager's Rep), S Khoza (Process Manager; Budget & Financial Management), S Ndzalela (Head: Supply Chain Management; [Acting], M Ngobese (Senior Manager: Revenue), P Jali (Chief Accountant), O Langa (Manager: Creditors), B Halimana (Performance Management), X Bhengu (Performance Management Systems Advisor), H Zondi (Manager; Municipal Public Accounts Office) and S Sibisi (Translator/Interpreter).
 Messdames: D Gambu (Chief Financial Officer [Acting]), TM Zuma (Performance Management Systems, L Pillay (Performance Management Systems), N Mkhonto (Manager: Secretariat and Auxiliary Services [Acting]) and A Ndlovu (Committee Officer).

1. APPLICATIONS FOR LEAVE

(Item 1 of the agenda)

The Chairperson welcomed all present.

Applications for leave of absence were received from Councillor P Duma who was not feeling well, a verbal apology was tendered on behalf of Councillor SD Ngubane mentioning that he would be joining the meeting late. No apologies were tendered on behalf of Councillors NC Gambu and R Jugmohan. The Chief Financial Officer [Acting] mentioned that most of the Financial Services Senior Managers were attending the Cogta (Corporate Governance and Traditional Affairs) meeting in Durban and were unable to attend, however some Officials would be attending and were on their way to the meeting. Councillor SI Madonda pointed out that the issue of Councillor P Duma consistently being absent would have to be looked into as the Committee seems to be experiencing a problem with a quorum regularly. The Chairperson thereafter responded in saying that the matter had been referred to the higher Authorities.

It was

RESOLVED

That Councillors P Duma and R Jugmohan be granted leave of absence from the current Municipal Public Accounts Committee Oversight meeting.

2. REFER TO THE ANNUAL REPORT 2017/2018

Component D: Budget and Treasury

2.1.

Indigents (Free Basic Services)

The Chairperson pointed out that she was aware that a workshop would be scheduled soon for the Indigents policy in the different Wards. The Chief Financial Officer [Acting] thereafter briefly the Committee through the section. She mentioned that as per the Annual target for the year which was being reviewed, they were hoping for 800 beneficiaries however they were sitting at 5813, further to that she mentioned that activities were put in place with the funds allocated and also requested that the Business Unit sought support from the Councilors with regards to ensuring that more legible beneficiaries would be registered as they would be visiting various wards.

Questions, Answers and Comments.

Q = Councilor Ab Ahmed enquired that a confirmation of which ward(s) have been visited and what has been done thus far? She further asked whether there's been any developments with the administration at 333 AS Chetty Building as its been worrisome over the year that indigents applying were not reflecting immediately.

A = It was pointed out that dates and Venues have been given and the process would still take place. It was further mentioned that Revenue has something in place however as much as they want to comply to administrative matters efficiently legal processes have to be followed, a threshold has to be conducted which will ensure that the registered indigents are legal. It was also mentioned that if Councilors had input, the Business Unit would gladly accept and implement the given advice in their areas accordingly.

Q = Councilor Mb Mkhize enquired about the processors put in place for the new intake of the indigents, further asking whether they would be given any forms as they assist walk ins upon consultations from the Community members?

A = It was pointed out that Councilors will receive documentation and will be able to assist Community members.

Q = Councilor M Nguabo asked what has the Municipality done to date in terms of maximizing awareness to ensure a large amount of applicants?

A = Emphasize on izimbo as an initiative were raised as that is also one of the platforms for creating awareness towards the Community members, the ABM offices were also mentioned as a standing point of always having information and documentation to be easily accessible to the Community, it was also mentioned that the volunteers in each ward were also been considered as their role assists drastically, however authority was still being sought from the appropriate persons.

Q = Councilor R Niem and asked what steps have been taken to ensure that accurate applications are in place and there is no fraud?

A = With regards to inaccuracies it was pointed out that the Business Unit works with the TransUnions in terms of validating information, which therefore enables them to identify qualifying applicants or not mentioning that that oversight has been noted previously and rectifications are in place.

NOTED.

