



**MSUNDUZI  
ANNUAL REPORT  
2019/20**

**DRAFT**



# DRAFT ANNUAL REPORT 2019/2020 FINANCIAL YEAR

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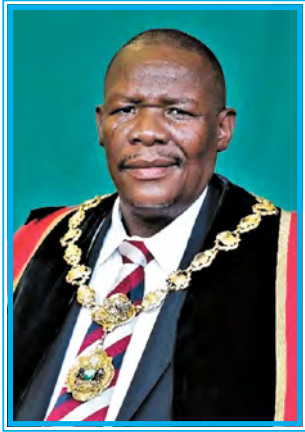
## TABLE OF ABBREVIATIONS

<b>AG</b>	Auditor General	<b>MCPF</b>	Municipal Councillors Pension Fund
<b>AIDS</b>	Acquired Immune deficiency syndrome	<b>MEC</b>	Member of Executive Committee
<b>AIPF</b>	Associated Institution Pension Fund	<b>MEC</b>	Member of Executive Council
<b>AMP</b>	Ampere	<b>MFMA</b>	Municipal Finance Management Act
<b>APR</b>	Annual Performance Report	<b>MIG</b>	Municipal Infrastructure Grant
<b>BBBEE</b>	Broad Based Black Economic Empowerment	<b>MOA</b>	Memorandum of Agreement
<b>CBD</b>	Central Business District	<b>MOU</b>	Memorandum of Understanding
<b>CCTV</b>	Closed Circuit Television Camera	<b>MPAC</b>	Municipal Public Accounts Committee
<b>CFO</b>	Chief Financial Officer	<b>MPRA</b>	Municipal Rates Act
<b>CLLR</b>	Councillor	<b>MUNIMEC</b>	Municipalities and Member of Executive Council Meetings
<b>CM</b>	City Manager	<b>NDPG</b>	Neighbourhood Development Partnership Grant
<b>CoGTA</b>	Cooperative Governance and Tradition Affairs	<b>NERSA</b>	National Electricity Regulator of South Africa
<b>CWP</b>	Community Work Programme	<b>NPA</b>	National Prosecuting Authority
<b>DAEARD</b>	Department of Agriculture, Environmental Affairs and Rural Development	<b>NQF</b>	National Qualification Framework
<b>DBSA</b>	Development Bank South Africa	<b>NRW</b>	Non-revenue Water
<b>DMAPC</b>	Disaster Management Planning Advisory Committee	<b>OP</b>	Operational Plan
<b>DPLG</b>	Department of Provincial and Local Government	<b>OPMS</b>	Organizational Performance Management System
<b>DWAF</b>	Department of Water Affairs and Forestry	<b>PDOHS</b>	Provincial Department of Housing
<b>EAP</b>	Employee Assistance Programme	<b>PHC</b>	Primary Health Care
<b>EPWP</b>	Expanded Public Works Prograee	<b>PMB</b>	Pietermaritzburg
<b>EXCO</b>	Executive Committee	<b>PMS</b>	Performance Management
<b>GM</b>	General Manager	<b>SALAPF</b>	South African Local Authorities Pension Fund
<b>HDI</b>	Historically Disadvantaged Individual	<b>SALGA</b>	South African Local Government Association
<b>HIV</b>	Human immune Virus	<b>SAMWU</b>	South African Municipal Workers Union
<b>HIV</b>	Human immune Virus	<b>SAPS</b>	South African Police Services
<b>HNR</b>	Housing Needs Register	<b>SBU</b>	Strategic Business Unit
<b>HRD</b>	Human Resources Development	<b>SCM</b>	Supply Chain Management
<b>HRM</b>	Human Resource Management	<b>SDBIP</b>	Service Delivery and Budget Implementation Plan
<b>IA</b>	Implementing Agent	<b>SITA</b>	South African State Information Technology Agency
<b>ICT</b>	Information Communication Technology	<b>SMMES</b>	Small Medium and Micro Enterprises
<b>IDP</b>	Integrated Development Plan	<b>SOP</b>	Standard Operating Procedure
<b>IDT</b>	Independent Development Trust	<b>STATSSA</b>	Statistics South Africa
<b>IMATU</b>	Independent Municipal Allied Trade Union	<b>UNISA</b>	University of South Africa
<b>IPMS</b>	Individual Performance Management System	<b>VIP</b>	Ventilated Improved Pit Latrine
<b>KPI</b>	Key Performance Indicators	<b>WSDP</b>	Water Services Development Plan
<b>KWANALOGA</b>	KwaZulu-Natal Local Governance Association	<b>WSP</b>	Workplace Skills Plan
<b>MCB</b>	Miniature Circuit Breaker	<b>WSP</b>	Workplace Skill Plan
		<b>WWTP</b>	Waste Water Treatment Plan



# CHAPTER 1 – MAYORS FOREWORD AND EXECUTIVE SUMMARY

## COMPONENT A: MAYORS FOREWORD



**COUNCILLOR M THEBOLLA**  
**CITY MAYOR**

### FOREWORD BY THE CITY MAYOR, 2019/2020

As the newly elected council of Msunduzi Local Municipality, we have made it our mandate to improve the status quo of the local municipality while eradicating the triple challenges of unemployment, poverty and crime. With that said, all of our communities have been included into our vision to avoid alienation as we go about our task of creating a municipality that ensures constant dialogue between its residents and relevant stakeholders.

The appointment of city manager was an important milestone for our municipality. It was very critical for us as political office bearers, the long-term policy outlook and direction of the council was fundamental in order to ease the anxiety of our external stakeholders, public and investors. The accounting officer's role was important for the formation and development of an economical, effective, efficient and accountable administration that was equipped to implement the IDP, and operates within the municipality's performance management.

Towards the end of the 2019-2020 financial year, the whole world was grappled with the issue of Coronavirus (COVID-19). We have seen how the pandemic is spreading like wild fire in some parts of the world, and unfortunately, South Africa is not exempted. As a City, we welcome the decisive, prompt and strategic leadership provided by our government under the leadership of President Cyril Ramaphosa on this matter. The interventions and clear directive given by President Ramaphosa for declaring the National State of Disaster is a move that clearly demonstrates that we are a government that is compassionate and prioritises the lives of the people.

The municipality went out of its way to prepare for the worst possible scenario of the pandemic and this includes:

- Intensified cleaning protocols have been put in place in municipal buildings to protect employees and visiting public;
- Finding alternative shelter for children and adults living on the street;
- Mobilizing business and NGO to work with us in making these shelters a hospitable home;
- Comprehensive COVID-19 response plan looking into the city's economic recovery and administrative stability; and
- Formation of a weekly Municipal Joint Operations centre (MJOC) which aligns COVID-19 reporting and initiatives within the city.

During the 2019-2020 financial year the municipality continued to contribute to the Provincial Growth and Development strategy by investing in various projects and programmes across the city. To highlight a few the city invested in water and sanitation infrastructure in line with the strategic objective of ensuring availability and sustainability of water and sanitation in our communities.

The Jika Joe human settlements project progressed very well and is in line with the strategic objective of creating sustainable human settlements this project will facilitate the existence of racially and culturally integrated human settlements, which will also promote citizens to pursue their social, cultural, political and economic goals.

For the duration of the 2019-2020 financial year The Msunduzi Municipality was under provincial administration in terms of section 139(1) (b) of the constitution of the Republic of South Africa placing the responsibility of administrative oversight on the Ministerial representative. The municipality experienced distress in terms of financial management, service delivery, economic development and institutional management. The regression of the audit outcomes in previous financial years acted as a signal for the distress that is being experienced by the municipality. Minimal collection of revenue, which is the life-blood of the organisation, placed the municipality in a challenging position. This has resulted in the municipality enhancing and fast tracking the implementation of revenue enhancement initiatives.

Msunduzi municipality values the opinions of the public in ensuring that the municipality delivers services to its citizenry. Therefore, the municipality have various platforms in order to get inputs on how to enhance service delivery, and to engage various stakeholders via public participation processes. The city is committed in ensuring that there is consistent improvement in our processes and systems in order to achieve the vision of the organization.

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**THE HONOURABLE MAYOR**  
**COUNCILLOR M THEBOLLA**



## COMPONENT B: EXECUTIVE SUMMARY

### 1. OVERVIEW BY THE CITY MANAGER – ANNUAL REPORT 19/20 FY



**CITY MANAGER  
M P KHATHIDE**

The City of Pietermaritzburg has played a major role in the shaping the economic trajectory of the Province of KwaZulu-Natal. Cities are key drivers of growth and, like cities across the world, South Africa's major urban areas contribute greatly to the country's economic growth and development. The city's urban areas continue to face serious challenges. These include high levels of poverty and unemployment, rapid urbanisation and the growth of urban populations and climate change, with droughts and more intense weather systems increasing the vulnerability of the population. In these circumstances, access to basic services and to livelihood opportunities, particularly for the poor and vulnerable, is becoming increasingly difficult.

Being where we are at this stage in our governance cycle, we must accept that we are now entering a phase where the focus has to be on driving the implementation of our existing programmes to the best of our ability. The 2019 Integrated Development Plan (IDP) has therefore been contained to minor adjustments and refinements, based on the progress we have made thus far and new insights we have gained in the process of implementation. The IDP objectives are implemented and monitored through the Service Delivery Budget Implementation Plan (SDBIP) of the municipality. The IDP remains aligned with the Provincial Growth and Development Plan, the National Development Plan and government priorities. The IDP is also fully aligned to the priorities perceived by our citizens as being the most critical at municipal level.

The focus on the future of the city, has led to a number of key catalytic and strategic projects that can leverage the city's economic and social potential. The city is re-positioning itself for a new set of challenges and is aggressively implementing new game changers, which are visible large-scale catalytic projects with a huge impact. The timing and sequencing of these projects require balanced implementation with an emphasis on economic development and employment creation. Furthermore, it is also essential to appreciate that the delivery of the catalytic and strategic projects requires major public-led infrastructure investment facilitated by various spheres of government.

It also requires significant planning and preparation in order to deal with complex technical matters, long lead times and the financial capability to move forward.

With rising energy, water, housing, and transportation needs, it becomes ever more critical to plan for the realities of urban growth. The municipality is facing severe funding shortages as it tries and meet the bulk, reticulation and maintenance requirements for basic infrastructural services. Given these challenges, the municipality has looked to long-term planning strategies in an attempt to find solutions and provide a framework to guide strategic action.

This obviously will place further strain on our already limited resources and it will prove to be challenging to improve service delivery imperatives.

Revenue generation has been a major and ongoing challenge during the financial year. Many initiatives have been undertaken by the municipality to pursue revenue generation and collection; however, this remains a huge challenge for Msunduzi. The municipality received a qualified audit opinion from the Auditor General during the 2018-2019 financial year, which is an improvement from the 2017-2018 financial year. An audit action plan was devised to address all the audit findings and further, to improve the municipality's audit outcome. All unauthorised, irregular, fruitless and wasteful expenditure incurred during 2018/19 is subject to forensic investigation. There are various initiatives being undertaken by the municipality to curb water and electricity losses, which have been raised as a matter of emphasis in the 2018-2019 audit report. The Municipality performed well with certain service delivery projects on the ground. The Municipality continued with the implementation of a number of key projects like; the Pietermaritzburg Urban Renewal Programme (PURP), Integrated Rapid Public Transport Network, the upgrading of community halls, road construction and maintenance, the upgrading of the water infrastructure and the extension of waste collection services.

With the surging numbers of Covid-19 cases lead to many projects being halted through different stages of lockdown being implemented by Office of The President. Numerous projects were affected by the regulations which lead to projects being carried over to the following financial year.

Further, it is imperative as a municipality that we promote good governance and management, analyse strategic challenges facing the city and encourage shared learning partnerships among spheres of government in order to enhance good governance of the municipality. Cities that adopt an integrated approach to development will have more effective and sustainable outcomes. Proper strategic planning and integrated environmental thinking are also imperative to enable and empower Msunduzi and its surrounds to cope with the demands of future growth and to ensure that all citizens share in the city's prosperity.

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**CITY MANAGER  
M P KHATHIDE**



## 2. MUNICIPAL FUNCTIONS, POPULATION & ENVIRONMENTAL OVERVIEW

### INTRODUCTION TO BACKGROUND DATA

Msunduzi Municipality provides Water, Sanitation, Electricity, Refuse Removal and Housing as part of the Basic Services and it also provides Roads, Stormwater & Drainage together with Local Economic Development and the approval of local building plans to local communities.

#### 2.1. VISION STATEMENT

*A safe, vibrant city in which to live, learn, raise a family, work, play and do business.*

#### 2.2. MISSION STATEMENT

*To ensure that the Municipality functions effectively and in a sustainable manner in order to deliver services of excellence to the community.*

#### 2.3. LOCALITY

The Municipality affectionately known as Pietermaritzburg or the City of Choice is located along the N3 at a junction of an industrial corridor from Durban and Pietermaritzburg and an agro-industrial corridor stretching from Pietermaritzburg to Escourt. Regionally it is identified at the cross section of the N3 corridor and Greytown Road corridor to the north, a tourist route to the Drakensberg and Kokstad Road to the South.

#### 2.4. THE POPULATION OF MSUNDUZI

	Total Population	Share of KZN Population	Share of uMgungundlovu	Population growth rate	Population density
KZN	10 508 110	100.0%		0.8%	112.53
uMgungundlovu	1 048 876	10.0%	100.0%	0.9%	108.63
uMshwathi	106 667	1.0%	10.2%	0.1%	58.60
uMngeni	98 803	0.9%	9.4%	1.7%	62.99
Mpofana	38 684	0.4%	3.7%	0.5%	21.23
Impendle	33 285	0.3%	3.2%	-0.6%	20.04
Msunduzi	639 653	6.1%	61.0%	1.0%	1 007.94
Mkhambathini	64 571	0.6%	6.2%	0.9%	71.05
Richmond	67 212	0.6%	6.4%	0.6%	54.19

Source: Global Insight, 2015

#### POPULATION BY GENDER

DESCRIPTION	MALE	FEMALE	TOTAL
Pietermaritzburg	107212	116257	223469
Copesville	8505	8693	17198
Whispers	2948	3290	6238
Natal Crushers	369	347	715
Panorama Gardens	1664	1939	3603
Eastwood	7678	8192	15870
Willowton	2483	2659	5142
Woodlands	3288	3565	6853
Mountain Rise	1511	1681	3192
Queen Elizabeth	19	20	39
Town Bush Valley	520	593	1112
Worlds View	66	70	136
Montrose	1055	1180	2235
Northern Park	604	699	1303
Athlone	557	607	1164
Town Hill	1621	1982	3602
Wembley	806	952	1758
Boughton	688	670	1358
Clarendon	832	1228	2060
Pietermaritzburg SP	9291	10602	19893
Manor	220	278	498
Wensleydale	520	552	1071
Scottsville	4749	5319	10068
Hayfields	2880	3334	6215
Glenwood	1393	1668	3061
Sobantu	3584	3864	7448
Lester Park	219	272	491
Blackridge	583	617	1200
Prestbury	2238	2219	4457
Signal Hill	584	816	1399
Lincoln Meade	2245	2462	4707
Napierville	3101	1355	4456



DESCRIPTION	MALE	FEMALE	TOTAL
Masons Mill	698	769	1467
Camps Drift	17	10	27
Pelham	2789	3097	5885
Fillan Park	737	792	1529
The Grange	1409	1599	3007
Westgate	4731	5627	10359
Oribi Village	1310	1486	2797
Scottsville Ext	649	732	1380
Epworth	394	443	836
The Meadows	260	283	544
Cleland SP	613	621	1234
Ockerts Kraal	525	585	1110
Bellevue	228	239	467
Ashdown	4330	4975	9306
Plessis-Laer	3906	4161	8067
Harewood	1175	1374	2549
Mkondeni	31	4	35
Shortts Retreat	1334	977	2311
Claveshay	382	422	804
Lynroy	299	282	581
Ridgepark	447	571	1019
Richmond Crest	246	307	553
Hazelmere	204	262	465
Oribi Heights	371	388	759
Bisley Heights	93	105	198
Bisley Crest	189	212	401
Slangspruit	8329	9068	17398
Ambleton	4695	5142	9837

Source: Stats SA Census 2011

**POPULATION BY AGE**

DESCRIPTION	AGE																	TOTAL
	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 - 74	75 - 79	80 - 84	
Pietermaritzburg	19054	16688	17227	20803	27458	24801	18905	17335	13897	11592	9489	7745	6292	4193	3121	2098	1545	1224
Copesville	1922	1386	1338	1546	2174	2138	1515	1253	975	932	789	503	315	165	106	59	50	30
Whispers	746	570	551	679	850	750	527	460	343	246	158	114	114	45	36	20	13	15
Natal Crusaders	85	48	40	53	107	97	70	66	50	30	21	18	16	10	0	0	0	4
Panorama Gardens	306	338	404	396	394	331	266	267	333	250	134	87	39	26	18	7	5	5
Eastwood	1642	1367	1345	1448	2040	1961	1408	1114	890	727	576	496	370	198	140	66	50	33
Willowton	505	430	520	441	657	699	459	428	316	264	176	117	54	24	25	11	7	11
Woodlands	535	492	597	761	650	579	433	474	475	396	358	302	293	175	152	101	49	31
Mountain Rise	189	238	262	272	265	239	197	286	237	212	174	185	131	113	95	53	21	24
Queen Elizabeth	4	5	1	2	2	6	4	2	4	5	5	0	0	0	0	0	0	0
Town Bush Valley	65	61	59	59	52	122	109	76	65	87	76	66	66	67	37	29	9	8
Worlds View	5	13	9	13	7	7	4	11	11	7	25	9	0	2	2	2	1	4
Montrrose	108	123	159	166	114	133	132	171	200	186	151	165	144	116	75	40	35	18
Northern Park	58	54	45	76	301	86	57	78	72	62	85	59	53	53	50	51	29	32
Athlone	62	58	82	86	86	63	60	65	85	100	108	91	71	36	45	39	20	8
Town Hill	196	167	197	174	492	485	350	211	185	155	159	142	167	102	127	116	106	72



AREA	0 - 4	5 - 9	10 - 14	15 - 19	20 - 24	25 - 29	30 - 34	35 - 39	40 - 44	45 - 49	50 - 54	55 - 59	60 - 64	65 - 69	70 - 74	75 - 79	80 - 84	85+
Wembley	78	89	129	138	82	103	87	105	161	156	138	103	108	89	48	41	45	59
Boughton	56	73	97	149	89	83	95	115	138	89	107	86	59	57	32	20	8	2
Clarendon	95	106	189	251	139	129	119	138	164	109	144	121	132	92	71	28	22	12
Pietermaritzburg SP	1 367	1 111	1 106	1 682	3 310	3 110	2 046	1 475	1 006	736	578	485	437	394	324	300	219	208
Manor	49	33	31	50	54	46	24	28	30	38	52	17	15	8	14	2	4	2
Wensleydale	49	55	65	95	156	125	76	64	89	60	78	55	37	27	15	13	6	6
Scottsville	413	403	473	1 334	2 631	1 053	650	706	486	352	348	350	262	211	162	106	75	52
Hayfields	357	358	386	384	416	353	375	482	472	424	444	411	407	305	246	185	133	79
Glenwood	284	286	339	329	307	289	196	206	200	214	134	126	57	37	26	12	14	4
Sobantu	630	582	599	708	780	745	614	619	456	384	368	322	246	118	95	73	64	45
Lester Park	20	25	31	35	24	25	15	45	40	28	17	23	22	30	43	34	23	12
Blackridge	66	77	96	121	72	78	67	99	95	67	85	75	76	40	40	24	16	6
Prestbury	314	271	333	276	372	489	456	391	312	284	256	210	181	122	76	54	36	23
Signal Hill	156	141	84	82	146	266	208	125	68	42	29	22	13	7	5	0	1	5
Lincoln Meade	423	373	304	293	349	475	472	535	399	250	203	177	164	117	86	44	30	13
Napierville	174	189	246	340	692	682	549	474	339	234	236	110	66	44	31	9	16	24
Masons Mill	147	122	113	159	198	203	159	115	65	53	48	30	28	13	4	2	4	4
Camps Drift	2	0	0	3	4	4	1	4	2	3	0	3	1	0	0	0	0	0
Pelham	368	297	289	622	582	627	486	438	363	264	234	250	419	193	149	98	85	121
Fillan Park	94	117	121	240	288	102	99	68	99	85	76	58	35	13	14	7	8	6
The Grange	246	277	320	368	356	302	187	167	171	197	161	91	64	31	30	19	15	5
Westgate	768	791	851	1 100	1 177	967	810	787	721	654	515	398	272	211	126	97	60	55
Oribi Village	227	197	219	231	271	320	267	211	182	177	156	109	89	56	20	23	35	8
Scottsville Ext	85	90	110	124	136	108	94	102	129	94	89	66	54	37	25	25	9	2
Epworth	50	57	74	77	83	58	52	68	63	54	67	41	34	20	11	7	10	12
The Meadows	43	36	49	36	37	42	37	39	46	41	49	32	25	13	7	5	5	1
Cleland SP	81	97	91	82	71	97	102	119	107	72	54	59	53	62	39	25	14	8
Ockerts Kraal	91	74	81	89	35	69	109	119	93	90	66	44	61	42	22	7	10	9
Bellevue	21	21	40	37	36	25	22	19	36	43	40	47	27	24	17	6	7	0
Ashdown	897	825	802	1 018	1 076	1 008	791	678	456	413	341	330	254	171	109	52	50	33
Plessis-Laer	884	635	705	744	1 102	1 062	720	609	387	383	266	194	129	81	71	35	32	29
Harewood	322	248	227	256	312	249	217	209	137	112	70	53	53	27	31	9	7	9
Mkondeni	0	0	0	0	6	5	8	5	2	3	4	0	0	2	0	0	0	0
Shortts Retreat	122	101	82	91	380	480	344	254	166	89	54	58	31	31	14	6	7	0
Claveshay	75	60	51	60	64	77	77	87	74	57	26	29	28	23	7	6	1	1
Lynroy	38	42	34	42	61	52	37	50	64	30	22	25	24	26	20	11	4	0
Ridgepark	89	83	93	106	109	90	76	75	77	66	47	36	34	14	9	9	5	1
Richmond Crest	28	55	66	65	61	30	29	41	36	51	42	14	16	10	4	1	2	2
Hazelmere	29	40	46	42	46	43	30	38	31	35	26	31	11	4	5	5	0	4
Oribi Heights	33	39	68	72	82	49	45	43	66	67	69	55	27	21	14	4	1	2
Bisley Heights	10	14	12	18	19	9	6	20	13	25	19	7	11	6	8	0	0	0
Bisley Crest	27	33	31	37	42	31	22	35	29	28	23	23	17	11	5	4	2	1
Slangspruit	2 092	1 741	1 567	1 732	2 023	1 916	1 497	1 422	1 028	829	492	415	245	156	96	62	50	36
Ambleton	1 226	1 075	970	914	994	1 025	940	948	556	452	221	197	135	66	46	30	18	24

Source – Stats SA Census 2011

## 2.5. HOUSEHOLDS, HOUSEHOLD SERVICES AND BACKGROUND DATA

## TOTAL NUMBER OF HOUSEHOLDS

CENSUS REPORT 2011	223 469
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## ACCESS TO WATER

AREA	No access to piped (tap) water	Piped (tap) water inside the dwelling	Piped (tap) water inside the yard	Piped (tap) water on community stand
Pietermaritzburg	4 758	132 501	52 945	19 924
Copesville	2 599	5 323	266	8 703
Whispers	26	595	5 363	60
Natal Crushers	9	19	14	660
Panorama Gardens	20	3 400	29	135
Eastwood	5	7 888	6 749	874
Willowton	52	2 683	2 038	248
Woodlands	110	6 093	93	21
Mountain Rise	79	2 912	56	124
Queen Elizabeth	10	19	10	0
Town Bush Valley	5	1 100	0	0
Worlds View	1	129	5	0
Montrose	0	2 205	9	5
Northern Park	4	1 057	15	1
Athlone	0	1 140	4	1
Town Hill	15	2 403	25	15
Wembley	0	1 505	22	7
Boughton	7	1 131	60	12
Clarendon	0	1 823	5	10
Pietermaritzburg SP	95	14 297	1 858	2 086
Manor	0	479	6	0
Wensleydale	0	1 034	10	15
Scottsville	20	7 312	110	12
Hayfields	10	5 903	157	14
Glenwood	4	2 379	612	26
Sobantu	13	3 405	3 759	40
Lester Park	1	410	68	1
Blackridge	0	1 082	14	4
Prestbury	13	3 988	96	5
Signal Hill	3	1 382	11	0
Lincoln Meade	2	4 480	66	112
Napierville	0	2 238	69	0
Masons Mill	0	81	1 181	192
Camps Drift	4	4	1	18
Pelham	24	4 944	63	14
Fillan Park	0	1 440	4	2
The Grange	0	2 885	37	1
Westgate	25	9 973	240	32
Oribi Village	34	2 616	31	16
Scottsville Ext	2	1 324	35	10
Epworth	0	826	8	0
The Meadows	0	511	17	0
Cleland SP	0	1 199	33	2
Ockerts Kraal	0	1 091	11	2
Bellevue	8	426	0	0
Ashdown	65	4 937	3 653	349
Plessis-Laer	274	955	4 275	2 241
Harewood	26	198	1 454	837
Mkondeni	0	34	1	0
Shortts Retreat	14	735	68	1 489
Claveshay	4	772	25	4
Lynroy	0	568	0	0
Ridgepark	0	991	21	0
Richmond Crest	0	553	0	0
Hazelmere	0	458	0	0
Oribi Heights	0	727	4	0
Bisley Heights	0	195	2	0
Bisley Crest	0	390	0	0
Slangspruit	841	2 792	11 950	1 450
Ambleton	334	1 062	8 234	71

Source – Stats SA Census 2011



## TOILET FACILITIES BY NUMBER &amp; PERCENTAGE

AREA	Person adjusted						% of Person adjusted					
	None	Flush toilet	Chemical toilet	Pit latrine	Bucket latrine	Total	None	Flush toilet	Chemical toilet	Pit latrine	Bucket latrine	Total
Pietermaritzburg	3 802	168 358	4 095	27 303	1 661	205 220	2	82	2	13	1	100
Copesville	648	5 574	1 064	7 928	56	15 269	4	37	7	52	0	100
Whispers	16	5 976	0	37	0	6 029	0	99	0	1	0	100
Natal Crushers	183	23	0	483	3	692	26	3	0	70	0	100
Panorama Gardens	0	3 448	0	135	0	3 583	0	96	0	4	0	100
Eastwood	334	14 626	137	341	40	15 478	2	94	1	2	0	100
Willowton	212	4 671	0	43	39	4 966	4	94	0	1	1	100
Woodlands	57	6 193	6	42	0	6 298	1	98	0	1	0	100
Mountain Rise	34	2 940	11	23	113	3 121	1	94	0	1	4	100
Queen Elizabeth	8	23	6	2	0	39	21	59	15	5	0	100
Town Bush Valley	0	1 105	0	0	0	1 105	0	100	0	0	0	100
Worlds View	0	136	0	0	0	136	0	100	0	0	0	100
Montrose	0	2 212	6	1	0	2 219	0	100	0	0	0	100
Northern Park	0	1 072	0	0	0	1 072	0	100	0	0	0	100
Athlone	0	1 141	2	1	0	1 145	0	100	0	0	0	100
Town Hill	4	2 446	0	2	2	2 455	0	100	0	0	0	100
Wembley	4	1 522	0	7	0	1 533	0	99	0	0	0	100
Boughton	0	1 174	1	30	0	1 205	0	97	0	2	0	100
Clarendon	7	1 819	0	4	0	1 830	0	99	0	0	0	100
Pietermaritzburg SP	82	16 500	21	1 608	51	18 262	0	90	0	9	0	100
Manor	12	473	0	0	0	485	3	97	0	0	0	100
Wensleydale	0	1 054	0	0	0	1 054	0	100	0	0	0	100
Scottsville	2	7 433	1	9	0	7 445	0	100	0	0	0	100
Hayfields	0	6 021	7	48	0	6 076	0	99	0	1	0	100
Glenwood	4	2 977	0	26	9	3 016	0	99	0	1	0	100
Sobantu	31	7 133	0	47	3	7 214	0	99	0	1	0	100
Lester Park	6	470	1	1	0	478	1	98	0	0	0	100
Blackridge	8	1 080	5	1	0	1 094	1	99	0	0	0	100
Prestbury	4	4 075	5	16	0	4 099	0	99	0	0	0	100
Signal Hill	0	1 393	0	0	3	1 395	0	100	0	0	0	100
Lincoln Meade	9	4 524	11	0	5	4 548	0	99	0	0	0	100
Napierville	0	2 287	0	9	0	2 296	0	100	0	0	0	100
Masons Mill	9	126	4	1 150	0	1 289	1	10	0	89	0	100
Camps Drift	0	0	0	27	0	27	0	0	0	100	0	100
Pelham	1	5 023	0	11	0	5 035	0	100	0	0	0	100
Fillan Park	5	1 424	10	0	0	1 440	0	99	1	0	0	100
The Grange	0	2 907	0	1	0	2 908	0	100	0	0	0	100
Westgate	36	10 174	1	41	9	10 261	0	99	0	0	0	100
Oribi Village	24	2 657	0	6	9	2 696	1	99	0	0	0	100
Scottsville Ext	0	1 353	9	5	5	1 371	0	99	1	0	0	100
Epworth	5	829	0	0	0	834	1	99	0	0	0	100
The Meadows	0	528	0	0	0	528	0	100	0	0	0	100
Cleland SP	0	1 231	0	0	0	1 231	0	100	0	0	0	100
Ockerts Kraal	0	1 098	0	6	0	1 104	0	99	0	1	0	100
Bellevue	0	434	0	0	0	434	0	100	0	0	0	100
Ashdown	24	8 262	10	627	52	8 974	0	92	0	7	1	100
Plessis-Laer	164	1 021	144	5 069	453	6 851	2	15	2	74	7	100
Harewood	19	80	699	1 555	135	2 488	1	3	28	63	5	100
Mkondeni	0	35	0	0	0	35	0	100	0	0	0	100
Shortts Retreat	922	826	16	300	18	2 082	44	40	1	14	1	100
Claveshay	0	803	0	0	0	803	0	100	0	0	0	100
Lynroy	2	566	0	0	0	568	0	100	0	0	0	100
Ridgepark	0	1 012	0	0	0	1 012	0	100	0	0	0	100
Richmond Crest	0	552	0	0	1	553	0	100	0	0	0	100
Hazelmere	0	458	0	0	0	458	0	100	0	0	0	100
Oribi Heights	0	730	1	0	0	731	0	100	0	0	0	100
Bisley Heights	0	198	0	0	0	198	0	100	0	0	0	100
Bisley Crest	0	390	0	0	0	390	0	100	0	0	0	100
Slangspruit	219	9 829	1 504	4 800	87	16 439	1	60	9	29	1	100
Ambleton	708	4 291	413	2 860	569	8 842	8	49	5	32	6	100

Source – Stats SA Census 2011

## ACCESS TO ELECTRICITY - ENERGY FOR LIGHTING BY TYPE

AREA	ELECTRICITY	GAS	PARAFFIN	CANDLES	SOLAR	NONE
Pietermaritzburg	189 718	499	2 164	16 635	620	492
Copesville	5 444	174	1 356	9 739	47	132
Whispers	5 961	0	7	75	1	0
Natal Crushers	143	0	44	515	0	0
Panorama Gardens	3 438	9	0	135	0	1
Eastwood	15 238	28	39	131	53	26
Willowton	4 701	8	28	257	14	15
Woodlands	6 099	41	9	164	2	0
Mountain Rise	2 932	15	111	105	8	0
Queen Elizabeth	31	0	0	8	0	0
Town Bush Valley	1 099	4	0	0	2	0
Worlds View	132	0	0	0	4	0
Montrose	2 216	0	0	3	0	0
Northern Park	1 068	5	1	0	1	1
Athlone	1 143	0	0	1	0	0
Town Hill	2 453	0	0	0	5	0
Wembley	1 530	0	0	0	4	0
Boughton	1 149	21	1	36	0	5
Clarendon	1 818	3	4	0	8	5
Pietermaritzburg SP	16 087	22	189	1 977	32	29
Manor	485	0	0	0	0	0
Wensleydale	1 055	0	0	4	0	0
Scottsville	7 417	7	0	4	25	0
Hayfields	6 022	16	8	0	32	6
Glenwood	2 927	7	0	69	5	13
Sobantu	7 084	0	17	78	21	17
Lester Park	476	1	0	0	0	2
Blackridge	1 088	0	0	0	7	4
Prestbury	4 049	21	8	13	9	2
Signal Hill	1 386	1	0	0	8	0
Lincoln Meade	4 569	4	1	81	0	5
Napierville	2 283	10	0	0	13	2
Masons Mill	1 394	0	1	60	0	0
Camps Drift	14	0	0	13	0	0
Pelham	4 991	9	4	9	28	4
Fillan Park	1 425	7	9	5	0	0
The Grange	2 909	0	0	10	0	5
Westgate	10 156	2	7	20	66	18
Oribi Village	2 593	0	0	93	6	6
Scottsville Ext	1 350	14	0	0	2	5
Epworth	834	0	0	0	0	0
The Meadows	523	0	0	5	0	0
Cleland SP	1 234	0	0	0	0	0
Ockerts Kraal	1 103	0	0	0	1	0
Bellevue	431	0	0	0	2	0
Ashdown	8 861	0	40	28	39	36
Plessis-Laer	6 454	16	111	1 111	24	28
Harewood	2 218	6	0	221	31	39
Mkondeni	34	0	0	0	0	1
Shortts Retreat	827	21	134	1 303	1	20
Claveshay	800	0	0	0	0	4
Lynroy	566	0	0	0	3	0
Ridgepark	1 011	0	1	0	0	0
Richmond Crest	553	0	0	0	0	0
Hazelmere	452	0	0	0	6	0
Oribi Heights	730	0	0	0	1	0
Bisley Heights	198	0	0	0	0	0
Bisley Crest	390	0	0	0	0	0
Slangspruit	16 593	21	11	282	91	35
Ambleton	9 551	7	24	81	13	26

Source – Stats SA Census 2011



## FUNCTIONAL LITERACY – HIGHEST EDUCATIONAL LEVEL

AREA	NO SCHOOLING	SOME PRIMARY	COMPLETED PRIMARY	SOME SECONDARY	COMPLETED SECONDARY	HIGHER
Pietermaritzburg	4 606	11 446	4 513	44 739	47 952	28 495
Copesville	1 084	2 222	878	4 265	2 263	257
Whispers	246	571	221	1 642	945	66
Natal Crushers	39	113	38	232	57	9
Panorama Gardens	19	108	37	416	1 041	532
Eastwood	652	1 068	442	4 243	3 045	606
Willowton	105	364	138	1 386	1 108	129
Woodlands	59	299	136	1 645	1 421	662
Mountain Rise	60	174	95	588	812	482
Queen Elizabeth	3	3	1	5	6	8
Town Bush Valley	3	20	2	109	231	500
Worlds View	0	1	4	15	29	45
Montrose	4	33	18	209	553	841
Northern Park	4	17	4	250	335	234
Athlone	4	26	5	91	245	479
Town Hill	9	56	21	317	678	906
Wembley	2	32	6	114	286	680
Boughton	17	40	15	179	321	337
Clarendon	5	17	6	217	439	711
Pietermaritzburg SP	279	929	381	4 339	5 429	2 416
Manor	5	13	9	129	133	43
Wensleydale	5	24	18	151	336	268
Scottsville	17	100	40	782	2 203	2 342
Hayfields	28	107	42	1 043	1 678	1 798
Glenwood	61	153	77	531	608	378
Sobantu	76	339	149	2 016	1 776	558
Lester Park	10	13	6	132	89	125
Blackridge	7	23	7	178	334	257
Prestbury	18	96	34	728	1 079	1 016
Signal Hill	6	25	9	128	310	455
Lincoln Meade	31	130	55	553	1 109	1 396
Napierville	9	85	22	401	588	403
Masons Mill	19	92	46	413	272	82
Camps Drift	0	8	1	8	5	0
Pelham	31	84	16	695	1 229	1 697
Fillan Park	9	27	4	105	611	202
The Grange	29	75	14	316	911	443
Westgate	162	207	83	1 375	2 606	2 361
Oribi Village	52	175	56	752	768	114
Scottsville Ext	2	15	9	256	360	319
Epworth	3	10	5	102	213	245
The Meadows	0	3	4	90	159	122
Cleland SP	2	16	14	184	384	275
Ockerts Kraal	5	14	7	154	199	388
Bellevue	0	3	1	70	118	156
Ashdown	114	528	206	2 111	2 094	702
Plessis-Laer	151	596	213	2 106	1 496	412
Harewood	88	251	90	616	432	20
Mkondeni	1	2	1	16	12	3
Shortts Retreat	89	158	74	775	609	206
Claveshay	11	12	4	115	234	181
Lynroy	9	5	6	110	154	135
Ridgepark	5	23	2	95	258	258
Richmond Crest	7	10	5	35	137	144
Hazelmere	4	14	9	39	114	126
Oribi Heights	4	14	5	101	183	238
Bisley Heights	0	8	0	36	42	57
Bisley Crest	2	2	2	56	78	131
Slangspruit	455	1 223	455	4 526	3 223	338
Ambleton	487	669	265	2 451	1 568	201

Source – Stats SA Census 2011



## HEALTH FACILITIES WITHIN MSUNDUZI MUNICIPALITY

Name sub-District	Mobiles	Satellites	Clinics	Community Health Centres
Msunduzi	6	7	31	2

## DISTRIBUTION OF CHILD HEADED HOUSEHOLDS – 1996, 2001 AND 2011

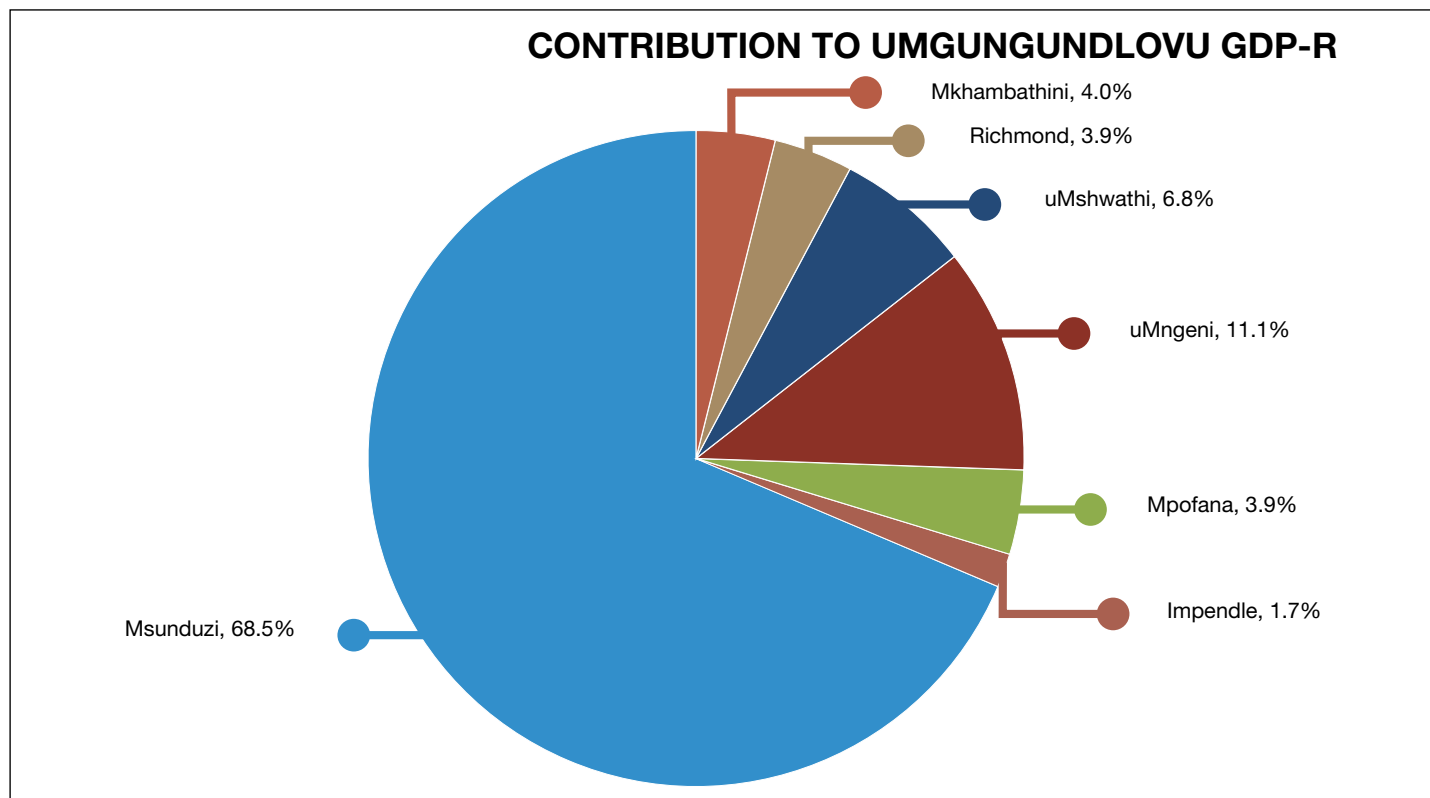
Municipality	No. of households headed by children (0-17 years)			% of households headed by children (0-17 years)		
	1996	2001	2011	1996	2001	2011
MSUNDUZI MUNICIPALITY	1,067	674	920	0,9	0,3	0,6

## THE ECONOMY

The Municipality possesses a number of economic advantages, including:

- Locational Advantages: the centrality of the Municipality and the fact that the Municipality is bisected by the N3 corridor, which is the primary logistical corridor linking Gauteng and the Durban Harbour;
- Natural/Geographical Advantages: Highly fertile land;
- Human Capital Advantages: Good Schools and Tertiary institutions; and
- Institutional Advantages: Msunduzi enjoys the ‘Capital City’ Status.

## CONTRIBUTION TO UMGUNGUNDLOVU GDP-R



Source: Global Insight, 2015

## SECTOR CONTRIBUTION

	KZN	uMgungundlovu	uMshwathi	uMngeni	Mpofana	Impendle	Msunduzi	Mkhambathini	Richmond
<b>Primary sector</b>	<b>6.8%</b>	<b>10.6%</b>	<b>30.8%</b>	<b>13.3%</b>	<b>33.7%</b>	<b>36.5%</b>	<b>4.9%</b>	<b>13.1%</b>	<b>29.7%</b>
Agriculture	4.8%	10.0%	28.9%	12.9%	33.4%	36.0%	4.3%	12.5%	29.1%
Mining	1.9%	0.6%	1.9%	0.4%	0.3%	0.4%	0.6%	0.5%	0.5%
<b>Secondary sector</b>	<b>25.3%</b>	<b>23.2%</b>	<b>26.4%</b>	<b>25.5%</b>	<b>18.1%</b>	<b>15.5%</b>	<b>23.3%</b>	<b>24.2%</b>	<b>17.4%</b>
Manufacturing	18.3%	15.5%	21.9%	16.1%	11.6%	7.2%	15.4%	16.8%	11.5%
Electricity	2.4%	3.9%	2.2%	5.3%	3.3%	3.2%	4.0%	3.5%	2.6%
Construction	4.6%	3.8%	2.2%	4.1%	3.1%	5.1%	3.9%	3.8%	3.3%
<b>Tertiary sector</b>	<b>68.0%</b>	<b>66.2%</b>	<b>42.9%</b>	<b>61.3%</b>	<b>48.2%</b>	<b>48.0%</b>	<b>71.8%</b>	<b>62.8%</b>	<b>52.9%</b>
Trade	15.5%	13.6%	11.7%	12.9%	12.6%	14.6%	14.0%	13.5%	12.7%
Transport	12.3%	10.4%	8.7%	8.5%	8.9%	7.3%	11.2%	9.9%	8.6%
Finance	18.1%	15.9%	7.2%	15.8%	7.3%	5.3%	18.0%	15.5%	9.2%
Community Services	22.0%	26.2%	15.2%	24.0%	19.5%	20.8%	28.6%	23.9%	22.4%
<b>Total Industries</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

Source: Global Insight, 2015



## EMPLOYMENT BY SECTOR

	KZN	uMgungundlovu	uMshwathi	uMngeni	Mpofana	Impendle	Msunduzi	Mkhambathini	Richmond
<b>Primary sector</b>	<b>5.0%</b>	<b>9.4%</b>	<b>18.2%</b>	<b>18.1%</b>	<b>21.9%</b>	<b>10.0%</b>	<b>5.4%</b>	<b>12.0%</b>	<b>19.5%</b>
Agriculture	4.5%	9.2%	18.1%	18.0%	20.1%	9.6%	5.2%	11.8%	19.3%
Mining	0.5%	0.2%	0.2%	0.1%	1.8%	0.4%	0.1%	0.2%	0.1%
<b>Secondary sector</b>	<b>21.5%</b>	<b>20.6%</b>	<b>20.8%</b>	<b>17.3%</b>	<b>19.8%</b>	<b>15.2%</b>	<b>21.4%</b>	<b>21.6%</b>	<b>18.3%</b>
Manufacturing	14.5%	13.5%	14.9%	11.2%	7.3%	4.9%	14.4%	14.7%	11.3%
Electricity	0.5%	0.6%	0.5%	0.5%	0.3%	1.4%	0.6%	0.6%	0.3%
Construction	6.5%	6.6%	5.4%	5.6%	12.2%	8.9%	6.5%	6.3%	6.3%
<b>Tertiary sector</b>	<b>62.6%</b>	<b>58.7%</b>	<b>46.9%</b>	<b>53.6%</b>	<b>48.0%</b>	<b>59.3%</b>	<b>62.2%</b>	<b>56.2%</b>	<b>50.9%</b>
Trade	16.7%	14.6%	14.0%	12.7%	16.5%	9.8%	15.2%	14.4%	12.6%
Transport	6.0%	3.6%	2.9%	3.0%	3.2%	3.6%	3.6%	5.6%	4.6%
Finance	15.4%	13.2%	9.2%	11.8%	6.5%	10.5%	14.4%	14.4%	11.8%
Community Services	24.5%	27.2%	20.8%	26.0%	21.7%	35.4%	29.0%	21.8%	21.8%
<b>Households</b>	<b>10.9%</b>	<b>11.3%</b>	<b>14.1%</b>	<b>11.0%</b>	<b>10.4%</b>	<b>15.4%</b>	<b>11.0%</b>	<b>10.2%</b>	<b>11.3%</b>
<b>Total Industries</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>	<b>100.0%</b>

Source: Global Insight, 2015

## INTERNATIONAL TRADE: EXPORTS AS PERCENTAGE OF GDP-R

	Exports (R 1000)	Imports (R 1000)	Exports (%)	Imports (%)	Exports as % of GDP
KZN	118 006 121	118 006 695	50.0	50.0	19.4
uMgungundlovu DM	12 215 056	11 838 576	50.8	49.2	20.7
uMshwathi	217 623	54 838	79.9	20.1	5.4
uMngeni	334 809	251 367	57.1	42.9	5.2
Mpofana	102 673	253 283	28.8	71.2	4.4
Impendle	979	598	62.1	37.9	0.1
<b>Msunduzi</b>	<b>11 538 473</b>	<b>11 230 215</b>	<b>50.7</b>	<b>49.3</b>	<b>28.5</b>
Mkhambathini	19 735	46 195	29.9	70.1	0.8
Richmond	765	2 080	26.9	73.1	0.0

Source: Global Insight, 2015

## EMPLOYMENT STATUS

AREA	EMPLOYED	UNEMPLOYED	DISCOURAGED WORK-SEEKER	OTHER NOT ECONOMICALLY ACTIVE
Pietermaritzburg	72 175	22 761	5 973	49 308
Copesville	4 776	2 028	886	4 450
Whispers	1 594	916	214	1 517
Natal Crushers	312	74	35	107
Panorama Gardens	1 417	298	37	744
Eastwood	4 457	2 365	632	3 575
Willowton	1 559	797	266	976
Woodlands	1 843	625	357	1 566
Mountain Rise	1 033	110	24	1 032
Queen Elizabeth	18	8	0	2
Town Bush Valley	611	13	6	146
Worlds View	61	3	1	31
Montrose	1 158	35	11	356
Northern Park	501	60	5	146
Athlone	608	22	0	185
Town Hill	1 271	40	6	316
Wembley	837	41	4	236
Boughton	677	32	6	180
Clarendon	973	35	13	278
Pietermaritzburg SP	7 199	1 973	262	4 671
Manor	177	21	53	104
Wensleydale	462	44	11	317
Scottsville	3 175	261	47	2 295
Hayfields	2 812	176	37	1 142
Glenwood	638	309	34	1 079
Sobantu	2 051	1 226	257	1 707
Lester Park	190	20	29	34
Blackridge	468	33	13	268
Prestbury	2 141	176	16	622
Signal Hill	748	59	3	192
Lincoln Meade	2 343	134	100	740
Napierville	948	176	21	539

AREA	EMPLOYED	UNEMPLOYED	DISCOURAGED WORK-SEEKER	OTHER NOT ECONOMICALLY ACTIVE
Masons Mill	383	471	5	201
Camps Drift	16	5	0	4
Pelham	2 513	145	52	939
Fillan Park	452	131	43	506
The Grange	922	384	138	620
Westgate	3 940	1 098	134	2 223
Oribi Village	791	442	29	751
Scottsville Ext	631	44	24	297
Epworth	408	37	1	150
The Meadows	273	10	4	97
Cleland SP	534	43	10	230
Ockerts Kraal	579	28	5	162
Bellevue	251	7	7	66
Ashdown	2 175	1 693	178	2 320
Plessis-Laer	1 800	1 554	427	1 725
Harewood	302	593	31	741
Mkondeni	33	0	0	0
Shortts Retreat	896	338	135	580
Claveshay	377	19	12	172
Lynroy	279	6	14	107
Ridgepark	345	29	105	237
Richmond Crest	204	23	4	155
Hazelmere	204	30	0	99
Oribi Heights	379	45	13	140
Bisley Heights	97	10	0	40
Bisley Crest	193	8	13	73
Slangspruit	3 780	2 174	883	4 711
Ambleton	2 359	1 287	323	2 408

Source – Stats SA Census 2011

## EMPLOYMENT BY INDUSTRY

AREA	Agricultural; hunting; forestry and fishing	Mining and quarrying	Manufacturing	Electricity; gas and water supply	Construction	Wholesale and retail trade	Transport; storage and communication	Financial inter-mediation; insurance; real estate and business services	Community; social and personal services	Private households
Pietermaritzburg	1 841	410	7 914	832	5 357	10 473	3 632	10 383	24 499	6 823
Copesville	201	20	435	15	1 054	811	173	404	505	1 158
Whispers	116	1	233	9	177	300	79	179	226	273
Natal Crushers	7	0	43	1	42	44	7	14	35	119
Panorama Gardens	20	8	59	11	49	117	57	175	791	130
Eastwood	102	23	991	28	431	734	268	513	949	419
Willowton	24	8	300	7	150	270	61	156	371	212
Woodlands	21	13	282	18	167	312	49	192	707	82
Mountain Rise	13	0	113	7	40	267	38	109	302	145
Queen Elizabeth	0	0	2	4	0	4	0	0	7	2
Town Bush Valley	25	1	47	1	43	50	13	116	281	32
Worlds View	1	0	2	0	6	5	1	16	18	11
Montrose	21	1	120	4	96	98	24	221	471	102
Northern Park	6	0	64	6	32	47	14	79	189	62
Athlone	13	0	72	4	16	47	20	156	237	43
Town Hill	37	5	68	12	58	122	43	238	617	72
Wembley	45	1	80	2	36	87	46	198	267	76
Boughton	81	1	65	5	52	59	26	132	206	50
Clarendon	36	1	64	10	65	167	22	194	331	82
Pietermaritzburg SP	128	40	668	55	453	1 603	311	1 110	2 360	469
Manor	8	1	15	2	11	38	9	23	66	2
Wensleydale	2	1	31	17	28	65	19	101	176	23
Scottsville	82	8	218	38	152	402	111	515	1 453	196
Hayfields	101	6	254	47	160	331	156	627	984	147
Glenwood	3	9	110	2	43	76	20	67	283	25
Sobantu	66	14	334	5	98	297	82	207	661	286
Lester Park	23	0	24	0	10	22	6	50	49	6
Blackridge	13	0	41	7	41	80	23	87	141	35
Prestbury	40	4	153	48	142	221	86	358	975	114
Signal Hill	9	1	36	9	27	99	56	143	338	29



AREA	Agricultural; hunting; forestry and fishing	Mining and quarrying	Manufacturing	Electricity; gas and water supply	Construction	Wholesale and retail trade	Transport; storage and communication	Financial inter-mediation; insurance; real estate and business services	Community; social and personal services	Private households
Lincoln Meade	34	21	246	62	144	210	160	383	937	146
Napierville	16	0	50	17	41	70	75	118	519	39
Masons Mill	6	1	69	4	23	90	21	55	52	63
Camps Drift	0	0	3	0	0	2	1	2	6	2
Pelham	49	43	195	52	146	204	95	443	1 108	177
Fillan Park	4	21	15	7	1	21	86	46	231	20
The Grange	17	8	39	10	4	60	47	77	584	76
Westgate	60	36	348	66	122	309	173	464	2 069	294
Oribi Village	12	9	128	23	58	116	50	94	260	40
Scottsville Ext	13	4	53	15	28	51	26	102	318	21
Epworth	16	0	46	10	20	29	29	66	174	19
The Meadows	5	1	20	8	48	39	15	38	78	23
Cleland SP	24	3	59	16	24	72	41	61	209	26
Ockerts Kraal	10	5	48	12	72	56	40	148	173	16
Bellevue	0	19	26	0	24	16	14	66	79	6
Ashdown	14	10	197	13	88	350	170	280	937	116
Plessis-Laer	16	5	240	6	103	350	132	282	439	226
Harewood	23	0	43	1	36	39	11	45	72	32
Mkondeni	4	0	9	0	6	7	2	0	5	0
Shortts Retreat	18	4	183	28	106	198	53	84	177	46
Claveshay	17	1	43	18	15	36	16	73	150	7
Lynroy	9	2	35	19	15	22	6	58	104	7
Ridgepark	5	0	11	4	3	2	33	29	245	11
Richmond Crest	1	3	5	1	9	30	10	20	121	4
Hazelmere	2	4	7	4	11	27	6	24	105	12
Oribi Heights	6	4	27	5	11	62	9	29	192	35
Bisley Heights	0	2	0	0	4	20	6	13	45	6
Bisley Crest	2	3	7	8	4	22	7	22	96	21
Slangspruit	87	5	562	36	325	708	303	480	704	568
Ambleton	126	27	280	14	188	478	174	397	314	359

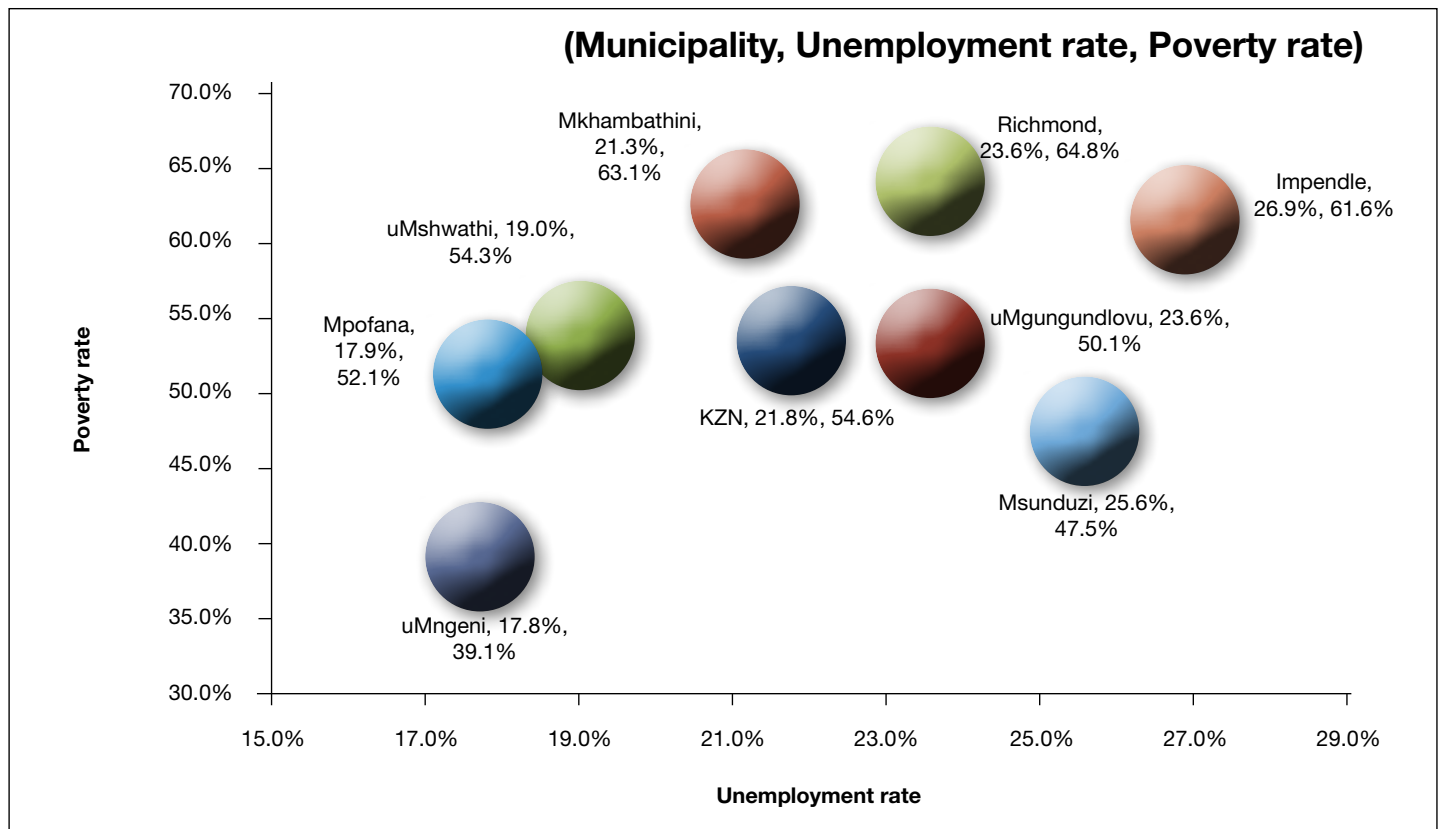
Source – Stats SA Census 2011

## DEVELOPMENT INDICATORS

	KZN	uMgungundlovu	uMshwathi	uMngeni	Mpofana	Impendle	Msunduzi	Mkhambathini	Richmond
Human Development Index (HDI)	0.56	0.58	0.51	0.63	0.53	0.50	0.60	0.50	0.49
Gini coefficient	0.63	0.63	0.57	0.64	0.60	0.59	0.64	0.59	0.56
Share below the food poverty line	30.3%	26.5%	25.7%	18.2%	25.0%	33.2%	26.0%	33.5%	35.1%
Share below the lower poverty line	42.5%	38.1%	39.5%	28.0%	38.0%	47.4%	36.6%	48.6%	50.4%
Share below the upper poverty line	54.6%	50.1%	54.3%	39.1%	52.1%	61.6%	47.5%	63.1%	64.8%
Functional literacy: age 15+, completed grade 7 or higher	80.0%	81.8%	70.6%	84.7%	74.2%	71.2%	86.2%	69.9%	70.8%

Source: Global Insight, 2015

**UNEMPLOYMENT AND POVERTY NEXUS**



Source: Global Insight, 2015

**COMMENT ON BACKGROUND DATA**

The data provided herein is data used from the Census 2011 report conducted by Statistics South Africa and HIS Global Insight, 2015. Msunduzi Municipality strives to ensure the backlogs in the delivery of Basic Services like Water, Electricity and Housing are reduced on an annual basis.

**3. AUDITOR GENERAL REPORTS FOR THE 18/19 FY & THE 19/20 FY**

**AUDITOR GENERAL REPORT FOR THE 18/19 FY**

In the 2018/2019 financial year, the Auditor General expressed a Qualified Audit opinion for Msunduzi Municipality.

**The basis for the Qualified opinion is as follows:**

- Property, plant and equipment
- Consumer debtors
- Revenue from exchange transactions – interest from consumer debtors and receivables
- Revenue from exchange transactions – service charges
- Revenue from non-exchange transactions – property rates

**Emphasis of matters raised were as follows:**

- Restatement of corresponding figures
- Material losses - Water
- Material losses - Electricity

**Other matters raised where as follows:**

- Unaudited disclosure note
- Unaudited supplementary schedules

**Report on the Audit of the annual performance report:**

**Various Indicators:**

- The systems and process that enable reliable reporting of achievement against the indicator where not adequately designed.

**Other matters:**

- Achievement of planned targets
- Adjustment of material misstatements

**Report on the audit of compliance with Legislation:**

- Financial statements, Expenditure Management, Revenue Management, Asset Management, Consequence Management, Strategic and Performance Management and Human Resource Management.

The Municipality has developed an action plan to be monitored on a monthly basis by the structures of Council to deal with matters raised by the AG.

Further strategies on improving the system of internal control are being employed to deal with matters of emphasis as well matters on the management report.

**AUDITOR GENERAL REPORT FOR 2019/2020**

In the 2019/2020 financial year, the Auditor General expressed a Qualified Audit opinion for Msunduzi Municipality.

**The basis for Qualified opinion is as follows:**

- General expenses - External security services

**The emphasis of matters raised were as follows:**

- Restatement of corresponding figures
- Material Impairment
- Material losses – Electricity and Water

**Other matters raised where as follows:**

- Unaudited disclosure note
- Unaudited supplementary schedules

**Report on the Audit of the annual performance report:**

Auditor General did not identify material findings on the usefulness and reliability of the reported performance information for the basic service delivery development priority.

**Other matters:**

- Achievement of planned targets
- Adjustment of material misstatements

**Report on the audit of compliance with Legislation:**

- Financial statements, Expenditure Management, Consequence Management, Material irregularities.

The Municipality has developed an audit action plan to be monitored on a monthly basis by the structures of Council to deal with matters raised by the AG.

Further strategies on improving the system of internal control are being employed to deal with matters of emphasis as well matters on the management report.



## CHAPTER 2 – GOVERNANCE

### INTRODUCTION TO GOVERNANCE

Governance at Msunduzi Municipality is made up of political and administrative governance, inter-governmental relations, public participation and corporate governance. Political governance comprises of elected ward Councillors and proportional representation Councillors which make up the Council. Council plays oversight over the administration of the municipality to ensure effective and efficient service delivery.

Administrative governance takes place through various administrative structures and functionaries under the leadership of the City Manager. Intergovernmental relations refer to the structures and processes by which municipality forges relationships with national and provincial government departments as well as with other municipalities and government structures to ensure unimpeded, coherent and coordinated service delivery.

Public participation refers to the manner in which the Municipality engages and involves communities within its area of jurisdiction in the running of its affairs. This takes place through community meetings, izimbizo's, as well as ward committee and community meetings. Corporate governance looks at issues of transparency, compliance with the rule of law, accountability and upholding of the Batho Pele Principles. Together these important aspects intertwine and ensure that the objects of local government, as enshrined in section 152 of the Constitution, are realized.

## COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

### INTRODUCTION TO POLITICAL AND ADMINISTRATIVE GOVERNANCE

Political & administrative governance at Msunduzi Municipality comprises of the Councillors and Senior Managers, respectively; they work together on a day-to-day basis in order to achieve identified service delivery goals and targets.

#### 2.1. POLITICAL GOVERNANCE

##### INTRODUCTION TO POLITICAL GOVERNANCE

Msunduzi municipality has several political structures which include Full Council, Executive Committee, other Council committees and Committees established to support the Executive Committee. The Speaker is the head of Council, whilst the Executive Committee is chaired by the Mayor. The Msunduzi Municipality also has the office of the Chief Whip.

The following Portfolio Committees have been established and are aligned to the Municipality's organizational structure:

- Corporate Services;
- Infrastructure Services;
- Sustainable Development and City Enterprises;
- Community Services; and
- Finance.

The Municipal Public Accounts Committee (MPAC) is a committee of Council that oversees the expenditure of public funds on behalf of Council and thereby ensures accountability of both the Executive Committee and administration. It further considers the Annual Report and provides Council with the Oversight Report and its comments on the Annual Report. In addition to its routine meetings during the year, the MPAC considers the Annual Report of the Municipality between February – March after which it produces the Oversight Report with recommendations on the Annual Report to either approve the Annual Report, not approve the Annual Report or approve the Annual Report with reservations.

In order to ensue effective oversight, the Council has further appointed the Audit Committee, which is a Committee that is made up of external individuals with a diverse and broad skill set in the areas of finance, performance management and law to advise Council on the performance of administration with regard to financial management, risk management, performance management and legislative compliance.

Meetings of the Council take place once a month on the last Wednesday of every month. The meetings of the respective Portfolio Committees take place once every two weeks. The Audit Committee meets every two months.



# MSUNDUZI MUNICIPALITY COUNCILLORS

## CURRENT MSUNDUZI PROPORTIONAL REPRESENTATION COUNCILLORS & WARD COUNCILLORS LIST

### KNOW YOUR COUNCILLOR MSUNDUZI PR COUNCILLORS



 <b>THE MAYOR</b> MZI M THEBOLLA EXT. 2036	 <b>DEPUTY MAYOR</b> MANILAL INDERJIT EXT.2037 082 367 1810	 <b>EXCO</b> MADLALA LINDA LINFORD 072 449 5988	 <b>EXCO</b> DORCAS SIBONGILE MKHIZE 083 331 3170	 <b>EXCO</b> ZANELE P NGCOBO 082 836 7319	 <b>EXCO</b> GUGU MARY-JANE DLADLANGUBO 073 205 0671	 <b>EXCO</b> NTUTHUKO NTSHANGASE 076 256 5412	 <b>EXCO</b> GLENN ROBERT MCARTHUR 072 844 7630
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 <b>EXCO</b> JEROME SIBONGISENI MAJOLA 082 887 5716	 <b>EXCO</b> DENNIS T NTOMBELA 082 432 9396	 <b>THE SPEAKER</b> EUNICE NOMAGUGU MAJOLA 071 156 7427	 <b>THE CHIEF WHIP</b> VUSUMUZI NTSHANGASE 078 555 9648
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 MDUDUZI J "THEMBA" NJILO 082 954 9241	 THOBANI ZUMA 072 629 9119	 THOLAKELE IGNETA DLAMINI 072 212 3375	 PHILISWE SITHOLE 072 396 5852	 SPHAMANDLA DENNIS KHUMALO 072 203 9018	 AMBROSIA SIBONGILE DLAMINI 072 011 3739	 MARY SCHALKWYK 072 587 8686	 RACHEL SOOBIAH 061 247 1518	 MEHMOOD-UL- HASSAN OUMAR 083 278 6647	 MANSIZWA SIMON SOKHELA 079 052 1986
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 NELUSIWE JANNET GWALA 083 366 4847	 NAJMAH B. AHMED 082 774 6174	 NINGI J ZUNGU 082 342 8547	 KATHRINE MALINDI NGCOBO 082 635 5146	 WILLIAM FRANCIS LAMBERT 082 774 6176	 BONGUMUSA CYRIL NHLABATHI 079 613 1056	 SIBISISO CHONCO 083 364 5968	 REGINA ZINHLE NGUBO 074 045 5089	 ZUMA BUKELANI E 072 098 4796	 DOLO PHILLIP ZONDI 082 440 2996
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 S'FISO DERRICK NENE 063 153 2631	 SOKHELA BALOZILE C 072 793 8711	 MPULO MTHETHWA EPHRAM 061 253 6415	 SANDILE CYRIL SHANGE 073 379 7137	 RAJDAVE SIVINATH 060 901 5025	 PRINCE DUMISA DUMA 078 499 9599	 NOMLADY E. DLELA 072 578 6470	 RIENUS NIEMAND 076 289 0982	 MOHAMED SALIM GOGA 083 996 8886
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### MSUNDUZI WARD COUNCILLORS

 <b>WARD 1</b> J. NGUBO 079 606 0103	 <b>WARD 2</b> B. S. MTSHALI 072 740 5306	 <b>WARD 3</b> M. L. LINFORD 072 449 5988	 <b>WARD 4</b> H. M. ZONDI 083 947 2453	 <b>WARD 5</b> N. M. MBANJWA 071 366 0106	 <b>WARD 6</b> S. R. MHLONGO 079 060 2204	 <b>WARD 7</b> S. D. NGUBANE 083 878 9837	 <b>WARD 8</b> M. P. ZONDO 076 261 9450	 <b>WARD 9</b> K. NONTOBEKO 072 209 0448	 <b>WARD 10</b> N. C. N. GAMBU 072 104 6593	 <b>WARD 11</b> I. S. MADONDA 073 721 5748	 <b>WARD 12</b> T. S. MAJOLA 084 424 4362	 <b>WARD 13</b> G. S. MNCWANGO 072 438 5931
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 <b>WARD 14</b> T. P. MOLEFE 083 690 1400	 <b>WARD 15</b> J. NENE 079 795 1883	 <b>WARD 16</b> B. M. ZUMA 078 251 4585	 <b>WARD 17</b> T. W. SITHOLE 078 767 6589	 <b>WARD 18</b> M. MKHIZE 079 095 2652	 <b>WARD 19</b> C. NDAWONDE 073 431 4277	 <b>WARD 20</b> N. Z. (T. U.) NDLOVU 073 230 4802	 <b>WARD 21</b> B. M. MKHIZE 082 694 3026	 <b>WARD 22</b> X. E. NGONGOMA 072 962 4857	 <b>WARD 23</b> D. B. PHUNGULA 083 328 8328	 <b>WARD 24</b> P. N. MSIMANG 078 620 1867	 <b>WARD 25</b> VACANT	 <b>WARD 26</b> R. B. STRACHAN 076 882 8101
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 <b>WARD 27</b> M. NGUBO 082 701 0321	 <b>WARD 28</b> L. NAICKER 078 982 1388	 <b>WARD 29</b> S. S. MADLALA 084 019 1397	 <b>WARD 30</b> N. A. NAIDOO 067 288 2962	 <b>WARD 31</b> R. AHMED 065 805 8728	 <b>WARD 32</b> S. ADKINS 065 823 3556	 <b>WARD 33</b> S. REDDY 084 508 5130	 <b>WARD 34</b> M. I. AMOD 082 786 2127	 <b>WARD 35</b> S. W. DLAMINI 072 848 3587	 <b>WARD 36</b> L. J. WINTERBACH 084 511 4170	 <b>WARD 37</b> S. P. LYNE 082 896 5264	 <b>WARD 38</b> G. N. DLAMINI 079 915 0545	 <b>WARD 39</b> I. T. MADONDO 071 426 6902
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## COUNCILLORS

Councillors are elected representatives serving a predetermined term of office on the local council on behalf of their respective constituents. The Msunduzi Municipal Council has a total of 78 seats. Thirty-nine (39) of these seats are allocated to ward Councillors who are elected through the ward they represent. The other 39 seats are allocated to political parties in proportion to the number of votes cast for the respective parties.

COUNCILLORS COMMITTEE ALLOCATIONS: 1 JULY 2019– 30 JUNE 2020		
PORTFOLIO COMMITTEE	CHAIRPERSON	MEMBERS
Executive	His Worship The Mayor, Councillor M Thebolla	Councillors M Inderjit (the Deputy Mayor), GM Dladla, LL Madlala, JS Majola, GR McArthur, SD Mkhize, Z Ngcobo, TD Ntombela, NP Ntshangase
Sustainable Development & City Enterprises	Councillor DS Mkhize	Councillors R Ahmed, AS Dlamini, WF Lambert JP, NM Mbanjwa, SR Mhlongo, MB Mkhize, NZ Ndlovu, SD Nene, KM Ngcobo, GM Ngube N Ntshangase, NJ Zungu
Corporate Services	Councillor Z Ngcobo	Councillors S Adkins, NJ Gwala, TS Majola, TP Molefe, SD Ngubane, GM Dladla, TD Ntombela, DB Phungula, R Soobiah, M Singh, R Sivnath, BM Zuma
Infrastructure Services	The Deputy Mayor, Councillor M Inderjit	Councillor GN Dlamini, IT Madonda, G McArthur, MS Sokhela, DP Zondi, MP Zondo, GM Dladla, NB Ahmed, PN Msimang, J Nene, M Naicker
Community Services	Councillor LL Madlala	Councillors MI Ahmad, NE Dlela, NY Khumalo, SD Khumalo, SP Lyne, SS Madlala, GS Mncwango, BS Mthshali, RZ Ngubo, MH Oumar, S Reddy, BC Sokhela.
Financial Services	His Worship The Mayor, Councillor M Thebolla	Councillors SW Dlamini, MS Goga, SD Chonco, JS Majola, M Mkhize, N Ntshangase, SC Ndawonde, S Naidoo, TD Ntombela, MH Oumar, TW Sithole, RB Strachan, HM Zondi, TR Zuma
Municipal Public Accounts	Councillor M Schalkwyk	Councillors TI Dlamini, P Duma, NCN Gambu, IS Madonda, XE Ngongoma M Ngubo, JJabu Ngubo, BC Nhlabathi, R Niemand, T Njilo, P Sithole, LJ Winterbach, BE Zuma

## WARD COUNCILLORS BY POLITICAL PARTY 19/20 FY

WARD	NAME	POLITICAL PARTY
1	Ngubo Jabu	ANC
2	Mtshali Blessing Sbusiso	ANC
3	Madlala Linda Linford	ANC
4	Zondi Hamilton Mlungisi	ANC
5	Mbanjwa Nkosinathi Maxwell	ANC
6	Mhlongo Snothi Raphael	ANC
7	Ngubane Sandile Duncan	ANC
8	Zondo Makhosazane Precious	ANC
9	Nontobeko Khumalo	ANC
10	Gambu Nkosinathi Chasewell Nhlakanipho	ANC
11	Madonda Innocent Siphon	ANC
12	Majola Terence Sboniso	ANC
13	Mncwango Gladness Sibongile	ANC
14	Molefe Thabiso Patrick	ANC
15	Nene Jabulani	ANC
16	Zuma Bhekabantu Michael	ANC
17	Sithole Thamsanqa Wonderboy	ANC
18	Mkhize Mabhungu	ANC
19	Ndawonde Caiphas	ANC
20	Ndlovu Nelisiwe Zanele (TU)	ANC
21	Mkhize Bhekithemba Mtuza	ANC
22	Ngongoma Xolani Ellington	ANC
23	Phungula Bernard Dumisani	ANC
24	Msimang Prudence Nokuthula	ANC
25	VACANT	VACANT
26	Strachan Ross Bryn	DA
27	Ngubo Manqoba	ANC
28	Naicker Lucky	DA
29	Madlala Spha Sydney	ANC
30	Naidoo Sunny	ANC
31	Ahmed Rooksana	DA
32	Adkins Shawn	DA
33	Reddy Suraya	DA
34	Amod Mike Ismail	ANC
35	Dlamini Sandile Wellington	ANC
36	Winterbach Ludwig Johann	DA
37	Lyne Sandra Patricia	DA
38	Dlamini Godman (SOX) Nkosivelile	ANC
39	Madondo Ignatia Thandiwe	ANC



## PROPORTIONAL REPRESENTATION COUNCILLORS BY POLITICAL PARTY 19/20 FY

NO	NAME	POLITICAL PARTY
1	The Mayor: Mzi M Thebolla	ANC
2	The Deputy Mayor Manilal Inderjit	ANC
3	Madlala Linda Linford - EXCO	ANC
4	Dorcas Sibongile Mkhize - EXCO	ANC
5	Zanele P Ngcobo - EXCO	ANC
6	Gugu Mary-Jane Dladla/Ngubo - EXCO	ANC
7	Ntuthuko Ntshangase - EXCO	ANC
8	Glenn Robert McArthur - EXCO	DA
9	Jerome Sibongiseni Majola - EXCO	DA
10	Dennis T Ntombela - EXCO	IFP
11	Eunice Nomagugu Majola - The Speaker	ANC
12	Vusumuzi Ntshangase - The Chief Whip	ANC
13	Mduduzi J "Themba" Njilo	ANC
14	Thobani Zuma	ANC
15	Tholakele Ignatia Dlamini	ANC
16	Philiwe Sithole	ANC
17	Sphamandla Dennis Khumalo	ANC
18	Ambrosia Sibongile Dlamini	ANC
19	Mary Schalkwyk	ANC
20	Rachel Soobiah	ANC
21	Mehmood-UL-Hassan Oumar	ANC
22	Mansizwa Simon Sokhela	ANC
23	Nelisiwe Jannet Gwala	ANC
24	Najmah B. Ahmed	ANC
25	Ningi J Zungu	ANC
26	Kathrine Malindi Ngcobo	ANC
27	William Francis Lambert	DA
28	Bongumusa Cyril Nhlabathi	DA
29	Sibusiso Chonco	DA
30	Regina Zinhle Ngubo	DA
31	Bukelani E Zuma	IFP
32	Dolo Phillip Zondi	IFP
33	S'fiso Derrick Nene	IFP
34	Balozile C Sokhela	IFP
35	Mpulo Mthethwa Ephram	EEF
36	Rajdave Sivnath	EEF
37	Prince Dumisa Duma	EEF
38	Nomalady E. Dlela	AIC
39	Rienus Niemand	ACDP
40	Mohamed Salim Goga	AL JAMA AH

## MSUNDUZI MUNICIPALITY PORTFOLIO COMMITTEES BY NAME & PURPOSE

The following reflects the different committees of Council and their respective purposes.

## MSUNDUZI MUNICIPALITY COUNCIL COMMITTEES, PORTFOLIO COMMITTEES AND OTHER COMMITTEES BY NAME & PURPOSE

At its meeting, which was held on 29 June 2016, Council took a resolution adopting the Terms of Reference and the establishment of committees. The extract is as follows:

### MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)

The Municipal Public Accounts Committee (MPAC) is established in terms of section 79 of the Structures Act, 1998 and is made up of ordinary Councillors to oversee the expenditure of public funds in order to ensure the efficient and effective utilization of council resources and to enhance the political accountability of Council. It exercises an oversight role over the Executive and the Administration on behalf of the Council, with regard to matters falling within its area of competence and reports directly to Council. The primary purpose of the MPAC is to assist Council to hold the executive and the municipal administration to account. To this end, it reviews and interrogates Annual Report as well as audit reports on the financial and administrative affairs of the municipality and may initiate, direct and supervise investigations into any matter falling within its terms of reference, including projects requested by Council and Executive Committee.

### APPEALS COMMITTEE

The Appeals Committee is constituted in terms of section 62 (4) (c) (ii) of the Local Government: Municipal Systems Act, 2000 to hear appeals against decisions taken by a political structure, political office bearer or a Councillor of the Municipality in terms of a power or duty delegated or sub-delegated to it by a delegating authority. The Committee has the power to decide all appeals against decisions taken by a political structure, political office bearer or a Councillor of the municipality.



**SECURITY COMMITTEE**

The Security Committee is constituted in terms of section 79 of the Structures Act to consider and deal with cases of threats directed to Councillors and senior officials and are associated with or linked to the performance of their duties as municipal Councillors and senior officials. The Committee is empowered to make emergency decisions where it deems necessary and incur concomitant expenditure or make recommendations to Council.

**RECESS COMMITTEE**

The Recess Committee is established in terms of section 79 of the Structures Act to deal with any emergency or urgent matters which may emerge and require urgent attention when the Council is in recess and those matters that could not be finalized before the Council went to recess and have been designated as such to the Recess Committee to finalize them.

**EXECUTIVE COMMITTEE**

The Executive Committee established in terms of section 42 of the Local Government: Municipal Structures Act No. 117 of 1998 (the Structures Act) and is the principal committee of the Municipal Council which guides the Council in performing its role of political oversight of the municipality's functions, programmes and the management of the administration. The Committee presents its resolutions and recommendations to Council.

**COMMITTEES TO ASSIST THE EXECUTIVE COMMITTEE**

The following Committees have been established in terms of section 80 of the Structures Act to assist the Executive Committee:

**CORPORATE SERVICES PORTFOLIO COMMITTEE**

This Portfolio Committee is charged with the responsibility for efficient and effective Council and Committee support services, legally compliant human resources management, information management and legal services.

**FINANCIAL SERVICES PORTFOLIO COMMITTEE**

This Portfolio Committee is responsible for the matters relating to the transparent, efficient and effective management of municipal finances, which includes in the main treasury and budget management, supply chain management, revenue and expenditure management, as well as financial control and cash management.

**INFRASTRUCTURE SERVICES PORTFOLIO COMMITTEE**

This Portfolio Committee is responsible for municipal infrastructure planning, financing, development, maintenance and management of water, sanitation, electricity, roads and storm water provision.

**COMMUNITY SERVICES PORTFOLIO COMMITTEE**

This Portfolio Committee is responsible for landfill site and waste management, libraries, cemeteries and crematoria services, public safety and disaster management as well as traffic law enforcement services.

**SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES PORTFOLIO COMMITTEE**

This Portfolio Committee deals with integrated development planning matters, municipal markets, forestry and tourism, local economic development, environmental health as well as human settlements development and management.

**NOTE: - FULL VERSION OF THE APPROVED TERMS OF REFERENCE ARE AVAILABLE ON REQUEST FROM THE ARCHIVES, REGISTRY & INFORMATION SUB-UNIT**

**POLITICAL DECISION-MAKING**

The Rules and Procedures of Council and its Committees provide inter alia for the powers and functions that the Council may delegate and those it may not delegate, as well as the votes that are required when certain matters are decided.

In making decisions on the following matters, a supporting vote of a majority of the number of Councillors is required: -

- (a) The passing of by-laws;
- (b) The approval of budgets;
- (c) The imposition of rates and taxes, levies and duties;
- (d) The raising of loans;
- (e) The rescission of a council resolution; and any other matter prescribed by legislation.

All other questions before the Council are decided by a majority of the votes cast and in the case of an equality of votes, the Councillor presiding (the Speaker) exercises a casting vote in addition to a vote he or she has as a Councillor.

Before the Council takes a decision on any of the following matters it first has to obtain the recommendations of the Executive Committee: -

- (a) The passing of by-laws;
- (b) The approval of budgets;
- (c) The imposition of rates;
- (d) The raising of loans;
- (e) The approval of an integrated development plan for the Municipality and any amendment to that plan;
- (f) The approval of a performance management system
- (g) The appointment and conditions of service of the City Manager and a head of department of the Council."



## NUMBER OF MEETINGS HELD FOR EACH PORTFOLIO COMMITTEE FOR THE 2019/2020 FINANCIAL YEAR

Number of meetings held for Council & its Committees for the 2019/2020 FY is as per below:

MEETINGS HELD FOR EACH PORTFOLIO COMMITTEE FOR THE 2019/2020 FINANCIAL YEAR	
COMMITTEE NAME	NUMBER OF MEETINGS FOR THE 2019 2020 FY
Full Council	19
Executive Committee	23
Corporate Services	4
Financial Services	4
Infrastructure Services	4
Community Services	4
Sustainable Development & City Enterprises	3
Municipal Public Accounts Committee	14

**Note:** Minutes of all meetings as well as attendance registers can be obtained from the Archives, Records and Information Unit.

## 2.2. ADMINISTRATIVE GOVERNANCE

During the 19/20 financial year, the critical City Managers position was filled and incumbent commenced duties on 1 April 2020. Posts of GM: Infrastructure and GM: Community Services were re-advertised as per the directive of EXCO.

The City Manager's office has assumed direct responsibility for Communications and Corporate Strategy as well as the drafting, management and implementation of Council's Integrated Development Plan (IDP). The Internal Audit unit is also located in the City Manager's office and ensures compliance with municipal legislation.

In addition, the five Business Units that mirror the committee portfolios also report to the City Manager. These Business Units, each headed by a General Manager, ensure that services are delivered to the people of the Msunduzi Municipality. They are:

- Infrastructure services;
- Community services;
- Sustainable Development & City Enterprises;
- Budget and Treasury Office; and
- Corporate services.

The City Manager and his team of executive managers hold weekly meetings to discuss key strategic service deliverables, and to offer guidance on achieving IDP goals. The administrative component is aligned with the five National Key Performance Areas; **Financial Viability and management, Local economic Development, Basic service delivery and Infrastructure development, Good Governance and Public Participation, Institutional Development and Transformation, Environmental Planning and Social Services**

The following critical Senior Manager Posts were identified as priorities for the 19/20 financial year and advertised; Town Planning, Development Services, Legal, Governance and performance Management, Strategic Planning, Waste Management and Revenue. Internal audit namely; Manager Forensics, Forensic Investigators, Internal Auditors and Chief Risk Officer.

All appointments comply with the set criteria and affordability. Newly appointed Senior Managers; Development Services and Town Planning commenced duties on 1 September 2019. The Senior Manager: Governance and Performance was appointed 1 November 2019; Senior Manager: Legal Services on 1 December 2019 and Senior Manager: Waste Management on 1 April 2020.