2.2. Financial Services

The Chief Financial Officer [Acting] led the Committee through the report. She highlighted the sections in finance by name further highlighted the issue of the debt book, the issues of recovery as well as issues of current service providers that were appointed by Council to do the Collections as Councilors are aware of the issues pertaining to those areas. Questions of clarity were thereafter raised to which answers were provided.

Questions, Answers and Comments.

Q = Councilor R Niem and mentioned that with reference to the Consumer debtors and Auditor Generals report and the calculations of the impairments including interest as mentioned in the findings, what exactly is Councils position with regards to getting a clean Audit in these areas this time?

A = It was pointed out that the debtors book is being analyzed thoroughly by the staff members, with regards to interests, it was mentioned that in payments with charges emanated from the write backs of 16/17. It was also stated that with the interest there were issues with the system however interest key had issues, a solution as per the Business unit is that they have a report in place which might be tabled before the Strategic Management Committee requesting write-offs to enable the fast tracking of the new interest calculations.

Q = Councilor M Nguibo asked what efforts have been made thus far in the front line Administration areas for Citizens that come through to make queries to ensure that they are attended to adequately and leave with accurate understanding of their debts?

A = It was mentioned that last week interviews were conducted for employees that would be assisting in the front line desks assisting citizens, the business unit is in progress with dealing with the matter. It was also mentioned that PCB had also offered to assist with the training of front desk staff as skills are needed.

Q = Councilor NB Ahmed queried on the issue of SAP, the inaccurate billings and meter readings.

A = The Business Unit advised that with regards to SAP many problems had arisen in the first year however things are now falling into place as the system is being maintained regularly it is now unlikely that the system has many errors in relation to inaccurate billings, it's not a regular issue however, it is to be noted that perhaps the data captures are also sometimes not to careful when working, however measures are to be taken as it creates incompetency, further to that it was mentioned that the meter readings are conducted on an as-and-when-basis when citizens query the bill it is something which is not being ignored.

NOTED.

2.3. Supply Chain Management

(Page 149 of the Annual Report 2017/2018)

The Chief Financial Officer [Acting] briefly led the Committee through the report. She swiftly went through some matters of Contract Management, the acquisition that is included in tenders and pointed out to the members the statistics of performance within the section as indicated in the Annual report as well as other issues that occur in the unit. Questions were thereafter asked.

Questions, Answers and Comments.

C = Councilor R Niem and commented on the issue of proper and adequate administration he advised that it be prioritized and that consequent management be inflicted where needs be as this was a key section noting that all the shenanigans occur at this level, he further pointed out that at no stage should outsiders be influential in the processes of procurement.

Q = Councilor Ahmed asked whether the issue of incorrect disconnections with regards to electricity, has a new system been put in place to ensure accuracy and to avoid incorrect disconnections? Further to that the list of Service providers out of the City, are the Councilors able to scrutinize them

or its confidential information giving an example of the brush-cutters as it is a burning issue around the City right now.

A= The Chief Financial Officer [Acting] mentioned that the SCM has a responsibility to play a role in the reduction of irregular expenditure and expressed that more can be done and should be done for the current year noting that the cases as well in relation to irregular expenditure were to be dealt with as she is aware that there is an investigation being conducted, she awaits a report and thereafter she hopes consequent management will be implemented. She further advised that around the City there's fraud going on and people are receiving award letters, it was mentioned that suppliers also need to be vigilant. She advised the Councilors that the matter is now in the hands of the Law enforcement and that she has advised the Communications Business Unit to issue a media statement.

With regards to the issue of the brush-cutters she mentioned that the issue had been raised to the Acting City Manager and a meeting has been scheduled with various companies so as to see to the procuring of the number of contractors which will assist with service delivery on this end.

NOTED.

2.4. Fleet Management

(Page 159 of the Annual Report 2017/2018)

The Manager: Creditors led the Committee through the report, highlighting the critical points mentioning the Fleet strategy as well as the Vehicle Monitoring System which has been implemented in Council. He thereafter referred to the table with expenditure, it was pointed out that the fleet policy was last updated in 2012 however it was reviewed in 2018 and amendments were conducted and have been taken to Council for approval. The Manager: Creditors thereafter sought questions from the Councilors. It was pointed out that Council employees were carelessly using the vehicles for their own personal benefit which made the Councilors very uncomfortable. The presenter thereafter stated that a report had been sent to Council to seek approval for Fleet Officers/Supervisors to monitor the misuse of Council vehicles.