## TOP ADMINISTRATIVE STRUCTURE

<b>TIER 1</b> <b>CITY MANAGER</b> M Khathide					
<b>FUNCTIONS</b> Communications Integrated Development Plan Internal Audit Monitoring & Evaluation Policy, Strategy and Research					
<b>TIER 2</b> <b>CHIEF FINANCIAL OFFICER</b> N Ngcobo	<b>TIER 2</b> <b>GENERAL MANAGER: Corporate Services</b> M Molapo	<b>TIER 2</b> <b>GENERAL MANAGER: Community Services</b> S Mathe (A)	<b>TIER 2</b> <b>GENERAL MANAGER: Infrastructure Services</b> Vacant	<b>TIER 2</b> <b>GENERAL MANAGER: Sustainable Development</b> FT Nxumalo	<b>CITY MANAGERS OFFICE</b>
<b>TIER 3</b> <b>Senior Manager: Expenditure Management</b> S Nxumalo <b>Senior Manager: Revenue</b> Vacant <b>Senior Manager: Budget Planning, Monitoring and Implementation</b> S Khoza <b>Senior Manager: Supply Chain</b> D Ndlovu <b>Senior Manager: Asset Management</b> K Shoba <b>Senior Manager: Financial Performance</b> O Langa	<b>TIER 3</b> <b>Senior Manager: Human Resources Management</b> F Ndlovu <b>Senior Manager: Legal Services</b> N Hlophe <b>Senior Manager: Secretariat and Auxiliary Services</b> S Dubazana <b>Senior Manager: ICT</b> X Ngebulana	<b>TIER 3</b> <b>Senior Manager: Waste Management</b> S Mhlongo <b>Senior Manager: Recreation and Facilities</b> M Zuma <b>Senior Manager: Public Safety, Enforcement and Disaster Management</b> K Khumalo <b>Senior Manager: ABM</b> L Kunene	<b>TIER 3</b> <b>Senior Manager: Roads and Transportation</b> L Mngenela <b>Senior Manager: Electricity Management</b> N Mpisi <b>Senior Manager: Water and Sanitation</b> B Sivparsad <b>Programme Manager: PMU</b> S Kunene <b>Mechanical Workshops</b> Vacant	<b>TIER 3</b> <b>Senior Manager: Development Services</b> M Khumalo <b>Senior Manager: Planning &amp; Environment</b> A Khoali <b>Senior Manager: Human Settlements</b> E Nombungu <b>Senior Manager: Municipal Entities</b> S Zimu	<b>TIER 3</b> <b>Senior Manager: City Manager's Office</b> M Jackson <b>Senior Manager: Political Support</b> Vacant <b>Senior Manager: Strategic Planning</b> Vacant <b>Chief Audit Executive:</b> PJ Mahlaba
<b>FUNCTIONS</b> Budget & Financial Control Expenditure Management and Financial Control Revenue Management & Customer Care Supply Chain Management Treasury and Financial Support	<b>FUNCTIONS</b> Recruitment and Selection Staff establishment HR Support Services Benefits Administration Employee Relations Occupational Health, Safety and Wellness Skills Development Organisational Development Performance Management Secretariat and Auxiliary ICT Registry Legal services	<b>FUNCTIONS</b> HIV and AIDS Parks Sports and Recreation Facilities Libraries Disaster Management Fire and Emergency Services Traffic and Security Services Waste Management Area Based Management	<b>FUNCTIONS</b> Electricity Distribution, Technical Services, Roads, Storm-water and Transportation Public Works Infrastructure Design & Implementation Project Management Water and Sanitation	<b>FUNCTIONS</b> Development Services Town Planning Real Estate and Housing. Environmental Management and Land Survey, Building Inspectorate and Licensing. Human Settlements Entities Environmental Health	<b>FUNCTIONS</b> IDP Communication OPMS PMB Urban Renewal Political Offices MPAC Chair Strategic Planning Internal Audit



## FUNCTIONAL ORGANOGRAM 2019/2020

**CITY  
MANAGER**  
**MP KHATHIDE**

**BUDGET &  
TREASURY**

**CHIEF FINANCIAL  
OFFICER**  
**NM NGCOBO**

- ASSET MANAGEMENT
- EXPENDITURE MANAGEMENT
- REVENUE MANAGEMENT
- BUDGET OFFICE
- SUPPLY CHAIN MANAGEMENT
- FINANCIAL GOVERNANCE & PERFORMANCE

**CORPORATE  
SERVICE**

**GENERAL MANAGER**  
**ML MOLAPO**

- SECRETARIAT & AUXILIARY
- HUMAN RESOURCES
- LEGAL SERVICES
- ICT

**INFRASTRUCTURE  
SERVICE**

**GENERAL MANAGER**  
**VACANT**

- ROADS AND TRANSPORTATION
- ELECTRICITY
- WATER AND SANITATION
- PROJECT MANAGEMENT
- MECHANICAL WORKSHOPS

**COMMUNITY  
SERVICE**

**GENERAL MANAGER**  
**S MATHE (A)**

- PUBLIC SAFETY
- WASTE MANAGEMENT
- RECREATION AND FACILITIES
- AREA BASED MANAGEMENT

**SUSTAINABLE  
DEVELOPMENT**

**GENERAL MANAGER**  
**F NXUMALO**

- CITY ENTITIES
- HUMAN SETTLEMENTS
- DEVELOPMENT SERVICES
- PLANNING AND ENVIRONMENT MANAGEMENT

**CITY MANAGERS  
OFFICE**

- CITY MANAGERS OFFICE
- INTERNAL AUDIT
- POLITICAL SUPPORT
- STRATEGIC PLANNING

## COMPONENT B: INTERGOVERNMENTAL RELATIONS

### INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

The municipality received full support from the Office of the MEC for Cooperative Governance and Traditional Affairs. Substantial support in the development of a financial recovery plan has also been obtained from National Treasury. The Provincial Treasury has also assisted in terms of developing both the strategic and operational risk registers of the municipality. Whilst the Municipal Infrastructure Grant (MIG) was the primary source of funding for capital projects related to infrastructure development and basic services, the following basic services are delivered to the community using mechanisms of intergovernmental relations with National/ Provincial Departments and/or parastatals:

- **Water & Sanitation** - Department of Water Affairs and Umgeni Water;
- **Housing** - Department of Human Settlements;
- **Electricity** - Department of Minerals & Energy and Eskom

Various other grants, such as the Neighbourhood Partnership Development Grant, have been received for the implementation of projects. All information related to grants received is disclosed as required in the Annual Financial Statements.

### INTERGOVERNMENTAL RELATIONS

#### NATIONAL INTERGOVERNMENTAL STRUCTURE

The municipality is a participant in a number of national forums. On an administrative level, the Chief Financial Officer (CFO) participates in the CFO's Forum which is convened by the National Treasury and the office of the Auditor General. The City Manager's Office participates in the National City Managers Forum convened by the South African Local Government Association (SALGA). Both Councillors and management also participate in the SALGA National Members Assembly. The Corporates Services Unit is a member of the National Municipal Capacity Coordinating and Monitoring Committee. In light of the grant funding assistance received, the municipality participates in the National Treasury Forum of the National Development Partnership Grant (NDPG). Participation in these national forums is key to be able to network, benchmark and expose the municipality to a variety of developmental and funding opportunities.

The Municipality is a member of the South African Cities Network and participates in the following reference groups:

Reference Groups & Forums	Msunduzi Representative
Built Environment Integration task team	Senior Manager: Strategic Planning
Knowledge Management Reference Group	Manager: Organizational Compliance Performance and Knowledge Management
Urban Safety Reference Group	Senior Manager: Public Safety Enforcement and Disaster Management
Expanded Public Works Reference Group	Senior Manager: Recreation and Facilities
International Forum	Senior Manager: Office of the City Manager
Urban indicators Reference Group	Senior Manager: Strategic Planning and Manager: Integrated Development Plan
Energy Reference Group	Senior Manager: Electricity
Waste Reference Group	Senior Manager: Waste Management
Water Reference Group	Senior Manager: Water and Sanitation
Communication	Senior Manager: Communications & IGR

The municipality continues to enjoy favourable relations with the following National Departments who have provided conditional grants to the municipality:

#### NATIONAL DEPARTMENTS WHO HAVE PROVIDED CONDITIONAL GRANTS TO THE MUNICIPALITY

PROJECT DESCRIPTION	FUNDER	RECEIVED
Library	ARTS & CULTURE	20 052 000
Tatham Art Gallery	ARTS & CULTURE	463 000
Housing Accreditation	HUMAN SETTLEMENTS	-
Equitable Share	NATIONAL TREASURY	546 052 000
Finance Management Grant	NATIONAL TREASURY	1 700 000
Energy Efficiency and Demand Side Management Grant	NATIONAL TREASURY	8 000 000
Expanded Public Works Programme	NATIONAL TREASURY	4 200 000
Municipal Disaster Relief Grant	NATIONAL TREASURY	1 192 000
Municipal Infrastructure Grant	NATIONAL TREASURY	197 516 000
Water Services Infrastructure Grant	NATIONAL TREASURY	53 000 000
Public Transportation Infrastructure Grant	NATIONAL TREASURY	226 665 000
Neighbourhood Development Partnership Grant	NATIONAL TREASURY	10 000 000
		<b>1 068 840 000</b>
<b>NOT ON GAZETTE</b>		
Greater Edendale Development Initiative	HUMAN SETTLEMENTS	25 500 000
Jika Joe Community Residential Units	HUMAN SETTLEMENTS	75 168 101
		<b>100 668 101</b>
		<b>1 169 508 101</b>



### **PROVINCIAL INTERGOVERNMENTAL STRUCTURE**

The City Manager and the Mayor participate in the technical and provincial MUNIMEC respectively. They also participate in the Premier's Coordinating Forum. The provincial SALGA convene the provincial MM's Forum of which the City Manager does attend.

### **RELATIONSHIPS WITH MUNICIPAL ENTITIES**

The Msunduzi Municipal Entity (Safe City, which is the only entity under the Msunduzi Municipality) has a legally constituted board. The board approves the business plan and the associated budget for the entity. These documents are submitted to the municipality for approval. The business plan outlines the Key Performance Area and Indicators (KPAs and KPIs). The (KPAs and KPIs) are included in the SDBIP of the municipality. The delivery on the milestones is monitored on a monthly basis by the submission of a monthly report and this report is submitted to all relevant municipal committees for review. An annual report together with an audited financial statements of the entity are submitted to the municipality for consideration and approval.

### **DISTRICT INTERGOVERNMENTAL STRUCTURES**

The Municipality participates in the District City Managers and Mayors Forum. Following the establishment of the District Command Council during the COVID-19 Disaster, the Municipality is the co-convenor of the Governance, State Capacity and Institutional Development (GSCID) Cluster.

The Communications Unit participates in the Local Government Forum and District Communicators forum which helps by benchmarking on the best practices from other municipalities.

## COMPONENT C: PUBLIC SATISFACTION LEVELS

### PUBLIC SATISFACTION ON MUNICIPAL SERVICES

No public satisfaction surveys on Municipal Services conducted in the 19/20 FY.



## CHAPTER 3 – ANNUAL PERFORMANCE REPORT – SERVICE DELIVERY INDICATORS

### INTRODUCTION:

The Annual Performance Report (APR) is a legislative requirement which prescribes that the report must be submitted to the Auditor General by the 31st August annually. The Annual Performance Report, amongst other documents, will form part of the consolidated Annual Report of the Municipality which must be submitted to Council by the end of January on an annual basis.

The Annual Performance Report 2019 / 2020 of the Msunduzi Municipality is divided into two (2) broad categories as follows:

- **SECTION ONE: FUNCTIONAL AREA SERVICE DELIVERY REPORTING PER BUSINESS UNIT.**
- **SECTION TWO: ANNUAL REPORT OF THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2019/2020 & ANNUAL REPORT OF THE OPERATIONAL PLAN 2019/2020**

During the 2019/2020 financial year, Msunduzi Municipality continued to implement a process for reporting on the SDBIP & OP; a process for reporting against pre-determined objectives and Key Performance Indicators (KPI's) that are contained in the approved Service Delivery and Budget Implementation Plan (SDBIP). The process is based on a colour-coded dashboard that serves as an early-warning indicator of under / zero performance. Monthly and Quarterly reports, based on the colour-coded dashboard were submitted to Council with applicable recommendations that were adopted. These reports and Council resolutions are available for inspection on request.

During the 2019/2020 financial year Msunduzi Municipality had 3 key vacant posts, that being the City Manager, General Manager: Community Services and General Manager: Infrastructure Services. The post of the City Manager was filled and the incumbent commenced duties on the 1st of April 2020. The posts of General Manager: Community Services and General Manager: Infrastructure Services were re-advertised, as per the directive of the Executive Committee, and interviews were conducted as the appointments are imminent.

All S57 managers signed performance agreements for the financial year. The Individual Performance Management System (IPMS) was cascaded to Level 3 employees (S58 – Senior Managers as well as Managers in Strategic Positions reporting directly to the City Manager i.e. Chief Audit Executive, Senior Manager: Office of the City Manager, Senior Manager: Political Support, Senior Manager: Strategic Planning and the Head: Integrated Rapid Public Transport Network). All Senior Managers and Managers in Strategic Positions reporting directly to the City Manager signed performance agreements as well.

In the 2019/2020 financial year institutional arrangements have been put in place in order to ensure the implementation of an Organizational Performance Management System (OPMS) as per legislative requirements and also to enable meaningful and informed monitoring and evaluation. It is hoped that as OPMS becomes institutionalized within the municipality and part of our everyday business, that Managers, Councillors and the Community alike will use it as tool to monitor the services that are being delivered by the municipality thereby increasing the accountability and transparent role of local government.

The SDBIP 2019/2020 contains Public Participation Units (Political Support & IRPTN), Community Services Units (Area Based Management, Waste Management, Recreation & Facilities as well as Public Safety, Enforcement and Emergency Services), Infrastructure Units (Water and Sanitation, Roads and Transportation, Electricity, Project Management Office & Mechanical Workshops) and Sustainable Development & City Enterprises Units (Town Planning and Environmental Management, City Entities & Human Settlements). Also included are the Legislated Performance Indicators as regulated by the National and Provincial Departments of Cooperative Governance and Traditional Affairs (CoGTA). As prescribed by legislation, the Municipality must set and monitor key performance indicators of all municipal entities, in the case of Msunduzi Municipality, SAFE CITY is the only registered municipal entity hence key performance indicators were developed and inserted in the SDBIP 2019/2020.

As per the previous financial year, a management decision was taken to differentiate between service delivery indicators that have a direct impact on the community and those that are operational, support and auxiliary services. In this regard for the 2019/2020 financial year the Service Delivery & Budget Implementation Plan (SDBIP) has been developed to focus on the service delivery indicators and the Operational Plan (OP) 2019/2020 has been developed to focus on operational, support and auxiliary services.

All other units provide operational, support and auxiliary services to the Municipality and have been placed on the Operational Plan 2019/2020. The Operational Plan 2019/2020 contains the Corporate Business Units (Internal Audit, Strategic Planning and Office of the City Manager), Budget & Treasury Units (Budget Planning, Implementation & Monitoring, Revenue Management, Expenditure Management, Supply Chain Management, Financial Governance & Performance Management & Assets & Liabilities), Infrastructure Units (Project Management Office), Corporate Services Units (Legal Services, Information Communication Technology, Secretariat & Auxiliary Services and Human Resources) and Sustainable Development & City Enterprises (Development Services, Town Planning and Environmental Management & Human Settlements).

### HIGH LEVEL SUMMARY OF PERFORMANCE COMPARISON FOR THE 2019/2020 & 2018/2019 FINANCIAL YEARS (SDBIP & OP)

The graphical representations below illustrate the summary of high level performance of the municipality for the 2019/2020 and the 2018/2019 financial years, as per the colour-coded dashboard.

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

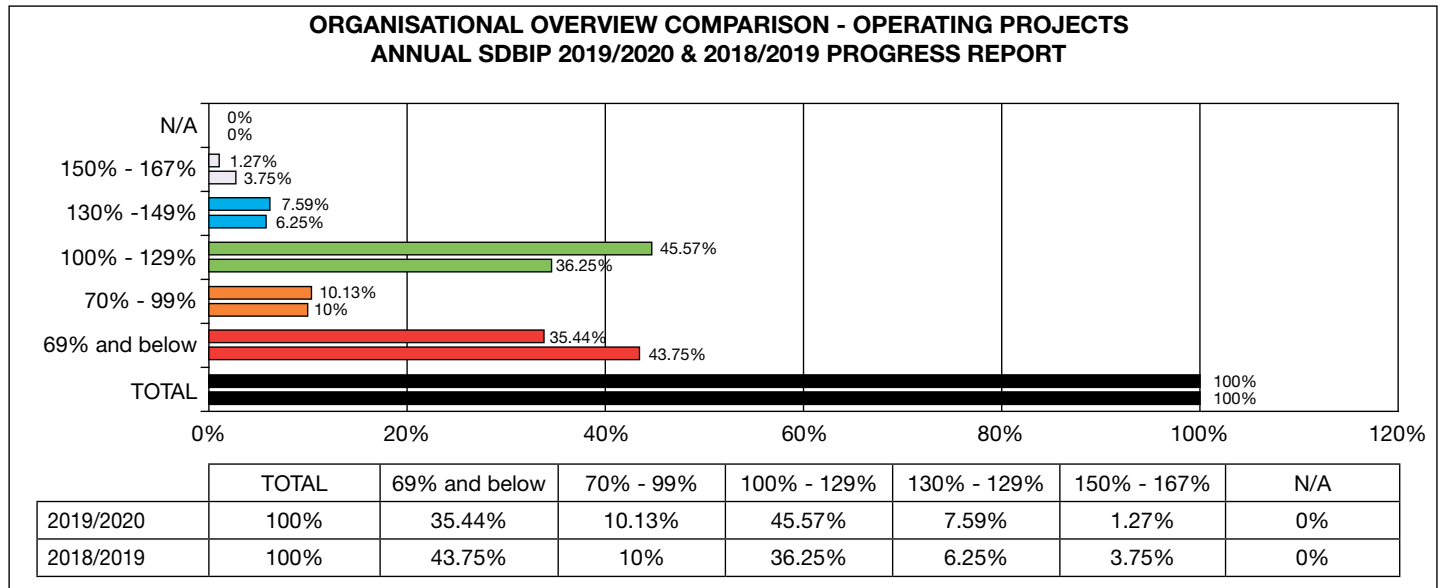
There were a total of 148 Key performance indicators on the SDBIP 2019/2020, 79 being operating projects and 69 being capital projects. There were a total of 198 Key performance indicators on the OP 2019/2020, 193 being operating projects and 5 being capital projects.



HIGH LEVEL SUMMARY OF PERFORMANCE COMPARISON FOR THE 2019/2020 & 2018/2019 FINANCIAL YEARS (SDBIP & OP)

SDBIP COMPARISON BETWEEN OPERATING AND CAPITAL PROJECTS FOR THE 2019/2020 AND 2018/2019 FINANCIAL YEARS

GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS

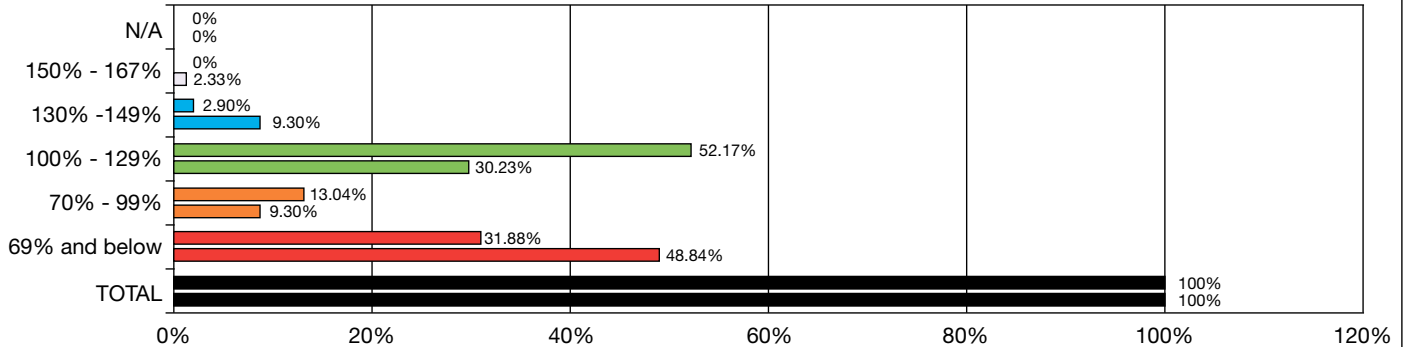


1. A total of 79 Operating Projects were reported on the SDBIP for the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 80 in 2018/2019 FY
2. 35.44% of the projects were reported as having achieved a 1 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 43.75% in 2018/2019 FY
3. 10.13% of the projects were reported as having achieved a 2 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 10% in 2018/2019 FY
4. 45.57% of the projects were reported as having achieved a 3 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 36.25% in 2018/2019 FY
5. 7.59% of the projects were reported as having achieved a 4 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 6.25% in 2018/2019 FY
6. 1.27% of the projects were reported as having achieved a 5 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 3.75% in 2018/2019 FY
7. 0% of the projects were reported as not applicable due to not having any targets on the SDBIP for the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 0% in 2018/2019 FY



## GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS

**ORGANISATIONAL OVERVIEW COMPARISON - CAPITAL PROJECTS  
ANNUAL SDBIP 2019/2020 & 2018/2019 PROGRESS REPORT**



	TOTAL	69% and below	70% - 99%	100% - 129%	130% - 129%	150% - 167%	N/A
2019/2020	100%	31.88%	13.04%	52.17%	2.90%	0%	0%
2018/2019	100%	48.84%	9.30%	30.23%	9.30%	2.33%	0%

1. A total of 69 Capital Projects were reported on the SDBIP for the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 43 in 2018/2019 FY
2. 31.88% of the projects were reported as having achieved a 1 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 48.84% in 2018/2019 FY
3. 13.04% of the projects were reported as having achieved a 2 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 9.30% in 2018/2019 FY
4. 52.17% of the projects were reported as having achieved a 3 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 30.23% in 2018/2019 FY
5. 2.90% of the projects were reported as having achieved a 4 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 9.30% in 2018/2019 FY
6. 0% of the projects were reported as having achieved a 5 on the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 2.33% in 2018/2019 FY
7. 0% of the projects were reported as not applicable due to not having any targets on the SDBIP for the 2019/2020 FY ANNUAL PROGRESS REPORT whereas 0% in 2018/2019 FY

SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR - ORGANISATIONAL OVERVIEW NARRATIVE

NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF TARGET MET OR PARTIALLY MET	SDBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
1	OFFICE OF THE CITY MANAGER	POLITICAL SUPPORT OFFICE OF THE MAYOR, OFFICE OF THE SPEAKER & MPAC)	15	0	15	4	PS 06	Reports	468 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2020	150 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2020	1 (69% & below)	Reports not being submitted timely	Meeting with ward assistances facilitated to outline procedures. Monitoring template developed
							PS 07	Reports	Minutes of community meetings from each of the 39 Ward Assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	Minutes of community meetings from 15 Ward Assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	1 (69% & below)	Meeting are not being facilitated timely	Meeting to address challenges to be facilitated by the Speakers office
							PS 08	Reports	Minutes of ward committee meetings from each of the 39 Ward Assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	Minutes of ward committee meetings from the 15 Ward Assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	1 (69% & below)	Meeting are not being facilitated timely	Meeting to address challenges to be facilitated by the Speakers office
							PS 14	Oversight Report	12 x MPAC Monthly Reports 19/20 FY prepared and submitted to Full Council by the 30th of June 2020	7 x MPAC Monthly Reports 19/20 FY prepared and submitted to Full Council by the 30th of June 2020	1 (69% & below)	Report where not prepared on time to form part of the actual agenda to avoid tabling it at Full Council	Reports to be prepared on time so as to allow for inclusion on the Agenda for Full Council meetings
		IRPTN	0	3	3	0	N/A	N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A
		<b>TOTAL</b>	<b>15</b>	<b>3</b>	<b>18</b>	<b>4</b>							
2	COMMUNITY SERVICES	PUBLIC SAFETY, EMERGENCY SERVICES & ENFORCEMENT (TRAFFIC, SECURITY, FIRE & DISASTER)	12	1	13	5	PSDM 02	Fire arm audit	4 x Fire arm audits conducted in Compliance with Fire Arms Controls Act by the 30th of June 2020	0 x Fire arm audits conducted in Compliance with Fire Arms Controls Act	1 (69% & below)	No Fire arm audits were conducted in Compliance with Fire Arms Controls Act by the 30 June 2020 due to the firearm take by the National Task Team	N/A
							PSDM 03	Physical Fire arm verification	2 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 31st of March 2020	0 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 30 June 2020	1 (69% & below)	No Physical Fire arm verifications were conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 30 June 2020 due to the firearm take by the National Task Team	N/A
							PSDM 04	Fire Arm Training for all municipal fire arm holders	2 x Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30th of June 2020	0 x Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30th of June 2020	1 (69% & below)	No Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30 June 2020 due to the firearm take by the National Task Team	N/A
							PSDM 08	Disaster management Review of Disaster Management Plan as per the national disaster management centre	Reviewed Disaster Management Plan prepared and submitted to SMC for approval by Council by the 31st of March 2020	Reviewed Disaster Management Plan not prepared and submitted to SMC for approval by Council by the 31st of March 2020	1 (69% & below)	LOCK DOWN FOR COVID-19 DELAYED THE PRINTING OF THE PLAN. COUNCILS PRINTING DEPARTMENT CLOSED	ORDER GIVEN TO PRINTING. REPORT DONE FOR S.M.C. GENERAL MANGER TO APPROVE AND FORWARD TO S.M.C.
							PSDM 10	Major Hazards Premises Visitation by PSDM	46 x Major Hazard Visitation conducted in the 19/20 FY by the 30th of June 2020	32 x Major Hazard Visitation conducted in the 19/20 FY by the 30th of June 2020	1 (69% & below)	The COVID-19 Pandemic prevented the unit from completing their outstanding site visits	The Municipality will undertake the outstanding site visits as part of the plan for the 2021 FY
							ABM 03	Strengthening formal linkage with LAC (Local Aids Council)	4 x OSS functionality reports for the 19/20 FY produced and submitted to The Office of the Mayor and District Council by the 30th of June 2020	0 x OSS functionality reports for the 19/20 FY produced and submitted to The Office of the Mayor and District Council by the 30th of June 2020	1 (69% & below)	The LAC committee functionality collapsed due to non-attendance by councilors. Therefore no meetings were scheduled by the Office of the Mayor for the LAC.	ABM in conjunction with the Office of the Mayor have prepared a plan to resuscitate the LAC committee. All political parties have been requested to submit the names of councilors for membership to the LAC committee. The LAC meetings to resume by approximately the second quarter of the 2021 FY
							ABM 05	Ward Audits	4 x quarterly ward audit reports for the 19/20 FY prepared and submitted to OMC on Audits conducted in each of the 39 wards on Service Delivery Challenges by the 30th of June 2020	0 x quarterly ward audit reports for the 19/20 FY prepared and submitted to OMC on Audits conducted in each of the 39 wards on Service Delivery Challenges by the 30th of June 2020	1 (69% & below)	ABM respected the National lockdown Level 5 & 4, that had high restrictions hence had to change the pattern of acquiring information to adhere to COVID19 & OMC is not sitting	Awaiting sitting of the OMC to submit
							ABM 06	Support Established war rooms	4 x quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	0 x quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	1 (69% & below)	ABM respected the National lockdown Level 5 & 4, that had high restrictions hence had to change the pattern of acquiring information to adhere to COVID19 & OMC is not sitting	Awaiting sitting of the OMC to submit



NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
2	COMMUNITY SERVICES	AREA BASED MANAGEMENT (ASB HIV/AIDS & HALLS)	4	3	7	7	ABM 07	Ward visits to be conducted to support HIV/AIDS groups	216 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	172 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	2 (70% - 99%)	Group meetings minimised due level 3 to National Lockdown	More Groups meetings will be conducted when National Lockdown is uplifted
			4	3	7	7	R & F 01	Grass cutting on verges, open spaces and parks	Grass cut once per month in 29 wards a season (September 2019 - May 2020) as per grass cutting schedule by the 31st of May 2020	Grass not cut once per month in 29 wards	1 (69% & below)	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to be adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
			4	3	7	7	R & F 02	Grass cutting and landscaping of islands, municipal gardens and main entrances	10 islands and 11 main entrances into CBD maintained monthly as per maintenance schedule by the 30th of June 2020	5 islands 5 main entrances into CBD maintained	1 (69% & below)	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to be adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
			4	3	7	7	R & F 03	Grass cutting at municipal libraries	Grass cut at 11 libraries every month as per the grass cutting schedule by the 30th of June 2020	Grass cut at 3 libraries every month as per the grass cutting schedule by the 30th of June 2020	1 (69% & below)	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to be adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
			4	3	7	7	R & F 04	Purchase of Library Books	5000 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	0 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	1 (69% & below)	No books were purchased due to the non-appointment of a service provider. Tender was supposed to close on the 2nd of April 2020. However due to the national Lockdown the process could not be completed to appoint a panel for the provision of books.	Appointment of Service Provider as soon as the National Lockdown is lifted
			4	3	7	7	R & F 05	Purchase of 100 Brush cutters and 9 Slashers	50 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	0 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	1 (69% & below)	No brush cutters were purchased due to the non-appointment of a service provider due to the COVID-19 Lockdown.	Appointment of Service Provider as soon as the National Lockdown is lifted
			4	3	7	7	R & F 06	Purchase new machinery	100% of new machinery (Tricking mower and Amazon mower) purchased & delivered in the 19/20 FY by the 31st of January 2020	0% of new machinery (Tricking mower and Amazon mower) purchased & delivered in the 19/20 FY by the 31st of January 2020	1 (69% & below)	Tender closed. No tenders received. Section 36 Deviation submitted to BAC.	Create the order and fast track delivery.
			4	3	7	7	R & F 07	Purchase new machinery	4 x new Slasher Mowers purchased & delivered in the 19/20 FY by the 30th of June 2020	0 x new Slasher Mowers purchased & delivered in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Tender advertised, report now sent to BEC, Awaiting recommendations	Fast track the process
			4	3	7	7	WM 02	SMME's ReUse Collection	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 completed by the 31st of December 2019	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 NOT completed by the 31st of December 2019	1 (69% & below)	No funding for the Project	To follow section 78 of the MSA to review and decide on mechanism to provide municipal service in terms of public private partnership
			4	3	7	7	WM 03	Repairs completed on skip bins	7 x 25m3 garden site containers purchased and delivered by the 29th of February 2020	7 x 25m3 garden site containers Not purchased and delivered by the 29th of February 2020	1 (69% & below)	No funding for the Project	To Purchase in 2021
4	3	7	7	WM 04	Compliance with Landfill site License	100% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	45% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	1 (69% & below)	1. Action plan for the immediate removal of the significant volume of waste 2. Landfill plant is functioning and serviced 3. Technical assessment report 4. Appoint a suitably qualified specialist/engineer 5. Submit specialist storm water report 6. Detailed comprehensive action plan 7. Appoint an independent and suitably qualified Landfill site specialist 8. Written submission on decommissioning and rehabilitating New England Rd Landfill site	A letter was written to EDTEA to vary and extend the period			
3	INFRASTRUCTURE SERVICES	WATER & SANITATION	26	6	32	19	TOTAL						
			4	5	9	2	W&S 1	MIG- REDUCTION OF NON REVENUE WATER	Reduced Total Water Losses to 28.3% in Wards 1 to 38 (in total) based on International Water Association Balance by the 30th of June 2020	Total Water Losses = 29.9% (TYD) based on International Water Association Balance by the 30th June 2020	2 (70% - 99%)	Incorrect figures received from income unit resulting in estimations been taken into account for December 19, Jan 20, Feb 20 and to date for the current FY. Refer to IWA Water Balance for detailed explanation.	Correct estimations moving forward
							W&S 8	CRB- REHAB OF WATER INFRA-STRUCTURE	1.6 km of water pipe installed by the 30th of June 2020	1,341 km of Water Pipe installed by the 30th June 2020	2 (70% - 99%)	Continuation of works on site post- lockdown (L5) has not commenced due to budget constraints as the project is CNL funded.	Awaiting funding confirmation

NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET MET OR PARTIALLY MET	SDBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
3	INFRASTRUCTURE SERVICES	ROADS & TRANSPORTATION	0	2	2	0	N/A	N/A	N/A	0 X VEHICLES PURCHASED AND DELIVERED BY THE 30TH JUNE 2020	NOT APPLICABLE	N/A	N/A
			0	6	6	2	ELEC 05	PURCHASE OF VEHICLES	2 X VEHICLES PURCHASED AND DELIVERED BY THE 30TH JUNE 2020	0 X VEHICLES PURCHASED AND DELIVERED BY THE 30TH JUNE 2020	1 (69% & below)	Purchase order created on 10 March 2020. Vehicles not delivered as projected by 30 June 2020. The Supplier has not been paid for previous outstanding invoices.	Outstanding payment arrangement be made with finance.
			0	43	43	21	ELEC 08	FAULTY METER REPLACEMENT	100% OF FAULTY/ DEFECTIVE ELECTRICITY METERS REPLACED AS PER TECHNICAL EXCEPTION TABLE by the 30th of June 2020	615/558/92% OF FAULTY/ DEFECTIVE ELECTRICITY METERS REPLACED AS PER TECHNICAL EXCEPTION TABLE by the 30th of June 2020	2 (70% - 99%)	515 fault meters out of 558 were changed, availability of meters and capacity in the section	Capacitate the sections
		PROJECT MANAGEMENT OFFICE (MIG PROJECTS)	0	43	43	21	PMO 04	MIGZ1:UPGR GRV ROADS-VULIN- WARD 5 - Malala road	0.5 km of Gravel roads upgraded by the 30th of June 2020	0 km of Gravel roads upgraded by the 30th of June 2020. Only formation, layer works, Kerbs, Storm water and Guardrails achieved by 30 June 2020.	1 (69% & below)	Cash flow challenges from the appointed Contractor	The Contractor has done session to the sub-contractor to do remain work
			0	43	43	21	PMO 05	MIGZ1:UPGR GRV RD-VULIN-LELA- WARD 3 PH3	1 km of gravel road upgraded to black top surface with associated storm water by the 30 June 2020.	0 km of gravel road upgraded to black top surface with associated storm water by the 30 June 2020. Only 1km of G5 layer (subbase) is complete by 30 June 2020.	1 (69% & below)	Cash flow challenges from the appointed Contractor	The Contractor has done session to the sub-contractor to do remain work
			0	43	43	21	PMO 07	Jika,Joe Community Residential Unit	150m construction of pipe-jacking services in Jika, Joe CRU completed by 31st of December 2019	0m construction of pipe-jacking services in Jika, Joe CRU completed by 31st of December 2019	1 (69% & below)	Delay in approval from the Sanral to do the pipe-jacking under the N3	Set up meeting with Sanral consultants (RHDHV) to speed up the process
			0	43	43	21	PMO 08	MIG - UPGRADING OF ROADS IN PEACEVALLEY	Construction of retaining walls commenced by the 30th of June 2020	Construction of retaining walls did NOT commence by the 30th of June 2020	1 (69% & below)	Budget restrictions in the vote. The funds were used to pay the Professional fees	The construction of retaining wall will be part of Phase 2.
			0	43	43	21	PMO 09	MIG - UPGRADING OF GRAVEL ROADS - VULIN-LELA - WARD 39 ROADS	Detailed designs for 1km length of road completed by 31st of March 2020	Detailed designs for 1km length of road NOT completed. Only Preliminary Design is completed by the 31st March 2020	1 (69% & below)	WULA approval pending	Pressure has been put on the engineers to complete the designs. The application for WULA is awaiting for approval
			0	43	43	21	PMO 10	MIG - WARD 38 COMMUNITY HALL	Final design for Ward 38 Community Hall completed by the 30 June 2020	Final design for Ward 38 Community Hall NOT completed. Only Preliminary Design is complete by 30 June 2020	2 (70% - 99%)	WULA approval pending	The application for WULA is awaiting for approval
			0	43	43	21	PMO 11	MIGZ2:Rehab of roads in Ashdown	Design and construction of 0.5 km road from gravel to black top asphalt with associated storm water completed by the 30th of April 2020	Design and Construction of 0.5km road from gravel to asphalt with associated storm water is 90% completed by the 30th of June 2020.	2 (70% - 99%)	Budget restrictions in the vote.	Utilize the 2020/21 Budget
			0	43	43	21	PMO 14	MIGZ2:Upgrade of gravel roads - Willow fountain	Draft Road Design and WULA completed and submitted by the 30 June 2020.	Draft Road design complete. WULA currently in public participation phase.	1 (69% & below)	Lockdown affected the application	Extension of time
			0	43	43	21	PMO 16	MIGZ5:WARD 29 COMMUNITY HALL	Final design for Ward 29 Community Hall completed by the 30th of June 2020	Final design for Ward 29 Community Hall NOT completed by the 30th of June 2020. The rezoning and subdivision has been approved by SMC.	2 (70% - 99%)	Delays with regards to the rezoning of the illegal invaders that have occupied the same area that would be required to build the Copesville reservoir	Land Survey Department in a process to appoint the Consultant to do rezoning and subdivision.
			0	43	43	21	PMO 17	MIGZALANDFILL UPGRADE	Redesign and construction scope adjustment completed by 30 June 2020.	Redesign and construction scope adjustment NOT completed by 30 June 2020.	1 (69% & below)	Impacts & delays attributable to COVID-19 lockdown. Delays due to fires in Landfill site. Delays attributable lack of sufficient works Site Access due to landfill site operating difficulties. Revised Operating plan developed by waste.	Revision of scope of works to meet revised operating works specification- 40000m3 additional waste filling & levelling.
			0	43	43	21	PMO 19	MIG: Rehabilitation of Station Road Bridge	0.25km of roadway, storm water attenuation basin commissioned by the 30th of September 2019	0.25km Roadway & storm water attenuation basin commissioned on 11 November 2019	2 (70% - 99%)	Outstanding Compliance on Design could not allow the commissioning of the Road in September	Submission of Compliance was approved by the Engineer in November 2020 for final practical completion
			0	43	43	21	PMO 20	MIG - UPGRADING OF GRAVEL ROADS - VULIN-LELA - WARD 3 ROADS (Mparza Road)	1.2 km of gravel roads to black top surfaces with associated storm water completed in Ward 3 (Mparza Road) by the 30th of November 2019	0 km of gravel roads to black top surfaces with associated storm water completed in Ward 3 (Mparza Road) by the 30th of November 2019. Only G7 (sub base) associated with bulk Earthworks, Storm water pipe and gabions complete by November 2019.	1 (69% & below)	The appointed Service Provider failed to meet the conditions of the contract and carry out works due as per tender awarded.	Contractor to complete outstanding works as per award in failing to do so council will re-tender the contract and appoint another Service Provider
			0	43	43	21	PMO 21	MIG - UPGRADING OF GRAVEL ROADS - VULIN-LELA - WARD 1 ROADS (Shayamoya Road)	1.9 km of gravel roads upgraded to black top surface with associated storm water in Ward 01 (Shayamoya Road) by the 30th of September 2019	1.9 km of gravel roads not upgraded to black top surface with associated storm water in Ward 01 (Shayamoya Road) was complete by the 31st March 2020	1 (69% & below)	Delays was due to the floods in September 2019	The section affected was re-constructed





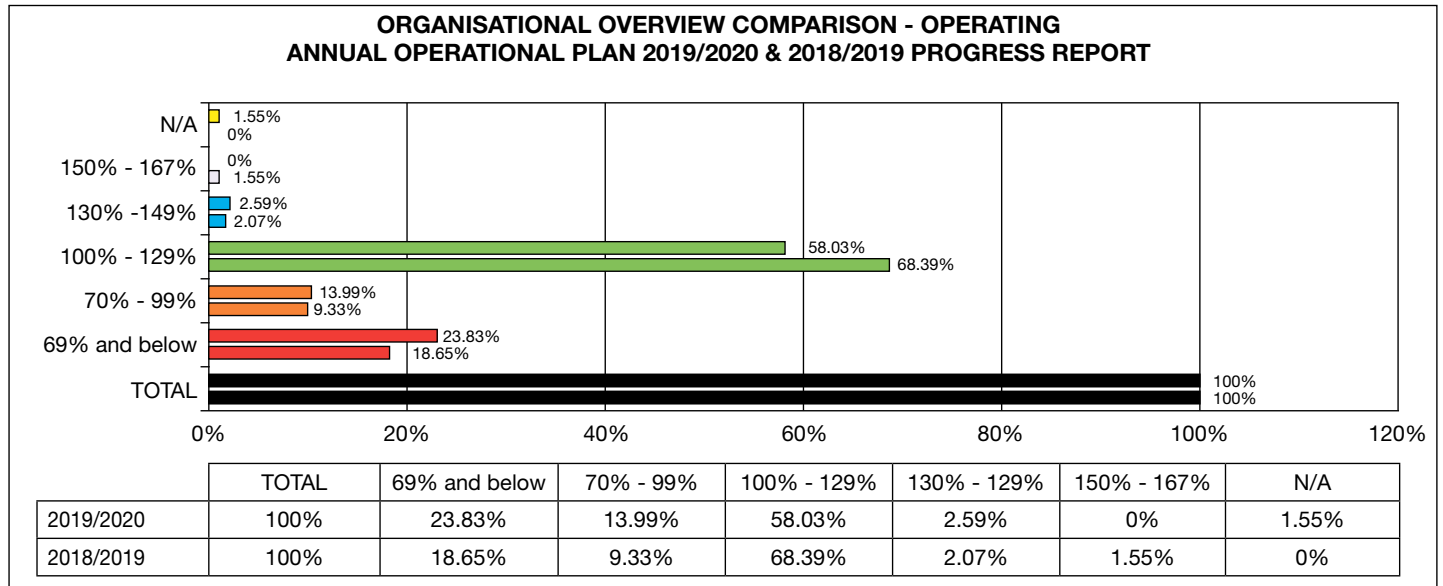






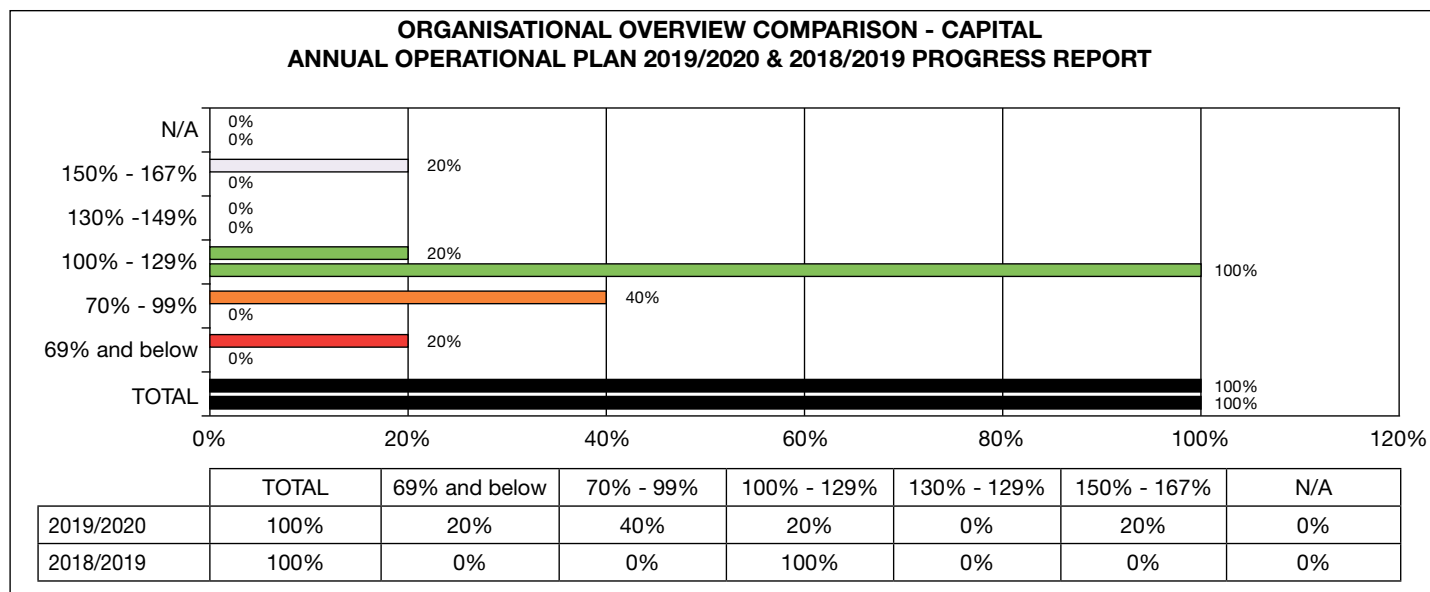
**OPERATIONAL PLAN COMPARISON BETWEEN OPERATING AND CAPITAL PROJECTS FOR THE 2019/2020 AND 2018/2019 FINANCIAL YEARS**

**GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



1. **A total of 193 Operating Projects were reported on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 193 in 2018/2019 FY**
2. **23.83% of the projects were reported as having achieved a 1 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 18.65% in 2018/2019 FY**
3. **13.99% of the projects were reported as having achieved a 2 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 9.33% in 2018/2019 FY**
4. **58.03% of the projects were reported as having achieved a 3 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 68.39% in 2018/2019 FY**
5. **2.59% of the projects were reported as having achieved a 4 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 2.07% in 2018/2019 FY**
6. **0% of the projects were reported as having achieved a 5 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 1.55% in 2018/2019 FY**
7. **1.55% of the projects were reported as not applicable due to not having any targets on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 0% in 2018/2019 FY**

GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS



1. A total of 5 Capital Projects were reported on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 2 in 2018/2019 FY
2. 20 % of the projects were reported as having achieved a 1 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 0% in 2018/2019 FY
3. 40% of the projects were reported as having achieved a 2 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 0% in 2018/2019 FY
4. 20% of the projects were reported as having achieved a 3 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 100% in 2018/2019 FY
5. 0% of the projects were reported as having achieved a 4 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 0% in 2018/2019 FY
6. 20% of the projects were reported as having achieved a 5 on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 0% in 2018/2019 FY
7. 0% of the projects were reported as not applicable due to not having any targets on the Operational Plan for 2019/2020 FY ANNUAL PROGRESS REPORT whereas 0% in 2018/2019 FY



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR - ORGANISATIONAL OVERVIEW NARRATIVE

NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
1	OFFICE OF THE CITY MANAGER	OFFICE OF THE CITY MANAGER (ORGANISATIONAL COMPLIANCE PERFORMANCE & KNOWLEDGE MANAGEMENT & COMMUNICATIONS & GR)	21	0	21	5	OCM 16 OCM 18 OCM 19 OCM 20 OCM 21	External newsletter Implementation of the approved communications activity plan Business Unit Service Charter Implementation of Batho Pele Principles	19 x Monthly Msunduzi Newspapers developed, published and distributed by the 30th of June 2020 100% implementation of the approved communications activity plan by the 30th of June 2020 11 x Workshops on Customer Service Charter and Batho Pele Principles (CBU, Corporate Services, Infrastructure Services, Economic Development, Community Services, Financial Services) conducted by the Msunduzi Batho Pele Unit by the 31st of May 2020 6 x bi-monthly meetings of the Msunduzi Batho Pele forum to monitor the implementation of Batho Pele Principles and Customer Service Charter by the 30th of May 2020 12 x Report on the reviewed Monitoring tool for implementation of Batho Pele Principles developed and submitted to SMC for approval by the 30th of June 2020	8 x Monthly Msunduzi Newspapers developed, published and distributed by the 30th of June 2020 70% implementation of the approved communications activity plan by the 30th of June 2020 7 x Customer Care Workshops were done on the following units: Community Services, Sustainable Development & City Enterprises, Secretariat, Info Centre, Printing, Human Settlement, Licensing & Informal Settlement as well as Call Centre Sub-Unit. 4 x Bi-Monthly Forum meetings were done during the month of July, September & November & January 2020. The 5th Forum Meeting will be taking place on the 30th of March 2020. 8 x Reports on the reviewed Monitoring tool for implementation of Batho Pele Principles developed and submitted to SMC for approval by the 30th of June 2020	2 (70% - 99%) 2 (70% - 99%) 1 (69% & below) 1 (69% & below) 1 (69% & below)	Due to late payment to the service provider and state of disaster due to COVID-19 pandemic The Activity Plan had 15 targets to be undertaken. The implementation of nine (9) targets were achieved and six (6) targets were not achieved; one of those was not approved by the Expenditure Committee due to Cost Containment and five targets were affected by the COVID-19 pandemic. The Batho Pele Sub-Unit is still in the process of meeting with the ICT Sub-Unit in order to discuss measures to assist in proceeding with the Workshops & Meetings. The Batho Pele Sub-Unit is still making some means to meet with the ICT Sub-Unit in order to discuss measures to assist in proceeding with the Workshops & Meetings. March & April 2020 reports not developed due to COVID-19 Stay-at-Home during this period however, May & June report includes all the activities that took place during the month of March & April N/A Other alternative means to be used in future, eg -Microsoft Teams to be used to facilitate virtual workshops Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 2021 FY Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 2021 FY Lockdown prevented the preparation of the updated consolidated register Lockdown prevented the preparation of the updated consolidated risk management strategy Lockdown prevented the workshop	
		INTERNAL AUDIT	14	0	14	8	IA04 IA06 IA07 IA08 IA11 IA12 IA13	Prepare and submit monthly internal audit report on its activities Anti-Fraud & Corruption Develop & submit a Risk Management Plan to the Risk Management Committee Implementation of Risk Management Activities as per the Plan Comprehensive Risk Register of the municipality Effective Risk Management Strategy Effective Risk Management Strategy	3 x Quarterly reports prepared and submitted OMC on the Activities of the Internal Audit unit for the 19/20 FY by the 30th of June 2020 1 x Annual workshop awareness presentations facilitated by the internal audit unit by the 30th of June 2020 Annual Risk Management Plan produced & submitted to the Risk Management Committee by the 30th of June 2020 Number of risk management reports as per approved Annual Risk Management Plan prepared and submitted to Risk Management Committee by the 30th of June 2020 Updated Risk consolidated register submitted to the Risk Management Committee by the 30th of June 2020 1 x report on the updated Consolidated Risk Management Strategy submitted to the Risk Management Committee by the 30th of June 2020 1 x Workshops with management to update Consolidated Risk Register & Risk Management Strategy conducted 30th of June 2020	1 (69% & below) 1 (69% & below) 1 (69% & below) 1 (69% & below) 1 (69% & below) 1 (69% & below) 1 (69% & below)	Due to the National Lockdown the workshop could not be facilitated. Lack capacity due to vacant position of the Chief Risk Officer Lack capacity due to vacant position of the Chief Risk Officer No Updated Risk consolidated register submitted to the Risk Management Committee by the 30th of June 2020 Lockdown prevented the workshop		

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1	OFFICE OF THE CITY MANAGER	INTERNAL AUDIT					IA14	Facilitate Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2020	1 x of Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2020	0 x of Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2020	1 (69% & below)	Lockdown prevented the meetings	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 2021 FY
		STRATEGIC PLANNING (INTEGRATED DEVELOPMENT PLAN)	11	0	11	6	SP 02	Inspections conducted for by-law infringements within the CBD by the 30th of June 2020	4 x Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD by the 30th of June 2020	2 x Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD by the 30th of June 2020	1 (69% & below)	The nature of by law enforcement requires face to face contact and as a result of COVID regulations, such was not possible	This are ongoing activities and will be taken through to the 20/21 financial year
							SP 03	Project Packaging and Fundraising	4 x reports prepared & submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020	2 x reports prepared & submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020	1 (69% & below)	As per COVID-19, national priorities are all on providing relief on the impact of COVID on the economy and as a result, funding submission became a secondary issue to government departments	Project will be taken into the next financial year 20/21 so as the unit does not lose site of the initiative.
							SP 04	Develop and review the IDP	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of May 2020	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval on the 24th of June 2020	2 (70% - 99%)	As a result of COVID Regulations, the procurement Councilors laptops needed to be finalised prior to any meetings being scheduled	Report has already been considered by council within on the 24 June 2020
							SP 07	IDP representatives forum	3 x IDP Representatives forum meetings facilitated for sector departments by the 31st of May 2020	2 x IDP Representatives forum meetings facilitated for sector departments by the 31st of May 2020	1 (69% & below)	Planning process was affected by COVID regulation and the need to adopt to a different way of working	Virtual meetings are to be coordinated in the new financial year to address the gaps
							SP 10	IDP/Mayoral Roadshows	6 x IDP/Mayoral Roadshows facilitated by the 30th of April 2020	Virtual IDP consultation as a result of COVID Regulations	2 (70% - 99%)	Process was hindered by the COVID regulation where face to face contact and social gatherings were prohibited	No corrective measure, work was done differently as result of COVID-19
							SP 12	IDP/Mayoral Roadshows	3 x IDP Pilot Activations Roadshows facilitated for public members by the 30th of April 2020	0 x IDP Pilot Activations Roadshows facilitated for public members by the 30th of April 2020	1 (69% & below)	Process was hindered by the COVID regulation where face to face contact was not allowed	Project moved to the 2021 Financial year
		TOTAL	46	0	46	19							
2	BUDGET & TREASURY UNIT	BUDGET PLANNING, IMPLEMENTATION & MONITORING	10	0	10	3	B & T 04	Compliance	12 x S71 reports produced and submitted to SMC by the 30th of June 2020	11 x S71 reports produced and submitted to SMC by the 30th of June 2020	2 (70% - 99%)	Month-end report could not balance with main system	SAP configuration issues to be addressed
							B & T 08	Compliance	12 x Monthly S66 reports produced and submitted to SMC by the 30th of June 2020	11 x Monthly S66 reports produced and submitted to SMC by the 30th of June 2020	2 (70% - 99%)	Month-end report could not balance with main system	SAP configuration issues to be addressed
							B & T 09	Ensure compliance to MFMA and Treasury regulations	100% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 28th of February 2020	100% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 12th of March 2020	2 (70% - 99%)	The target is deliverable in March; sub unit was trying to fast track the process by targeting February 2020.	Completed as per legislative timeframe
		EXPENDITURE MANAGEMENT	4	0	4	1	EXP 03	Payment of council creditors within 30 days from date of receipt of invoice by the creditors department	95% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2020	85% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2020	2 (70% - 99%)	Lack of Cash Flow	Improve cash collection.
		REVENUE MANAGEMENT	9	0	9	5	REV 03	Debt collection	90% Monthly collection rate of current debt by the 30th of June 2020	68% Monthly collection rate of current debt by the 30th of June 2020	2 (70% - 99%)	COVID-19 has negatively impacted on collection levels. The closing of the cash office for deep sanitizing has reduced the cash collected.	Calling Debtors to remind them to pay, disconnecting for non-payment and issuing of reminders
							REV 04	Debt collection	10% Monthly collection rate of arrears debt by the 30th of June 2020	0% Monthly collection rate of arrears debt by the 30th of June 2020	1 (69% & below)	COVID-19 has negatively impacted on collection levels. The closing of the cash office for deep sanitizing has reduced the cash collected.	Calling Debtors to remind them to pay, disconnecting for non-payment and issuing of reminders
							REV 05	Accurate Billing	85% of all electricity and water meters read on a monthly basis by the 30th of June 2020	75% of all electricity and water meters read on a monthly basis by the 30th of June 2020	2 (70% - 99%)	COVID-19 has negatively impacted on meter reading rate. The closing of the office for deep sanitizing has impacted on the billing cycle.	Obtaining meter readings from debtors
							REV 07	Data cleansing	4 x Quarterly reports on Consumer account data accurately updated (data cleansing) (consumer data is exactly as data on billing system) prepared and submitted to SMC by the 30th of June 2020	0 x Quarterly reports on Consumer account data accurately updated (data cleansing) (consumer data is exactly as data on billing system) prepared and submitted to SMC by the 30th of June 2020	1 (69% & below)	During the evaluation of returned mail postage process, a number of discrepancies were found and it was then decided that it would be unnecessary to produce quarterly reports were the data contained was invalid	To ensure that the data cleansing process is completed and finalized as soon as possible.
							REV 09	Implement the Revenue Enhancement Strategy	4 x Quarterly reports on the implementation of the revenue enhancement strategy produced and submitted to SMC within 10 days after the end of the Quarter by the 30th of April 2020	1 x Quarterly reports on the implementation of the revenue enhancement strategy produced and submitted to SMC within 10 days after the end of the Quarter by the 30th of April 2020	1 (69% & below)	Revenue Enhancement Project was reconstituted with the City Manager as the Chair. Reports will be submitted going forward	Quarterly reports will be submitted





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2	BUDGET & TREASURY UNIT	SUPPLY CHAIN MANAGEMENT	8	0	8	2	SCM 02	Procurement plan submission	2020/2021 financial year Procurement Plan prepared and submitted to SMC by the 30th of June 2020	2020/2021 financial year Procurement Plan not prepared and submitted to SMC by the 30th of June 2020	1 (69% & below)	Delay due to lockdown	one on one per business unit are conducted	
							SCM 07	Monitoring of tender award timeframe	Average of 90 days taken to award tenders as the approved procurement plan by the 30th of June 2020	Average of 165 days taken to award tenders as the approved procurement plan by the 30th of June 2020	1 (69% & below)	Poor report by business units, delay in submit technical reports, Committees not sitting	Weekly reports to SMC	
							A & LM04	Assess rehabilitation costs of Land fill site at year end.	1 x report prepared and submitted to SMC on the assessment of the cost to rehabilitate the Land fill site at year end by the 30th of June 2020	0 x report prepared and submitted to SMC on the assessment of the cost to rehabilitate the Land fill site at year end by the 30th of June 2020	1 (69% & below)	The community services department did not adhere to deadlines for appointment of the service provider to perform a valuation of the landfill site. The report was only submitted to SMC on the 23rd of July 2020.	The year-end report was received before end of July 2020.	
							A & LM11	Branding of Council vehicles and plant	50 x Council vehicles and plant to be branded by the 30th of June 2020	14 x Council vehicles and plant to be branded by the 30th of June 2020	1 (69% & below)	The budget was cut in May and the vote left with no funds.	The vehicles will be branded in the 2020/21 year. Regular communication with budget Senior manager on budget issues.	
							N/A	N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	
3	INFRASTRUCTURE SERVICES	FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT	13	0	13	0	N/A	N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	
		TOTAL	60	1	61									
4	CORPORATE SERVICES	PROJECT MANAGEMENT OFFICE	5	0	5	2	PMO 46	Monthly programme / project monitoring reports for MIG and OGF Budget	12 x Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager, Infrastructure Services by the 15th of June 2020	9 x Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager, Infrastructure Services by the 15th of June 2020	2 (70% - 99%)	After Announcement of President for Lockdown, there were no permits allocated for staff and the report could not be generated.	A consolidated June monthly report was sent to the General Manager by the 15th July 2020	
		TOTAL	5	0	5	2	PMO 47	Project Management support	12 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020	7 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020	1 (69% & below)	The Suspension of Senior Manager, PMO. The meeting were no longer held, or individually by user department	Reinstate the monthly progress meetings	
	LEGAL SERVICES	LGLO2	8	0	8	1		BYLAWS REVIEW	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA) by the 30th of June 2020	1 X SPECIFIED BYLAWS PREPARED but NOT SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA) by the 30th of June 2020	2 (70% - 99%)	1. Awaited comments from Rural Development and Copts so that the changes could be incorporated; 2. The Bylaws were advertised without consulting Rural Development as a result Bylaws had to be re-advised after consultation with Rural Development. 3. Lockdown due to COVID-19 exacerbated delays	Fast track the reviewing of the Bylaws and submission of report to SMC	
		SAS 01	6	0	6	6		Minute Taking in Meetings	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	2 (70% - 99%)	Bottleneck because 18 Committee Officers submit work to one manager for quality check	Review of the organisation structure is underway	
		SAS 02	6	0	6	6		Making public Council and Council Committee	44 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020	34 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, weekly schedules for April and May were not published on Corporate Communication	It cannot be corrected	
		SAS 03	6	0	6	6		Making public Council and Council Committee	12 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication published in the last week of every month by the 30th of June 2020	10 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication published in the first week of every month by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, April and May monthly schedules were not published on Corporate Communication	It cannot be corrected	
		SAS 04	6	0	6	6		Printing of documents	All document requests printed within 2 days of receipt of the request by the 30th of June 2020	Not All document requests were printed within 2 days of receipt of the request by the 30th of June 2020	2 (70% - 99%)	Due to the electricity outages, breakdown of printers and corona positive case, resulting in the closure of the printing unit	N/A	
						SAS 05	Resolution Tracking	2 x Bi-Annual Reports on the Implementation of EXCO & Full Council Resolution prepared & submitted to SMC for onward transmission to Full Council by the 30th of June 2020	1 x Bi-Annual Reports on the Implementation of EXCO & Full Council Resolution prepared & submitted to SMC for onward transmission to Full Council by the 30th of June 2020	1 (69% & below)	Tracker is done only after the period in which it relates has lapsed	Report on Tracker will be submitted by the 31st of July 2020		



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4	CORPORATE SERVICES	SECRETARIAT & AUXILIARY SERVICES					SAS 06	Letter and Memo Template	1 x Standardized Report Template for Letter and Memo writing in Msunduzi Municipality developed and submitted to SMC by the 31st of October 2019	Report Prepared for SMC	2 (70% - 99%)	N/A	N/A		
		ICT	5	4	9	8	ICT01	TELKOM COPPER DATA LINES REPLACED WITH FIBRE	3 X Sites (Cemetery, Forestry, Galloway) replaced with Fibre Data Line by the 28th of February 2020	1 X Sites (Galloway) replaced with Fibre Data Line by the 28th of February 2020 2 x sites (Cemetery & Forestry) connected via LTE due to budget constraints.	1 (69% & below)	Due to budget constraints.	Funding needs to be allocated to allow for the Fibre upgrade in the outer financial years		
							ICT02	MKHONDENI LIPS (UNINTERRUPTED POWER SUPPLY) UPGRADE	NEW LIPS CONFIGURED AND CONNECTED at Mkhondeni site by the 31st of January 2020	NEW LIPS CONFIGURED AND CONNECTED at Mkhondeni site NOT completed by the 31st of January 2020	2 (70% - 99%)	The Delivery of the LIPS took longer than anticipated due to manufacturer logistics beyond our control	To engage the supplier to fast track the delivery of the LIPS. The annual target has been missed by 2 months but the equipment has been delivered and fully operational.		
							ICT03	DATA ARCHIVING STORAGE IMPLEMENTATION & RENTON POLICY DEVELOPMENT	100% DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality by the 30th of November 2019	100% DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality NOT completed by the 30th of November 2019	2 (70% - 99%)	Delivery logistics have been the major cause of delays of equipment as they are all sourced from China.	To engage the supplier to fast track the delivery of the Archiving storage equipment. The annual target has been missed 6 weeks but the equipment delivered and operational		
							ICT05	Msunduzi Website Revamp - User Interface & Functionality	Msunduzi Municipality Website User Interface & Functionality updated and fully functional by the 31st of March 2020	Msunduzi Municipality Website User Interface & Functionality NOT updated and fully functional by the 31st of March 2020	1 (69% & below)	The Website could not be updated/ upgraded due to the old programming language that was used to develop it.	ICT needs to start from scratch in order to have the website upgraded and be modernized to the latest functionality and capabilities currently available in the market. The development work will need to be done on the side while keeping the current website and once it is done, the old website will be replaced.		
							ICT06	Msunduzi Intranet Revamp - User Interface & Functionality	Msunduzi Municipality Intranet User Interface & Functionality updated and Fully functional by the 31st of May 2020	The Intranet User interface and functionality have been updated and new features added. This is not complete work as it is an ongoing project.	2 (70% - 99%)	Due to the past 4 months of disruption, ICT couldn't finish all the planned work for the Intranet.	The Intranet User interface and functionality have been updated and new features added. This is not complete work as it is an ongoing project.		
							ICT07	Disaster Recovery Plan	Msunduzi Municipality ICT Disaster Recovery Plan developed and submitted to SMC in the 19/20 FY by the 30th of June 2020	Msunduzi Municipality ICT Disaster Recovery Plan developed but not submitted to SMC in the 19/20 FY by the 30th of June 2020	1 (69% & below)	The delays were caused by non-payment of the Service Provider and as the result DRP was withheld from Municipality.	The payment has since been sorted and the DRP made available to the Municipality		
							ICT08	Establishment of the ICT Steering Committee	2 x ICT Steering Committee meetings Facilitated in the 19/20 FY by the 31st of May 2020	No ICT Steering Committee sitting during the FY 19/20 but the Terms of reference were approved and members appointed.	1 (69% & below)	Due to being undertaken by other events over our control, the Steering Committee couldn't sit especially during the past 4 months	The Steering Committee meetings will be scheduled to the next FY 20/21. The one Steering committee meeting that was schedule in this year couldn't sit due to quorum issues.		
							ICT09	ICT PREVENTION POLICY DEVELOPMENT	Msunduzi Municipality ICT PREVENTION POLICY DEVELOPED & SUBMITTED TO SMC For onwards transmission to Full Council for approval by the 30th March 2020	Msunduzi Municipality ICT PREVENTION POLICY NOT DEVELOPED & SUBMITTED TO SMC For onwards transmission to Full Council for approval by the 30th March 2020	1 (69% & below)	The Policy couldn't be finalised due to non-compliance to the National Arts and Culture Archiving & Preservation Framework	The Policy is being amended to comply with the National Framework. Currently consulting the National Dept. in this regard		
			HUMAN RESOURCES		10	0	10	HR 02	Implementation of Workplace Skills Plan 19/20 - Employees per BU	Facilitate the training of 825 employees by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	338 Employees were trained by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	1 (69% & below)	Due to Cost containment and the National Lockdown the implementation of training programmes were hampered.	Due to funding constraints within the Municipality, a number of budget cuts occurred in the FY, of which skills budget was also cut. The skills unit can only plan to train according to the approved budget. The skills development unit has no control over the budget, or the reduction thereof.	
								HR 03	Awarding of Study Assistance Bursaries to employees	35 x of all level employees awarded Bursaries in the 19/20 FY by the 30th of June 2020	0 x of all level employees awarded Bursaries in the 19/20 FY by the 30th of June 2020	1 (69% & below)	A report dated 04 March 2020 to SMC informing the Committee that the respective Business Units do not have funding to implement Study Assistance.	Process is out of the control of the Skills Development Unit.	
								HR 04	Awarding of external bursaries	12 x External bursaries awarded in the 19/20 FY by the 30th of June 2020	0 x External bursaries awarded in the 19/20 FY by the 30th of June 2020	1 (69% & below)	A report dated the 04 March 2020 to SMC informing the Committee of the non-awarding of External Bursaries.	Process is out of the control of the Skills Development Unit.	
														Due to internal processes the implementation of the external bursary programme has been hampered as most of the shortlisted candidates did not meet the entry requirements of the institutions.	



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4	CORPORATE SERVICES	HUMAN RESOURCES					HR 05	Appointment & Placement of Interns Organizationally and per BU	110 x Interns requested by Business Units Organizationally and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	106 x Interns requested by Business Units Organizationally and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	2 (70% - 99%)	The total received from Business Units was 106 Interns as some SBU's did not budget for Interns.	Business Units need to ensure that Interns are Budgeted for in their annual Budget.
							HR 06	Implementation of Learnerships	2 x Learnerships Implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	0 x Learnerships Implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	2 (70% - 99%)	The Bid Evaluation Report for the learnerships have been submitted to the Supply Chain Unit and the unit is now waiting for an invitation by Secretariat to go and present the report at Bid Evaluation Committee. No Meetings have been held since February 2020 and thereafter the National Lockdown took place.	Upon the appointment of the Service Provider, the KPI will commence in the outer financial year.
							HR 08	Capacity Building: Legal Compliance environment	6 x Institutional Occupational Health and Safety Compliance Presentations facilitated for prioritized Business Unit Branch meetings by the 30th of June 2020	5x Institutional Occupational Health and Safety Compliance Presentations done on the 26 July 2019, 12 September 2019, 10 October 2019, 28 November 2019 and 19 March 2020	2 (70% - 99%)	Due to COVID-19 Lockdown Regulations, Branch meetings could not convene, therefore presentations could not be held.	Due to the National Lockdown this was beyond the control of the Business Unit
							HR 09	Employee Wellness Programme	2 x Employee Wellness Events (health investigation/ assessments) facilitated by the 31st of May 2020	1 x Employee Wellness Events (health investigation/ assessments) facilitated by the 31st of May 2020 (held on the 26,27, and 28 November 2019 at Traffic Unit)	1 (69% & below)	Due to COVID-19 Wellness event could not be held due to social distancing.	Due to the National Lockdown this was beyond the control of the Business Unit
							HR 10	Employee Satisfaction Survey	1 x report on the Msunduzi Employee Satisfaction Survey submitted to SMC for onward transmission to Full Council by the 30th of June 2020	0 x report on the Msunduzi Employee Satisfaction Survey submitted to SMC for onward transmission to Full Council by the 30th of June 2020	1 (69% & below)	Due to COVID-19 and implementation of lock down, the satisfaction survey was inconveniently affected hence the delay	Once the National Lockdown has been lifted, the project will resume and plans put in place to ensure that the satisfaction survey is completed and the results reported to Council.
			29	4	33	23	TOTAL						
5	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW NARRATIVE	DEVELOPMENT SERVICES (LICENSING, BUSINESS DEVELOPMENT & ECONOMIC DEVELOPMENT)	20	0	20	7	DS 2	SMMEs and Cooperatives support	4 x reports prepared and submitted to SMC on 60 previously assisted Cooperatives and SMMEs visited by the 30th of June 2020	3 x reports were prepared and submitted to SMC on 60 previously assisted Cooperatives and SMMEs visited by the 30th of June 2020	2 (70% - 99%)	The 4th quarterly report was submitted late due to COVID-19 lock down and were not considered	In future reports will be submitted in time
							DS 3	SMMEs and Cooperatives support	4 x SMC Progress reports on the number of SMMEs and Co-ops assisted in mentorship programme by the 30th of June 2020	3 x SMC Progress reports on the number of SMMEs and Co-ops assisted in mentorship programme by the 30th of June 2020	2 (70% - 99%)	The 4th quarterly report was submitted late due to COVID-19 lock down and were not considered	In future reports will be submitted in time
							DS 13	Informal Economy Policy	Revised Informal Economy Policy for the 2020/21 FY financial year prepared and submitted to SMC for onward transmission to Council for approval by the 31st of May 2020	Revised Informal Economy Policy for the 2020/21 FY financial year not prepared due to COVID-19/lockdown	1 (69% & below)	Revised Informal Economy Policy for the 2020/21 FY financial year not prepared due to COVID-19/lockdown	To prepare a deviation report to SMC
							DS 14	CBD: Access to funding towards the Establishment of Informal Trade Stalls	1 x Report prepared and submitted to SMC on the progress of submitting the Funding Application: Informal Market Stalls by the 31st of September 2019	0 x Report prepared and submitted to SMC on the progress of submitting the Funding Application: Informal Market Stalls by the 31st of September 2019	1 (69% & below)	No Funding available	Budget for 2020/2021 financial year
							DS 18	Edendale Town Centre: Feasibility report on Civic Building	1 x Progress Report on The Edendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	0 x Progress Report on The Edendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	1 (69% & below)	The progress report on the implementation plan was not submitted due to Lockdown period and delays on SCM finalising the appointment process.	Inception meeting with the appointed Service Provider to be held on 24 July 2020 which will result on the implementation
							DS 19	Liaison between Informal Chamber and Sub Committee	4 x Informal Economy Sub Committee meetings in the 2019/20 FY facilitated by the 30th of June 2020	2 x Informal Economy Sub Committee meetings in the 2019/20 FY facilitated by the 30th of June 2020	1 (69% & below)	Changes in the Councilors who sit in the Sub-Committee and due to COVID-19 Subcommittee meeting was cancelled	Liaising with Chief Whip for the appointment of the Councilors who will stand in the Subcommittee
							DS 20	Ezinketheni Social Development Planning Programme	SPLUMA application with all the studies completed and submitted to the Municipal Planning Tribunal (MPT) by the 30th of June 2020	SPLUMA application with all the studies not completed and submitted to the Municipal Planning Tribunal (MPT) by the 30th of June 2020	1 (69% & below)	Experienced delays in obtaining Water Use License Authorisation as well as obtaining Department of Transportation Comments. We still await DOT additional required comments & COVID-19	Municipal Mayor intervention has been sought to source additional comments from Department of Transport
			26	0	26	8	TP&EM 16	Places of Care (POC)	500 POC premises (crèches, old age homes, nursing facilities) inspected annually for Environmental Health compliance by the 30th of June 2020	466 POC premises (crèches, old age homes, nursing facilities) inspected annually for Environmental Health compliance by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, this target could not be achieved. Only COVID-19 related work conducted during pandemic.	As soon as the Lockdown is lifted, inspections pertaining to POC will resume as this target is a yearly KPI and will be carried out in 20/21.
							TP&EM 20	Inspection of Air Pollution Industries	200 Air Pollution Industries/institutions inspected for air pollution compliance by the 30th of June 2020	182 Air Pollution Industries/institutions inspected for air pollution compliance by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, this target could not be achieved. Only COVID-19 related work conducted during pandemic.	As soon as the Lockdown is lifted, inspections pertaining to Air Pollution Industries/institutions will resume as this target is a yearly KPI and will be carried out in 20/21.

NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
5	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW NARRATIVE	TOWN PLANNING & ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI					TP&EM 24	Permitting of premises	960 permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 30th of June 2020	820 permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 30th of June 2020	2 (70% - 99%)	Only COVID-19 related work conducted during pandemic -	Workflow to commence once the National Lockdown has been lifted
							TP&EM 25	Review of the Municipal Spatial Planning and Land Use Management Bylaws	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to Council for approval by the 31st of March 2020	Municipal Spatial Planning and Land Use Management Bylaws prepared but not yet submitted to Council for approval	1 (69% & below)	Target was affected by the National Lockdown.	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to Council for approval by the 31st of July 2020
							TP&EM 26	Facilitating Municipal Planning Meetings	18 x Municipal Planning Tribunal Meetings facilitated in the 19/20 FY	17 x Municipal Planning Tribunal Meetings facilitated in the 19/20 FY	2 (70% - 99%)	Set target not met due to the National Lockdown and suspension of meetings	Virtual meetings are being facilitated to adhere to COVID-19 Regulations
							TP&EM 27	Assessment of building plans	100% of building plans in the 19/20 FY assessed within 3 working days by the 30th of June 2020	50% of building plans in the 19/20 FY assessed within 3 working days by the 30th of June 2020	1 (69% & below)	Set target not met due to COVID-19 regulations and Occupational Safety requirements of physical distancing. Staff works on rotational basis	Plans are being accepted physically and electronically to FastTrack assessments. Work plan will be revised when it is safe to do.
							TP&EM 32	Development of a Strategic Environmental Assessment (SEA) for the Vullindlela Area (wards 1-9 and ward 39) prepared & submitted to SMC by 30th of the June 2020	1 x report on the Final Strategic Environmental Assessment (SEA) for the Vullindlela Area (wards 1-9 and ward 39) not prepared & submitted to SMC by 30th of the June 2020	1 (69% & below)	Due to the national lockdown the consultants did not have sufficient time to complete project tasks and were only able to submit on the 26 June 2020. Environmental Management Unit requires time to review the final SEA prior to SMC submission.	The Environmental Management Unit will fast track reviewing the Final SEA and will draft a report to SMC	
							TP&EM 33	Review of the adopted Msunduzi Environmental Management Framework (EMF) by 31 March 2020	1 x report on the Review of the Environmental Management Framework (EMF) prepared & submitted to SMC by the 30th of June 2020	1 (69% & below)	Delay in obtaining biodiversity layer from provincial conservation authority, as well as delay in extension of contract of service provider due to lockdown	Re-appoint service provider in order to complete biodiversity layer and complete project	
							HS 15	Finalization and Accreditation Quarterly Performance Reports for submission to Provincial Human Settlement	3 x Quarterly Accreditation Performance Reports prepared and submitted to Provincial Human Settlement within 10 days of the quarter ending by the 30th of April 2020	0 x Quarterly Accreditation Performance Reports prepared and submitted to Provincial Human Settlement within 10 days of the quarter ending by the 30th of April 2020	1 (69% & below)	The Accreditation Implementation Protocol expired in March 2019 and was not renewed by DoHS. As such no reporting is being done as there is no funding being received an agreement in place to date	There have been discussions with DoHS, and the renewal of the Implementation protocol has been submitted to the department
							HS 18	Updating of Informal Settlement profiles of those settlements that have not been moved to planning for upgrading.	10 x Informal settlements profiles (those settlements that have not been moved to planning for upgrading) for the 19/20 FY updated by the 30th of June 2020	0 x Informal settlements profiles (those settlements that have not been moved to planning for upgrading) for the 19/20 FY updated by the 30th of June 2020	1 (69% & below)	Update of Profiles NOT been done due to National Lockdown Regulations. Update on Informal Settlements was done until March 2020 - 7 Informal Settlements Updated in a year 2020	Work to be completed as soon as Lockdown is lifted
							HS 19	Verification of Occupancy of Council Flats	300 x Council rental stock verified in the 19/20 FY to have occupancy by the correct tenants by the 30th of June 2020	68 x Council rental stock verified in the 19/20 FY to have occupancy by the correct tenants by the 30th of June 2020	1 (69% & below)	A large number of tenants have verified for the year 2019/20. No Verification have been undertaken due to the Nation Lockdown.	Re-issue the tenant Verification forms and follow up with tenants as soon as Lockdown is lifted.
							HS 20	Facilitation of the signing of 300 new Leases for all verified tenancies	100% of leases prepared for all verified occupancies in the 19/20 FY by the 30th of June 2020	59% of leases prepared for all verified occupancies in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Tenant resistance to compliance to Council Resolutions. No new leases have been completed due to the Nation Lockdown.	Work to be completed as soon as Lockdown is lifted
				TOTAL									

**COMMENT ON PERFORMANCE OVERALL – SDBIP (OPERATING & CAPITAL PROJECTS) & OP (OPERATING & CAPITAL PROJECTS)**

In terms of the Operating projects on the SDBIP, in the 2019/2020 FY Msunduzi Municipality achieved 54.43% in terms of the targets that were met, whereas in the 2018/2019 FY 36.25% of the targets were met. This indicates an improvement of 18.18% increase in targets met.

In terms of the Capital projects on the SDBIP, in the 2019/2020 FY Msunduzi Municipality achieved 55.07% in terms of the targets that were met, whereas in the 2018/2019 FY 30.23% of the targets were met. This indicates an improvement of 24.84% increase in targets met.

In terms of the Operating projects on the OP, in the 2019/2020 FY Msunduzi Municipality achieved 60.62% in terms of the targets that were met, whereas in the 2018/2019 FY 68.39% of the targets were met. This indicates a regression of 7.77% decrease in targets met.

In terms of the Capital projects on the OP, in the 2019/2020 FY Msunduzi Municipality achieved 40% in terms of the targets that were met, whereas in the 2018/2019 FY 100% of the targets were met. This indicates a regression of 60% decrease in targets met.



The above is based on extracted data from the full Annual Performance Report 19/20 FY as per the following Annexures:

**ANNEXURE 1: ANNUAL PERFORMANCE REPORT - SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020; and**

**ANNEXURE 2: ANNUAL PERFORMANCE REPORT - OPERATIONAL PLAN 2019/2020 FY**

# SECTION 1: FUNCTIONAL AREA SERVICE DELIVERY REPORTING PER BUSINESS UNIT

## COMPONENT A: INFRASTRUCTURE SERVICES BUSINESS UNIT

This component includes: Water & Sanitation Services, Electricity, Roads, Transportation Planning, and Storm Water & Mechanical Workshops.

### 1. INFRASTRUCTURE SERVICES

#### 1.1. WATER & SANITATION SERVICES

Please find below basic terminology used commonly in Water & Sanitation content input.

##### BASIC TERMINOLOGY

Some of the standard definitions for international use used in this report have been included below for ease of reference and understanding:

- System Input Volume is the volume of water input to a distribution system.
- Authorised Consumption is the volume of metered and/or unmetered water taken by registered consumers, the water supplier or others who are authorised to do so, for domestic, commercial and industrial purposes (authorized consumption includes items such as firefighting and training, flushing of mains and sewers, street cleaning, watering of municipal gardens, public fountains and building water. These may be billed or unbilled, metered or unmetered according to local practice).

Water Losses of a system are calculated as:

- $\text{Water Losses} = \text{System Input Volume} - \text{Authorized Consumption}$  as per MFMA circular 71 of 2014 which is inclusive of Actual and Apparent losses.
- Water losses can be considered as a total volume for the whole system, or for partial systems such as bulk or reticulation. In each case the components of the calculation would be adjusted accordingly. Water Losses consist of Real and Apparent losses, and are collectively referred to as 'Unaccounted for Water'.
- Real Losses are physical water losses from the distribution system, up to the point of consumer metering. The volume lost through all types of leaks, bursts and overflow depends on frequencies, flow rates and average durations of individual leaks.
- Apparent Losses (or Commercial Losses) consist of unauthorised consumption (theft or illegal use) and all types of inaccuracies associated with bulk and consumer metering. For example, under-registration of bulk meters and over-registration of consumer meters leads to under-estimation of losses. Conversely, over-registration of bulk meters and under-registration of consumer meters leads to over-estimation of real losses. Apparent losses to be included into total water losses as per MFMA circular 71 of 2014.
- Unauthorised Consumption is generally associated with the misuse of fire hydrants and fire service connections, and illegal connections.
- Non-Revenue Water (NRW) is the difference between the System Input Volume and Billed Authorised Consumption. The equitable share payment is factored in the category of Authorised Consumption and therefore is eliminated in the calculation of the Non-Revenue Water as a monetary component.

#### WATER SERVICES

##### INTRODUCTION TO WATER SERVICES

Note: Recent legislation includes the Water Services Act 1997 and the General Enabling Act 2005.

Municipalities are the closest level of government to communities and all its citizens and as a result become responsible for the wellbeing of its citizens by ensuring a healthy and hygienic living environment. To this effect, they are governed by Legislation by National Government, via the Water Services Act 108 of 1997 to provide Water Services to the best of their ability, which is sustainable, clean and within a financial framework that is cost effective.

The Revenue collected for all Water related services is directly linked to the above and revenue enhancement should be maximised to fully achieve this. Tariff setting is determined by the consumption used with tiered rate setting for the quantity of water used. The reading of water meters is used to calculate the consumption on a monthly basis and consumers are then billed based on consumption.

Water is a finite resource and is fast becoming scarce and therefore the water conservation concept should be used whereby the primary intervention is to ensure that this resource is sparingly and diligently used. Guided by the Municipal Policy, and where it is deemed that consumption is unnecessarily high; the insertion of restriction washers is applied to these users to aid in the water conservation efforts.

A Water Services Authority (WSA) was created in 2013 to oversee this conservation effort. It serves as an auditor within the Water Services and makes necessary amendments to ensure water conservation efforts coupled with monetary implications are given a priority listing. Also important within the provision of water services is the quality of the water consumed. Here again priority was given to this aspect of basic water provision whereby during the first round of the blue drop status, Msunduzi Municipality was awarded an overall score of 92% of water services including the quality of water supplied.

Of recent months a Global Pandemic, COVID-19, demands that the provision of water services to each and every individual is ensured and supplied in a sustainable manner. This factor, coupled with other challenges has put considerable strain on our existing and aging water infrastructure. However, there are policies, practices, and programs in place to ensure that, where possible, every citizen has access to hygienically clean potable water. This includes a continuous monitoring and managing of water supply via a telemetry monitoring control centre.

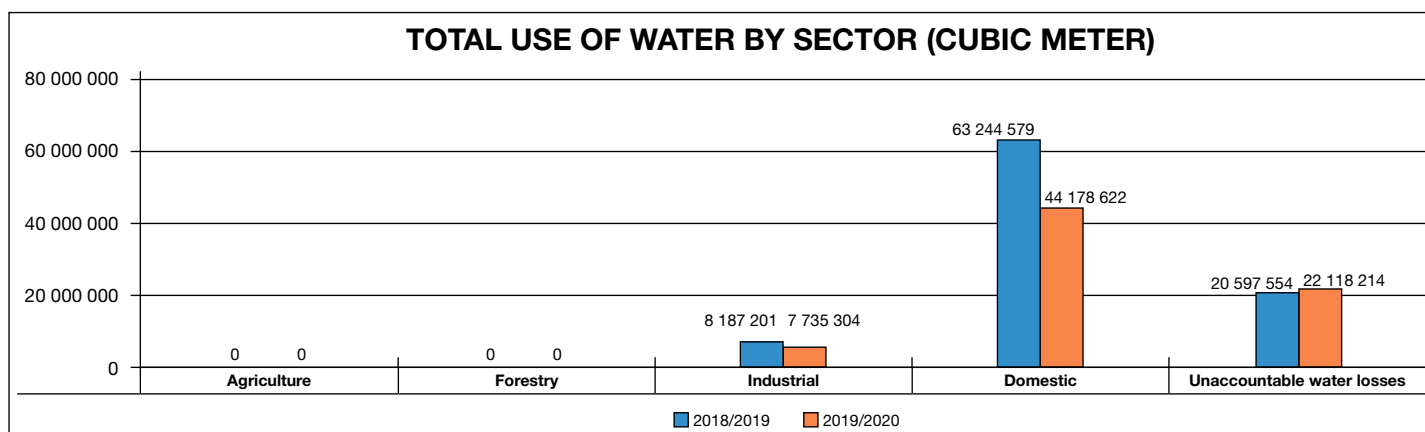




#### WATER SERVICES INITIATIVES UNDERTAKEN DURING 2019/2020 FY

- The Hydraulic model for the entire Vulindlela Water reticulation system inclusive of ward 39 was completed.
- 1.314 km of Water Pipeline was installed
- A domestic meter replacement contract was awarded and commenced in the 2019/2020 financial year. Approximately 2000 meters were replaced. A major intervention with regards to revenue enhancement.

TOTAL USE OF WATER BY SECTOR (CUBIC METER)					
Financial year	Agriculture	Forestry	Industrial	Domestic	Unaccountable water losses
2018/2019	-	-	8 181 201	63 244 579	20 597 554
2019/2020	-	-	7 735 304	44 178 622	22 118 214



#### COMMENT ON WATER USE BY SECTOR:

It should be borne in mind that the limitations in resources, personnel, financial, fragile and overburdened infrastructure hinder effective management, monitoring and control of water movements. This ultimately limits efficient and effective performance of water.

The provision of water is also dependent on the power or electricity supply to certain areas who depend on pump stations to receive water. Interruption to the supply of electricity leads to pump stations becoming non-functional; hence the residents go without water. There are instances where the power supply disruptions to certain areas are prolonged and this inevitably leads to communities becoming frustrated.

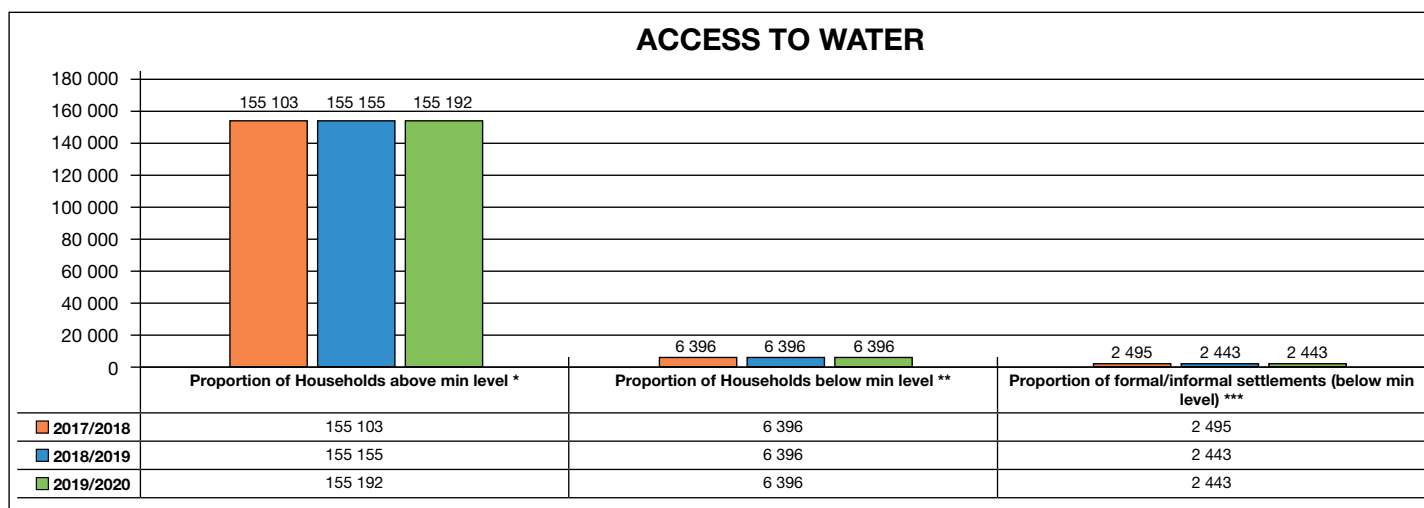
People are now moving from rural areas to the city to seek a better future. This urbanization process has put a further strain on the bulk water infrastructure. Demand has therefore increased but unfortunately, there is no or very marginal corresponding increase in revenue. As a result, these factors put further constraints on the supply of water services.

WATER SERVICE DELIVERY LEVELS			
Households			
Description	2017/2018	2018/2019	2019/2020
	Actual Number	Actual Number	Actual Number
<b>Water: (above min level)</b>			
Piped water inside dwelling	81 736	81 780	81 817
Piped water inside yard (but not in dwelling)	63 899	63 907	63 907
Using public tap (within 200m from dwelling )	9 468	9 468	9 468
Other water supply (within 200m)	N/A	N/A	N/A
Minimum Service Level and Above sub-total	155 103	155 155	155 192
Minimum Service Level and Above Percentage	94.6	94.6	94.6
<b>Water: (below min level)</b>			
Using public tap (more than 200m from dwelling)	6 396	6 396	6 396
<b>Other water supply (more than 200m from dwelling)</b>			
No water supply	2 495	2 443	2 443
Below Minimum Service Level sub-total	8 891	8 839	8 839
Below Minimum Service Level Percentage	5.4%	5.4%	5.4%
<b>Total number of households</b>	<b>163 994</b>	<b>163 994</b>	<b>164 031</b>

HOUSEHOLDS - WATER SERVICE DELIVERY LEVELS BELOW MINIMUM					
Households					
Description	2017/2018	2018/2019	2019/2020		
	Actual Number	Actual Number	Original Budget No.	Adjusted Budget No.	Actual Number
<b>Formal Settlements</b>					
Total Households	6 396	6 396	6 396	6 396	6 396
Households below minimum service level	6 396	6 396	6 396	6 396	6 396
Proportion of households below minimum service level	3.9%	3.9%	3.9%	3.9%	3.9%
<b>Informal Settlements</b>					



HOUSEHOLDS - WATER SERVICE DELIVERY LEVELS BELOW MINIMUM					
Description	Households				
	2017/2018	2018/2019	2019/2020		
	Actual Number	Actual Number	Original Budget No.	Adjusted Budget No.	Actual Number
Total Households	2 741	2 443	2 443	2 443	2 443
Households below minimum service level	2 741	2 443	2 443	2 443	2 443
Proportion of households below minimum service level	1.67%	1.5%	1.5%	1.5%	1.5%



(\*) Includes Piped water inside dwelling, piped water inside yard (but not in dwelling), Using public tap (within 200m from dwelling)  
 (\*\*) Includes using public tap (more than 200m from dwelling), other water supply (more than 200m from dwelling, No water supply)  
 (\*\*\*) Includes Formal and Informal supply

## SANITATION SERVICES

### INTRODUCTION TO SANITATION PROVISION

The provision of acceptable standards (above minimum) is probably one of the most fundamental delivery service components to ensure healthy living conditions and most important; the maintenance of human dignity. Sanitation is a pre-requisite for success in the fight against poverty, hunger gender inequality and empowerment. Embodied in the Constitution of South Africa (Act 108 of 1996) is the National water Act of 1998 which clearly defines this and is considered an act of legislation. Although significant progress has been made to fulfil requirements of this act, sanitation services are not available to all citizens. The starting point is to provide a basic form of sanitation (above minimum level) and thereafter elevate to water borne sanitation system. A Vision of 2030. However the Municipality is confronted with many challenges that makes this task difficult. Sewerage Infrastructure renewal and replacement is a key challenge confronting the Msunduzi Municipality coupled with limited financial and personnel resources.

The new Sewer treatment works is almost complete and will definitely accommodate the increased sewage inflow. The increased inflow is primarily due to migration of persons from rural areas to cities to seek a better future.

The strategic framework for water services (2003) makes provision for a 10- year roadmap for addressing the country's sanitation service delivery directives.

Water services refers to water supply and sanitation provision. The level of government closest to the communities are the Municipalities. Municipalities are therefore mandated to serve as a primary role player in providing this sanitation service to their best of their ability, sustainability and cost effective. Section 4b of the Constitution emphasises that Government's primary objective is to ensure that all South Africans have access to basic water and Sanitation services. As a result it is necessary and compulsory to prioritise and plan to achieve this mandate.

The priority is developed along the parameters of financial availability and other relevant resources aligned to short and long term programs.

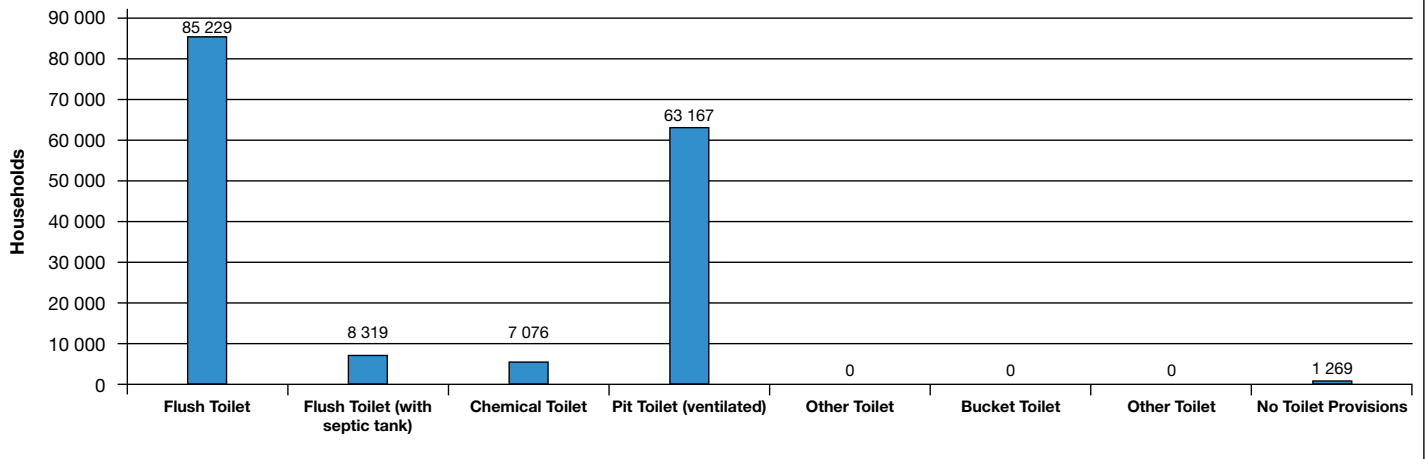
### SANITATION SERVICES INITIATIVES UNDERTAKEN DURING 2019/2020 FY

The following is a list of core and essential legislative requirement for the level of sanitation above minimum level of provision that was constructed during the 2019/2020 financial year.

- 1530 Ventilated Improved Pit Latrines (VIPs) constructed during the 2019/2020 financial year.
- 0.7 km of newer sewer pipeline installed.
- Elimination of Conservancy tanks – 0.510 km of sewer pipe for water borne sewer.
- 18 water borne sewer connections.



### SANITATION AND SEWERAGE: 2019/2020



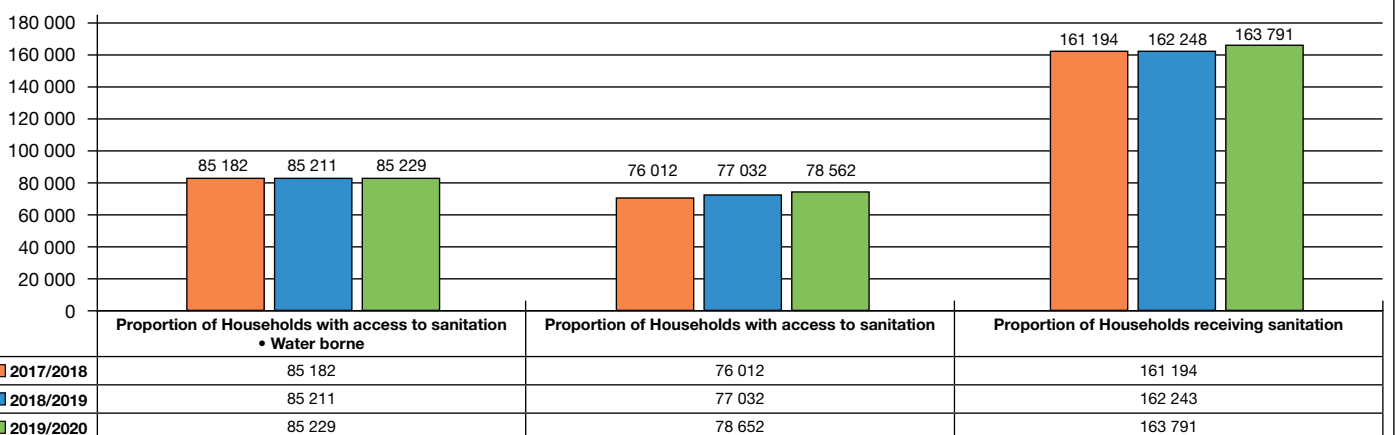
### SANITATION SERVICE DELIVERY LEVELS Households

Description	2017/2018	2018/2019	2019/2020
	Actual Number	Actual Number	Actual Number
<b>Sanitation / Sewage (above min level)</b>			
Flush Toilet (connected to sewerage)	85 182	85 211	85 229
Flush Toilet (with septic tank)	8 319	8 319	8 319
Chemical Toilet	7 076	7 076	7 076
Pit Toilet (VIPs)	60 617	61 637	63 167
Other toilet provisions (above min service level)	N/A	N/A	N/A
Minimum Service Level and Above sub-total	161 194	162 243	163 791
Minimum Service Level and Above Percentage	98.29%	98.9%	99.2%
<b>Sanitation / Sewage (below min level)</b>			
Budget toilet	N/A	N/A	N/A
Other toilet provisions (above min level)	0	0	0
No toilet provisions	2 799	2 799	1 269
Below Minimum Service Level sub-total	2 799	2 799	1 269
Below Minimum Service Level Percentage	1.71%	1.71%	0.8%
Total number of households	163 993	163 993	165 060

### HOUSEHOLDS - SANITATION SERVICE DELIVERY LEVELS BELOW MINIMUM Households

Description	2017/2018	2018/2019	2019/2020		
	Actual Number	Actual Number	Original Budget No.	Adjusted Budget No.	Actual Number
<b>Formal Settlements</b>					
Total Households	0	0	0	0	0
Households below minimum service level	0	0	0	0	0
Proportion of households below minimum service level	0%	0%	0%	0%	0%
<b>Informal Settlements</b>					
Total Households	2 799	2 799	2 799	2 799	1 269
Households below minimum service level	2 799	2 799	2 799	2 799	1 269
Proportion of households below minimum service level	1.71%	1.71%	1.71%	1.71%	0.8%

### ACCESS TO SANITATION



**WATER & SANITATION SERVICES POLICY OBJECTIVES TAKEN FROM IDP**

WATER POLICY OBJECTIVES TAKEN FROM THE IDP												
2019/2019					2019/2020							
SDBIF / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIF / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIF / OP REFERENCE	ANNUAL TARGET
W & S 07	Reduced Total Water Losses to 28,3% in Wards 1 to 38 (in total) by the 30th of June 2019	Reduced Total Water Losses to 28,8% in Wards 1 to 38 (in total) by the 30th of June 2019	2 (70% - 99%)	W&S 1	Reduced Total Water Losses to 28,3% in Wards 1 to 38 (in total) based on International Water Association Balance by the 30th of June 2020	Total Water Losses = 29,9% (TYD) based on International Water Association Balance by the 30th June 2020	2 (70% - 99%)	Correct estimations moving forward	1 month	IWA Water Balance	W&S 01	Total Water Losses reduced to 28,3% based on the International Water Association Balance in Wards 1 to 38 (in total) by the 30th of June 2021
W & S 08	0,3 km of new water pipeline installed by 30 September 2018	0,3 km of new water pipeline installed by 30 September 2018	3 (100% - 129%)	W&S 8	1,6 km of water pipe installed by the 30th of June 2020	1,314 km of Water Pipe installed by the 30th June 2020	2 (70% - 99%)	Continuation of works on site post- lockdown (L5) has not commenced due to budget constraints as the project is CNL funded.	3 months	Progress Report	W&S 04	2,6 km of new water pipeline constructed in Ward 19 by the 30th of June 2021
W & S 09	0,5 km of new water pipeline installed by 30 June 2019	0 km of new water pipeline installed by 30 June 2019.	1 (69% & below)	PMO 36	0,8 km of new water pipe installed by the 30th of June 2020	0km of new water pipe installed. Site Establishment complete, site clearance and exposing of existing services complete by 30th June 2020	1 (69% & below)	Delays due to social issues regarding subcontractors & National Lockdown. Payment issues resulting in suspension of works on site	2 months	June 2020 Progress Report	W&S 04	2,6 km of new water pipeline constructed in Ward 19 by the 30th of June 2021
W & S 05	0,2 km sewer pipeline constructed by 30 June 2019	0 km sewer pipeline not constructed by 30 June 2019.	1 (69% & below)	PMO 31	0,5km of new sewer pipeline installed by 30 June 2020	0km of new sewer pipeline installed. 100% of Site Establishment complete by 30th June 2020. Site clearance and pegging out of lines commenced by 30th June 2020.	1 (69% & below)	Delays in procuring material due to Lockdown resulting in engineer and contractor commencing with road crossings on the project	2 months	June 2020 Progress Report	W&S 05	1,95 km of new sewer pipeline installed in Ward 11 by the 30th of June 2021
W & S 06	Construction: 1,3 km of new sewer pipeline installed by 30 May 2019. Design: Bid Adjudication Report completed and submitted and provisional acceptance not completed by 30 June 2019.	1,3 km of new sewer pipeline installed by 30 May 2019. Design: Bid Adjudication Report completed and submitted and provisional acceptance not completed by 30 June 2019.	2 (70% - 99%)	PMO 32	0,7 km of new sewer pipe installed by the 30th of June 2020	0km of new sewer pipe installed. 100% of Site Establishment complete and 0,143 km of pipeline installed by 30th June 2020	1 (69% & below)	Existing services and space constraints along pipeline routes has been proving challenging	2 months	June 2020 Progress Report	W&S 09	2,9 km of new sewer pipeline installed in Ward 15 by the 30th of June 2021
W & S 04	1km of new sewer pipeline installed by 31 December 2018. Provisional appointment of service provider by 30 June 2019.	1 km of new sewer pipeline installed by 31 December 2018. 1,4 km of sewer pipe installed by 30th June 2019. Provisional appointment of service provider not done by 30 June 2019	2 (70% - 99%)	PMO 34	0,5 km of new sewer pipe installed by the 31st of June 2020	0,510km of new sewer pipeline installed by 30 June 2020	3 (100% - 129%)	N/A	N/A	Completion Certificate	W&S 08	3,0 km of new sewer pipeline installed in Ward 21 by the 30th of June 2021
W & S 11	1200 x VIPs constructed by the 30th of June 2019	790 x VIPs constructed by the 30th of June 2019.	1 (69% & below)	PMO 37	1530 x VIPs constructed by the 30th of June 2020	1530 x VIPs constructed by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	Completion Certificate	N/A	N/A

**EMPLOYEE INFORMATION – WATER & SANITATION SERVICES**

Job Level	EMPLOYEE: WATER AND SANITATION SERVICES				
	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	224	398	229	169	42.46
T04-T08	35	78	32	47	60.26
T09-T13	48	123	47	82	66.67
T14-T18	4	18	5	14	77.78
T19-T22	1	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>312</b>	<b>618</b>	<b>313</b>	<b>305</b>	<b>49.35</b>



## FINANCIAL PERFORMANCE – WATER SERVICES

FINANCIAL PERFORMANCE 2019/2020: WATER SERVICES R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variations to Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditure:					
Employees	84 258	74 578	103 347	92 060	-15
Repairs and Maintenance	7 759	16 781	7 138	6 511	-8
Other	91 011	111 751	102 756	92 111	-10
<b>Total Operational Expenditure</b>	<b>183 028</b>	<b>203 110</b>	<b>219 241</b>	<b>190 682</b>	<b>-13</b>
<b>Net operational (Service) Expenditure</b>	<b>183 028</b>	<b>203 110</b>	<b>219 241</b>	<b>190 682</b>	<b>-13</b>

## CAPITAL EXPENDITURE – WATER SERVICES

CAPITAL EXPENDITURE: WATER R'000					
DETAILS	2019 / 2020				
	ORIGINAL 2019 / 2020 BUDGET	ADJUSTED 2019 2020 BUDGET	ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
<b>Total All</b>	<b>99 554</b>	<b>87 970</b>	<b>68 190</b>	<b>-22</b>	
LEVS:ZA:NEW:TRANSPORT ASSETS	1 000	500	413	-17	
WATR:AH:NEW:COMPUTER EQUIPMENT	150	96	96	0	
WATR:ZA:NEW:MACHINERY & EQUIPMENT	100	94	74	-21	
MIG:ZA:COPEVILLE RESERVOIR	10 000	2 466	4 217	71	
"MIG:Z2:SERV MID ERAD SOBANTU	9 000	2 300	1 162	-49	
MIG:ZA:REDUCTION OF NON REVENUE WATER	8 000	14 287	12 101	-15	
WSIG:ZA:REDUCTION OF NON REVENUE WATER	1 000	0	0	0	
WSIG:ZA:BASIC WATER SUPPLY	40 000	53 000	46 084	-13	
CBR:ZA:REHAB OF WATER INFRASTRUCTURE	15 304	7 661	4 043	-47	
LEVS:ZA:DROUGHT RELIEF MANAGEMENT PLAN	15 000	7 566	0	-100	

## FINANCIAL PERFORMANCE – SANITATION SERVICES

FINANCIAL PERFORMANCE 2019/2020 : SANITATION SERVICES R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variations to Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>-17</b>	<b>-14</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditure:	-	-	-	-	-
Employees	8 518	24 035	9 915	10 119	2
Repairs and Maintenance	1 853	3 076	554	504	-9
Other	175 772	194 677	180 616	181 761	0.6
<b>Total Operational Expenditure</b>	<b>186 143</b>	<b>221 808</b>	<b>191 085</b>	<b>192 384</b>	<b>0.7</b>
<b>Net operational (Service) Expenditure</b>	<b>186 126</b>	<b>221 774</b>	<b>191 085</b>	<b>192 384</b>	<b>0.7</b>

## CAPITAL EXPENDITURE – SANITATION SERVICES

CAPITAL EXPENDITURE: SANITATION R'000					
DETAILS	2019 / 2020				
	ORIGINAL 2019 / 2020 BUDGET	ADJUSTED 2019/2020 BUDGET	ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
<b>Total All</b>	<b>45,106</b>	<b>27,767</b>	<b>21,980</b>	<b>-21</b>	
LEVS:AH:NEW:MACHINERY & EQUIPMENT	0	0	16	100	
MIG:ZA:REHAB OF SANITATION INFRASTRUCTURE	2,000	1,256	1,092	-13	
MIG:Z2:SEWER PIPES AZALEA - PH 2	8,000	12,518	9,559	-24	
MIG:ZA:SEWER PIPES UNIT H	9,000	1,979	3,412	72	
MIG:Z3:SHENSTONE AMBLETON SANITATION SYSTEM	9,356	4,907	1,770	-64	
MIG:ZA:ELIM OF CONSERV TANKS:SEWER	8,500	4,312	3,613	-16	
"MIG:ZA:SERV MIDBL ERAD SOBANTU	6,500	2,420	2,420	0	
WWAT:ZA:SANITATION PUMP STATIONS	500	250	0	-100	
MIG:ZA:SANITATION INFRASTRUCTURE (INFILTRATION)	1,000	0	0	0	
LEVS:ZA:TELEMETRY EQUIPMENT & UPGRADE	250	125	98	-22	

**COMMENT ON WATER & SANITATION SERVICES PERFORMANCE OVERALL**

**WATER**

Budget cuts in the 2019/2020 financial year made it virtually impossible to achieve certain targets as set out in the IDP 5-year plan. Lack of personnel, finance, aging, and over-burdened infrastructure has led to certain aspects of the water services being compromised.

**SANITATION SERVICES**

Government strategies and policies have indicated that the provision of Water & Sanitation services should be made a top priority in all municipal delivery service objectives. It is essential, by regulation, to provide at least a basic form of sanitation to all households that do not have access to this facility.

However it should be noted that budgetary and personnel constraints have limited the section to meet certain targets. To this effect, projects defined for 2019/2020 are either not started or not completed.

With the COVID-19 Pandemic on hand; it has been indicated that provision of sanitation services should take precedence above all other service delivery objectives in order for the citizens to live in a hygienically clean environment.

**1.2. ELECTRICITY SERVICES**

**INTRODUCTION TO ELECTRICITY SERVICES**

The Msunduzi Electricity Unit is licensed by the National Electricity Regulator of South Africa (NERSA) to supply electricity to 50% of the total customer in the Municipality’s area of jurisdiction and the other 50% which is comprised of the Greater Edendale and Vulindlela areas is supplied by Eskom. The Electricity Unit operates under the Electricity Regulator Act (2006).

The Electricity Unit generates approximately 40% of the total revenue of the Municipality. 70% of the income for the Electricity Unit comes from our large customers (industrial and commercial) and 30% from our residential customers.

Msunduzi purchases 132 000 volts of electricity in bulk on the Megaflex tariff which is transformed into lower voltages. There are two Eskom in-feed points (Msunduzi substation and Mersey substation). We have a notified maximum demand of 350MVA (Mersey 160MVA and Msunduzi 190MVA). During 2011/2012 application was made to increase the Mersey notified demand to 180MVA.

The Hilton and Sweetwaters areas are still experiencing continuous outages due to the numerous faults on the existing 11kV networks. Capacity on the existing Crossways Substation is running very thin and with the number of new developments taking place in these areas, capacity will soon run out. Upgrades of the substation are urgently required to address these issues. Council had already invested a lot in terms of purchasing of long lead time equipment for upgrades of Crossways and Pine Street Substations.

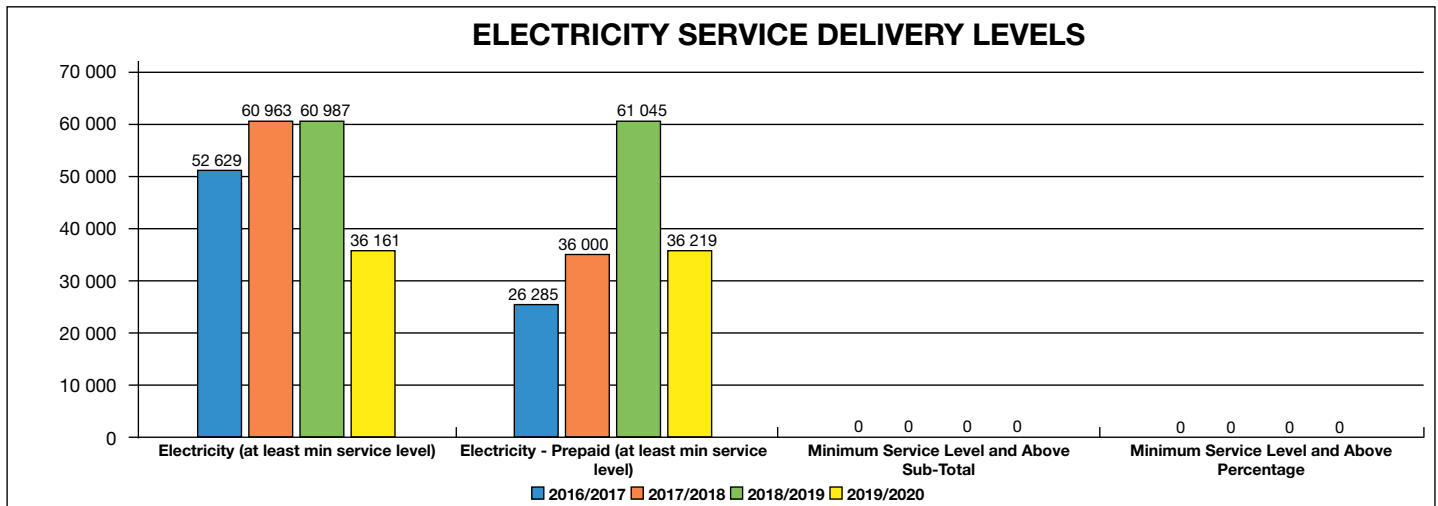
**CHALLENGES**

There is a high backlog on maintenance, refurbishment and upgrade of the primary network, secondary substations, overhead lines and cables, thus contributing to unplanned outages and more funding is required to address these challenges.

Overloaded networks and illegal connections are contributing to the high number of replacement of equipment that has blown up and the rate of replacement is alarming. This is contributing to the shortage of materials.

Vandalism of electricity infrastructure including damaging of underground infrastructure by private companies that are digging and installing mainly the fibre optic cables has a negative impact on the provision of quality street lighting, protection of electricity infrastructure, stable electricity supply that in turn reduces Council Revenue and low customer and investor confidence.

Financial constraints are also a challenge in achieving the required targets.





ELECTRICITY SERVICE DELIVERY LEVELS					
Description	Households				
	2016/2017 Actual Number	2017/2018 Actual Number	2018/2019 Actual Number	2019/2020 Actual Number	
<b>Electricity (above min level)</b>					
Electricity (at least min service level)	52 629	60 963	60 981	61 045	
Electricity – prepaid (at least min service level)	26 285	36 000	36 161	36 219	
Minimum Service Level and Above sub-total	N/A	N/A	N/A	N/A	
Minimum Service Level and Above Percentage	N/A	N/A	N/A	N/A	
<b>Electricity (below min level)</b>					
Electricity (< min service level)	N/A	N/A	N/A	N/A	
Electricity – prepaid (< min service level)	N/A	N/A	N/A	N/A	
Other energy sources	N/A	N/A	N/A	N/A	
Below Minimum Service Level sub-total	N/A	N/A	N/A	N/A	
Below Minimum Service Level Percentage	N/A	N/A	N/A	N/A	
<b>Total number of households</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>

HOUSEHOLDS - ELECTRICITY SERVICE DELIVERY LEVELS BELOW MINIMUM						
Description	Households			2019/2020		
	2016/2017 Actual Number	2017/2018 Actual Number	2018/2019 Actual Number	Original Budget No.	Adjusted Budget No.	Actual Number
<b>Formal Settlements</b>						
Total Households	N/A	N/A	N/A	N/A	N/A	N/A
Households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Proportion of households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
<b>Informal Settlements</b>						
Total Households	193	33	0	0	0	0
Households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A
Proportion of households below minimum service level	N/A	N/A	N/A	N/A	N/A	N/A

### ELECTRICITY SERVICES POLICY OBJECTIVES TAKEN FROM IDP

ELECTRICITY POLICY OBJECTIVES TAKEN FROM THE IDP									
2018/2019					2019/2020				
SDGIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDGIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
ELEC 05	2 X 40mva power transformers to be purchased and delivered for pine street substation by 31 march 2019	2 X 40mva power transformers purchased and delivered for pine street substation by 31 march 2019	3 (100% - 129%)	ELEC 03	2 X 11kv equipment to be purchased and delivered by the 30th of June 2020	2 X 11kv equipment were purchased and delivered by the 30th of June 2020	3 (100% - 129%)	N/A	N/A
N/A	N/A	N/A	Not applicable	ELEC 04	2105 Conventional street light fittings to be replaced (retrofitted) with new led fittings by the 30th June 2020	2105 Conventional street light fittings have been replaced (retrofitted) with new led fittings by the 30th June 2020.	3 (100% - 129%)	N/A	N/A
N/A	N/A	N/A	Not applicable	ELEC 06	36% Of electricity disconnections completed as per directive from finance unit by the 30th of June 2020	(16048/35213) 46% Of electricity disconnections completed as per directive from finance unit by the 30th of June 2020	3 (100% - 129%)	N/A	N/A
N/A	N/A	N/A	Not applicable	ELEC 08	100% Of faulty/ defective electricity meters replaced as per technical exception table by the 30th of June 2020	(523/558) 96% Of faulty/ defective electricity meters replaced as per technical exception table by the 30th of June 2020	2 (70% - 99%)	515 fault meters out of 558 were changed, availability of meters and capacity in the section	Capacitate the sections

ELECTRICITY POLICY OBJECTIVES TAKEN FROM THE IDP									
2018/2019					2019/2020				
SDGIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDGIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
ELEC 03	8 x 11KV equipment purchased and delivered by the 30th of June 2021	8 x 11KV equipment purchased and delivered by the 30th of June 2021	8 (100% - 129%)	ELEC 03	8 x 11KV equipment purchased and delivered by the 30th of June 2021	8 x 11KV equipment purchased and delivered by the 30th of June 2021	8 (100% - 129%)	N/A	N/A
N/A	N/A	N/A	Not applicable	ELEC 01	100% of faulty / defective electricity meters replaced as per technical exception table by the 30th of June 2021	100% of faulty / defective electricity meters replaced as per technical exception table by the 30th of June 2021	100% of faulty / defective electricity meters replaced as per technical exception table by the 30th of June 2021	N/A	100% of faulty / defective electricity meters replaced as per technical exception table by the 30th of June 2021



**EMPLOYEE INFORMATION – ELECTRICITY SERVICES**

EMPLOYEE: ELECTRICITY SERVICES					
Job Level	2018/2019		2019/2020		
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	116	373	117	256	68.63
T04-T08	23	106	28	78	73.58
T09-T13	72	222	76	146	65.77
T14-T18	5	29	6	23	79.31
T19-T22	1	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>217</b>	<b>731</b>	<b>228</b>	<b>503</b>	<b>68.81</b>

**FINANCIAL PERFORMANCE – ELECTRICITY SERVICES**

FINANCIAL PERFORMANCE 2019/2020 : ELECTRICITY SERVICES					
R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditure:					
Employees	83 527	101 961	100 925	100 396	-0.5
Repairs and Maintenance	52 227	50 693	15 714	18 535	17
Other	147 141	147 670	181 388	167 271	-8
<b>Total Operational Expenditure</b>	<b>282 895</b>	<b>300 324</b>	<b>298 027</b>	<b>286 202</b>	<b>-4</b>
<b>Net operational (Service) Expenditure</b>	<b>282 895</b>	<b>300 324</b>	<b>298 027</b>	<b>286 202</b>	<b>-4</b>

**CAPITAL EXPENDITURE – ELECTRICITY SERVICES**

CAPITAL EXPENDITURE: ELECTRICITY					
R'000					
DETAILS	2019 / 2020				
	ORIGINAL 2019 / 2020 BUDGET	ADJUSTED 2019/2020 BUDGET	ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
<b>Total All</b>	<b>26,331</b>	<b>17,767</b>	<b>14,317</b>	<b>-19</b>	
LEVS:ZA:NEW:MACHINERY & EQUIPMENT	3,000	1,491	1,268	-15	
MSE:ZA: NEW: TRANSPORT ASSETS	1,000	500	0	-100	
ALNS:ZA:DBSA - NETWORK 132KV REHAB PLAN	5,631	5,631	4,229	-25	
MIG:ZA:HIG MAST LIGHTS-VUL & GREAT EDN	8,700	2,145	1,865	-13	
EEDSM:AH:STREETLIGHTS	8,000	8,000	6,955	-13	

**COMMENT ON ELECTRICITY SERVICES PERFORMANCE OVERALL**

During the 2019/20 financial year, the following achievements were recorded:

- Retrofitting / replacing of 2105 conventional street lights with LED lights as part of demand side management.
- Only 2 x capital equipment was delivered as strategic spares.
- 94% was achieved in the Replacement of faulty meters.
- ESKOM electrified 1448 domestic customers within the Msunduzi Municipality.

**1.3. MECHANICAL WORKSHOPS****INTRODUCTION TO MECHANICAL WORKSHOPS**

Mechanical Workshop is a sub-unit of the Infrastructure Services Unit. The Manager Mechanical Workshops reports directly to the General Manager Infrastructure Services.

Mechanical Workshops is responsible for the repairs and maintenance of Councils vehicle and plant. There are six workshops situated strategically around the City. It facilitates the process with Supply Chain Management (SCM) to outsource major components engines gearboxes differentials and C.O.F. (Certificate of Fitness) to service providers that are compliant on the SCM database.

**ORGANIZATIONAL UNITS WITHIN MECHANICAL WORKSHOPS****STRATEGIC OBJECTIVES OF THESE SUB-SECTIONS ARE:**

The Manager Mechanical Workshops is responsible for managing the repairs and maintenance to the five mechanical workshops. Excluded from the mechanical workshops is Fire and Emergency Services workshops which reports directly to the Chief Fire Officer. The five workshops are situated at the following locations and cater for the following departments.

**DOULL ROAD WORKSHOPS**

Situated at 150 Mayors Walk, the workshop is split in two. The one half caters for Waste Management department and the other for the following departments, Water, Sewer, Plant Pool, Transportation, Roads, and Drainage. Waste Management refuse compactor repairs are done on an urgent base in conjunction with the SCM policy.

**AUXILIARY WORKSHOP**

Situated at 150 Mayors Walk, the workshop is responsible for welding and fabricating, tyre and battery replacements. The scrapping of all tyres replaced in the fleet is checked and managed with the service provider and the Auxiliary Foreman.

**ELECTRICITY WORKSHOP**

Electricity workshop is situated at 111 Havelock Road. The workshop foreman manages and controls Electricity and Traffic workshops. The workshops cater for the following departments, Electricity, Head Office Pool, the Mayoral and Speakers office.

**TRAFFIC WORKSHOP**

The workshop is situated at 21 Washington Road. The workshops cater for the following departments Traffic, Security and Airport quad bikes.

**PARKS WORKSHOP**

The workshop is situated in Alexandra Park. The workshop is split in two, a mechanical workshop for plant and vehicles and a small plant workshops for brush cutter repairs.

**MECHANICAL WORKSHOPS POLICY OBJECTIVES TAKEN FROM IDP**

MECHANICAL WORKSHOPS POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019			2019/2020			2020/2021							
SDBIF / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIF / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIF / OP REFERENCE	ANNUAL TARGET
MW 01	840 x Council vehicles and plant serviced by the 30th of June 2019	503 x Council vehicles and plant serviced by the 30th of June 2019	1 (69% & below)	MW 01	75 x Council vehicles and plant serviced by the 30th of June 2020	194 x Council vehicles and plant serviced by the 30th of June 2020	130% - 149% (Applicable)	N/A	N/A	N/A	Job Cards	N/A	N/A
MW 02	30 days turnaround time achieved on council vehicles and plant repairs completed by the 30th of June 2019	30 days turnaround time not achieved on council vehicles and plant repairs completed by the 30th of June 2019	1 (69% & below)	MW 02	30 days turnaround time in the 19/20 FY achieved on council vehicles and plant repairs completed by the 30th of June 2020	30 days turnaround time in the 19/20 FY achieved on council plant repairs not completed	1 (69% & below)	Lack of Funds and suppliers who have not been paid, CUMIS system has not been working for more than a year.	Increase budget for mechanical workshops, develop a standard operating procedure	01-Dec-20	Monthly reports and Job Cards	MW 01	30 days turnaround time in the 20/21 FY achieved on council vehicles repairs completed by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	MW 03	60 days turnaround time in the 19/20 FY achieved on council plant repairs completed by the 30th of June 2020	60 days turnaround time in the 19/20 FY achieved on council plant repairs not completed	1 (69% & below)	Lack of Funds and suppliers who have not been paid, CUMIS system has not been working for more than a year.	Increase budget for mechanical workshops, develop a standard operating procedure	01-Dec-20	Monthly reports and Job Cards	MW 02	60 days turnaround time in the 20/21 FY achieved on council plant repairs completed by the 30th of June 2021
													(Number of vehicles received vs number of vehicles serviced)
													(Plant vehicles received vs Plant vehicles serviced)

**EMPLOYEE INFORMATION – MECHANICAL WORKSHOPS**

EMPLOYEE: MECHANICAL WORKSHOPS					
Job Level	2018/2019		2019/2020		
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	22	51	18	33	64.71
T04-T08	6	14	6	8	57.14
T09-T13	22	25	20	5	20.00
T14-T18	-	1	-	1	100.00
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>50</b>	<b>91</b>	<b>44</b>	<b>47</b>	<b>51.65</b>

**FINANCIAL PERFORMANCE – MECHANICAL WORKSHOPS**

FINANCIAL PERFORMANCE 2019/2020 : MECHANICAL WORKSHOPS					
R'000					
Details	2018/2019		2019/2020		
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditure:					
Employees	15 920	14 573	16 576	16 212	-2
Repairs and Maintenance	752	926	482	493	2
Other	654	924	951	1 184	25
<b>Total Operational Expenditure</b>	<b>17 326</b>	<b>16 423</b>	<b>18 009</b>	<b>17 889</b>	<b>-0.7</b>
<b>Net operational (Service) Expenditure</b>	<b>17 326</b>	<b>16 423</b>	<b>18 009</b>	<b>17 889</b>	<b>-0.7</b>



## CAPITAL EXPENDITURE – MECHANICAL WORKSHOPS

CAPITAL EXPENDITURE: MECHANICAL WORKSHOPS					
R'000					
DETAILS	2019 / 2020				
	ORIGINAL 2019 / 2020 BUDGET	ADJUSTED 2019/2020 BUDGET	ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
<b>Total All</b>	<b>100</b>	<b>39</b>	<b>0</b>	<b>-100</b>	
LEVS:AH:NEW:COMPUTER EQUIPMENT	100	39	0	-100	

### COMMENT ON MECHANICAL WORKSHOPS PERFORMANCE OVERALL

Mechanical Workshops serviced 289 vehicles and repaired 3114 vehicles during the 2019/2020 financial year. Fleet Management submits a monthly service plan to the Business units for vehicles due for service. This receives a very poor response from the Business Units in bringing in the vehicles for service. Also a contributing factor to slow turnaround time on repairs is the high vacancy rate in the Mechanical Workshops and turnaround times on procuring spares with SCM.

### 1.4. ROADS AND TRANSPORTATION

This unit includes: roads, transport, and waste water (stormwater drainage).

#### INTRODUCTION TO ROADS & TRANSPORTATION

The comments below provide a brief on the strategy, priorities and provision regarding road development and maintenance and transport including public bus services.

This component of the report falls under the Roads and Transportation (R &T) Sub Unit of the Infrastructure Business Unit. R & T deals with the following:

- Planning, Development and Maintenance of Municipal roads and storm water infrastructure;
- Transportation Planning, Traffic Engineering Issues, Road Safety and Public Transport Issues;
- Planning, Development and Maintenance of Pedestrian and Vehicle Bridges.

#### ORGANIZATIONAL UNITS WITHIN ROADS & TRANSPORTATION

##### ROADS

The Roads Section continues to address the backlog of Gravel Roads. An attempt is made yearly to upgrade 15-20km of gravel road into "all weather surfacing in order to render uninterrupted access and safety. (i.e through geometric interventions).

The Roads section has completed its 5-Year Road Asset Management Plan (RAMP) and a Pavement Management System (PMS) to drive the Municipality's preventative/maintenance for five years.

The RAMP informs the upgrading of gravel roads programme. The gravel roads and backlog will be shown up to Ward level.

In the 2018/19 FY the Roads Municipal Infrastructure Grant Projects was moved to the Project Management Unit of the Municipality. The specified department would be able to advise on the new Road Upgrade Projects.

##### TRANSPORTATION PLANNING

The Transportation Planning department is crucial in planning sustainable developments and ensuring accessibility for all. The Transportation Planning department is responsible for meeting the directives set out at all spheres of government. The Key principles that we address as a section are:

- Mobility and Land Use;
- Congestion;
- City Efficiency;
- Road Safety; and
- Accessibility.

#### The Transportation Planning Department performs the following Functions:

- Evaluation, assessment and sighting of transport facilities.
- Planning, co-ordination, facilitation, provision and monitoring, and regulation of efficient, effective public transport services and facilities within a balanced demand and supply network.
- Provides effective traffic management, control and safety through co-ordinated planning and maintenance programmes.

##### STORMWATER DRAINAGE

The Municipality constructed storm water systems in various roads in the Greater Edendale and Vulindlela area for the 2019/20 financial Year. This was to prevent or minimise flooding of municipal roads. Other new systems are constructed in association with road network upgrade. However, this service is still under funded in terms of new or upgrade and maintenance of existing system.

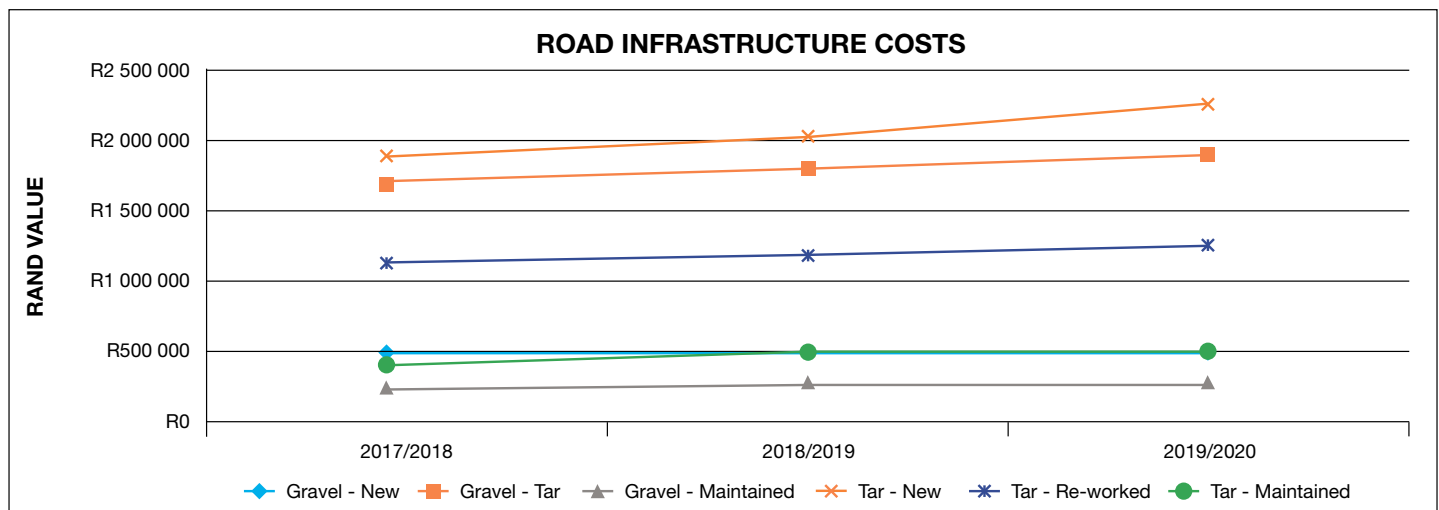
## SERVICE STATISTICS FOR ROADS & TRANSPORTATION

### ROADS

GRAVEL ROAD INFRASTRUCTURE Kilometres				
Financial year	Total gravel Roads	New Gravel Roads constructed	Gravel Roads upgraded to tar	Gravel Roads graded/maintained
2017/2018	624	0	17.35	40
2018/2019	584	0	10.9	10.125
2019/2020	573.9	0	6.06	2

TARRED ROAD INFRASTRUCTURE Kilometres					
Financial year	Total Tarred Roads	New Tar Roads	Existing Tar Roads re-tarred	Existing Tar Roads re-sheeted	Tar Roads Maintained
2017/2018	1417.05	17.35	8.1	0	18.5
2018/2019	1435.50	10.125	0	0	3
2019/2020	1536.75	0	24 000 sqm	0	3 950 sqm

COST OF CONSTRUCTION / MAINTENANCE R'000						
Financial year	Gravel			Tar		
	New	Gravel-Tar	Maintained	New	Reworked	Maintained
2017/2018	0	76 669 393	36 102 103	0	12 456 121	15 414 00
2018/2019	0	88 962 203	48 256 503	0	15 256 121	18 214 00
2019/2020	0	42 744 887	1 350 000	0	4 412 321	6 764 679



### TRANSPORTATION PLANNING

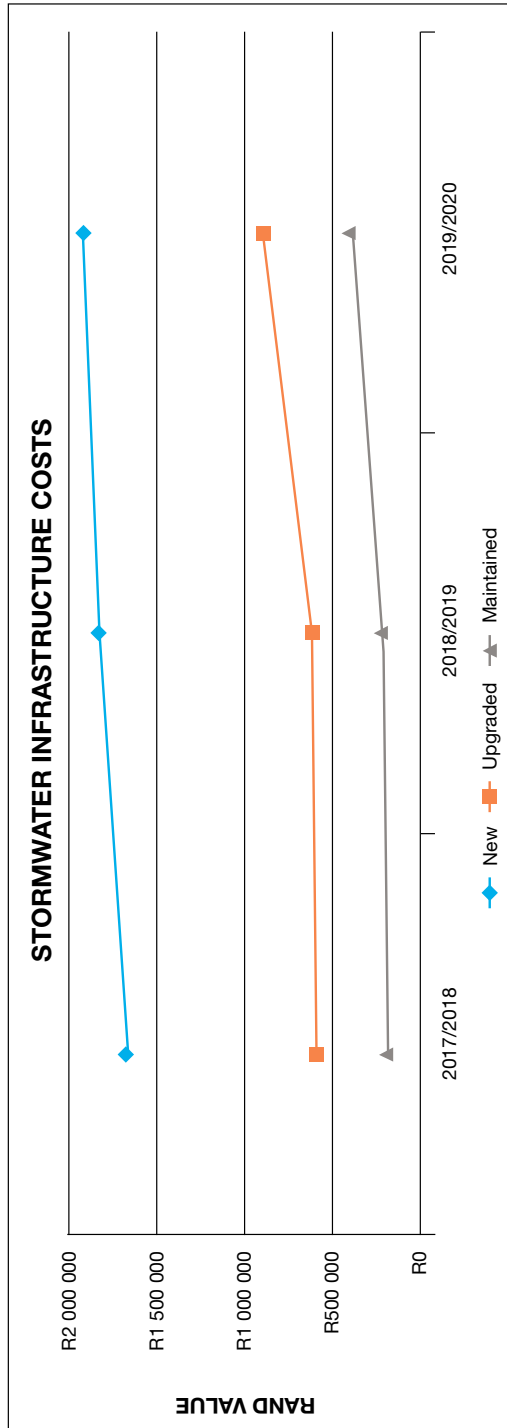
TRANSPORTATION PLANNING SERVICE STATISTICS			
SERVICE OBJECTIVES	DESCRIPTION	2019/20 FY	
		TARGET	ACTUAL
Provide safety to road users and community and improve accessibility while contributing to economic growth	Implemented Traffic calming measures	37	42
	Km of Road Marking	360km	120
	No. of Road traffic signs replaced	600	600
To Protect Commuters during adverse weather conditions	Number of Bus Shelters constructed.	60	57

### STORMWATER DRAINAGE

STORMWATER INFRASTRUCTURE Kilometre				
Financial Year	Total Stormwater measures	New Stormwater measures	Stormwater measures upgraded	Stormwater measures maintained
2017/2018	0	3.3	0	37km
2018/2019	0	8.6	0	35km
2019/2020	0	2.1	0	21km



COST OF CONSTRUCTION / MAINTENANCE R'000			
Financial Year	Stormwater Measures		
	New	Upgraded	Maintained
2017/2018	12 845 263	0	2 100 000
2018/2019	27 078 477	0	1 920 000
2019/2020	8 327 550	0	662 905.91



### ROADS & TRANSPORTATION POLICY OBJECTIVES TAKEN FROM IDP

2018/2019				2019/2020				2020/2021	
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET
R & T 01	30x traffic calming measures in various sites as per approved completion schedule installed by the 30th of June 2019	13x traffic calming measures in various sites as per approved completion schedule installed by the 30th of June 2019	1 (69% & below)	R & T 03	42 x traffic calming measure installed in various sites as per approved traffic calming implementation schedule by the 30th of June 2020	42 x traffic calming measure installed in various sites as per approved traffic calming implementation schedule by the 30th of June 2020	3 (100% - 129%)	N/A	N/A
N/A	N/A	N/A	NOT APPLICABLE	PMD 06	Construction of 0.95km of Gravel roads to black top surface in Vulindlela ward 2 with associated stormwater completed by the 31st of January 2020	Construction of 0.95km of Gravel roads to black top surface in Vulindlela ward 2 with associated stormwater completed by the 31st of January 2020	3 (100% - 129%)	R&T 06	Construction of 1.09 km road in Vulindlela Ward 2 (D2069 PH9) from gravel to black top asphalt with associated stormwater completed by the 30th of April 2021
N/A	N/A	N/A	NOT APPLICABLE	PMD 20	1.2 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019	0 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019.	1 (69% & below)	R&T 15	Construction of 1.2 km gravel road in Vulindlela Ward 3 from gravel to base layer with associated stormwater completed by December 2020
N/A	N/A	N/A	NOT APPLICABLE	PMD 45	0.63 km Gravel road to be upgraded to black top surface with stormwater drainage and Asphalt surfacing by the 30th of June 2020	0.63 km Gravel road to be upgraded to black top surface with stormwater drainage and Asphalt surfacing by the 30th of June 2020	3 (100% - 129%)	R&T 03	Construction of 0.45 km road in Greater Edendale Ward 20 (Harewood) from gravel to black top asphalt with associated stormwater completed by the 30th of March 2021



## EMPLOYEE INFORMATION – ROADS &amp; TRANSPORTATION

EMPLOYEE: ROADS, TRANSPORTATION AND STORMWATER					
Job Level	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	234	405	239	166	40.99
T04-T08	13	47	12	35	74.47
T09-T13	38	114	36	78	68.42
T14-T18	4	18	4	14	77.78
T19-T22	1	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>290</b>	<b>585</b>	<b>292</b>	<b>293</b>	<b>50.09</b>

## FINANCIAL PERFORMANCE – ROADS

FINANCIAL PERFORMANCE 2019/2020 : ROADS SERVICES					
R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>-18</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditure:					
Employees	39 871	10 366	43 066	42 124	-2
Repairs and Maintenance	27 092	29 922	8 395	10 599	26
Other	144 647	36 803	124 005	117 663	-5
<b>Total Operational Expenditure</b>	<b>211 610</b>	<b>77 091</b>	<b>175 466</b>	<b>170 386</b>	<b>-2</b>
<b>Net operational (Service) Expenditure;</b>	<b>211 592</b>	<b>77 091</b>	<b>175 466</b>	<b>170 386</b>	<b>-2</b>

## CAPITAL EXPENDITURE – ROADS

CAPITAL EXPENDITURE: ROADS					
R'000					
DETAILS	2019 / 2020				
	ORIGINAL 2019 / 2020 BUDGET	ADJUSTED 2019/2020 BUDGET	ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
<b>Total All</b>	<b>77 300</b>	<b>123 952</b>	<b>105 410</b>	<b>-15</b>	
LEVS:AH:NEW:COMPUTER EQUIPMENT	0	83	0	-100	
LEVS:Z4:ROADS SURFACE REPAIR - CONNOR ROAD	0	60	0	-100	
LEVS:Z4:ROAD REHAB - PMS	750	7 670	7 670	0	
MIG:Z3:WARD 10 RDS - REHAB RDS & STRMW UPGRADE	0	204	0	-100	
MIG:Z2:REHAB OF ROADS IN ASHDOWN	2 300	4 491	3 905	-13	
MIG:Z2:UPG GRV RD-EDN-DAMBUZA MJ SWD UPGRADE	2 300	0	0	0	
MIG:Z3:UPG GRV RD-EDN-UNIT14/UNIT P-DESIGN	2 300	1 291	1 105	-14	
MIG:Z2:UPGR GRV ROADS-EDN-STATION RD	3 000	4 236	1 483	-65	
MIG:Z2:UPGR GRV RD-GREATER EDN-CALUZA	1 300	1 429	1 299	-9	
MIG:Z2:UPGR GRV RD-GREATER EDN-HAREWOOD	2 300	3 341	3 341	0	
MIG:Z2:UPGR GRV RD-GREATER EDN-SNATHING	2 300	7 301	5 678	-22	
MIG:Z3:UPG GRV RD-EDN-WARD17 (PH3)	700	1 100	913	-17	
MIG:Z1:UPGR GRV RD-VULINDLELA-D2069 PH2	10 000	10 861	9 732	-10	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 3	4 800	11 646	10 114	-13	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 4	2 300	3 516	3 138	-11	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 6	2 300	2 300	769	-67	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 7	2 300	1 500	401	-73	
MIG:Z1:UPGR GRV RD-VULINDLELA-WARD 8	2 300	1 500	1 032	-31	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 9	4 800	14 392	12 515	-13	
MIG:Z2:UPGR RD IN PEACE VALLEY-10KM	6 000	1 751	1 409	-20	
MIG:Z2:UPGR GRV ROADS-WILLOWFOUNTAIN	2 300	706	213	-70	
MIG:Z2: MIG REHAB OF ROADS ESIGODINI WARD 12	2 300	477	476	0	
MIG:Z1:UPGR GRV ROADS-VUL-WARD 1	3 800	10 119	7 843	-22	
MIG:Z1:UPGR GRV ROADS-VUL-WARD 5	7 000	13 638	15 521	14	
MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 39	2 300	700	596	-15	
MIG:Z1:MIG: Z1:REHABILITATION OF ROADS - VULINDLELA	2 300	8 404	7 225	-14	
MIG:Z2:REHABILITATION OF ROADS - FRANCE Ward 13 Ed	2 300	4 400	3 356	-24	
LEVS:Z2:UPGRADING OF GRAVEL ROAD CALUZA	0	4 000	3 133	-22	
MIG:ZA:WOODHOUSE PEDESTRIAN BRIDGE	2 400	2 200	1 913	-13	
LEVS:Z4:INSTALLATION OF NEW GUARD RAILS	250	333	333	0	
LEVS:ZA:CONCRETE CASTING YARD CHANGE ROOMS	300	303	297	-2	



## FINANCIAL PERFORMANCE - TRANSPORTATION PLANNING

FINANCIAL PERFORMANCE 2019/2020 : TRANSPORT SERVICES R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditure:					
Employees	10 084	16 530	11 140	10 903	-2
Repairs and Maintenance	3 098	2 649	933	777	-17
Other	6 264	9 365	2 191	2 026	-8
<b>Total Operational Expenditure</b>	<b>19 446</b>	<b>28 544</b>	<b>14 264</b>	<b>13 706</b>	<b>-4</b>
<b>Net operational (Service) Expenditure</b>	<b>19 446</b>	<b>28 544</b>	<b>14 264</b>	<b>13 706</b>	<b>-4</b>

## CAPITAL EXPENDITURE - TRANSPORTATION PLANNING

CAPITAL EXPENDITURE: TRANSPORTATION R'000					
DETAILS	2019 / 2020				
	ORIGINAL 2019 / 2020 BUDGET	ADJUSTED 2019/2020 BUDGET	ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
Total All	5 543	4 320	3 715	-14	
MIG:ZA:NON-MOTORISED TRANSPORT INFRASTRUCTURE	1 543	1 348	1 312	-3	
LEVS:Z5:TRAFFIC CALMING MEASURES	500	472	472	0	
MIG:ZA:BUS STOP SHELTERS	1 500	2 500	1 931	-23	
MSE:ZA:NEW:TRANSPORT ASSETS	2 000	0	0	0	

## FINANCIAL PERFORMANCE - STORMWATER DRAINAGE

FINANCIAL PERFORMANCE 2019/2020 : STORMWATER SERVICES R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditure:					
Employees	22 616	53 873	24 127	23 967	-0.7
Repairs and Maintenance	1 848	2 811	1 585	1 398	-12
Other	14 113	14 759	14 369	14 282	-0.6
<b>Total Operational Expenditure</b>	<b>38 577</b>	<b>71 443</b>	<b>40 081</b>	<b>39 647</b>	<b>-1</b>
<b>Net operational (Service) Expenditure</b>	<b>38 577</b>	<b>71 443</b>	<b>40 081</b>	<b>39 647</b>	<b>-1</b>

## CAPITAL EXPENDITURE - STORMWATER DRAINAGE

CAPITAL EXPENDITURE - STORMWATER DRAINAGE R'000					
DETAILS	2019 / 2020				
	ORIGINAL 2019 / 2020 BUDGET	ADJUSTED 2019/2020 BUDGET	ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
No Capital Projects for the 19/20 FY.					

## COMMENT ON ROADS & TRANSPORTATION PERFORMANCE OVERALL

### ROADS

The department has continued with its programme of re-gravelling and maintenance of gravel roads with a vision of reducing the high backlog of unsafe roads within the city. The upgrading of gravel roads to tar as for the 19/20 financial year was under the control of the Project Management Unit.

Funds are slowly being made available by the Municipality towards the rehabilitation programme, which makes up the preventative maintenance of the department. In access and due to budget constraints, a total of 24000m<sup>2</sup> of surface roads was rehabilitated and 3950m<sup>2</sup> of pothole repairs was achieved for the 19/20 FY.

### TRANSPORTATION PLANNING

42 traffic calming measure have been installed for the 2019/20 Financial year with the contract still running for the next two years. With a total of 64 bus stop shelters constructed. Designs for Mayors Walk and Eastern Ring road is complete. The department is awaiting funding to proceed with the implementation of the project.

### STORMWATER DRAINAGE

Only 21km of stormwater channels were maintained in the 19/20 financial year. Due to financial constraints, the available funding is not enough to deal with stormwater issues. 320 catch pits were cleaned and maintained in the 19/20 financial year.

## 1.5. PROJECT MANAGEMENT OFFICE

### INTRODUCTION TO PROJECT MANAGEMENT OFFICE

The Municipal Infrastructure Grant (MIG) is a grant issued by National Treasury to public bodies, mainly municipalities and major government department to fund infrastructure projects and programmes implemented for the sole purpose of improving service delivery. The grant is facilitated by COGTA and is mainly spent on delivering basic infrastructure services to poor communities in order to address the backlog which exists in roads, public facilities, water and sanitation.

### ORGANIZATIONAL UNITS WITHIN PROJECT MANAGEMENT OFFICE

The Project Management Office is established to:

- Facilitate the strategic, integrated planning of infrastructure development in the Municipality in terms of conditions applicable to a variety of funding sources, plans and programmes of other spheres of government
- Administer and coordinate the MIG and EPWP programmes in terms of the GRANT agreement for the EPWP integrated grant to municipalities
- Meet the expenditure and other requirements of the Municipal Infrastructure Grant
- Meet the job creation, training, development and empowerment objectives of the Expanded Public Works Programme

### SERVICE STATISTICS FOR THE PROJECT MANAGEMENT OFFICE

#### REPORT ON THE MUNICIPAL INFRASTRUCTURE GRANT (MIG)

##### INTRODUCTION TO MIG

The projects executed within the 2019/2020 financial year where service delivery projects ranging from the upgrade of gravel roads to asphalt and concrete, construction of bus stop shelters, rehabilitation of sanitation infrastructure and installation of VIP toilets in various wards of the Msunduzi Municipality.

The total Municipal Infrastructure Grant (MIG) allocation inclusive of the MIG Capital Budget and the MIG Administrative costs was R197 516 000. A total MIG expenditure of R186 804 326 was spent, an amount of R10 711 674 that represent 5.42% of allocation was unspent.

An amount of R6 271 984 for MIG administration/operating costs is included in the total MIG expenditure spent for 2019/2020 financial year.

##### SERVICE BACKLOGS

SERVICE BACKLOGS AS AT 30 JUNE 2020				
Description	*Service level above minimum std		*Service level below minimum std	
	No. HHs	%HHs	No. HHs	%HHs
Water	155 155	94.65	8 841	5.4%
Sanitation	162 243	98.9%	2 799	1.71%
Electricity	2 000	25 %	1 500	75 %
Waste Management	120 000	73%	43 000	27%
Housing	191 217	94,76	10 573	5.24%

#### MUNICIPAL INFRASTRUCTURE GRANT (MIG)\* EXPENDITURE 2019/20 ON SERVICE BACKLOGS

MUNICIPAL INFRASTRUCTURE GRANT (MIG)* EXPENDITURE 2019/20 ON SERVICE BACKLOGS R'000						
Details	Budget	Adjustment Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustment Budget	
Infrastructure – Road transport	5 400	2 714	3 874	5 400	2 714	-
Roads, Pavements & Bridges	70 600	80 041	89 929	70 600	80 041	-
Stormwater	-	-	-	-	-	-
Infrastructure – Electricity	-	-	-	-	-	-
Generation	-	-	-	-	-	-
Transmission & reticulation	-	-	-	-	-	-
Street Lighting	8 700	5 309 30508,00	1 881	8 700	5 309 30508,00	-
Infrastructure – water	-	-	-	-	-	-
Dams & Reservoirs	10 000	3 013	4 520	10 000	3 013	-
Water Purification	-	-	-	-	-	-
Reticulation	-	16 557	14 295	-	16 557	-
Infrastructure – Sanitation	2 000	896	-	2 000	896	-
Reticulation	17 000	35 176	13 264	17 000	35 176	-
Sewage purification	52 856 244	11 204	38 376	52 856 244	11 204	-
Infrastructure – Other	14 916 256	30 392	7 774	14 916 256	30 392	-
Waste Management	5 000	589	3 199	5 000	589	-
Transportation	3 043 500	4 224	3 401	3 043 500	4 224	-
Running Costs	8 000	7 401	6 271	8 000	7 401	-
<b>Total</b>	<b>197 516</b>	<b>197 516</b>	<b>186 804</b>	<b>197 516</b>	<b>197 516</b>	<b>-</b>



## COMMENT ON MIG PERFORMANCE OVERALL

Comment on the performance of MIG overall for the 2019/2020 FY, includes total expenditure and where it was used and for what. The delay in appointment of panel of Contractors for Construction of Community Halls (SCM 23 of 19 of 20) and late appointment for Water and Sanitation projects impacted negatively on meeting targets. The programme was also faced with challenge of slow progress in few projects due to the performance of the Contractor, this lead to not meeting set targets as well. The MIG performance has remained 45% in December 2019 until May 2020. This resulted from the announcement of the President on National lockdown/hard lockdown, subsequently all constructions activities were stopped to surpassed the COVID-19 pandemic. In terms of the way forward and avoiding the challenges experienced in the last financial year the following measures have been put in place:

A comprehensive Procurement Plan has been drafted to ensure projects proceeding according to planned timeframes in accordance with required SCM process. The panel of contractors it is at BAC stage, awaiting adjudication.

## SEVEN LARGEST CAPITAL PROJECTS PER WARD 2019/2020 FINANCIAL YEAR

Seven Largest Capital Projects Per Ward 2019/2020 Financial Year R'000						
Ward Name (No)	Number	Project Name and Details	Start Date	End Date	Progress 2019/2020	Total Value
1	1	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
	2	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 1 ROADS (Shayamoya Road)	01-Jul-19	30-Jun-20	1.9 km of gravel roads not upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) was complete.	8 572
	3	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
2	1	MWIG - BASIC WATER SUPPLY	01-Jul-19	30-Jun-20	Commencement of pump station and telemetry works completed as well as pegging and earthworks for rising main to reservoir.	46 084
	2	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
2	3	MIG:Z1:UPGR GRV RD-VULINDLELA-D2069 PH3	01-Jul-19	30-Jun-20	Only 1km of G5 layer (sub-base) is complete.	11 813
	4	MIG:Z1:UPGR GRV RD-Ward 2	01-Jul-19	30-Jun-20	Construction of 0.95km of Gravel roads to black top surface in Vulindlela ward 2 with associated stormwater completed	8 004
3	1	MWIG - BASIC WATER SUPPLY	01-Jul-19	30-Jun-20	Commencement of pump station and telemetry works completed as well as pegging and earthworks for rising main to reservoir.	46 084
	2	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
	3	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 3 ROADS (Mpanza Road)	01-Jul-19	30-Jun-20	Only G7 (sub base) associated with bulk Earthworks, Storm water pipe and gabions completed.	10 301
4	1	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
	2	Upgrading Gravel Roads: Vulindlela Ward 4	01-Jul-19	30-Jun-20	200m Gravel roads upgraded to concrete surface in Vulindlela Ward 4.	2 000
5	1	MIG:Z1:UPGR GRV ROADS-VUL-WARD 5 - Malala road	01-Jul-19	30-Jun-20	Only formation, layer works, Kerbs, Storm water and Guardrails achieved.	16 612
	2	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
6	1	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
	2	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
	3	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 6 ROADS	01-Jul-19	30-Jun-20	Design of 1.5 km of gravel road for Vulindlela ward 6 was completed.	885
7	1	MWIG - BASIC WATER SUPPLY	01-Jul-19	30-Jun-20	Commencement of pump station and telemetry works completed as well as pegging and earthworks for rising main to reservoir.	46 084
	2	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
	3	MIG:Z5: Ward 7 Community Hall	01-Jul-19	30-Jun-20	Preliminary Designs for Mafunze Hall completed.	600
	4	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 7 ROADS	01-Jul-19	30-Jun-20	Design of 1.5 km of gravel road for Vulindlela ward 7 completed.	462
8	1	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
	2	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
	3	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 8 ROADS.	01-Jul-19	30-Jun-20	Design of 1.5 km of gravel road for Vulindlela ward 8 completed.	1 187
	4	COMMUNITY HALL	01-Jul-19	30-Jun-20	Final design for ward 8 Community hall completed.	900
9	1	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
	2	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 9 ROADS (Duma Road)	01-Jul-19	30-Jun-20	1.1km of gravel roads upgraded to black top surface with associated stormwater completed.	14 390
	3	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
10	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:Z2:SEWER PIPES AZALEA - PH 2	01-Jul-19	30-Jun-20	0km of new sewer pipeline installed. 100% of Site Establishment complete by 30th June 2020. Site clearance and pegging out of line commenced.	9 559

**Seven Largest Capital Projects Per Ward 2019/2020 Financial Year**  
R'000

Ward Name (No)	Number	Project Name and Details	Start Date	End Date	Progress 2019/2020	Total Value
11	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG: Rehabilitation of Station Road Bridge	01-Jul-19	30-Jun-20	0,25km Roadway & stormwater attenuation basin commissioned.	9 788
	3	Upgrading Gravel Roads: Snathing	01-Jul-19	30-Jun-20	550m of gravel road Upgraded to concrete surface with storm water and kerbs and G5.	6 316
	4	CRR- REHAB OF WATER INFRASTRUCTURE	01-Jul-19	30-Jun-20	1,341 km of Water Pipe installed.	3 524
12	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG: Rehabilitation of Station Road Bridge	01-Jul-19	30-Jun-20	0,25km Roadway & stormwater attenuation basin commissioned.	9 788
	3	CRR- REHAB OF WATER INFRASTRUCTURE	01-Jul-19	30-Jun-20	1,341 km of Water Pipe installed.	3 524
	4	Upgrading Gravel access Roads: Georgetown	01-Jul-19	30-Jun-20	Submission of all Environmental assessment information requested by the EDTEA.	548
13	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	Rehabilitation of Roads - France Ward 13 Edendale	01-Jul-19	30-Jun-20	0.5 km of Gravel roads to concrete surface with v -drains on either of the road completed	3 876
	3	MIG:Z3:SHENSTONE AMBLETON SANIT SYSTEM	01-Jul-19	30-Jun-20	0 km of new sewer pipeline installed. 100% of Site Establishment complete by 30th June 2020	1 771
14	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:Z2:Upgrade of gravel roads - Willowfontein	01-Jul-19	30-Jun-20	Draft Road design complete. WULA currently in public participation phase.	245
	3	CNL- TELEMETRY AND CONTROL UPGRADES	01-Jul-19	30-Jun-20	2 x sites to have 100% telemetry installed	93
15	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	"MIG:ZA:SERV MIDBL ERAD (SOB)	01-Jul-19	30-Jun-20	100% of site establishment complete.	2 420
16	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:ZA:SEWER PIPES UNIT H	01-Jul-19	30-Jun-20	0 km of new sewer pipe installed. 100% of Site Establishment complete and 0.143 km of pipeline installed by 30th June 2020	3 412
17	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	CRR- REHAB OF WATER INFRASTRUCTURE	01-Jul-19	30-Jun-20	1,341 km of Water Pipe installed.	3 524
	3	"MIG:Z3: Rehabilitation of 230m BB 5 Rd - Ward 17	01-Jul-19	30-Jun-20	Service Provider (Contractor) for rehabilitation of Roads in Ward 17 appointed.	1 003
18	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	CRR- REHAB OF WATER INFRASTRUCTURE	01-Jul-19	30-Jun-20	1,341 km of Water Pipe installed.	3 524
	3	MIG:Z3:SHENSTONE AMBLETON SANIT SYSTEM	01-Jul-19	30-Jun-20	0 km of new sewer pipeline installed. 100% of Site Establishment complete by 30th June 2020	1 771
	4	MIG:Z3: Upgrading of gravel roads - Edendale roads in unit 14 / unit P	01-Jul-19	30-Jun-20	Submission of WULA and draft design completed.	1 163
19	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:Z2:SERV MID ERAD SOB	01-Jul-19	30-Jun-20	0km of new water pipe installed. Site Establishment complete, site clearance and exposing of existing services complete by 30th June 2020	1 163
	3	CNL- TELEMETRY AND CONTROL UPGRADES	01-Jul-19	30-Jun-20	2 x sites to have 100% telemetry installed	93
20	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	CRR- REHAB OF WATER INFRASTRUCTURE	01-Jul-19	30-Jun-20	1,341 km of Water Pipe installed.	3 524
	3	MIG:Z2:UPGR GRV RD-GREATER EDN-CALUZA	01-Jul-19	30-Jun-20	Detailed design with documentation completed.	2 941
	4	MIG:Z2:UPGR GRV RD-GREATER EDN-HAREWOOD	01-Jul-19	30-Jun-20	0.63 km Gravel road to be upgraded to black top surface with stormwater drainage and Asphalt surfacing.	2 882
21	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:ZA:ELIM OF CONSERV TANKS:SEWER	01-Jul-19	30-Jun-20	0.510km of new sewer pipeline installed.	3 614
	3	MIG:ZA:SEWER PIPES UNIT H	01-Jul-19	30-Jun-20	0 km of new sewer pipe installed. 100% of Site Establishment complete and 0.143 km of pipeline installed by 30th June 2020	3 412
	4	MIG:Z2:UPG GRV RD-EDN-DAMBUZA MJ SWD UPG	01-Jul-19	30-Jun-20	Contractor appointed for Dambuza Gravel road	1 492





**Seven Largest Capital Projects Per Ward 2019/2020 Financial Year**  
R'000

Ward Name (No)	Number	Project Name and Details	Start Date	End Date	Progress 2019/2020	Total Value
22	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	CRR- REHAB OF WATER INFRASTRUCTURE	01-Jul-19	30-Jun-20	1,341 km of Water Pipe installed.	3 524
23	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:Z2:Rehab of roads in Ashdown	01-Jul-19	30-Jun-20	Design and Construction of 0,5km road from gravel to asphalt with associated stormwater is 90% completed.	4 410
24	1	IRPTN - Infrastructure Implementation	01-Jul-19	30-Jun-20	13% of the project has been achieved, layer works and earthworks are in progress. (June 2019, 40% was achieved. 53% was achieved.	16 600
	2	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	3	IRPTN - Infrastructure Implementation	01-Jul-19	30-Jun-20	12% of the project completed. Earthworks and layer works of road widening in Moses Mabhida Road between Km 6.5 to 7.5 in progress.	1 800
	4	COMMUNITY HALL	01-Jul-19	30-Jun-20	Final design for Ward 24 Community Hall Completed	300
	5	CNL- TELEMETRY AND CONTROL UPGRADES	01-Jul-19	30-Jun-20	2 x sites to have 100% telemetry installed	93
25	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
26	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
	3	MIG - UPGRADING OF ROADS IN PEACEVALLEY	01-Jul-19	30-Jun-20	Construction of retaining walls did NOT commence	1 513
27	1	IRPTN - Infrastructure Implementation	01-Jul-19	30-Jun-20	23% of the project has been achieved, layer works and earthworks are in progress. (June 2019, 53% was achieved. 76% was achieved.	70 000
	2	IRPTN - Infrastructure Implementation	01-Jul-19	30-Jun-20	13% of the project has been achieved, layer works and earthworks are in progress. (June 2019, 40% was achieved. 53% was achieved.	16 600
	3	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
28	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	CRR- REHAB OF WATER INFRASTRUCTURE	01-Jul-19	30-Jun-20	1,341 km of Water Pipe installed.	3 524
	3	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
29	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:ZA:Copesville Reservoir	01-Jul-19	30-Jun-20	Commencement of bulk excavations for reservoir NOT completed. Final letter of appointment issued by 31st March 2020.	4 218
	3	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
	4	MIG:Z5:WARD 29 COMMUNITY HALL	01-Jul-19	30-Jun-20	Final design for Ward 29 Community Hall NOT completed. The rezoning and subdivision has been approved by SMC.	667
30	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
31	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	CRR- REHAB OF WATER INFRASTRUCTURE	01-Jul-19	30-Jun-20	1,341 km of Water Pipe installed.	3 524
	3	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
32	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
33	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:ZA:WOODHOUSE PEDESTRIAN BRIDGE	01-Jul-19	30-Jun-20	0,4km of paved walkway and bridge commissioned.	2 211
	3	Jika Joe Community Residential Unit	01-Jul-19	30-Jun-20	0m construction of pipe-jacking services in Jika Joe CRU completed.	1 868



## Seven Largest Capital Projects Per Ward 2019/2020 Financial Year R'000

Ward Name (No)	Number	Project Name and Details	Start Date	End Date	Progress 2019/2020	Total Value
34	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG- Non Motorized Transport	01-Jul-19	30-Jun-20	1.2 km of Sidewalks constructed in ward 34.	1 312
	3	MIG:Z3:WARD 34 MADIBA COMMUNITY HALL	01-Jul-19	30-Jun-20	Only preliminary Designed was complete	276
35	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
	2	MIG:ZA:LANDFILL UPGRADE	01-Jul-19	30-Jun-20	Redesign and construction scope adjustment NOT completed.	3 200
	3	MIG:ZA:WOODHOUSE PEDESTRIAN BRIDGE	01-Jul-19	30-Jun-20	0,4km of paved walkway and bridge commissioned.	2 211
	4	MIG - BUS STOP SHELTERS	01-Jul-19	30-Jun-20	64 x bus shelters installed as per approved bus shelter implementation plan.	1 931
36	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
37	1	MIG -REDUCTION OF NON REVENUE WATER	01-Jul-19	30-Jun-20	Total Water Losses = 29.9% (TYD) based on International Water Association Balance	12 102
38	1	MIG - WARD 38 COMMUNITY HALL	01-Jul-19	30-Jun-20	Final design for Ward 38 Community Hall NOT completed. Only Preliminary Design is complete by 30 June 2020	794
39	1	MIG:Z2:BASIC SANITATION VIP TOILETS	01-Jul-19	30-Jun-20	1530 x VIPs constructed.	14 812
	2	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 39 ROADS	01-Jul-19	30-Jun-20	Detailed designs for 1km length of road NOT completed. Only Preliminary Design is completed.	686



PROJECT MANAGEMENT OFFICE POLICY OBJECTIVES TAKEN FROM IDP

PROJECT MANAGEMENT OFFICE (MIG PROJECTS) POLICY OBJECTIVES TAKEN FROM THE IDP														
2018/2019					2019/2020					2020/2021				
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET	
N/A	N/A	N/A	NOT APPLICABLE	PMO 02	Final design for Ward 8 Community Hall Completed by the 30th of June 2020	Final design for ward 8 Community hall completed by the 30th June 2020	3 (100% - 129%)	N/A	N/A	N/A	Detailed drawings, BOQ, Detailed Specification	PMO 02	Construction of foundation level for Elandskop community Hall in ward 8 Completed by the 30th June 2021	
N/A	N/A	N/A	NOT APPLICABLE	PMO 03	Final design for Ward 24 Community Hall Completed by the 30th of June 2020	Final design for Ward 24 Community Hall Completed by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Detailed drawings, BOQ, Detailed Specification	PMO 03	Construction of foundation level for Orihi Community Hall in ward 24 Completed by the 30th of June 2021	
N/A	N/A	N/A	NOT APPLICABLE	PMO 10	Final design for Ward 38 Community Hall completed by the 30 June 2020	Final design for Ward 38 Community Hall NOT completed. Only Preliminary Design is complete by 30 June 2020	2 (70% - 99%)	WULA approval pending	The application for WULA is awaiting for approval	31-Oct-20	Progress report	PMO 04	Construction of foundation level for Thembahele Community Hall in ward 38 completed by the 30th of June 2021	
N/A	N/A	N/A	NOT APPLICABLE	PMO 15	Final Design for Ward 13 Community Hall completed by the 30th of June 2020	Final Design for Ward 13 Community Hall completed by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Detailed drawings, BOQ, Detailed Specification	PMO 05	Construction of foundation level for France Community Hall in Ward 13 completed by the 30th of June 2021	
PMO 01	12 X Monthly reports on expenditure (MIG/OGF/CNL Budget) submitted by the 10th of every month to General Manager Infrastructure Services by the 30th of June 2019	11 X Monthly reports on expenditure (MIG/OGF/CNL Budget) submitted by the 10th of every month to General Manager Infrastructure Services by the 30th of June 2019	2 (70% - 99%)	PMO 46	12 X Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager Infrastructure Services by the 15th of June 2020	9 x Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager Infrastructure Services by the 15th of June 2020	2 (70% - 99%)	After Announcement of President for Lockdown, there were no permits allocated for staff and the report could not be generated.	A consolidated June monthly report was sent to the General Manager by the 15th July 2020	15-Jul-20	Monthly reports	PMO 09	12 X Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager Infrastructure Services by the 15th of June 2021	
PMO 04	12 x Monthly DORA reports for MIG & EPWP accurately prepared and submitted to the Funding Source by the 10th of every month by the 30th of June 2019	9 x Monthly DORA reports for MIG & EPWP accurately prepared and submitted to the Funding Source by the 10th of every month by the 30th of June 2019	2 (70% - 99%)	PMO 48	12 x Monthly DORA reports for MIG & EPWP accurately prepared and submitted to the City Manager by the 15th of every month by the 15th of June 2020	12 x monthly DORA reports for MIG & EPWP accurately prepared and submitted to the City Manager by the 15th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	MIG DORA report and EPWP report	PMO 11	12 x Monthly DORA reports for EPWP accurately prepared and submitted to the City Manager by the 15th of every month by the 30th of June 2021	

EMPLOYEE INFORMATION – PROJECT MANAGEMENT OFFICE

Job Level	EMPLOYEE: PROJECT MANAGEMENT OFFICE			
	2018/2019	2019/2020		
	Employees No.	Posts No.	Employees (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-
T04-T08	1	1	1	0
T09-T13	6	10	4	60
T14-T18	7	13	7	60
T19-T22	1	1	1	0
T23-T25	-	-	-	-
<b>Total</b>	<b>15</b>	<b>25</b>	<b>13</b>	<b>52</b>

FINANCIAL PERFORMANCE – PROJECT MANAGEMENT OFFICE

FINANCIAL PERFORMANCE 2019/2020 : PROJECT MANAGEMENT OFFICE				
R'000				
Details	2018/2019		2019/2020	
	Actual	Original Budget	Adjustment Budget	Variance to Budget %
Total Operational Revenue (excl. tariffs)	0	0	0	0
Expenditure:				
Employees	3 025	3 352	6 854	6 047 -12
Repairs and Maintenance	2	6	0	0

FINANCIAL PERFORMANCE 2019/2020 : PROJECT MANAGEMENT OFFICE R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
Other	584	698	548	511	-7
<b>Total Operational Expenditure</b>	<b>3 611</b>	<b>4 056</b>	<b>7 402</b>	<b>6 558</b>	<b>-11</b>
<b>Net operational (Service) Expenditure</b>	<b>3 611</b>	<b>4 056</b>	<b>7 402</b>	<b>6 558</b>	<b>-11</b>

**CAPITAL EXPENDITURE – PROJECT MANAGEMENT OFFICE**

CAPITAL EXPENDITURE : PROJECT MANAGEMENT OFFICE R'000					
DETAILS	2019 / 2020				
	ORIGINAL 2019/2020 BUDGET	ADJUSTED 2019/2020 BUDGET	YTD ACTUAL EXPENDITURE	VARIANCE FROM ADJUSTED BUDGET %	TOTAL PROJECT VALUE
Total All	100	191	91	-52	
LEVS:AH:NEW:COMPUTER EQUIPMENT	100	191	91	-52	

**COMMENT ON PROJECT MANAGEMENT OFFICE PERFORMANCE OF OVERALL**

The Project Management Office (PMO) capacity remains unchanged. The 2013 newly approved structure does not accommodate the daily operations of the department and requires urgent change. In the first two quarters of the financial year the department’s performance was satisfactory, however after the precautionary suspension of the Senior Manager, the Department did not meet many compliance and subsequently it affected the performance. The PMO was affected with the lack of network/ connectivity in the main office for approximately three weeks, this affected processing of payment certificates, MIG claims, capturing of MIG forms and financial reporting. There is has been a lack of monitoring of the latest pandemic “COVID -19” this led to two cases of positive COVID-19 in the department, which impacted negatively on performance of staff as a whole.



HOUSEHOLDS – SOLID WASTE SERVICE DELIVERY LEVELS BELOW MINIMUM						
Households						
Description	2016/2017		2017/2018		2019/2020	
	Actual Number	26.4 %	Actual Number	26.4 %	Original Budget No.	Adjusted Budget No.
Proportion of households below minimum service level	26.4 %	26.4 %	26.4 %	26.4 %	26.4 %	26.4 %
<b>Informal Settlements</b>						
Total Households	43 000	43 000	43 000	43 000	43 000	43 000
Households below minimum service level	43 000	43 000	43 000	43 000	43 000	43 000
Proportion of households below minimum service level	26 %	26 %	26 %	26 %	26 %	26 %

**WASTE MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP**

WASTE MANAGEMENT (BUSINESS WASTE, DOMESTIC WASTE, LANDFILL & RECYCLING) POLICY OBJECTIVES TAKEN FROM THE IDP											
2019/2020						2020/2021					
SDBIF / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIF / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
WM 01	Refuse collection in all 5 zones of the Msunduzi Municipality by the 30th of June 2019	Refuse collection in all 5 zones of the Msunduzi Municipality not completed by the 30th of June 2019	1 (69% & below)	WM 01	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY by the 30th of June 2020	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY by the 30th of June 2020	1 (69% & below)	N/A	N/A	N/A	Weekly Schedule,
N/A	N/A	N/A	NOT APPLICABLE	WM 02	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 completed by the 31st of December 2019	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 NOT completed by the 31st of December 2019	1 (69% & below)	No funding for the Project	To follow section 78 of the MSA to review and decide on mechanism to provide municipal service in terms of public private partnership	N/A	Re- allocation form
N/A	N/A	N/A	NOT APPLICABLE	WM 03	7 x 25m3 garden site containers purchased and delivered by the 29th of February 2020	7 x 25m3 garden site containers Not purchased and delivered by the 29th of February 2020	1 (69% & below)	No funding for the Project	To Purchase in 2021	2020/2021 SDBIF	Re- allocation form

**EMPLOYEE INFORMATION – WASTE MANAGEMENT**

EMPLOYEE: WASTE MANAGEMENT SERVICES						
Job Level	2018/2019		2019/2020		2019/2020	
	Employees No.	Posts No.	Employees No.	Posts No.	Vacancies (fulltime equivalents No.)	Vacancies (as a % of total posts) %
T01-T03	324	359	256	98	27.37	
T04-T08	54	72	47	24	33.33	
T09-T13	8	14	9	6	40.00	
T14-T18	1	2	3	-	0.00	
T19-T22	1	1	1	-	0.00	
T23-T25	324	359	256	98	27.37	
<b>Total</b>	<b>388</b>	<b>448</b>	<b>316</b>	<b>128</b>	<b>28.51</b>	



## FINANCIAL PERFORMANCE – WASTE MANAGEMENT

FINANCIAL PERFORMANCE 2019/2020: SOLID WASTE MANAGEMENT SERVICES R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variations to Adjusted Budget %
Total Operational Revenue (excl. tariffs)	-6 175	-254 056	-127.028	-156 205	-23
Expenditure:					
Employees	86 146	163 051	90 463	88 580	-2
Repairs and Maintenance	2 522	6 014	3 185	5 490	72
Other	15 108	20 774	19 584	19 512	-0,4
<b>Total Operational Expenditure</b>	<b>103 776</b>	<b>189 839</b>	<b>113 232</b>	<b>113 582</b>	<b>0,3</b>
<b>Net operational (Service) Expenditure</b>	<b>97 601</b>	<b>-64 217</b>	<b>-13 796</b>	<b>-42 623</b>	<b>209</b>

## CAPITAL EXPENDITURE – WASTE MANAGEMENT

CAPITAL EXPENDITURE 2019/2020: SOLID WASTE MANAGEMENT SERVICES R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variations to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>1 800</b>	<b>1 101</b>	<b>869</b>	<b>-21</b>	
Machinery & Equipment	800	400	200	-50	
Vehicles	1 000	701	669	-4,5	

### COMMENT ON WASTE MANAGEMENT SERVICE PERFORMANCE OVERALL:

The priority largest capital projects are around the procurement of Refuse collection compactor trucks to enhance waste collection as well as the Procurement of yellow earth moving plant for the New England Landfill as part of the 2020/2021 Financial year. Additionally, the waste management section is also as part of the 2020/2021 financial year will be procuring waste collection equipment which are bulk refuse collection containers which will utilized for the collection of waste in semi-rural areas as well as for bulk waste minimization operations at the landfills recycling plant. This also includes the maintenance of an aesthetical Central Business District through intensified supervision as well as the implementation of operational tools like schedules and supervisory systems for improved operations around the whole municipal jurisdiction. We do not foresee variations in this regard as the procurement plan is in place and it is the guiding document in which all the procurement processes and time frames will be adhered to.

### 2.2. WASTE MANAGEMENT(LANDFILL SITE)

#### INTRODUCTION TO WASTE MANAGEMENT (NEW ENGLAND LANDFILL SITE)

The New England Road Landfill Site is permitted to continue operating until it reaches a maximum height of 652 meters above sea level. The current height of the landfill site is approximately within 5% of that limit. The life span is estimated to be at 6 to 10 years at the current rate of waste disposal. The volume that we still need to fill is approximately 1.3 million M3.