Questions, Answers and Comments.

Q = Councilor Ahmed questioned what system is being used to track the vehicles to try and eliminate vehicle abuse.

A = The presenter advised that there is a monitoring system in use and people using these vehicles report to their business units, pointing out that there is a monthly meeting which then enables business units to deliberate on the various use of routes, he also mentioned that the respectable Heads of Departments were responsible for consequent management towards employees misusing the vehicles because there is a fleet form that is filled in upon the use of the vehicle.

C = Councilor R Niemand said that the Fleet Management Department is in total chaos and there is no control, he pointed out that the very same excuse was mentioned in the last Annual report and thereafter expressed how unhappy he felt on the matter. He thereafter expressed that somebody needs to take responsibility and Fleet Management should advise which Units are failing to respect the use of the vehicles.

Q = Councilor M Schalkwyk asked whether the warranties on the vehicles were still valid?

A = Yes, Warranties are available when a vehicle is being bought, currently its expires after a car has used up to 100 00 km /4 years then after that it becomes the responsibility of Council to maintain the vehicle.

C = Councilor M Nguubo advised that the mentality of saying the respectable heads of department are responsible for controlling the misuse was rather not a good response. He mentioned that he felt that the custodians of the Fleet should also do something to better the situation, he requested that

the Business Units and Fleet should work hand in hand as this would assist in reducing the problems.

C=Councillor Ahmed also pointed out that the current fleet policy would need to be re-viewed and scrutinized, she further requested that the Councillors be given an update on the fuel reports when it was available.

NOTED.

Component H: Financial Performance

(Page 207 of the Annual Report 2017/2018)

The presenter led the Committee through the report. He then mentioned that pages 208 and 209 were a graphical illustration of where the performance has been in the 16/17 financial year, he also mentioned that amendments had been sent to the publisher and that all corrections were rectified. It was thereafter mentioned that all figures were a true reflection of the progress.

NOTED.

Chapter 4: Annual Financial Statement

(Page 211 of the Annual Report 2017/2018)

The Chief Financial Officer [Acting] advised that the relevant document incorporating the Statements were distributed to the Councillors in the previous meeting which did not convene. She then advised that the team was currently busy with the interim statements to ensure that adjustments were meeting their targets.

NOTED.

Chapter 7: Report to the Auditor General 2017/2018

(Page 238 of the Annual Report 2017/2018)

The Chief Financial Officer [Acting] mentioned that the report was circulated at the previous meeting which did not convene, further mentioning that also at the Full Council it was distributed. She thereafter mentioned that the team had been presenting the report at length and she was ready for questions.

Questions, Answers and Comments.

C= Councillor R Niam and pointed out that the fundamental question was that they needed to hear from the administration in terms of the commitment to addressing each and every issue, whether they confident that they will be able to effect a turnaround strategy on the report.

A= It was mentioned that a turnaround strategy was presented before Council, it was also pointed out that the finance team was committed to working tirelessly to address issues however assistance and oversights were requested from the Councillors and other stakeholders.

NOTED.

Chapter 8: Response to the Auditor General


(Page 239 of the Annual Report 2017/2018)

The Chairperson advised that the Chief Financial Officer [Acting] has briefly touched on the item jointly with the previous report and therefore there was clarity.

NOTED.