We aim to fulfil compliance on the National Environmental Management Waste Act 59 of 2008. The National Environmental Management Act 107 of 1998. The revised compliance notice dated 18 February 2020 issued to Msunduzi Municipality under section 31L of the National Environmental Management Act 107 of 1998. The weigh bridge is now functional and the site has start generating revenue. The municipality has started have started stock piling cover material Reinforce the cover material Plant Team and covering is being adhered to on a daily basis. The plant is that this financial year we will develop or Review the Landfill Emergency or Disaster Management Plan. Including Fire Breaks Plan by the resident landfill manager.

#### THE MAIN CONSIDERATIONS INCLUDE:

Settlement Management, landfill gas Management, Leachate Management System, Elevated temperature Monitoring Systems, Shallow soils and soil compaction and Surface and groundwater flow patterns.

- Step 1: Immediate requirement to establish the Landfill Site Recycling Committee; and expand this to address recycling within the Landfill and waste diversion opportunities for the city.
- Step 2: Sustain the appointment of a qualified and competent Landfill Manager, or alternatively a civil engineer.
- Step 3: Sustain operation of the Weighbridge and the accounting system.
- Step 4: Sustain the Landfill management operations at the landfill as per the permit conditions.
- Step 5: Establish basic recycling facilities on site.
- Step 6: Secure funding for the implements and plant for recycling. Secure stipend for E.P. W.P
- Step 7: Once we have the facility running properly then we can start to manage other issues such as air emission monitoring and leachate management.

The Waste Management sub-unit provides refuse collection services to domestic residents (once per week) and to other institutions such as businesses, government schools, and so forth. The unit also provides street cleaning services, provision of public toilets services in the main central business districts, garden refuse collection, clearing of illegal dumping and a landfill site.

A new division focussing on waste minimisation and diversion of waste is being set up and will commence operations early in the new financial year. The provision of services to Vulindlela and other non-serviced areas is in the pipeline. In time waste to landfill will be reduced and other value added opportunities created.



Major challenges face by the unit include the lack of integration between waste management and other services such as water, sanitation, informal and formal trading, traffic and security, the homeless, and so forth. Plans are currently being implemented by the relevant senior management within the business units.

The top three priorities remain the Landfill Site (allied with the waste minimisation and diversion programme), improved refuse collection and the central business district cleaning and cleansing in the quest to revive Pietermaritzburg in terms of strategic waste management.

**SERVICE STATISTICS FOR WASTE MANAGEMENT (NEW ENGLAND LANDFILL SITE)**

WASTE DISPOSAL SERVICES (NEW ENGLAND LANDFILL SITE) STATISTICS					
DESCRIPTION	2016/2017	2017/2018	2018/2019	2019/2020	
	TONS	TONS	TONS	TONS	TONS
Waste Disposal per Category					
Builders Rubble	66 448	42 854	16 216	59205 T	
Bulk Food Waste	476	321	195	Not accepted	
Garden Refuse	8 175	10 759	12 854	125 204.99 T	
General Domestic Waste	26 702	28 138	25 351	Stats not avail	
Industrial Ash	33 219	35 423	38 686	Stats not avail	
Sawdust	0	125	140	Stats not avail	
Cover Material	16 554	55 352	64 749	8 000 M3	
Wood waste	97	70	0	Stats not avail	
<b>TOTAL</b>	<b>151 671</b>	<b>173 042</b>	<b>158 181</b>		

**WASTE MANAGEMENT SERVICE (NEW ENGLAND LANDFILL SITE) POLICY OBJECTIVES TAKEN FROM THE IDP**

LANDFILL SITE (NEW ENGLAND ROAD) POLICY OBJECTIVES TAKEN FROM THE IDP												
SDBIP /OP REFERENCE	2018/2019			2019/2020			2020/2021					
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
N/A	N/A	N/A	NOT APPLICABLE	100% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	45% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	1 (69% & below)	1. Action plan for the immediate removal of the significant volume of waste Landfill plant is functioning and serviced 2. Technical assessment report Appoint a suitably qualified specialist/engineer 3. Submit specialist storm water report Detailed comprehensive action plan 4. Appoint an independent and suitably qualified Landfill site specialist 5. Written submission on decommissioning and rehabilitating New England Rd Landfill site	A letter was written to EDTEA to vary and extend the period	Jun-21	Weekly Progress Report	N/A	N/A



## EMPLOYEE INFORMATION – WASTE MANAGEMENT SERVICE (NEW ENGLAND LANDFILL SITE)

EMPLOYEE: LANDFILL SITE - WASTE DISPOSAL SERVICES					
Job Level	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	8	13	8	5	38.46
T04-T08	9	11	9	2	18.18
T09-T13	4	4	3	-	0.00
T14-T18	1	1	-	-	-
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>22</b>	<b>29</b>	<b>20</b>	<b>7</b>	<b>25.93</b>

## FINANCIAL PERFORMANCE – WASTE MANAGEMENT SERVICE (NEW ENGLAND LANDFILL SITE)

FINANCIAL PERFORMANCE 2019/2020: LANDFILL SITE - WASTE DISPOSAL SERVICES R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variations to Adjusted Budget %
Total Operational Revenue (excl. tariffs)	-5	-80 085	-43 825	-22 716	-48
Expenditure:					
Employees	356	484	484	468	-3
Repairs and Maintenance	1 799	2 987	1 004	1 595	59
Other	8 206	11 622	6 624	6 643	0,29
<b>Total Operational Expenditure</b>	<b>10 361</b>	<b>15 093</b>	<b>8 112</b>	<b>8 706</b>	<b>7</b>
<b>Net operational (Service) Expenditure</b>	<b>10 356</b>	<b>-64 992</b>	<b>-35 713</b>	<b>-14 010</b>	<b>-60</b>

## CAPITAL EXPENDITURE – WASTE MANAGEMENT SERVICE (NEW ENGLAND LANDFILL SITE)

CAPITAL EXPENDITURE 2019/2020: LANDFILL SITE - WASTE DISPOSAL SERVICES R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variations to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>6 483</b>	<b>3 259</b>	<b>6 056</b>	<b>86</b>	
Machinery & Equipment	200	76	0	0	
Landfill Upgrade - MIG	6 283	3 183	6 056	90	

## COMMENT ON WASTE MANAGEMENT SERVICE (NEW ENGLAND LANDFILL SITE) PERFORMANCE OVERALL

The New England Road Landfill Site is permitted to continue operating until it reaches a maximum height of 652 meters above sea level. The current height of the landfill site is approximately within 5% of that limit. The life span is estimated to be at 6 to 10 years at the current rate of waste disposal. The volume that we still need to fill is approximately 1.3 million M3.

The Capital projects are operational around the operational budget in terms of the outsourced consultancy services which deals directly with the landfill restoration and rehabilitation and also not forgetting the important issue around the daily disposal rates which will now be sourced as the New England Landfill weigh bridge is functional and also generating revenue for the Landfill site and the municipality.

### 2.3. AREA BASED MANAGEMENT

#### INTRODUCTION TO AREA BASED MANAGEMENT

In 2000, was the enactment of the revised Local Government Act of 1998 which placed emphases on community consultation and participation that stated in Chapter 7, Section 152(1)(a) – (e)&(2) of the Constitution of the Republic of South Africa. Thus Msunduzi Municipality took a decision to demarcate the municipality into five (5) Management Area that interchangeable called Zones; they are Vulindlela, Edendale, Imbali, Central and Northern Areas. The demarcation was done to address the imbalances of the previous dispensation, accommodate developmental disparities, cultural diversity, language barrier, spatial composition and human capacity.

Thus the conception of ABM whereby the Msunduzi Municipal Council resolved in 2003 on a (SCA) Soft – Core Approach of Area Based Management (ABM) to decentralise Community Participation, Accountability and Service Delivery as the main dictate for Local Government mandate.

Therefore Msunduzi Municipality resolved on five management areas that is Area Based Management (ABM) Unit to ensures the community consultation, involvement and participation in governance by using bottom – up approach system and bringing government closer to the people. Effecting “People Shall Govern”. To decentralise Community Participation, Accountability and Service Delivery as the main dictate for Local Government mandate, Msunduzi Municipality resolved on giving Area Based Management the mandate to be In-charge of monitoring service delivery through decision tracker now Service Delivery Auditing, Formulation & Reviewing of Community Participation Policy, Formulation & Reviewing of Ward Committee Policy, Community Participation, Community Consultation, Establishment & Management of Thusong Centres, Community Based Planning (CBP), Community Advocacy, Community Mobilisation, Mobilising Community Resources, Establishment & Functioning of Ward Committees & Project Steering Committees, Establishment & Functioning of War Rooms.

Thus, Area Based Management ensures that all community complaints received are referred to the relevant departments and/ or Customer services within two (2) working days and community member receives assistance from the municipal departments, ensures the War Room functionality, responds to community disputes and interact between department and communities, the Public Participation policy is annually reviewed in all thirty nine (39) wards, Ensures the sitting of Msunduzi Municipality Local Task Team (LTT) Ward Audits are done quarterly, monthly operational management reports are submitted timeously, communities are constantly informed on municipal campaigns, awareness and public notices and Ward Plans are produced, reviewed for IDP submissions, ensures the Social Responsibility of the Municipality is effected and responsible for household profiling and analysed.

## ORGANIZATIONAL UNITS WITHIN AREA BASED MANAGEMENT

### NORTHERN AREA OFFICE

The sub unit manages seven (7) wards.

#### **OSS: Operation Sukuma Sahke**

All wards except ward 25 (most affluent community in the city) have functional war rooms. These war rooms continue to function with different degrees of ABM supervision and administrative support. The war rooms do attract the most vulnerable households with basic delivery needs such as IDs, social grants, domestic violence and homelessness. ABM facilitates the delivery and the intervention of the necessary government departments. Target: 86%

#### Challenges:

Many officials from local and provincial departments do not attend the war room meetings. The community are complaining in most community meeting about council's call centre. They complain about the behaviour and attitude of our personnel.

#### **CBP: Community Based Programme**

A three (3) day intensive workshop is hosted and facilitated by ABM in all seven (7) wards, the outcome being five (5) prioritised community driven projects which appear in the IDP. These priorities are reviewed every year in line with the yearly IDP review. ABM assists the community with facilitating on the delivery of these outcomes, examples being the building of a community hall or the installation of communal water tanks. Target: 93%

#### Challenges:

Lack of council funding for these projects and the reallocation of funding when they receive funding

#### **Community mobilisation, Project facilitation, and public participation:**

ABM has successfully mobilised the required communities to participate and/or benefit from numerous local, provincial and national government projects. These include immunization programmes, community police forums, community clean up campaigns and many government road shows. Perhaps the most successful facilitation project was the Home Garden Project in excess of 300, the numbers been established.

#### Challenges:

The biggest challenge in the Northern area is the termination of acting position, thus leaving all projects that had started in the Northern areas in limbo.

### COVID-19

ABM staff remain in the forefront of council's public response to the epidemic. They courageously joined health workers in entering homes to do health screenings. Hundreds of homes were also profiled to assess income levels. This information is used to create a database used to determine needy households. ABM continues to do all mass communication through loud hailing.

### IMBALI AREA OFFICE

Imbali is the biggest township in uMgungundlovu District Municipality and situated on the Southern part of Msunduzi Municipality and densely populated with formal and informal structures. Imbali Township has 6 Wards which are Ward 13, 14, 15, 17, 18, & 19 but has high populations compare other management areas;

- Ward 13: Upper Slangspruits, Buffer Strip, Westgate, Nyamazane, Marikana, Foxhill, Unit 15, France, Bisley Valley, Intaba Ridge, Ashburton Farms and Thornville
- Ward 14: Willowfontein which is divided into 10 areas, part of Azalea and part of Thornville
- Ward 15: Stage 2 Imbali, Unit 18, Fedsem, Maqeleni, Madakaneni and Quarry
- Ward 17: Unit 13, Unit BB (1 – 5) and Unit AA (1, 2 &3)
- Ward 18: Mpumelelo, Part of Thornville, Edamini and Unit 14
- Ward 19: Unit CC, Tehuise, Imbali Stage 1, Imbali Stage 2, Imbali Hostel and Lower Slangspruit

Imbali is a township that is under developed and sparsely development & service delivery but huge concentration of schools and local clinic. The whole of Ward 13 does not have sewer line and informal settlement that are sporadically disburse in all six (6) wards of Imbali, high levels of unemployment, school drop-outs, teenage pregnancy, drug abuse. Poverty and social-ills practices.

Imbali Management Area has six (6) functional War Rooms placed with the community where community issues are discussed and government department attend and do intervention. Eight (8) Ward Plans were developed and reviewed and Public Participation Policy was reviewed.

### CHALLENGES

Government Departments and internal Department don't attend War Room with the exception of Municipality Human Settlement thus impede service delivery interventions and turnaround time of Municipality Service Charter.

The Municipality General Managers do not attend and Local Task Team and do not understand Operation Sukuma Sakhe (OSS) hence junior staff is sent to LTT monthly meeting and result in zero response to service delivery issues.

Ward 13, France area and Ward 18 Mpumelelo area do not have sewer line therefore municipality still experience challenges with honey sucker deployment.

Imbali Area has a challenge of title deed and there has been repeated intervention by Human Settlement Department for years but never finished.



Internal department using Area Based Management as fire extinguisher where the Unit is not involved in the planning stages of whatever project or programme planned for the Community by Department thus called when facing rejection in the middle of the project or when there is community unrest.

Mostly, they totally ignore the public participation or involvement of communities before the project

The Placement of Area Based Management in Msunduzi Municipality is a challenge as monitors of Community Service Delivery challenge for the municipality, it's difficulty to make General Managers to respond to your request or community complaints from the junior including with the Business Unit.

Poor halls planning, as all Imbali Hall that are build were handed over to Area Based Management do not have furniture thus prove it difficult to use as transportation of municipal fixed assets need approval of Senior Manager thus become a tedious process.

### **ASHBURTON, CENTRAL AREA OFFICE**

Central Area Based Management falls under zone 4 of the Msunduzi Municipality Inner Demarcation, which is constituted, by eight (8) wards. It covers the following areas: Grange, Westgate, Oribi, Southlands, Richpark, Bisley, Fairmead, Peace Valley, Napierville, Prestbury, Clarendon, Blackridge, Boughton, Wembley, Upper and Lower CBD, Alexandre Road area, Jika-Joke informal Settlement, Manor, Scottsville, Sobantu, Lincoln Meade, Mountain Rise, Maryville, Woodstock, Hollingwood, Willowton, Scottsville, Pelham, Mkondeni, Clealand, Ashburton, Hayfields, Lynnfield Park, SACCA Informal Settlements, Glenwood, Thembalihle, Tamboville and Bishopstone.

It is largely suburban areas with a concentration of schools, tertiary institutions and businesses. The area, surrounded by informal settlements has high levels of unemployment and poverty.

Central Area Based Management has six (6) functional war rooms. The office has made considerable effort to establish the two (2) outstanding war rooms. The councillors in these wards expressed the use of other platforms to tackle community issues over the use of Operation Sukuma Sakhe (OSS) as more effective for their community members. The six (6) functional war rooms successfully address the issues of the vulnerable, the unemployed and those in need of government intervention. Eight (8) ward based plans were reviewed and eight (8) Public Participation presentations were conducted for the Central area.

### **CHALLENGES**

- None attendance of government departments and Msunduzi departments to war rooms continues to be an issue.
- Two war rooms not yet established, thus little public participation from community members of these wards.
- There is minimal interaction with community members, civil organisations and no attendance to war rooms due to the corona virus. The unit is tactfully using virtual means to interact and communicate with relevant parties. When physical contact is crucial, employees practise social distancing and high levels of safety as best as they can.
- Vacant positions limit the effective functionality of the Central area.
- Limited resources to manage the halls.

### **EDENDALE AREA OFFICE**

Edendale ABM falls under zone 2 of the Msunduzi Municipality Inner Demarcation which is constituted by eight (8) wards. It covers the following areas Grater Edendale, Ashdown, Dambuza, Caluza, Sgodini, and Smero, KwaPata, Snathing and amongst others. It is an area that is both urban and rural. It has got high levels of poverty and unemployment most people survive on social security.

#### **Public Participation**

ABM role in public participation is to mobilised and inform the community about the policies and programmes of the Municipality. This is done through community mobilisation in the form of, amongst others, community workshops, loud hailings, Izimbizo and pamphlet steering.

Impact: The community becomes more knowledgeable and educated, community will be able to take ownership of the programmes it will be able to defend and educate others.

Community based planning refers to the participation process whereby local expectation and plans are packed into an action plan which constitute a ward plan. This process is based on a five (5) year circle, which is subject to annual renewal/review.

Impact: Community based planning (CBP): is a people-centered, people driven and locally based community integrated planning. It is a process whereby the community at ward level develops a plan on how to tackle and address community interest and challenges. In simple terms, it is an approach whereby communities are the champions and master of their own destiny. Its advantage is that it allows local communities to develop and set up their own priorities whilst waiting for government interventions. It is therefore a community generated ward based plan.

Operation Sukuma Sakhe (OSS) is a continuous interaction between government and the community to come together to achieve responsive, accountable effective and efficient local government system. OSS programme is championed by MEC of Finance at the provincial level then cascaded down to District Task Team (DTT) and to Local Task Team (LTT).

Impact: At ward level there is a war room structure championed by Ward councillor, whereby community stakeholders and governments departments interact about issues of service delivery and interventions.

### **VULINDLELA AREA OFFICE**

Vulindlela ABM falls under Msunduzi Municipality Zone 1 and is located in the western part of Pietermaritzburg City. Vulindlela consists of 10 wards, which are wards 1, 2, 3, 4, 5, 6, 7, 8, 9 and 39. The land in this zone belongs to the Ingonyama Trust (Traditional authority areas).

The area is predominantly rural and semi-developed and under the traditional leadership of six (6) Amakhosi) which are: Inkosi N.W. Zondi (Mpumuza), Inkosi S. Zuma (Nxamalala), Inkosi Z.M. Zondi (Inadi), Inkosi S. Mlaba (Ximba), Inkosi M.S.P. Ngcobo (Mafunze) and Inkosi Phewa (Regend Amaqadi). There is a high rate of unemployment in the area. The area has 10 functional war rooms. Cases received from the community are referred to relevant stakeholders for interventions.

Ten (10) ward based plans reviews were conducted and ten (10) Public Participation Policy presentations were also done for the area. The main challenge the area is currently facing is the water shortage and shortage of tools of trades especially network connections. The situation now has even worsen due to Covid-19 Pandemic.

#### HIV & AIDS / SOCIAL SERVICES

The unit used to be called AIDS TRAINING INFORMATION and COUNSELLING CENTRE(ATTIC) and it was later called Msunduzi HIV/AIDS and Social Services because it has to coordinate HIV/AIDS and related issues within Msunduzi Local Municipality. The Unit also conducts awarenesses on communicable and non communicable diseases.

#### Priorities:

- It provides psychosocial counselling.
- HIV/AIDS counselling and testing.
- Establish, support and capacitate Home Based Care groups within Msunduzi Local Municipality.
- HIV/AIDS trainings :
- Ten Days HIV and AIDS counselling course.
- Peer Education Training.
- Awarenesses on HIV/AIDS and other social ills.
- Establish and Support community structures e.g. Ward AIDS Committees (WAC) and support groups for affected and infected with HIV/AIDS and other social ills.

#### Measures taken to improve performance and the major efficiencies achieved by your service during the year:

- Attended trainings and workshops offered by other stakeholders.
- Giving and receiving feedback on meetings attended as well as work done by staff member.

All set targets for the sub-unit were met except for trainings and ward visits because of COVID-19 restrictions.

#### SERVICE STATISTICS FOR AREA BASED MANAGEMENT

ORGANIZATIONAL UNITS	NUMBER OF WARD BASED PLANS DEVELOPED IN 19/20 FY	WARDS IN WHICH PLANS WHERE DEVELOPED IN 19/20 FY	NUMBER OF WARD BASED PLANS REVIEWED IN 19/20 FY	WARDS IN WHICH PLANS WHERE REVIEWED IN 19/20 FY
NORTHERN AREA OFFICE	7	25, 28, 29, 30, 31, and 32, 34	7	25, 28, 29, 30, 31, 32 & 34
IMBALI AREA OFFICE	6	13, 14, 15, 17, 18 & 19	6	13, 14, 15, 17, 18 & 19
ASHBURTON, CENTRAL AREA OFFICE	8	24, 26, 27, 33, 35, 36, 37, 38	8	24, 26, 27, 33, 35, 36, 37, 38
EDENDALE AREA OFFICE	8	10, 11, 12, 16, 20, 21, 22 & 23	8	10, 11, 12, 16, 20, 21, 22 & 23
VULINDLELA AREA OFFICE	10	01, 02, 03, 04, 05, 06, 07, 08, 09 & 39	10	01, 02, 03, 04, 05, 06, 07, 08, 09 & 39





## AREA BASED MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP

AREA BASED MANAGEMENT (ABM, HIV/AIDS & HALLS) POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019					2019/2020					2020/2021			
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
ABM 01	Community complaints received referred to customer services and departments within 2 days of receipt of the complaint/s by ABM by the 30th of June 2019	Community complaints referred to customer services and departments within 2 days of receipt of the complaint/s by ABM by the 30th of June 2019	3 (100% - 129%)	ABM 01	Community complaints received referred to customer services and departments within 2 days of receipt of the complaint/s by ABM by the 30th of June 2020	Community complaints referred to customer services and departments within 2 days of receipt of the complaint/s by ABM by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Complaints file	ABM 01	Community complaints received referred to customer services and departments within 2 days of receipt of the complaint/s by ABM by the 30th of June 2021
ABM 02	1 ward plan for 20 identified wards of council reviewed and submitted to SMC by the 28th of February 2019	1 ward plan for 20 identified wards of council reviewed and submitted to SMC by the 28th of February 2019	3 (100% - 129%)	ABM 02	39 x ward plans for Msunduzi Municipality reviewed and submitted to SMC by the 28th of February 2020	39 x ward plans for Msunduzi Municipality reviewed and submitted to SMC by the 28th of February 2020	3 (100% - 129%)	N/A	N/A	N/A	Ward plans file	ABM 02	39 x ward plans for Msunduzi Municipality reviewed and submitted to SMC by the 30th of June 2021
ABM 06	218 Ward visits be conducted to support HIV/AIDS Groups by the 30th of June 2019	218 Ward visits conducted to support HIV/AIDS Groups by the 30th of June 2019	3 (100% - 129%)	ABM 07	216 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	172 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	2 (70% - 99%)	Group meetings postponed due to level 3 lockdown to National Lockdown	More Groups meetings will be conducted when National Lockdown is lifted	Depend on upliftment of National Lockdown	HIV/AIDS & Social Services Register	ABM 07	120 x Ward visits conducted in the 20/21 FY to support HIV/AIDS Groups by the 30th of June 2021
ABM 09	420 HIV/AIDS and Social support programmes to be coordinated by the 30th of June 2019	605 HIV/AIDS and Social Support Programmes coordinated by the 30 June 2019	4 (130% - 149%)	ABM 08	420 x HIV/AIDS and Social support programmes in the 19/20 FY to be coordinated by the 30th of June 2020	411 x HIV/AIDS and Social support programmes in the 19/20 FY to be coordinated by the 30th of June 2020	2 (70% - 99%)	Could not complete programmes due to Covid-19	N/A	N/A	HIV/AIDS & Social Services Register	ABM 08	300 x HIV/AIDS and Social support programmes in the 20/21 FY to be coordinated by the 30th of June 2021

## EMPLOYEE INFORMATION – AREA BASED MANAGEMENT

EMPLOYEE: AREA BASED MANAGEMENT					
2018/2019		2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.)	Vacancies (as a % of total posts) %
T01-T03	18	55	16	39	70.91
T04-T08	13	54	13	41	75.93
T09-T13	23	48	23	25	52.08
T14-T18	6	6	6	-	0.00
T19-T22	1	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>61</b>	<b>164</b>	<b>59</b>	<b>105</b>	<b>64.02</b>

## FINANCIAL PERFORMANCE – AREA BASED MANAGEMENT

FINANCIAL PERFORMANCE 2019/2020: AREA BASED MANAGEMENT, HALLS					
R'000					
Details	2018/2019		2019/2020		
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>0</b>	<b>-57</b>	<b>-6 827</b>	<b>-5 884</b>	<b>-14</b>
Expenditure:					
Employees	19 835	43 993	31 002	30 611	-1,3
Repairs and Maintenance	79	1 135	568	47	-92
Other	529	29 907	-30 861	11 178	



FINANCIAL PERFORMANCE 2019/2020: AREA BASED MANAGEMENT, HALLS R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Expenditure</b>	<b>20 442</b>	<b>75 035</b>	<b>709</b>	<b>41 836</b>	<b>5800</b>
<b>Net operational (Service) Expenditure</b>	<b>20 442</b>	<b>74 978</b>	<b>-6 118</b>	<b>35 952</b>	

## CAPITAL EXPENDITURE – AREA BASED MANAGEMENT

CAPITAL EXPENDITURE 2019/2020: AREA BASED MANAGEMENT, HALLS R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
Total All	14 930	7 472	6 567	-12	
BB Community Hall - MIG	116	755	656	-13	
Ward 15 Community Hall - MIG	1 398	1 607	1 398	-13	
Ward 38 Community Hall- MIG	4 816	1 813	1 813	0	
Ward 7 Community Hall - MIG	600	522	522	0	
Ward 29 Community Hall -MIG	600	590	589	-0,2	
Ward 24 Community Hall - MIG	600	561	561	0	
Ward 8 Community Hall - MIG	600	593	555	-6	
Ward 13 Community Hall - MIG	2 400	0	0	0	
Madiba Community Hall - MIG	2 000	429	383	-11	
Ward 27 Community Hall - MIG	300	0	0	0	
Furniture and Equipment	300	200	45	-78	
Machinery and Equipment	400	200	45	-78	
Operation Sukuma Sakhe	800	200	0	0	

## COMMENT ON THE PERFORMANCE OF AREA BASED MANAGEMENT OVERALL

The successes of the Unit: The Unit is very successful in community participation and community engagement because of functional War Rooms hence all Ward Plans are developed and submitted to COGTA. Community awareness and education as our offices are strategically placed within the community. Ward Based Plans are successfully developed and submitted for inclusion in the IDP, however the challenge is that the plans are not always included in the IDP

Failures of the Unit: The unit is at the coalface of the community thus become the target of any incapacity or misfortune of the municipal administration. The none participation of internal staff in War Room disadvantages them of early detection of community service complaints as most appear in Area Based Management monthly report thus uncontrollable community service delivery protests.

Capital expenditure and what it was used for: Mid 2019/2020 Financial Year, the halls management was transferred to Area Based Management with zero budget thus the hall staff have not received any protective wear since their transfer.

ABM Vacancy deficiency: There is chronic shortage of staff in Area Based Management, it hugely staggering and working on skeleton staff thus resulting in staff fatigue. The organogram indicates that each management area has to have; five (5) Facilitators in total must have Twenty-five (25) Facilitators but the actual number is thirteen (13), Five (5) Profiler but the actual is three (3) Profilers, Thirty-five (35) Caretakers but the actual four (4) Caretakers, ten (10) General Workers actual the actual eight (8) therefore Imbali Office do not have a cleaning staff, five (5) Area Hall Supervisors, One (1) Departmental Messenger/Driver but none.

Modification of vacancy deficiency in the unit: The Unit is surviving on acting staff and overtime especially during COVID19

Complaints from the public to relevant departments and or Customer services are referred within two (2) working days, however the operational units do not always attend to the queries sitting budgetary issues.

## 2.4. RECREATION & FACILITIES

### INTRODUCTION TO RECREATION AND FACILITIES

Recreation and Facilities comprises of the following core functional areas:

- Parks Management (Horticulture, flora and fauna and arboriculture)
- Sports & Recreation Management
- Cemeteries & Crematoria
- Conservation & Environment
- Library Services-Community Outreach Programmes
- Maintenance of Council Buildings and Facilities

### SERVICE DELIVERY PRIORITIES

#### Libraries

- Internet – assistance to matriculants and community members
- Mobile Library – Services respective communities (including seniors)
- Partnership with Afrisan to build a new Library in Copesville



#### Horticulture

- Lack of tools of Trade – Brushcutters and slashers. Grass uncut.

#### Cemeteries

- Repairs to 2 Mountain Rise Cremators, Identification of new burial space

#### Buildings & Facilities

- Construction of Athletic Track, Outdoor Gyms

### ORGANIZATIONAL UNITS WITHIN RECREATION AND FACILITIES

#### BIO-DIVERSITY & NATURE CONSERVATION

Maintenance and development of conservation areas and environmental management plan This unit comprises of the Management of the Bisley Nature, Ferncliffe Reserves and Ketelfontein Grassland Conservancy Area in terms of National Environmental Management: Biodiversity Act [Act 10 of 2004].

#### HORTICULTURE, ABORTICULTURE AND LANDSCAPING

Management, maintenance and development of Parks, open spaces, play lots, verges. Horticultural practices which includes, beautifying, landscaping of cities islands, city entrances, maintenance of surrounds and gardens at council buildings e.g. halls and libraries. Develops new parks. Provides plant material for the entire city by operating a nursery. Manage grass cutting in parks, public open spaces and verges.

#### CEMETERIES & CREMATORIUMS

Manage, administer and develop Cemeteries and Crematoriums. Plans and implements the development of new cemeteries and crematoria. Prepares burial sites for burial. Manage the pauper burials within Msunduzi municipality. Maintains the cemeteries by cutting grass. Enforces the cemeteries and crematoria by-laws.

#### LIBRARIES

There are eleven libraries within the Msunduzi Municipal Library Services, the main Bessie Head Library and ten branch libraries. The Bessie Head Library has a wide range of resources including books, large-print books, newspapers and periodicals, audio books, DVDs, videos, music CDs and scores, and CD ROMs for all age groups. Within the branch libraries: there are three large libraries, Northdale, Georgetown and Eastwood and seven smaller ones, Ashburton, Woodlands, Sobantu, Ashdown, Vulindlela, Elaandskop and Alexandra Library. The branch libraries offer a smaller range of materials than is available at the main library but make every effort to meet the needs of the communities they serve. A limited Adult Reference service is available at Northdale, Georgetown and Eastwood libraries. Georgetown provides a study area and a Travelling Library service to schools.

During the last financial year, all 11 libraries were maintained and some maintenance is still to be completed by the end of October 2020 A. In this financial year, there was no book buying due to Covid 19 and there were no vacant posts filled. The tender processes towards building a new library in Imbali are carried through by SCM of Department of Arts and Culture and there still no work commenced. Afrisam has partnered with council to build the library in Copesville (ward 29) and no work has commenced yet.

#### SPORT AND RECREATION

Manage maintenance and development of all municipal sports facilities and swimming pools plus the promotion and development of sports and recreation. Coordination of major sporting events. Development of new sporting facilities. Prepares sports venues for major events. Coordinators sports development.

#### BUILDINGS AND FACILITIES

This unit is responsible for the maintenance and upgrades of council's buildings as well as for new building related projects, planned and reactive maintenance work to Council owned buildings. There is a call centre that filters down urgent/high priority building maintenance related work; requested from different departments; to our administrative personnel who commissions the work to relevant officials and provides progress reports on work logged via the call centre. The requesting departments have the obligation of providing this Unit with appropriate budget information i.e.: WBS, GL numbers & cost centres to ensure that the execution of maintenance work is carried out efficiently with minimal delays. We have qualified staff employed to carry out the following:

MAINTENANCE	FOCUS AREAS
Electrical Maintenance	Repairs/installations to lights, plug points, distribution boards, etc.
Mechanical Maintenance	Repairs/installations of Air-conditioners, Lifts, water pumps, generators, etc.
Quantity Surveying	Preparation of estimates, Bill of Quantities, etc.
Works Inspectors	Project monitoring, site and building inspections
Architectural Technologist	Preparing drawings/sketches for minor maintenance work.
Project Manager	Managing of all building related projects.
Plumbers, carpenters, General workers (located at the Depot)	Attending to all reactive in house work at a rate & standard.

### SERVICE STATISTICS FOR RECREATION AND FACILITIES

#### BIO-DIVERSITY & NATURE CONSERVATION

Identification and Eradication of Alien Invasive Species. Working in collaboration with Working on Fire (WOF) to effect fire-breaks. Maintenance of public open spaces within townlands areas. Manage and maintain the Bisley Nature Reserve including the well being of the animals.

**Service Delivery Priorities:**

- Bisley Nature Reserve – Proclamation of this reserve
- Ketelfontein – Establishment of Ketelfontein as a Conservancy Area
- Partnership with Ezemvelo KZN Wildlife for the upgrading of Alex Park and Bisley Nature Reserve
- Partnership with Department of Economic Development, Tourism and Environmental Affairs on the Eradication of Alien Invasive Species

**Challenges at the Bisley Nature Reserve:**

- There is an overbreeding of animals, particularly Giraffes and Zebras in the nature reserve which has resulted in an excess of the nature reserves carrying capacity.
- The Bisley Nature Reserve is in need of fencing to ensure that animals are unable to leave the reserve.
- Alien invasive plants is a concern.

**Corrective measures include:**

- Overbreeding- one of two options include, the sale of animals to potential buyers; alternately animals will be donated to interested farms.
- Fencing- so far the contractor has completed approximately 500 meters.
- Alien plants- 20 temporal workers will be tasked with the eradication of alien invasive plants in the nature reserve.

**HORTICULTURE, ABORTICULTURE AND LANDSCAPING**

DESCRIPTION	NUMBER	AREA (M2)
PARKS	16	1 319 800
OPEN SPACES	133	4 002 000
TOWNLANDS AREA	-	730000
PLAYLOTS	14	931 600
TRAFFIC ISLANDS	21	321 780
MAIN ARTERIAL ROUTES	30	4 588 400
VERGES TOTAL	-	12 456 749
CENTRAL	-	3 424 329 Square meters
NORTH	-	6 882 420 square meters
WEST	-	2 150 000 square meters

**CEMETERIES & CREMATORIUMS**

**CLOSED CEMETERIES**

- Commercial Road Cemetery
- Roberts Road Cemetery
- Georgetown Cemetery
- Slangspruit Cemetery
- Moses Mabhida (Heroes Acre)
- Dambuza (Madlelengileni)
- Azalea Cemetery

**OPERATING CEMETERIES**

- Sinathingi Cemetery
- Mountain Rise Cemetery
- Willowfountain Community Cemetery
- Two crematoriums are currently operational

## LIBRARIES

	Bessie Head	Mobile services	Northdale	Woodlands	Eastwood	Sobantu	Alexandra	Ashdown	Georgetown	Ashburton	Matunze	Slangspruit	Elandskop
Membership Statistics	87428	260	20953	9057	11153	4282	3521	3021	5560	5150	465	1797	2047
Issue statistics	69790	46349	180013	41521	27015	19454	16730	5446	9444	11928	1245	1428	2230
Adult reference user statistics	16228	-	37068	12573	7917	3740	581	3332	4582	741	524	808	
Children's reference user statistics	44863	-	47953	17578	13630	7721	716	3082	5838	614	-	6391	21950
Internet café/study centre	25534	-	8279	-	3529	-	-	3195	4206	6635	-	-	-
Cataloguing statistics	93312												
Outreach programmes	Library Services conducted outreach programmes from July 2019 until 20 March 2020. These included flagship storytelling sessions on a weekly basis, outreach programmes to schools and outreach programmes where schools visited libraries. Special days were celebrated which included SA Library Week, Human Rights Awareness, World Read Aloud Day and World Play Day. Local Authors launched their books at the Bessie Head and Georgetown Libraries. The outreach programmes were temporarily halted since the Covid 19 Pandemic broke in the country and worldwide. Libraries were closed to the public from March 2020 until June 2020. Hence the minimal activities of Library Services.												
Covid impact	The Global Pandemic greatly impacted Library statistics since all libraries were closed from 24 March 2020 until 30 June 2020.												

## SPORT AND RECREATION

Total number of Sports Facilities – 65  
Total number of pools – 7

## BUILDINGS AND FACILITIES

PROJECT	COMPLETED PROJECTS		ACTUAL PROGRESS
	FUNDING SOURCE	PROJECT COST	
Construction Ward 3 Community Sports Hall	-	-	Project completed
Construction Ward 18 Community Hall	MIG	-	Project completed
Renovations & upgrades to Emgodini Taxi Rank	CAPEX	R2.25 Million	Project completed

## RECREATION AND FACILITIES POLICY OBJECTIVES TAKEN FROM THE IDP

RECREATION & FACILITIES (SPORTS, PARKS, SERVICES, RECREATION, CEMETERIES, LIBRARIES, BUILDINGS & FACILITIES) POLICY OBJECTIVES TAKEN FROM THE IDP													
SDBIP / OP REFERENCE	2018/2019					2019/2020							
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
R & F 01	Grass cut once per month in 29 wards a season as per grass cutting schedule (September 2018 - May 2019) with a tractor utilising a slasher-mower for open spaces, sportsgrounds and any verge over 2 meters by the 31st of May 2019	Grass cut in 29 Wards utilising a slasher-mower with minor challenges	1 (69% & below)	R & F 01	Grass cut once per month in 29 wards a season (September 2019 - May 2020) as per grass cutting schedule by the 31st of May 2020	Grass not cut once per month in 29 wards	1 (69% & below)	Slasher-mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to be adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance	New financial during winter maintenance program depending on the impact of lockdown.	Grass cutting stats	R & F 01	Grass cut once per month in 29 wards a season as per grass cutting schedule (September 2020 - May 2021) by the 31st of May 2021
R & F 02	10 islands and 10 main entrances into CBD maintained monthly by the 30th of June 2019	5 islands and 5 main entrances into CBD maintained	1 (69% & below)	R & F 02	10 islands and 11 main entrances into CBD maintained monthly as per maintenance schedule by the 30th of June 2020	5 islands 5 main entrances into CBD maintained	1 (69% & below)	Slasher mowers still not repaired. Still awaiting brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to be adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance	July during winter maintenance program depending on the impact of lockdown.	Grass cutting stats	R & F 02	10 islands and 11 main entrances into the CBD maintained monthly as per maintenance schedule by the 30 June 2021

RECREATION & FACILITIES (SPORTS, PARKS, SERVITUDES, RECREATION, CEMETERIES, LIBRARIES, BUILDINGS & FACILITIES) POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019					2019/2020					2020/2021			
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
R & F 04	3000 x Library Books purchased and received April 2019	12 745 purchased in June 2019 and 24 688 purchased for the year.	4 (130% -148%)	R & F 04	5000 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	0 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	1 (69% & below)	No books were purchased due to the non-appointment of a service provider. Tender was supposed to close on the 2nd of April 2020. However due to the national Lockdown the process could not be completed to appoint a panel for the provision of books.	Appointment of Service Provider as soon as the National Lockdown is lifted	20/21 FY	BSC Report and resolution.	R & F 03	3000 x Library/Books purchased as per book buying policy and received by the 31st of May 2021
R & F 06	Purchase new Machinery and Equipment (100 BRUSH CUTTERS, 10 CHAINSAWS, 3 POLE PRUNERS) by the 30th of June 2019	Purchase new Machinery and Equipment (100 brush cutters delivered) by the 30th of June 2019	1 (69% & below)	R & F 05	50 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	0 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	1 (69% & below)	No brush cutters were purchased due to the non-appointment of a service provider due to the COVID-19 Lockdown.	Appointment of Service Provider as soon as the National Lockdown is lifted	20/21 FY	Adjudication report and tender documents	R & F 05	50 x Brush Cutters purchased and delivered by the 31st of August 2020

**EMPLOYEE INFORMATION – RECREATION AND FACILITIES**

EMPLOYEE: RECREATION & FACILITIES						
BIO-DIVERSITY AND LANDSCAPE, CEMETERIES & CREMATORIUMS, LIBRARIES & SPORT AND RECREATION						
Job Level	2018/2019		2019/2020		2019/2020	
	Employees No.	Posts No.	Employees No.	Vacancies (as a % of total posts) %	Original Budget	Actual
T01-T03	358	653	350	46.40	-81,800	-33,014
T04-T08	185	302	175	42.05	154,946	120,892
T09-T13	49	70	47	32.86	11,634	2,607
T14-T18	11	13	10	23.08	35,699	38,660
T19-T22	1	1	1	0.00	202,299	162,159
T23-T25	-	-	-	-	188,967	129,145
<b>Total</b>	<b>604</b>	<b>1039</b>	<b>583</b>	<b>43.89</b>		

**FINANCIAL PERFORMANCE – RECREATION AND FACILITIES**

FINANCIAL PERFORMANCE 2019/2020: RECREATION & FACILITIES						
R'000						
BIO-DIVERSITY AND LANDSCAPE, CEMETERIES & CREMATORIUMS, LIBRARIES & SPORT AND RECREATION						
Details	2018/2019		2019/2020		2019/2020	
	Actual	Adjustment Budget	Original Budget	Actual	Variations to Adjusted Budget %	
<b>Total Operational Revenue (excl. tariffs)</b>	<b>-13,332</b>	<b>-81,800</b>	<b>-30,162</b>	<b>-33,014</b>	<b>9</b>	
Expenditure:						
Employees	154,946	211,271	123,093	120,892	-2	
Repairs and Maintenance	11,634	7,266	2,004	2,607	30	
Other	35,699	73,548	46,616	38,660	-17	
<b>Total Operational Expenditure</b>	<b>202,299</b>	<b>292,085</b>	<b>171,713</b>	<b>162,159</b>	<b>-6</b>	
<b>Net operational (Service) Expenditure</b>	<b>188,967</b>	<b>210,285</b>	<b>141,551</b>	<b>129,145</b>	<b>-9</b>	





## CAPITAL EXPENDITURE – RECREATION AND FACILITIES

CAPITAL EXPENDITURE 2019/2020: RECREATION & FACILITIES					
R'000					
BIO-DIVERSITY AND LANDSCAPE, CEMETERIES & CREMATORIIUMS, LIBRARIES & SPORT AND RECREATION					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>9,449</b>	<b>18,181</b>	<b>5,046</b>	<b>-72</b>	
Machinery & Equipment	1,500	751	575	-23	
Furniture & Equipment - Grant	2,878	1,439	0	0	
Machinery & Equipment - Grant	500	250	27	-89	
Transport Assets - Grant	3,971	1,985	1,941	-2	
Computer Equipment - Grant	0	2,684	1,790	-33	
Rehab – Mountain Rise Cemetery - MIG	600	0	0	0	
Sweetwaters Dual Purp Sports Center - MIG	0	0	713	0	
Upgrade Library Renovations - Grant	0	11,072	0	0	

## COMMENT ON THE PERFORMANCE OF RECREATION AND FACILITIES OVERALL

### BIO-DIVERSITY & NATURE CONSERVATION

#### CAPITAL EXPENDITURE 2019/2020: RECREATION & FACILITIES

### HORTICULTURE, ABORTICULTURE AND LANDSCAPING

Beautification projects have been initiated on all council gardens, islands, and city entrance to enhance the aesthetics of the city and is ongoing. Grass cutting program and tree felling program is ongoing. In the process of purchasing new slasher mowers and 50 Brush cutters.

### CEMETERIES & CREMATORIIUMS

Burial space is fast becoming scarce. EIAs are being done on the new site. The dispute regarding land in Hollingwood needs to be resolved. Two Crematoriums are operational. To acquire two new crematoriums once funds are available. T3.55.7

### LIBRARIES

Book buying and renovations are ongoing projects. Preservation and digitization are major project that the library is embarking upon as they are falling within the Legal deposit collection which is prioritize as Generally Recognized Accounting Practice 103 (GRAP 103) that is of heritage value of the country. The expectations for 2019/20 were exceeded. Currently the library is focusing on building the Copesville Library in partnership with AfriSam. The fire protection of the legal deposit material and the process phase one of portioning stack areas is still awaiting funding availability.

### SPORT AND RECREATION

There as being a lack of maintenance due to the lack of funding only preventative maintenance has been conducted. Athletic track is completed. Grading and Categorization of Venues is ongoing.

### BUILDINGS AND FACILITIES

The unit has been performing relatively well on all new building projects. There is a challenge on most maintenance work due insufficient funds from requesting business units hence delays in executing maintenance work efficiently and processing purchase orders.

## 2.5. PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES

### INTRODUCTION TO PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES

The Public Safety Enforcement & Emergency Services unit is responsible primarily for disaster management, fire services, traffic and security services with the Msunduzi area of jurisdiction.

### ORGANIZATIONAL UNITS WITHIN PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES

#### DISASTER MANAGEMENT

Disaster Management falls under the Disaster Management Act 57 of 2002. The Act requires an integrated and effective response to disasters. Disaster Management aims to reduce the risk of disasters, mitigate the severity of disasters, plan and prepare for emerging crisis, events or disasters, respond rapidly and effectively to disasters and to implement post disasters recovery and rehabilitation by monitoring, integrating, co-ordinating the disaster risk management activities of all role-players. The overall implementation of Disaster Risk management initiatives is a shared responsibility of all employees, department, relevant external role-players and the participation of the community.

Disaster Management provides a culture of risk avoidance amongst communities through education and public awareness. Disaster Management has two components to it-the proactive component that alerts the community to the problem, highlights practices to prevent problems and work with other departments and entities to avoid problems and to lessen the impact of problems.

Under the leadership of the Environmental Management section, significant progress has been made towards determining how climate change projections would affect communities and individuals within the Msunduzi Municipality. It is clear from this work that the impact of existing climate variability and likely future climatic changes will be cross-sectorial and necessitate adaption planning by the majority of municipal departments.

It is a legal requirement for the Local Authority to develop an off- site plan for every Major Hazard Installation. The MHI Legislation prescribes that the local authority develops a site-specific plan for each individual MHI. It is the intention of Disaster Management together with the Fire Rescue Services to involve all relevant stakeholders and critical departments that need to play a significant role in the implementation of the Off-Site emergency plan as per the MHI regulation.



During the 2019/2020 period 12 Disaster Awareness programmes and 12 M.H.R VISTS done which total to 24 visits per year as per S.D.B.I.P., were undertaken in various wards of Msunduzi. These programmes are effective and help in Disaster risk reduction within the various wards.

Relief supplies and assistance were given to those who were affected by storm, fires, winds and other disasters. Relief provided in the form of temporary accommodation (tents), food parcels, mattresses and blankets, and in many instances plastic sheeting used as waterproofing. Assistance is sometimes offered by other parties e.g. NGOS.

Disaster Management is also involved in event safety and forms part of the safety and security cluster that oversees and monitors all events within the Msunduzi area of jurisdiction. Also participates in planning meetings prior to various types of events. During the lockdown all events have been postponed.

Disaster Management is also responsible for the Emergency Communications Centre (ECC). The Emergency Communications Centre (ECC) is charged with the responsibility within Public Safety of providing prompt, courteous, and professional handling of all emergency calls from the public and subsequent dispatch of appropriate emergency service responders.

## FIRE SERVICES

Fire services is responsible for as explained below:

### 1. Fight or extinguish a fire and rescue of life or property from a fire or other danger:

Early and timeous response to fire and rescue incidents is critical for life and property saving measures to be effective. In order to improve turnout times to incidents the Municipality has started the process which should see two more fire stations opened in the vast Vulindlela area and Northdale suburb of the City, however due to financial constraints these projects have been placed on hold. Whilst staff shortages are a challenge this is combated by a constant attempt to ensure that a minimum manning standard is complied with on a daily basis, even at the expense of overtime costs.

### 2. Prevent the outbreak and spread of fire and the protection of life or property from fire or other threatening danger:

The dedicated Fire Prevention officers ensure that all new building development applications are in compliance with the City by-laws, National Building Regulations and SANS 0400 codes of practice for fire safety in buildings. Existing infrastructure is also subject of daily scheduled and ad-hoc inspections for fire safety compliance.

### 3. Basic fire and life safety training:

The Fire Prevention Officers undertake regular scheduled training with hospitals, commerce and industry in order to impart basic fire safety training in the use of first aid firefighting equipment.

The Public Education Section engages schools and communities in a drive to ensure basic fire and life safety awareness and skills are imparted at a rudimentary scale, mostly by meetings, attendance to community structures and visitations to schools, and, of schools to fire stations. Whilst this basic intervention is still not enough it is imperative that communities are aware of the fire service and services it offers, how to access these services, and what it is that they can do to provide basic first aid fire safety protection to themselves. The COVID19 Pandemic has had a negative impact on our public awareness and training exercises.

## TRAFFIC SERVICES

The department of Public Safety helps ensure a safe environment and improve the quality of life through effective Traffic policing combined with efficient use of security officers. Traffic services include:

- Control and regulate all forms of Traffic, promote education and training on the road and traffic safety.
- Attend scenes of motor vehicle collisions and assist with traffic control, removal of injured persons and removal of vehicles so that traffic may flow freely again.
- Eliminate points of congestion, obstruction, hindrance, interference or danger to vehicles and pedestrians.
- Driver licence Test Centre and Registration helps to provide effective issuing of valid driver's licences and Professional Drivers permits.

## SECURITY SERVICES

The Security unit under the Public Safety department has a core function to protect and ensure safety within the Msunduzi Municipality; the key responsibilities for the Security unit are;

- Static Security Services is responsible for the safety of Council Property and personnel.
- Security Task Team which is responsible for the enforcement of Street Trading related By-Laws.
- Rapid Response Unit responsible for the illegal occupation Council Land and property
- Responding to the volatile situations in the Municipality.

## SERVICE STATISTICS FOR PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES

### DISASTER MANAGEMENT

During the 2019/2020 financial year, a number of incidents of various types of disasters was attended to and as per below:

- Total number of incidents: 171
- Cost of relief in relation to emergency supplies: R 1 025 408.00
- Total Number of Events attended 58 (REDUCED DUE COVID-19 REGULATIONS)
- Total number of people monitored: 242 790



## FIRE SERVICES

The below table reflects the statistics for the fire services unit:

FIRE SERVICE DATA					
	Details	2018/2019	2019/2020		2020/2021
		Actual No.	Estimate No.	Actual No.	Estimate No.
1	Total fires attended in the year	1 349	N/A	1 465	N/A
2	Total of other incidents attended in the year	358	N/A	290	N/A
3	Average turnout time – urban areas	17	17	17	17
4	Average turnout time – rural areas	33	33	33	33
5	Fire fighters in post at year end	88	141	81	141
6	Total fire appliances at year end	14	14	14	14
7	Average number fire appliances off the road at year end	5	2	5	2

## TRAFFIC SERVICES

The below table reflects the statistics for the traffic services unit:

SERVICE STATISTICS FOR TRAFFIC SERVICES					
	Details	2018/2019	2019/2020		2020/2021
		Actual No.	Estimate No.	Actual No.	Estimate No.
1	Number of road traffic accidents during the year	1 328	N/A	1 328	N/A
2	Number of by-law infringements attended	60	60	48	N/A
3	Number of police officers in the field on an average day	57	57	+–40	57
4	Number of police officers on duty on an average day	57	57	+–40	57

## SECURITY SERVICES

The below table reflects the statistics for the security services unit:

SERVICE STATISTICS FOR SECURITY					
No.	Details	2018/2019	2019/2020		2020/2021
		Actual No.	Estimate No.	Actual No.	Estimate No.
1	Number of SECURITY INCIDENTS during the year	147	210	141	210
2	Number of by-law infringements attended	1 300	1 400	1 475	1 500
3	Number of SECURITY officers in the field on an average day	87	80	85	90
4	Number of SECURITY officers on duty on an average day	87	80	85	90

**PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES POLICY OBJECTIVES TAKEN FROM THE IDP**

PUBLIC SAFETY, EMERGENCY SERVICES & ENFORCEMENT (TRAFFIC, SECURITY, FIRE & DISASTER) POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019					2019/2020					2020/2021			
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
PS, ES & E 01	168 x Number of road safety awareness sessions conducted by 30th of June 2019	232 x Number of road safety awareness session conducted by the 30th of June 2019	5 (150% - 167%)	PSDM 01	156 x road safety awareness sessions conducted by the 30th of June 2020	161 x road safety awareness session conducted in the FY by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	ATTENDANCE REGISTERS	PSDM 01	156 x road safety awareness sessions conducted in the 2021 FY by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	PSDM 03	2 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 31st of March 2020	0 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 30 June 2020	1 (69% & below)	No Physical Fire arm verifications were conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 30 June 2020 due to the firearm take by the National task team	N/A	N/A	All fire arms were taken by The South African Police National task team	PSDM 03	2 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 30th of June 2021
PS, ES & E 05	24 Hours turnaround time to respond to disaster related incidents reported according to the Approved DM plan/strategy by the 30th of June 2019	45 Hours turnaround time to respond to disaster related incidents reported according to the Approved DM plan/strategy by the 30th of June 2019	2 (70% - 99%)	PSDM 07	24 Hours turnaround time to respond to disaster related incidents reported according to the Approved DM plan/strategy by the 30th of June 2020	24 Hours turnaround time to respond to disaster related incidents reported according to the Approved DM plan/strategy by the 30th of June 2020	2 (70% - 99%)	N/A	N/A	N/A	P.O.E. ASSESSMENT FORMS, RECORDS OF RELIEF ITEMS DISTRIBUTED	PSDM 06	24 Hours turnaround time to respond to disaster related incidents reported according to the Approved DM plan/strategy by the 30th of June 2021
PS, ES & E 09	800 fire inspections conducted by the 30th of June 2019	834 fire inspections conducted by the 30th of June 2019	3 (100% - 129%)	PSDM 11	800 x fire inspections conducted by the 30th of June 2020	1051 x fire inspections conducted in the 19/20FY by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	DAILY SCHEDULES	PSDM 09	800 x fire prevention inspections conducted by the 30th of June 2021

**EMPLOYEE INFORMATION – PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES**

EMPLOYEE: PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES						
DISASTER MANAGEMENT, FIRE SERVICES, TRAFFIC & SECURITY						
Job Level	2018/2019		2019/2020		2019/2020	
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (as a % of total posts) %	Employees (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	7	9	7	2	22.22	
T04-T08	250	424	271	153	36.08	
T09-T13	188	322	184	138	42.86	
T14-T18	27	36	27	9	25.00	
T19-T22	1	1	1	-	0.00	
T23-T25	-	-	-	-	-	
<b>Total</b>	<b>473</b>	<b>792</b>	<b>490</b>	<b>302</b>	<b>38.13</b>	

**FINANCIAL PERFORMANCE – PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES**

FINANCIAL PERFORMANCE 2019/2020: PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES						
R'000						
DISASTER MANAGEMENT, FIRE SERVICES, TRAFFIC & SECURITY						
Details		2018/2019		2019/2020		Variance to Adjusted Budget %
	Actual	Original Budget	Adjustment Budget	Actual	Adjusted Budget	
<b>Total Operational Revenue (excl. tariffs)</b>	<b>-14 052</b>	<b>-7 213</b>	<b>-3 604</b>	<b>-14 684</b>	<b>307</b>	
Expenditure:						
Employees	213 465	272 004	237 296	246 774	4	
Repairs and Maintenance	0 999	2 054	905	1 152	27	
Other	86 699	92 073	80 260	75 292	-6	
Total Operational Expenditure	301 133	366 131	318 461	323 218	1,5	
Net operational (Service) Expenditure	287 081	358 918	314 857	308 534	-2	



## CAPITAL EXPENDITURE – PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES

CAPITAL EXPENDITURE 2019/2020: PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES R'000					
DISASTER MANAGEMENT, FIRE SERVICES, TRAFFIC & SECURITY					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>1 902</b>	<b>300</b>	<b>300</b>	<b>0</b>	
Upgrade Shooting Range	1 502	0	0	0	
Vehicles	400	300	300	0	

### COMMENT ON THE PERFORMANCE OF PUBLIC SAFETY ENFORCEMENT & EMERGENCY SERVICES OVERALL

#### DISASTER MANAGEMENT

The performance of the Disaster Management unit is directly linked to the Service Delivery and Budget Implementation plan (SDBIP's). While the performance is at an acceptable level, there are deficiencies within the unit like the filling of critical vacant posts and the establishment of a satellite disaster offices in the Greater Edendale Areas which include ward 39 Ncwadi/Vulindlela area which will further enhance service delivery thereby improving performance. Our Disaster Plan has not been approved due to various internal setbacks and we are positive that it will be approved during this reporting period. The report for council has been done and sent through the correct channels for the approval/rejection of the disaster plan by full council. The funding for disaster relief has been drastically reduced by a huge amount. We have already committed our funding as per the 3-year contract, which has been approved to purchase relief items. We will therefore submit a request for further funding at mid-year review.

#### FIRE SERVICES

The lack of fire stations servicing the extreme areas of the municipality is a cause for concern due to the risks attached to the delayed response times from fire stations which are a fair distance from these areas. This is further exacerbated by the time of day response (peak periods etc.), and could have an impact on the ability to effectively protect life and property. The severe staff shortage has a direct impact on the morale of the fire staff, safety, and overtime budget implications in order to maintain an effective service.

#### TRAFFIC SERVICES

The challenges that exist within the traffic department include, the lack of tools of trade, those tools of trade being vehicles, two way radios as a communication tool and uniforms. The DLTC continued to provide its services to Municipal patrons and providing a steady income of Revenue to the Municipality. In terms of the regulation the centre needs to have access to more space and be a stand-alone, which needs to be addressed as it has been an audit finding.

#### SECURITY SERVICES

The Unit faced issues regarding the repossession of firearms by the SAPS, during the financial year the Security officers in charge of safeguarding Municipal Assets and council property were unarmed because of the firearms being taken by SAPS. The unit is also facing significant shortage in terms of tools of trade, there are not enough vehicles, TLB, Chainsaws which further limits the ability to complete tasks. There was also shortage of uniforms for security officers.

Firearm refresher course did not take place in the financial year, as there were technical issues that prevented the course to take place, the one being the repossession of firearms by SAPS.

The security unit was successful in impounding vehicles that were obstructing traffic flow, also the mechanic that are operating illegally on the roadside all this was achieved with the assistance of the traffic department. Protection services were provided to environmental health officers when they are checking for by law infringement.

## COMPONENT C: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES BUSINESS UNIT

This component includes: Development Services, Town Planning and Environmental Management, Human Settlements and City Enterprises.

### 3. SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES

#### 3.1 DEVELOPMENT SERVICES

##### INTRODUCTION TO DEVELOPMENT SERVICES

Development Services is the fresh approach to Local Economic Development as previously identified on the last Msunduzi Annual Report (2018/2019). The 2013 approved organogram established Development Services sub-unit, under Sustainable Development and City Enterprises (SDCE). The purpose of Development Services is to create an enabling environment for business to grow in order for the economy to grow resulting in employment creation. The sub-unit in other small to medium Municipalities refers to as Local Economic Development (LED). The sub-unit primarily deals with enhancing Economic Development through the development of Small Medium and Micro Enterprises (SMME's) and Cooperatives (Coops), furthermore supports the informal economy by facilitating and monitoring of informal street traders and tuck shops/ spaza shops.

The sub-unit deals with the promotion of Business Development by supporting new businesses, promotes investment in the city and supports business retention and expansion. Contrary to Business Development, the sub-unit also regulates Business Licensing through facilitation of licensing applications, licensing inspections and business registrations. Development Services has introduced a sub-function, referred to as Special Projects that deals with planning and implementing Local Economic Development infrastructure projects through external funding from Treasury the Neighbourhood Development Partnership Grant (NDPG) and KwaZulu-Natal Cooperative Governance and Traditional Affairs (COGTA), the corridor development and others.

The 2019/20 financial year was a great learning curve for Development Services in navigating the core LED mandate, which is increasing economic activity, reducing unemployment and using the land optimally. On the previous operational plan, the sub unit did not have all the core mandates listed as operations, in the New Year the sub unit will add programmes like the red tape reduction in order to monitor the red tapes that are contrary to the City's increase of economic activity. Monitor building plans, development applications and investor's enquiries and complaints are processed efficiently. In reducing unemployment, Development Services relied mostly on the Community Works Development programme from COGTA. The unit will design a tool that includes private and public employment activities in the city. In terms of land management, the Development Services will assume the strategic land release and acquisition in order to accelerate investment agenda, so that land is utilised optimally. The sub-unit regrets pronouncing no land release transpired on the previous financial year (2019/20), however the new financial year (2020/2021) will release more than four strategic land parcels and prepare more than 50 residential sites for release.

The LED Strategy was reviewed in 2017; and the adopted vision of the strategy was also reviewed. The Vision is as follows: "The vision of Msunduzi Municipality is of a globally competitive metropolitan city of choice which capitalises on its strategic location, environment, cultural heritage and educational facilities in creating a choice quality of life for all, whilst actively creating an enabling environment for local economic development directed towards economic growth, prosperity, alleviation of poverty and job creation."

The Msunduzi LED Strategy seeks to provide an enabling strategy and implementation framework to achieve the above view. The goals, strategies and projects that constitute this strategy will assist all stakeholders in the Msunduzi Local Municipality to efficiently and effectively undertake local economic development, which will ultimately lead to economic growth and development.

##### Goals:

1. Goal 1: To facilitate the development, growth and expansion of key economic sectors identified within the Msunduzi Local Municipality.
2. Goal 2: To enhance the effectiveness of LED planning and implementation.
3. Goal 3: To facilitate spatial planning, land identification and premises access for development.
4. Goal 4: To support the development of small-enterprises and the Informal Economy.
5. Goal 5: To support business development, retention and expansion within the Msunduzi Local Municipality.
6. Goal 6: To drive implementation of catalytic projects

##### ORGANIZATIONAL UNITS WITHIN DEVELOPMENT SERVICES & SERVICE STATISTICS

###### • BUSINESS DEVELOPMENT

The Business Development develops creative strategies to retain the clients including interviewing them to take their feedback and incorporate it into the growth plan. The section also develops an in-depth knowledge about business development practices.

The section manages customer calls and facilitates appointments, meetings effectively and efficiently in order to attain new business opportunities. The section coordinates meetings for the Development Facilitation Committee with investors and potential project initiators including the Greater Edendale Business Forum.

The section is responsible in analysing the current and past statistics in order to provide recommendations for business growth and problem resolution. Business visitation with Edendale Ward Councillors and Greater Edendale business forum to assess the impact of COVID19 in their businesses as part of introducing Business forum to businesses community of Edendale and Vulindlela.

The Data collection and data verification of businesses is the sections mandate in order to create an Investment Directory. The section has drafted the Msunduzi Business Incentive Policy and re-submitted to SMC for onwards transmission to Council for approval. Preliminary work and research on the development of Msunduzi Municipal Business Retention and Expansion Strategy has commenced.



## • ECONOMIC DEVELOPMENT

The purpose of this Business Unit section is to provide integrated business support services to existing and potential businesses within Msunduzi jurisdiction in enabling them to undertake income-generated activities resulting in job creation and economic growth.

### UNIT STRUCTURE

1. SMME Development and Support
2. Informal Trade and Street Trading
3. Informal Economy

### SMME DEVELOPMENT AND SUPPORT

The SMME Development and Support is a section of the Local Economic Development Business Unit that deals with facilitating the development of SMME's and Cooperatives within the jurisdiction of the Municipality. Our mandate as a Business Unit is to assist aspirant and existing entrepreneurs to start/grow and expand their business. The functions of the Business Unit are as follows:

- To facilitate training and workshops
- To facilitate SMME and cooperative registration
- To facilitate business compliance in terms of SARS, CSD, CIDB etc.
- To facilitate development and support to SMMEs and Cooperatives
- To facilitate access to finance
- To facilitate business linkages and markets
- To facilitate training and mentorship
- To facilitate entrepreneurial skills development
- To facilitate poverty alleviation programmes
- To conduct site visits on various projects to check progress and challenges

The Development Services Business Unit and its staff are committed to providing its clients and stakeholders with innovative efficient and professional service. The main objective of the Business Unit is to provide a conducive environment for distributive economic growth and development.

#### Strategies used in implementing services are:

- SMME Strategy
- Cooperative Strategy

#### For 2019/20 financial year, the SMME Development Sub Unit had the following targets:

- 8 x Trainings/workshops facilitated to SMME's and Cooperatives
- 60 x Site visits conducted to SMMEs and Cooperatives
- 60 x Mentorship programme facilitated to SMME's and Cooperatives
- Development of SMME Database forms
- Development of SMME and Cooperative Ward based database
- Development of Tuck Shop Database
- Development of Informal Economy Database
- Implemented and adhered to Disaster Management Act during Level 5 and Level 4 of lockdown

The above-mentioned targets met with a challenge of Covid-19 towards the end of the financial year.

### INFORMAL TRADE AND STREET TRADING

The Msunduzi Municipality as the City recognizes the objective of its existence in terms of the Constitution, which includes –

- To promote social and economic development
- To promote a safe and healthy environment and
- Municipal planning, trading regulations, licensing and control of undertakings that sell food to the public, markets, public places, municipal roads and street trading.

The City therefore recognizes the need to adopt a developmental approach to enable access to job and entrepreneurial opportunities within the Informal Trading sector, to harmonize the relationship between the Informal Trading sector and the formal trading sector and to facilitate the migration of Informal Trading into the formal trading sector (Upward Migration Programme).

In order to achieve and fulfil the above mentioned constitutional objective and responsibility, and after an extensive consultation process with the relevant stakeholders, the City has adopted an Informal Trading policy, which aims at creating opportunities for the Informal Trading sector to share in the benefits of, and further contribute to, the City's economic growth.

#### Forms of Informal Trading

Informal Trading may include any of the following forms of trading –

- Street trading, which comprises the selling of goods or supply of services for reward in a Public Road;
- Selling of Goods in Linear Market;
- Sale of Goods or services in a Public Place;
- Mobile trading such as from caravans, and light Motor Vehicles;
- Selling of Goods in stalls or kiosks; and (f) Selling of Goods at Special Events;



**Strategies used in implementing services are:**

- Provincial Informal Economy Policy and Street Trading Bylaws

**For 2019/20 financial year, the Informal Trade and Street Trading Sub Unit had the following targets:**

- 4 x Training/workshops facilitated to street traders

**The target met as the unit facilitated five trainings for street traders.**

- Facilitated and provided support to Informal Street Traders with Honourable Mayor, Moses Mabhidha Region (MMR) and Progressive Professionals Forum (PPF)

**INFORMAL ECONOMY****The following are the duties of the informal economy Unit:****The Unit undertake the following tasks:**

- The preparation of the policy that will focus on the development needs of the Informal sector, and identify opportunities within the economy of the Municipality, looking both externally at the broader economic situation of the region, as well as internally at its procurement processes.
- Capture an Informal Economy development vision for the Msunduzi Municipality in consultation with key stakeholder organisations.
- Provide an analysis of the Informal Economy environment, including strengths, weaknesses, opportunities and threats within the economy in general and municipality in particular.
- Review the key economic sectors in the municipality and analyse the potential development opportunities in each sector and the most recent trends.
- Analyse the latest Provincial Growth and Development Plan, the Municipal IDP, and the LED strategy together with the various plans of other national and provincial government departments in respect of promotion of Informal Economy growth and development, to identify possible opportunities.
- Undertake structured consultations with stakeholder groups to develop key strategies and priority interventions, with the aim of promoting new SMMEs, supporting progression from the informal sector to formal small businesses, and enabling SMMEs to expand, diversify and develop a profile beyond the Municipal boundaries.
- Make recommendations on the creation of an enabling environment which is conducive to promoting Informal Economy development, including both support and the reduction of regulatory and bureaucratic impediments.

**Strategies used in implementing services are:**

- Provincial Informal Economy Policy

**For 2019/20 financial year, the Informal Economy Sub Unit had the following targets:**

- Review of existing of Informal Economy policy
- Facilitation of funding for the establishment of Informal Trade Stalls
- Identification and Securing of Land & Buildings for Informal Economy
- Facilitation of meetings of Sub Committee Liaison and Informal Chamber

The above targets were partially met due various including COVID-19/Lockdown.

ECONOMIC ACTIVITY BY SECTOR			
R'000			
Sector	2017/2018	2018/2019	2019/2020
Agriculture, forestry and fishing	1 443 024	1 372 161	1 294 735
Mining and quarrying	190 846	201 264	197 792
Manufacturing	4 446 011	4 491 843	4 573 305
Wholesale and retail trade	5 077 212	5 107 698	5 225 297
Finance, property, etc.	6 515 437	6 559 777	6 815 576
Govt., community and social services	9 308 864	9 413 183	9 763 034
Infrastructure services	1 477 565	1 440 652	1 419 177
<b>TOTAL:</b>	<b>28 458 959</b>	<b>28 586 578</b>	<b>29 288 916</b>

ECONOMIC EMPLOYMENT BY SECTOR			
Jobs			
Sector	2017/2018	2018/2019	2019/2020
Agriculture, forestry and fishing	6 601	6 564	6 720
Mining and quarrying	337	394	409
Manufacturing	22 760	23 494	24 162
Wholesale and retail trade	41 638	41 188	42 148
Finance, property, etc.	29 930	29 929	29 866
Govt., community and social services	58 748	58 700	59 585
Infrastructure services	12 029	12 462	13 188
<b>TOTAL:</b>	<b>172 043</b>	<b>172 731</b>	<b>176 078</b>



## COMMENT ON LOCAL JOB OPPORTUNITIES

A socio-economic analysis of the municipal area indicates that Msunduzi municipality contributes the lion's share of GVA to the District – 71%. Unemployment stands officially at 18% of the economically active population; the total workforce at present is approximately 290 000 people.

The issue of locally available skills, particularly for the ICT sector is a challenge in locating in the city. Clearly, there needs to be some focus on bringing in programmes, either publicly funded or through private and public sector partnerships, to build skills levels, particularly among youth, so that the industries can better rely on there being the skills they require, and so that there are greater opportunities available for better paid jobs.

There are a number of catalytic projects in the IDP, which support industrial development such as the Pietermaritzburg airport upgrade, the Integrated Rapid Public Transport System (IRPTN), the electrical infrastructure upgrade and the installation of a fibre optic cable network.

The potential opportunities available through the N3/SIP2 corridor was examined in some detail, emphasising the need for current and future industries to make the most of the opportunities that will be enhanced with the development of the corridor as per the National Infrastructure Plan.

Multipliers per industry cluster: the aluminium industry sector provided an indication of multipliers with an estimate of 3 new jobs created per each tonne of downstream beneficiation, with a vision to create and support over 300 new entrepreneurs over the next six years. The other industries, such as agriculture, have varying estimates of job potentials, dependent on the product (sugar cane, for example, provides approximately 20 jobs per hectare during planting season). Looking as SA stats as a whole, the agricultural and manufacturing sectors have the highest multiplier effects in terms of job creation per amount of investment.

JOB CREATION THROUGH EPWP* PROJECTS		
Details	EPWP Number of Projects	Jobs created through EPWP* Projects No.
2017/2018	32	1060
2018/2019	24	1060
2019/2020	13	391
Extended Public Works Programme		

JOB CREATION THROUGH CWP* PROJECTS		
Details	CWP Number of Projects	Jobs created through CWP*Projects No.
2017/2018	18	950
2018/2019	14	1080
2019/2020	26	956
Extended Public Works Programme		

### • BUSINESS LICENSING

This unit ensures that all businesses comply with the business legislation, by issuing business licenses within the Msunduzi Area of jurisdiction. The unit conducts inspections, raids and prosecutes, it business that are not compliant with the legislation.

During the new financial year, the Business Licensing unit will be implementing the online licensing, permitting and registration system. KZN Economic Development, Tourism and Environmental Affairs developed the system for providing an automated uniform processes in relations to application registration and issue of business licenses. The success of this system will require adequate resources especially administrative component.

#### Challenges:

The challenges of the unit are the critical staff shortage, the unit desperately requires an admin clerk, and the unit cannot implement the E-licensing programme as instructed by EDTEA.

### BUSINESS VISITED FOR COMPLIANCE

ANNUAL TARGET	ANNUAL ACTUAL (accumulated)
520	578

### BUSINESS VISITED FOR REGISTRATION AND CREATION OF DATABASE ACHIEVED

ANNUAL TARGET	ANNUAL ACTUAL (accumulated)
540	783

- Average of 21 days taken to process Business License applications after date of receipt.

### • SPECIAL PROJECTS (NDPG)

The Unit is responsible for the planning, implementation and management of the Neighbourhood Development Partnership Programme (NDPG) that is intended for public investment, funding used to attract private, and community investment to unlock the social and economic potential within targeted neglected townships and neighbourhoods.

The Unit was successful in sourcing funding to the value of R108 million for the Camps Drift Dredging which was not been maintained over the past ten years due to the unavailability of funds. Currently in a process of extending the footprint of NDPG programme through the Integration Zone to the CBD and Northern Areas.

The challenge has been that the majority of land parcels intended for the Edendale Town Centre development are privately owned and highly invaded with informal settlements. This resulted in the Municipality having to undergo the Land Expropriation process, which lead to a major setback on the development.

The Unit is also accountable for the planning and implementation of CoGTA funded projects. These are Special LED projects where the unit manage the planning & implementation, SMME space allocation and capacity building.

The Sub-unit is responsible for the facilitation of spatial planning, land identification and premises access for development. The Unit was successful in obtaining the Water Use License for Ezinketheni Social Development Planning Programme. However, this process took longer and resulted in a delay on the approval of the SPLUMA application.

PROJECT NAME	BUDGET APPROVED	FUNDER	EXPENDITURE	STATUS
Camps Drift Desilting (ISF Project)	R 108 000 000	National Treasury	R 4 373 000	Planning, design and documentation stage
Promenade 1 (Road R1 & R2)	R 28 000 000	National Treasury	R 5 884 000	Construction stage
Re-establishment of Manaye Hall	R 5 355 402	CoGTA	R 5 182 543	Construction stage
Youth Enterprise Park	R 9 415 000	CoGTA	R 8 769 796	Construction stage
Ezinketheni Social development Planning Programme	R 817 689.97 excl. Vat R 932 166.57 Incl. Vat	Council	R 781 046.05	Planning stage

### DEVELOPMENT SERVICES POLICY OBJECTIVES TAKEN FROM THE IDP

2018/2019						2019/2020						2020/2021	
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
DS 04	10 x Skills Development and Training workshops facilitated for SMMEs and Co-ops by the 30th of June 2019	10 x Training and Workshops for SMMEs and Cooperatives facilitated by the 30th June 2019.	3 (100% - 129%)	DS 1	8 x Skills Development and Training workshops facilitated for SMMEs and Co-ops by the 30th of June 2020	8 x Skills Development and Training workshop facilitated for SMMEs and Co-ops by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Training content, attendance register and photos	DS 02	8 x Skills Development and Training workshops facilitated for SMMEs and Co-ops by the 30th of June 2021
DS 28	Draft Business Incentive Policy Developed and submitted to SMC for onwards transmission to Council by the 30th of June 2019	Draft Msunduzi Business Incentive Policy developed. Stakeholder Consultation conducted at the DFC meeting held on 14 June 2019. SMC report dated 27 June 2019 on the progress submitted.	3 (100% - 129%)	DS 7	Final Msunduzi Business Incentive Policy Developed and submitted to SMC for onwards transmission to Council for approval by the 31st December 2019	Final Msunduzi Business Incentive Policy Developed and submitted to SMC for onwards transmission to council for approval by the 31st December 2019	3 (100% - 129%)	N/A	N/A	N/A	Copy of the SMC Report on Development of the Msunduzi Business Incentive Policy	DS 06	Final Msunduzi Incentives Policy submitted to SMC for onwards transmission to Council for approval by the 30th of June 2021
DS 29	500 Businesses to be visited to initiate Business Registration and inclusion in the database of all businesses by 30th June 2019	585 Businesses were visited to initiate Business Registration and inclusion in the database of all businesses by 30th June 2019	3 (100% - 129%)	DS 10	520 x Businesses to be visited to Initiate Business Registration and inclusion in the database of all businesses by the 30th of June 2020	578 x Businesses to be visited to Initiate Business Registration and inclusion in the database of all businesses by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Schedule of business registration forms	DS 22	500 x Businesses visited and registered in the Business database by the 30th of June 2021
DS 30	Average of 11 days taken to process Business License Applications after date of receipt by the 30th of June 2019	Average of 11 days taken to process Business Licence Applications after date of receipt by the 30th June 2019 not met	2 (70% - 99%)	DS 11	Average of 21 days taken to process Business License applications after date of receipt by the 30th of June 2020	Average of 21 days taken to process Business License applications after date of receipt by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Schedule of Business Licence applications received and proof of applications	DS 23	Average of 21 days taken to process Business License applications after date of receipt by the 30th of June 2021
DS 19	The Edendale Town Centre Basic Assessment Report prepared and submitted to the Department of Environmental Affairs by the 30th of June 2019	Report is currently being finalised and will be submitted once the SPLUMA layout and land acquisition process has been finalised.	1 (69% & below)	DS 16	The Edendale Town Centre Basic Assessment Report prepared and submitted to SMC by the 30th of June 2020	The Edendale Town Centre Basic Assessment Report prepared and submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Signed progress report submitted to SMC	DS 19	1 x Progress report and Draft technical report on the Edendale Town Centre Basic Assessment Progress Report prepared and submitted to SMC by the 30th of June 2021



## EMPLOYEE INFORMATION – DEVELOPMENT SERVICES

EMPLOYEE: DEVELOPMENT SERVICES					
BUSINESS DEVELOPMENT, ECONOMIC DEVELOPMENT & LICENSING					
Job Level	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-	-
T04-T08	3	5	3	2	40.00
T09-T13	14	25	14	11	44.00
T14-T18	2	3	2	1	33.33
T19-T22	-	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>19</b>	<b>34</b>	<b>20</b>	<b>14</b>	<b>41.18</b>

## FINANCIAL PERFORMANCE – DEVELOPMENT SERVICES

FINANCIAL PERFORMANCE 2019/2020: DEVELOPMENT SERVICES					
R'000					
BUSINESS DEVELOPMENT, ECONOMIC DEVELOPMENT & LICENSING					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variations to Adjusted Budget %
Total Operational Revenue (excl. tariffs)	-148	0	0	0	0
Expenditure:					
Employees	10 421	21 069	10 420	10 337	-0,79
Repairs and Maintenance	0	26	2	0	-100
Other	1 024	3 614	77	79	3.57
Total Operational Expenditure	11 445	24 709	10 499	10 416	-0,79
Net operational (Service) Expenditure	11 297	24 709	10 499	10 416	-0,79

## CAPITAL EXPENDITURE – DEVELOPMENT SERVICES

CAPITAL EXPENDITURE 2019/2020: DEVELOPMENT SERVICES					
R'000					
BUSINESS DEVELOPMENT, ECONOMIC DEVELOPMENT & LICENSING					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variations to Adjusted Budget %	Total Project Value
No Capital Projects for the 19/20 FY.					

## COMMENT ON THE PERFORMANCE OF DEVELOPMENT SERVICES OVERALL

The sub-unit has performed exceptionally considering the human capital strength being unobtainable and the tools of trade unattainable due to budget constraints. The novel corona virus (COVID-19) has taught us the new normal in terms of working smart and making impact without necessarily occupying the office space.

The Development Services has much more room to improve in terms of high impact Local Economic Development programmes and infrastructure projects. Thwala Road Market Stalls projects requires repairing by the contractor thoroughly before the handing of it over to the Municipality, it remains an eyesore of government expenditure.

The challenge of not filling the critical post in management is affecting the performance capability of the sub-unit and the propensity to do well in all areas. Especially the key strategic objective of the sub-unit that is to reduce unemployment, increase the economic activity and utilize land optimally. This can be achieved through proper business attraction, retention and expansion strategy and as well as a supportive Business incentives policy.

In order to perform better in the new financial year, the Municipality must adopt a high impact and low usage strategy, meaning work with what we can have in order to achieve better. The Municipality must provide suitable candidates to fill in critical vacancies and employees must have all the necessary tools of trade like laptops, internet and vehicles to produce work. There must be consequence management in all levels in order to be held accountable always. In the Development Services there are cases that are due for consequence management because of failing to their work dismally and unapologetic.

### 3.2. HUMAN SETTLEMENTS

#### INTRODUCTION TO HUMAN SETTLEMENTS

The Human Settlements Sector Plan sets out human settlements delivery goals, targets for the municipality, and provides an approach to human settlements delivery and spatial transformation. The Human Settlements Sector Plan is reviewed annually together with the Integrated Development Plan of the Municipality. Msunduzi Municipality developed its first Human Settlements Sector Plan in 2011. The Human Settlements Sub-Unit reviewed its 2011 Human Settlements Sector Plan during the 2014/15 financial year and was approved by Council in 2015. The review of the Human Settlements Sector Plan is underway and will be completed by end of December 2020.

Like other secondary cities in South Africa, the Municipal spatial character depicts the legacy of apartheid planning and high levels of urbanisation. There are currently seventy identified informal settlements located in different parts of the city with limited basic services.

**SOME FOR THE KEY OBJECTIVES OF THE HUMAN SETTLEMENTS SECTOR PLAN IS TO:**

- Upgrade the existing well located informal settlements to improve land tenure and access to basic services
- Accelerate development and consolidate human settlements development in line with the National Policy directives and the IDP of the Municipality
- Contribute towards spatial transformation and creation of an efficient settlements and spatial pattern.
- The Municipality is currently acting as a developer and has delivered several Human Settlements projects through funding from the Department of Human Settlements. Since 2004, the Municipality has delivered approximately 13000 Human Settlements units with access to basic services (water, electricity, roads, storm water, etc.).
- We currently have some 40 Projects in various stages of implementation. The total project pipeline will yield over 30 000 units in the next 10 years. The Human Settlements Sub Unit is made up of four (4) Sections with each focusing on key programmes of human settlements:

**ORGANIZATIONAL UNITS WITHIN HUMAN SETTLEMENTS****INFORMAL SETTLEMENT**

The Section is responsible for the social facilitation/ community participation in all Human Settlements projects within the Municipality including setting up of Project Steering Committees and report back to communities. The Section also manages Beneficiary Administration in all Human Settlements projects and provide Human Settlements Consumer Education (training to beneficiaries of Human Settlements projects). The Section also monitors the growth of informal settlements and keeping records of informal dwellers by profiling and annually updating the profiles. The Section further facilitates relocations of informal households to projects. The section further administers the National Upgrading Support Programme (NUSP) which produces upgrading plans and livelihood strategies for informal settlements.

**PLANNING**

This Section identifies and facilitates the acquisition of well-located land to implement the relevant national Human Settlements subsidy programmes. Ensure the alignment between the Human Settlements Sector Plan, Spatial Development Framework Plan and Infrastructure Development Sector Plan. Prepare and package human settlements projects business plans to secure funding from relevant sources. Develop strategic policies to enhance the development of integrated human settlement within the Municipal area.

There are currently fifteen Human Settlements projects that are in various phases of the planning stage (Pre-feasibility and Detailed Planning), there are currently six projects that have been submitted to the Department of Human Settlements for funding approval these are in the project initiation stage the yield will be determined through. These projects are expected to deliver a combined yield of 26 840 units in different financial years.

**PROJECT IMPLEMENTATION**

The Section deals with project management of human settlements projects at the implementation to deliver the infrastructure services and mixed typology Human Settlements at scale. Ensuring that infrastructure services in all Human Settlements projects meet the Municipal standards. Section is properly capacitated to play its role as the development arm of Human Settlement effectively.

There are currently nine Human Settlements projects that are in various phases of the implementation stage. These projects are expected to deliver a combined yield of 30202 units in different financial years which is inclusive of Operation Sukuma Sakhe Phase 1 and 2 interventions. During the 2018/19 financial year the municipality was able to deliver 3085 units to low income qualifying beneficiaries of the Msunduzi Municipality.

The Municipality is currently undertaking rectification programmes which include the rectification of 2086 Wire-walled houses. The Municipality has also experienced a challenge whereby most of projects that were undertaken post 1994 were never completed and closed out, about 11 000 units have never been transferred to the beneficiaries. In rectifying this situation, the Municipality has appointed a Conveyancer to verify and transfer the 5685 units. This process has started and should be completed in two financial years.

**HUMAN SETTLEMENTS ADMINISTRATION**

Human Settlements Administration sections of Human Settlements that deals with Council Rental Stock. Council Rental Stock consists of Flats and Odd properties. Human Settlements Admin also deals with Files that belong to Edendale/ Imbali Township properties.

The Municipality currently owns 248 rental flats and 40 state funded properties and 58 odd/ free-standing properties (houses) that are being leased out to tenants. The unit is also in the process of disposing of the approximately +- 800 ex-state owned pre-1994 properties within the Edendale area by application of the Extended Enhanced Discount Benefit Scheme (EEDBS).

**CHALLENGES**

There are challenges relating to the management of Informal Settlements due to massive land invasions and mushrooming of more informal settlements, and the Municipality is having a challenge in fighting this phenomenon. What is even more challenging about land invasions is that they are targeting land that has already been identified for human settlements.

Challenges with regards to the time taken on the appointment of service providers, leading to delays on the implementation of Human Settlement projects. Delays in funding approval through the Municipal Infrastructure Grant for Human Settlement Projects. Some of the challenges that are facing the administration of the Human Settlements Rental stock, has been a long history of poor payment of rentals and services.

The other challenges are a lack of qualified data that both Human Settlements Administration and Finance work from in terms of rental collection and also the systems being used by the sections to perform property management activities. There has also been minimal maintenance of the rental stock due to lack of funding resulting from non-payment of rentals. However; the Human settlement has appointed the service provider that will be doing maintenance and repairs of rental stock, and the legal that will be dealing with non-payment of rentals (evictions).



**PERFORMANCE ENHANCEMENTS**

The Municipality is level 1 accredited by the Provincial Department of Human Settlement to perform Human Settlement activities on behalf of the Province. As part of the accreditation, the Municipality is provided with Grant Funding for operational purposes; due to that the Municipality has filled all critical positions, and that has drastically improved the performance of Human Settlement and Service Delivery as a whole. The Unit is constantly engaging on staff training through internal bursaries and trainings requested from Provincial and National Department of Human Settlements to improve efficiency.

**HOUSING NEED IDENTIFICATION**

There are various ways that Human Settlements Unit use to identify Housing Needs, these include; IDP Izimbizo, from Communities from Ward Councillors. Through the Municipal Spatial Development Framework in terms of the identification of land suitable for human Settlement, as well as other internal strategic plans e.g. Human Settlement Sector and National Upgrading Support Programme.

**HUMAN SETTLEMENT DELIVERY AGENTS**

Human Settlements is working together or have a relationship with a Social Housing Institution called Capital City Housing (accredited by the Social Housing Regulatory Authority as per the Rental Housing Act). This Agent is responsible for the provision of the subsidised rental accommodation. The Municipality is currently investigating the establishment of a Municipal entity to deal with the provision and management of rental housing accommodation.

**SERVICE STATISTICS FOR HUMAN SETTLEMENTS**

PERCENTAGE OF HOUSEHOLDS WITH ACCESS TO BASIC HOUSING		
Year End	Total Households (incl. formal and Informal Settlements)	Percentage of HHs in formal settlements
2016/2017	184 667	92,05
2017/2018	190 207	92,95
2018/2019	195 913	93,85
2019/2020	201 790	94,76

\* Based on population projections with average annual growth rate of 3% per annum.  
 \* Source: Based on the Stats SA General Household Survey data and Global Insight data.

**HUMAN SETTLEMENTS POLICY OBJECTIVES TAKEN FROM THE IDP**

HUMAN SETTLEMENTS POLICY OBJECTIVES TAKEN FROM THE IDP														
2018/2019					2019/2020					2020/2021				
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET	
N/A	N/A	N/A	NOT APPLICABLE	HS 03	100% of all reported maintenance complaints for rental housing units processed & completed by the 30th of June 2020	Complaints Received - 21 (100%) Quotation Sourced - 21 (100%) Work Completed - 0 (0%) EC Approval - N/A Invoice Received - 0 20 Flats complaints and 1 Grass Cutting.	2 (70% - 99%)	Due the National Lockdown, assessments where conducted in March 2020. No work was done during level 5 lockdown. The Contractor only returned to work in May 2020. A quotation was sourced and order issued.	The return to work of the contractor as Lockdown is eased.	Work to be completed when contractor returns to work.	Copy of Maintenance Schedule showing proof of assessments done	HS 29	100% of all reported maintenance complaints for rental housing units processed & completed by the 30th of June 2021	
N/A	N/A	N/A	NOT APPLICABLE	HS 05	Construction of top structures to a value of R65 000 000,00 in ward 33 (Jika Joe Community Residential Unit) completed by the 30th of June 2020	Construction of top structures to a value of R 69 933 121,09 in ward 33 (Jika Joe Community Residential Unit) completed by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Invoice number 14 up to no 21 for professional fees, payment certificate number JJ/DOHS-08 up to JJ/DOHS-15 for construction.	HS 04	Construction of top structures to the value of R90 000 000,00 in ward 33 (Jika Joe Community Residential Unit) completed in the 20/21 FY by the 30th of June 2021	
HS 34	140 x Houses completed for Wirewall Rectification Project by the 30th of June 2019	20 units have been completed and 18 units are at practical completion.	1 (69% & below)	HS 06	180 x new houses completed for Wirewall Rectification Project in the 19/20 FY by the 30th of June 2020	214 x new houses completed for Wirewall Rectification Project in the 19/20 FY by the 30th of June 2020	3 (100% - 129%)	N/A	The IA is now back on site, the work has commenced.	3 months	Inspection Sheets	HS 05	220 x new houses completed for the Wirewall Rectification Project in the 20/21 FY by the 30th of June 2021	
HS 10	100% of all verified tenants to have signed leases by the 30th of June 2019	100% of all verified tenants signed leases by the 30th of June 2019	3 (100% - 129%)	HS 20	100% of all verified tenants prepared for the 19/20 FY by the 30th of June 2020	59% of leases prepared for all verified occupancies in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Tenant resistance to compliance to Council Resolutions. No new leases have been completed due to the Nation Lockdown.	Work to be completed as soon as Lockdown is lifted	3 months	Copy of Lease Agreements	HS 15	180 x Leases prepared (1 July 2020 to 30 June 2021) for signature for verified tenants by the 30th of June 2021	



**EMPLOYEE INFORMATION – HUMAN SETTLEMENTS**

EMPLOYEE: HUMAN SETTLEMENTS SERVICES					
Job Level	2018/2019		2019/2020		
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	1	1	1	-	0.00
T04-T08	12	15	11	4	26.67
T09-T13	22	43	23	20	46.51
T14-T18	10	10	9	1	10.00
T19-T22	1	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>46</b>	<b>70</b>	<b>45</b>	<b>25</b>	<b>35.71</b>

**FINANCIAL PERFORMANCE – HUMAN SETTLEMENTS**

FINANCIAL PERFORMANCE 2019/2020: HUMAN SETTLEMENTS SERVICES					
R'000					
Details	2018/2019		2019/2020		
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>-22 298</b>	<b>-806 443</b>	<b>-298 054</b>	<b>-78 729</b>	<b>-73%</b>
Expenditure:					
Employees	19 629	29 395	23 906	21 441	-10%
Repairs and Maintenance	4 783	7 856	6 119	4 719	-22%
Other	10 784	88 242	58 178	3 707	-93%
<b>Total Operational Expenditure</b>	<b>35 196</b>	<b>125 493</b>	<b>88 203</b>	<b>29 867</b>	<b>100%</b>
<b>Net operational (Service) Expenditure</b>	<b>12 898</b>	<b>-680 950</b>	<b>-209 851</b>	<b>-48 862</b>	<b>100%</b>

**CAPITAL EXPENDITURE – HUMAN SETTLEMENTS**

CAPITAL EXPENDITURE 2019/2020: HUMAN SETTLEMENTS SERVICES					
R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
COMPUTER EQUIPMENT	2 000	2 000	0	-100%	
FURNITURE	250	250	0	-100%	
JIKA JOE CRU	4 000	1 868	1 624	-13,04%	
JIKA JOE HOUSING DEVELOPMENT	100 000	100 000	60 811	-39,18%	
Housing Project Ward 35	24 574	24 574	0	-100%	
Happy Valley Housing Project	15 973	15 973	0	-100%	
Thamboville Housing Project	27 032	27 032	0	-100%	
Q-Section Housing Project	27 032	27 032	0	-100%	
Thembalihle Housing Project	34 404	25 000	0	-100%	
MILITARY VETERANS	6 124	6 124	0	-100%	

**COMMENT ON THE PERFORMANCE OF HUMAN SETTLEMENTS SERVICES OVERALL**

Our four priorities amongst others are; Jika Joe Community Residential Units, Vulindlela Rural Housing Project, Wirewall Rectification Program and Signal Hill Integrated Housing Project.

Jika Joe is aimed at providing rental accommodation for low income residents within Jika Joe informal settlements and its surroundings. The project is currently under the construction of top structures on Phase 1 of the project which will yield 452 Units. The project performed very well and exceeded the projected expenditure in the financial year 2019/20.

Vulindlela Rural Housing Project is a Mega housing project, a biggest in the country to be ever implemented. The project is implemented through the Peoples Housing Process and is one of its kind in the province and exemplary in the country. The project yield is 25000 units over a period of 8 years. Over 24750 housing units are built to date, with 1390 built in financial year 2019/20.

Wirewall Rectification Program is focused on rectifying the houses that were built in late 1990's using the wirewall technology. There are 2086 houses to be rectified in this project, 673 houses have been rectified under this program with 401 units being rectified on financial year 2019/20. The project performed very well and exceeded the projected expenditure in the financial year 2019/20.

Signal Hill is an Integrated Development Project aimed at delivering various housing typologies for different income categories. All the Planning Studies for the project have been completed and a Record of Decision obtained concept for the project has been finalized and detailed planning and designs for phase 1 has been completed, we are awaiting the town planning approval so that the project can go on construction. The project is performing and spending well.



### 3.3. TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT

This component includes Town Planning; Building Control, Environmental Health, Environmental Management, Land Survey and the Greater Edendale and Vulindlela Development Initiative (GEVDI).

#### INTRODUCTION TO TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT

- The opportunity of town planning is to be able to work hand in hand with the communities in their attempts to achieve service delivery and make their life successful within their environment. Town planning deals with areas that need intervention by making sure that areas change for the betterment of people who are staying within those areas.
- The challenge that is facing town planning is an increase of unauthorised land uses due to delays in finalising cases and a shortage of human capacity to enforce unauthorised land uses.

#### ORGANIZATIONAL UNITS WITHIN TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT

##### TOWN PLANNING

Town Planning is a sub-unit within the Town Planning and Environmental Management Unit that deals with spatial planning and land use management within the municipality. The unit's service objective is spatial effectiveness and justice through the development, management and enforcement of an effective spatial planning and land use management system. It comprises of four interrelated sections namely; Forward Planning, Development Management, Geographic Information Systems (GIS) and Town Planning Inspectorate.

The unit specialises in developing long term development framework plans for city, it uses GIS to reflect such plans. It also receives, processes land development applications according to approved development plans and facilitate decision making on the applications. The unit also regulates and ensures compliance with spatial planning and land use management legislation.

The past 5 years have challenged the unit to evolve in order to implement and comply with the provisions of the Spatial Planning and Land Use Management Act, 16 of 2013 (SPLUMA), as a result plans and programmes were put in place to achieve compliance with the Act. In order to strengthen the effectiveness of the unit, targets set include increasing the number of development applications received and processed within legislated timeframes and also facilitating Municipal Planning Tribunal Meetings to ensure that decisions are made on land development applications.

Another critical aspect where targets have been set is on the preparation of development framework plans where they are non-existent and revision of framework plans where a need is identified. This target is set to ensure that development within the municipality occurs in a sustainable and planned manner in line with the principles of SPLUMA.

APPLICATIONS FOR LAND USE DEVELOPMENT						
Detail	Formalisation of Townships		Rezoning		Built environment	
	2018/2019	2019/2020	2018/2019	2019/2020	2018/2019	2019/2020
Planning application received	20	08	46	33	55	25
Determination made in year of receipt	08	06	18	23	26	11
Determination made in following year	10	02	16	10	18	14
Applications withdrawn	0	0	12	0	0	0
Applications outstanding at year end	04	0	0	0	11	0

##### BUILDING CONTROL AND SIGNAGE

Building Control and Signage Sub-unit controls building construction and outdoor advertising signage in the city. This is done through compliance with the National Building Regulations and Building Standards Act, 1977, the SANS 10400, and the Msunduzi Municipality Advertising Signs Bylaws. This section has seen several changes over the year:

- On the Building Control side, the staff complement was reduced during the year due to the resignation of one Building Inspector. This post has not yet been filled. Regarding the vacant and funded Law Enforcement Officer post, this was advertised as "Senior Building Enforcement Officer" and still remains to be filled but an alternative arrangement has been made through Traffic & Security to provide an officer on a three month secondment basis. This however does not assist with the continuation of the work of the enforcement officer and the lack of issuing summons and executing Warrants of Arrests.
  - Regarding the Priority posts, we had requested six Building Inspectors but none were advertised. This is a major challenge in covering the growing zones within the city following the resignation of one Building Inspector and no filling of the previously vacated posts. In addition, one Senior Building Inspector and two Plans Examiners were advertised. Regarding the three-year fixed term contracts, we had requested six Building Inspectors, two Plans Examiners and one Senior Building Inspector but the Human Resources advertised two Building Inspectors and one Senior Building Inspector. The section appointed a permanent Plans Examiner in August 2017 and the second Plans Examiner in June 2018. However, one of the plan examiner resigned and commenced work as a building inspector.
  - The plan examiner post was not filled in and currently stalling delivery of plan assessment as this is now the responsibility of one plan examiner.
  - The post was advertised internally; no shortlisting was done to date. (Critical). The post of one Technical Clerk was advertised internally, no shortlisting is done to date. (Critical).
- During the year the Plan Approval Systems have been further improved:
  - Plan Approval Management software has been operating well and reducing approval times. The appointed service provider with ICT implemented necessary enhancements and upgrades to the system and all glitches were fixed.
  - The Plan Approval Committee has continued to ensure delays are minimised and to address the risk of possible fraud and corruption in the plan approval process.
  - Msunduzi Municipality in consultation with COGTA has assisted various other Municipalities. Our unit has hosted various Municipalities within KZN region who are now adopting our plan approval process.

3. On the Outdoor Advertising side there has been great improvement – there has been an appointment of the Signage Officer post in January 2017 and one Signs Inspector in June 2018. Since the previous Signage Management Service Provider contract ended on 31 December 2015, SCM processes are underway to appoint a new Service Provider (Management Company) to provide support as well as the appointment of Co-operatives. The Management Tender is currently at Bid Adjudication Committee.
  - The Bid Adjudication Committee turn down the report and requested the report to be amended to allow for an Audit of all signage in the Municipality jurisdiction.
  - A report was prepared and presented to BSC and waiting for the panel to consider the report.
4. Other initiatives, which have contributed, to the control of signage and promise substantial revenue for the City are:
  - The renewal of Billboard contracts for all Billboards in the City is in the process of being finalised.

#### APPROVED BUILDING PLAN INFORMATION FOR THE MSUNDUZI MUNICIPALITY FOR THE PERIOD 1 JULY 2019 TO 30 JUNE 2020

APPROVED BUILDING PLAN INFORMATION FOR THE MSUNDUZI MUNICIPALITY FOR THE PERIOD 1 JULY 2019 TO 30 JUNE 2020																
	1			3			2	4			5			6		
	Residential Dwelling Houses Passed			Other Residential-Flats, Hotels Etc.			RPD Passed	Non Residential- Private Sector			Non Residential- Public Sector			Alteration & Additions-All Buildings		
	No.	Area	Cost	No	Area	Cost	RPD Passed	No.	Area	Cost	No.	Area	Cost	No.	Area	Cost
JULY	14	4 131	21 933 000	0	0	0	0	0	0	0	0	0	0	66	4 001	38 280 500
AUGUST	6	3 010	18 084 000	3	4013	43 000 000	0	1	702	2 300 000	0	0	0	53	3 207	14 370 000
SEPTEMBER	10	2 520	14 985 000	0	0	0	0	1	4 853	35 000 000	0	0	0	47	2 745	13957000
OCTOBER	13	4 498	25 935 000	40	18689	101 186 000	0	2	37 427	149 000 000	0	0	0	83	6 180	26 799 290
NOVEMBER	7	2 076	10 530 500	23	2390	13 000 000	0	0	0	0	0	0	0	54	5 346	47 986 000
DECEMBER	5	1 889	9 730 000	0	0	0	0	0	0	0	0	0	0	29	4 282	18 063 800
JANUARY	5	2 544	13 898 000	20	1640	8 200 000	0	0	0	0	0	0	0	34	2 568	9 806 500
FEBRUARY	10	3 579	26 474 000	0	0	0	0	0	0	0	0	0	0	64	5 845	21 696 500
MARCH	9	3 099	17 478 500	0	0	0	0	1	22 564	135 000 000	0	0	0	51	6 831	29 763 000
APRIL	16	4 260	28 132 500	0	0	0	0	3	3 783	19 293 000	0	0	0	56	5 784	29 689 500
MAY	12	3 564	19 235 000	10	1054	5 000 000	0	2	18 006	70 800 000	0	0	0	92	7 980	56 027 500
JUNE	3	978	4 484 000	0	0	0	0	3	7 896	36 300 000	0	0	0	55	5 443	21 703 500

#### ENVIRONMENTAL HEALTH

This component includes: environmental health, pollution control; biodiversity and landscape.

#### INTRODUCTION TO ENVIRONMENTAL HEALTH

Environmental Health encompasses those aspects of human health, including quality of life that is determined by physical, chemical, biological, social and psychosocial factors in the environment. It also refers to the theory and practice of assessing, correcting, controlling and preventing those factors in the environment that can potentially affect adversely the health of present and future generations. Environmental Health Services includes:

- Water quality monitoring, Food control, Waste management, Surveillance of premises, Communicable diseases control, Vector control, Environmental pollution control, Disposal of the dead, chemical safety and noise control.
- The service delivery priorities focused on water quality monitoring, food quality and safety, and air quality monitoring.

#### SERVICE DELIVERY PRIORITY (1): WATER MONITORING

Monitoring water quality of potable, surface and ground water, ensuring water safety and accessibility in respect of a safe quality (microbiological, physical and chemical) and an adequate quantity for domestic use as well as in respect of the quality for recreational, industrial, food production and any other human or animal use. This was achieved by sampling and testing water in the field and examining and analysing it in the Unit's laboratory, as well as advocating for proper and safe water usage and waste water disposal.

#### SERVICE DELIVERY PRIORITY (2): FOOD CONTROL

Ensuring food safety in respect of acceptable microbiological and chemical standards, quality of all food for human consumption and optimal hygiene control throughout the food supply chain from the point of origin, all primary raw material or raw products production, up to the point of consumption. This was achieved by inspecting food production, distribution and consumption areas; monitoring informal food trading; inspecting food premises and any nuisances emanating there-from; by applying food quality monitoring programmes and principles through various techniques, e.g. Hazard Analysis and Critical Control Points System (HACCP System) audits; and promoting the safe transportation, handling, storage and preparation of foodstuffs, including meat, milk and their products.

#### SERVICE DELIVERY PRIORITY (3): ENVIRONMENTAL POLLUTION CONTROL

Ensuring hygienic working, living and recreational environments; identifying the polluting agents and sources of water, air and soil pollution; ensuring clean and safe air externally (ambient and point sources) through emission inventory monitoring, modelling and toxicological reports, reviews and complaint investigations; and taking the required preventative measures to ensure that the general environment is free from health risks. This was further achieved by ensuring the registration, permitting, monitoring and auditing of all industries, activities, trade, etc., which involves controlling the internal effects of pollution on the worker, and the external effects of pollution on the community and the environment.



## SERVICE STATISTICS FOR ENVIRONMENTAL HEALTH

DESCRIPTION	TARGET	ACHIEVED
No. of Complaints investigated	Dependent on no. received	409
No. of condemnations of foodstuffs	179	179
No. of Dairies registered in terms of the Dairy Bylaws	7	2
No. of Water samples from reservoirs, consumer points and rivers:	1020 samples	1217 samples
Percentage compliance with SANS 241:2015 NB: SANS are national standards that replaced SABS (South African Bureau of Standards) 241: 2015 relates to drinking water	100%	99%
Food sampling/ swabbing: No of samples/ swabs analysed	960 samples	960 samples
Percentage compliance with microbiological standards:	100%	63%
No. of Inspections and Registrations of Funeral Undertakers in terms of the Funeral Undertakers' Regulations:	40 premises	93 premises
No. of Food premises inspected and registered in terms of R962 (Food Regulations):	2600	2795
No. of Communicable Diseases notifications investigated:	Dependent on no. received	89
No. of Vector Control investigations, treatment and baiting	17 000 sites	17 064 sites
No. of Premises inspected for compliance with Tobacco Legislation:	3000 premises	3958 premises
No. of Places of care inspected:	500 premises	466 premises inspected
No. of Health Care Waste generators inspected:	500 premises	596 premises
No. of Commercial, industrial and residential premises inspected	8200 premises	8572 premises
No. of Schedule processes/listed activities:	200 premises	182 premises
No. of Controlled burning applications processed:	Dependent on no. received	8 applications processed
No. of Health Education sessions conducted	960	1333
Permit Applications Processed	960	820
No. of Notices issued	Dependent on contraventions	654 notices
No. of Prosecutions instituted	Dependent on contraventions	234 prosecutions

## WATER AND AIR PURITY

**Water:** 100% of all readings taken (potable water at reservoirs and consumer points) throughout the year on at least weekly to be found acceptable by National Standards

2018/2019		2019/2020		2020/2021
Target	Actual	Target	Actual	Target
100% Acceptable	100% Acceptable	100% Acceptable	99% Acceptable	100% Acceptable

**Air:** All readings taken throughout the year found to be within National limits

Pollutant	Averaging Period	Limit Value	Annual Average
SO <sub>2</sub>	1-year	19 ppb	10.63 ppb
CO	1-hour	26 ppm	0.36 ppm
PM <sub>10</sub>	1-year	40 µg/m <sup>3</sup>	9.44 µg/m <sup>3</sup>
O <sub>3</sub>	8-hour (running)	61 ppb	5.90 ppb
Benzene	1-year	1.6 ppb	1.36 ppb

### Nitrogen dioxide

NO<sub>2</sub> is a natural gas with a strong odour, when combined with oxygen they become reactive and can be potentially harmful. Human activities such as the combustion of fossil fuels and biomass are the major source of NO<sub>2</sub> in the air. Effects of NO<sub>2</sub> exposure include alveolar tissue disruption and obstruction of the respiratory bronchioles.

### Ozone

Ozone (O<sub>3</sub>) is a highly reactive gas that occurs both naturally and through anthropogenic activity. In its natural form it is of benefit to mankind but the production of ozone due to human activity can be detrimental to humans. Ozone can be toxic to lung tissue if inhaled and may also impact the immune system.

### Particulate Matter

Particulate matter (PM) found in the air is made up of a mixture of very small particles and liquid droplets. Once inhaled, these particles can affect the heart and lungs and cause serious health effects.

### Sulphur Dioxide

Sulphur Dioxide (SO<sub>2</sub>) is a colourless gas with a strong, unpleasant odour. High concentrations of SO<sub>2</sub> can cause damage to the human respiratory function when inhaled, causing coughing and shortness of breath.

### Carbon Monoxide

Carbon monoxide (CO) is a colourless, odourless gas emitted from combustion processes. The majority of CO emissions to ambient air comes from mobile sources. CO can cause harmful health effects by reducing oxygen delivery to the body's organs (like the heart and brain) and tissues.

## ENVIRONMENTAL MANAGEMENT

Environmental Management is a sub-unit of the Town Planning & Environmental Management Unit located within the Sustainable Development & City Enterprises Business Unit. The Environmental Management Sub-Unit has five primary functional areas these being: Biodiversity and Open Space Planning; Environmental Planning, Policy Implementation and Review; Environmental Education and Training; Impact Mitigation, Assessment, Compliance Monitoring and Enforcement; and Climate Change Planning and Adaptation. Existing policies and plans guide the functions and decision making processes within the Sub-Unit and include the following which were approved by the Council in July 2010: Integrated Environmental Management Policy (IEMP); Environmental Status quo Report; Strategic Environmental Assessment (SEA); Environmental Management Framework (EMF); and Strategic Environmental Management Plan (SEMP).

During the 2019 /2020 Financial Year, the Environmental Management Unit undertook the following projects as part of Service delivery priorities;

- The Development of a Strategic Environmental Assessment (SEA) for the Bishopstowe Study Area
- The Development of a Strategic Environmental Assessment (SEA) for the Vulindlela Area
- Review of the adopted Msunduzi Environmental Management Framework (EMF) and migration to ARC 10
- Maintenance two floating treatment wetlands in the baynespruit catchment
- Maintenance of one storm water sock
- Maintenance of one trash boom

## LAND SURVEY

This is a sub-unit under Town Planning and Environmental Management. The primary functions of the unit are providing the following services to the City.

- Cadastral Surveys
- Engineering Surveys and Mapping
- Processing Development applications – building plans and subdivisions
- Assessing Wayleaves applications
- Providing professional advice on land survey related matters on property development, acquisition, disposal amongst other objectives.

This department offers professional survey service to the Council, the public and property developers in terms of legislated processes required in advancing property development. Land Survey is also responsible for conducting surveys and providing cadastral information to Council projects.

This unit processed a number of development applications that relate to township establishment, subdivisions, and consolidation of land.

### Examples of projects completed:

- Aerial Mapping of the City, including ward 39. The product of this mapping includes the latest imagery at high resolution, height data including contours. This data is useful for any kind of planning and decision making.
- Continuous engineering and cadastral surveys for new and historic Human Settlements beneficiaries
- Title Deed Restoration Programme – where more than 1000 clearance certificates were issued in order to effect registration and transfer.
- Airport detail survey for the implementation of the Master Plan – a layout plan was developed for the industrial component of the airport site, along Gladys Manzi road.
- Topographical Surveys for Roads and Drainage department in order to upgrade gravel roads to black tar and or concrete. One road being connor road extension. Other roads are in the Greater Edendale area.
- Cemetery layout development at eThembeni burial site.
- Continuous management of Wayleaves applications despite limited resources.
- This department for either land disposal, disputes or land development issued a number of survey plans. This includes negotiation plans that were needed by GEVDI for the development of the Edendale Town Centre.
- This section issued about 50 subdivision & consolidation recommendations to the Authorized Official for land development. The unit is also involved the post-approval facilitation that is necessary to allow for registration and transfer of properties created in terms of the SPLUMA approvals.

## GREATER EDEDALE AND DEVELOPMENT INITIATIVE

### What we do?

GEVDI is a sub unit that deals with a myriad of developmental issues. GEVDI deal with the acquisition of private land for the redevelopment of the greater Edendale area and the GEVDI area is confronted by many land legal impediments that the sub unit is also tasked with addressing. The other facet of GEVDI is to drive planning in the GEVDI area through the formulation of strategic plans, technical advice and planning individual projects.

### What were our targets?

GEVDI dealt with many projects and other service delivery initiatives, below are some of the key projects on Infrastructure Delivery and Economic development objectives.





PROJECT	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4	ANNUAL TARGET: Met/Not met
Basic Assessment Report Phase	N/A	Preparation of BAR inception report and commencement of specialist studies	Continuation of specialist studies by the 31st of March 2020	The Edendale Town Centre Basic Assessment Progress Report prepared and submitted to SMC by the 30th of June 2020	Met
Water Use License Application Phase	N/A	Met	Met	Met	Met
Edendale Town Centre: Old Edendale Road Upgrade (Design)	N/A	N/A	Preparation of WULA inception report and commencement of specialist studies by the 31st of March 2020	1 x Progress Report on The Edendale Town Centre Water User License Application prepared & submitted to SMC by the 30th of June 2020	Met
Edendale Town Centre: Feasibility report on Civic Zone	N/A	Finalize the appointment of Engineering Consultants with SCM by the 31st of December 2019	Submission of Inception report for Old Edendale road upgrade to the municipality (GEVDI) by the 31st of March 2020	Old Edendale Road Upgrade Inception report and submit to National Treasury for funding approval by the 30th of June 2020	Met
	met	met	Not met	Met	Met
	N/A	N/A	Finalise appointment of the Service provider on The Edendale Town Centre Feasibility Study and Implementation Plan by the 31st March 2020	Inception Report submitted by Service Provider by the 30th of June 2020	Met
	N/A	N/A	Partially Met	Met	Met

### TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP

TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI) POLICY OBJECTIVES TAKEN FROM THE IDP													
SDBIP / OP REFERENCE	2018/2019				2019/2020				2020/2021				
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
EH 02	12 000 sites baited and/or treated for Vector Control by the 31st of June 2019	17 315 sites baited and/or treated for Vector Control by the 31st of June 2019	4 (130% - 149%)	TP&EM 1	17 000 sites baited and/or treated for Vector Control in the 2019/2020 FY by the 30th of June 2020	17 064 sites baited and/or treated for Vector Control in the 2019/2020 FY by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Vector control registers	TP & EM 01	17 000 sites baited and/or treated for Vector Control in the 2020/2021 FY by the 30th of June 2021
EH 03	480 Food samples and 480 Food swabs taken & analysed by the 31st of June 2019	483 Food samples and 485 Food swabs taken & analysed by the 31st of June 2019	3 (100% - 129%)	TP&EM 2	960 Food samples and swabs taken & analysed in the 2019/2020 FY by the 30th of June 2020	960 Food samples and swabs taken & analysed in the 2019/2020 FY by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Laboratory reports	TP & EM 02	960 Food samples and swabs taken & analysed in the 2020/2021 FY by the 30th of June 2021
EH 19	(100%) Notifiable diseases responded to and investigated within 5 working days by the 31st of June 2019	(100%) 125 Notifiable diseases responded to and investigated within 5 working days by the 31st of June 2019	3 (100% - 129%)	TP&EM 23	(100%) Notifiable diseases responded to and investigated within 5 working days by the 30th of June 2020	(100%) (89) Notifiable diseases responded to and investigated within 5 working days by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Notifications file	TP&EM 25	(100%) Notifiable diseases responded to and investigated within 5 working days by the 30th of June 2021
BC & LIC 02	600 building contravention inspections conducted for illegal building works by the 30th of June 2019	851 building contravention inspections conducted for illegal building works by the 30th of June 2019	4 (130% - 149%)	TP&EM 39	600 building inspections conducted for illegal building works by the 30th of June 2020	698 building inspections conducted for illegal building works by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Monthly Matrix of contravention notices	N/A	N/A
BC & LIC 03	Average of 3 days after receipt of application taken to process (approve or decline) all Poster, Banner or Flag applications received in by 30th of June 2019	Average of 1 day after receipt of applications (11) taken to process (approve or decline) all Poster, Banner or Flag applications received in by 30th of June 2019	3 (100% - 129%)	TP&EM 40	Average of 3 days after receipt of application taken to process (approve or decline) all Poster, Banner or Flag applications by the 30th of June 2020	Average of 1 day after receipt of applications (5) taken to process (approve or decline) all Poster, Banner or Flag applications by 30th June 2020: 115 applications received in by 30th June 2020	2 (70% - 99%)	N/A	N/A	N/A	Matrix of applications received on a monthly basis	N/A	N/A

## EMPLOYEE INFORMATION – TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT

EMPLOYEE: TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT					
BUILDING CONTROL, ENVIRONMENTAL HEALTH, ENVIRONMENTAL MANAGEMENT, GEDVI, LAND SURVEY & TOWN PLANNING					
Job Level	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	26	34	25	9	26.47
T04-T08	11	18	10	8	44.44
T09-T13	64	150	64	86	57.33
T14-T18	20	28	16	12	42.86
T19-T22	-	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>121</b>	<b>231</b>	<b>116</b>	<b>115</b>	<b>49.78</b>

## FINANCIAL PERFORMANCE – TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT

FINANCIAL PERFORMANCE 2019/2020: TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT					
R'000					
BUILDING CONTROL, ENVIRONMENTAL HEALTH, ENVIRONMENTAL MANAGEMENT, GEDVI, LAND SURVEY & TOWN PLANNING					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>-24 437</b>	<b>-104 188</b>	<b>-51 094</b>	<b>-33 477</b>	<b>-34,47</b>
Expenditure:					
Employees	53 028	59 528	56 577	55 055	-2,69
Repairs and Maintenance	178	1 479	68	31	-146,62
Other	16 316	33 761	23 599	13 629	-42,24
<b>Total Operational Expenditure</b>	<b>69 522</b>	<b>94 768</b>	<b>80 244</b>	<b>68 715</b>	<b>-14,36</b>
<b>Net operational (Service) Expenditure</b>	<b>45 085</b>	<b>9 420</b>	<b>29 150</b>	<b>35 238</b>	<b>20,88</b>

## CAPITAL EXPENDITURE – TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT

CAPITAL EXPENDITURE 2019/2020: TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT					
R'000					
BUILDING CONTROL, ENVIRONMENTAL HEALTH, ENVIRONMENTAL MANAGEMENT, GEDVI, LAND SURVEY & TOWN PLANNING					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>33 651</b>	<b>40 558</b>	<b>23 899</b>	<b>-41,07</b>	
TRANSPORT ASSETS	0	250	19	-107,78	
COMPUTER EQUIPMENT	646	255	65	-74,41	
MACHINERY & EQUIPM	500	500	219	-56,09	
Edendale Town Centre: Promenade 1	1 299	6 000	4 855	-19,07	
GREATER EDENDALE PROJECTS	19 000	19 000	6 618	-65,16	
THWALA ROAD UPGRADE	317	125	41	-66,76	
CAMPSDRIFT DESILTING	1 461	4 000	3 802	-4,93	
MANYALA HALL PROJECTS	2 750	2 750	2 723	-1,0	
YOUTH ENTERPRISE PARK	7 678	7 678	5 557	-27,62	

## COMMENT ON THE PERFORMANCE OF TOWN PLANNING AND ENVIRONMENTAL MANAGEMENT OVERALL

## PHYSICAL PLANNING

As been mentioned under the introduction, the Sub- Unit has assisted and facilitated in approving some of those catalytic projects, which will assist revenue to the City. The priority is to make sure that Msunduzi as is located along the Sip 2 Corridor, it benefits in attracting investors to the City. The other priority is to see the implementation of the Airport Precinct Plan, which was approved by Council, due to lack of budget, the plan cannot be implemented. The 5-year targets, which has been set out in the IDP, cannot be implemented due to shortage of budget.

## BUILDING CONTROL &amp; SIGNAGE

The Building Control and Signage section started off well during the first half of the 2018/19 financial year due to the additional staff members recruited during the year. However, production started lagging during the second half due to the resignation of a plan examiner, the non-filling of vacant posts. This situation was due to be improved when the newly approved organisational structure was implemented, especially with appointment of an additional Plan Examiner or two. These posts are critical to improving the service of approval of building plans. The Sub-unit managed to appoint one Technical Clerk/Plans Administrator by the 1st of June 2017 which improved the receiving of building plan applications.



The enhancements to the Plan Approval System is on an as-and-when-required basis and the service provider has installed the new Build of Engage and they have moved the Application to a new server. The service provider has created a new link via Buildingplans@msunduzi.gov.za to all its users. Testing is ongoing for this new Build for enhancement though the service provider is experiencing challenges in accessing the server. This has been resolved as the new Build is loaded on to the server and operational. The service provider is attending to occasional ad-hoc queries raised by all relevant department. This has shown signs of improved quality and quantity of Building Plans Approved and the service delivered.

The system can now identify all plans submitted and approved that have been moved to the building inspector stage on GIS map for each inspector's zone. It also has an improved reporting function.

The Outdoor Advertising function is still experiencing challenges due to shortage of experienced management and operational staff, but strategies for better control of legal advertising and eradication of illegal advertising have been developed and promise to deliver more control, a cleaner city, and increased revenue to the council during the 2017/18 financial year.

The tender for the Management of Advertising Signage is at Bid Adjudication Committee and, the Clean-up Co-operative was appointed during May 2018 and rendered its services during mid-June 2018.

The Manager Building Control & Signage has resigned during December 2018, and the post has not been advertised to date. Currently the appointment of an Acting Manager assists with the daily functions of the unit. This does not allow continuation of work and proper management of the unit. The appointment of the Manager is crucial to ensure service delivery continues and proper functioning of the unit.

## ENVIRONMENTAL HEALTH

Environmental Health Services continued to be provided without funding from National Treasury. With a limited budget and diminishing resources the nine functional areas relating to environmental health services as defined in the National Health Act, No. 61 of 2003 were carried out to ensure effective and efficient service delivery within the areas of Msunduzi. One of the service delivery priorities focusing on, viz. water quality monitoring, continued for the purposes of Blue Drop status accreditation. The departmental laboratory was used for the monitoring of water and food quality and also swabbing to determine standards of hygiene at food premises. Three (3) of the Four (4) Air Quality Monitoring Stations of the City's Air Quality Monitoring Network was functional, and data on criteria pollutants monitored is available for the 2018/19 financial year. The Edendale Station was replaced during 2018, and the acquisition of an additional station for the Taylors Halt area had to be put on hold, due to the implementation of cost containment measures.

## ENVIRONMENTAL MANAGEMENT

The National Environmental Management Act, (Act 107 of 1998) refers to the development of procedures for the assessment of the impact of plans; and the Municipal Systems Act (32 of 2000) refers to the requirement for SEA in the context of spatial planning. The Bishopstowe SEA was completed in the 2018/2019 financial year. The Vulindlela SEA is to be completed in the 2019/2020 Financial Year, which the Environmental Management Unit will implement thereafter. The EMF is to be completed in the 2019/2020 Financial Year and will be operationalised in accordance with the EMF adopted by the Competent Authority on the 3rd September 2015 (Provincial Notice 125 of 2015) in terms of sub regulations 3(1) and 5(1) of the Environmental Management Framework Regulations 2010 (Government Notice No. R. 547). Maintenance on the storm water sock and trash boom were installed to remove solid waste from the Baynespruit stream while the floating wetlands removed nitrates, phosphates, ammonia and E.coli thus directly improving water quality. Maintenance thereof is ongoing.

## LAND SURVEY

The performance of the unit has been satisfactory given the shortcomings on resources such as equipment and efficient IT systems, and shortcomings on Human Resources.

## GREATER EDENDALE AND DEVELOPMENT INITIATIVE

GEVDI faced a couple of challenges in the 2019/2020 financial year; some of the challenges are as follows:

- Budget cuts that resulted in some projects being halted for the new Financial year
- Delay in appointment due to grant funding approval
- The lockdown had an impact in the finalisation of appointments
- The land acquisition programme was greatly compromised by the lockdown as valuations and negotiations could not take place.

### Edendale Corridor Development Framework and Implementation Plan

- The project is still in the appointment phase and at the time of lockdown the TORs were circulated to the relevant service providers for quotations, Supply Chain is still dealing with the receiving of quotation phase. There have been financial challenges in the initial stages of the project as the vote only had R800 000 to be utilised between 2 GEVDI projects, which led to the project being merge with Spatial Planning Corridor Project. The National Lockdown also hinder the appointment process. This project has been carried over to the next financial year, as it was indicated that this would be a multi-year project.

## 3.4. CITY ENTITIES

### INTRODUCTION TO CITY ENTITIES

City entities is a sub-unit of Sustainable Development and City Enterprises Business unit and is made up of six sections as listed below:

- Airport
- Market
- Forestry
- Tourism
- Safe City
- Tatham Art Gallery

The Airport, Market and Forestry are income generating functions. Tourism, Safe City and Tatham Art Gallery enhance the income generation of the municipality.

Except for Safe City, the sub-unit has been affected by the general economic decline in the country and the global pandemic COVID-19 that led to the shut down of commercial activities... This had a negative impact on the trading entities revenue. Although the market continued operating as an essential service during the lockdown, commercial activity was too low as a result of dwindling disposable income. The market continues to support a number of fruits and vegetables street vendors in the municipality and the municipalities in the uMgungundlovu district.

The airport is beset with infrastructural constraints and expansion requires huge sums of investment to attract more airlines and commercial activities, plans have been drawn to unlock the parcels of land surrounding the airport and dispose the same for commercial activity, this will assist supplementing the aeronautical income which is largely generated by one commercial airline

The forestry had a shaky start having operated for years as an outsourced function, managing it as a municipal unit came with immense challenges. The critical issue was that a decision was not taken on a governance model and left the forestry to be on auto pilot, however, we have managed to dispose of 29 000 tons of timber and this will generate R18 000 000 to council. We have also partnered with the KZN DEDTEA in their Timber Value Add Industries (Furniture Manufacturing ) and created 40 jobs.

## ORGANIZATIONAL UNITS WITHIN CITY ENTITIES& SERVICE STATISTICS

### AIRPORT

It is the airport's key role to sell aeronautical services and facilities (i.e. the provision of runways, taxiways, aprons and terminals) to airlines. The airport also sells services such as shops, office space, hangarage and car parks, usually through concessionaires, direct to the passengers, local residents and other customers. The biggest challenge faced by the airport is limited capital funding and ageing infrastructure.

In the 20/21 Financial Year, the airport will construct a service road along the parameter fence. This will enable vehicle movement for inspections and emergency response as per regulations.

### MARKET

The Pietermaritzburg Fresh Produce Market operates through a system of market agencies, market agents acting as the link between sellers and buyers. The main products traded are potatoes, onions, tomatoes, vegetables, bananas and fruit. The crucial variable determining the economic viability of the market is the volume of business, or the tonnage throughput.

The market has been able to maintain its No.5 spot out of 18 national markets listing. This can be attributed to the tight financial control system and the market upgrade. The main project at the market for the year's 2019/20 was to refurbish 3 cold room condenser coils that are not in operation also to do refurbishment to the roof in the sales hall that is leaking. We have managed to achieve the target on both projects. For 2020/21, we are planning to refurbish exit roller gate that are broken.

### TATHAM ART GALLERY

The Tatham Art Gallery is an Art Museum that serves the visual arts needs of people of KwaZulu-Natal generally and the Msunduzi municipal area in particular. Its core functions are collecting art works of suitable quality to grow the permanent collection, documenting and researching the collections in order to establish a database of relevant information for research purposes. Caring for the permanent collection in order that it will be available to future generations; displaying exhibitions of quality, based on art works in the permanent collection, and soliciting quality exhibitions from further afield. Presenting visual arts educational and outreach programmes based on the permanent collections and temporary exhibitions.

The Gallery's top service delivery priority is presenting regular art exhibitions of high quality. The target for 2019/20 was seven exhibitions and despite being closed for three months during the national Lockdown, the Gallery met its target by presenting seven temporary exhibitions up until March this year. In addition to the seven temporary exhibitions, there were four ongoing exhibitions and two new exhibitions, which are drawn from the Gallery's permanent collection of artworks.

The Education department at the Gallery focused on a teaching programme aimed at those who are marginalised, this included the elderly and scholars from special schools. The Outreach programme during 2019/20 included art classes for youth who do not have access to art tuition at school, a development programme for youth painting murals on the local taxi rank, development skills for rural teachers with no access to materials, and workshops with youth dealing with issues of climate change.

The Msunduzi Municipality did not provide a purchasing budget for the purchase of art works during this financial year, and fundraising efforts by the Friends of Tatham Art Gallery and private donations resulted 12 new art works being acquired for the Gallery's permanent collection, including three early print from the Rorke's Drift Art School.

### SERVICE STATISTICS FOR ART GALLERY 2019/2020

- The number of visitors to the Gallery decreased from 23 690 in 2018/19 to 15 932 in 2019/20. This decrease is a direct result of the closure gallery being for three months during the national Lockdown.

DESCRIPTION	NUMBER
Exhibitions- temporary	7
Exhibitions- permanent	6
Walkabouts	16
International tour groups	4
Films	22
Lectures	2
Workshops and Master Classes	19
Artist-in-residence programmes	1
Art Class	21



DESCRIPTION	NUMBER
Artist Forum	9
School visits	29
Outreach Events	16
Book Launch	1
Concerts	14

## TOURISM

Pietermaritzburg is renowned as an events city due to the number and magnitude of global signature events that take place here. In recent years, a lot of new events (mostly taking place in the townships) have emerged complementing the value of conventional events in the city. The success of tourism as a sector depends on local communities understanding of the important contributions this brings to diverse local destinations in terms of job creation and generally inducing local economic development.

The municipality in partnership with the local Community Tourism Organization Msunduzi Pietermaritzburg Tourism Association (MPTA) ran two tourism awareness programmes, the Schools Museum Passport aimed at exposing local schools to local heritage & tourism richness, this was conducted in partnership with Msunduzi Museum and Old Prison, and twenty Schools were involved. The City Tourism Ambassadors Programme is offered to the metered taxi drivers as they represent frontline experience for the city.

Tourists' destination marketing is an essential tool to the edifying existing and potential tourists about a destination and its products on continuous bases. Various activities were staged to market our destination these include:

Senior Citizens KZN Freedom Route Tour conducted in October 2019, KZN Freedom Route Tour for Struggle Stalwarts was conducted in December 2019, Mayoral Xmas Tree lighting event, Delivered Capital Festival Drive Highlighting Summer, Holidays events & Activities in conjunction with KZN Department of Transport.

There are projects aimed at sector transformation and development as the municipality offers various tourism awareness programmes to SMMEs and emerging event organizers on issues of business start-ups, finance and market access.

## FORESTRY

The municipality owns and manages the Pietermaritzburg Forestry. Msunduzi Municipality owns a forestry plantation under species of Msunduzi Forestry Company (MFC) a 100% Msunduzi Municipality owned company. The extent of the plantation is 2130 hectares, 1458 planted with commercial species and 672 is for conservation. The primary activities are:

**Silviculture** – Site preparation, mark and pitting, planting, blanking, chemical and manual weeding.

**Harvesting** – Felling, extraction, staking, loading, short and long hauling.

**Fire management** – Hoeing and burning of firebreaks, fire standby and firefighting.

**Conservation** – Chemical and manual weeding of open areas and areas of special interest.

**Road maintenance** – Graveling, grading and drainage.

The forestry governance model is still a challenge and we exploring the optimal sustainable management model for its management. Currently it is managed as a section of the Sustainable Development and City Entities and this has created a problem as some of the forestry operations are not attuned to the elaborate municipal bureaucracy.

## SAFE CITY

Safe City Msunduzi NPC is an entity of the Msunduzi Municipality and its primary objective is to prevent and detect crime in camera surveillance areas under the jurisdiction of the Msunduzi Municipality, to encourage a crime free environment for the benefit of the Municipality's communities and to attract investors and assist to promote development, tourism and job creation.

Safe City is monitoring hundred and sixty-nine (169) CCTV cameras on a 24/7 basis. Seventy-one (71) cameras are located in the CBD, Freedom Square Taxi Rank, Northdale and Scottsville areas. Ninety-eight (98) cameras are located at eight primary electrical substations.

In respect of the above our most important service deliveries can be identified as follows:

- 1) Detection, Prevention or Apprehension and Conviction of persons responsible for criminal or bylaw infringements. In this regard we enjoy a healthy working relationship with the local South African Police Service (SAPS), National Prosecuting Authority (NPA) and Msunduzi Traffic Department. The SAPS has provided us with a rapid response motor bike unit which acts promptly on requests from our Control Room, whilst the NPA has provided us with a dedicated court where all footage relating to Safe City cases are displayed for prosecuting purposes. Safe City also facilitates the Joint Operational Centre (JOC) which is situated in the Disaster Board Room. The JOC monitors important events such as High Court cases, gatherings and protest actions. Another very important aspect of our services is the monitoring of eight primary electrical sub stations. As these sub stations performs as vital role in the economy of Msunduzi a dedicated work station has been created for the sole purpose of the monitoring and detection of possible vandalism or theft of electrical equipment acts from these sites. Since the start of monitoring these sites during 2016 no electrical site under surveillance has been out of commission due to theft or vandalism. In order to maintain this healthy interaction with our operational partners we have regular meetings with them whereby any shortcomings are identified and dealt with immediately. Such meetings are the SAPS Station Crime Combat Forum and the NPA monthly meetings.
- 2) In order to achieve the above services, the maintenance of our surveillance system is of paramount importance. For this purpose, Safe City is conducting in house repairs on all its CCTV cameras, recorders and fibre optic lines. As our system has been in operation 24/7 since January 2003 it is necessary to conduct scheduled maintenance work in order to ensure that all cameras are fully operational at all times. For this purpose, we have set a very high target which is that no less than 10% of all cameras may be off line at any given time. We have achieved and maintained a 99% operational capacity throughout 2019/20. In order to continue with our operational capacity, we carry spares to repair cameras and our technicians are suitably qualified to maintain the system.



3) Safe City strives to be a centre of excellence hence we maintain an ISO 9001 accreditation. Our control room is the only street surveillance control room in the country which can boast with such an accreditation. In order to achieve and maintain this accreditation much attention is being paid to adhere to our strict control room, technical procedures and the wellbeing of our staff. Our procedures are audited yearly by the SABS. Our staff forms the backbone of our operation and there for their well-being is of paramount importance. All staff members belong to a medical aid fund which provides comprehensive medical assistance to each member. They receive continuous in-service training and also has to undergo a course in Human Behaviour which is presented by an Industrial Psychologist. We are also very proud that we have received an unqualified audit report from the Auditor General for the past two years.

**CITY ENTITIES POLICY OBJECTIVES TAKEN FROM THE IDP**

CITY ENTITIES POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019						2019/2020							
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
CE13	7 x Msunduzi Art Exhibitions held by the 30th of June 2019	10 x Msunduzi Art Exhibitions held by the 30th of June 2019	4 (130% -149%)	CE01	7 x Msunduzi Art Exhibitions held by the 30th of June 2020	7 Msunduzi Art Exhibitions held by the 30th of June 2020	3 (100% -129%)	N/A	N/A	N/A	POEs, Gallery Outline	CE 01	6 x new Msunduzi Art Exhibitions held by the 31st of May 2021
CE 01	12 x installation of cold-room fans at the Msunduzi Market completed by the 31st of January 2019	12 x installation of cold-room fans at the Msunduzi Market completed by the 31st of January 2019	3 (100% -129%)	CE03	3 x cold-rooms at the Municipal Market to be refurbished in the 19/20 FY by the 30th of April 2020	3 x cold-rooms at the Municipal Market refurbished in the 19/20 FY by the 31st of December 2019	4 (130% -149%)	N/A	N/A	N/A	Completion Certificate	N/A	N/A
CE 02	750m fencing installed at the PMB Airport by 31 January 2019	750m fencing installed at the PMB Airport by 31 January 2019	3 (100% -129%)	CE 02	1.5km cleavru parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020	0 km cleavru parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Due to the Lockdown construction could not commence. However all materials have been delivered to site	Construction to commence asap	30-Sep-20	Invoice for materials on site	N/A	N/A
CE 10	100% Forestry Msunduzi Management as per approved Forestry Business Plan by the 30th of June 2019	100% Forestry Msunduzi Management as per approved Forestry Business Plan by the 30th of June 2019	3 (100% -129%)	CE 16	100% Provision of forestry management as per the approved Annual plan of operations for the 2019/20 FY by the 30th of June 2020	70% Provision of forestry management as per the approved Annual plan of operations for the 2019/20 FY by the 31st May 2020	2 (70% - 99%)	Silviculture activity not carried out	A forestry management company to be appointed with immediate effect	Jul-20	Monthly Report to SM City Entities	CE 12	100% Forestry Management as per Annual Plan of Operations completed for the 2021 FY by the 30th of June 2021
CE 10	169 CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2019	169 CCTV Cameras monitored 24 hours in all areas with CCTV coverage by the 30th of June 2019	3 (100% -129%)	CE 05	169 CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2020	169 CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2020	3 (100% -129%)	N/A	N/A	N/A	Monthly report to SM City Entities	CE 04	169 x CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	CE 06	12 x Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the SM: City Entities within 7 days after month end by the 30th of June 2020	12 x Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the SM: City Entities within 7 days after month end by the 30th of June 2020	3 (100% -129%)	N/A	N/A	N/A	Monthly report to SM City Entities	CE 05	12 x Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the SM: City Entities within 7 days after month end by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	CE 07	2 Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV Camera coverage by the 30th June 2020	Ave 1.5 min Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV Camera coverage by the 30th June 2020	4 (130% -149%)	N/A	N/A	N/A	Safe City Occurrence Book	CE 06	2 Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV Camera coverage by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	CE 08	240 x CCTV inspections conducted as per the maintenance schedule by Safe City technicians by the 30th of June 2020	245 x CCTV inspections conducted as per the maintenance schedule by Safe City technicians by the 30th of June 2020	3 (100% -129%)	N/A	N/A	N/A	Safe City Maintenance Schedules	CE 07	240 x CCTV inspections conducted as per the maintenance schedule by Safe City technicians by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	CE 09	Average 3 days turn-around time to repair faulty CCTV equipment as per the Faults Register/Book by the 30th of June 2020	Average 1 day turn-around time to repair faulty CCTV equipment as per the Faults Register/Book by the 30th of June 2020	4 (130% -149%)	N/A	N/A	N/A	Safe City Technical Task forms.	CE 08	Average 3 days turn-around time to repair faulty CCTV equipment as per the Faults Register/Book by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	CE 10	100% Monitoring of Camera Downtime in order to ensure no less than 90% of Cameras are operational in all CCTV cameras under control of Safe City by the 30th of June 2020	100% Monitoring of Camera Downtime ensured 99% of Cameras were operational in all CCTV cameras under control of Safe City by the 30th June 2020	3 (100% -129%)	N/A	N/A	N/A	Safe City Technical Fault Register.	CE 09	100% Monitoring of Camera Downtime in order to ensure no less than 90% of Cameras are operational in all CCTV cameras under control of Safe City by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	CE 11	100% Safe City ISO 9001 accreditation to be valid and maintained during the 19/20 FY by the 30th of June 2020	100% Safe City ISO 9001 accreditation to be valid and maintained during the 19/20 FY by the 30th of June 2020	3 (100% -129%)	N/A	N/A	N/A	Safe City ISO 9001:2015 certification	CE 10	100% Safe City ISO 9001 accreditation to be valid and maintained during the 2021 FY by the 30th of June 2021



2018/2019		2019/2020				2020/2021	
SDBP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL (1,2,3,4,5, Not Applicable)	ACTUAL (1,2,3,4,5, Not Applicable)
N/A	N/A	N/A	NOT APPLICABLE	OE 12	Average of 90% of all confirmed reported crime within camera visual area detected by Safe City operators by the 30th of June 2020	Average of 95% of all confirmed reported crime within camera visual area detected by Safe City operators by the 30th of June 2020	3 (100% - 129%)
				OE 11	Daily SAPS Crime Report	Not more than an average of 10% of all confirmed crime reports within camera visual area missed in the 20/21 FY by the 30th of June 2021	

## EMPLOYEE INFORMATION – CITY ENTITIES

EMPLOYEE: CITY ENTITIES						
AIRPORT, GALLERY AND THEATRE, MARKET & TOURISM						
Job Level	2018/2019	2019/2020				
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.)	Vacancies (as a % of total posts)	%
T04-T08	27	42	31	11		26.19
T09-T13	14	19	14	5		26.32
T14-T18	2	4	2	2		50.00
T19-T22	1	1	1	-		0.00
T23-T25	-	-	-	-		-
<b>Total</b>	<b>59</b>	<b>88</b>	<b>62</b>	<b>26</b>		<b>29.55</b>

## FINANCIAL PERFORMANCE – CITY ENTITIES

FINANCIAL PERFORMANCE 2019/2020: CITY ENTITIES					
R'000					
AIRPORT, GALLERY AND THEATRE, MARKET & TOURISM					
Details	2018/2019		2019/2020		
	Actual	Adjustment Budget	Original Budget	Actual	Variance to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>-31 985</b>		<b>-88 187</b>	<b>-59 344</b>	<b>-28 842</b>
Expenditure:					
Employees	16 239		17 595	16 474	16 226
Repairs and Maintenance	3 818		4 932	1 783	1 755
Other	20 082		34 988	14 124	8 334
<b>Total Operational Expenditure</b>	<b>40 139</b>		<b>57 515</b>	<b>32 381</b>	<b>26 355</b>
<b>Net operational (Service) Expenditure</b>	<b>8 154</b>		<b>-30 672</b>	<b>-26 963</b>	<b>-2 487</b>

## CAPITAL EXPENDITURE – CITY ENTITIES

CAPITAL EXPENDITURE 2019/2020: CITY ENTITIES					
R'000					
AIRPORT, GALLERY AND THEATRE, MARKET & TOURISM					
Details	2019/2020			Variance to Adjusted Budget %	Total Project Value
	Budget	Adjustment Budget	Actual Expenditure		
<b>Total All</b>					
NEW FURNITURE	400	400	400	0	
MACHINERY AND EQUIPMENT	275	115	21	81%	
NEW COMPUTER	120	60	36	38%	
NEW AIRPORT	6 540	6 540	8 178	25%	
NEW COLDROOM	150	750	533	28%	

## COMMENT ON THE PERFORMANCE OF CITY ENTITIES OVERALL

### AIRPORT

Due to lockdown there were delays and thus the annual target of erecting 3,5 km of parameter fence was not achievable. However, all materials were delivered on site.

### MARKET

In the beginning of the 2019 /2020 financial year everything was normal and we have managed to achieve our target till the discovery of COVID-19 in March 2020 where all businesses were forced to closed down due to the epidemic. Even though the market was classified as an essential service, the sales were very low but we have managed to continue with operations.

### TATHAM ART GALLERY

The Tatham Art Gallery has an active Exhibitions and Education programme, which includes Outreach to many marginalized sectors of the community; however, it is extremely challenging to continue to meet targets and expand programmes without the appointment of a Manager. This post has been vacant for 21 months, and all staff are required to assume added responsibilities as a result.

The Municipality could not provide funding for the extensive building maintenance required has resulted in both internal and external infrastructure decay. The roof leaks, and is slowly destroying the building. The Old Presbyterian Church building, which is the Outreach wing of the Gallery, was infested by termites in 2017. To date, no funding has been provided by Council for either the Gallery building or the Old Presbyterian Church. Priority funding is required to preserve both buildings, which are national monuments.

Service delivery is compromised as more and more art works are removed from display, and it is no longer possible to provide an excellent art museum without extensive repairs to the buildings.

### TOURISM

The tourism unit could not participate in the municipality in some of the signature events due to cost containment measures introduced at the municipality and the funding of these major events was cut, however, through our partnership with the Community Tourism Organisation (CTO) Msunduzi/Pietermaritzburg Tourism Association we launched the Sobantu Tourism Route and Brochure.

A training workshop was conducted for the industry. We facilitated the homestay programme to enhance our accommodation facility, initiated the planning process for the opening of the craft hub at the tourism hub

### FORESTRY

The plantation appreciated by 20% in 2019/20 from R63.8 M in 2018 to R79, 7 in 2019. A contractor was appointed to harvest 30 000 tons of timber and this will provide council with a gross revenue of R 18 000 000 when the project is complete.

The forestry lagged behind of the Silviculture activities as the contract was not in place, this has compromised the quality of timber, an increased risk exposure to runaway fires, forfeiture of our conservation membership and forestry insurance

### SAFE CITY

The performance of Safe City in its entirety can be described as good as we have achieved and even exceeded some of our targets which was set for 2019/20. We maintained a very healthy working relationship with our operational partners and also with the Msunduzi Municipality who is funding the project.

There are however a number of concerns which needs to be highlighted.

The current street surveillance system which has been in operation since January 2003 is an analogue system which can no longer adequately meet the needs of our operational partners. Whilst the system which monitors the electrical substations is a digital system with Video Analytics the street surveillance system has no such features. Video Analytics reduces the work load on an operator hence the operator can effectively monitor more cameras whilst the analogue cameras need to be operated by hand. Spares for the analogue system can no longer be obtained over the counter and has to be made which drastically increases repair costs. We also urgently need to upgrade our Control Room software in order to stay abreast with newer technology.

Due to the effectiveness of the system a drastic shift in reported crime can be observed. On average more the 80% of reported crime in the Pietermaritzburg Central precinct occurs out of camera view. Areas not under surveillance are now been targeted such as the Edendale Business centre and Chatterton Road business precinct.

There is therefore an urgent need to expand the current CCTV surveillance footprint so that persons working and living crime effected areas can be safeguarded.

Safe City is also in urgent need of a dedicated Msunduzi repose team which can swiftly respond to municipal bylaw infringements detected such as littering, illegal posting of posters and road traffic ordinance incidents. Footage of such infringements will be provided resulting in the successful prosecution of the culprits. Safe City also has the necessary capability to identify vehicles with outstanding traffic warrant of arrest fines. A dedicated Municipal Traffic team will ensure that outstanding traffic revenue be recovered and will also contribute to motorists abiding to traffic laws. Operational and capital funding is a critical aspect for Safe City to maintain its centre of excellence.

Timeous operational payments will ensure that the necessary budgetary planning in respect of day to day maintenance and other important expenditure can be planned whilst the provision of capital funding will ensure that the surveillance footprint be expanded and older equipment be replaced.

All the above aspects have been addressed in Safe City's comprehensive five (5) year Business Plan which is been submitted an annual basis with our budget application.



## COMPONENT D: CORPORATE SERVICES BUSINESS UNIT

This component includes: Legal Services, Secretariat & Auxiliary Services, Information Communication Technology & Human Resources.

### 4. CORPORATE SERVICES

#### 4.1. LEGAL SERVICES

##### INTRODUCTION TO LEGAL SERVICES

Legal Services provides critical legal support to the Municipality by providing legal comments, opinions and advice to all Business Units. In addition, thereto, the unit undertakes the management of civil litigation in the High and District Courts including interdicts and criminal prosecutions relating to the contravention of bylaws and other laws governing local governance. The unit also provides input on policies.

The unit is also responsible for the review of existing bylaws, drafting of new bylaws and promulgation thereof. Furthermore, the legal advisors sit on various Bid Committees as ex officio members and are alternate City Manager's Representatives at Full Council and Executive Committee.

##### THE 3 TOP SERVICE DELIVERY PRIORITIES ARE:

1. Policies and Bylaws
2. Legal representation for civil litigation, and criminal litigation
3. Provision of legal advice, opinions to Council including the drafting and review of contracts

##### IMPACT:

- Two bylaws were reviewed – Rules of Order Bylaws and SPLUMA Bylaws;
- We achieved 100% legal representation in both civil and criminal matters and had four (4) judgments noted against the municipality;
- With regard to legal advice, comments and opinions our impact has been less than 100%, having achieved a score of two (2) on the SDBIP. Our target was to provide legal advice opinions and comments within ten (10) days from receiving a request. Whilst all requests were met, some were provided outside the 10-day period due to the following:
  - Limited human resources due to the high vacancy rate in the unit;
  - Legal briefs not containing all relevant information;
  - Limitations of Lockdown due to COVID-19.

##### MEASURES TAKEN TO IMPROVE PERFORMANCE AND MAJOR EFFICIENCIES:

1. Approved Standard Operating Procedure;
2. Improved the legal brief process to ensure all relevant information contained in brief;
3. Reviewed and improved work distribution;
4. Extended contracts for temporary employees;
5. Prioritised vacant posts to be advertised;
6. Bi-monthly meeting with the attorneys for reporting and addressing issues relating to performance.

##### SERVICE STATISTICS FOR LEGAL SERVICES

1. Achieved 100% legal representation on all civil and criminal matters;
2. Achieved 100% input on policies;
3. Achieved 100% for consideration and evaluation of summonses for law enforcement and attended court in all criminal prosecution matters;
4. Provided legal input and made recommendations on insurance claims against the municipality;
5. Established a consolidated, more user friendly litigation register template for reporting purposes;
6. Reviewed template for the monthly update for contingent liabilities;
7. Substantial compliance with turnaround times for opinions, advice and contracts.

##### INTRODUCTION TO BY-LAWS

Legal Services identified 2 bylaws for review in the 2019/20 financial year namely, SPLUMA and Rules of order Bylaws.

##### BY-LAWS INTRODUCED DURING 2019/2020

Newly Developed	Revised	Public Participation adopted prior to adoption of By-laws (Yes/No)	Dates of Public Participation	By-laws gazette (Yes/No)	Date of Publication
N/A	Spatial planning and land use management Bylaw	Yes	22 November 2019	N/A	N/A
N/A	Rules of Order Bylaw	No	N/A	N/A	N/A

##### COMMENT ON BY-LAWS

The period for public participation on the SPLUMA Bylaws had to be extended to cater to critical stakeholders such as the Dept. of Rural Development and Land Reform. The Rules of Order Committee must approve the amendments to the Rules of Order Bylaw prior to publication for comment. The sitting was affected by the Lockdown due to COVID-19.

**Public Participation:** The intended adoption of amendments to bylaws is always preceded by permitting the public to comment thereon.

**Enforcement:** Legal Services act as Prosecutors in the enforcement of bylaws. The different business units are responsible, through their Peace Officers, for the enforcement of bylaws by issuing compliance notices and summonses. The establishment of a single enforcement unit is still recommended and supported by Legal Services, as capacity has been identified as a major shortcoming in the enforcement of bylaws. The role of Legal Services is limited to support criminal prosecutions. The groundwork must be completed by Peace Officers.

LEGAL SERVICES POLICY OBJECTIVES TAKEN FROM IDP

LEGAL SERVICES POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019					2019/2020								
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
LGL02	100% Provision of legal representation in all civil matters by the 30th of June 2019	100% Provision of legal representation in all civil matters by the 30th of June 2019	3 (100% - 129%)	LGL03	100% Provision of legal representation (notices of application and summons) in all civil matters as and when required by the 30th of June 2020	100% Provision of legal representation (notices of application and summons) in all civil matters as and when required by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Summonses, Notices and Pleadings	LGL02	100% Legal representation provided in all civil matters as and when required by the 30th of June 2021
LGL03	100% legal briefs dealt with by Legal Services within 10 working days of request and on receipt of all applicable information, save for complex matters where extensive legal research is required and/or Senior Counsel is involved by the 30th of June 2019	100% legal briefs not dealt with by Legal Services within 10 working days of request and on receipt of all applicable information, save for complex matters where extensive legal research is required and/or Senior Counsel is involved by the 30th of June 2019	2 (70% - 99%)	LGL04	100% legal briefs dealt with by Legal Services within 10 working days in accordance with the approved legal briefing procedure by the 30th of June 2020	100% legal briefs dealt with by Legal Services within 10 working days in accordance with the approved legal briefing procedure by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Briefs, Legal Comments and Opinions	LGL03	100% of legal briefs attended to within 10 working days in accordance with the approved legal briefing procedure by the 30th of June 2021
LGL04	100% of all Contracts requiring Legal drafting and/or inputs dealt with within 15 working days after the receipt of brief and all applicable information required by Legal Services by the 30th of June 2019	100% of all Contracts requiring Legal drafting and/or inputs not dealt with within 15 working days after the receipt of brief and all applicable information required by Legal Services by the 30th of June 2019	2 (70% - 99%)	LGL05	100% of all Contracts requiring Legal drafting and/or inputs dealt with within 15 working days after the receipt of brief and all applicable information required by Legal Services by the 30th of June 2020	100% of all Contracts requiring Legal drafting and/or inputs dealt with within 15 working days after the receipt of brief and all applicable information required by Legal Services by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Contracts	LGL04	100% of all Contracts requiring Legal drafting and/or inputs attended to within 15 working days after the acknowledgement of brief and all applicable information required submitted to Legal Services by the 30th of June 2021
LGL07	100% consideration and evaluation of the summonses provided by the law enforcement units by the 30th of June 2019	100% consideration and evaluation of the summonses provided by the law enforcement units by the 30th of June 2019	3 (100% - 129%)	LGL08	100% consideration and evaluation of the summonses provided by the Peace Officers by the 30th of June 2020	100% consideration and evaluation of the summonses provided by the Peace Officers by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Court book and Summonses	N/A	N/A

EMPLOYEE INFORMATION – LEGAL SERVICES

Job Level	EMPLOYEE: LEGAL SERVICES			
	2018/2019	2019/2020	2019/2020	
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No. equivalents No.	Vacancies (fulltime of total posts) %
T01-T03	1	1	1	0.00
T04-T08	1	1	1	0.00
T09-T13	4	6	4	33.33
T14-T18	4	11	4	63.64
T19-T22	-	1	1	0.00
T23-T25	-	-	-	-
<b>Total</b>	<b>10</b>	<b>20</b>	<b>11</b>	<b>45.00</b>

FINANCIAL PERFORMANCE – LEGAL SERVICES

FINANCIAL PERFORMANCE 2019/2020 LEGAL SERVICES (502)					
Details	2018/2019		2019/2020		Variances to Adjusted Budget %
	Actual	Original Budget	Adjustment Budget	Actual	
<b>Total Operational Revenue (excl. tariffs)</b>	-77	-492	-246	0	-100%
Expenditure:					
Employees	7 729	6 284	8513	8358	-2%
Repairs and Maintenance	-8	61	0	0	0





FINANCIAL PERFORMANCE 2019/2020 LEGAL SERVICES (502)					
R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
Other	7 014	7 767	6559	6337	-3%
<b>Total Operational Expenditure</b>	<b>14 735</b>	<b>14 112</b>	<b>15072</b>	<b>14695</b>	<b>-3%</b>
<b>Net operational (Service) Expenditure</b>	<b>14 658</b>	<b>13 620</b>	<b>14826</b>	<b>14695</b>	<b>-1%</b>

#### CAPITAL EXPENDITURE – LEGAL SERVICES

CAPITAL EXPENDITURE: LEGAL SERVICES (502)					
R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>500</b>	<b>746</b>	<b>174</b>	<b>-28.69%</b>	
Project A : BUILDINGS – REVAMP 7TH FLOOR PNC	0	242	174	-28.69%	174
Project B – MACHINERY & EQUIP	0	4	0	-100%	0
Project B : COMPUTER HARDWARE	500	500	0	0	0

#### COMMENT ON THE PERFORMANCE OF LEGAL SERVICES OVERALL:

The SDBIP provides an indication of what has been achieved and the deficiencies. For the sake of brevity, same will not be repeated as the information is contained in the tables above.

With regard to legal advice, comments and opinions our impact has been less than 100%. The timeframe indicated was 10 working days. Whilst all requests were met, some were provided outside the 10-day period due to the following:

- High vacancy rate in the unit;
- Over-commitment of staff in non-legal matters;
- Work distribution not optimal;
- Legal briefs not containing all relevant information;
- Limitations of Lockdown due to COVID-19.

The target relating to the submission of the SPLUMA Bylaw to SMC for onward transmission to Council was not achieved, however the draft Bylaw was finalised by the end of the financial year. The cause of the delay was that the public participation period had to be extended for a thorough and comprehensive review process.

Otherwise, Legal Service achieved superior performance in relation to critical KPA, being civil and criminal proceedings, contracts and policies.

#### 4.2. SECRETARIAT AND AUXILIARY SERVICES

##### INTRODUCTION TO SECRETARIAT AND AUXILIARY SERVICES

The Secretariat and Auxiliary Services unit is a sub-unit of the Corporate Services Business unit and is responsible for Archives, Registry and Information, Printing Services and Secretariat Services.

##### ORGANIZATIONAL UNITS WITHIN SECRETARIAT & AUXILIARY SERVICES

##### ARCHIVES, REGISTRY AND INFORMATION

This Sub-Unit is responsible for the keeping of all records generated by the Municipality and those received from outside the Municipality in accordance with the Council's Records Management Policy and relevant legislation, to archive the old and dispose obsolete records and to distribute agendas for the meetings of Council and Council structures. It also provides messenger services to the Unit for Council related correspondence.

##### PRINTING SERVICES

The Sub-Unit renders organization-wide printing services which entail ordinary printing and high volume printing and binding of standard documents and registers through lithographic and high speed copying.

The turnaround time for all the requests made for printing and binding works is two days. This target was however not met in some cases due to the fact that the printing machines were always down and the repair services response time was slow.

##### SECRETARIAT SERVICES

The Sub-Unit is responsible to render secretariat, translation and interpretation services to the meetings of Council, Council structures and administrative structures. The secretariat services briefly entail issuing out of notices and agendas of meetings and taking of minutes of meetings. It further includes translation of agendas and minutes and rendering of interpretation services to some of the meetings.

The targets which this Sub-Unit has are the weekly and monthly issuing of schedules of meetings and these targets were all met. The target that was not consistently met is for the compilation of the minutes of all meetings within seven days after the meeting. The failure to meet this target was due to the fact that the Secretariat Manager was the only one responsible to manage and provide quality checks to the work of twenty Committee Officers and could not cope with the amount of work generated by twenty Committee Officers.

**SERVICE STATISTICS FOR SECRETARIAT & AUXILIARY SERVICES**

**PORTFOLIO MEETING STATISTICS FOR THE 2019/2020 FY**

ITEM	NUMBER AND TYPE OF COUNCIL COMMITTEE MEETINGS:		NUMBER OF MEETINGS AT WHERE COMMITTEE OFFICER SERVICES WHERE PROVIDED	NUMBER OF MEETINGS AT WHERE TRANSLATION/INTERPRETATION SERVICES WHERE PROVIDED
	NUMBER OF MEETINGS FOR THE 2019/2020 FY	NUMBER OF MEETINGS AT WHERE COMMITTEE OFFICER SERVICES WHERE PROVIDED		
Full Council	19	19	19	
Executive Committee	23	23	23	
Corporate Services	4	4	4	
Financial Services	4	4	None	
Infrastructure Services	4	4	4	
Community Services	4	4	4	
Sustainable Development & City Enterprises	3	3	3	
Municipal Public Accounts Committee	14	14	14	

**SECRETARIAT & AUXILIARY SERVICES POLICY OBJECTIVES TAKEN FROM IDP**

SDBIP / OP REFERENCE	2018/2019				2019/2020				SECRETARIAT & AUXILIARY SERVICES POLICY OBJECTIVES TAKEN FROM THE IDP				
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
SAS 01	All minutes of Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2019	All minutes of Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	3 (100% - 129%)	SAS 01	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	2 (70% - 99%)	Bottleneck because 18 Committee Officers submit work to one manager for quality check	Review of the organisation structure is underway	31-Dec-20	Minutes	SAS 01	All minutes of Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2021
SAS 02	44 x weekly schedules of Portfolio Committee meetings prepared and published on Corporate Communication every Friday by the 30th of June 2019	43 x weekly schedules of Portfolio Committee meetings prepared and published on Corporate Communication every Friday by the 30th of June 2019	2 (70% - 99%)	SAS 02	44 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020	34 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, weekly schedules for April and May were not published on Corporate Communication	It cannot be corrected	N/A	Weekly schedules	SAS 02	Number of weekly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication every Friday
SAS 03	12 x monthly schedules of Portfolio Committee meetings prepared and published on Corporate Communication every last week of the month by the 30th of June 2019	11 x monthly schedules of Portfolio Committee meetings prepared and published on Corporate Communication every last week of the month by the 30th of June 2019	2 (70% - 99%)	SAS 03	12 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication in the last week of every month by the 30th of June 2020	10 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication in the last week of every month by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, April and May monthly schedules were not published on Corporate Communication	It cannot be corrected	N/A	Monthly Schedules	SAS 03	Number of monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication in the last week of every month
SAS 04	All document requests printed within 2 days of receipt of the request by the 30th of June 2019	All document requests printed within 2 days of receipt of the request by the 30th of June 2019	3 (100% - 129%)	SAS 04	All document requests printed within 2 days of receipt of the request by the 30th of June 2020	Not All document requests were printed within 2 days of receipt of the request by the 30th of June 2020	2 (70% - 99%)	Due to the electricity outages, breakdown of printers and corona positive cases, resulted in the closure of the Printing unit	N/A	N/A	Section of monthly report	SAS 04	100% of all document requests printed within 2 days of receipt of the request

**EMPLOYEE INFORMATION – SECRETARIAT & AUXILIARY SERVICES**

Job Level	EMPLOYEE: SECRETARIAT & AUXILIARY SERVICES			
	2018/2019	2019/2020		
TASK GRADE LEVELS	Employees No.	Posts No.	Employees (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	1	4	4	100.00
T04-T08	7	10	2	20.00
T09-T13	36	42	6	14.29
T14-T18	2	3	1	33.33



EMPLOYEE: SECRETARIAT & AUXILIARY SERVICES					
Job Level	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T19-T22	-	-	-	-	-
T23-T25	-	-	-	-	-
<b>Total</b>	<b>46</b>	<b>59</b>	<b>46</b>	<b>13</b>	<b>22.03</b>

#### FINANCIAL PERFORMANCE – SECRETARIAT & AUXILIARY SERVICES

FINANCIAL PERFORMANCE 2019/2020 SECRETARIAT AND AXILLARY SERVICES (303077/505/506/507)					
R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Expenditure:					
Employees	22 609	25 417	24 112	23 679	-2%
Repairs and Maintenance	3	1 237	13	11	-15.38%
Other	-3 637	3 714	941	-2 581	-369%
<b>Total Operational Expenditure</b>	<b>18 975</b>	<b>30 368</b>	<b>25 066</b>	<b>21 109</b>	<b>-16%</b>
<b>Net operational (Service) Expenditure</b>	<b>18 975</b>	<b>30 368</b>	<b>25 066</b>	<b>21 109</b>	<b>-16%</b>

#### CAPITAL EXPENDITURE – SECRETARIAT & AUXILIARY SERVICES

CAPITAL EXPENDITURE: SECRETARIAT AND AXILLARY SERVICES					
R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>510</b>	<b>320</b>	<b>0</b>	<b>-100%</b>	
Project A : FRANKING MACHINE MACHINEPRINTMACHINEARCHIEVES - COMPUTERS	0	10	0	-100%	310
Project B :PRINTING MACHINE	110	110	0	0	100
Project C : PLANT AND EQUIPMENT	400	200	0	-100%	

#### COMMENTS ON THE PERFORMANCE OF SECRETARIAT AND AUXILIARY SERVICES OVERALL

The Unit could not achieve all the targets due to the inappropriate structure which is not in synch with the required principle relating to the span of control and some of the positions that are vacant. The vacant positions are presently in process of being filled and the organizational structure is also under review. The Unit did not have any capital budget allocation.

#### 4.3. INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

##### INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

A strong ICT function is necessary for the realization of the Vision and Goals of the municipality. The Msunduzi ICT department's vision is to **“Supporting service delivery excellence through the provision and maintenance of state-of-the-art ICT systems and infrastructure”**.

The ICT department plans to achieve these goals by:

- ICT to be a proactive business partner with the rest of Msunduzi in achieving Msunduzi' s business goals,
- Right information, in the right format, in the right place and at the right time,
- Enabling the effective operation of critical business operations through the provision of business applications, and
- Robust Infrastructure and technology.

Although the ICT department continues to face funding challenges just like any other Business Unit at municipality, this has a direct consequence in dealing with Poor network infrastructure and Poor integration between applications, however the SAP implementation has been progressing well in dealing with the challenges of integration between systems.

##### ORGANIZATIONAL UNITS WITHIN INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The ICT Business unit is made of five sub units that are responsible for various functions and deliverables;

##### ICT SECURITY

The ICT Governance and Security manager will be responsible for all ICT governance and security activities within the ICT function. This function will also ensure that audit findings will be addressed timeously.

Challenges in this unit is that all positions remain unfilled and vacant. The governance and security work is assigned to other staff from other units in order to get it moving, and that alone creates other human resource related issues. The ICT Security Officer which was the only position to be filled in this unit remains unfilled since the previous incumbent resigned in 2018.

**ICT INFRASTRUCTURE**

ICT Infrastructure unit maintain the servers, networks, security and other infrastructure equipment. The unit is responsible for upholding standards relating to all aspects of the technology architecture. The unit delivered on the two top priorities during the course of this 2019/20 financial year

**Mkhondeni Uninterrupted Power Supply:** Redundancy site for the ICT department. This will make sure that the municipality continues to operate in the case that the main data centre gets to be non-operational either through a disaster or any other problem that may arise.

Implementation of the data archiving storage: While data archiving is an essential information management function, growing volumes of data within the municipality and SAP being the main producer of huge data sets, has resulted in increasingly complex regulatory environments and created numerous challenges for the IT staff. With the HP DATA STOREONE Archiving Storage in place, this will address the;

- Growing volumes of data
- Legal compliance
- Data Security&
- Increased storage costs.

**BUSINESS OPTIMASATION**

The Business Optimisation function is the primary link between Business and ICT. Business Analysts will serve each Business Unit to ensure that all their ICT needs are addressed. This function facilitates cross Business Unit communication so that solutions are not implemented in silo's (cross-functional solutions are sought), thereby allowing better governance of ICT and efficient utilization of resources.

Challenges: The main challenge in this unit is lack of Business Analysts, not a single one is available. Most of the work is done by the Manager as a result ICT is unable to meet its responsibilities in terms of constant engaging with various business units in order to meet all requirements.

Replacement of the Weighbridge System: With the new functional system in place, this will bring the much-needed revenue to the municipality and do away with the old legacy system which was unable to conform and comply to the latest ICT standards.

**PROJECT MANAGEMENT**

This function ensures that all ICT projects are managed in a structured fashion using a chosen methodology. Priority ICT projects are driven by this unit. During this financial year, no projects were registered, instead the unit focused on outstanding work related to previous projects, e.g. Multi-Function deployment.

**SYSTEM ADMINISTRATION**

This function focuses on maintaining and administrating various systems, as well as providing first line support for these systems. The day to day administering of the IT systems that are mainly used by ICT staff in order to keep the ICT system landscape operating at a premium. Most of the operational work in ICT falls within this unit.

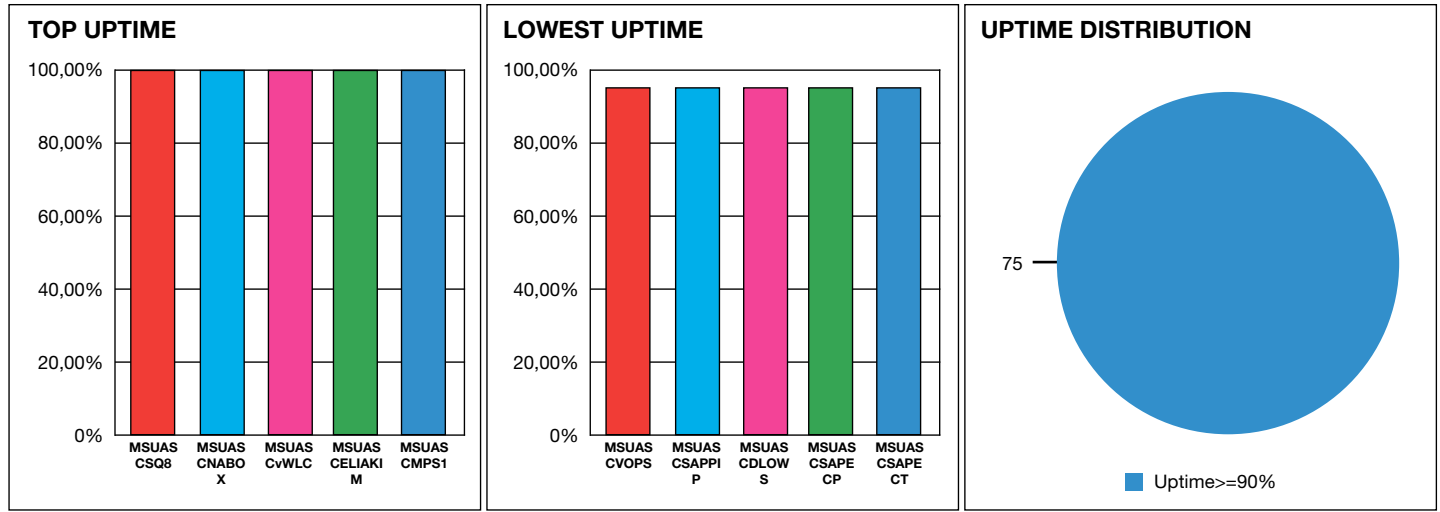
**SERVICE STATISTICS FOR INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES**



Virtual Servers Uptime	
<b>Description</b>	
This report provides an overview of VMs uptime including VMs with lowest and highest uptime values.	
<b>Report Parameters</b>	
<b>Root Object:</b>	Virtual Infrastructure
Reporting Period:	Custom Date Range (2019-07-01 - 2020-06-30)
Uptime Parameter:	Greater than or equal to 80,00% and lower than or equal to 100,00%
Grouping:	Group by Uptime
Business View:	



SUMMARY



Virtual Machine Uptime						
Cluster	Host	VM Name	Number of Restarts	Number of Alarms	Downtime	Sum of Uptime (%)
Uptime: Uptime >= 90%						
MSUASC	10.1.105.207	MSUASCVOPS	3	6	4 day(s) 21:44:00	94,38%
MSUASC	10.1.105.218	MSUASCSPAPP	3	10	13 day(s) 12:29:00	96,18%
MSUASC	10.1.105.206	MSUASC DLOMS	4	14	12 day(s) 00:21:00	96,60%
MSUASC	10.1.105.218	MSUASC SAPECP	4	13	11 day(s) 20:44:00	96,64%
MSUASC	10.1.105.218	MSUASC SAPECT	2	10	11 day(s) 15:01:00	96,71%
MSUASC	10.1.105.217	MSUASC SQ1	3	9	11 day(s) 14:25:00	96,72%
MSUASC	10.1.105.205	MSUASC VLOG	5	9	11 day(s) 14:04:00	96,72%
MSUASC	10.1.105.216	MSUASC SAPSMD	1	14	10 day(s) 01:52:00	97,15%
MSUASC	10.1.105.218	MSUASC SAPECD	2	10	5 day(s) 05:04:00	98,53%
MSUASC	10.1.105.207	MSUASC SW03	2	10	4 day(s) 17:09:00	98,67%
MSUASC	10.1.105.206	MSUASC SAPPOD	2	8	1 day(s) 11:08:00	99,36%
MSUASC	10.1.105.205	MSUASC AZURESYN	1	5	05:44:00	99,60%
MSUASC	10.1.105.205	MSUASC SQ5	3	8	22:20:00	99,63%
MSUASC	10.1.105.231	MSUASC VSC	2	4	04:39:00	99,64%
MSUASC	10.1.105.207	MSUASC SAPERD	3	13	1 day(s) 02:12:00	99,69%
MSUASC	10.1.105.205	MSUASC FIN01	5	8	1 day(s) 02:08:00	99,69%
MSUASC	10.1.105.206	MSUASC SAPEA3	2	4	1 day(s) 01:18:00	99,70%
MSUASC	10.1.105.216	MSUASC VEBR	5	10	1 day(s) 01:14:00	99,70%
MSUASC	10.1.105.216	MSUASC SAPPPOP	2	6	1 day(s) 00:57:00	99,71%
MSUASC	10.1.105.207	MSUASC TCS	2	7	1 day(s) 00:37:00	99,71%
MSUASC	10.1.105.205	MSUASC ADMAN	3	11	1 day(s) 00:32:00	99,71%
MSUASC	10.1.105.218	MSUASC SQ3	2	8	1 day(s) 00:31:00	99,71%
MSUASC	10.1.105.217	MSUASC SAPPID	2	10	1 day(s) 00:28:00	99,71%
MSUASC	10.1.105.218	MSUCIVICSP1	1	6	1 day(s) 00:24:00	99,71%
MSUASC	10.1.105.206	MSUASC SCOMMGT	3	9	1 day(s) 00:23:00	99,71%
MSUASC	10.1.105.217	MSUASC VEONE	3	8	1 day(s) 00:17:00	99,71%
MSUASC	10.1.105.216	MSUASC EXCH01	4	13	21:40:00	99,74%
MSUASC	10.1.105.207	MSUASC SAPERQ	4	17	19:28:00	99,77%
MSUASC	10.1.105.216	MSUASC VEPR4	0	0	01:18:00	99,79%
MSUASC	10.1.105.207	MSUASC AD02	4	8	16:59:00	99,80%
MSUASC	10.1.105.217	MSUASC OCUM	3	6	11:35:00	99,81%
MSUASC	10.1.105.217	MSUASC SQ4	1	9	16:15:00	99,81%
MSUASC	10.1.105.206	MSUASC SAPERP	4	16	15:36:00	99,82%
MSUASC	10.1.105.205	MSUASC SAPEA2	3	6	15:32:00	99,82%
MSUASC	10.1.105.205	MSUASC SAPSBX	2	14	15:21:00	99,82%
MSUASC	10.1.105.218	MSUCIVICMQ1	1	9	15:19:00	99,82%
MSUASC	10.1.105.205	MSUASC VEPR3	2	9	15:15:00	99,82%
MSUASC	10.1.105.206	MSUASC SAPBWP	4	12	15:14:00	99,82%
MSUASC	10.1.105.217	MSUASC WSUS	1	13	15:14:00	99,82%
MSUASC	10.1.105.207	MSUASC SAPEA1	2	4	15:12:00	99,82%
MSUASC	10.1.105.205	MSUASC SCADAW1	1	9	15:09:00	99,82%
MSUASC	10.1.105.217	MSUASC SAPBWD	4	13	14:59:00	99,82%
MSUASC	10.1.105.205	MSUASC DLOADMIN	3	10	14:54:00	99,82%
MSUASC	10.1.105.206	MSUASC SCADAW2	2	9	14:54:00	99,82%



Virtual Machine Uptime						
Cluster	Host	VM Name	Number of Restarts	Number of Alarms	Downtime	Sum of Uptime (%)
MSUASC	10.1.105.216	MSUASC SAPEPQ	1	10	14:54:00	99,82%
MSUASC	10.1.105.218	MSUASC Skills_Transfer	1	6	14:53:00	99,82%
MSUASC	10.1.105.216	MSUCIVICHEAT	1	7	14:51:00	99,83%
MSUASC	10.1.105.205	MSUASC FP2	1	11	14:47:00	99,83%
MSUASC	10.1.105.218	MSUASC LEARNING	3	6	14:47:00	99,83%
MSUASC	10.1.105.216	MSUASC SQ10	1	7	14:46:00	99,83%
MSUASC	10.1.105.205	MSUASC ECMA	2	10	14:44:00	99,83%
MSUASC	10.1.105.217	MSUASC SAPSDS	1	7	14:44:00	99,83%
MSUASC	10.1.105.217	MSUASC SQ2	2	8	14:44:00	99,83%
MSUASC	10.1.105.206	MSUASC SAPIIQ	2	10	14:41:00	99,83%
MSUASC	10.1.105.218	MSUASC FTP	2	9	14:41:00	99,83%
MSUASC	10.1.105.218	MSUASC SW02	1	11	14:41:00	99,83%
MSUASC	10.1.105.217	MSUCIVICSQ5	1	7	14:40:00	99,83%
MSUASC	10.1.105.217	MSUASC MSCOA	2	7	14:40:00	99,83%
MSUASC	10.1.105.205	MSUASC SAPSMP	2	1	00:45:00	99,83%
MSUASC	10.1.105.205	MSUASC VEPR2	2	7	14:39:00	99,83%
MSUASC	10.1.105.206	MSUCIVICTMS	1	10	14:37:00	99,83%
MSUASC	10.1.105.207	MSUCIVICSQ6	1	7	14:37:00	99,83%
MSUASC	10.1.105.217	MSUASC MPS2	1	9	14:37:00	99,83%
MSUASC	10.1.105.218	MSUCIVICFP1	4	7	14:37:00	99,83%
MSUASC	10.1.105.205	MSUASC SQ7	1	6	14:36:00	99,83%
MSUASC	10.1.105.207	MSUASC SQ9	1	6	14:36:00	99,83%
MSUASC	10.1.105.218	MSUASC SAPMIG	2	6	14:36:00	99,83%
MSUASC	10.1.105.205	MSUASC ROADS	1	8	14:35:00	99,83%
MSUASC	10.1.105.206	MSUASC SAPROUTER	2	4	14:35:00	99,83%
MSUASC	10.1.105.217	MSUASC HR01	1	8	14:31:00	99,83%
MSUASC	10.1.105.207	MSUASC SQ8	1	6	14:30:00	99,83%
MSUASC	10.1.105.205	MSUASC NABOX	1	6	14:29:00	99,83%
MSUASC	10.1.105.205	MSUASC MPS1	3	7	14:28:00	99,83%
MSUASC	10.1.105.216	MSUASC ELIAKIM	3	9	14:28:00	99,83%
MSUASC	10.1.105.216	MSUASC VWLC	1	6	14:28:00	99,83%

## INTRODUCTION TO MUNICIPAL WEBSITE CONTENT AND ACCESS

A municipal website should be and is an integral part of a municipality's communication infrastructure and strategy. If managed effectively, it allows easy access to relevant information, serves as a tool for community participation, improves stakeholder involvement and facilitates stakeholder monitoring and evaluation of municipal performance. Msunduzi's website only went live in late 2007 and apart from the legislative compliances, the public for various needs, such as meter reading submissions, marketing, accessing of tenders and necessary public information relating to the citizens locally and worldwide, uses the website.