The meeting adjourned at 11:00

Confirmed by


CHAIRPERSON

PIETERMARIITZBURG

19 March 2019

ACCOUNTABILITY ACKNOWLEDGEMENTS			
DOCUMENT	NAME	DESIGNATION	SIGNATURE
PREPARED BY	A Ndlovu	Committee Officer	
CHECKED BY	N Mkhonto	Secretarial Manager [Acting]	
CLEARED FOR DISTRIBUTION BY	S Dubazana	Process Manager: Sound Governance	



**MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS OVERSIGHT COMMITTEE
DRAFT OVERSIGHT REPORT MEETING**

MEETING HELD IN THE COUNCIL CHAMBER, CITY HALL
ON MONDAY, 25 MARCH 2019 AT 14H09

- PRESENT:** Councillors M Schalkwyk (Chairperson), M Ngubo, R Niemand, NF Mkhize, BE Zuma, SD Ngubane, NB Ahmed, P Duma and XE Ngongoma
- ABSENT:** Councillors, R Jugmohan, NC Gambu, MB Mkhize and SI Madonda
- OFFICIALS** Messrs: H Zondi (Manager: Office of the Chairperson: Municipal Public Accounts Office) and Mesdames: N Kunene (Committee Officer)

1. APPLICATIONS FOR LEAVE

(Item 1 of the agenda dated 01 February 2019)

The Chairperson greeted all present and thanked the committee for attending at short notice. Applications for leave of absence were received from Councillor BE Zuma who requested to leave at 15h45.

The Chairperson explained that she was going to start with the introductory meeting agenda as the meeting had been postponed indefinitely due to there be no quorum.

2. OVERSIGHT PROCESS PLAN IN RESPECT OF THE 2017/2018 ANNUAL REPORT

The Chairperson reminded the Committee that the Oversight Plan Report was tabled before Council in January 2019.

3. MSUNDUZI MUNICIPALITY ANNUAL REPORT CHECKLIST

The Chairperson explained to the Committee that the checklist was from National Treasury and it was a guideline of what the Annual Report should contain.

She further stated that during the oversight meetings, there were changes brought up and the Performance Management Systems confirmed that the errors that were noted had been rectified. He added that there was a common error where officials would copy and paste information without ensuring that the dates correspond with the current Financial Year's information.

The Committee stated that it was incorrect to attend the oversight meetings without the Auditor General's report and added that without the AG report, the Committee had nothing tangible to compare the Annual Report with.

Noted.

**4. CONFIRMATION OF MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
MEETING DATED 12 FEBRUARY 2019: INFRASTRUCTURE SERVICES BUSINESS UNIT**

Minutes of meeting dated 12 February 2019: Infrastructure Business Unit

RESOLVED

That the minutes of the Municipal Public Accounts Committee meeting dated 12 February 2019- Infrastructure Business Unit be **CONFIRMED**.

5. **MATTERS ARISING FROM THE MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE: MINUTES OF MEETING DATED 12 FEBRUARY 2019- INFRASTRUCTURE BUSINESS UNIT**

(item 3 of the agenda)

5.1. Water and Electricity

(Page 1 of the agenda, item 2.1 and 2.3)

The Committee raised serious concerns with regards to the Auditor General's report not being part of the oversight process and added that it was incorrect noting that the AG comments were critical in providing a turnaround strategy to address the current situation within the municipality.

The Committee raised concerns with an escalating debt incurred through water and electricity losses and stated that it must be curbed. It further raised a serious concern with regards to the 20 thousand dysfunctional pre-paid meters reported to be installed regardless of the fact that they are unable to show readings. It was emphasized that consequence management must be implemented with the intention eradicate such challenges and ensure it is not repeated.

The Committee raised a serious concern with regards to the non-collection of rates at arrears that were deemed as flat rate arrears adding that traditional leaders collect rates from each household every year and the municipality must adopt a similar approach.

The Committee also raised a serious concern with regards to the water shortage at the Vulindlela arrears stating that some arrears have been without water supply for the past 3 years, yet they were still billed. It was further stated that the administration had advised some residents that due to the condition of roads, the water tankers were not able to deliver water to them. It was added with concern that roads are fixed only when water tankers deliver water during special municipal events. The Committee further added that whenever there was a burst pipe at the Vulindlela area, water would gush the streets for over a week despite the matter being reported to the municipality well in advance and it was noted with concern that the municipal officials provide a better service in the northern suburbs.

The Committee noted with a serious concern the lack of water concern taking into consideration that the Mid-mar dam was overflowing with water. It was further requested that the problem of clustered meters within the Vulindlela area be resolved as a matter of urgency.