## MUNICIPAL WEBSITE: CONTENT AND CURRENCY OF MATERIAL FOR THE 2019/20 FY

MUNICIPAL WEBSITE: CONTENT AND CURRENCY OF MATERIAL FOR THE 2019/20 FY			
DOCUMENTS PUBLISHED ON THE MUNICIPALITY'S / ENTITY'S WEBSITE	YES/NO	PUBLISHING DATE	DESCRIPTION
Current annual and adjustments budgets and all budget-related documents	YES	-	-
All current budget-related policies	YES	2020/04/10	-
The previous draft annual report (2018/19)		2020/02/03	--
The previous final annual report (2018/19)	YES	2020/06/26	
All performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act (2019/20) and resulting scorecards	YES	2019/07/12	-
All service delivery agreements (2019/20)	NO	-	-
All long-term borrowing contracts (2019/20)	NO	-	-
All supply chain management contracts above a prescribed value (give value) for (2019/20)	NO	-	-
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during (2019/20)	NO	-	-
Contracts agreed in (2019/20) to which subsection (1) of section 33 apply, subject to subsection (3) of that section	NO	-	-
Public-private partnership agreements referred to in section 120 made in (2019/20)	NO	-	-

## COMMENT ON MUNICIPAL WEBSITE CONTENT AND ACCESS OVERALL

Information is uploaded almost daily. This is done by formatting documents where necessary, logging onto the website, customizing areas if necessary and uploading data. Publishing dates are indicated below the information or file download. The Public can access information on [www.msunduzi.gov.za](http://www.msunduzi.gov.za) 24hrs a day by viewing some information on respective pages whereas other information is available as downloads viz. PDFs (Readable with Acrobat Reader). Information not up to date is usually due to respective Units not providing them timeously or when prompted about this report or not at all. Most compliance documentation is only made available by respective Business Units close to or on the due date and usually require further updating a few days later as original info is either incorrect or incomplete. Most information provided is uploaded and available within a few hours.

## INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES POLICY OBJECTIVES TAKEN FROM IDP

		INFORMATION COMMUNICATION TECHNOLOGY POLICY OBJECTIVES TAKEN FROM THE IDP											
		2018/2019					2019/2020						
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
N/A	N/A	N/A	NOT APPLICABLE	ICT01	3 X Sites (Cemetery, Forestry, Gailwey) replaced with Fibre Data Line by the 28th of February 2020	1 X Sites (Gailwey) replaced with Fibre Data Line by the 28th of February 2020 2 x sites (Cemetery & Forestry) connected via LTE due to budget constraints.	1 (69% & below)	Due to budget constraints.	Funding needs to be allocated to allow for the Fibre upgrade in the outer financial years	2021/22 Mid-year	Fibre certificate (Gailwey), Cemetery & Forestry - Online connectivity via Solar winds	ICT01	3 X SITES (TRURO, TRAFFIC & PUBLICITY HOUSE) CONNECTED WITH FIBRE DATA LINES BY THE 30TH OF NOVEMBER 2020
N/A	N/A	N/A	NOT APPLICABLE	ICT03	100% DATA ARCHIVING IMPLEMENTED for Msunduzi Municipality by the 30th of November 2019	100% DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality NOT completed by the 30th of November 2019	2 (70% - 99%)	Delivery /logistics have been the major cause of delays of equipment as they are all sourced from China.	To engage the supplier to fast track the delivery of the Archiving storage equipment. The annual target has been missed 6 weeks but the equipment delivered and operational	30-Jan	Delivery note and Project sign off report.	N/A	N/A
N/A	N/A	N/A	NOT APPLICABLE	ICT07	Msunduzi Municipality ICT Disaster Recovery Plan developed and submitted to SMC in the 19/20 FY by the 30th of June 2020	Msunduzi Municipality ICT Disaster Recovery Plan developed but not submitted to SMC in the 19/20 FY by the 30th of June 2020	1 (69% & below)	The delays were caused by nonpayment of the Service Provider and as the result DRP was withheld from Municipality.	The payment has since been sorted and the DRP made available to the Municipality	30-May-20	Draft Disaster Recovery Plan	ICT04	DISASTER RECOVERY PLAN DEVELOPED AND SUBMITTED TO SMC BY THE 30TH OF NOVEMBER 2020 FOR ONWARDS TRANSMISSION TO FULL COUNCIL FOR APPROVAL
N/A	N/A	N/A	NOT APPLICABLE	ICT08	2 x ICT Steering Committee meetings Facilitated in the 19/20 FY by the 31st of May 2020	No ICT Steering Committee sitting during the FY 19/20 but the Terms of reference were approved and members appointed.	1 (69% & below)	Due to being overtaken by other events over our control, the Steering Committee couldn't sit especially during the past 4 months	The Steering Committee meetings will be scheduled to the next FY 2021. The one Steering committee meeting that was schedule in this year couldn't sit due to quorum issues.	30-Jun	Approved ICT Steering Committee Terms of Reference	ICT02	4 X ICT STEERING COMMITTEE MEETINGS FACILITATED BY THE 30th OF JUNE 2021

## EMPLOYEE INFORMATION – INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

		EMPLOYEE: ICT SERVICES			
		2018/2019		2019/2020	
Job Level	2018/2019	Employees	Posts	Employees	Vacancies (as a % of total posts) %
TASK GRADE LEVELS	Employees	No.	No.	No.	
T01-T03	-	-	-	-	-
T04-T08	1	1	1	0.00	
T09-T13	19	22	17	22.73	
T14-T18	3	5	3	40.00	
T19-T22	1	1	1	0.00	
T23-T25	-	-	-	-	
<b>Total</b>	<b>24</b>	<b>29</b>	<b>22</b>	<b>24.14</b>	

## FINANCIAL PERFORMANCE – INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

FINANCIAL PERFORMANCE 2019/2020: ICT SERVICES (526/071/072/073/074)					
R 000					
Details		2018/2019		2019/2020	
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	-2	-4	-2	0	-100%
Expenditure:					

FINANCIAL PERFORMANCE 2019/2020: ICT SERVICES (526/071/072/073/074/) R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variations to Adjusted Budget %
Employees	13 357	13 929	13 676	13 613	0.46%
Repairs and Maintenance	2 692	5 015	2 385	2 230	-6%
Other	13 383	11 698	14 702	10 654	-28%
<b>Total Operational Expenditure</b>	<b>29 432</b>	<b>30 642</b>	<b>30 763</b>	<b>26 497</b>	<b>-14%</b>
<b>Net operational (Service) Expenditure</b>	<b>29 430</b>	<b>30 638</b>	<b>30 761</b>	<b>26 497</b>	<b>-13.86%</b>

#### CAPITAL EXPENDITURE – INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

CAPITAL EXPENDITURE: ICT SERVICES R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variations to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>3 849</b>	<b>2069</b>	<b>751</b>	<b>-63%</b>	
Project A: COMPUTER HARDWARE	599	125	24	-81%	
Project B: LAN/WAN	2 000	1844	330	-82%	
Project C: COMPUTER EQUIPMENT	1 000	0	397	0%	
Project D: TRANSPORT VEHICLES	200	100	0	-100%	
Project E: PLANT AND EQUIPMENT	50	0	0	0%	

#### COMMENT ON THE PERFORMANCE OF ICT SERVICES OVERALL:

The important priorities for ICT is the replacement of all diginet communication data lines (copper cables) that are connecting various offices of the municipality especially that the due date is approaching fast when Telkom will officially stop the support. We have quite a few offices that are still dependent on copper cables for connectivity. Another important ICT project is the finalization of the development of the IT Strategy and Governance Framework, which will set the tone and guide the ICT department in terms of key focus projects for the next coming 5 years. The funding for these projects has not been confirmed due to funding challenges that are facing the municipality but ICT plan to escalate the matter to the Office of the Accounting Officer for reallocation.

#### 4.4. HUMAN RESOURCE SERVICES

##### INTRODUCTION TO HUMAN RESOURCE SERVICES

Msunduzi Municipality appointed three contract work study staff members with the purpose of reviewing the structure. In terms of the Structure Review Action Plan, a draft Structure was to be finalised by no later than December 2019 but is delayed due to top structure not having been completed by the work study consultants assigned to this task. The draft proposed Structure will be costed so that the Municipality knows the financial implications of filling it and can therefore budget accordingly. A Workshop was held on 6/11/2019 with the proposed top structure being workshopped to Management and LLF (Local Labour Forum) members. The final macro structure is still in progress.

Job descriptions (JDs) for General Assistants have been finalised but remain to be aligned to their up line supervisor(s) prior to evaluation. The remainder of existing JDs will be reviewed if necessary and concurrent with the current structure review process. JDs for new posts will be developed afresh.

##### ORGANIZATIONAL UNITS WITHIN THE HUMAN RESOURCES UNIT

###### 1. PERSONNEL:

###### 1.2. EMPLOYEE INFORMATION

A personnel department organizes, maintains and secures each employees records and documentation for the organization. This includes qualifications, benefits, and other documents. Documents and records are typically stored in files, as well as a secured human resources database.

###### 1.2. RECRUITMENT AND SELECTION

Working with managers and top executives, personnel recruit and select employees as needed. When jobs become available, the personnel department posts job openings, recruit's candidates, performs preliminary interviews and works with managers and executives to select employees that meet the organization's standards and goals.

Personnel inducts newly recruited employees into the Organisation. Induction is the process of introducing a new employee to the company culture and processes with the aim of bringing them up to speed as quickly as possible as well as making them feel socially comfortable and aware of their professional responsibilities.



## 2. EMPLOYEE RELATIONS

- Facilitate Business Units meetings between Management and Shop Stewards and take notes thereof.
- Translating at Management and Shop Stewards meetings.
- Facilitate the channelling of disciplinary hearings and arrange the logistics thereof.
- Conducting site visits to employees to promote acceptable behaviour and enhance relations.
- Develop labour related policies and procedure manuals.
- Conduct workshops on Collective Agreements and policies.
- Assist supervisors and managers in counselling their sub-ordinates.
- Give advice on labour related matters.
- Assists employees with queries.
- Facilitate Shop Stewards meetings and keep a record thereof.

## 3. ORGANISATIONAL DEVELOPMENT

- Manage the organizational development, and organizational effectiveness service through actions, control and coordination of organizational transformation projects;
- Provision of strategic, operational and service delivery facilitation
- Improve the effectiveness and health of the municipality and its members by means of systematic change;
- Analysing policies, procedures, systems and legislation. Plans and implements change programmes in order to ensure that practices are aligned with organizational mission and legislative imperatives;
- Compiling organization charts in accordance with organization method and standards manually or by using computer;
- Conduct surveys on transformation change projects/matters, analyse results and propose interventions strategies;
- Take full responsibility for all matters relating to the enhancement of employee effectiveness.

## 4. JOB EVALUATION

- Writing of Job Descriptions
- Maintenance of the organizational Staff Establishment.

## 5. SKILLS DEVELOPMENT

- Managing the Skills Development function of the Municipality.
- Implementation of the skills development strategy in line with the IDP Objectives and ensure compliance with skills development legislation.
- Development and implementation of the Workplace Skills Plan.
- Ensure the effective management and implementation of the following programmes; Training and Development, Study Assistance, External Bursaries, Learnerships, Internships, Adult Education and Training. Recognition of Prior Learning Professional Membership Fees, Work Exposure, Community Training and Development
- Provide advice to line managers and employees on skills development policies and other related interventions.

## 6. OCCUPATIONAL HEALTH AND SAFETY

- Attend to Injuries on duty and occupational illnesses;
- Family planning; primary health Care
- Employee wellness programmes;
- Home and hospital visits;
- Involvement in health and safety meetings
- Treatment of minor ailments
- Management of chronic illnesses
- Management of Employee health risks and Pandemics
- Referrals to different health professionals
- Compile Injury on duty statistics for all Business units which can be used as a management tool to prevent injuries.
- Medicals; - Pension fund, Annual and Surveillance;

## SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES

- 338 Employees were trained by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020.
- Workplace Skills Plan (pointing to priority skills) approved.
- City Manager and Management priority positions as set out by senior management filled.
- 134 Permanent and Executive posts filled.
- Approved and operational HRD & HRM Policies.
- 106 x candidates enrolled as interns in the environments characterized by scarce/critical skills.
- Signed off Change Management Strategy and Plan.
- Development of COVID-19 Guidelines, communicated to all Staff.
- 1 x Municipal Finance Management Programme Facilitated by Accredited Service provider.
- 5x Institutional Occupational Health and Safety Compliance Presentations conducted.
- Employee Wellness Events (health investigation / assessments) facilitated at Public Safety.

HUMAN RESOURCES UNIT POLICY OBJECTIVES TAKEN FROM IDP

HUMAN RESOURCES POLICY OBJECTIVES TAKEN FROM THE IDP													
SDBIP / OP REFERENCE	2018/2019			2019/2020			2020/2021						
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENTATION MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
HR 02	848 employees trained according to the approved 18/19 FY Workplace Skills Plan by the 30th of June 2019	361 employees were trained according to the approved 18/19 FY Workplace Skills Plan	1 (69% & below)	HR02	Facilitate the training of 825 employees by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	338 Employees were trained by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	1 (69% & below)	Due to Cost containment and the National Lockdown training programmes were hampered.	Due to funding constraints within the Municipality, a number of budget cuts occurred in the FY of which skills budget was also cut. The skills unit can only plan to train according to the approved budget. The skills development unit has no control over the budget, or the reduction thereof.	20/21 FY	Attendance Registers Expenditure Reports and National Lockdown Circular.	HR 02	Training of 410 employees by Accredited training providers according to PDPs received from Business Units and in accordance with the approved 20/21 Workplace Skills Plan facilitated by the Human Resources Unit by the 30th of June 2021
HR 03	35 x all level employees awarded Bursaries by 30th of June 2019	38 x all level employees awarded Bursaries by the 30th of June 2019	3 (100% - 129%)	HR 03	35 x of all level employees awarded Bursaries in the 19/20 FY by the 30th of June 2020	0 x of all level employees awarded Bursaries in the 19/20 FY by the 30th of June 2020	1 (69% & below)	A report dated 04 March 2020 to the SMC informing the Committee that the respective Business Units do not have funding to implement Study Assistance.	Process is out of the control of the Skills Development Unit.	N/A	SMC Report dated 04 March 2020 and SMC Resolution.	HR 03	35 x Council Employees Awarded Bursaries by 30th of June 2021 (All Levels of Employees Applicable)
HR 05	100 x Interns appointed Organizational and per BU by the 31st of January 2019	113 interns were appointed and were placed into various municipal units.	3 (100% - 129%)	HR 05	110 x Interns requested by Business Units Organizational and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	108 x Interns requested by Business Units Organizational and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	2 (70% - 99%)	Due to Cost containment the implementation of the study assistance programme is being hampered.	Business Units need to ensure that interns are Budgeted for in their annual Budget.	Immediate	SMC 2020 Intern Report	HR 05	80 x Interns appointed Organizational per Business Unit by the 31st of January 2021
HR 06	2 x Learnerships implemented as per LGSETA Sector Plan by the 30th of June 2019	2 x learnerships are being implemented.	3 (100% - 129%)	HR 06	2 x Learnerships implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	0 x Learnerships implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	1 (69% & below)	The Bid Evaluation Report for the learnerships have been submitted to the Supply Chain Unit and the unit is now waiting for an invitation by Secretariat to go and present the report at Bid Evaluation Committee. No Meetings have been held since February 2020 and thereafter the National Lockdown took place.	Upon the appointment of the Service Provider, the KPI will commence in the outer financial year.	20/21 FY	Email from Mr Thami Mvukazi to The Chair of BEC.	HR 06	2 x Learnerships implemented as per LGSETA Sector Plan by the 30th of June 2021

EMPLOYEE INFORMATION – HUMAN RESOURCES UNIT

Job Level	EMPLOYEE: HUMAN RESOURCES SERVICES				
	2018/2019	2019/2020			2020/2021
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.)	Vacancies (as a % of total posts) %
T01-T03	2	6	1	5	83.33
T04-T08	34	58	34	24	41.38
T09-T13	34	58	36	22	37.93
T14-T18	9	11	7	4	36.36
T19-T22	1	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>80</b>	<b>134</b>	<b>79</b>	<b>55</b>	<b>41.04</b>





## FINANCIAL PERFORMANCE – HUMAN RESOURCES UNIT

FINANCIAL PERFORMANCE 2019/2020: HUMAN RESOURCES SERVICES					
R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>	<b>-1 562</b>	<b>-4 188</b>	<b>-2 094</b>	<b>-3 485</b>	<b>66%</b>
Expenditure:					
Employees	54 094	171 299	47 749	44 659	-6%
Repairs and Maintenance	14	87	1	1	0%
Other	20 099	45 981	27 047	27 803	3%
<b>Total Operational Expenditure</b>	<b>74 207</b>	<b>217 367</b>	<b>74 797</b>	<b>72 463</b>	<b>-3%</b>
<b>Net operational (Service) Expenditure</b>	<b>72 645</b>	<b>213 179</b>	<b>72 703</b>	<b>68 978</b>	<b>-5%</b>

## CAPITAL EXPENDITURE – HUMAN RESOURCES UNIT

CAPITAL EXPENDITURE: HUMAN RESOURCES SERVICES					
R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>	<b>776</b>	<b>187</b>	<b>0</b>	<b>-100%</b>	
Project A – FURNITURE - PERSONNEL	200	100	0	-100%	
Project C – OCC HEALTH – OEEQUIPMENTS/EQUIPMENTS DEV - FURNITURE	356	-43	0	-100%	
Project D – PERSONNEL – COMPUTER EQUIPMENT	40	40	0	-100%	
Project D – PERSONNEL – EQUIPMENT/OFFICE/EQUIPMENT/COMPUTER	180	90	0	-100%	

## COMMENT ON THE PERFORMANCE OF HUMAN RESOURCE SERVICES OVERALL

The 2019/2020 financial year was not very productive, in terms of the programs that HR had planned due to financial constraints and in the early 2020 because of the COVID-19 pandemic and National Lockdown. It must be noted that a majority of HR programmes are interactive, hence could not be held as employees were not at work with the exception of essential services and critical support staff who were working under level 5 and 4.

Skills Development was not able to offer external bursaries to our disadvantaged youth and Study Assistance to internal staff because of the budget constraint and cash flow challenges.

The wellness programme did not take place in June 2020 because the Municipality was on National lock down and had to adhere to the regulations that had been gazetted. The same applies to risk assessments, the sessions could not take place because of the National lockdown.

The climate survey also could not take place as scheduled because of the National lockdown. The outcomes report was to have been submitted to the Strategic Management Committee at the end of June 2020. This report should have included interventions that would be then become part of the operational plans.

It must be added that during the National lockdown, Corporate Services was responsible for COVID-19 development of COVID-19 Guidelines with roadshows being done to create awareness to employees. The Safety Unit played a pivotal role in ensuring that the regulations were being applied consistently. Challenges of non-compliance were raised. An ad hoc team which comprised of the employer and management was also formed to monitor compliance safety team and tried to be addressed.

The Municipality will need to have strategies to deal with COVID-19 in the workplace noting that organisations will have to live and manage the pandemic by observing all regulations.

### 4.5. ORGANISATIONAL DEVELOPMENT

#### ORGANISATIONAL DEVELOPMENT OVERVIEW

Induction for new employees is done routinely, Appropriate training was facilitated for all Staff in-house by Employee Relations Officers. Workshops were facilitated from October 2018 to August 2019. Workshop content was KZN Conditions of Service Collective Agreement; Disciplinary and Grievance Collective Agreement. Chairing hearing and prosecutors course was facilitated by SALGA on 4 to 6 September 2019 for Senior Managers (Level 3 & 4; Employee Relations Officers).

A report has been submitted to the Accounting Officer indicating that this Municipality has complied with the minimum competency levels regulation. In 2019 the Municipality has sent 29 eligible employees to attend MFMA including the MFMA interns. 29 Non Finance Managers between Task grades 18 to 14 have been trained by Wits Business School and they completed the training as at the 08 November 2019. There are currently no employees that have not complied with the competencies based on the National Treasury Regulations and any incoming ones are being trained.

COGTA has finalised skills audit at Msunduzi, the service provider left the Municipality on 6/9/19. The final outcomes report on the numbers audited and the findings are anticipated in order to address any skills gaps identified.

An HR strategy exists and was adopted 2016. The Strategy is being reviewed to take cognizance of the current Msunduzi climate viz. 139(b) intervention and ancillary financial distress being addressed by the FRP. Relevant Stakeholders will be consulted and there has been Climate Survey 2012 & 2016 as backdrop to the reviewed HR Strategy. Joint approval of HR Strategy & HR Plan will be facilitated via relevant Council Structures. Process has commenced.

Circular No: 23 of 2018 on overtime, acting /secondments appointments were circulated on Corporate Communique. Draft Acting, Overtime, shift, night and stand by policies have been either reviewed and developed respectively.

## ORGANIZATION DEVELOPMENT PERFORMANCE

### INTRODUCTION TO ORGANIZATIONAL DEVELOPMENT PERFORMANCE

The Human Resource Department subscribes to and supports the mandate of Msunduzi Municipality. As the staff component of any municipality is the vehicle of service delivery, and ultimately responsible for compliance with the listed constitutional mandates, it is incumbent on each municipality to ensure that its human resources capacity is developed to a level where it can perform its responsibilities in an efficient and accountable way.

In addition to legislation that guides all organizations on people management practices i.e. the Labour Relations Act (Act 66 of 1995), Basic Conditions of Employment Act (Act 75 of 1997), Employment Equity Act (Act 55 of 1998), Skills Development Act (Act 97 of 1998) and the Skills Development Levies Act (Act 9 of 1999); specific obligations are placed on municipalities by means of the Local Government Municipal Systems Act (Act 32 of 2000) to align their administration, and specifically human resources responsibilities.

In order to consciously drive culture and change across Msunduzi Municipality's employee environment, the HR team undertakes to:

- implement an organization-wide Change Management Strategy.
- continuously assess organisational effectiveness through work studies and work process redesign to ensure maximum efficiency, productivity and job satisfaction. Ongoing organisational structural review activities cater for this need.
- coordinate leadership and staff interventions focused on addressing staff morale and staff motivation through deployment of at least two (2) organizational development / change management interventions per year; and
- conduct surveys on transformation and change, analyse results and propose intervention strategies. This includes assessment of adoption rates of new structures, technologies and business processes.

### EMPLOYEE TOTALS, TURNOVERS & VACANCIES

Description	EMPLOYEES				
	2018/2019		2019/2020		
	Employees No.	Approved Posts No.	Employees No.	Vacancies No.	Vacancies %
Area Based Management	61	164	59	105	64.02
Asset and Liability Management	46	110	47	63	57.27
Budget Planning and Implementation	14	27	14	13	48.15
City Entities	59	88	62	26	29.55
Development Services	19	34	20	14	41.18
Electricity	217	731	228	503	68.81
Expenditure Management	29	43	33	10	23.26
Finance Governance and Performance	8	23	10	13	56.52
Human Resources	80	134	79	55	41.04
Human Settlements	46	70	45	25	35.71
ICT	24	29	22	7	24.14
Internal Audit	6	16	7	15	68.18
Landfill and Recycling	22	29	20	7	25.93
Legal Services	10	20	11	9	45.00
Mechanical Workshops	50	91	44	47	51.65
Office of the City Manager	39	62	40	22	35.48
Planning and Environmental Management	121	231	116	115	49.78
Political Support	36	64	30	34	53.13
Project Management Office	14	25	13	12	48.00
Public Safety	473	792	490	302	38.13
Recreation and Facilities	604	1039	583	456	43.89
Revenue Management	243	305	236	69	22.62
Roads and Transportation	290	585	292	293	50.09
Secretariat and Auxiliary Services	46	59	46	13	22.03
Strategic Planning	13	43	13	29	69.05
Supply Chain Management	59	81	57	24	29.63
Waste Management	388	448	316	128	28.51
Water and Sanitation	312	618	313	305	49.35
Other	14	22	12	6	33.33
<b>Total</b>	<b>3343</b>	<b>5983</b>	<b>3258</b>	<b>2720</b>	<b>45.46</b>

### VACANCY RATE 2019/20

Designations	*Total approved posts No.	Vacancies (Total time that vacancies exist using fulltime equivalents) No.	*Vacancies (as a proportion of total posts in each category) %
City Manager	1	0	0
CFO	1	0	0
Other S57 Managers (Excl. Finance Posts)	4	2	50
Other S57 Managers ( Finance Posts)	1	0	0
Traffic Officers	96	41	42.7
Fire Fighters	183	84	45.9



## VACANCY RATE 2019/20

Designations	*Total approved posts No.	Vacancies (Total time that vacancies exist using fulltime equivalents) No.	*Vacancies (as a proportion of total posts in each category) %
Senior Managers: Levels DU (excl. Finance Posts)	20	2	10
Senior Managers: Levels 13–15 (Finance Posts)	6	1	16
Highly skilled supervision: Levels D1 – D3 (excl. Finance Posts)	234	110	47
Highly skilled supervision: Levels D1 – D3 (Finance Posts)	28	11	39
<b>TOTAL:</b>	<b>574</b>	<b>251</b>	<b>43.7</b>

## TURN-OVER RATE

Details	Total appointments as of the beginning of financial year No.	Terminations during the financial year No.	Turn-over rate*
2017/2018	399	182	45%
2018/2019	166	144	86%
2019/2020	190	233	122%

## COMMENTS ON VACANCIES &amp; TURNOVERS

The City Manager's post was vacated in the August 2019; The new City Manager commenced duties on 1 April 2020. General Manager: Community Services was vacated in November 2019 and General Manager Infrastructure Services in June 2018. Posts of GM: Infrastructure was re-advertised as per the directive of EXCO with GM: Community Services. Interviews have been scheduled for both GM: Infrastructure and GM: Community Services.

The 2013 structure, implemented in June 2015 has a higher post compliment which further translated into a higher vacancy rate and in the light of the current financial strain in the organization, the criteria for filling posts is improvement of revenue collection, waste management and governance. The Organization is still challenged by a relative high staff turn-over.

There is an urgent need for Msunduzi Management and HR senior management to give attention to attraction of younger recruits in order to bolster the talent pipeline which is presently very weak. Should nothing be done in this regard, the organization will face the risk of business continuity and loss of institutional knowledge as older employees retire. Specific recruitment targets and conscious interventions aimed at turning the age distribution curve around are considered as essential and urgent.

The Municipality pursues the equitable representation of designated groups in all occupational categories and levels in the workforce and actively supports an organizational culture and climate based on diversity, equality, mutual respect and dignity for all. Currently in the organization, African males are over represented at lower Occupational levels (A Grade) while other demographic groups are minimally or not represented at all. People with disabilities are critically under-represented.

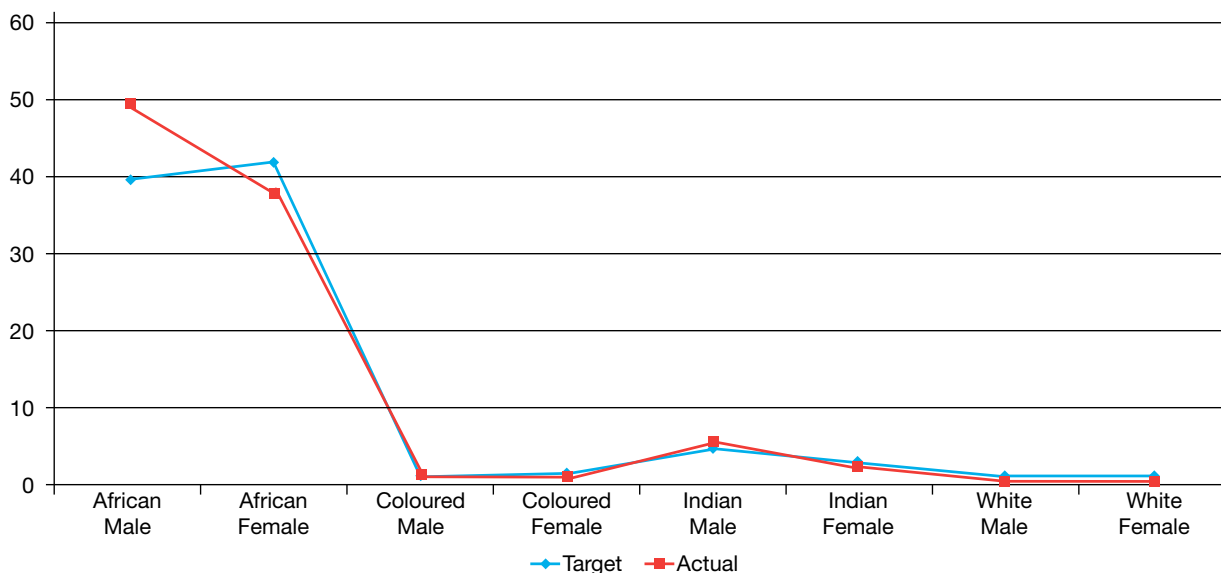
## MANAGING THE MUNICIPAL WORKFORCE

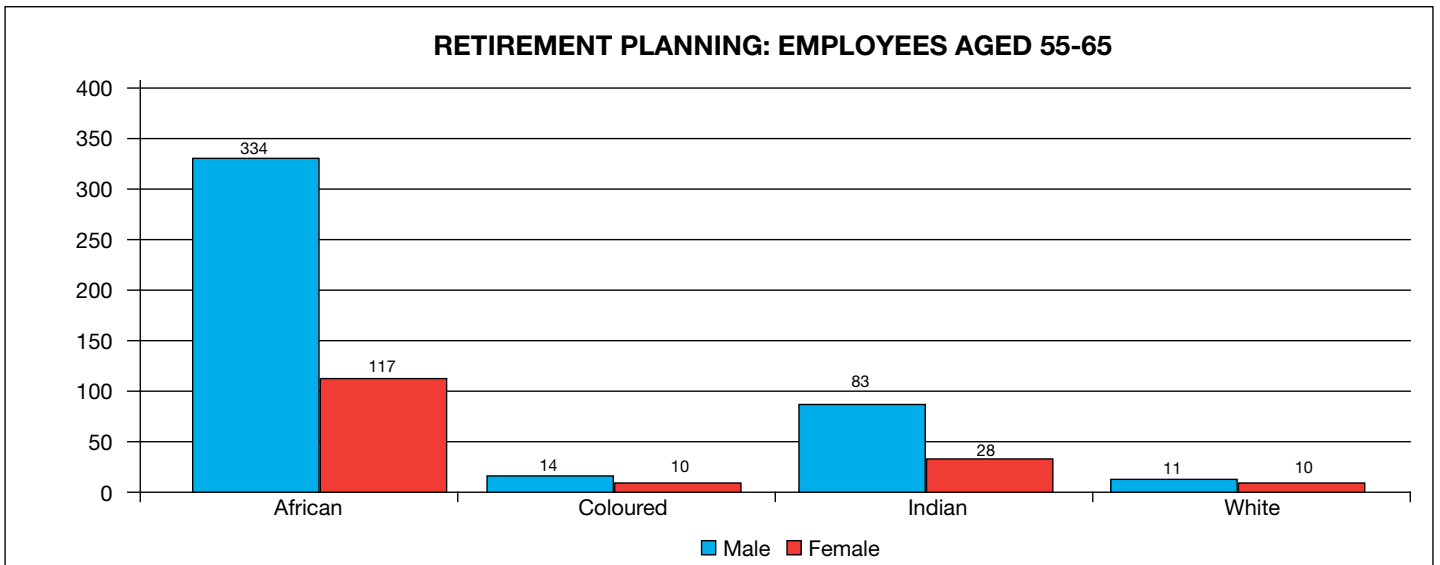
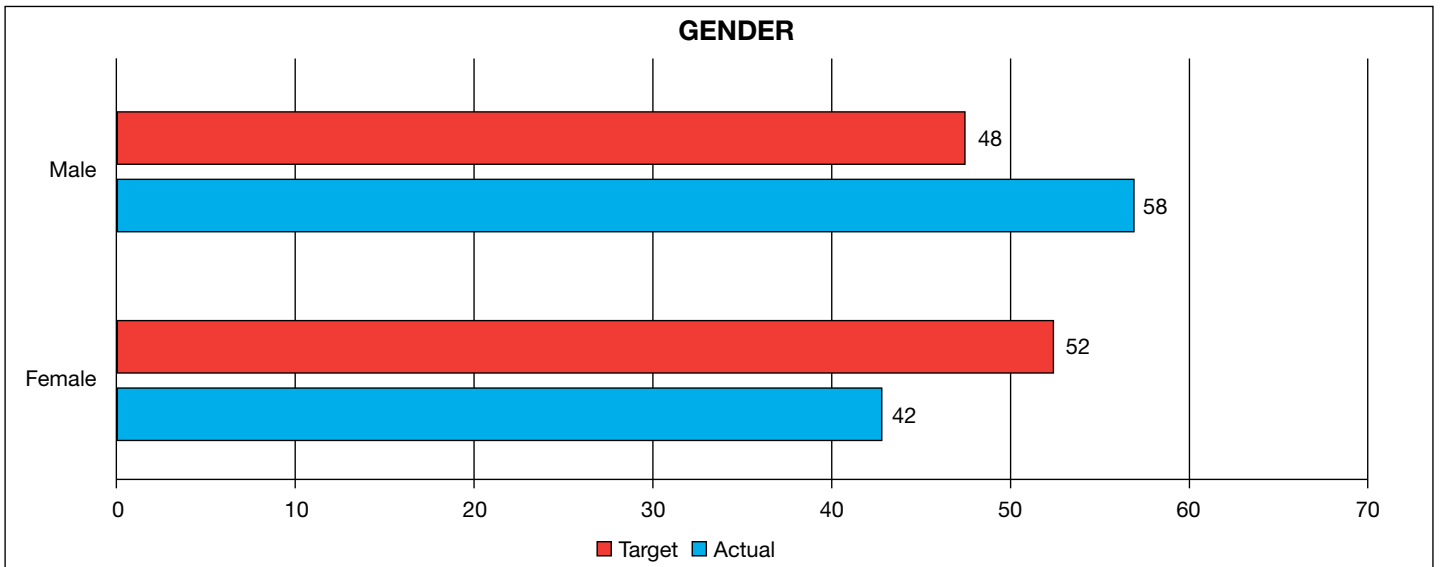
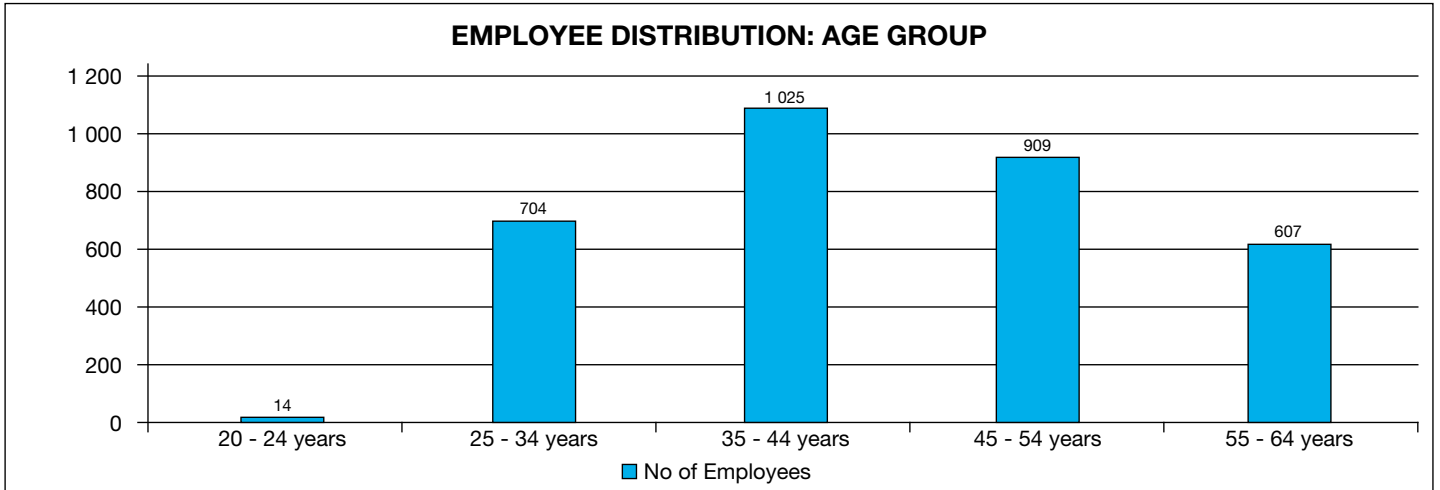
## INTRODUCTION TO MANAGING THE MUNICIPAL WORKFORCE

Acting policy, internship policy, shift & night work policy and stand-by policy & procedure were reviewed and approved by SMC in the 19/20 Financial year. Secondment policy is under review. Labour has also been given an opportunity to input and their formal feedback has been incorporated in the policies. Policies are pending LLF and Full Council approval.

Appropriate training was facilitated for all staff in-house by Employee Relations Officers. Workshops were facilitated from October 2018 to August 2019. Workshop content was KZN conditions of service collective agreement; disciplinary and grievance collective agreement.

## EMPLOYEE POPULATION DEMOGRAPHICS







## HUMAN RESOURCES POLICIES AND PLANS 2019/2020 FINANCIAL YEAR

MUNICIPAL POLICY	DATE ADOPTED BY COUNCIL	COMPLETED BY %	CURRENT STATUS	PROGRESS 2019	Translation
Internship Policy	Not approved by Council	90	Reviewed 2018 2019	Draft	No
Shift and night work policy	Not approved by Council	90	Reviewed 2018 2019	Draft	No
Stand-by policy	Not approved by Council	90	Reviewed 2018 2019	Draft	No
Transfer policy	Not approved by Council	90	Reviewed 2018 2019	Draft	No
Secondment Policy	Not approved by Council	90	Reviewed 2018 2019	Draft	No

### COMMENT ON WORKFORCE POLICY DEVELOPMENT

Acting Policy, Internship Policy, Shift & Night Work Policy and Stand-By Policy & Procedure have been reviewed and approved by SMC. Secondment Policy is under review. Labour has also been given an opportunity to input and their formal feedback has been incorporated in the Policies. Policies are pending LLF and full Council approval

### INJURIES, SICKNESS AND SUSPENSIONS

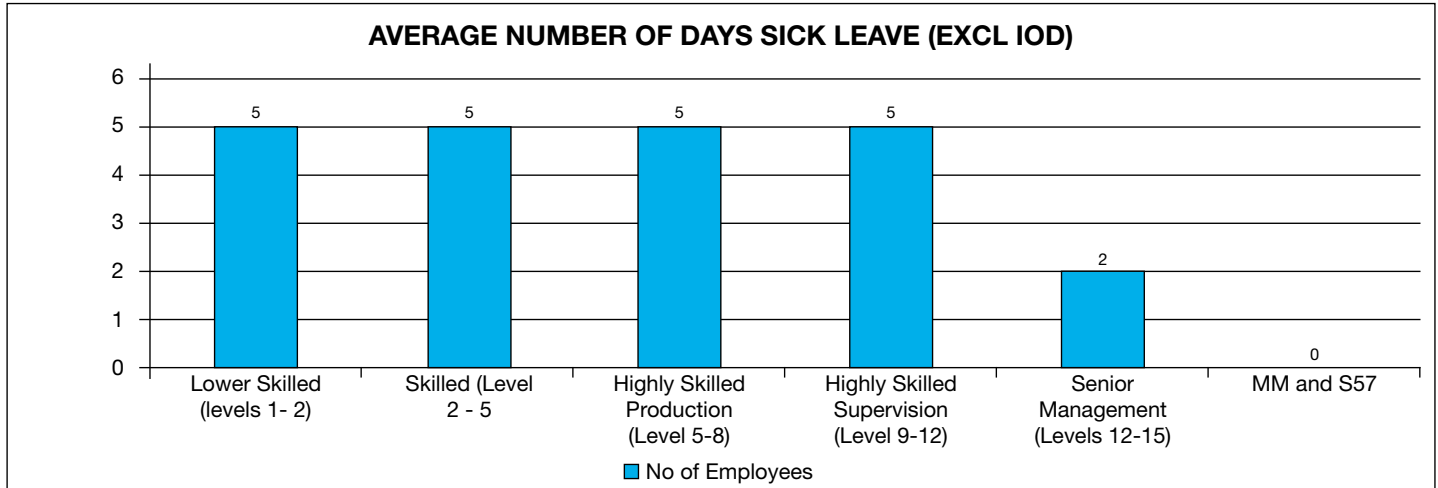
NUMBER AND COST OF INJURIES ON DUTY					
Type of Injury	Injury Leave taken Days	Employees using injury leave No.	Employees using sick leave No.	*Average sick leave per employee Days	Total Estimated Cost R'000
Required basic medical attention only	1	1	0	0	R2000
Temporary total disablement	152	34	0	12.6	R223001.04
Permanent Disablement	0	0	0	0	0
Fatal	0	0	0	0	0
<b>TOTAL</b>	<b>153</b>	<b>35</b>	<b>0</b>	<b>12.6</b>	<b>R225001.04</b>

### WORKMAN'S COMPENSATION

TEMPORARY TOTAL DISABLEMENT	
MONTHS	AMOUNT
July 2019	R10 4243.00
August 2019	R470 596.71
September 2019	R24 0665.01
October 2019	R0
November 2019	R0
December 2019	R96 232.55
January 2020	R0
February 2020	R119 703.36
March 2020	R0
April 2020	R0
May 2020	R0
June 2020	R0
<b>TOTAL</b>	<b>R1 031 440.63</b>

NUMBER OF DAYS AND COST OF SICK LEAVE (EXCL. INJURIES ON DUTY)						
Designations	Total Sick Leave Days	Proportion of sick leave without medical certification %	Employees using sick leave No.	Total employees in post* No.	Average sick leave per employees Days	Estimated Cost R'000
T01-T03	5 916	26.48	725	1 296	5	R205,907.10
T04-T08	4 786	24.02	562	1 042	5	R225,480.33
T09-T13	3 715	27.45	499	752	5	R315,959.92
T14-T18	691	32.91	79	143	5	R109,106.05
T19-T22	49	38.46	13	22	2	R14,611.70
T22-T25				5	0	
<b>TOTAL</b>	<b>15 158</b>	<b>35.7</b>	<b>1878</b>	<b>3 260</b>	<b>5</b>	<b>R871,065.10</b>





**COMMENT ON INJURY AND SICK LEAVE**

The measures to safeguard employees in response to the 2020 COVID-19 pandemic has dominated the activities in respect of injury and Sick Leave, in response the Municipality implemented the following administrative measures:

1. Undertaking on-going risk assessment to give effect to the minimum measures taking into account the specific circumstances of the workplace. As the employer, the Municipality obliged to submit a record of its risk assessment together with a written policy concerning the protection of the health and safety of its employees from COVID-19. Its health and safety committee established.
2. Employee COVID-19 Guidelines were compiled and communicated to employees to raise awareness of the dangers of the virus, the manner of its transmission, the measures to prevent transmission such as personal hygiene, social distancing, use of masks, cough etiquette and where to go for screening or testing if presenting with the symptoms; that if they are sick or have symptoms associated with the COVID-19 that they must not come to work and to take paid sick leave in terms of section 22 of the BCEA.
3. Managers were delegated to address employee or workplace representative concerns and to keep them informed and, in any workplace in which a health and safety committee has been elected, consult with that committee on the nature of the hazard in that workplace and the measures that need to be taken.
4. As far as practicable, the number of workers on at the workplace at any given time is minimized through rotation, staggered working hours, shift systems, remote working arrangements or similar measures minimize in order to achieve social distancing.
5. Measures taken to minimize contact between workers as well as between workers and members of the public.
6. Every employee is screened at the time that they report for work, to ascertain whether they have any of the observable symptoms associated with COVID-19, namely fever, cough, sore throat, redness of eyes or shortness of breath (or difficulty in breathing).
7. If a worker presents with those symptoms, the workplace risk of transmission is assessed, the area and the worker’s workstation disinfected, and those workers who may be identified to be at risk for screening and take any other appropriate measure to prevent possible transmission.
8. Guidelines to manage employees with Co-morbidities developed and implemented.

**NUMBER AND PERIOD OF SUSPENSIONS 2019/2020 FY**

NUMBER AND PERIOD OF SUSPENSIONS			
POSITION	DATE OF SUSPENSION	DATE FINALIZED	ESTIMATED COST
City Manager	01-08-19	31-08-19	R260,380.00
Driver	16-08-19	-	R178,838.99
Manager: Utility Services	20-08-19	-	R959,810.43
Clerk II	01-03-19	13-08-19	R29,268.39
Clerk I	01-03-19	13-08-19	R20,014.07
Clerk	01-03-19	13-08-19	R23,837.34
Clerk I	01-03-19	13-08-19	R23,654.45
Cashier	01-03-19	13-08-19	R20,365.06
Cashier	01-03-19	13-08-19	R15,861.16
Cashier	01-03-19	13-08-19	R15,276.45
Clerk	04-11-19	10-05-20	R157,126.14
Cashier	01-03-19	13-08-19	R26,231.38
Cashier	01-03-19	13-08-19	R21,865.69
Clerk I	26-02-20	-	R70,345.22
Cashier	01-03-19	13-08-20	R20,636.07
Petrol Attendant	17-01-19	01-02-20	R90,750.12
Vehicle Pool Controller	25-09-18	22-05-20	R389,212.06
Recycling Officer	14-10-19	-	R365,217.14
Supervisor	30-09-19	12-05-20	R195,735.16
Driver	30-09-19	12-05-20	R156,332.88
General Assistant	30-09-19	12-05-20	R123,589.86
General Assistant	17-01-19	17-02-20	R106,673.00
General Assistant	01-10-19	12-05-20	R194,001.00
General Assistant	28-01-20	-	R82,722.11



NUMBER AND PERIOD OF SUSPENSIONS			
POSITION	DATE OF SUSPENSION	DATE FINALIZED	ESTIMATED COST
Officer: Fleet Admin	26-02-20	-	R187,408.03
Chief Security Officer	16-09-19	-	R972,039.43
Senior Superintendent	16-09-19	-	R714,362.33
Chief Traffic Officer	16-09-19	-	R814,987.59
Manager: Landfill and Recycling	02-04-19	21-05-20	R817,456.75
Supervisor I	18-03-20	-	R103,704.35
Foreman	18-03-20	-	R204,683.55
Senior Manager: Public Safety	16-09-19	-	R1,174,229.77
Supervisor	08-10-19	-	R325,051.60
Manager: Sports, Parks, Recreation &	14-01-20	-	R577,660.09
Pools Supervisors	23-12-19	-	R195,341.40
Principal Clerk: Recruitment	04-11-19	21-05-20	R186,458.17
Foreman: Underground Cables LV	10-10-19	-	R565,892.05
Supervisor (Call Centre)	18-10-19	27-05-20	R593,130.89
Senior Manager: Project Management O	07-02-20	22-05-20	R430,154.90
Data Capturer	10-03-20	Contract terminated 31 May 2020	R40,707.63
			<b>R11,451,012.73</b>

### COMMENT ON SUSPENSIONS AND CASES

A Disciplinary Team has been established within the Office of the City Manager, to expedite the finalisation of outstanding hearings. Managers are being trained in Disciplinary Procedures, a disciplinary Process Manual has been developed and a specialised Legal team has been established to assist in ensuring that those employees disregard policies and procedures are held accountable.

### DISCIPLINARY ACTION TAKEN ON CASES OF FINANCIAL MISCONDUCT

DISCIPLINARY ACTION TAKEN ON CASES OF FINANCIAL MISCONDUCT 2019/2020				
NO	POSITION	DATE SUSPENDED	BUSINESS UNIT	STATUS QUO
1	General Manager	N/A	Community Services	Dismissed 4 November 2019
2	Artisan Fitter	N/A	Infrastructure	Final Written Warning (Vehicle Abuse)
3	Welder	N/A	Infrastructure	Final Written Warning (Vehicle Abuse)

The above are only matters with elements of Financial Misconduct.

For the Financial Year 2019/2020 a total of 33 Disciplinary Hearings were completed the charges ranged from unauthorised use of council vehicles, Illegal Industrial Action, Absenteeism, Intoxication during working hours and negligence.

The sanction for the above disciplinary hearings ranged from a Final Written Warning to Dismissal with immediate effect.

### COMMENT ON SUSPENSIONS AND CASES OF FINANCIAL MISCONDUCT

Suspension: Careful consideration is taken when suspending employees as we are cautious in terms of the wasteful expenditure and each case is assessed on its own merits in order consider the following:

That there is reasonable cause to believe that the employee's active presence at the workplace may:

- Jeopardise any investigation into the alleged misconduct;
- Interfere with potential witnesses; or
- Commit further acts of misconduct.

\* As at 18 June 2020 there were a total number of 16 employees on suspension.

\* As at 18 June 2020 there were a total number of 9 active disciplinary hearings that were still in progress.

\* As at 18 June 2020 there were a total of 42 cases in the backlog.

### PERFORMANCE REWARDS

PERFORMANCE REWARD BY GENDER					
Designation	Gender	Total number of employees in group	Number of beneficiaries	Expenditure on rewards 2019/20 R'000s	Proportion of beneficiaries within group %
Lower Skilled (Levels 1-2)	Female	-	-	-	-
	Male	-	-	-	-
Skilled (Levels 3-5)	Female	-	-	-	-
	Male	-	-	-	-
Highly skilled production (Levels 6-8)	Female	-	-	-	-
	Male	-	-	-	-

PERFORMANCE REWARD BY GENDER					
Designation	Gender	Total number of employees in group	Number of beneficiaries	Expenditure on rewards 2019/20 R'000s	Proportion of beneficiaries within group %
Highly skilled supervision (Levels 9-12)	Female	-	-	-	-
	Male	-	-	-	-
Senior Management (Levels 13-15)	Female	-	-	-	-
	Male	-	-	-	-
MM and S57	Female	-	-	-	-
	Male	-	-	-	-
<b>Total:</b>		-	-	-	-

**PLEASE NOTE THE FOLLOWING IN RESPECT OF THE ABOVE TABLE:**

The Municipality currently has performance management agreements for level 1 to 3. Performance Management has not been cascaded to the rest of the employees. In the light of this, no performance rewards have been paid.

**COMMENT ON PERFORMANCE REWARDS**

No Performance rewards have been paid by the Municipality for the 2019/2020 financial year.

**THE MUNICIPAL WORKFORCE**

**INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT**

During the 2019/2020 Financial Year only 338 employees were trained in all the occupational categories, the target was to train 825 employees in total. The Skills Development Unit only achieved 40.9% of its target due to the Cost Containment strategy and the delays in the appointment of service providers. One of the factors that contributed to the Skills Development Unit's under performance was that the Unit was not permitted to use the budgets of other Business Units that was approved for the implementation of capacity building and training within the Msunduzi Municipality. Only LGSETA grants were used to implement skills development interventions.

In terms of the MFMA Competency Regulations, the Msunduzi Municipality has implemented an internally funded MFMA training programme in the 2019/2020 Financial and trained 29 officials through the University of Witwatersrand on 15 Unit Standards. The target for the training were MFMA Interns and non-finance managers in the various Business Units. The Skills Development Unit also secured a LGSETA funded MFMA Programme to train 10 non-finance managers.

In terms of implementation of the MFMA Competency Regulations the Msunduzi Municipality has ensured that the relevant employees within the five categories have been trained and the training is now being cascaded to other non-finance managers in the various Business Units and MFMA Interns. The Municipality has met the MFMA Competency Regulations.

**SKILLS DEVELOPMENT & TRAINING**

SKILLS MATRIX											
Management Level	Gender	Employees in post as at 30 June 2020	Number of skilled employees required and actual as at 30 June 2020								
			Learnerships			Skills programmes and other short courses			Other forms of training		
			No.	Actual 30 June 2019 (2018/2019 FY)	Actual 30 June 2020 (2019/2020 FY)	Target 2021 (2020/2021 FY)	Actual 30 June 2019 (2018/2019 FY)	Actual 30 June 2020 (2019/2020 FY)	Target 2021 (2020/2021 FY)	Actual 30 June 2019 (2018/2019 FY)	Actual 30 June 2020 (2019/2020 FY)
MM and S57	Female	3	0	0	0	0	0	0	0	0	0
	Male	2	0	0	0	0	0	0	0	0	0
Councillors, Senior Officials & managers	Female	228	0	0	0	7	45	14	0	0	0
	Male	389	0	0	0	16	69	19	0	0	0
Technicians and associate professionals	Female	109	0	0	0	1	9	29	3	0	10
	Male	154	0	0	0	4	4	27	27	0	10
Professionals	Female	151	0	15	4	17	3	5	0	0	5
	Male	140	0	14	6	50	1	1	0	0	5
Sub-totals	Female	491	0	15	4	25	57	48	3	0	15
	Male	685	0	14	6	70	74	47	27	0	15
<b>Totals</b>		<b>1176</b>	<b>0</b>	<b>29</b>	<b>10</b>	<b>95</b>	<b>131</b>	<b>95</b>	<b>30</b>	<b>0</b>	<b>30</b>

FINANCIAL COMPETENCY DEVELOPMENT: PROGRESS REPORT*						
Description	A Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c))	Consolidated: Total A and B	Consolidated: Competency assessments completed for A and B (Regulation 14(4)(b) and (d))	Consolidated: total number of officials whose performance agreements comply with regulation 16 (Regulation 14(4)(f))	Consolidated: Total Number of officials that meet the prescribed competency levels (Regulation 14(4)(e))
Financial Officials	448	2	450	42	0	42
Accounting Officer	1	1	2	1	1	1
Chief Financial Officer	1	0	1	1	1	1



## FINANCIAL COMPETENCY DEVELOPMENT: PROGRESS REPORT\*

Description	A Total number of officials employed by municipality (Regulation 14(4)(a) and (c))	B Total number of officials employed by municipal entities (Regulation 14(4)(a) and (c))	Consolidated: Total A and B	Consolidated; Competency assessments completed for A and B (Regulation 14(4)(b) and (d))	Consolidated: total number of officials whose performance agreements comply with regulation 16 (Regulation 14(4)(f))	Consolidated: Total Number of officials that meet the prescribed competency levels (Regulation 14(4)(e))
Senior Managers	24	0	24	4	24	4
Any other financial officials	0	0	0	0	0	0
Supply Chain Management Officials	59	0	59	0	0	0
Heads of supply chain management units	2	0	2	1	1	1
Supply chain management senior managers	1	0	1	1	0	1
<b>TOTAL</b>	<b>536</b>	<b>3</b>	<b>539</b>	<b>50</b>	<b>27</b>	<b>50</b>

This is a statutory report under the national treasury: LG MFMA Regulations

SKILLS DEVELOPMENT EXPENDITURE  
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Management Level	Gender	Employees as at the beginning of the year	Number of skilled employees required and actual as at 30 June 2020							
			Learnerships		Skills programmes and other short courses		Other forms of training		Total	
			No.	Original Budget	Actual	Original Budget	Actual	Original Budget	Actual	Original Budget
MM and S57	Female	3	0	0	0	0	0	0	0	0
	Male	2	0	0	0	0	0	0	0	0
Legislators, Senior Officials & managers	Female	228	0	0	246 000	246 000	0	0	246 000	246 000
	Male	389	0	0	348 000	348 000	0	0	348 000	348 000
Professionals	Female	151	675 000	675 000	0	0	0	0	675 000	675 000
	Male	140	630 000	630 000	0	0	0	0	630 000	630 000
Technicians and associate professionals	Female	109	0	0	112 158	112 158	0	0	112 158	112 158
	Male	154	0	0	49 848	49 848	0	0	49 848	49 848
Clerks	Female	291	334 730	R334 730	66 768	66 768	0	0	401 498	401 498
	Male	144	59 070	R59 070	46 224	46 224	0	0	108 294	108 294
Service and sales workers	Female	158	105 000	105 000	168 107	168 107	0	0	273 107	273 107
	Male	378	140 000	140 000	328 905	328 905	0	0	468 905	468 905
Plant and machine operators & assemblers	Female	44	0	0	33 220	33 220	0	0	33 220	33 220
	Male	232	0	0	74 745	74 745	0	0	74 745	74 745
Elementary occupations	Female	644	0	0	0	0	0	0	0	0
	Male	741	0	0	35 000	35 000	0	0	35 000	35 000
Sub-totals	Female	1628	1 114 730	1 114 730	626 253	626 253	0	0	1 740 983	1 740 983
	Male	2180	829 070	829 070	882 722	882 722	0	0	1 711 792	1 711 792
<b>Totals</b>		<b>3808</b>	<b>1 943 800</b>	<b>1 943 800</b>	<b>1 508 975</b>	<b>1 508 975</b>	<b>0</b>	<b>0</b>	<b>3 452 775</b>	<b>3 452 775</b>

## COMMENT ON SKILLS DEVELOPMENT AND RELATED EXPENDITURE AND ON THE FINANCIAL COMPETENCY REGULATIONS

The municipality has implemented two MFMA programmes in the 2019/2020 Financial year, 1 funded internally and the other funded by the LGSETA. In terms of implementation of the MFMA Competency Regulations the Msunduzi Municipality has ensured that the relevant employees within the five categories have been trained and the training is now being cascaded to other non-finance managers in the various Business Units and MFMA Interns.

A total of 64 employees have been trained which include those affected by the regulation including MFMA interns and non-finance officials reporting directly to managers affected by the regulation.

The programme implementation is subject to availability of funds in the Municipal Finance Management Grant, Training Budgets and LGSETA funded Programmes.

## MANAGING THE WORKFORCE EXPENDITURE

## INTRODUCTION TO WORKFORCE EXPENDITURE

Due to financial constraints, the criteria for filling of posts is improved of revenue collection, waste management and governance.

The following critical Senior Manager Posts have been identified as priorities to be advertised: Town Planning, Development Services, Legal, Governance and performance Management, Strategic Planning, Waste Management and Revenue. Internal audit posts have also been advertised; and Manager Forensics, Forensic Investigators, Internal Auditors and Chief Risk Officer.

All appointments comply with the set criteria and affordability. Senior Manager: Development Services, and Senior Manager: Town Planning commenced work on 1 September 2019, Senior Manager: Governance and Performance, 1 November 2019 and Legal Services on 1 December 2019. The City Manager and Senior Manager: Waste Management; 1 April 2020.

**EMPLOYEE EXPENDITURE**

NUMBER OF EMPLOYEES WHOSE SALARIES WERE INCREASED DUE TO THEIR POSITIONS BEING UPGRADED 2019/2020 FY		
Beneficiaries	Gender	Total
Lower skilled (Levels 1-2)	Female	0
	Male	0
Skilled (Levels 3-5)	Female	2
	Male	4
Highly skilled production (Levels 6-8)	Female	0
	Male	0
Highly skilled production (Levels 9-12)	Female	0
	Male	0
Senior management (Levels 13-16)	Female	0
	Male	0
MM and S57	Female	0
	Male	0
		<b>6</b>

**EMPLOYEES WHOSE SALARY LEVEL EXCEEDS THE GRADE DETERMINED BY JOB EVALUATION**

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Accountant	1	T12	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Admin Assistant	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Admin Clerk	9	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Admin Officer	8	T9	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Arborists	3	T5	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Area Manager	5	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Artisan (Printing)	2	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Audit Supervisor	1	T13	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Beneficiary Administrator	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Building Inspector	6	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Business Analyst	2	T12	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Buyer	1	T9	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Cable Layer	1	T5	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
CAD / GIS Operator		T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Call Centre Agent	4	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Capturing Clerk	2	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Caretaker	7	T6	B405	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Cashier	26	T5	B100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Chief Accountant	2	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Chief Building Inspector	1	T13	D200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Clerk	143	T6	B3/4	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Clerk of Works	2	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Committee Officer	14	T10	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Community Development Facilitator	6	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Community Liaison	1	T7	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Conservation Supervisor	1	T7	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Contract Admin Officer	5	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Control Officer	2	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value





Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Co-ordinator	2	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Co-ordinator	2	T11	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Co-ordinator	3	T14	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Crematoria Operators	2	T6	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Customer Liaison Officer	1	T6	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Customer Service Officer	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Data Capturer	2	T5	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Desktop Publisher	1	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Desktop Support Technician	3	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Disaster Management Assistant	1	T6	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
District Horticulturalist	3	T12	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Driver	11	T4	A400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Driver / VIP Protectors	3	T7	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
ECC Controller	1	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Economist	1	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Education & Training Co-ordinator	1	T13	D200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Education Officer Art	1	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Education, Development & Training Practitioner	4	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Electrician	21	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Engineer/ Technologist	1	T14	D300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Exit Controller	4	T5	B100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Faultsman	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Field Hygiene Worker	7	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Financial Controller	1	T14	D300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Financial Officer	3	T16	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Firefighter	30	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Foreman	7	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
General Assistant	783	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
GIS Technician	1	T9	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Hall Assistants	8	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Handyman	16	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
High Speed Copier Op	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
HIV / AIDS Counsellor & Trainer	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Housing Officer	1	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
HR Manager	1	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
HR Officer	1	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Hydrant Maintenance Inspector	1	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
ICT Projects Administrator	1	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Information Officer	1	T6	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Inspector	13	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Installation Inspector	1	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Interpreter / Translator	9	T10	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Legal Advisor: Bylaws and Policies	2	T17	E200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Liaison Officer	2	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Librarian	12	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Library Assistant	45	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Licensing Clerk	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Licensing Inspector	6	T9	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Loss Officers	1	T7	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Maintenance Supervisor	1	T8	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Manager	1	T13	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Manager	5	T14	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Manager	16	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Market Controller	1	T5	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Market Inspector	1	T9	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Mechanic	9	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Occupational Health Practitioner	2	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Officer	2	T10	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Officer	4	T12	D300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Operations Controller	1	T7	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Operator	1	T4	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Personal Assistant	10	T7	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Petrol Attendant	3	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Plans Examiner	1	T10	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Plant Operator	2	T6	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Plumber/Fitter	1	T10	B506	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Pool Attendants	8	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Pools Assistants	3	T3	A300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Pools Supervisors	6	T9	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Principal Accountant	2	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Principal Admin Officer	2	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Principal Survey CAD Operator	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Principal Technician	2	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Printing Assistant	1	T4	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Promotions & Administration Officer	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Receptionist	7	T5	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Records Controller	1	T7	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value



Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Recruitment Officer	1	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Revenue Clearance Officer	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Road Markers	12	T3	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Safety Officer	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Secretary	13	T7	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Security Officers	102	T7	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Clerk (Benefits)	1	T9	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Librarian	3	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Admin Officer	4	T10	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Building Inspector	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Cashier	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Clerk	19	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Control Officer	1	T11	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Driver	1	T6	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Groundsman Central & Ashburton	3	T8	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Librarian	4	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Library Assistant	18	T7	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Manager: Secretariat & Auxiliary Services	1	T16	E200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Plant Operator	3	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Project Officer	1	T14	D300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Senior Technician	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Server Administrator	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Serviceman	3	T7	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Signs Inspector	2	T7	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Snr Engineer: Design	1	T15	DU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Snr Technician	10	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Social Worker	1	T12	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Storeman	2	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Stores Clerk	1	T6	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Stores Controller: Dispatching	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Summons Servers	1	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Superintendent: Road Signs & Road Marking	1	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Super-Users	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Supervisor	16	T11	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Survey Technician	1	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Systems Operator	1	T9	C100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value

Occupation	No. of employees	Job evaluation level	Remuneration level	Reason for deviation
Technical Clerk	1	T7	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Technical Officer Art	1	T10	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Technician / Snr Technician	7	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Telephonist	4	T5	B300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Town Planner	4	T12	D100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Tractor Driver	28	T5	B100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Traffic Officer	42	T9	C200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Traffic Warden	40	T5	B200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Truck Driver	3	T5	B100	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Tyre Fitter	1	T4	A400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Valuer	2	T12	CU00	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Ward Strategy Facilitator	2	T11	C300	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Water Services Authority Manager	1	T16	E200	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
WCA/ Admin Clerk (OH)	1	T7	B500	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value
Yard Supervisor	1	T6	B400	Migration to new structure - previous perceived grading, implementation of TASK with lower monetary value

**EMPLOYEES NOT APPOINTED TO ESTABLISHED POSTS**

EMPLOYEES NOT APPOINTED TO ESTABLISHED POSTS		
BUSINESS UNIT	POST TITLE	COMMENTS
Budget & Treasury	Financial Support Service Manager	Employee unallocated to approved structure – Close match not identified
Budget & Treasury	Financial Support Service Manager	Employee unallocated to approved structure – Close match not identified
Budget & Treasury	Principal Clerk	Employee unallocated to approved structure – Close match not identified
Community	Professional Engineer	Employee unallocated to approved structure – Close match not identified
Corporate Services	Personnel Manager	Employee allocated to approved structure – Conditional Allocation with RPL, Conditions not met
City Manager's office	Communications Officer	Employee unallocated to approved structure – Close match not identified

**COMMENT ON UPGRADED POSTS AND THOSE THAT ARE AT VARIANCE WITH NORMAL PRACTICE**

The approval of the 2013 Structure saw the allocation of employees from the 2004 structure with perceived grades, to the approved task grades aligned to a written Job Description - Where offers of allocation were accepted and are at a lower level, the allocation will be done on Personal to Holder until the post is filled by a new incumbent.

Deficiencies in the current Job Descriptions are currently under review and it is anticipated that this exercise will narrow the gap of perceived and actual. Job descriptions for General Assistants have been finalised in 19/20 but remain to be aligned to their upline supervisor(s) prior to evaluation. The remainder of existing JDs will be reviewed if necessary and concurrent with the current structure review process. JDs for new posts will be developed afresh.

In terms of the Structure Review Action Plan, a draft Structure was to be finalised by no later than December 2019 but is delayed due to top structure not having been completed by the work study consultants assigned to this task. The draft proposed Structure will be costed so that the Municipality knows the financial implications of filling it and can therefore budget accordingly. A Workshop was held on 6/11/2019 with the proposed top structure being workshopped to Management and LLF members. The final macro structure is still in progress.



## COMPONENT E: BUDGET & TREASURY BUSINESS UNIT

This component includes: Budget Planning, Implementation and Monitoring, Assets and Liabilities Management, Supply Chain Management, Revenue Management, Expenditure Management and Finance Governance & Performance Management.

### 5. BUDGET & TREASURY BUSINESS UNIT

#### 5.1. SERVICE DELIVERY OVERVIEW

##### SERVICE DELIVERY INTRODUCTION

#### 1. SERVICE DELIVERY

- Indigent applications are valid from 1 July 2019 – 30 June 2020. The application process began on 1 March 2019 and is open until 30 June 2020.
- Applications are available from 333 Church Street, Area Based Management Offices and all Ward Councillors offices.
- Currently there are 5 150 applied indigents as at 30 June 2020

#### 2. INDIGENT POPULATION

- That the gross household income for qualification as a registered Indigent be determined each year by Council in terms of the tariff register. Currently the threshold income is R 4 560.00
- That the prescribed application forms be completed annually.

#### 3. QUALIFICATION FOR CONCESSIONS – INDIGENT POLICY 2019/20

- Old age pensioners;
- People living with disabilities on state grant;
- Child headed household
- Child support grant and
- Unemployed.
- Permanent resident of Msunduzi municipality and must be South African
- Combined household income must not be greater than R 4 560.00

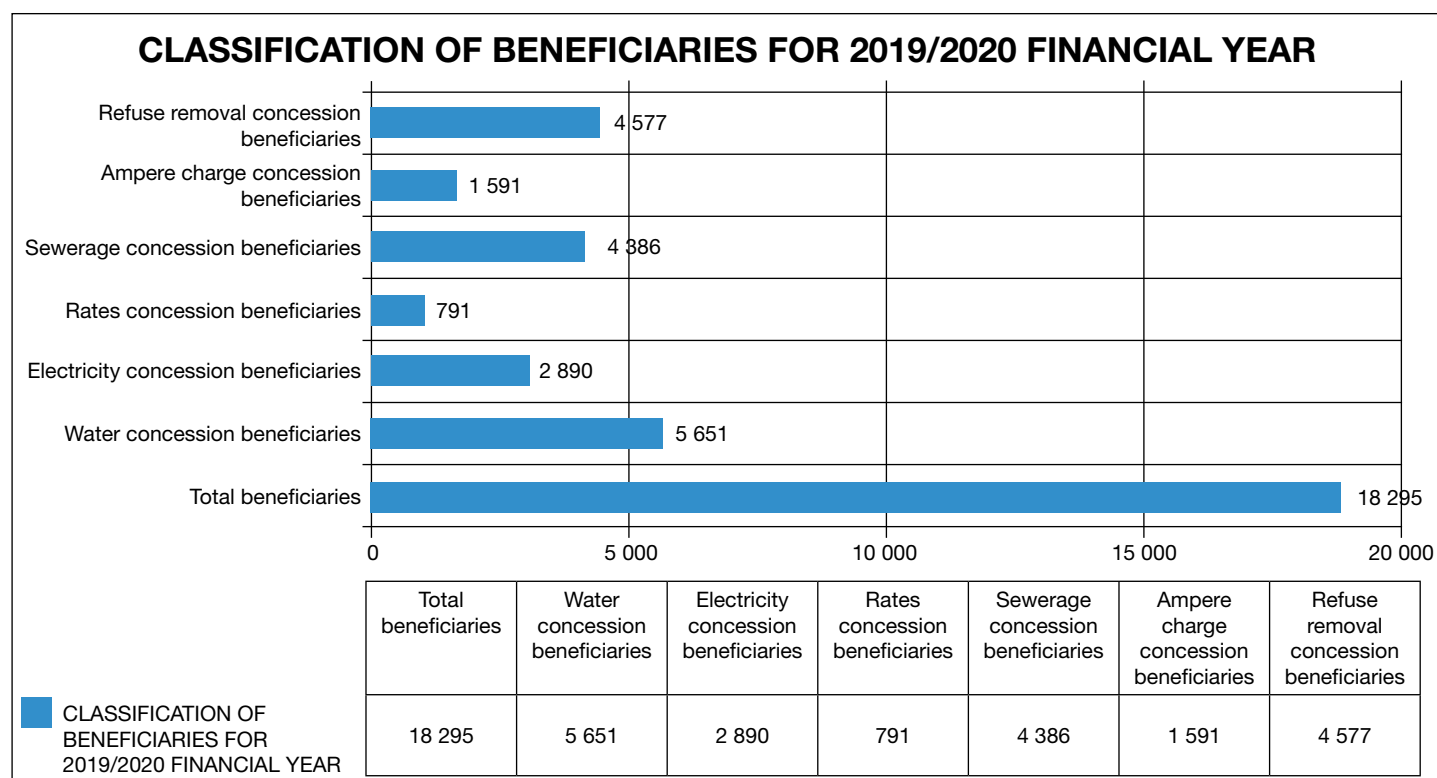
##### COMMENT ON ACCESS TO BASIC SERVICES

Revenue management to insert comments pertaining to number of beneficiaries and the breakdown thereof:

Total beneficiaries	18 295
Water concession beneficiaries	5 651
Electricity concession beneficiaries	2 890
Rates concession beneficiaries	791
Sewerage concession beneficiaries	4 386
Ampere charge concession beneficiaries	1 591
Refuse removal concession beneficiaries	4 577



CLASSIFICATION OF BENEFICIARIES FOR THE 2018/2019 FINANCIAL YEAR - GRAPHICAL REPRESENTATION



**5.2. INDIGENTS (FREE BASIC SERVICES)**

**INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT**

Council receives Equitable Share to subsidise those who cannot afford to pay for the minimum needs in life. The objective in calculating the amount to be subsidised, must be to prevent an increasing balance on the account of an indigent as it will be difficult to recover the debt in a humanly way. According to the Municipal Systems Act 2000, Section 74(3) and 75(2) stipulates, "A tariff policy may differentiate between different categories of users/debtors."

**CRITERIA FOR APPROVAL**

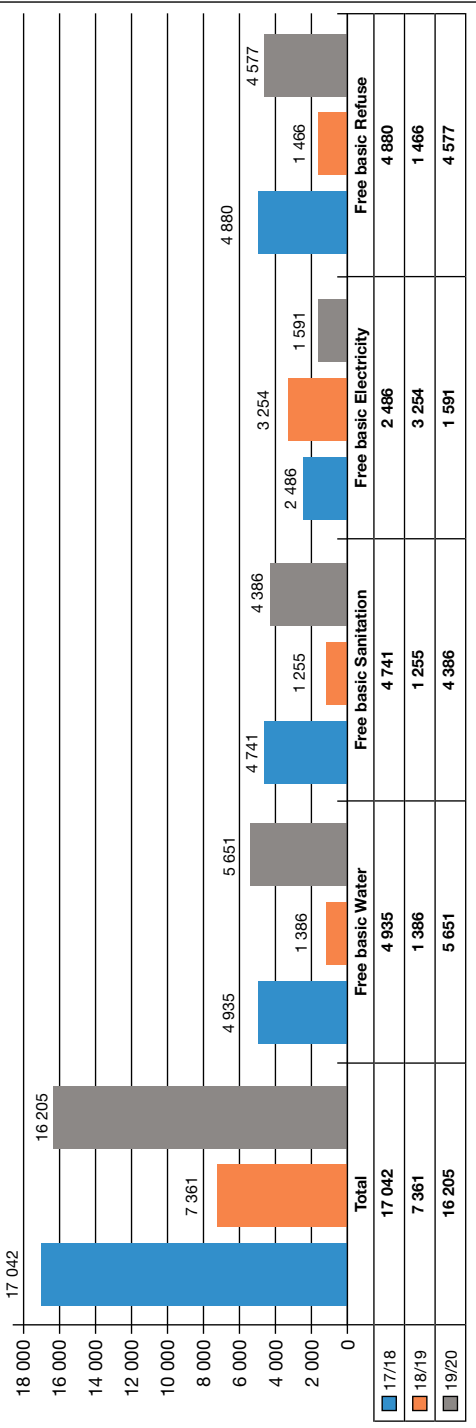
1. That the gross household income for qualification as a registered Indigent be determined each year by Council in terms of the tariff register. Currently the threshold income is R 4 560.00
2. That the prescribed application forms be completed annually.

**FREE BASIC SERVICES TO LOW INCOME HOUSEHOLDS**

FREE BASIC SERVICES TO LOW INCOME HOUSEHOLDS					
Financial year	Number of households				
	Households earning less than R1.100 per month				
	Total	Free basic water	Free basic sanitation	Free Basic Electricity	Free Basic Refuse
2017/2018	17 042	4935	4741	2486	4880
2018/2019	7 361	1386	1255	3254	1466
2019/2020	16 205	5651	4386	1591	4577

FREE BASIC SERVICES TO LOW INCOME HOUSEHOLDS 19/20 FY GRAPHICAL REPRESENTATION

FREE BASIC SERVICE TO LOW INCOME HOUSEHOLDS



FINANCIAL PERFORMANCE 2019/2020: COST TO MUNICIPALITY OF FREE BASIC SERVICES DELIVERED

Services Delivered	2019/2020			Variance to Budget %
	Actual	Budget	Actual	
Water	5 640 881	163 682 000	3 106 805	1.7%
Waste Water (Sanitation)	10 551 150	12 567 000	2 529 249	20.1%
Electricity	2 407 457	2 908 000	4 237 236	-128.8%
Waste Management (Solid Waste)	151 612 052	6 338 000	4 986 530	74.2%
<b>Total:</b>	<b>170 211 540</b>	<b>184 783 000</b>	<b>14 859 820</b>	<b>7.3%</b>

FREE BASIC SERVICE POLICY OBJECTIVES TAKEN FROM IDP

SDBIP / OP REFERENCE	2018/2019			2019/2020			2020/2021		
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET
RPI 08	6000 households earning less than R3500 per month (application based) provided with access to free basic services by the 30th of June 2019	4210 households earning less than R3500 per month (application based) provided with access to free basic services by the 30th of June 2019	2 (70% - 99%)	RPI 08	6000 households earning less than R3500 per month (application based) provided with access to free basic services by the 30th of June 2020	5150 households earning less than R3500 per month (application based) provided with access to free basic services by the 30th of June 2020	2 (70% - 99%)	RPI 08	6250 households earning less than R3500 per month (application based) provided with access to free basic services by the 30th of June 2021
REV 01	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies reviewed and approved submitted to SMC by the during MAY 2019 for approval by Council FOR 2019/2020	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies reviewed and approved submitted to SMC by the during MAY 2019 for approval by Council FOR 2019/2020	3 (100% - 129%)	REV 01	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies reviewed and submitted to SMC by the 31st of May 2019 for approval by Council for the 2020/2021 FY	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies reviewed and submitted to SMC by the 31st of May 2019 for approval by Council for the 2020/2021 FY	3 (100% - 129%)	REV 01	100% of all Revenue Management policies (Credit Control, Tariffs, Indigent, Rates and Debt Write off) for the 21/22 FY reviewed and submitted to SMC for onward transmission to Council for approval by the 31st of May 2021

**COMMENT ON FREE BASIC SERVICES AND INDIGENT SUPPORT OVERALL**

The equitable share received is used to fund Free Basic Services that is extended to all our customers who have been declared indigent who are earning below R 4 560.00 as determined by Council. Further to the free basic services, we are trying to remove the burden from the indigent customers by reducing their amperage on the electricity they use to 20AMPS. We have started a project to replace all indigent customers meter with smart prepaid. Indigent policy refers to: people who are lacking the necessities of life such as sufficient water, basic sanitation, refuse removal, environmental health, basic energy, health care, housing, food and clothing. Spent on electricity for 2019/2020 was R 4 237 236 , spent on water 2019/2020, R 3 106 805 spent on sewerage for 2019/2020 R 2 529 249, spent on refuse 2019/2020 R 4 986 530

**5.3. FINANCIAL HEALTH OVERVIEW****FINANCIAL OVERVIEW**

Budget adopted by Council in May 2019 was based on collection rate of more than 80% however; the actual collections rates were not consistently more than 80% that in turn had a negative impact on implementation of certain projects. Capital budget is mainly funded by Grants, which remains a challenge to realization of certain IDP objectives since grants are conditional in nature.

The collection of revenue remains challenging for the City, the appointment of Debt Collectors will assist in the short term and once legal processes begin, this will drastically improve. However, the impact of COVID-19 on the livelihoods, of the residents of the City will continue into the near future.

FINANCIAL OVERVIEW 2019/2020 FY R'000			
Details	Original Budget	Adjustment Budget	Actual
<b>Income</b>			
Grants	672 023	695 599	637 128
Taxes, Levies and Tariffs	4 538 475	4 538 475	4 300 578
Other	394 298	394 125	494 289
Subtotal	5 604 796	5 628 199	5 431 995
Less Expenditure	5 328 681	5 130 700	5 037 743
Net Total*			
* Note: Surplus/ (deficit)	276 115	497 499	394 253

OPERATING RATIOS	
Details	%
Employee Cost	27%
Repairs and Maintenance	2%
Finance Charges and Depreciation	10%

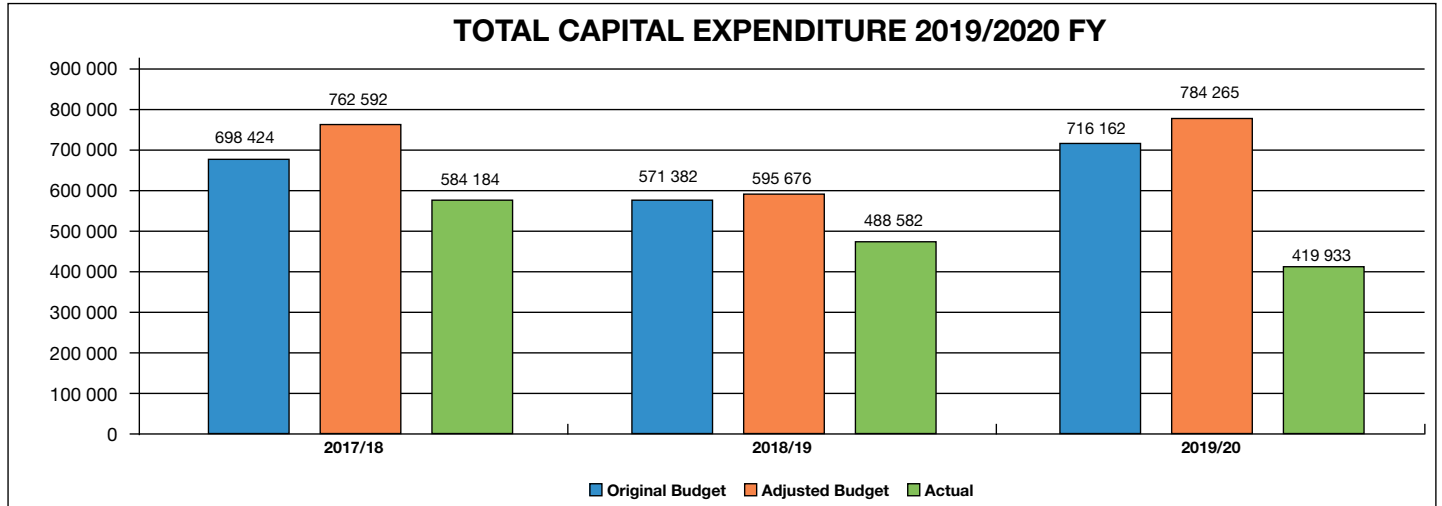
**COMMENT ON OPERATING RATIOS**

The municipality's employee related costs is 27% of the total operating expenditure and this is below the norm of between 30% and 35%. This is due to vacancies, that exists within the municipality, as provided for in the municipality's 2013 approved organogram.

Repairs and maintenance as a percentage of operating budget is 1% and this is below the norm recommended by National Treasury however, this is only the operating budget part of repairs and maintenance. The bulk of the municipality's capital expenditure for the year is on the renewal of existing assets, which a capital budget portion of repairs.

The municipality's Finance Charges costs are projected to decrease over the next few years and continues to honour loan repayments timeously.

TOTAL CAPITAL EXPENDITURE 2018/19– 2019/20			
Detail	2017/18	2018/19	2019/20
Original Budget	698 424	571 382	716 162
Adjustment Budget	762 592	595 676	784 265
Actual	584 184	488 582	419 933



#### COMMENT ON CAPITAL EXPENDITURE

The municipality's capital budget was initially R716.1 million, during the adjustments budget, it was increased to R784.3 million. The increase was due to additional funding that was made available to deal with much needed infrastructure. At the end of the financial year, an amount of R419.9 million was 54% of the total capital budget. This is a decline compared to 82% of the previous financial year.

#### 5.4. BUDGET PLANNING, IMPLEMENTATION & MONITORING

##### INTRODUCTION TO BUDGET PLANNING, IMPLEMENTATION & MONITORING

The Budget Planning Implementation and Monitoring unit undertakes the budget planning and ensures budgeting guidelines are followed in preparing the municipal budget. The unit must ensure a credible and funded budget is achieved by Council in order to enhance service delivery objectives of the Council.

##### ORGANIZATIONAL UNITS WITHIN BUDGET PLANNING, IMPLEMENTATION AND MONITORING

The Budget Planning Implementation and Monitoring unit is structured as follows:

##### BUDGET PLANNING

- Provide input on budget circular related to operating budget needs.
- Provide input on budget circular related to capital budget needs
- Undertake consolidation of operating and capital budget
- Compute budget reporting schedule in line with Municipal Budget Reporting Regulations (MBRR)

##### BUDGET IMPLEMENTATION, MONITORING AND REPORTING

- Provide status reports on Grants and MFMA returns.
- Ensure that actual costing is in line Activity Based Costing (ABC)
- Manage overall implementation, monitoring and reporting of budget.

##### SERVICE STATISTICS FOR BUDGET PLANNING, IMPLEMENTATION AND MONITORING

##### GRANT PERFORMANCE & GRANTS RECEIVED FROM SOURCES OTHER THAN DIVISION OF REVENUE ACT (DORA)

DESCRIPTION	2018	2019	Original Budget 2020	Adjusted budget 2020	2020
<b>GRANTS AND SUBSIDIES - REVENUE</b>					
<b>NATIONAL GRANTS</b>					
Equitable Share	468 430 000	505 852 849	546 052 000	546 052 000	546 052 000
Electricity Side Demand Management/Integrated National Electrification Programme	-	-	8 000 000	8 000 000	7 999 336
Finance Management Grant	1 700 000	1 700 000	1 700 000	1 700 000	1 700 000
Expanded Public Works Programme	8 022 000	2 890 000	4 200 000	4 200 000	4 200 000
Municipal Infrastructure Grant	195 337 074	177 835 131	197 516 000	197 516 000	186 804 326
Neighbourhood Development Partnership Grant	37 492 217	1 071 555	50 000 000	50 000 000	9 957 109
Municipal Water Infrastructure Services Grant	-	-	-	-	-
Public Transportation Infrastructure Grant	131 366 737	199 104 000	194 665 000	194 665 000	132 086 426
Water Services Infrastructure Grant	38 191 000	42 760 000	41 000 000	41 000 000	52 751 849
<b>PROVINCIAL GRANTS</b>					
Pietermaritzburg Airport	-	54 118	-	-	-
Greater Edendale Development Initiative	15 725 820	15 619 464	-	-	11 746 894
Housing	151 416	-	-	-	-

DESCRIPTION		2018	2019	Original Budget 2020	Adjusted budget 2020	2020
Library		21 130 829	13 332 254	20 052 000	20 052 000	28 730 498
Market / Tourism Hub - COGTA		77 653	446 650	-	-	-
Tatham Art Gallery		126 533	685 301	463 000	463 000	642 517
Housing Accreditation		9 550 546	10 504 327	26 368 617	26 368 617	14 582 180
Manaye Area Precinct Upgrade		488 702	2 058 275	-	-	2 861 533
Youth Enterprise Park		336 656	1 809 558	-	-	6 315 717
Development of a Single Scheme		350 000	650 000	-	-	-
Beneficiary Audit and Transfers		-	3 328 710	-	-	-
Jika Joe Community Residential Units		-	27 087 046	-	-	60 811 409
Oribi Village		-	689 836	-	-	-
Other : MHOA		-	-	21 453 229	21 453 229	-
Military Veterans		-	-	-	-	-
Site 11		-	-	-	-	-
Tamboville		-	-	-	-	-
<b>Total Grant And Subsidies</b>		<b>928 477 182</b>	<b>1 007 479 073</b>	<b>1 111 469 846</b>	<b>1 111 469 846</b>	<b>1 067 241 792</b>

**COMMENT ON GRANTS, CONDITIONAL GRANTS AND GRANTS RECEIVED FROM OTHER SOURCES:**

The actual figures in the tables above are the amounts that the Municipality utilized on capital and operational projects during the financial years. During 2017/2018 the municipality had spent 78.99% of the grants received during the year and grants rolled over from the prior year, in 2018/2019 the percentage has increased to 82.59%, in 2019/2020 the percentage decreased to 74.24%. In terms of the grants from other sources, the municipality did not receive any grants from other external funders for the last three financial years.

**BUDGET PLANNING, IMPLEMENTATION & MONITORING POLICY OBJECTIVES TAKEN FROM IDP**

		2018/2019				2019/2020				2020/2021			
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	SOURCE DOCUMENT	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	CORRECTIVE MEASURE	SDBIP / OP REFERENCE	ANNUAL TARGET
B & T 01	Final Draft budget for 2019/20 FY & two outer years prepared & submitted to SMC by the 31st of March 2019	Final Draft budget for 2019/20 FY & two outer years prepared & submitted to SMC by the 31st of March 2019	3 (100% - 129%)	B & T 01	Final Draft budget for 2020/21 FY & two outer years prepared & submitted to SMC by the 31st of March 2020	Final Draft budget for 2020/21 FY & two outer years prepared & submitted to SMC by the 31st of March 2020	3 (100% - 129%)	N/A	SMC Resolution	N/A	N/A	B & T 01	Final Draft budget for 2021/22 FY & two outer years prepared & submitted to SMC by the 31st of March 2021
B & T 03	12 x S71 reports produced and submitted to SMC within 10 working days after the end of each month by the 30th of June 2019	12 x S71 reports produced and submitted to SMC within 10 working days after the end of each month by the 30th of June 2019	3 (100% - 129%)	B & T 04	11 x S71 reports produced and submitted to SMC by the 30th of June 2020	11 x S71 reports produced and submitted to SMC by the 30th of June 2020	2 (70% - 99%)	month-end report could not balance with main system	S71 report / SMC resolution	ongoing	SAP configuration issues to be addressed	B & T 04	12 x S71 reports produced and submitted to SMC by the 30th of June 2021
B & T 04	4 x Quarterly reports on Section 52(d) produced and submitted to SMC within 10 working days after the end of each Quarter by the 30th of April 2019	4 x Quarterly reports on Section 52(d) produced and submitted to SMC within 10 working days after the end of each Quarter by the 30th of April 2019	3 (100% - 129%)	B & T 05	4 x Quarterly reports on Section 52(d) produced and submitted to SMC by the 30th of April 2020	4 x Quarterly reports on Section 52(d) produced and submitted to SMC by the 30th of April 2020	3 (100% - 129%)	N/A	S71 report / SMC Resolution	N/A	N/A	B & T 05	4 x Quarterly reports on Section 52(d) produced and submitted to SMC by the 30th of April 2021
B & T 05	Section 72 (mid-year) budget performance report prepared and submitted to SMC by the 25th of January 2019	Section 72 (mid-year) budget performance report prepared and submitted to SMC by the 25th of January 2019	3 (100% - 129%)	B & T 06	Section 72 (mid-year) budget performance report for the 19/20 FY prepared and submitted to Full Council by the 25th of January 2020	Section 72 (mid-year) budget performance report for the 19/20 FY prepared and submitted to Full Council by the 25th of January 2020	3 (100% - 129%)	N/A	SMC Resolution	N/A	N/A	B & T 06	Section 72 (mid-year) budget performance report prepared and submitted to Full Council by the 28th of January 2021





## EMPLOYEE INFORMATION – BUDGET PLANNING IMPLEMENTATION & MONITORING

EMPLOYEE: BUDGET PLANNING IMPLEMENTATION & MONITORING					
BUDGET MONITORING AND IMPLEMENTATION & BUDGET PLANNING					
Job Level	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-	-
T04-T08	5	9	3	6	66.67
T09-T13	5	8	6	3	33.33
T14-T18	1	1	4	4	50.00
T19-T22	3	9	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>14</b>	<b>27</b>	<b>14</b>	<b>13</b>	<b>48.15</b>

## FINANCIAL PERFORMANCE – BUDGET PLANNING IMPLEMENTATION & MONITORING

FINANCIAL PERFORMANCE 2019/2020: BUDGET PLANNING IMPLEMENTATION & MONITORING					
R'000					
BUDGET MONITORING AND IMPLEMENTATION & BUDGET PLANNING					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget%
<b>Total Operational Revenue (excl. tariffs)</b>	-	-	-	-	
Expenditure:					
Employees	11 288	33 342	12 442	12 404	-0,31%
Repairs and Maintenance	-	-	-	-	
Other	396	7 365	3 089	3 057	-1,04%
<b>Total Operational Expenditure</b>	<b>11 684</b>	<b>40 707</b>	<b>15 531</b>	<b>15 461</b>	<b>-0,45%</b>
<b>Net operational (Service) Expenditure</b>	<b>11 684</b>	<b>40 707</b>	<b>15 531</b>	<b>15 461</b>	<b>-0,45%</b>

## CAPITAL EXPENDITURE – BUDGET PLANNING IMPLEMENTATION & MONITORING

CAPITAL EXPENDITURE 2019/2020: BUDGET PLANNING IMPLEMENTATION & MONITORING					
R'000					
BUDGET MONITORING AND IMPLEMENTATION & BUDGET PLANNING					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value
No Capital Projects for the 19/20 FY					

## COMMENT ON THE PERFORMANCE OF BUDGET PLANNING IMPLEMENTATION & MONITORING OVERALL

The unit's performance is mainly dependent on the use of a system. From the inception of the budget preparation processes are mainly system driven more especially since the introduction of the mSCOA regulation. Unfortunately, SAP in its current form makes it difficult to perform at an optimum level hence monthly reporting not taking place as per MFMA requirements.

### 5.5. REVENUE MANAGEMENT UNIT

#### INTRODUCTION TO REVENUE MANAGEMENT UNIT

Revenue Management involves all procedures necessary to ensure that all income is fully accounted for. The service delivery objectives of the department is the collection of revenue, the accounting of all revenue streams and the management of indigent residents in the City.

#### ORGANIZATIONAL UNITS WITHIN REVENUE MANAGEMENT UNIT

The following is the organizational units within the Revenue Management unit:

- **COMPLIANCE DATA ANALYSIS & REPORTING**
  - Responsible for Tariff Modelling and Analysis
- **CUSTOMER CARE**
  - Responsible for Data Management, Consumer Management & Cash Management
- **DEBTORS MANAGEMENT**
  - Responsible for Credit Control & Debt Collection
- **RATES AND AUXILIARY SERVICES**
  - Responsible for Property Valuations & The Implementation of the Municipal Property Rates Act Prescripts
- **UTILITY SERVICES**
  - Responsible for Meter Management & Accurate Billing

SERVICE STATISTICS FOR REVENUE MANAGEMENT

DEBT RECOVERY

		DEBT RECOVERY R'000					
		2018/2019		2019/2020			
Details of the types of account raised and recovered	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %		Amount Received	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year %	
		Billed in year	Actual for accounts billed in year			Proportion of accounts value billed that were collected in the year %	Actual for accounts billed in year
Property Rates	849846	863739	860 715	756 609	1 249 572 87	88%	60
Electricity - B	401649	401649	401649	401649	-	100%	-
Electricity - C	2053529	1903600	1587948	2073920	2 185 408 31	130%	81
Water - B	18696	18696	18696	18696	-	100%	-
Water - C	612836	562991	626 816	452 308	811 691 269	72%	50
Sanitation	129313	142280	152 241	133 176	134 586 061	88%	68
Refuse	100260	100292	85 809	70 059	124 150 236	83%	69
Other	186157	30757	140 967	21 882	16 952 613	15%	32

B- Basic;  
C- Consumption.

Note: water b & electricity b cannot be provided as the SAP system lumps all the revenue into one account and does not separate the figures.

COMMENT ON DEBT RECOVERY

Council is appointing a panel of Debt Collectors to collect outstanding arrears from debtors. The MM has formed a Debt Recovery Task Team that is going out and disconnecting properties with high debt daily. Our credit control policy reviewed annual to close the loop holes and any gaps that were identified during the past financial year. We have also improved our indigent registration in order to better manage the accounts of low income earners such that the income threshold was increased to R4260.00 so that the majority of the poorest of the poor are catered for and those who cannot afford to settle their debts in excess of the free basic service, their meters are being changed to prepaid.

REVENUE MANAGEMENT UNIT POLICY OBJECTIVES TAKEN FROM IDP

REVENUE MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP										
2019/2020										
SDBIP / OP REFERENCE	2018/2019		2019/2020		2020/2021		CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENTATION MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION				
REV 01	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies reviewed and approved submitted to SMC by the during MAY 2019 for approval by Council FOR 2019/2020	87% Monthly collection rate of current debt by the 30th of June 2019	3 (100% - 129%)	Credit Control, Tariffs, Indigent, Rates and Debt Write off policies reviewed and submitted to SMC by the 31st of May 2019 for approval by Council for the 2020/2021 FY	3 (100% - 129%)	N/A	N/A	Full Council Resolution	REV 01	100% of all Revenue Management policies (Credit Control, Tariffs, Indigent, Rates and Debt Write off) for the 21/22 FY reviewed and submitted to SMC for onward transmission to Council for approval by the 31st of May 2021
REV 03	90% Monthly collection rate of current debt by the 30th of June 2019	87% Monthly collection rate of current debt by the 30th of June 2019	2 (70% - 99%)	90% Monthly collection rate of current debt by the 30th of June 2020	2 (70% - 99%)	COVID-19 has negatively impacted on collection levels. The closing of the cash office for deep sanitizing has reduced the cash collected.	Calling Debtors to remind them to pay, disconnecting non-payment and issuing of reminders	SMC Resolution	REV 03	85% Monthly collection rate of current debt achieved for the 20/21 FY by the 30th of June 2021
REV 05	85% of all electricity and water meters read on a monthly basis by the 30th of June 2019	70% of all electricity and water meters read on a monthly basis by the 30th of June 2019	2 (70% - 99%)	85% of all electricity and water meters read on a monthly basis by the 30th of June 2020	2 (70% - 99%)	COVID-19 has negatively impacted on meter reading rate. The closing of the office for deep sanitizing has impacted on the billing cycle.	Obtaining meter readings from debtors	SMC Resolution	REV 05	85% of all electricity and water meters read on a monthly basis for the 20/21 FY by the 30th of June 2021



REVENUE MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP									
2018/2019			2019/2020						
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL (1,2,3,4,5, Not Applicable)	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
REV 08	12 x monthly rental stock reports submitted to SMC by the 30th of June 2019	0 x monthly rental stock reports submitted to SMC by the 30th of June 2019	1 (69% & below)	REV 08	N/A	N/A	SMC Resolution	REV 07	12 x monthly progress reports on Council rental stock for the 2021 FY prepared & submitted to SMC by the 30th of June 2021

## EMPLOYEE INFORMATION – REVENUE MANAGEMENT UNIT

EMPLOYEE: REVENUE MANAGEMENT						
COMPLIANCE DATA ANALYSIS & REPORTING, CUSTOMER CARE, DEBTORS MANAGEMENT, RATES AND AUXILIARY SERVICES & UTILITY SERVICES						
Job Level	2018/2019			2019/2020		
	Employees No.	Posts No.	Employees (fulltime equivalents No.	Vacancies (as a % of total posts) %		
T01-T03	-	-	-	-	-	-
T04-T08	219	272	216	56	20.59	
T09-T13	19	27	16	11	40.74	
T14-T18	4	5	4	1	20.00	
T19-T22	1	1	-	1	100.00	
T23-T25	-	-	-	-	-	
<b>Total</b>	<b>243</b>	<b>305</b>	<b>236</b>	<b>69</b>	<b>22.62</b>	

## FINANCIAL PERFORMANCE - REVENUE MANAGEMENT UNIT

FINANCIAL PERFORMANCE 2019/2020: REVENUE MANAGEMENT					
R'000					
COMPLIANCE DATA ANALYSIS & REPORTING, CUSTOMER CARE, DEBTORS MANAGEMENT, RATES AND AUXILIARY SERVICES & UTILITY SERVICES					
Details	2018/2019		2019/2020		
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget%
<b>Total Operational Revenue (excl. tariffs)</b>	<b>2 223</b>	<b>6 983</b>	<b>16 570</b>	<b>2 545</b>	<b>-84,64%</b>
Expenditure:					
Employees	93 070	110 138	100 814	98 997	-1,80%
Repairs and Maintenance	308	476	489	269	-44,99%
Other	31 477	39 223	31 380	31 347	-0,11%
<b>Total Operational Expenditure</b>	<b>124 855</b>	<b>149 837</b>	<b>132 683</b>	<b>130 613</b>	<b>-1,56%</b>
<b>Net operational (Service) Expenditure</b>	<b>122 632</b>	<b>142 854</b>	<b>116 113</b>	<b>128 068</b>	<b>10,30%</b>

**CAPITAL EXPENDITURE - REVENUE MANAGEMENT UNIT**

CAPITAL EXPENDITURE 2019/2020: REVENUE MANAGEMENT					
R'000					
COMPLIANCE DATA ANALYSIS & REPORTING, CUSTOMER CARE, DEBTORS MANAGEMENT, RATES AND AUXILIARY SERVICES & UTILITY SERVICES					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value
<b>Total All</b>	<b>1 665</b>	<b>1 915</b>	<b>798</b>	<b>-58,33%</b>	
Plant and Equipment	300	700	697	-0,43%	697
Furniture	300	150	37	-75,33%	44
Computer Equipment	65	65	64	-1,54%	265
Customer Self Help Centre	1 000	1 000	0	-100,00%	

**COMMENT ON THE PERFORMANCE OF REVENUE MANAGEMENT UNIT OVERALL**

The collection of revenue remains challenging for the City, the appointment of Debt Collectors will assist in the short term and once legal processes begin, this will drastically improve. However, the impact of COVID-19 on the livelihoods, of the residents of the City will continue into the near future.

**5.6. EXPENDITURE MANAGEMENT UNIT****INTRODUCTION TO EXPENDITURE MANAGEMENT UNIT**

Expenditure Management is a sub-unit within Budget and Treasury Business Unit responsible for the management of payments to creditors of the municipality and there is no direct impact on service delivery.

**ORGANIZATIONAL UNITS WITHIN EXPENDITURE MANAGEMENT UNIT**

- Creditors, responsible for the management and controlling of payments to creditors.
- Internal Controls, responsible for the review and improvement of internal controls within the organisation.
- Pay Office, responsible for the management and controlling of payments salaries and allowances.

**SERVICE STATISTICS FOR EXPENDITURE MANAGEMENT UNIT**

The targets for creditors section was to pay all service provider within 30 days from date of receipt of invoice or statement as per the MFMA. The target could not be met due to delays caused by internal processes and low cash flow.

**EXPENDITURE MANAGEMENT UNIT POLICY OBJECTIVES TAKEN FROM IDP**

EXPENDITURE MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP													
SDBIP / OP REFERENCE	2018/2019					2019/2020					2020/2021		
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
EXP 01	12 x monthly reports on Fruitless and Wasteful Expenditure prepared and submitted to SMC by the 30th of June 2019	12 x monthly reports on Fruitless and Wasteful Expenditure prepared submitted to SMC by the 30th of June 2019	3 (100% - 129%)	EXP 01	12 x monthly reports on Fruitless and Wasteful Expenditure for 19/20 FY prepared submitted to SMC by the 30th of June 2020	11 x monthly reports on Fruitless and Wasteful Expenditure for 19/20 FY prepared submitted to SMC by the 30th of June 2020	2 (70% - 99%)	N/A	N/A	N/A	Report to SMC	EXP 01	12 x monthly progress reports for the 20/21 FY on Fruitless and Wasteful Expenditure prepared & submitted by the 10th of the new month to SMC by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	EXP 02	12 x Monthly reports on suppliers not paid within 30 days for 19/20 FY prepared submitted to SMC by the 30th of June 2020	7 x Monthly reports on suppliers not paid within 30 days for 19/20 FY prepared submitted to SMC by the 30th of June 2020	2 (70% - 99%)	N/A	N/A	N/A	Report to SMC	EXP 02	12 x monthly progress reports for the 20/21 FY on suppliers not paid within 30 days prepared submitted by the 10th of the new month to SMC by the 30th of June 2021

EXPENDITURE MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019			2019/2020			2020/2021							
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
EXP 02	90 % of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2019	90 % of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2019	3 (100% - 129%)	EXP 03	95% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2020	85% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2020	2 (70% - 99%)	Lack of Cash Flow	Improve cash collection.	Ongoing	Report to SMC	EXP 03	90% of all creditors for the 20/21 FY must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2021
EXP 03	100% of Expenditure Management procedure manuals reviewed and submitted to SMC by the 31st of March 2019	Procedure manuals reviewed however not submitted timeously	2 (70% - 99%)	EXP 04	Annual Review of Procedures Manuals (Payment of Creditors & Payroll Manual) completed and submitted to Council for approval by the 30th of June 2020	Annual Review of Procedures Manuals (Payment of Creditors & Payroll Manual) completed and submitted to Council for approval by the 30th of June 2020	2 (70% - 99%)	N/A	N/A	N/A	Reviewed Procedure Manual.	EXP 04	Review of Procedures Manuals (Payment of Creditors & Payroll Manual) for the 21/22 FY completed and submitted to SMC for onward transmission to Council for approval by the 31st of March 2021

## EMPLOYEE INFORMATION – EXPENDITURE MANAGEMENT UNIT

EMPLOYEE: EXPENDITURE MANAGEMENT CREDITORS, INTERNAL CONTROLS, PAY OFFICE						
Job Level	2018/2019		2019/2020			
	Employees No.	Posts No.	Employees (fulltime equivalents No.	Vacancies (as a % of total posts) %		
T01-T03	-	-	-	-	-	-
T04-T08	15	23	19	4	17.39	
T09-T13	11	16	11	5	31.25	
T14-T18	2	3	2	1	33.33	
T19-T22	1	1	1	-	0.00	
T23-T25	-	-	-	-	-	
<b>Total</b>	<b>29</b>	<b>43</b>	<b>33</b>	<b>10</b>	<b>23.26</b>	

## FINANCIAL PERFORMANCE – EXPENDITURE MANAGEMENT UNIT

FINANCIAL PERFORMANCE 2019/2020: EXPENDITURE MANAGEMENT & SAP R'000					
CREDITORS, INTERNAL CONTROLS, PAY OFFICE, SAP					
Details	2018/2019		2019/2020		
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget%
<b>Total Operational Revenue (excl. tariffs)</b>	-	-	-	-	-
Expenditure:					
Employees	12 780	17 881	13 086	12 862	-1,71%
Repairs and Maintenance	-	-	-	-	-
Other	29 598	39 312	44 096	50 841	15,30%
<b>Total Operational Expenditure</b>	<b>42 378</b>	<b>57 143</b>	<b>57 182</b>	<b>63 703</b>	<b>11,40%</b>
<b>Net operational (Service) Expenditure</b>	<b>42 378</b>	<b>57 143</b>	<b>57 182</b>	<b>63 703</b>	<b>11,40%</b>



**CAPITAL EXPENDITURE – EXPENDITURE MANAGEMENT UNIT**

CAPITAL EXPENDITURE 2019/2020: EXPENDITURE MANAGEMENT R'000					
CREDITORS, INTERNAL CONTROLS, PAY OFFICE					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value
No Capital Projects for the 19/20 FY.					

**COMMENT ON THE PERFORMANCE OF EXPENDITURE MANAGEMENT UNIT OVERALL**

Processing and payment of Salaries and Allowances to staff has always been undertaken on due date. Delay in payments to creditors has been a challenge due to long internal processes and lack of cash flow. The sub unit will review the procedure related to payments of creditors with the intention to shorten the process and pay within prescribed timeline.

**5.7. SUPPLY CHAIN MANAGEMENT UNIT**

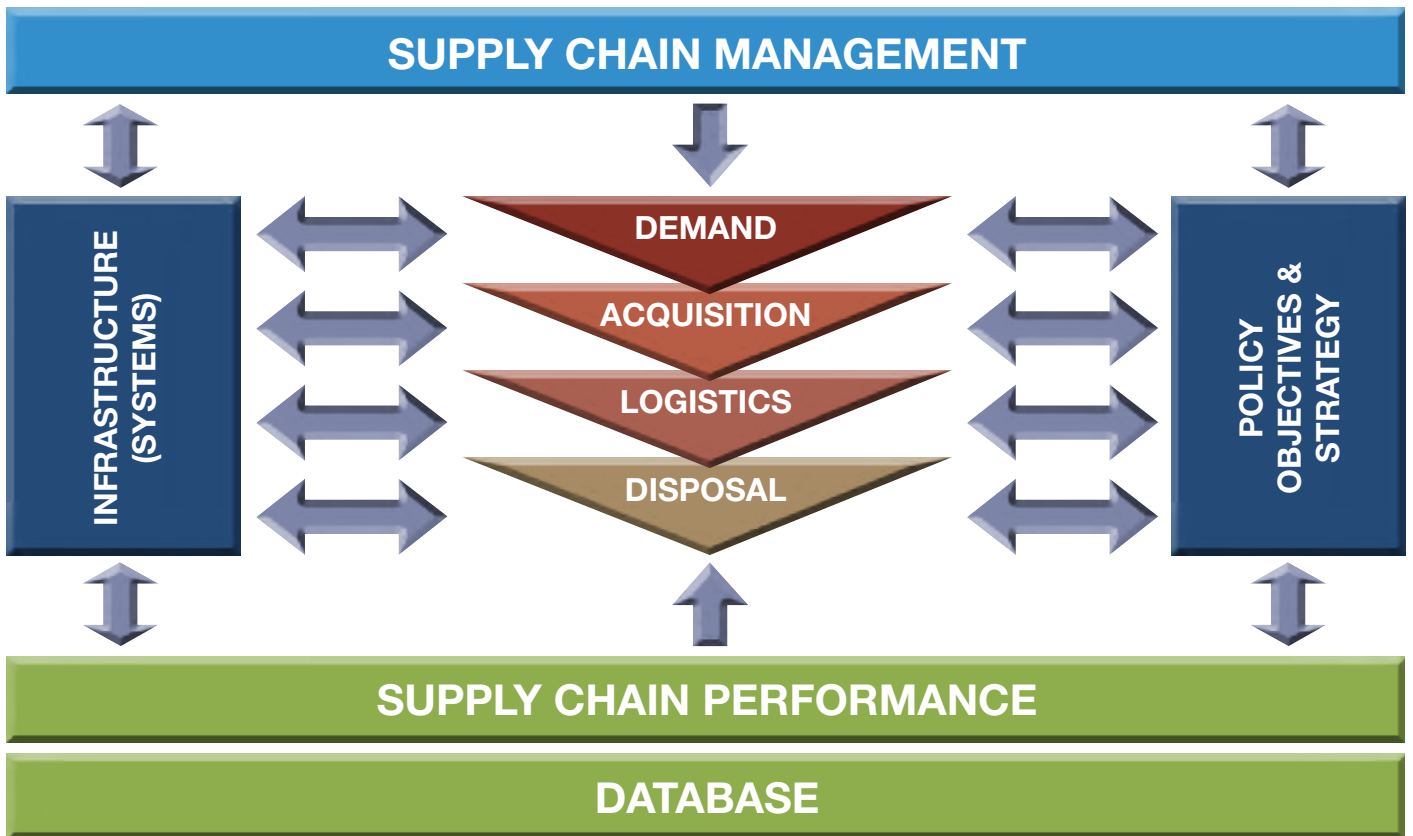
**OVERVIEW OF SUPPLY CHAIN MANAGEMENT (SCM)**

The Msunduzi Municipality’s SCM unit is a support function for all business units within the council to ensure provision of efficient, transparent, fair, equitable and cost effective procurement services hence assisting the business units to implement their service delivery priorities.

The SCM policy for the year 2019/2020 was adopted by Council on 30 May 2020 in term of SCM Regulation 3(1)(a) and implemented immediately thereafter, since the initial adoption of the policy I was reviewed yearly you to aligned it with legislative provision, circulars, instruction notes and demand of the municipality that are align with the constitution of SA.

An SCM implementation plan was development and implemented throughout the year and quarterly reports on implementation were submitted to Council.

In terms of the MFMA SCM regulations and relevant legislative provisions regulating local government procurement, the SCM policy of the municipality must provide for a system of demand, acquisition, logistics, disposal, risk and performance management, and thus the Msunduzi SCM policy has been aligned accordingly. The following is a brief overview of the processes that have been established and implemented within the Supply Chain Management system as drawn from the SCM model below.



**DEMAND MANAGEMENT**

The Procurement Plan defines the Supply Chain Management needs of the organization, aligned to the municipality’s IDP, Budget and Departmental SDBIP. The plan is for a minimum of one year but aligned to the IDP three-year period, this is especially critical in the case of capital projects requiring the issuing of bids for multi-year projects, as well as in order to obtain cost savings through longer term goods and service contracts (limited to a three-year period in terms of the MFMA)



The main objective of the plan is to assist the service deliver business units to achieve their service delivery mandates and to meet their service delivery requirements without any SCM processes delays and this forms the integral component of the entire process to ensure effectiveness, efficient and economical SCM processes.

The preferential policy objectives were identified at a global level hence since the 2015/2016 financial year a procurement plan was established and implemented.

### ACQUISITION MANAGEMENT

Bid committee structures were established and implemented in accordance with section 27, 28 and 29 of the Supply Chain Management regulations, Details of SCM committees during 2019/2020 financial year:

The SCM unit in collaboration with the relevant secretariat support will continually strive to ensure that the three (3) tier Bid Committee structures are fully functional and well trained to execute their functions.

### BID COMMITTEE MEMBERS

BID ADJUDICATION COMMITTEE (7)	MEMBERSHIP STATUS	BUSINESS UNIT	POSITION
Nelisiwe Ngcobo	Chairperson	Finance	CFO
Dudu Gambu	Chairperson	Finance	Acting CFO
Boniwe Zulu	Member	Community Services	GM : Community Services
Brenden Sivpersad	Member	ISF	Acting : GM ISF
Sikelela Ndzalela	Member	SCM	Acting SM : SCM
Ngangenkosi Mpisi	Member	ISF (Electricity)	SM Electricity
Felix Nxumalo	Member	Sustainable Dev	GM : Sustainable Development
Mbongeni Mathe	Member	Community Services	Acting GM :CS
Mduduzi Mbokazi	Ex Officio Member	Corporate Services	Legal Advisor

BID EVALUATION COMMITTEE TECHNICAL (7)	MEMBERSHIP STATUS	BUSINESS UNIT	POSITION
Bheki Sosibo	Chairperson	ISF: Roads	Manager: Roads, Operation and Maintenance
Thabani Madlala	Member	ISF: Electricity	Manager: Electricity
Mxolisi Dladla	Member	SCM	Contract officer
Thamsanqa Makhanya	Member	ISF W&S	Manager : Water Construction
Njabulo Mthembu	Member	Sustainable Dev	Project Manager Human Settlement
Sipho Nxumalo	Member	Finance(Expenditure)	Senior Manager: Expenditure
Johan Van Der Merve	Ex Officio Member	Corporate Services : Legal	Legal Advisor
Nomfundo Hlophe	Ex Officio Member	Corporate Services : Legal	Legal Advisor

BID EVALUATION COMMITTEE TECHNICAL (7) – GOODS & SERVICES	MEMBERSHIP STATUS	BUSINESS UNIT	POSITION
George Lebelo	Chairperson	Sustainable Dev	Senior Manager: Budget Planning, Implementation and Monitoring
Zoleka Bhomoyi	Member	Finance: SCM	Manager contract management (A)
Ntobeko Ngcobo	Member	Communications and Marketing	Advisor Communications and Marketing
Khanyisile Shoba	Member	Finance	Senior Manager Finance Governance & Performance
Beka Kanyile	Member	Electricity	Chief Engineer :Revenue
Simphiwe Mbanjwa	Member	SD Human Settlement	Manager
Kass Thaver	Ex Officio Member	Corporate Services : Legal	Legal Advisor

BID SPECIFICATION COMMITTEE TECHNICAL(7)	MEMBERSHIP STATUS	BUSINESS UNIT	POSITION
Lindelwa Mngelwa	Chairperson	ISF: Transportation	Manager Transportation Planning
Bukelani Mbhele	Member	Community Services: Buildings	Manager: Building and Facilities
Sibusiso Mkhize	Member	Finance : SCM	Manager Logistics
Phumlani Gumede	Member	Sustainable Dev	Manager Planning, Sustainable Development
Sthembiso Thabethe	Member	ISF: Electricity	Engineer Planning Customer Services
Nonjabulo Shezi	Member	Finance: SCM	Monitoring Officer
Sboniso Zulu	Member	Sustainable Dev: ED	Manger- Land Survey
Xolie Ndzingi	Ex Officio Member	Corporate Services: Legal	Legal Advisor

BID SPECIFICATION COMMITTEE TECHNICAL(7) – GOODS & SERVICES	MEMBERSHIP STATUS	BUSINESS UNIT	POSITION
Sipho Dubazana	Chairperson	Corporate Services: Secretariat	Senior Manager: Secretariat and Auxiliary Services
Sibusiso Mkhize	Chairperson	Finance: SCM	Manager: Stores
Vinay Mohanlal	Member	Finance: SCM	Contract Officer
Mandla Zuma	Member	Community Services	Senior Manager: Recreation and Facilities
Fatima Mota	Member	IST: Water and Sanitation	Senior Engineer
Siya Dlamini	Member	Corporate Services (ICT)	Data Support Technician
Thavandree Gounder	Member	Community Services(Building)	Professional Engineer
Johan Van Der Merve	Ex Officio Member	Corporate Services : Legal	Legal Advisor
NTuli	Member	Electricity	Manager

**LOGISTICS MANAGEMENT**

An effective system of logistics management has been established. The continuous interrogation of inventories and improvements on systems and processes has yielded positive results in that there is a progressive reduction of stock holdings. Part of logistics management is to establish and implement appropriate standards of internal control and warehouse management to ensure that goods placed in stores are secure and only used for the purpose for which they were purchased; regular checking of stock; and monitoring and review of the supply vendor performance to ensure compliance with specifications and contract conditions for particular goods or services. Part of the responsibilities of logistic management is to safeguard and maintain stock; Camera systems have been installed and this will greatly help in minimizing some of the losses that are associated with stock theft.

**DISPOSAL MANAGEMENT**

An effective system of disposal management has been established and detailed processes developed to ensure compliance with section 40 of the SCM regulations. Disposal Committee was also established during the 2011/2012 financial year, this function falls within asset management unit, of which they are a separate unit according to Msunduzi organisational Structure.

**RISK MANAGEMENT**

A SCM policy and procedures have developed to ensures compliance and the monitoring of compliance with the SCM regulations. This unit manage risks by identifying and allocating the risk to the appropriate party in collaboration with the risk division in the Internal Audit and any other relevant stake holder

**PERFORMANCE MANAGEMENT (MONITORING AND CONTRACT ADMINISTRATION)**

In terms of section 116 (2) of the MFMA the accounting officer of a municipality must –

“Take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality or municipal entity is properly enforced; monitor on a monthly basis the performance of the contractor under the contract or agreement; establish capacity in the administration of the municipality to assist the accounting officer in carrying out the duties and to oversee the day-to-day management of the contractor under the contract or agreement;”

Therefore, a Contract management Office (monitoring) within the Supply Chain Management unit was established in order to adhere to the above act. The Contract Management Monitoring Section within the SCM Unit has been identified as a critical vehicle to benchmark between Project Management and Delivery against all awarded contracts.

Contract Management is foundational pillar towards a pro-actively managed and service centric supply chain management organisation. Properly managed contracts can ensure that services are delivered within specification and at the agreed cost.

Contract Management is a sub-unit within Supply Chain Management delegated with the duties pertaining to the dispensation of processes associated with monitoring compliance with standards, procedures, regulations and specifications encompassed in Procurement Regulations with regards to the contracts enforcements, preparing and presenting investigational and qualitative reports.

**TO FULFIL THESE MANDATES SOME OF THE ACTIVITIES THE SECTION EMBARKS ON ARE:****STAKEHOLDER MANAGEMENT**

Engaging with all relevant stakeholders, to ascertain the complexity, and experience within the contractual obligations.

**COMPLIANCE MONITORING & REPORTING**

Reviews and report on how SCM, service providers and the department as a whole is performing against set standards and metrics, provides insight into how policies are followed, and identifies areas of opportunity to drive value through process efficiencies, and verification of variations requested by user departments.

**SUPPLIER PERFORMANCE**

Regular site visits and attending progress meetings which allows for systematic management of supplier performance and building of work relationships to optimise the value for money in agreed deliverables throughout the project execution.

**CHALLENGES**

- The unit is not fully recognised as a functional office and often misunderstood by the rest of the organisation to its responsibility within Supplier Performance management context.
- Inadequate SCM system to synchronize reporting and enhance performance indicators e.g. Coordination of information for the generation of monthly reports on Awarded Contracts is not automatically loaded at the point of letter of award during acquisitions process, which normally cause distortions and rendering potential delays in the report generation at times.
- Information management processes and procedures across functional structures are not aligned e.g. dissemination of resolutions regarding contract variations are delayed at times.
- Project and Contract Management systems are not linked to mitigate risk of poor performance.

**INTRODUCTION TO SUPPLY CHAIN MANAGEMENT UNIT**

**The Msunduzi Municipality's Supply Chain Management unit is a support function; it is mandated in terms Section 111 of the Municipal Finance Management act:**

1. To provide a mechanism to ensure sound, sustainable and accountable supply chain management within Msunduzi Municipality, whilst promoting black economic empowerment, which includes general principles for achieving the following socio-economic objectives:
2. To stimulate and promote local economic development in a targeted and focused manner



3. To facilitate creation of employment and business opportunities for the people of Msunduzi Municipality with particular reference to B-BBEE
4. To promote the competitiveness of local businesses, to increase the small business sector access, in general, to procurement business opportunities created by Council
5. To strive to ensure that the objectives for uniformity in supply chain management systems are maintained.

#### **ORGANIZATIONAL UNITS WITHIN SUPPLY CHAIN MANAGEMENT UNIT**

##### **DEMAND AND ACQUISITION UNIT**

###### **The Demand and Acquisition function objectives is to:**

- provide for an effective system of demand management in order to ensure that the resources required to support the strategic and operational commitments of the municipality are delivered at the correct time, at the right price and at the right location, and that the quantity and quality satisfy the needs of the municipality.
- provide for an effective system of acquisition management in order to ensure -
  - that goods and services are procured by the municipality or in accordance with authorised processes only;
  - that expenditure on goods and services is incurred in terms of an approved budget in terms of section 15 of the MFMA Act;
  - that the threshold values for the different procurement processes are complied with;
  - that bid documentation, evaluation and adjudication criteria, and general conditions of a contract, are in accordance with any applicable legislation; and that any Treasury guidelines

##### **TARGETS FOR THE 19/20 FINANCIAL YEAR**

The target for the year 19/20 were met however there were some that were not met namely submission of procurement plan on the 30 June 2020, this was caused by the lock down due to pandemic outbreak as results the collating of information from business unit was delayed.

The second one was meeting the tender turnaround time frame of ninety 90 days from the tender closing, this was SCM focus area, there is a challenge in terms of bid committee sitting and submitting of evaluation report in time. This is still the focus area; this has an impact in term of the municipal capital expenditure so it is one of the important aspect of the municipality that need urgent attention.

##### **CONTRACT MANAGEMENT**

In terms of section 116 (2) of the MFMA the accounting officer of a municipality must –

“Take all reasonable steps to ensure that a contract or agreement procured through the supply chain management policy of the municipality or municipal entity is properly enforced; monitor on a monthly basis the performance of the contractor under the contract or agreement; establish capacity in the administration of the municipality to assist the accounting officer in carrying out the duties and to oversee the day-to-day management of the contractor under the contract or agreement;” therefore we have established a Contract management Office (monitoring) within the Supply chain management unit in order to adhere to the above act.

##### **THESE ARE ACTIVITIES OF THE CONTRACT MANAGEMENT MONITORING SECTION:**

- All contracts are monitored, by having regular sites visits and attending monthly site progress meetings.
- Monitoring of expenditure on supplies and services contract.
- Monitoring and rotating of contracts with panel of contractors to ensure equal distribution amongst the prospective suppliers.
- Compiling engagement letters to all panellists upon appointments.
- Drafting Service Level agreements (SLA)
- Verifying variation Orders on projects by Project managers and recommend to the Bid Evaluation committee.

##### **CHALLENGES**

There are challenges in the Integrating of project management and Contract management.

##### **SUPPLIERS DATABASE (FRONT DESK) & INFORMATION MANAGEMENT**

The exercise of data clean-up was also conducted in light of SCM regulation 44, regarding the prohibition of awards to persons in the service of the state which had been a serious concern as per the Auditors General's findings from the last report.

For the current financial period, much attention would be given Business Process implementation interventions as part SAP system to ensure that information management is catered regarding the analysis of historical procurement spending. This would assist in the demand management processes to ensure that Msunduzi Municipality factors in cost effectiveness as it procures goods, services and/or works as outlined through S217 of the RSA Constitution.

##### **CHALLENGES: SUPPLIER DATABASE**

- Turnaround times for the capturing information of the database forms within the set period of thirty (30) days has been a challenge due to high volumes.
- Supplier Records missing i.e. some database forms cannot be accountable for in the filing system.
- Poor document management system i.e. the filing system is not user friendly when it comes to retrieving data.
- Lack of understanding the SCM legislative reforms i.e. Suppliers that do not understand the rationale behind submission of original documents when submitting Database forms.

##### **CHALLENGES: INFORMATION DESK**

- Frustrated Suppliers who expect to be given work opportunities irrespective of the evaluation outcomes applicable
- Suppliers who buy tender documents 30 minutes before the Tender briefing meeting.

- Collusive practices between Suppliers and Officials that create expectations e.g. suppliers will receive information from municipal officials pertaining to Bids before the advertisements are released for print media.

**LOGISTICS MANAGEMENT**

Stores always try to achieve the proper management of inventory by using a systematic approach to obtain, storing goods/items. This is to make sure that Stores keep the right stock, at the right stock level and most importantly at the cost.

According to Msunduzi Municipality Inventory policy clause 2.1; its aims to achieve the following objectives, which are to:

- A. Provide guidelines that employees of the Municipality must follow in the management and control of inventory, including safeguarding and disposal of inventory.
- B. Procure inventory in line with the established procurement principles contained in the Municipality’s Supply Chain Management Policy.
- C. Eliminate any potential misuse of inventory and possible theft.

Stores will endeavour to minimize and reduce stock holdings. This can be achieved by working closely with the Business Units in planning and execution of projects that involved procurement activities as well. Part of logistics management is to establish and implement appropriate standards of internal control and warehouse management to ensure that goods placed in stores are secure and only used for the purpose for which they were purchased; regular checking of stock; and monitoring and review of the supply vendor performance to ensure compliance with specifications and contract conditions for particular goods or services.

The preparation and planning for the year-end inventory count started on 15 June 2020 when Central Stores was closed for undertaking inventory count. The Warehouse was completely shut down and no issues and delivery of goods took place, only emergencies were attended to.

The purpose of conducting an inventory count is to verify and ascertain and benchmark the inventory records as reflected by the computer system and that of the physical inventory on hand. During the inventory count variances were identified, adjusting entries were processed into the SAP system to align the physical inventory (bin balance) to that on the SAP/ computer system. The following two inventory accounts were therefore credited and debited as inventory losses and inventory gains:

- 2310000000 INVENTORY: LOSSES
- 2810000000 INVENTORY GAINS

The inventory count proceeded smoothly with every member of the team demonstrating his or her efforts and energy in achieving a well-run physical count of inventory. The counting team comprised of Municipal staff members (Store men & Store Assistants).

The other desirable target for the inventory count is to rectify and address few issues i.e.

- The material number duplication
- Doubled Storage location of material
- Identify and rectify inventory count document where material was appearing on more than one counting document.
- To sort and arrange material storage location or bin.

With the magnitude of inventory levels and volumes of material that are kept at Stores; it became evident that for a proper and successful inventory count to take place, more manpower and time needed is required. The process involved doing count even on weekends in order to meet the target; it took us approximately 14 days to finish the entire process.

The counting process flow involved the physical counting of inventory where each bin is counted and where huge variances are noticed after capturing, verification is done.

The counted stock sheets were then checked and verified by a Manager Logistics and before they were handed in for capturing.

During the process, a number of issues were identified and addressed before the adjustment took place. These issues involved checking duplicates of materials, inventory that appear on more than one counting sheets, material that also appear on several inventory locations.

The regular or cycle count is a needed because the outcome of this count will yield positive results going forward, in that, the proper monitoring of inventory and evaluation of inventory will reflect the true value of inventory on hand at any given time.

Inventory is valued on the Weighted Average costing method per location and is VAT exclusive.

All variances have been checked and validated for authenticity as well as reasonableness by the store man and signed off by the Store manager as proof of verification. The following entries were processed into the SAP system:

<b>INVENTORY LOSS AND GAINS - GENERAL LEDGER ACCOUNTS: END OF JUNE 2020</b>			
	<b>Gain</b>	<b>Loss</b>	<b>Net Gain/(Loss)</b>
June 2020 stock count (Annexure A)	4 076 309.27	-6 586 468.12	-2 510 158.85
Price adjustment (Note 2 below)			
	<u>4 076 309.27</u>	<u>-6 586 468.12</u>	<u>-2 510 158.85</u>





## OBSOLETE STOCK WRITE-OFF

## INVENTORY LOSS AND GAINS - GENERAL LEDGER ACCOUNTS: END OF JUNE 2020

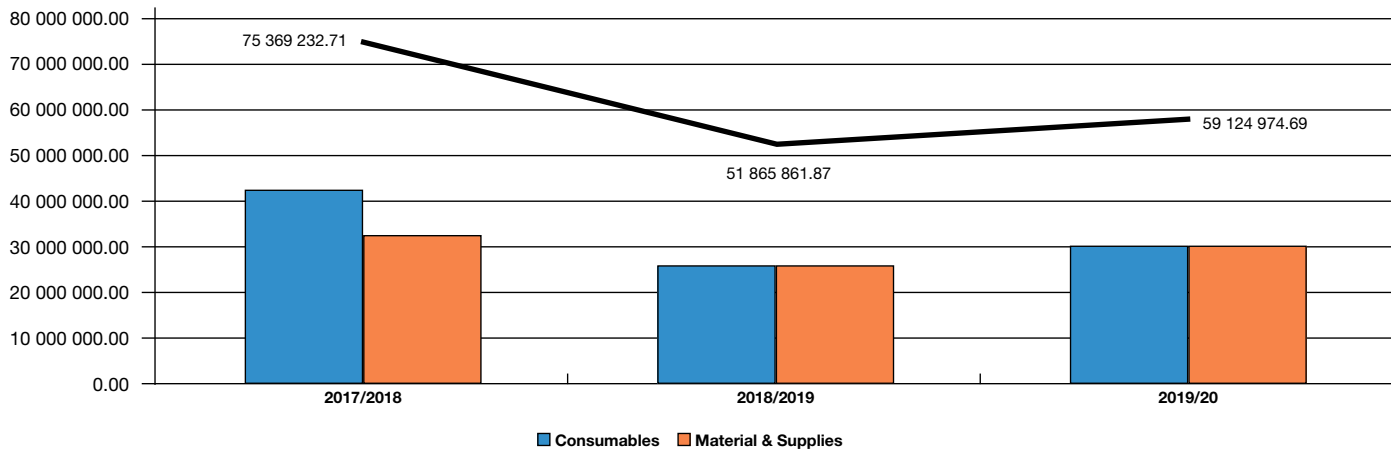
Account description	Account number	Amount
INVENTORY:WRITE-OFF	2 370 000 000	(19 018.54)
Inventory loss for the year		<u>(19 018.54)</u>

## BELOW ARE THE INVENTORY BALANCES FOR A THREE YEAR PERIODS

## INVENTORY VALUE BALANCES FOR THE PAST THREE YEARS

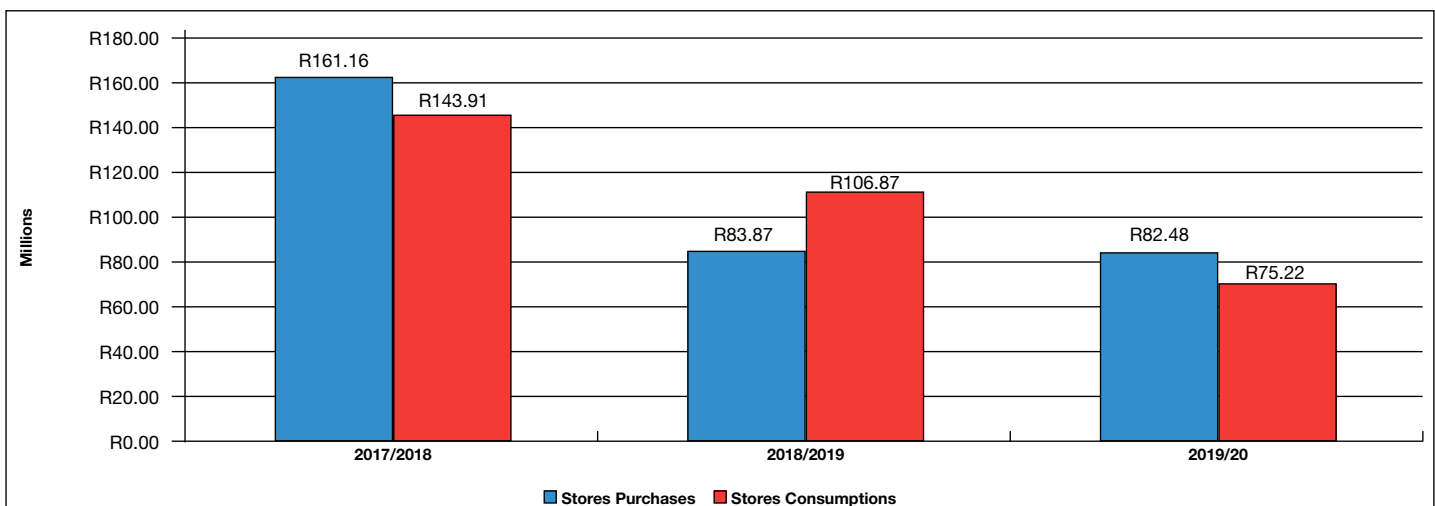
GL ACCOUNT	30-Jun-18	30-Jun-19	30-Jun-20
300000000	43 393 518.78	25 679 243.41	29 289 016.71
307000000	31 975 713.93	26 186 618.46	29 835 957.98
	<u>75 369 232.71</u>	<u>51 865 861.87</u>	<u>59 124 974.69</u>

## THREE YEAR STOCK VALUE COMPARISON



FIN YR	Consumables	Material & Supplies	Stock balance as at end of June
2017/2018	43 393 518.78	31 975 713.93	75 369 232.71
2018/2019	25 679 243.41	26 186 618.46	51 865 861.87
2019/2020	29 289 016.71	29 835 957.98	59 124 974.69

FIG 1. THE GRAPH INDICATES INVENTORY PURCHASES VS INVENTORY CONSUMPTIONS OVER THE 3-FINANCIAL YEARS.



FIN YR	2017-2018	2018-2019	2019-2020
Stores Purchases	R161 157 875.99	R83 371 229.58	R82 477 972.32
Stores Consumptions	R143 910 815.22	R106 874 600.42	R75 219 759.50

## FUEL

The Council has invested on the electronic fuel management system. All Council vehicles are now installed with a gadget that monitors all fuel transactions. The system is now in operation and the reports are generated using the system are as follows:

- Detailed dispense transaction (per site)
- Hourly fuel grade total (per site)
- Monthly fuel grade total (per site)
- Monthly volumes (per site)
- Dispensed transaction total (per site)
- Detailed pump attendee authorisation with name
- Vehicle site extract
- Detailed pump authorisation (with vehicle information)

Any suspicious transaction is brought to the attention of Internal Audit for their action.

There has been some recognition of cost reduction potential on fuel issues and fuel purchases as a result of the new fuel management system. The consumption levels have steadily decreased. The investment on the fuel management system will provide more accurate cost controls and reporting. Reduce errors and human intervention when generating reports. Also help by providing real time fuel information as and when required. In the future the departments will be provided and advised on the litres each vehicle is consuming and frequency of refuels.

This computer system is also assisting Msunduzi Municipality with the following control measures:

- Secure fuelling environment
- Controls pumps
- Minimum or no human intervention
- Fuel volume reduction
- Maximum accuracy
- Improved fuelling efficiency
- Reduced admin resources
- Accurate transaction information

### BELOW INFORMATION WAS DRAWN FROM THE NEW FUEL MANAGEMENT SYSTEM

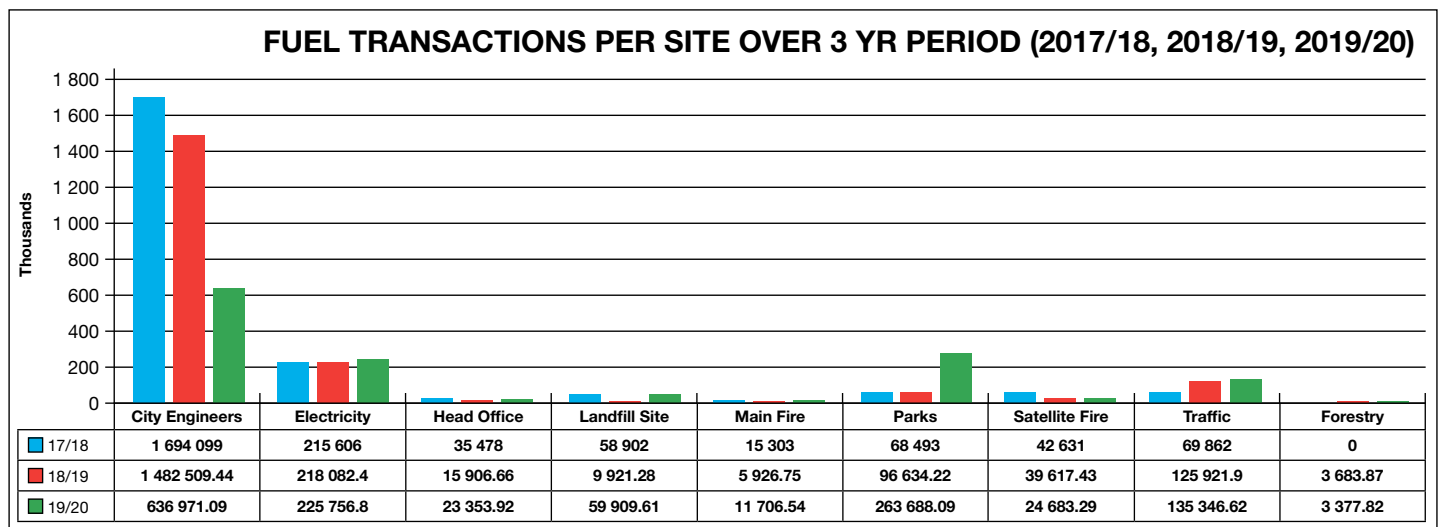
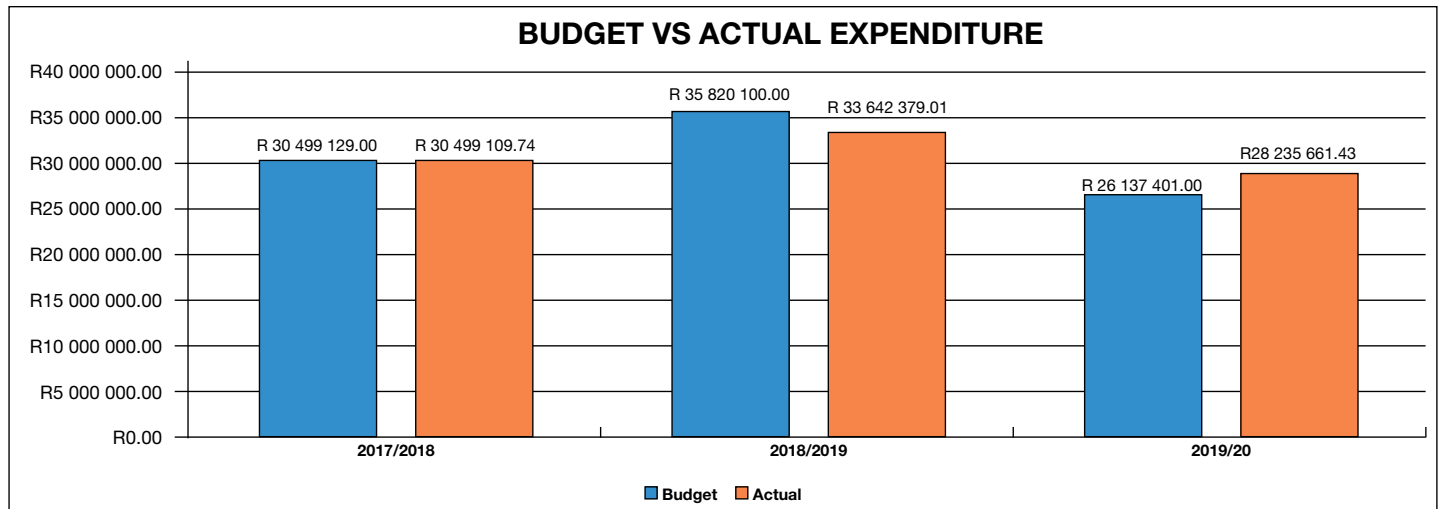




FIG 2: FUEL BUDGET VS ACTUAL YR ON YR



FUEL MANAGEMENT (BUDGET VS ACTUAL)					
FN YR	BUDGET	ACTUAL	DIFF IN %	COMMENTS	LITRES ISSUED
2017-2018	R 30 499 129.00	R 30 499 109.74	100.00%	Positive outcomes	2 556 429.97
2018-2019	R 35 820 100.00	R 33 642 379.01	93.92%	Positive outcomes	2 441 242.91
2019-2020	R 26 137 401.00	R 28 235 661.43	108.03%	Negative outcomes	1 625 688.00

### SERVICE STATISTICS FOR SUPPLY CHAIN MANAGEMENT

The following procurement process were concluded in the 19/20 financial year:

- Procurement range between R1 to R30 000 where three quotations were sourced, there were 490 transactions and the order created amounted to R 6 083 598.65
- Procurement ranges between R31 000 to R200 000: Eighty-one (81) requests were received from business unit, thirteen (13) were cancelled, twelve (12) were not finalised at the end of 19/20 and fifty-six (56) order were issued amounting to R 5,259,142.17.
- Procurement ranges more than R200 000: Eighty-three (83) tenders were advertised in the 19/20 financial year, twenty (20) were cancelled, fifty (50) tenders were awarded and the total amount of award is R 323,233,804.94 and 50 tenders were still in progress.
- It be note that the overlap is caused by the bids that were advertised in the 18/19 financial year but were awarded in the 19/20 financial year.

### LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS

#### LONG TERM CONTRACTS

LONG TERM CONTRACTS (20 LARGEST CONTRACTS ENTERED INTO 2019/2020 FY R' 000)					
Name of Service Provider (Entity or Municipal Department)	Description of Services Rendered by the Service Provider	Start Date of Contract	Expiry date of Contract	Project manager	Contract Value
HN CONSULTING ENGINEERS (PTY)LTD	Desilting of camps drift canal	11/25/2019	11/24/2022	S. Malanda	4,312,412.05
Leomat Construction	Upgrading of Moses Mabhida road from 6.5 to 7.5km	12/17/2019	12/16/2022	Siphiwe Gume	87,907,664.60
Makhubu Civils CC	Constr. of Sewer Reticulation within Shenstone Ambleton Ward 13	5/11/2020	5/10/2022	M. Qwabe	13,490,134.70
KARA SA PTY LTD	Eradication of Conservancy Tanks in Ward 21 Edendale	3/17/2020	7/16/2022	S. Malanda	15,049,648.88
Emzansi Engineers	UPGRADE OF CALUZA RD WARD 20	6/1/2020	10/31/2022	S. Kunene	1,388,563.79
UDUMO TRADING 26	Construction of Outfall sewer Ward 11	5/12/2020	5/11/2023	M. Qwabe	42,405,761.30

#### PUBLIC PRIVATE PARTNERSHIPS ENTERED INTO 2019/2020 FY

PUBLIC PRIVATE PARTNERSHIPS ENTERED INTO 2019/20 R' 000					
Name And Description Of Project	Name Of Partner(S)	Initiation Date	Expiry Date	Project Manager	Value 2019/20
No Public Private Partnerships entered into in the 2019/2020 Financial Year					

### SUPPLY CHAIN MANAGEMENT CHECKLIST

IMPLEMENTATION CHECKLIST	
Municipality Details	Answers
Name of Municipality	KZ225 Msunduzi
Contact Person (name):	Sikelela Ndzalela
Email address:	sikelela.ndzalela@msunduzi.gov.za
Phone:	033 392 2678
Name of the Head of the SCM Unit (if different to above):	N/A

	QUESTION	ANSWER	COMMENT ON PROGRESS	DATE FOR COMPLETION	OFFICIAL(S) RESPONSIBLE
1	Has the Council adopted a SCM policy in terms of SCM regulation 3?	Yes	N/A	N/A	SM:SCM
2	How many staff are employed by the SCM Unit? (show full time staff equivalent, a person shared with another function or working part-time on SCM is shown as a fraction)	57	N/A	N/A	N/A
2.1	How many positions are unfilled, i.e. waiting for an appointment? (full time equivalent)	24	24 there is moratorium on advertising of post	N/A	GM:CS
2.2	Has a job description been developed for each position within the SCM Unit?	Yes	N/A	N/A	GM:CS
3	Has a detailed implementation plan for SCM been developed?	Yes	N/A	N/A	Head: SCM
3.1	If "YES", is progress regularly measured against the implementation plan?	Yes	Progress on the Procurement Plan is updated monthly	N/A	Head: SCM
4	Is a report on the implementation of the SCM Policy provided to the mayor (within 10 days of the end of each quarter (reg, 6(3))	Yes	N/A	N/A	Head: SCM
5	SCM Processes:				
5.1	Is the necessary needs assessment undertaken before each acquisition?	Yes	N/A	N/A	Manager Demand and acquisition
5.2	Are preferential policy objectives identified to be met through each contract?	Yes	N/A	N/A	Manager: Contract Management
5.3	Is the performance of vendors regularly monitored?	Yes	Monthly assessments are done by the monitoring officer and reported to Council on a quarterly basis	N/A	Monitoring officer
5.4	Are SCM processes independently monitored to ensure the SCM policy is followed and desired objectives achieved?	Yes	N/A	N/A	IA
6	Are the threshold values contained in the SCM Policy aligned with the values stipulated in regulation 12?	Yes	N/A	N/A	SM:SCM
6.1	If "NO" are the values contained in the SCM Policy higher than that stipulated in regulation 12?	NO	N/A	N/A	SM:SCM
7	Do municipal bid documents comply with MFMA Circular No 25?	Yes	N/A	N/A	SCM Practitioners
8	Do municipal bid documents include evaluation criteria for use by the bid evaluation and adjudication committees?	Yes	N/A	N/A	Manager: Contract Management
9	Regulation 46 requires the SCM Policy to establish a code of conduct.				
9.1	Is the Code of Conduct issued by NT in MFMA Circular No 22 utilised?	Yes	N/A	N/A	SM: SCM
9.2	Are measures in place to ensure all SCM practitioners are aware of the SCM code of conduct?	Yes	All practitioners have signed the code of conduct.	N/A	SM: SCM
10	Are all delegations in terms of SCM roles and responsibilities in writing (other than delegations contained in the SCM Policy)?	Yes	SCM Delegations adopted by Council	31/10/2014	SM:SCM
11	Prior to making an award above R30 000 the municipality or municipal entity must check with SARS whether that person's tax matters are in order (reg, 43 and MFMA Circular No 29). Is this being complied with?	Yes	N/A	N/A	SCM Practitioners
12	Please confirm if records are kept of the following:				
12.1	Petty cash purchases?	Yes	Creditors department are the custodian of these records	N/A	Creditors Manager
12.2	Written or verbal quotations received and awards made?	Yes	Creditors department are the custodian of these records	N/A	Creditors Manager
12.3	Tenders and all other bids received and awards made?	Yes	Tenders records are kept at SCM offices	N/A	Manager Demand and acquisition
13	Are all invitations for bids above R30 000 advertised for at least 7 days on the website and official notice board? (reg, 18(a))	Yes	N/A	N/A	SCM Practitioners
13.1	In addition, are all invitations for competitive bids publically advertised in newspapers commonly circulating locally? (reg 22(1))	Yes	N/A	N/A	SCM Practitioners
14	Is the "list of accredited prospective providers" required by regulation 14 updated at least quarterly?	Yes	N/A	N/A	Manager: Demand and acquisition
15	Is there a database established to record redundant and obsolete store items?	Yes	N/A	N/A	Logistics Manager
16	Are debriefing sessions held with unsuccessful bidders?	No	Written regret letters are sent and on request meetings are held.	N/A	SCM Practitioners
17	Training SCM practitioners				
17.1	Has a training strategy for SCM practitioners been developed?	Yes	N/A	N/A	HR
17.2	What is the 2018/2019 budget for the training of SCM practitioners?	Yes	R280 000	N/A	SM:SCM
17.3	Has the municipality or entity used an outsourced training provider for SCM, other than SAMDI?	None	No training provided, because of lockdown	N/A	SM:SCM
17.4	If "yes" to 17.3 please list below the names of training provider(s) used to date (expand this box if necessary)		N/A	N/A	N/A
17.5	Indicate the number of officials who have attended the SCM training conducted by SAMDI?		None	N/A	N/A



QUESTION	ANSWER	COMMENT ON PROGRESS	DATE FOR COMPLETION	OFFICIAL(S) RESPONSIBLE
17.6 Indicate the number of officials who have attended SCM training conducted by training providers other than SAMDI?	None		N/A	N/A
18 Has as SCM procedure manual been developed to assist officials implement the SCM policy, consistent with the MFMA, regulations, circulars and the Accounting Officers Guidelines?	Yes	N/A	N/A	SM:SCM
19 Bid Committee membership:				
19.1 Does the Bid Specification Committee membership comply with regulation 27?	Yes	N/A	N/A	SM:SCM
19.2 Does the Bid Evaluation Committee membership comply with regulation 28?	Yes	N/A	N/A	SM:SCM
19.3 Does the Bid Adjudication Committee membership comply with regulation 29?	Yes	N/A	N/A	SM:SCM
19.4 Has regulation 29(4), which stipulates that a member of a bid evaluation committee or an advisor may not be a member of a bid adjudication committee, been breached?	No	N/A	N/A	SM:SCM
20 Procurement of IT related goods and services:				
20.1 Are you aware that SITA can assist with the procurement of IT related goods and services (regulation 31)	Yes	N/A	N/A	SM:ICT
20.2 Have you utilised this facility before?	Yes	N/A	N/A	SM:ICT
21 Does the SCM Policy provide for an effective system of risk management for the identification, consideration and avoidance of potential risks in the SCM system? (reg 41(f))	Yes	N/A	N/A	SM:SCM

**PERFORMANCE MANAGEMENT OF CONTRACTS**

The contract management unit reviews and reports on how SCM, service providers and the department as a whole is performing against set standards and metrics, provides insight into how policies are followed, and identifies areas of opportunity to drive value through process efficiencies, and verification of variations requested by user departments. Regular site visits and attending progress meetings which allows for systematic management of supplier performance and building of work relationships to optimise the value for money in agreed deliverables throughout the project execution. Monthly and quarterly reports are submitted at OMC, SMC and Full Council.

**MSUNDUZI MUNICIPALITY SUPPLY CHAIN MANAGEMENT UNIT – SERVICE PROVIDERS ANNUAL (2019/2020 FY) MONITORING OF PERFORMANCE**

**NB – ACTUAL SCORING DESCRIPTION**

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

NUMBER	CONTRACT NUMBER	CONTRACTORS NAME	CONTRACT VALUE	DESCRIPTION OF CONTRACT	MULTI YEAR CONTRACT (YES / NO)		ANNUAL TARGET		ACTUAL 19/20 FY	TARGET SCORING, (1,2,3,4,5)	TARGET SCORING, (Good, Satisfactory, Poor)	COMMENT
					ANNUAL TARGET GET 18/19 FY	ACTUAL 18/19 FY	ANNUAL TARGET GET 19/20 FY	ACTUAL 19/20 FY				
4600000005	7/S32-14/15	Mt Mtimandze Project And Consulting	13 903 955,23	Appoint Agencies for Collection of Outstanding Debtors Accounts	YES	Contractors debt collection was satisfactory	Contractors debt collection was satisfactory	Contractors debt collection was satisfactory	Contractors debt collection was satisfactory	Good (G)	Good (G)	The service has been provided at acceptable standards
4600000006	9/S32-14/15	New Integrated Credit	10 652 340,05	Appoint Professional Service Provider for Debt Collection for 3 Years	YES	Contractors debt collection was satisfactory	Contractors debt collection was satisfactory	Contractors debt collection was satisfactory	Contractors debt collection was satisfactory	Good (G)	Good (G)	The service has been provided at acceptable standards



MSUNDUZI MUNICIPALITY SUPPLY CHAIN MANAGEMENT UNIT - SERVICE PROVIDERS MONITORING TEMPLATE 1 JULY 2019 - 30 JUNE 2020												
NUMBER	CONTRACT NUMBER	CONTRACTOR NAME	CONTRACT VALUE	DESCRIPTION OF CONTRACT	MULTI YEAR CONTRACT (YES / NO)	ANNUAL TARGET GET 18/19 FY	ACTUAL 18/19 FY	TARGET SCORING, (1,2,3,4,5)	ANNUAL TARGET GET 19/20 FY	ACTUAL 19/20 FY	TARGET SCORING, (Good, Satisfactory, Poor)	COMMENT
4600000013	SS56 OF 2015	Ayliffe Action Air conditioners	14 222 880,00	Mechanical and Refrigeration Contract for the Msunduzi Market	YES	To repair and service the Refrigerator at Msunduzi market	To repair and service the Refrigerator at Msunduzi market	Good (G)	To repair and service the Refrigerator at Msunduzi market	To repair and service the Refrigerator at Msunduzi market	Good (G)	The service has been provided at acceptable standards
4600000042	SCM40-15/16	Ca Computer Solutions International	13 000 000,00	SUPPLY AND DELIVERY OF DESKTOPS AND LAPTOPS	YES	Supply and delivery of desktops and laptops	Supply and delivery of desktops and laptops	Good (G)	Supply and delivery of desktops and laptops	Supply and delivery of desktops and laptops	Good (G)	The service has been provided at acceptable standards
4600000075	scm26-13/14	Mdlele Incorporated CC	8 000 000,00	Provision of Legal Services to the Msunduzi Municipality	YES	Provision of Legal Services to the Msunduzi Municipality	Provision of Legal Services to the Msunduzi Municipality	Good (G)	Provision of Legal Services to the Msunduzi Municipality	Provision of Legal Services to the Msunduzi Municipality	Good (G)	The service has been provided at acceptable standards
4600000076	scm26-13/14	Diedricks Attorneys	15 413 854,99	Provision of Legal Services to the Msunduzi Municipality	YES	Provision of Legal Services to the Msunduzi Municipality	Provision of Legal Services to the Msunduzi Municipality	Good (G)	Provision of Legal Services to the Msunduzi Municipality	Provision of Legal Services to the Msunduzi Municipality	Good (G)	The service has been provided at acceptable standards
4600000077	scm26-13/14	Matthew Francis Inc.	69 000 000,00	Provision of Legal Services to the Msunduzi Municipality	YES	Provision of Legal Services to the Msunduzi Municipality	Provision of Legal Services to the Msunduzi Municipality	Good (G)	Provision of Legal Services to the Msunduzi Municipality	Provision of Legal Services to the Msunduzi Municipality	Good (G)	The service has been provided at acceptable standards
4600000089	SS29 of 2015	Ayliffe Action Air conditioners	13 000 000,00	Mechanical Maintenance And Refurbishment Business District Areas	YES	Maintenance of district air-conditioning	Maintenance of district air-conditioning Achieved	Good (G)	Maintenance of district air-conditioning	Maintenance of district air-conditioning	Good (G)	The service has been provided at acceptable standards
4600000140	SS6 of 2013	Ikhayelihle Cleaning Services	10 500 000,00	Section 2-Cleaning of Municipal Offices	YES	To clean the 2 buildings- professor Nyembezi and AS Chetty building also Adhoc basis	To clean the 2 buildings- professor Nyembezi and AS Chetty building also Adhoc basis	Satisfactory (S)	To clean the 2 buildings- professor Nyembezi and AS Chetty building also Adhoc basis	To clean the 2 buildings- professor Nyembezi and AS Chetty building also Adhoc basis	Satisfactory (S)	The work performance of the service provider is fair. Cleaning is proper with few complaints from various business units
4600000143	SCM32-11/12	Ewc Vehicle Communication (Pty) Ltd	8 404 779,60	Supply, Deliver, Install and Commission a Vehicle Monitoring, Tracking and Management	YES	Supply, Deliver, Install and Commission a Vehicle Monitoring, Tracking and Management	Supply, Deliver, Install and Commission a Vehicle Monitoring, Tracking and Management	Good (G)	As and Supply, Deliver, Install and Commission a Vehicle Monitoring, Tracking and Management	Supply, Deliver, Install and Commission a Vehicle Monitoring, Tracking and Management	Good (G)	The service has been provided at acceptable standards
4600000181	SCM26-12/13	Siyazi Transportation Services	26 768 175,45	Proposal Call for the Provision of IRPTN Industry within Msunduzi Municipality	YES	The consultant is assisting the municipality with advising the bus and taxi industry with the IRPTN	The consultant is assisting the municipality with advising the bus and taxi industry with the IRPTN	Good (G)	The consultant is assisting the municipality with advising the bus and taxi industry with the IRPTN	The consultant is assisting the municipality with advising the bus and taxi industry with the IRPTN	Good (G)	The service has been provided at acceptable standards
4600000420	SLA	Umgeni water	1 371 923 956,72	bulk water supply	YES	Bulk water supply	Bulk water supply	Good (G)	Bulk water supply	Bulk water supply	Good (G)	The service has been provided at acceptable standards
4600000421	wastewater	Umgeni water	323 934 095,23	Interim waste Water Treatment Agreement	YES	Interim waste Water Treatment Agreement	Interim waste Water Treatment Agreement	Good (G)	Interim waste Water Treatment Agreement	Interim waste Water Treatment Agreement	Good (G)	The service has been provided at acceptable standards



## MSUNDUZI MUNICIPALITY SUPPLY CHAIN MANAGEMENT UNIT - SERVICE PROVIDERS MONITORING TEMPLATE 1 JULY 2019 - 30 JUNE 2020

NUMBER	CONTRACT NUMBER	CONTRACTORS NAME	CONTRACT VALUE	DESCRIPTION OF CONTRACT	MULTI YEAR CONTRACT (YES / NO)	ANNUAL TARGET GET 18/19 FY	ACTUAL 18/19 FY	TARGET SCORING, (1,2,3,4,5)	ANNUAL TARGET GET 19/20 FY	ACTUAL 19/20 FY	TARGET SCORING, (Good, Satisfactory, Poor)	COMMENT
4600000451	SLA	Mhp Geomatics Administration	25 000 000,00	Edendale Agreements For The Department of Land Legal Committee In Support GEDI	YES	Edendale Agreements For The Department of Land Legal Committee In Support GEDI	Edendale Agreements For The Department of Land Legal Committee In Support GEDI	Good (G)	Edendale Agreements For The Department of Land Legal Committee In Support GEDI	Edendale Agreements For The Department of Land Legal Committee In Support GEDI	Good (G)	The service has been provided at acceptable standards
4600000465	E37-2016	Eudemonia Electrical Projects CC	9 843 602,26	Appointment of Service Providers Install/Maintenance/SubStns	YES	Installation and Maintenance of Sub-Stations	Installation and Maintenance of Sub-Stations	Good (G)	Installation and Maintenance of Sub-Stations	Installation and Maintenance of Sub-Stations	Good (G)	The service has been provided at acceptable standards
4600000476	E37-2016	Isizwe Electropak CC	13 155 458,74	Install, Maintain And Repairs Of Electrical Equipment	YES	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	The service has been provided at acceptable standards
4600000477	E37-2016	City Lightz	8 053 744,75	Install, Maintain And Repairs Of Electrical Equipment	YES	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	The service has been provided at acceptable standards
4600000478	E37-2016	Atam Electrical CC	13 212 735,05	Install, Maintain And Repairs Of Electrical Equipment	YES	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	The service has been provided at acceptable standards
4600000481	E37-2016	Dusi Electrical CC	6 024 558,05	Install, Maintain And Repairs Of Electrical Equipment	YES	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	The service has been provided at acceptable standards
4600000225	SS28 of 2016	Kushj Traders CC	22 429 276,79	Supply and Delivery of Protective Clothing and Sundry Items	YES	Supply and Delivery of Protective Clothing and Sundry Items	Supply and Delivery of Protective Clothing and Sundry Items	Good (G)	Supply and Delivery of Protective Clothing and Sundry Items	Supply and Delivery of Protective Clothing and Sundry Items	Good (G)	The service has been provided at acceptable standards
4600000226	SS28 of 2016	Merit Shoes CC	8 915 058,13	Supply and Delivery of Protective Clothing and Sundry Items	YES	Supply and Delivery of Protective Clothing and Sundry Items	Supply and Delivery of Protective Clothing and Sundry Items	Good (G)	Supply and Delivery of Protective Clothing and Sundry Items	Supply and Delivery of Protective Clothing and Sundry Items	Good (G)	The service has been provided at acceptable standards
4600000482	E37-2016	Bewton Investments CC t/a Ukukhanya	9 562 051,96	Install, Maintain And Repairs Of Electrical Equipment	YES	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	The service has been provided at acceptable standards
4600000483	E37-2016	Imbawula Technical	8 578 963,97	Install, Maintain And Repairs Of Electrical Equipment	YES	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	Install, Maintain And Repairs Of Electrical Equipment	Install, Maintain And Repairs Of Electrical Equipment	Good (G)	The service has been provided at acceptable standards
4600000519	E37-2016	Secrete Steps Trading(pty)ltd	13 685 380,41	Appointment of Service Providers Install/Maintenance/SubStns	YES	Installation and Maintenance of Sub-Stations	Installation and Maintenance of Sub-Stations	Good (G)	Installation and Maintenance of Sub-Stations	Installation and Maintenance of Sub-Stations	Good (G)	The service has been provided at acceptable standards
4600000538	ss11of 2016	Aqua Transport And Plant Hire	18 000 000,00	Mechanical Plant Hire	YES	Mechanical Plant Hire	Mechanical Plant Hire	Good (G)	Mechanical Plant Hire	Mechanical Plant Hire	Good (G)	The service has been provided at acceptable standards
4600000543	ss11of 2016	Spring Lights 1083 CC	60 433 982,83	Mechanical Plant Hire	YES	Mechanical Plant Hire	Mechanical Plant Hire	Good (G)	Mechanical Plant Hire	Mechanical Plant Hire	Good (G)	The service has been provided at acceptable standards

MSUNDUZI MUNICIPALITY SUPPLY CHAIN MANAGEMENT UNIT - SERVICE PROVIDERS MONITORING TEMPLATE 1 JULY 2019 - 30 JUNE 2020												
NUMBER	CONTRACT NUMBER	CONTRACTOR NAME	CONTRACT VALUE	DESCRIPTION OF CONTRACT	MULTI YEAR CONTRACT (YES / NO)	ANNUAL TARGET GET 18/19 FY	ACTUAL 18/19 FY	TARGET SCORING, (1,2,3,4,5)	ANNUAL TARGET 19/20 FY	ACTUAL 19/20 FY	TARGET SCORING, (Good, Satisfactory, Poor)	COMMENT
4600000545	ss11of 2016	Valamehlo Truck Sales CC	6 500 000,00	Mechanical Plant Hire	YES	Mechanical Plant Hire	Mechanical Plant Hire	Good (G)	Mechanical Plant Hire	Mechanical Plant Hire	Good (G)	The service has been provided at acceptable standards
4600000571	E87-2016	biotech	10 182 198,28	INSTALLATION, MAINTENANCE AND REPAIRS OF ELECTRICAL INFRASTRUCTURE, SUBSTATIONS,	YES	Installation and Maintenance of Sub-Stations	Installation and Maintenance of Sub-Stations	Good (G)	Installation and Maintenance of Sub-Stations	Installation and Maintenance of Sub-Stations	Good (G)	The service has been provided at acceptable standards
4600000598	E38 of 2017	Isizwe Electropak CC	6 683 379,02	Replace Lamps and Luminares, Repair and Maintain Lighting Installations	YES	Replace Lamps and Luminares, Repair and Maintain Lighting Installations	Replace Lamps and Luminares, Repair and Maintain Lighting Installations	Good (G)	Replace Lamps and Luminares, Repair and Maintain Lighting Installations	Replace Lamps and Luminares, Repair and Maintain Lighting Installations	Good (G)	The service has been provided at acceptable standards
4600000649	SCM41-16/17	Multi Solution Trading	10 000 000,00	Hire of Water Tankers (Drinking Water) Msunduzi Municipality	YES	Hire of Water Tankers (Drinking Water) Msunduzi Municipality	Hire of Water Tankers (Drinking Water) Msunduzi Municipality	Good (G)	Hire of Water Tankers (Drinking Water) Msunduzi Municipality	Hire of Water Tankers (Drinking Water) Msunduzi Municipality	Good (G)	The service has been provided at acceptable standards
4600000663	SCM40-16/17	Datacentrix Pty Ltd	6 183 731,96	Appointment of service provider for the servers, backup and storage hardware in	YES	Appointment of service provider for the servers, backup and storage hardware in	Appointment of service provider for the servers, backup and storage hardware in	Good (G)	Appointment of service provider for the servers, backup and storage hardware in	Appointment of service provider for the servers, backup and storage hardware in	Good (G)	The service has been provided at acceptable standards
4600000690	SCM26-16/17	Egweni Engineering	107 879 118,30	Upgrade of Moses Mabhida Road From Km 7.5 to Km 8.8	YES	Re-gravelling of gravel road and to create new lanes	Re-gravelling of gravel road and to create new lanes	Satisfactory (S)	Re-gravelling of gravel road and to create new lanes	Re-gravelling of gravel road and to create new lanes	Good (G)	The service has been provided at acceptable standards
4600000693	SCM27-16/17	Lonerock Construction	131 849 415,20	Upgrading of Moses Mabhida Road from Km 8.8 to Km 10.3	YES	Re-gravelling of gravel road and to create new lanes	Re-gravelling of gravel road and to create new lanes	Satisfactory (S)	To commence with the levelling of the road and lay asphalt	To commence with the levelling of the road and lay asphalt	Good (G)	The service has been provided at acceptable standards
4600000712	SCM42-17/18	Resheble Aviation and Protection	8 301 600,00	Aviation Security Company to Provide Aviation Security at the Airport	YES	Provide Aviation Security at the Airport	Provide Aviation Security at the Airport	Good (G)	Provide Aviation Security at the Airport	Provide Aviation Security at the Airport	Good (G)	The service has been provided at acceptable standards
4600000747	SC-M22of17/18	Wonke Amakhosikazi Construction	7 780 579,00	UPGRADE OF PEACEVALLEY 11 RD-PHASE 10KM RD WARD 26 MSUNDUZI MUNICIPALITY	YES	UPGRADE OF PEACEVALLEY 11 RD-	UPGRADE OF PEACEVALLEY 11 RD-	Good (G)	UPGRADE OF PEACEVALLEY 11 RD-	UPGRADE OF PEACEVALLEY 11 RD-	Good (G)	The service has been provided at acceptable standards
4600000812	SCM35-17/18	INGABADI MEDIA GROUP	14 256 000,00	Provision of communication services to Section: B Production & Distribution of newspaper	YES	24 Copies annual	Not Achieved	Satisfactory (S)	12 Annual copies	Partial Achieved	Satisfactory (S)	Service on this contract has been delayed due to negotiations on the signing of the SLA.
4600000853	SCM25-17/18	Evaluations Enhanced Property	6 660 136,44	completion of a general valuation roll & supplementary valuation rolls 01	YES	Completion of valuation roll by October 2018	Contract duration was extended to December 2019	Satisfactory (S)	Completion of valuation roll	Completion of valuation roll	Good (G)	The service has been provided at acceptable standards



MSUNDUZI MUNICIPALITY SUPPLY CHAIN MANAGEMENT UNIT - SERVICE PROVIDERS MONITORING TEMPLATE 1 JULY 2019 - 30 JUNE 2020												
NUMBER	CONTRACT NUMBER	CONTRACTORS NAME	CONTRACT VALUE	DESCRIPTION OF CONTRACT	MULTI YEAR CONTRACT (YES / NO)	ANNUAL TARGET GET 18/19 FY	ACTUAL 18/19 FY	TARGET SCORING, (1,2,3,4,5)	ANNUAL TARGET 19/20 FY	ACTUAL 19/20 FY	TARGET SCORING, (Good, Satisfactory, Poor)	COMMENT
4600000865	MOA	Duzi Umngeni Conservation Trust	9 376 165,00	Msunduzi river corridor sewer line discharge & General pollution monitoring & maintenance	YES	Msunduzi river corridor sewer line discharge & General pollution monitoring & maintenance	Msunduzi river corridor sewer line discharge & General Pollution monitoring & maintenance	Good (G)	Msunduzi river corridor sewer line discharge & General Pollution monitoring & maintenance	Msunduzi river corridor sewer line discharge & General Pollution monitoring & maintenance	Good (G)	The service has been provided at acceptable standards
4600000881	SS80-2018	PRO-PHALT SA	8 415 375,00	Repairs to Roads including Pothole Patching	YES	Repairs to Roads including Pothole Patching	Repairs to Roads including Pothole Patching	Good (G)	Repairs to Roads including Pothole Patching	Repairs to Roads including Pothole Patching	Good (G)	The service has been provided at acceptable standards
4600000890	ss55 of 2017	Daleka Trading Enterprise CC	9 082 670,00	UPGRADE OF GRAVEL ROAD D2069Section 1	NO	N/A	N/A	N/A	UPGRADE OF GRAVEL ROAD D2069Section 1	Partial Achieved	Good (G)	The service has been provided at acceptable standards
4600000892	ss55 of 2017	MANDLETHU-DALEKA JV	8 970 495,00	UPGRADE OF GRAVEL ROAD WARD 3Section 1	NO	N/A	N/A	N/A	UPGRADE OF GRAVEL ROAD WARD 3Section 1	Partial Achieved	Good (G)	The service has been provided at acceptable standards
4600000898	ss55 of 2017	High End General And Construction	8 689 495,00	UPGRADING OF GRAVEL ROADS IN VULINDLELA- WARD 9 - DUMA ROAD Section 1	NO	N/A	N/A	N/A	UPGRADING OF GRAVEL ROADS IN VULINDLELA- WARD 9 - DUMA ROAD Section 1	Partial Achieved	Good (G)	The service has been provided at acceptable standards
4600000899	ss55 of 2017	High End General And Construction	6 962 420,00	UPGRADING OF GRAVEL ROADS IN VULINDLELA- WARD 9 - DUMA ROAD Section 2	NO	N/A	N/A	N/A	UPGRADING OF GRAVEL ROADS IN VULINDLELA- WARD 9 - DUMA ROAD Section 2	Partial Achieved	Good (G)	The service has been provided at acceptable standards
4600000919	SCM28- 17/18	Nambiti Technologies (Pty) Ltd	67 354 482,28	Provision of SAP support, maintenance services and new implementations for the Msunduzi Municipality and its entities for the period of 36 months	YES	Provision of SAP support, maintenance services and new implementations	Provision of SAP support, maintenance services and new implementations	Good (G)	Provision of SAP support, maintenance services and new implementations	Provision of SAP support, maintenance services and new implementations	Good (G)	The service has been provided at acceptable standards
4600000924	SCM15- 18/19	zamsanani projects	12 600 760,00	Construction of 7.5Km reticulation & upgrade of existing infrastructure within ward2	YES	To establish the site and lay foundations	Achieved	Good (G)	To finalise the project	Achieved	Good (G)	The service has been provided at acceptable standards
4600000936	SS50F2018	Dia champion trading	10 000 000,00	Two stroke fuel mix	YES	Provision Two stroke fuel mix	Provision Two stroke fuel mix	Good (G)	Provision Two stroke fuel mix	Provision Two stroke fuel mix	Good (G)	The service has been provided at acceptable standards
4600000945	6/S36of18/19	Gm Cloete	10 000 000,00	Provision of Forensic Investigation Services for the Msunduzi Municipality	YES	Provision of Forensic Investigation Services for the Msunduzi Municipality	Provision of Forensic Investigation Services for the Msunduzi Municipality	Good (G)	Provision of Forensic Investigation Services for the Msunduzi Municipality	Provision of Forensic Investigation Services for the Msunduzi Municipality	Good (G)	The service has been provided at acceptable standards
4600000946	SC-IM47of16/17	Joat Consulting (Pty) Ltd	13 291 087,03	Reduction of Non Water Revenue in the Msunduzi Mun Phase 2	YES	Reduction of Non Water Revenue in the Msunduzi Mun Phase 2	Reduction of Non Water Revenue in the Msunduzi Mun Phase 2	Good (G)	Reduction of Non Water Revenue in the Msunduzi Mun Phase 2	Reduction of Non Water Revenue in the Msunduzi Mun Phase 2	Good (G)	The service has been provided at acceptable standards



MSUNDUZI MUNICIPALITY SUPPLY CHAIN MANAGEMENT UNIT - SERVICE PROVIDERS MONITORING TEMPLATE 1 JULY 2019 - 30 JUNE 2020												
NUMBER	CONTRACT NUMBER	CONTRACTOR NAME	CONTRACT VALUE	DESCRIPTION OF CONTRACT	MULTI YEAR CONTRACT (YES / NO)	ANNUAL TARGET GET 18/19 FY	ACTUAL 18/19 FY	TARGET SCORING, (1,2,3,4,5)	ANNUAL TARGET GET 19/20 FY	ACTUAL 19/20 FY	TARGET SCORING, (Good, Satisfactory, Poor)	COMMENT
4600000663	SCM40-16/17	Datacentrix Pty Ltd	6 710 909,40	Server Maintenance	YES	Server Maintenance	Server Maintenance	Good (G)	Server Maintenance	Server Maintenance	Good (G)	The service has been provided at acceptable standards
4600000966	5/S36-19/20	Eister Kent Metering (Pty) Ltd	15 000 000,00	Supply and Deliver Water Meters	NO	N/A	N/A	N/A	Supply and Deliver Water Meters	Supply and Deliver Water Meters	Good (G)	The service has been provided at acceptable standards
4600001013	ss55 of 2014	High End General And Construction	6 654 011,61	Mabane Road Upgrade Ward 2	NO	N/A	N/A	N/A	Mabane Road Upgrade Ward 2	Mabane Road Upgrade Ward 2	Good (G)	The service has been provided at acceptable standards
4600001031	SCM13-16/17	Makhaotse Narasimulu And	32 625 359,84	Construction of 233 Low cost housing units and 25 temporary structures for site 11	YES	N/A	N/A	N/A	Construction of 233 Low cost housing units and 25 temporary structures for site 11	Construction of 233 Low cost housing units and 25 temporary structures for site 11	Good (G)	The service has been provided at acceptable standards
4600001043	SCM 16-15/16	Makhaotse Narasimulu And	53 088 446,72	IMPLEMENTATING AGENT OF 416 LOW COSTHAMBOVILLE HOUSING PROJECT	NO	N/A	N/A	N/A	IMPLEMENTATING AGENT OF 416 LOW COSTHAMBOVILLE HOUSING PROJECT	IMPLEMENTATING AGENT OF 416 LOW COSTHAMBOVILLE HOUSING PROJECT	Good (G)	The service has been provided at acceptable standards
4600001049	SCM48-18/19	SPECCOM	10 000 000,00	Supply and Delivery of laptops and desktops	YES	As and when required	N/A	N/A	Supply and Delivery of laptops and desktops	Supply and Delivery of laptops and desktops	Good (G)	The service has been provided at acceptable standards
4600001053	SCM42-18/19	ACKIN INVESTMENTS 2108	14 481 909,50	Rehabilitation of water infrastructure Edendale and Northdale	YES	Rehabilitation of water infrastructure Edendale and Northdale	Contractor has not returned to site.	Poor (P)	Rehabilitation of water infrastructure Edendale and Northdale	Contractor has not returned to site.	Poor (P)	Contractor has not returned to site. No progress to be reported since last report.
4600001087	SS5of2018	Dia champion trading	7 924 800,00	Section 4 supply and delivery of lubricant and oil	YES	Section 4 supply and delivery of lubricant and oil	Section 4 supply and delivery of lubricant and oil	Good (G)	Section 4 supply and delivery of lubricant and oil	Section 4 supply and delivery of lubricant and oil	Good (G)	The service has been provided at acceptable standards
4600000126	SS4 of 2016	Amalande Construction	10 000 000,00	Section A-Supply and Delivery of New Tyr Repairing and Rethreading of Tyres	YES	Section A-Supply and Delivery of New Tyr Repairing and Rethreading of Tyres	Section A-Supply and Delivery of New Tyr Repairing and Rethreading of Tyres	Good (G)	Section A-Supply and Delivery of New Tyr Repairing and Rethreading of Tyres	Section A-Supply and Delivery of New Tyr Repairing and Rethreading of Tyres	Good (G)	The service has been provided at acceptable standards
4600001103	S 36	Arb Electrical Wholesalers PtyLtd	8 260 000,00	Supply and delivery of electrical supplies	YES	Supply and delivery of electrical supplies	Supply and delivery of electrical supplies	Good (G)	Supply and delivery of electrical supplies	Supply and delivery of electrical supplies	Good (G)	The service has been provided at acceptable standards
4600001104	S 36	Manavi Enterprises	10 000 000,00	Supply and Delivery of electrical supplies	YES	Supply and Delivery of electrical supplies	Supply and Delivery of electrical supplies	Good (G)	Supply and Delivery of electrical supplies	Supply and Delivery of electrical supplies	Good (G)	The service has been provided at acceptable standards
4600001110	SC-IM62R-17/18	Leomat Construction	101 093 814,29	Restoration of Land fill	YES	Phase 1 completed	Completed	Good (G)	Restoration of Land fill	Restoration of Land fill	Good (G)	The service has been provided at acceptable standards





MSUNDUZI MUNICIPALITY SUPPLY CHAIN MANAGEMENT UNIT - SERVICE PROVIDERS MONITORING TEMPLATE 1 JULY 2019 - 30 JUNE 2020

NUMBER	CONTRACT NUMBER	CONTRACTORS NAME	CONTRACT VALUE	DESCRIPTION OF CONTRACT	MULTI YEAR CONTRACT (YES / NO)	ANNUAL TARGET GET 18/19 FY	ACTUAL 18/19 FY	TARGET SCORING, (1,2,3,4,5)	ANNUAL TARGET GET 19/20 FY	ACTUAL 19/20 FY	TARGET SCORING, (Good, Satisfactory, Poor)	COMMENT
460000117	SCM 41-18/19	Afrostructures (Pty) Ltd	47 435 752,92	Constr. of the Copesville reservoir main and Pump Ward 30 Ezinketheni	YES	N/A	N/A	N/A	To complete the project	Achieved	Good (G)	The service has been provided at acceptable standards
4600001134	SCM 5-19/20	Makhubu Civis CC	17 112 582,21	Constr. of Shenstone Ambleton Sanitation Phase 2 Ward 18	NO	N/A	N/A	N/A	To complete the project	Achieved	Good (G)	The service has been provided at acceptable standards
4600001135	SCM 4-19/20	Makhubu Civis CC	13 490 134,70	Constr. of Sewer Reticulation within Shenstone Ambleton Ward 13	YES	N/A	N/A	N/A	Completion of project by 30 May 2021	Project continuous	Good (G)	The service has been provided at acceptable standards
4600001136	SCM 10-19/20	KARA SA PTY LTD	15 049 648,88	Eradication of Contaminants in Ward 21 Edendale	NO	N/A	N/A	N/A	To complete the project	Achieved	Good (G)	The service has been provided at acceptable standards

**NOTE:** The above table is an extract of the annual service providers monitoring template, due to the size and volume of the documents it had to be cut, therefore only contracts over 6 (six) million rands has been included. However, if any member of the public / stakeholder wishes to view the full document, they can do so at the Supply Chain Management unit based at the AS Chetty Building, 5th Floor.