The Committee stated that residents within the Vulindlela area must be billed according to their consumption noting that there is currently no water services being provided yet residents are demanded to pay adding that those residents that have been paying for a services that they have not received must be reimbursed by the municipality. The Committee also stated that the policy of flat rate should be implemented and administered effectively.

It was

RESOLVED TO RECOMMEND
TO
FULL COUNCIL

a) That the Accounting Officer implements a process of laying criminal charges towards culprits identified by Council to be stealing water and electricity and ensuring that arrest are made.

b) That Internal Audit Unit conducts an investigation in the relevant departments with regards to the water and electricity theft and that the outcome of the investigation must incorporate legal action to be undertaken.

It was further

RESOLVED

That the issue of flat rate be a standing item in the Municipal Public Accounts Committee agenda.

6. **CONFIRMATION OF MINUTES OF MEETING DATED 19 FEBRUARY 2019 OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE**

Minutes of meeting dated 19 February 2019- Corporate Services Business Unit

(Page 05 of the agenda dated 25 March 2019)

It was

RESOLVED

That the minutes of the Municipal Public Accounts Committee meeting dated 19 February 2019- Corporate Services Business Unit be **CONFIRMED**

7. **MATTERS ARISING FROM THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MINUTES: MINUTES OF MEETING DATED 19 FEBRUARY 2019- CORPORATE SERVICES BUSINESS UNIT**

Minutes of meeting dated 19 February 2019- Corporate Services Business Unit

(Page 05 of the agenda dated 25 March 2019)

7.1 **Information, Communication and Technology**

The Committee raised a concern with regards to the wi-fi usage stating that there should be guidelines in place for when free internet usage is permitted to staff.

It was

RESOLVED

That the Senior Manager: Information, Communication and Technology develops a wi-fi usage policy.

7.2 **Legal Services**

The Committee raised a serious concern with regards to the various business units that had appointed their own legal attorneys outside the panel of attorneys that exists within Council.

It was

RESOLVED

That the Senior Manager: Legal Services (Acting) submits the financial breakdown of legal costs incurred through the panel of attorneys to the next MPAC meeting.

Noted.

The Committee stated that the Airport needs to have a marketing master plan which should impact the entire city. The Committee also questioned the security measures at the Market, stating that it felt that there was no safety as cash worth millions of rands was handled at the Market.

9.2 Airport/ Market/ Art Gallery

The Committee raised a concern with regards to the lack of law enforcement stating that should the Accounting officer implement the resolutions of the Oversight Reports adopted in the previous Financial Years, the illegal activities within the City would have decreased significantly.

9.1. Planning/ Building Control and Environmental Management

(Page 09 of the agenda dated 25 March 2019)

Minutes of meeting dated 21 February 2019- Sustainable Development and City Enterprises Business Unit

9. MATTERS ARISING FROM THE MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE: MINUTES OF MEETING DATED 21 FEBRUARY 2019- SUSTAINABLE DEVELOPMENT AND CITY ENTERPRISES BUSINESS UNIT

That the minutes of the Municipal Public Accounts Committee meeting dated 21 February 2019- Sustainable Development and City Enterprises Business Unit be **CONFIRMED**

RESOLVED

It was

(Page 09 of the agenda dated 25 March 2019)

Minutes of meeting dated 21 February 2019- Sustainable Development and City Enterprises Business Unit

8. CONFIRMATION OF MINUTES MEETING DATED 21 FEBRUARY 2019 OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE: SUSTAINABLE DEVELOPMENT AND CITY ENTERPRISES BUSINESS UNIT

Noted.

The Committee raised a concern with regards to the lack of synergy amongst departments and felt that section 56 managers should be held accountable when employees do not perform. The Performance Management Systems Practitioner advised the committee that performance management and performance agreements form part of consequence management. He further added that consequence management works both ways, negatively and positively and that both should be rewarded accordingly. The Performance Management Systems Practitioner also suggested to the Committee that departments enter into a Service Level Agreement, which would bind them to work together. He also added that committees should be formed to assist departments where there is a lack of synergy and if still there is no improvements, then the accounting officer must apply consequence management as they would be in breach of a legal document.

7.3 Organizational Development

That the Chief Financial Officer (Acting) reviews the fleet management policy to adequately address the challenge of poor management and monitoring of vehicles also incorporating within the policy the implementation of consequence management towards offenders.

RESOLVED

It was

The Committee stated that current fleet management policy was inadequate as the Fleet Management Sub-unit had no monitoring tool over the municipal vehicles, as the Committee was of the impression that each unit was responsible monitoring their vehicles.

11.2 Fleet Management

[At this point of the preceding 16h06, Councillor M Nguubo joined the meeting and Councillor BE Zuma left the meeting]
That Internal Audit conducts an investigation based on the Auditor General's report.

RESOLVED

It was

The Committee stated that according to the Auditor General's report the Supply Chain Management unit was not functioning adequately

11.1 Supply Chain Management

(Page 15 of the agenda dated 25 March 2019)
Minutes of meeting dated 19 March 2019- Financial Services Business Unit

11. MATTERS ARISING FROM THE MINUTES OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE: MINUTES OF MEETING DATED 19 MARCH 2019- FINANCIAL SERVICES BUSINESS UNIT

- Page 15; B Hulimani be amended to read as B Halimana
- Councillor NC Gambu be recorded as absent as there was no leave application received.

That the minutes of the Municipal Public Accounts Committee meeting dated 21 February 2019- Sustainable Development and City Enterprises Business Unit be **CONFIRMED** subject to the following amendments:

RESOLVED

It was

(Page 15 of the agenda dated 25 March 2019)

Minutes of meeting dated 19 March 2019- Financial Services Business Unit

10. CONFIRMATION OF MINUTES OF MEETING DATED 19 MARCH 2019 OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE FINANCIAL SERVICES BUSINESS UNIT

(Page 23 of the agenda dated 25 March 2019)

Minutes of meeting dated 19 March 2019-Community Services Unit

15. MATTERS ARISING FROM THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MINUTES HELD: MINUTES OF MEETING DATED 19 MARCH 2019- COMMUNITY SERVICES UNIT

- Councillor Gambu be recorded as absent
- Councillor Zuma be recorded as present
- Councillor Winterbach be removed from the Leave of Absence granted.

That the minutes of the Municipal Public Accounts Committee meeting dated 19 March 2019-Community Services Unit be **CONFIRMED** subject to the following amendments:

RESOLVED

It was

(Page 23 of the agenda dated 25 March 2019)

Minutes of meeting dated 19 March 2019-Community Services Unit

14. CONFIRMATION OF MINUTES OF MEETING DATED 19 MARCH 2019 OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE - COMMUNITY SERVICES UNIT

Noted.

The Committee stated that the Accounting Officer must ensure stringent measures are taken against employees who do not implement Internal Audit recommendations.

13.1 Internal Audit

(Page 21 of the agenda dated 25 March 2019)

Minutes of meeting dated 19 March 2019-Corporate Business Unit

13. MATTERS ARISING FROM THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MINUTES HELD: MINUTES OF MEETING DATED 19 MARCH 2019-CORPORATE BUSINESS UNIT

- Councillor M Ngubo being recorded as present
- Page 21; B Hallimana be amended to read as B Hallimana

That the minutes of the Municipal Public Accounts Committee meeting Minutes of meeting dated 19 March 2019-Corporate Business Unit be **CONFIRMED** subject to the following amendments:

RESOLVED

It was

(Page 21 of the agenda dated 25 March 2019)

Minutes of meeting dated 19 March 2019-Corporate Business Unit

12. CONFIRMATION OF MINUTES OF MEETING DATED 19 MARCH 2019 OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE - CORPORATE BUSINESS UNIT

15.1 Waste Management

The Committee stated that Consequence Management needs to be implemented with regards to cleaning the city. The Committee added that awareness campaign and sustainability plans need to be conducted to educate the communities about keeping the city clean.

It was added that law enforcement also need to be visible to ensure that transgressions are dealt with accordingly. The Committee also noted with concern that there was poor supervision when it can to waste collection and further stated that there were people who were sabotaging the municipality it terms of dumping rubbish immediately after it had been collected.

It was

RESOLVED TO RECOMMEND
TO
FULL COUNCIL

That the Manager: Office of the Chairperson Municipal Public Accounts Committee Mpac incorporates the following into the oversight report:

- The Lifespan of the Landfill site
- Manhole littering
- Waste Management Committee
- Filthy City not being addressed and no improvements visible.
- Minimum service level how is it being addressed
- What progress with regard to waste to energy project?
- A rigorous Awareness campaign needs to be undertaken
- Illegal Dumping needs to be addressed with law enforcement with an aggressive drive
- Concrete bins to be regularly managed
- Law enforcement weak
- Centralised by-laws section within Council
- Are EPW workers and Permanent General Worker being supervised?
- Are vacancies being addressed?
- Inter-Departmental Relations.
- What progress has been made with recycling initiative
- To work in collaboration with Safe City for prosecutions.
- Co-ops what is the bottleneck clarification at next meeting?
- Infringement

15.2 Theatre and Halls

It was

RESOLVED TO RECOMMEND
TO
FULL COUNCIL

That the Manager: Office of the Chairperson Municipal Public Accounts Committee incorporates the following into the oversight report:

- Burial space running out at Mountain Rise.
- What progress with regard to acquiring land for burial space?
- Crematoria not functioning efficiently.
- All cemeteries in the City need to be maintained.

15.3 Bio-Diversity and Landscape

It was

**RESOLVED TO RECOMMEND
TO
FULL COUNCIL**

That the Manager: Office of the Chairperson Municipal Public Accounts Committee incorporates the following into the oversight report:

- Overgrowth and weeds on pavements and gutters throughout the City.
- What happened regarding the brush cutters that were stolen.
- Integrated Waste Management Plan.
- Cannot attract investment to the City.

15.4 Sports and Recreation

It was

**RESOLVED TO RECOMMEND
TO
FULL COUNCIL**

That the Manager: Office of the Chairperson Municipal Public Accounts Committee incorporates the following into the oversight report:

- Lack of effective communication and synergy between Departments.
- What are staff doing if there is no capacity for service delivery?
- Where the budget being spent?
- Serious Crisis with budget and other challenges with the provision of basic service delivery to community

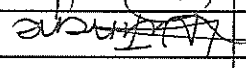
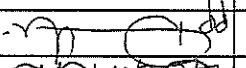
15.5 Traffic and Public Safety

It was

**RESOLVED TO RECOMMEND
TO
FULL COUNCIL**

That the Manager: Office of the Chairperson Municipal Public Accounts Committee incorporates the following into the oversight report:

- Why was Traffic not working with South African Police in combating traffic offences.
- The greater Edendale robots are required to be corrected.
- Lawlessness admissible.
- Taxi Industry transgress laws.
- Traffic Uses not safe.
- City in crises during peak hours.
- Traffic Officers not visible.
- The state of traffic is in total anarchy.
- Encouraged to work with Safe City for traffic offenses and prosecution for enhanced revenue for the City.
- No consequence management.
- More Traffic inflow in the City.

ACCOUNTABILITY ACKNOWLEDGEMENTS				
DOCUMENT	NAME	DESIGNATION	SIGNATURE	DATE
PREPARED BY	N. Kunene	Committee Officer		29/03/19
CHECKED BY	N Sikhakhane	Secretariat Manager		29/03/19
CLEARED FOR DISTRIBUTION BY	S Dubazana	Process Manager: Sound Governance		

27 March 2019

PIETERMARIITZBURG

CHAIRPERSON

Confirmed by

The meeting terminated at 16h52

- Non-compliance to Disaster Management facility.
- Is Disaster Management Plan available?

That the Manager: Office of the Chairperson Municipal Public Accounts Committee incorporates the following into the oversight report:

**RESOLVED TO RECOMMEND
TO
FULL COUNCIL**

It was

15.5 Disaster Management

- Synergy amongst Departments lacking.
- Not Enough Traffic Officers.