SUPPLY CHAIN MANAGEMENT UNIT POLICY OBJECTIVES TAKEN FROM IDM IP

SUPPLY CHAIN MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019						2019/2020							
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
SCM 01	Supply chain management Policy reviewed and submitted to SMC for approval by Council by the 28th of February 2019	Supply chain management Policy reviewed and submitted to SMC for approval by Council by the 28th of February 2019	3 (100% - 129%)	SCM 01	Supply chain management Policy 2019/20 reviewed and submitted to SMC for approval by Council by the 28th of February 2020	Supply chain management Policy 2019/20 reviewed and submitted to SMC for approval by Council by the 28th of February 2020	1 (69% & below)	N/A	N/A	N/A	Council resolution	SCM 01	Supply chain management Policy 2021/2022 reviewed and submitted to SMC for approval by Council by the 31st of March 2021
SCM 04	12 x Tenders awarded/ deviations and inventory management reports prepared and submitted towards a consolidated Financial Management Committee by the 30th of June 2019	12 x Tenders awarded/ deviations and inventory management reports prepared and submitted towards a consolidated Financial Management Committee by the 30th of June 2019	3 (100% - 129%)	SCM 04	12 x reports on Tenders awarded, deviations and inventory management for the 19/20 FY prepared and submitted towards a consolidated Budget and Treasury Business Unit monthly report to SMC by the 30th of June 2020	12 x reports on Tenders awarded, deviations and inventory management for the 19/20 FY prepared and submitted towards a consolidated Budget and Treasury Business Unit monthly report to SMC by the 30th of June 2020	1 (69% & below)	N/A	N/A	N/A	SMC resolution	SCM 04	12 x Monthly progress reports on Tenders awarded, deviations and inventory management for the 20/21 FY prepared and submitted to SMC by the 30th of June 2021
SCM 05	12 x contract management monthly reports prepared and submitted to SMC by the 30th of June 2019	12 x contract management monthly reports prepared and submitted to SMC by the 30th of June 2019	3 (100% - 129%)	SCM 05	12 x contract management monthly reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	8 x contract management monthly reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	1 (69% & below)	N/A	N/A	N/A	SMC resolution	SCM 05	12 x contract management monthly progress reports for the 20/21 FY prepared and submitted to SMC by the 30th of June 2021
SCM 06	4 x irregular expenditure quarterly reports produced and submitted to SMC if there is any irregular expenditure identified by the 30th of June 2019	4 x irregular expenditure quarterly reports produced and submitted to SMC if there is any irregular expenditure identified by the 30th of June 2019	3 (100% - 129%)	SCM 06	4 x quarterly reports on Irregular Expenditure in the 19/20 FY prepared and submitted to SMC by the 30th of June 2020 (as and when identified)	4 x quarterly reports on Irregular Expenditure in the 19/20 FY prepared and submitted to SMC by the 30th of June 2020 (as and when identified)	2 (70% - 98%)	N/A	N/A	N/A	SMC resolution	SCM 06	4 x quarterly SMC progress reports on Irregular Expenditure in the 20/21 FY prepared and submitted to SMC by the 30th of June 2021 (as and when identified)

**EMPLOYEE INFORMATION – SUPPLY CHAIN MANAGEMENT UNIT**

EMPLOYEE: SUPPLY CHAIN MANAGEMENT					
Job Level	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	8	10	8	2	20.00
T04-T08	17	29	15	14	48.28
T09-T13	31	38	31	7	18.42
T14-T18	2	3	2	1	33.33
T19-T22	1	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>59</b>	<b>81</b>	<b>57</b>	<b>24</b>	<b>29.63</b>

**FINANCIAL PERFORMANCE – SUPPLY CHAIN MANAGEMENT UNIT**

FINANCIAL PERFORMANCE 2019/2020: SUPPLY CHAIN MANAGEMENT R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget%
<b>Total Operational Revenue (excl. tariffs)</b>	<b>78</b>	<b>536</b>	<b>268</b>	<b>80</b>	<b>-70,15%</b>
Expenditure:					
Employees	22 225	28 538	23 867	23 457	-1,72%
Repairs and Maintenance	108	219	119	74	-37,82%
Other	40 905	44 670	32 281	32 075	-0,64%
<b>Total Operational Expenditure</b>	<b>63 238</b>	<b>73 427</b>	<b>56 267</b>	<b>55 606</b>	<b>-1,17%</b>
<b>Net operational (Service) Expenditure</b>	<b>63 160</b>	<b>72 891</b>	<b>55 999</b>	<b>55 526</b>	<b>-0,84%</b>

**CAPITAL EXPENDITURE – SUPPLY CHAIN MANAGEMENT UNIT**

CAPITAL EXPENDITURE: FINANCIAL SERVICES R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value
<b>Total All</b>	<b>1 380</b>	<b>1 070</b>	<b>512</b>	<b>-52,15%</b>	
Plant and Equipment	50	50	-	-100,00%	
Furniture	160	80	6	-92,50%	6
Computer Equipment	100	75	18	-76,00%	18
Security Fencing Stores	300	250	0	-100,00%	
Fuel Management System	500	500	488	-2,40%	488
Renovation Offices	150	75	0	-100,00%	
Security Cameras Stores	120	40	0	-100,00%	

**COMMENT ON THE PERFORMANCE OF SUPPLY CHAIN MANAGEMENT UNIT OVERALL**

The top priority projects that are allocated budget: fuel management, fencing of stores, partitioning of SCM offices and Furniture: Fencing of stores, partitioning could be done and Furniture could be purchased due to cost cutting measures.

The Fuel Management System is the system that helps to oversee the consumption of fuel and flag any variance from the norm for management investigate;

Fencing is required for the protection of stock in stores department which is the wing of SCM, the council keeps stock of approximately R50 000 000 in rand value; no amendment made to the IDP, all the targets remains unchanged.

**5.8. ASSETS & LIABILITIES MANAGEMENT UNIT****INTRODUCTION TO ASSETS & LIABILITIES MANAGEMENT UNIT**

The Assets and Liabilities unit is responsible for Assets, Fleet Management, Insurance Management, Loss Control and Real Estate and Valuations.

**ORGANIZATIONAL UNITS WITHIN ASSETS & LIABILITIES MANAGEMENT UNIT****ASSETS**

The Assets Management Unit is responsible for the management of the municipality's assets, ensuring that the municipality has and maintains a management, accounting and information system that accounts for the assets of the municipality, ensuring that the municipality's assets are valued in accordance with the standards of generally recognised accounting practice and ensuring that the municipality maintains a system of internal control of assets, including an asset register.



## FLEET MANAGEMENT

Strategic planning: continuous evaluation of fleet management within the Municipality as well as external organisations in order to formulate plans to improve the efficiency, effectiveness and economy of fleet assets available to the Municipality in the short, medium and long term. Develop policies and procedures for the economic acquisition, operation, disposal and administration of the fleet.

Acquisition: Recommendation regarding the acquisition of Fleet assets after evaluating the requirements of the Municipality, based on the motivations and feasibility studies prepared by Msunduzi Fleet Management Unit. This includes the replacement of uneconomical fleet assets, the purchase of additional fleet assets and establishing or entering into lease or hiring contracts.

Ensure compliance of vehicles in terms of Road Traffic Act, Road Transport Quality System;

Ensuring that the fleet is properly registered and insured at all times; and

Withdraw fleet assets from service when they approach the end of their functional life and to transfer / replace and/ or scrap the fleet asset concerned to the best advantage to the fleet user and the Municipality.

## INSURANCE MANAGEMENT

Insurance Management Is aimed at ensuring that all assets, Councillors, employees and third parties are insured economically and adequately at all times. In terms of the approved Insurance policy and procedures staff manages litigated and non-litigated claims both internally and externally (third party). Claims are settled either through the internal insurance Fund or external insurance cover depending on the nature and value of the claim as outlined in the insurance policy and external insurance cover procured. Tracking and recording of claims is done through a loss register.

## LOSS CONTROL

Loss Control: Loss control seeks to reduce the possibility that a loss will occur and reduce the severity of those that do occur. Its aim is to reduce claims, through loss management information (policy and procedure) and services.

**\*NB:** Loss control at the moment provides admin support to insurance due to the unit not been fully established therefore service objectives are as per insurance management.

## REAL ESTATE & VALUATIONS

The Real Estate and Valuations Unit is responsible for the compilation of the valuation roll and supplementary valuations of all registered properties that fall within the boundaries of the Municipality, in line with the Municipal property rates Act. The unit is also responsible for facilitating the valuation of properties for acquisition and disposal purposes. The Real Estate section also administers and manages lease agreements for municipal owned properties. In terms of the Municipal Property Rates Act, The Municipality is required to compile a General Valuation roll at least once in Five years and also maintain the roll through supplementary valuations which must be published at least once a year.

## SERVICE STATISTICS FOR ASSETS & LIABILITIES MANAGEMENT UNIT

SERVICE OBJECTIVE	TARGET	MET /NOT MET	CHALLENGES
Valuation of investment property	Yearly	Met	None
Conduct annual asset verification	Yearly	Met	None
Monthly assets reconciliations	Yearly	Met	None
New Plant and Vehicles	Yearly	Met	None
Branding of Council vehicles and plant	Yearly	Not all targets were met	The budget was cut in May and the cost center left with no funds. Deliveries of vehicles towards the end of Financial Year, budget reallocated. Vehicles will be branded with new budget
Annual review of policies	Yearly - February	Met	None
Create , maintain loss (claims)register	Daily	Met	None
Adequate and cost effective Insurance Cover	Yearly	Met	None
Process and settle insurance claims timeously	Within 30 days of receiving claims	Not met	Due to dependencies on department for incident reports, legal for legal opinion, SCM for procurement and fleet for vehicle info and the delays on getting the necessary information the target of 30 days on most claims could not be met.
Compile supplementary valuation roll 01	Yearly	Met	High vacancy rate

**ASSETS & LIABILITIES MANAGEMENT UNIT POLICY OBJECTIVES TAKEN FROM IDP**

ASSETS & LIABILITIES MANAGEMENT (FLEET, VALUATIONS & REAL ESTATE, ASSETS, LOSS CONTROL & INSURANCE) POLICY OBJECTIVES TAKEN FROM THE IDP													
SDBIP / OP REFERENCE	2018/2019					2019/2020							
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
A & LM02	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2019	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2019	3 (100% - 129%)	A & LM02	1 x report prepared and submitted to SMC on the review of all Council assets' useful lives by the 30th of June 2020	1 x report prepared and submitted to SMC on the review of all Council assets' useful lives by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Schedule of revision of useful lives. SMC report for revision of useful lives.	A & LM02	1 x report on the review of all Council assets useful lives for the 2021 FY prepared and submitted to SMC by the 30th of June 2021
A & LM06	1 x report prepared and submitted to OMC on the 100% assessment of all Council assets assessed for impairment at year end by the 30th of June 2019	1 x report prepared and submitted to OMC on the 100% assessment of all Council assets assessed for impairment at year end by the 30th of June 2019	3 (100% - 129%)	A & LM06	1 x report prepared and submitted to SMC on the 100% assessment of all Council assets assessed for impairment at year end by the 30th of June 2020	1 x report prepared and submitted to SMC on the 100% assessment of all Council assets assessed for impairment at year end by the 30th of June 2020	1 (69% & below)	N/A	N/A	N/A	Verification of closeout report, SMC report.	A & LM06	1 x report prepared and submitted to SMC on the assessment of all Council assets assessed for impairment at year end by the 30th of June 2021
A & LM12	100 x Council vehicles and plant to be branded by the end of June 2019	27 x Council vehicles and plant branded by the end of June 2019	1 (69% & below)	A & LM11	50 x Council vehicles and plant to be branded by the 30th of June 2020	14 x Council vehicles and plant to be branded by the 30th of June 2020	1 (69% & below)	The budget was cut in May and the vote left with no funds.	The vehicles will be branded in the 2020/21 year. Regular communication with budget Senior manager on budget issues.	30-Jun-21	Listing of purchased vehicles, copies of invoices.	A & LM10	23 x Council vehicles and plant to be branded in the 2021 FY by the 30th of June 2021
A & LM13	30 x Council vehicles and plant to be Purchased (15x sedans, 2x LWB LDV's and 6 x 7 seaters and 2x TLBs and 5x water tankers) by the 31st March 2019	41 x Council vehicles and plant to be Purchased (15x sedans, 2x LWB LDV's and 6 x 7 seaters and 2x TLBs and 5x water tankers) by the 31st March 2019	4 (130% - 149%)	A & LM12	33 x Council vehicles and plant to be Purchased by 30 June 2020	50 x Council vehicles and plant purchased by the 30th of June 2020	4 (130% - 149%)	N/A	N/A	N/A	Listing of purchased vehicles, copies of invoices.	A & LM11	23 x Vehicles Purchased and Delivered for Msunduzi Municipality for the 2021 FY by the 31st of May 2021

**EMPLOYEE INFORMATION – ASSETS & LIABILITIES MANAGEMENT UNIT**

EMPLOYEE: ASSETS & LIABILITY MANAGEMENT, LOSS CONTROL, REAL ESTATE & VALUATIONS						
Job Level	2018/2019		2019/2020		Vacancies (as a % of total posts) %	
	Employees No.	Posts No.	Employees No.	Posts No.	Employees (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	1	1	1	1	-	0.00
T04-T08	33	86	32	54	54	62.79
T09-T13	8	16	10	6	6	37.50
T14-T18	3	6	3	3	3	50.00
T19-T22	1	1	1	1	-	0.00
T23-T25	-	-	-	-	-	-
<b>Total</b>	<b>46</b>	<b>110</b>	<b>47</b>	<b>63</b>	<b>63</b>	<b>57.27</b>

**FINANCIAL PERFORMANCE – ASSETS & LIABILITIES MANAGEMENT UNIT**

FINANCIAL PERFORMANCE 2019/2020: FLEET MANAGEMENT						
R'000						
Details	2018/2019		2019/2020		Variances to Budget %	
	Actual	Original Budget	Adjustment Budget	Actual	Original Budget	Actual
<b>Total Operational Revenue (excl. tariffs)</b>	<b>2 183</b>	<b>-</b>	<b>-</b>	<b>324</b>	<b>0,00%</b>	
Expenditure:						
Employees	20 763	56 857	23 107	22 823	-1,23%	
Repairs and Maintenance	1 689	2 251	2 542	1 418	-44,22%	



FINANCIAL PERFORMANCE 2019/2020: FLEET MANAGEMENT R'000					
ASSETS, FLEET MANAGEMENT, INSURANCE MANAGEMENT, LOSS CONTROL, REAL ESTATE & VALUATIONS					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget %
Other	40 818	110 698	34 158	31 324	-8,30%
<b>Total Operational Expenditure</b>	<b>63 270</b>	<b>169 806</b>	<b>59 807</b>	<b>55 565</b>	<b>-7,09%</b>
<b>Net operational (Service) Expenditure</b>	<b>61 087</b>	<b>169 806</b>	<b>59 807</b>	<b>55 241</b>	<b>-7,63%</b>

#### CAPITAL EXPENDITURE – ASSETS & LIABILITIES MANAGEMENT UNIT

CAPITAL EXPENDITURE 2019/2020: ASSETS & LIABILITY MANAGEMENT R'000					
ASSETS, FLEET MANAGEMENT, INSURANCE MANAGEMENT, LOSS CONTROL, REAL ESTATE & VALUATIONS					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value
<b>Total All</b>	<b>9 000</b>	<b>4 455</b>	<b>4 067</b>	<b>-8,71%</b>	
Computer Equipment	80	66	26	-60,61%	26
Carpport for Council Vehicles	500	-	-	0,00%	
Furniture	250	175	-	-100,00%	
Transport Assets	8 250	4 280	4 067	-4,98%	4067

#### COMMENT ON THE PERFORMANCE OF ASSETS & LIABILITIES MANAGEMENT UNIT OVERALL

##### ASSETS

The successes of the unit include being able to maintain a credible Asset Register that ensures that all the municipal assets are valued in accordance with the standards of generally recognised accounting practice. The challenge experienced by the unit is the implementation of internal controls as per the Asset Management Policy and Standard Operating Procedures by the departments to effectively control and safeguard assets under their control. There is also a lack of co-ordination of processes and co-operation from departments, which translates to critical information not reaching the Assets Unit. Although all the vacancies are filled, there isn't enough capacity within the unit to be able to function effectively. The unit did not have any budget for capital expenditure.

##### FLEET MANAGEMENT

Fleet Management has achieved one of the two targets, the target not achieved is due to budgetary cuts, and the target that was met was actually exceeded. The vehicles that were not branding will be branded in the new financial year. Funding for the purchase of vehicles and plant is still a concern, monies allocated are below requirement and the average age of the Fleet is increasing, which will impact on vehicle utilization, and ultimately production (service delivery). Business Units are further compounding the issue with regards to vehicle shortages, accidents and vehicle abuse are not being adequately addressed at a departmental level, a perception exists that it is Fleets responsibility to take action, on behalf of the Business Unit.

##### INSURANCE MANAGEMENT AND LOSS CONTROL

Insurance management and Loss control have achieved most of its target objectives with the exception of meeting its target in settling claims within 30 days as per the approved Insurance Policy. It has managed to provide suitable and cost effective cover for all assets, employees and public liability. The deficiencies are not limited to the insurance and loss control unit but within the organisation as a whole this includes:

- Departments not submitting claims timeously
- Abuse of council property namely vehicles, no disciplinary action taken
- Departmental reports on the incident to support the claim not submitted timeously, has led to litigation in some cases.
- Third party claims on pothole damages on the increase, not enough control on this risk to prevent losses.

A report highlighting these deficiencies and recommendations to deal with challenges will be tabled at SMC within the next month.

##### REAL ESTATE & VALUATIONS

The success of the Real Estate and Valuations Unit is being able to compile the 2019 General Valuation roll within the MPRA legislated timeframes. The challenge experienced in the Real Estate and Valuations section is the high vacancy rate which has negative effect in the Day-to-day operations of the unit. The lack record keeping system is also a challenge that needs to be addressed as there is a backlog of pending files that are attended to on an enquiry basis.

#### 5.9. FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT UNIT

##### INTRODUCTION TO FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT UNIT

The Finance Governance & Performance Management unit is made up of two sub units namely the Finance & Cash Management unit as well as the Financial Performance unit.



**ORGANIZATIONAL UNITS WITHIN FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT UNIT & SERVICE STATISTICS**

**FINANCE AND CASH MANAGEMENT**

- Managing and Monitoring the administration of the Municipality's bank accounts, enforcing compliance with sections 7, 8 and 11 of the MFMA.
- Preparation of a quarterly consolidated report of all withdrawals made in terms of section 11(1)(b) to (j) of the MFMA from the Municipality's bank accounts.
- Managing cash and investment management in terms of section 13 of MFMA.
- Interacting with Financial Institutions on the status of markets against returns on short term investments and, allocating funds to specific call accounts.
- Updating and maintaining all information, transactional records and investment documentation and registers.
- Managing long term loans in terms of section 46 of MFMA

**NB: All Targets were met**

**FINANCIAL PERFORMANCE**

- Preparation of Annual Financial Statements and Consolidated Financial Statements and ensure that they are submitted to the Auditor General as legislated
- Developing, Co-ordinate and monitor Audit action plan in terms of section 131 of MFMA.
- Managing and Co-ordinating and guiding specific deadline and financial reporting sequences associated with audit and legal compliance exercises, checking and verifying information / records submitted satisfies the scope of requirements
- Managing and monitoring accounting procedures related to General Ledger reconciliations, posting, updating and adjustment of entries

**NB: All Targets were met**

**CHALLENGES**

The Finance Governance and Performance Management Section has vacancy rate of 52% as 12 posts are vacant from the total posts of 23.

**FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT UNIT POLICY OBJECTIVES TAKEN FROM IDP**

FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019					2019/2020					2020/2021			
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
FG & PM 01	Annual financial statements for the 17/18 FY prepared and submitted to AG by the 31st of August 2018	Annual financial statements for the 17/18 FY prepared and submitted to AG by the 31st of August 2018	3 (100% - 129%)	FG & PM 01	Mauduzi Municipality Annual financial statements for the 18/19 FY prepared and submitted to the AG by the 31st of August 2019	Mauduzi Municipality Annual financial statements for the 18/19 FY prepared and submitted to the AG by the 31st of August 2019	3 (100% - 129%)	N/A	N/A	N/A	Annual Financial Statements	N/A	N/A
N/A	N/A	N/A	NOT APPLICABLE	FG & PM 06	12 x Monthly loans register prepared and submitted to SMC by the 30th of June 2020	12 x Monthly loans register report for the 19 / 20 FY prepared and submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Loans report	FG & PM 03	12 x Monthly loans register reports for the 20/21 FY prepared and submitted to SMC by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	FG & PM 11	11 x Monthly AG audit action plan progress reports prepared and submitted to SMC by the 30th of June 2020	10 x Monthly AG audit action plan progress reports prepared and submitted to SMC by the 30th of June 2020	2 (70% - 99%)	N/A	N/A	N/A	Audit action plan report	FG & PM 07	4 x Quarterly AG audit action plan progress reports prepared and submitted to SMC by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	FG & PM 12	1 x AG audit action plan for 2018/19 FY prepared and submitted to SMC within 60 days after receiving signed AG reports by the 29th of February 2020	1 x AG audit action plan for 2019/20 FY prepared and submitted to SMC within 60 days after receiving signed AG reports by the 29th of February 2020	3 (100% - 129%)	N/A	N/A	N/A	Audit action plan report	FG & PM 08	1 x AG audit action plan for the 19/20 FY prepared and submitted to SMC within 60 days after receiving signed AG reports by the 28th of February 2021



## EMPLOYEE INFORMATION – FINANCE GOVERNANCE &amp; PERFORMANCE MANAGEMENT UNIT

EMPLOYEE: FINANCE GOVERNANCE & PERFORMANCE					
FINANCE AND CASH MANAGEMENT & FINANCIAL PERFORMANCE					
Job Level	2018/2019	2019/2020			
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-	-
T04-T08	1	13	1	12	92.31
T09-T13	6	6	6		0.00
T14-T18	1	3	2	1	33.33
T19-T22	-	1	1	-	0.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>8</b>	<b>23</b>	<b>10</b>	<b>13</b>	<b>56.52</b>

## FINANCIAL PERFORMANCE – FINANCE GOVERNANCE &amp; PERFORMANCE MANAGEMENT UNIT

FINANCIAL PERFORMANCE 2019/2020: FINANCE GOVERNANCE & PERFORMANCE & CFO					
R'000					
FINANCE AND CASH MANAGEMENT & FINANCIAL PERFORMANCE & CFO					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Budget%
<b>Total Operational Revenue (excl. tariffs)</b>	<b>4 090</b>	<b>14 603</b>	<b>14 603</b>	<b>2 038</b>	<b>-86,04%</b>
Expenditure:					
Employees	15 554	53 574	19 282	17 939	-6,97%
Repairs and Maintenance	22	254	-	-	0,00%
Other	34 352	47 891	38 076	42 248	10,96%
<b>Total Operational Expenditure</b>	<b>49 928</b>	<b>101 719</b>	<b>57 358</b>	<b>60 187</b>	<b>4,93%</b>
<b>Net operational (Service) Expenditure</b>	<b>45 838</b>	<b>87 116</b>	<b>42 755</b>	<b>58 149</b>	<b>36,01%</b>

## CAPITAL EXPENDITURE – FINANCE GOVERNANCE &amp; PERFORMANCE MANAGEMENT UNIT

CAPITAL EXPENDITURE 2019/2020: FINANCE GOVERNANCE & PERFORMANCE					
R'000					
FINANCE AND CASH MANAGEMENT & FINANCIAL PERFORMANCE & CFO					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Budget %	Total Project Value
<b>Total All</b>	<b>22 750</b>	<b>15 278</b>	<b>253</b>	<b>-98,34%</b>	
Financial System	22 000	14 623	97	-99,34%	+90000
Furniture	450	225	-	-100,00%	44
Computer Equipment	300	430	156	-63,72%	265

## COMMENT ON THE PERFORMANCE OF FINANCE GOVERNANCE &amp; PERFORMANCE MANAGEMENT UNIT OVERALL

The Finance Governance and Performance Management section has performed satisfactory during the 2019/2020 financial year as all targets were met in line with the operational plan of the section. All deadlines in terms of financial reporting legislative framework were met.

## COMPONENT F: CITY MANAGERS OFFICE

This component includes: Internal Audit, Strategic Planning, Political Support, Integrated Rapid Public Transport Network (IRPTN) and Office of the City Manager.

### 6. CITY MANAGERS OFFICE

#### 6.1 INTERNAL AUDIT

##### INTRODUCTION TO INTERNAL AUDIT

The primary objective is to provide an independent and objective assurance and consulting activity services designed to add value and improve Msunduzi Municipality administration operations through a systematic, disciplined approach to evaluate and improve the effectiveness of the system of internal control, risk management and governance processes.

The definition of internal auditing has many facets that, if unpacked, gives a very good understanding of what an internal auditor is expected to do.

Internal audit as a philosophy is a sounding board to management and designed to apprise and advise the Council, Accounting Officer and management on governance, risk management and internal controls processes. This affirms the attitude of the internal auditor's role in internal audit activity that by its nature, Internal Audit Unit is a governance structure which facilitates improvement on service delivery vehicle by reviewing the design and effectiveness of the system of internal controls around the core mandate and support functions of the municipality. Its role is critical in promoting and enhancing control environment through auditing and recommending solutions to management.

The King III report on Cooperative Governance accepts the need for the Audit Committee in the pursuit of good governance. It aligns the function of internal and external audit directly with the oversight by the Audit Committee. There are oversight committees of Council who are role-players to advocate for the combined assurance model. The Audit Committee's primary focus is on financial reporting, risk management, governance, performance information and system of internal control space which the universal organization space.

We also need to create balance between assurance function and consulting activity based on risk assessment exercise and report of the Auditor General. The areas with high risks with strong controls in terms of their design against the risks exposures as per the assessment by management. The reaction of internal audit is to test those controls for effective operation and provide management assurance. Obviously where controls are not operating effectively we would provide management with advice through our recommendations on what they can do to strengthen the effectiveness of these controls. Where management had assessed risks as high and assess controls either as not in place or weak, the reaction of internal audit should be that here is an opportunity for consulting activity to add value to management.

##### SERVICE STATISTICS FOR INTERNAL AUDIT

Internal Audit Unit was guided by its Annual Audit Plan for 2019/20 on the assurance and consulting function as approved by the Audit Committee.

Thirty-nine eight (38) audits were planned for the 2019/20 financial year, and seventeen (17) were removed from the plan in June 2020. The removal of the seventeen (17) audits from the annual plan was as a result of the lockdown imposed by government and lack of financial and human resources. We continued with the Consulting Activity on the Financial Administration Intervention which seeks to inculcate an embedded culture on staff to practice month end discipline such that it becomes second nature to their day to day activities to in an effort to address the issues that pose as a threat to quality annual financial statements and improve audit outcomes. This provided a holistic view on the integrated systems of internal controls rather than looking at pockets of processes. Four (4) audits which were scheduled to be completed during the 2019/ 2020 financial year were rolled over to the 2020/ 2021 and outer Financial Years due to lack of human and financial resources. In 2018/19 we conducted a Consulting Activity on the SAP ISU and HCM (Payroll) modules in order to address the system deficiencies which had a negative impact on operations. Findings were discussed with management and follow-up audit was performed during the year under review.

##### RISK MANAGEMENT

Internal Audit is of the view that, subject to review, the Municipality has adequate instruments to drive risk management.

Our framework, profiles risks in terms of their likelihood of occurrence and impact to the Municipality, in terms of the best practice guidelines to risk management. The, then status of the Municipality, which, as discussed above, has not been updated, locates 76% of the risks as high and critical. Although not updated, there is evidence that this risk exposure has not improved since the initial assessments. The discussions surrounding this claim are in the sections that follow in this document.

INHERENT RISK						
	Insignificant	Minor	Moderate	Major	Critical	
Certain	-	2	13	24	81	LIKELIHOOD
Likely	1	10	16	172	12	
Moderate	1	13	42	37	18	
Unlikely	-	13	6	13	7	
Rare	2	1	2	2	4	
	IMPACT					



Internal Audit further engaged in the development of an IT system, Risk Governor that will drive risk management in the City. The system is still functional and will be used for this purpose into the future.

However, the Unit is still thinly resourced and as such, still require external supplement to function optimally. We draw such resources from the pool of consultants at our disposal. With the current financial and budgetary challenges, this might be a challenge for the unit.

## RATING SCALES

The following rating scales have been used in the risk management framework and, consequently in this report:

Coding	Definition	
Outside Tolerance	Outside National Treasury and best practice benchmarks	
Within Tolerance	Within national treasury and best practice benchmarks	
Satisfactory	Positively ahead of National Treasury Norms	
Not Measure	No sufficient and appropriate information to make a determination as at date of this report	

### 1. Strategic Risks

The control – self assessments conducted, culminated in the Municipality defining its strategic risks as presented in the table below:

Strategic Risk	Likelihood	Impact	Risk Rating
Financial Unviability	Likely	Critical	
Inadequate Infrastructure Development & Maintenance	Likely	Critical	
Poor Service Delivery	Likely	Critical	
Poor Administration	Likely	Major	
Unstimulated Municipal Economy	Likely	Major	
Exposure of Community to Health and Safety Hazards	Likely	Critical	

The Management assessed these risks as either critical or high as depicted. Internal Audit was seized with the responsibility to develop indicators and tolerance measures for these risks. Such is discussed below.

It is critical to note upfront that the measures, designed to extract and assess information independent of management, currently reflect that the status of risk exposure has not shifted, and in certain instances, worsened from the original status in 2016/2017. It has become more critical now than then that management places serious focus on the strategic risks facing the municipality. We have presented below the extent of movement from the original assessment of indicators to the current assessment to illustrate this point.

#### 1.1. Financial Viability

This risk was premised on the need for the municipality to remain financially resourced in order to deliver basic services to communities. Its primary focus was on ensuring sustainable cash resources to the City.

TOLERANCES	MINIMUM	MAXIMUM	ACTUAL	INDICATOR	2018	2020
Liquidity (Current Ratio)	1,5%	2%	2,9%	Satisfactory		
Debt Collection Rate %	95%	100%	46%	Outside Tolerance		
Sustainability (Cash/Cost Coverage in months)	3	6	(4,53)	Outside Tolerance		
<b>AVERAGE INDICATOR</b>						

The financial climate in which the municipality operates has significantly worsened from 2018, necessitating that management puts a solid focus on the municipal purse. Our assessment, supported by the above indicators, is that the risk of financial viability is greater for the municipality than it ever was.

#### Key risk considerations for viability

- Debt Collection**  
 The municipality has always been faced with debt collection challenges. It appears that these are worsening over time with very little sustainable solutions to arrest them. With a current collection rate at around 46%, the financial resources of the City are under severe threat. Although the current ratio reflects a positive 2.9:1, we have discounted it with the impairment of debtors that is underrated in the financial records of the municipality. Our independent calculations reflect that at least 60% of the municipality's debtor's book is potentially uncollectable. The municipality has accounted for 26% in its books.
- COVID-19 pandemic.**  
 The impact of the pandemic is and will continue to be desperate for the entire country. The extent of closures of businesses and retrenchment of workers/ citizens will place rate base and the collection rate under pressure. Although this is currently impractical to quantify, a practical prognosis is that the city would have to adjust its financial revenue forecasts downwards, from the advent of the pandemic.

We do not anticipate that the national fiscus will have a sufficient revenue muscle to compensate for the financial losses that municipalities will sustain, and, as such, municipalities will have to employ creative means to control their expenditures, convert their revenues into cash under these trying times, and remain financially viable.

- Municipality's risky projects**  
 Internal Audit has identified programs of the municipality that do not appear to be generating meaningful revenues and, in fact, are placing the city into financial risks. The strategic relevance of these programs is beyond the scope of internal audit; however, we strongly suggest that the manner in which they are currently discharged, together with the financial viability assessments on them require consideration by management. These are:

- The forest,
- The game reserve,
- The traffic Office.

We suggest that, particularly in the current economic climate, the municipality conducts a serious review of the revenue generation instruments at its disposal and ensures that these are optimized. Similarly, cost drains, should be discontinued sooner rather than later.

## 1.2. Inadequate Infrastructure development

Management's focus for this risk is to ensure that the infrastructure requirements of the city are met, and that such infrastructure is adequately preserved through maintenance.

TOLERANCES	MINIMUM	MAXIMUM	ACTUAL	INDICATOR	2018	2020
Capital Expenditure to Total Expenditure	10%	20%	7%	Outside Tolerance		
Repairs and Maintenance to PPE	8%	10%	0,47%	Outside Tolerance		
Percentage of Planned CAPEX Completed	90%	100%				
<b>AVERAGE INDICATOR</b>						

As evident above, our financial analysis reflect that the municipality is allocating less of its expenditure to infrastructure. In fact, the city has fallen well below the national treasury thresholds in this regard. Similarly, the extent of maintenance of the existing infrastructure is significantly below such norms.

### Key considerations

- **Availability of infrastructure into the future**  
With the current expenditure patterns, we suggest that the communities will be faced with a dilapidating city in the future. The current status already suggests that the municipality is operating on ageing infrastructure, and a capital expenditure program, coupled with a maintenance strategy, will be paramount in mitigating this risk.
- **Availability of reserves for infrastructure**  
The Municipality has virtually exhausted its infrastructure replenishment reserve, i.e. Capital Replacement Reserve, which ordinarily would guarantee the city's ability to replace infrastructure as it ages. This is exposing the city to a serious risk of an inability to respond to any major breakdowns of infrastructure in the future. Management should make all efforts to build this reserve and align it with the infrastructure maintenance and replacement plans of the Municipality.
- **Protect municipality's infrastructure**  
The COVID-19 pandemic is bound to constrain the relationship that the municipality has with its communities. This is gaining traction across the country and, if unmanaged, will also be felt in the City. Even outside the pandemic, this relationship has always been very sensitive.

This will simply exacerbate the infrastructure challenges that the municipality is currently engulfed with. Management should develop community management strategies, detection intelligence and coherent plans to deal with these should they arise.

## 1.3. Poor Service Delivery

Internal audit intended to have management place focus on service delivery through this risk. Its primary focus was on the statistics of access to basic services at community level. This was supplemented by the measures of the extent to which the municipality is spending on its operational and capital expenditure budget.

TOLERANCES	MINIMUM	MAXIMUM	ACTUAL	INDICATOR	2018	2020
Access to Basic Services	90%	100%	-			
Operating Expenditure Budget Implementation	95%	100%	88%	Outside Tolerance		
CAPEX Budget Implementation	95%	100%	58%	Outside Tolerance		
<b>AVERAGE INDICATOR</b>						

Unfortunately, internal audit could not obtain appropriate information to measure the extent of service delivery by the municipality. However, the rate of spend of the operating and capital expenditure budgets suggests, as reflected above, that this is a course for concern.

### Key Considerations

- **Budget reprioritisation**  
There is no doubt that the municipality would have to revisit its original budget taking into account the added pressures of the COVID-19 pandemic and ensure that the revised budget responds adequately to such pressures.
- **Strengthened management**  
The extent of underspend on the budget is concerning. Management should interrogate the root – causes for this and seek mechanisms to eradicate it. In particular, the Capital Expenditure budget underspend with the infrastructure challenges discussed above, is not anticipated and would certainly not be tolerated by the communities.

## 1.4. Poor Administration

The municipality has to manage a risk of a poorly administered city in its service delivery mandate. This, if left unmanaged in the public service, has serious political undertones and can compromise the community's confidence in the management of the city.

As such, measures were determined to manage that the administration of the municipality is kept intact.





TOLERANCES	MINIMUM	MAXIMUM	ACTUAL	INDICATOR	2018	2020
Audit	Unqualified	Clean	Qualified	Outside Tolerance		
Vacancy Rate				Outside Tolerance		
Fruitless and Wasteful Expenditure	0%	0%	0,52%	Outside Tolerance		
<b>AVERAGE INDICATOR</b>						

Virtually all indicators in this regard reveal a poorly administered city where indicators have fallen outside the national treasury thresholds.

#### Key considerations

- Audit preparation**  
 The municipality, across its operations, should ensure that it possesses sufficient and appropriate audit evidence to back the assertions that will be made in the annual financial statements and the performance reports. The city comes from a dark cloud of disclaimers and qualifications which need to be managed and eradicated. Internal Audit is aware of the strides that are made in this regard and urges that, particularly as the municipality is beginning its audit cycle, enhanced focus is placed on this.
- Management of the vacancy rate**  
 The vacancy rate of the municipality remains a challenge, and has a bearing on effective administration of the city's operations. We are currently uncertain as to the effect that this has on the expenditure patterns of the city raised above, the quality of the audit outcomes and general performance in delivering services. Our summation is that these are closely linked.

A significant risk exposure is the impact that COVID-19 will have on the human resource availability from time to time. We anticipate that the pandemic will have a major impact on business continuity through illnesses and, God forbid, death. Management should confront this risk and develop effective strategies to ensure that such does not negatively affect the capacity of the municipality to continue with an uninterrupted service delivery mandate.

#### 1.5. Unstimulated Municipal Economy

A serious strategy of any municipality is to ensure that it does not turn its municipal boundaries into a "ghost town". Similarly, the intent is to strike an optimal balance between residential and commercial revenue bases urgently required to sustain the municipality. These can be in many forms, including rates, service charges and third - stream incomes.

This approach was to manage that the economy of the city is effectively stimulated, not only for the revenue requirements of the municipality, but also for effective engagement of the citizens of Msunduzi.

TOLERANCES	MINIMUM	MAXIMUM	ACTUAL	INDICATOR	2018	2020
Rate base for Industry and Business	5,1%	8%	1%	Outside Tolerance		
Own Funded CAPEX to total CAPEX	20%	50%	20%	Within Tolerance		
Revenue Growth % excluding Capital Grants	5,1%	8%	6%	Within Tolerance		
<b>AVERAGE INDICATOR</b>						

#### Key Considerations

- COVID-19**  
 The impact of the pandemic has been and will continue to be the erratic operation of businesses. Many have faced financial challenges that they may never recover from. A vast majority will be faced with operational and business continuity challenges. The blue-print response to the pandemic is to shut doors wherever it is encountered, disinfect the area, quarantine the affected and resume operation when it is safe to do so. This will be felt in the profitability of industry and their capacity to sustain in the long run. This ultimate impact will be on the rate base of the municipality.  
  
 Management should develop instruments to assist and support businesses in these hard times, to ensure that they protect the city's rate base.
- Attraction of industry**  
 The leadership of the municipality should further develop mechanisms to attract industry into the city to stimulate the economy. Access to land, palatable rate charges and financial support instruments would have to be developed in order to make Msunduzi a city of choice to run a business and live in. Security will also need to be strengthened to ensure that the risks of running a business and living in the city are brought to a minimum.

#### 1.6. Health and Safety Hazards

This risk was determined in order to respond to the municipality's mandate of making the city safe and healthy to reside in.

TOLERANCES	MINIMUM	MAXIMUM	ACTUAL	INDICATOR	2018	2020
Disease Outbreaks	95%	100%				
Crime	95%	100%				
Traffic Violations	95%	100%				
<b>AVERAGE INDICATOR</b>						

Unfortunately, we could not obtain information to measure where the municipality sits with respect to these indicators.

## Key Considerations

- Fire hazards at the landfill site**  
 Internal audit would like to draw management's attention to the recent fires at the landfill site and their probability of reoccurrence if left unmanaged. The landfill is scientifically prone to wild fires and mitigation strategies must be implemented and managed at all material times.
- Law enforcement**  
 We have already raised a concern in this report with regards to the revenue generate and collected from traffic enforcement. A further concern is the visibility of the traffic officers within the perimeters of the city. We believe that traffic violations should not be left unabated and they would become a norm in the city, endangering the lives of the citizens.  
  
 The operations and resourcing of Safe City also require management attention in order to ensure that it continues to detect and manage crime. We are currently conducting a review in this regard and will be issues a comprehensive report to management on our findings.
- COVID-19**  
 Once again, the pandemic finds expression in this regard. There is no doubt that the municipality will need to develop and manage a strategy, not only to prevent the spread of the pandemic but also to manage its outcome in the health sector, corona services and ultimately sufficient and appropriate disposal strategies of the mortal remains of those who will unfortunately perish from the pandemic.

## ANTI-CORRUPTION AND FRAUD

### FRAUD AND ANTI-CORRUPTION STRATEGY

The Municipal Council has a framework on anti-fraud & corruption and it is composed of Anti-Fraud and Corruption Policy, Whistle Blowing Policy, and Anti-Fraud and Corruption strategy that was adopted in 2013. The framework on anti-fraud & corruption was last reviewed in 2018/19 financial year and adopted by Council in 2019/20 financial year. In 2019/20 financial year no revision and changes were made to the framework because there were no changes in legislation that deals with anti-fraud and corruption.

Our whistle blowing hotline continued to play a significant role in ensuring that the members of the Msunduzi community were able to report allegations of fraud, corruption, theft, embezzlement of Council funds, vehicle abuse, theft of electricity and water through illegal connections, Supply Chain Management irregularities, unethical behaviour, and other gross maladministration taking place within the municipality. During the year under review we further received the above mentioned allegations through work-ins. The contribution of the community as well as some employees in reporting the above mentioned allegations is much appreciated. Some forensic investigations were done on request by the City Manager. The Msunduzi community members have an obligation to bring allegations of immoral behaviours to the Municipality. The fight of scourge of fraud, corruption, theft and embezzlement of the assets of the Municipality needs a concerted effort of all citizens of Msunduzi to protect their rates and tax monies which they work very hard for as rot cause suffering and pain to the community. The community is deprived basic rights of human dignity and improvement of quality of life for citizens.

Allegations that are reported through whistle blowing hotline and other means are prioritized by conducting preliminary investigation to test the veracity of the allegations. If preliminary investigation gives indication of any wrong doing a full scale investigation on each case are done. The President of the Republic of South Africa said in his address to the Nation on 23 July 2020, "More so than any other time, corruption put lives at risk".

During the 2019/20 financial year forty-four (44) allegations of fraud, corruption, theft, vehicle abuse, theft of electricity and water through illegal connections, Supply Chain Management irregularities, unethical behaviour and other gross maladministration were reported. The cases reported increased from 2018/19 financial year by six (6) allegations. The unit carried thirty (30) cases from the previous financial years which had not been concluded for a number of reasons including matters that were reported to the Directorate for Priority Crime Investigation and others with the two Senior State Advocates who prosecutors in the respective cases. Of the forty-four (44) cases, thirteen (13) were finalised and four (4) from the previous financial year were also finalised. The cases reported in 2019/20 financial year implicates thirty-three (33) employees.

Our forensic investigations have uncovered overtime fraud worth R826 658.12as at 30 June 2020. Absenteeism of staff contributed losses of R2 051 688.27 in the year under review. Theft of fuel is also another major contributor to losses incurred by the Municipality as a result the losses are R1 529 141.23for the financial year ended 30 June 2020. Use of Municipal vehicle worth for private purposes inclusive of abuse contributed R488 696.51to losses incurred by the municipality. Internal Audit Unit working in collaboration with the Anti-Corruption Task team of the Directorate of Priority Crime Investigation managed to catch a municipal employee on a corruption of R100 000.00. One case of unjust enrichment worth of R1 727 425.69 was uncovered by during our forensic investigations in financial year under review. We are in a process of registration of criminal cases with the Directorate for Priority Crime Investigation in all cases where we had identified fraud. The case of corruption involving of R100 000.00 by an official of the municipality is pending at Durban Specialised Commercial Crimes Court.



## INTERNAL AUDIT POLICY OBJECTIVES TAKEN FROM THE IDP

INTERNAL AUDIT POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019					2019/2020								
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
IA02	100% Completion of internal audit assignments as per approved Annual Audit Plan 2018/19 by the 30th of June 2019	74.07% Completion of internal audit assignments as per approved Annual Audit Plan 2018/19 by the 30th of June 2019. 20 out of 27 Audits were completed during 2018/2019 FY.	2 (70% - 99%)	IA01	Completion of internal audit assignments as per approved Annual Audit Plan 2019/20 by the 30th of June 2020	23 of the 42 planned audit assignments as approved Annual Audit Plan for 2019/20 were completed by the 30th of June 2020	3 (100% - 129%)	19 audit assignments were removed from the Audit Plan to 2021 FY due to lock down	They were moved to the Annual Plan for 2021 at the meeting of the Audit Committee on the 25th of June 2020	N/A	Reports & AC agenda	IA01	100% Completion of internal audit assignments as per approved Annual Audit Plan 2020/21 by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	IA02	Development & submission of the Three Year Audit Rolling Plan for 2020/21, 2021/22 & 2022/23 to the Audit Committee for approval by the 30th of June 2020	Development & submitted a Three Year Audit Rolling Plan for 2020/21, 2021/22 & 2022/23 to the Audit Committee for approval on 25 June 2020	3 (100% - 129%)	N/A	N/A	N/A	Report and minutes of the Audit Committee	IA02	Development & submission of the Three Year Audit Rolling Plan for 2021/22, 2022/23 & 2023/24 to the Audit Committee for approval by the 30th of June 2021
RM05	Risk Management Policy reviewed and submitted to SMC by the 30th of April 2019	Risk Management Policy was not reviewed and submitted to SMC by the 30th of April 2019	1 (69% & below)	IA09	Risk Management Policy reviewed & submitted to the Risk Management Committee for recommendation to the Audit Committee for approval by the 30th of June 2020	Risk Management Policy was reviewed & submitted to the Risk Management Committee for recommendation to the Audit Committee for approval by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Policy & resolution of AC	IA14	Risk Management Policy reviewed & submitted to the Risk Management Committee for recommendation to the Audit Committee by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	IA10	Risk Management Committee Charter reviewed & updated with changes in legislation, National Treasury Risk Management Framework or Best practice and submitted to the RMC by the 30th of June 2020	Risk Management Committee Charter was reviewed & updated with changes in legislation, National Treasury Risk Management Framework or Best practice and submitted to the RMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Charters & resolution of AC	IA15	Risk Management Committee Charter is reviewed & updated with changes in legislation, National Treasury Risk Management Framework or Best practice and submitted to the Risk Management Committee by the 30th of June 2021

## EMPLOYEE INFORMATION – INTERNAL AUDIT

EMPLOYEE: INTERNAL AUDIT						
Job Level	2018/2019		2019/2020		2019/2020	
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Original Budget	Actual Budget
T01-T03	-	-	-	-	-	-
T04-T08	-	-	-	-	-	-
T09-T13	3	16	1	1	50.00	-
T14-T18	1	2	4	12	75.00	-
T19-T22	-	1	1	2	66.67	-
T23-T25	--	-	-	-	-	-
<b>Total</b>	<b>4</b>	<b>18</b>	<b>7</b>	<b>15</b>	<b>68.18</b>	<b>68.18</b>

## FINANCIAL PERFORMANCE – INTERNAL AUDIT

FINANCIAL PERFORMANCE 2019/2020: INTERNAL AUDIT					
R'000					
Details	2018/2019		2019/2020		Variances to Adjusted Budget %
	Actual	Original Budget	Adjustment Budget	Actual	
<b>Total Operational Revenue (excl. tariffs)</b>					
Expenditure:					
Employees	80 725	11 590	5 103	6 739	24
Repairs and Maintenance	1 437	0	0	0	0
Other	68 357	17 347	8 844	11 702	32

FINANCIAL PERFORMANCE 2019/2020: INTERNAL AUDIT R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Expenditure</b>	<b>150 519</b>	<b>28 936</b>	<b>1 947</b>	<b>18 442</b>	<b>89</b>
<b>Net operational (Service) Expenditure</b>					

#### CAPITAL EXPENDITURE – INTERNAL AUDIT

CAPITAL EXPENDITURE 2019/2020: INTERNAL AUDIT R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
Total All					
Project A: Computer Equipment	58	57	0		
Project B . Machinery& Equi	67	67	0		

#### COMMENT ON THE PERFORMANCE OF INTERNAL AUDIT OVERALL

The performance of the unit was average in terms of the approved annual plan. The unit still has a challenge of internal capacity and is heavily reliant on consultants. The Chief Audit Executive was overwhelmed by work, in particular due to vacant post of the Chief Risk Officer and Manager: Forensic Investigations and matters became worse when the Manager: Assurance went to maternity leave end of February 2020 and she will only come back in September.

The performance of risk management was below average because of the same reason of vacancy of the post of Chief Risk Officer. The only work that was performed was the review of Risk Management Committee Charter, Risk Management Methodology and Risk Management Policy reviewed & updated with changes in legislation, National Treasury Risk Management Framework or Best practice and submitted to the RMC by the 30th of June 2020.

On the forensic investigation sub-unit performance was average despite having limited resources. Refer to Anti-Fraud and Corruption for details.

#### 6.2. OFFICE OF THE CITY MANAGER

##### INTRODUCTION TO OFFICE OF THE CITY MANAGER

The office of the City Manager includes the political and the administrative interface of the Municipality. The following functions fall within the Office of the City Manager:

- Political Support encompassing:
  - Mayoralty;
  - Special Programmes;
  - Office of the Speaker;
  - Office of the Chief Whip;
  - Municipal Public Accounts Committee
  - Youth Office
- Internal Audit
- Strategic Planning
- Organizational Compliance, Performance and Knowledge Management
- Communications and Intergovernmental Relations

##### The top three (3) priorities for the year under review include:

1. Turn-Around Strategy of the Performance Management System (PMS): the strategy is monitored on a monthly basis and progress reports are submitted to management and Council. Since the inception of the strategy, there has been a marked improvement in the PMS process; however, there are still challenges with regards to the filling of vacancies.
2. Strengthening the Municipality's response to service delivery challenges: during the year under review, the Municipality strengthened the functionality of the Rapid Response Team which is chaired by the Speaker. Weekly meetings of the RRT were held every Friday and all ward Councillors and relevant service delivery Units within the Municipality attended these meetings to deal with service delivery challenges.
3. Improved internal controls: Through the Internal Audit Unit, the Municipality embarked on the month-end discipline project with the aim of improving and tightening internal controls.

#### ORGANIZATIONAL UNITS WITHIN OFFICE OF THE CITY MANAGER

##### COMMUNICATIONS AND INTERGOVERNMENTAL RELATIONS

Communication is a key strategic service – to ensure that information is widely accessible within the public space, to engage citizens in conversation around critical issues and to empower citizens to participate in not only shaping municipal policies but also in taking up opportunities that affect their lives.

Effective communication can also contribute positively to municipal endeavours – leading to good governance, improved internal staff and external citizen/, and contributing towards meeting the municipality's aims and objectives.

The key communication functions are Media Liaison, Internal and External Communication, Corporate image and identity of an organization, Branding, Publications and Exhibition.



Communication is a key strategic service – to ensure that information is widely accessible within the public space, to engage citizens in conversation around critical issues and to empower citizens to participate in not only shaping municipal policies but also in taking up opportunities that affect their lives.

#### TARGETS:

- The feedback on the implementation of the Communication Activity Plan for the 2019/ 2020 financial year is provided in the table below
- The funding estimated for the implementation of the Communication Activity Plan was R2,830.00
- The actual amount spent on the implementation of the Communication Activity Plan for the 2019/2020 financial year was R960 055.00.

#### ACTIVITY PLAN:

NO:	PRIORITY ISSUE:	ACTIVITIES:	DESIRED OUT-COME:	TIME FRAMES:	FEEDBACK:
1	Activation for August month signature events  Mandela Day Marathon  Jazz Festival	Promotional Material  Advertising of Mayor's message in local newspapers, Radio, TV, and social media	Profiling of Msunduzi Municipality through signature events partnership	31-Aug-19	The Jazz Festival took place on 03rd August 2019 and the Mandela Day Marathon took place on 26th of August 2019.  The activities undertaken included Development of and placing support messages in media platforms. Pre-event and post-event marketing, Branding, photography services provided.
2	Corporate Image and Brand Identity	Display of correct official portraits at strategic municipal entrances and boardrooms  Display of Batho Pele principles at strategic entrances in municipal buildings (28 areas identified)  Development of branding manual for the Municipality Submission of draft branding manual to SMC for approval Printing of manual upon approval  Purchase of branding equipment – Gazebo, wall banner, pull up banners, telescopic banners, pop-up banners, plain & branded table cloths, flags and portable podium  Undertake audit and develop inventory and costing of external signage for municipal buildings Submission of inventory report and branding plan to SMC for approval  Upgrade Council Chamber desk name plates (Councillor's names)  Press releases Social media Monthly advertising of Mayor's message  Development of advertorials on municipality's achievements and placement in local newspapers Coordination of media briefings	Compliance with State protocol  Compliance with state protocol and implementation of SMC resolution  A strong, unified, consistent identity, in all applications, regardless of medium, for external and internal use.  Updated branding materials required. Profiling of the municipality through its special programmes  A clear and consistent visual identity to assist the public in recognizing the municipality  Improved image of the municipality  Recognizing municipality programs and Mayor's outreach campaigns  Enriched knowledge of the Municipality's programs amongst communities and all other relevant stakeholder	31-Aug-19  30-Sep-19  30-Oct-19  30-Oct-19  30-Nov-19  31-Dec-19  Monthly  Quarterly  July 2019 – June 2020	The display was undertaken following the swearing in of the KZN Cabinet in May 2019 and the Msunduzi principals in August 2019.  The banners have been procured and are currently being distributed to the Municipal buildings as per the report approved by the Strategic Management Committee.  The branding manual has been developed and submitted to the Strategic Management Committee for approval.  The branding equipment have been procured.  The audit has been undertaken for external signage and a branding plan will be submitted to the SMC.  The Expenditure Committee did not approve the name plates for Council Chamber due to the Cost Containment reasons.  Media statements, public notices and posters were developed and issued through email and social media networks.  The activity was not achieved due to the cost containment strategy; the department utilized the Msunduzi News to share information and profile the municipality.  A campaign on keeping the city clean was undertaken as part of the Mayor's clean-up campaign that was launched in October 2019. More campaigns to continue in the 2020/2021 financial year.
3	Communication and education campaign (CBD Regeneration Program and keeping the city clean)	Radio talk shows and interviews Advertisements Promotions and activations Product development and distribution Dust bin branding Social media campaign			



NO:	PRIORITY ISSUE:	ACTIVITIES:	DESIRED OUT-COME:	TIME FRAMES:	FEEDBACK:
4	Internal communication	City Manager's staff dialogue	Employee engagement to improved employer and employee relations	February – March 2020	A Roadshow was undertaken by the Ministerial Representative in September 2019 and the Mayor's roadshow was in December 2019.
		Development of communications standard operating procedure for the municipality	Improved internal communication	31-Mar-20	The activity was not undertaken due to the COVID-19 pandemic and will be implemented in the 2020/2021 financial year.
		Establishment communicators forum with representatives from all business units	Competent communicators and improved internal and external communication	30-Apr-20	The activity was not undertaken due to the COVID-19 pandemic and will be implemented in the 2020/2021 financial year.
		Capacity building on communications - Training of members of communicators forum		31-May-20	The activity was not undertaken due to the COVID-19 pandemic and will be implemented in the 2020/2021 financial year.
5	Activation for Comrades Marathon	Mini marathon / aerobics activation On route water station activation	Profiling of Msunduzi Municipality through signature events and partnerships	Jun-20	Due the COVID-19 pandemic, the Comrades Marathon was cancelled.

### ORGANISATIONAL COMPLIANCE, PERFORMANCE & KNOWLEDGE MANAGEMENT

The Organizational Compliance, Performance and Knowledge Management Unit is based with the Office of the Senior Manager: Office of the City Managers with the City Managers Business unit. The OC, P & KM unit is predominantly responsible for the following as per the approved Operational Plan for the unit on an annual basis.

- Collation and Development of the Annual SDBIP & OP for approval of the Mayor as well as publication on the Municipal Website,
- Monthly, Quarterly and Annual Monitoring and Evaluation of the SDBIP and preparation of reports to all committees of Council,
- Collation and Development of the Mid-Year Performance review submission to Council for Approval,
- Collation and Development of the Annual Report submission to Council for approval and publication on the website as well as submission to the Sector Departments
- Collation and development of the Annual Performance report annual submission to the Auditor General.
- Annual Review of the Organizational Performance Management Policy
- Annual Review of the Individual Performance Management Policy
- Annual Review of the Standard Operating Procedure for the Compilation of the Portfolios of Evidence on the SDBIP
- Development of a performance assessment schedule annually
- The unit is required to prepare the Annual Performance agreements of the City Manager, General Managers, Senior Managers and Senior Managers reporting directly to the City Manager as well as publishing on the website and submission to the MEC KZN CoGTA.
- The unit is also responsible for the continuous publication of performance related articles on corporate communications to allow staff to understand the concept of performance management and the related aspects thereof.
- The unit is responsible for the PMS turnaround strategy and the submission of Monthly reports to portfolio committees of Council.
- The unit is also required to respond monthly on the Back to Basics Report to National CoGTA and Quarterly to the KZN Department of COGTA having collated the information from the business units.
- The unit is responsible for the Quarterly SDBIP submission to National Treasury.

#### The OC, P & KM unit is responsible for the following on an AD-HOC basis:

- The OC, P & KM unit on an ad-hoc basis is responsible for preparing and submitting the STATS SA Questionnaire to STATS SA having consolidated all responses received.
- The unit is responsible for any monitoring and evaluation report requiring responses from any business unit of Council from any Sector Department, Stakeholder and the Auditor General.
- The Unit is required to provide the necessary performance management responses to Internal Audit and the Auditor General.
- The unit is also required at times to conduct research on various topics for the Office of the City Manager.
- The unit on an AD- HOC basis attends and reports to KZN CoGTA as part of a committee called the district technical advisory committee which is responsible for furthering PMS in the KZN Province.

The OC, P & KM unit had 14 targets on the Approved Operational Plan 2019/2020 FY. This was however a very daunting task and requires information to be submitted from the various business units. On occasion the information that is submitted is submitted late, and/or of a poor quality and requires continuous interaction between the unit and the submitting unit in order to rectify the submissions.

There is also a significant problem in respect of performance assessments whereby there is lack of adherence to the Performance Assessment schedule with assessments either not taking place on time or not taking place at all resulting in audit findings that the unit was trying to avoid by developing the schedule.



## SERVICE STATISTICS FOR THE OFFICE OF THE CITY MANAGER

## MEASURES TAKEN TO IMPROVE PERFORMANCE IN THE 2019/2020 FINANCIAL YEAR

MEASURES TAKEN TO IMPROVE PERFORMANCE IN THE 2019/2020 FINANCIAL YEAR						
NUMBER	DEPARTMENT RESPONSIBLE	PERSON RESPONSIBLE	ACTION TAKEN	STATUS	REASON FOR DEVIATION	CORRECTIVE MEASURE
1	Office of the City Manager	Madeleine Jackson - Senior Manager: Office of the City Manager	Review of the Individual Performance Management Policy 19/20 FY <ul style="list-style-type: none"> <li>IPMS policy now includes - AD-HOC assessments at times where the CM &amp; GMs notice poor / under performance. Also now seeks to clarify the issue of Acting incumbent's vs assessing the posts rather than the individuals.</li> </ul>	Approved by Full Council	N/A	N/A
2	Office of the City Manager	Madeleine Jackson - Senior Manager: Office of the City Manager	Review of the Organizational Performance Management Policy 19/20 FY <ul style="list-style-type: none"> <li>Roles and Responsibilities of the CM &amp; GMs separated.</li> <li>Role of the CM has been reworded and enhanced.</li> <li>Roles and Responsibilities of the GMs enhanced and now included separately. Roles &amp; Responsibilities of the GM has been reworded and enhanced.</li> <li>Roles &amp; Responsibilities of the Senior Managers has been reworded and enhanced.</li> <li>Roles and Responsibilities of the OC, P &amp; KM unit has now been included.</li> <li>Consequence Management &amp; Non-Compliance has now been included.</li> <li>OPMS Standard Operating Procedure has now been included.</li> </ul>	Approved by Full Council	N/A	N/A
3	Office of the City Manager	Madeleine Jackson - Senior Manager: Office of the City Manager	Review of the Standard Operating Procedure for the Development of the Portfolio of Evidence on the SDBIP & OP 19/20 FY <ul style="list-style-type: none"> <li>In order to prevent further Audit Queries in respect of the Portfolios of Evidence for Performance Management, the Office of the CM has reviewed the Standard Operating Procedures for the compilation and storage of Performance Information (Portfolios of Evidence) on the Service Delivery &amp; Budget Implementation Plan (SDBIP) &amp; Operation Plan (OP) by Strategic Business Units.</li> <li>This will then assist with the assurance that the respective units compile the Portfolio of Evidence using one standardized method, thereby enhancing the quality of the performance information. It will further assist with the alignment of what is recorded and what is actually submitted. The standard operating procedure must include methods of enhancing the validity of the performance information e.g. that the POE must be dually signed; firstly, by the Incumbent preparing the POE, and secondly by the Supervisor having checked and satisfied themselves with the validity of the information provided.</li> </ul>	Approved by Full Council	N/A	N/A
4	Office of the City Manager	Madeleine Jackson - Senior Manager: Office of the City Manager	Development of the Performance Assessment Schedule 19/20 FY <ul style="list-style-type: none"> <li>In the 19/20 FY the Office of the City Manager developed a performance assessment schedule which was approved Full Council.</li> <li>In essence the schedule was meant to ensure the CM, GMs &amp; SMs planned better and knew when they had to prepare for their assessments and would prevent cancellations as in the past had occurred.</li> </ul>	Approved by Full Council	N/A	N/A
5	Office of the City Manager	Madeleine Jackson - Senior Manager: Office of the City Manager	Development of a report on the evaluation assessment panel for the assessment of the CM & GMs 19/20 FY <ul style="list-style-type: none"> <li>Council underwent political changes and the evaluation assessment panel no longer could operate as the members had changed.</li> <li>The report was then developed and submitted to Council having realigned the membership to mirror the current set of Councillors, Audit Committee Chairperson and MM &amp; Mayor from another municipality.</li> <li>The report having been approved then allowed Msunduzi to be able to conduct the assessments of the CM &amp; GMs with a fully constituted panel.</li> </ul>	Approved by Full Council	N/A	N/A
6	Office of the City Manager	Madeleine Jackson - Senior Manager: Office of the City Manager	Allocation of a Performance Advisor to each business unit <ul style="list-style-type: none"> <li>In the 19/20 FY the City Manager (A) took a decision to allocate a performance management advisor to each business unit of Council with the instruction to GMs and SMs that the advisors be invited to their Mancos's in order to ensure performance matters are dealt with and continuous training on the completion of performance templates and the development of POE files is ongoing.</li> <li>It further sought to ensure incorrect reporting and poor POE files was no longer an issue within the institution and thus AG &amp; IA finding would be minimised.</li> </ul>	Completed	N/A	N/A
7	Internal Audit & Office of the City Manager	PJ Mahlaba - Chief Audit Executive / Madeleine Jackson - Senior Manager: Office of the City Manager	At the approval of the SDBIP 2019/20 by the Mayor, the Office of the City Manager forwarded both the SDBIP & OP 19/20 to the Internal Audit unit for an audit on SMARTNESS and Alignment to the IDP. Internal Audit conducted and Audit and presented the findings. The OC, P & KM unit then undertook and completed the necessary amendments.	Completed	N/A	N/A

MEASURES TAKEN TO IMPROVE PERFORMANCE IN THE 2019/2020 FINANCIAL YEAR						
NUMBER	DEPARTMENT RESPONSIBLE	PERSON RESPONSIBLE	ACTION TAKEN	STATUS	REASON FOR DEVIATION	CORRECTIVE MEASURE
8	Budget & Treasury Business Unit	CFO - Nelisiwe Ngcobo	Upon the Auditor General releasing their report on the Audit Opinion for the Municipality, the City Manager set up the Controls Transformation Steering Committee which meets bi-weekly to deal with the Auditors Queries. In preparation for the meetings and Action Plan is initially created and reviewed as progress is made in order to fully resolve all queries. The Audit Action Plan contains queries for both financial and non-financial activities including performance management queries.	Completed	N/A	N/A
9	Office of the City Manager	Madeleine Jackson - Senior Manager: Office of the City Manager	Quality Assurance of POE files and reporting prior to the submission of the APR 18/19 FY to the AG on the 31st of August 2019. <ul style="list-style-type: none"> <li>The OC, P &amp; KM unit undertook the process of performing a quality assurance of the POE files and reporting on the SDBIP &amp; OP prior to Internal Audit auditing the same in order to be able to submit to the AG.</li> </ul>	Completed	N/A	N/A
10	Office of the City Manager	Madeleine Jackson - Senior Manager: Office of the City Manager	The monthly and quarterly SDBIP & OP Cover reports produced for Council contain an achievement table, which indicates the percentage of achievement for each Business unit as well as the overall total for the Organisational achievement. This is in addition to the narrative summary within the SDBIP & OP report which reflects the targets that were not met/partially met, with the reasons for deviation, corrective measure and timeframe as indicated by each Business Unit meant to serve as an early warning system to the business units.	Completed	N/A	N/A

## ANNUAL REPORT PROCESS 2019/2020

Msunduzi Municipality Implementation Plan for the preparation and adoption of the Annual Report 2019/2020:

Annual report process 2019/2020 FY		
No:	Description:	Timeframe:
1	OC, P & KM unit to customize and circulate to all General Managers and Senior Managers reporting directly to the City Manager the 2019/2020 Annual Performance Report / Annual Report templates for the Msunduzi Municipality for completion and submission	Circulate by 10 June 2020 GMs / SMs / Business units submit by 31 July 2020
2	OC, P & KM unit to customize and circulate to all General Managers and Senior Managers reporting directly to the City Manager the 2019/2020 Annual Service Delivery & Budget Implementation Plan & Operational Plan templates for the Msunduzi Municipality for completion and submission	Circulate by 30 June 2020 GMs / SMs / Business units submit by 13 July 2020
3	OC, P & KM unit to customize and circulate to all General Managers and Senior Managers reporting directly to the City Manager the 2019/2020 the Portfolios of Evidence Top Sheets	Circulate by 20 July 2020 GMs / SMs / Business units to submit accurate, verifiable, reliable and complete POE files by 31 July 2020
4	Data Collection, Preparation and finalization of the Annual Performance Report 2019/2020 and the Annual Service Delivery & Budget Implementation Plan & Operational Plan templates (SBU's to supply information) OC, P & KM unit to consolidate all submissions of the above and submit to Internal Audit for Audit	July 1 – August 6 2020
5	Internal Audit to Audit the Annual Performance Report (APR) 2019/2020	August 7 – 20 2020
6	Submission of the APR 19/20 to SMC & the Audit Committee	August 24 2020
7	Submission of the APR 19/20 to Full Council	August 26 2020
8	Preparation and finalization of the annual financial statements / consolidated financial statements 2019/2020	July – August 2020
8	Submission of the annual financial statements/consolidated financial statements 2019/2020 and the Annual Performance Report 2019/2020 to the Auditor General for auditing	On or before 31 August 2020
10	Safe City (Municipal Entity) to submit to the Municipality and the Auditor General its annual financial statements 2019/2020 for auditing	On or before 31 August 2020
11	Data collection commences for the compilation of a first draft of the annual report – an e-mail with a template attached will be forwarded to respective individuals responsible for required information submissions in order to complete the annual report 2019/2020 - Submissions to be received by the end of September 2020. COMMENCEMENT OF THE OVERSIGHT PROCESS.	September 2020
12	Finalize 1st draft of the Annual report 2019/2020 and forward to the City Manager for comment	1st – 9th of November 2020
13	Draft completed and forwarded to Auditor General for comments / changes if required	9th – 16th of November 2020
14	2nd draft of Annual report completed and forwarded to City Manager for comment.	On or before the 30th of November 2020
15	Engage appointed service provider – produce drafts of the Annual Report 2019/2020	December 2020
16	Finalized, published and printed annual report by service provider	1st week of January 2021
17	Annual report 2019/2020 table by the Mayor at Full Council	On or before the 31st of January 2021
18	Tabled annual report 2019/2020 to be made accessible to the public	Within 14 days from the date of tabling the annual report
19	A copy of the report to be submitted to the MEC for local government in KZN, the Auditor General, Provincial Legislature and National Treasury.	Within 14 days from the date of tabling the annual report
20	Oversight process of interrogation on Annual Report 2019/2020 to commence once Annual Report has been tabled at Full Council – Oversight report to be completed within two months of the Tabling of the Annual Report to Full Council.	Start in February 2021 – completed on or before the 31st of March 2021
21	Oversight report made available to the public within seven days of being tabled in Council	On or before the 6th of April 2021











NO.	SURNAME	NAME	STRATEGIC BUSINESS UNIT	DESIGNATION	DATE OF DISCLOSURE	SHARES & OTHER FINANCIAL INTERESTS (YES/NIL)	DIRECTORSHIPS & PARTNERSHIPS (YES/NIL)	REMUNERATED WORK OUTSIDE THE MUNICIPALITY (YES/NIL)	CONSULTANCIES & RETAINERSHIPS (YES/NIL)	SPONSORSHIPS (YES/NIL)	GIFTS & HOSPITALITY FROM A SOURCE OTHER THAN A FAMILY MEMBER (YES/NIL)	LAND & PROPERTY (YES/NIL)
33	Nkumalo	Sipho	BUDGET AND TREASURY	SENIOR MANAGER : SAP	NO DATE	NIL	YES	NIL	NIL	NIL	NIL	YES
34	Shoba	Khanyisile	BUDGET AND TREASURY	SENIOR MANAGER: FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT	09/07/2019	YES	YES	NIL	NIL	NIL	YES	NIL
35	Zimu	Siwelle	OFFICE OF THE CITY MANAGER	SENIOR MANAGER- POLITICAL SUPPORT (A)		NIL	YES	NIL	NIL	NIL	NIL	NIL
36	Makhanya	Thamsanqa	INFRASTRUCTURE SERVICES	SENIOR MANAGER- WATER AND SANITATION	09/07/2020	YES	YES	NIL	NIL	NIL	NIL	YES
37	Mpisi	Nganegenkosi	INFRASTRUCTURE SERVICES	SENIOR MANAGER- ELECTRICITY	06/05/2020	NIL	NIL	NIL	NIL	NIL	NIL	YES
38	Mathe	Mbongeni	COMMUNITY SERVICES	GENERAL MANAGER: COMMUNITY SERVICES	03/06/2020	NIL	YES	NIL	YES	NIL	NIL	YES
39	Mhlongo	Wilson	COMMUNITY SERVICES	SENIOR MANAGER- WASTE MANAGEMENT	14/07/2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL
40	Bhengu	Willem	COMMUNITY SERVICES	SENIOR MANAGER- PUBLIC SAFETY & ENFORCEMENT	03/06/2020	NIL	NIL	NIL	NIL	NIL	NIL	YES
41	Nomfundo	Hlophe	CORPORATE SERVICE	SENIOR MANAGER: LEGAL SERVICES	17/02/2020	YES	YES	NIL	NIL	NIL	NIL	YES

**NB: PLEASE NOTE THE ABOVE DECLARATIONS ARE FOR ALL STAFF THAT SIGNED PERFORMANCE AGREEMENTS IN THE 2019/2020 FINANCIAL YEAR. THE DATA CONTAINED THEREIN WAS COMPLETED BY EACH INDIVIDUAL MANAGER AND ALSO WAS COMMISSIONED BY A COMMISSIONERS OF OATHS TO BE A TRUE REFLECTION OF THE DECLARATION MADE BY THESE MANAGERS.**

#### OFFICE OF THE CITY MANAGER POLICY OBJECTIVES TAKEN FROM THE IDP

SDBIP / OP REFERENCE	OFFICE OF THE CITY MANAGER: ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR POLICY OBJECTIVES TAKEN FROM THE IDP											
	2018/2019					2019/2020					2020/2021	
ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
PMS 06	4 X SDBIP & OP 2018/2019 quarterly reports submitted to the OMC (Q4 of 17/18 FY & Q1, Q2, Q3 of 18/19 FY) by the 30th of April 2018	4 X SDBIP & OP 2018/2019 quarterly reports submitted to the OMC (Q4 of 17/18 FY & Q1, Q2, Q3 of 18/19 FY) by the 30th of April 2018	3 (100% - 129%)	OCM 06	4 X SDBIP & OP 2019/2020 quarterly reports submitted to the OMC (Annual of 18/19 FY & Q1, Q2, Q3 of 19/20 FY) by the 30th of April 2020	3 (100% - 129%)	N/A	N/A	N/A	4 X SDBIP & OP 2019/2020 quarterly reports submitted to the OMC (Annual of 18/19 FY & Q1, Q2, Q3 of 19/20 FY) by the 30th of April 2021	OCM 06	4 X SDBIP & OP 2020/2021 quarterly reports submitted to the OMC (Annual of 19/20 FY & Q1, Q2, Q3 of 20/21 FY) by the 30th of April 2021
PMS 09	Annual Report 17/18 tabled in Council by the 31st of January 2019	Annual Report 17/18 tabled in Council by the 31st of January 2019	3 (100% - 129%)	OCM 09	Annual Report 2018/2019 tabled in Council by the 31st of January 2020	3 (100% - 129%)	N/A	N/A	N/A	Annual Report 2018/2019, FC resolution	OCM 09	Annual Report 2019/2020 tabled in Council by the 31st of January 2021
PMS 11	6 x signed performance agreements for S56/57 Managers by the 6th of July 2018	5 x signed performance agreements for S56/57 Managers by the 6th of July 2018	2 (70% - 99%)	OCM 11	6 x signed 2019/2020 performance agreements for S56/57 Managers by the 12th of July 2019	2 (70% - 99%)	GM Corporate Services signed on 17 August 2019.	N/A	N/A	6 x signed 2019/2020 performance agreements for S56/57 Managers	OCM 11	6 x signed 2020/2021 performance agreements for S56/57 Managers by the 10th of August 2020
MKT 03	12 X Internal Newsletters developed & published on Corporate Communications and the Municipal Website by the 30th of June 2019	12 x Internal newsletters developed and published on Corporate Communications by the 30th of June 2019.	3 (100% - 129%)	OCM 15	12 X Internal Newsletters developed & published in the 19/20 financial year on Corporate Communications by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Internal Newsletter, Corporate Comms, email	OCM 15	12 x Internal Newsletters developed & published on Corporate Communications by the 30th of June 2021

OFFICE OF THE CITY MANAGER: (ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR) POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019					2019/2020								
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
N/A	N/A	N/A	NOT APPLICABLE	OCM 18	100% implementation of the approved communications activity plan by the 30th of June 2020	70% implementation of the approved communications activity plan by the 30th of June 2020.	2 (70% - 99%)	The Activity Plan had 15 targets to be undertaken. The implementation of nine (9) targets was achieved and six (6) targets were not achieved; one of those was not approved by the Expenditure Committee due to Cost Containment and five targets were affected by the COVID-19 pandemic.	The targets that were affected by the COVID-19 pandemic will be included in the Communication Activity plan for the 2020/2021 financial year.	30-Jun-21	Report to SMC and resolution	OCM 18	100% implementation of the approved communications activity plan by the 30th of June 2021
MKT 07	8 x Workshops on Customer Service Charters and Batho Pele Principles for Front line service delivery units conducted by the Msunduzi Batho Pele unit by the 30th of June 2019	11 x Workshops on Customer Service Charters and Batho Pele Principles for Front line service delivery units conducted by the Msunduzi Batho Pele unit by the 30th of June 2019	3 (100% - 129%)	OCM 19	11 x Workshops on Customer Service Charter and Batho Pele Principles conducted by the Msunduzi Batho Pele Unit by the 31st of May 2020	7 x Customer Care Workshops were done on the following units by the 31st of May 2020	2 (70% - 99%)	4 Workshops that were meant to take place during the month of April & May 2020 had to be put on hold because of the COVID-19 (stay at home) as well as the Lockdown that started in March 2020	The Batho Pele Sub-Unit is still in the process of meeting with the ICT Sub-Unit in order to discuss measures to assist in proceeding with the Workshops & Meetings.	N/A	Invitation & Attendance Register	OCM 20	12 x Workshops on Customer Service Charter and Batho Pele Principles for Front line service delivery units conducted by the Msunduzi Batho Pele Unit by the 30th of June 2020

EMPLOYEE INFORMATION – OFFICE OF THE CITY MANAGER

EMPLOYEE: OFFICE OF THE CITY MANAGER						
COMMUNICATIONS AND IGR & ORGANISATIONAL COMPLIANCE AND PMS						
2019/2020						
Job Level	2018/2019 Employees	Posts	Employees (fulltime equivalents No.	Vacancies (as a % of total posts) %		
T01-T03	1	2	1	50.00		
T04-T08	28	44	16	36.36		
T09-T13	3	6	2	33.33		
T14-T18	6	9	3	33.33		
T19-T22	1	1	-	0.00		
T23-T25	-	-	-	-		
<b>Total</b>	<b>39</b>	<b>62</b>	<b>40</b>	<b>22</b>	<b>35.48</b>	

FINANCIAL PERFORMANCE – OFFICE OF THE CITY MANAGER

FINANCIAL PERFORMANCE 2019/2020: OFFICE OF THE CITY MANAGER				
R'000				
COMMUNICATIONS AND IGR & ORGANISATIONAL COMPLIANCE AND PMS				
Details	2018/2019		2019/2020	
	Actual	Original Budget	Adjustment Budget	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>				
Expenditure:				
Employees	24 710	6 812	29 088	77
Repairs and Maintenance	31 676	25 076	6 393	-292
Other	671	17 901	5 421	-2 302
<b>Total Operational Expenditure</b>		<b>57 057</b>	<b>32 067</b>	<b>12.3</b>
<b>Net operational (Service) Expenditure</b>				



## CAPITAL EXPENDITURE – OFFICE OF THE CITY MANAGER


CAPITAL EXPENDITURE 2019/2020: OFFICE OF THE CITY MANAGER R'000					
COMMUNICATIONS AND IGR & ORGANISATIONAL COMPLIANCE AND PMS					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
Project A Office Equipment	130	27	57	111	
Project B Computer Equipment	150	105	38	-64	
Project C Machinery & Equipment	10 810	10 646	16	-99	
Project D Call Center Refurbishment	2 000	999	0	0	

## OVERALL COMMENT ON THE PERFORMANCE OF OFFICE OF THE CITY MANAGER OVERALL

### COMMUNICATIONS AND IGR

The Communication Activity plan was implemented at 70%. The unit did not have any capital expenditure for the 19/20 FY. The Unit has not filled all critical posts such as Coordinator Municipal Events and Coordinator Media Liaison. Further the Integrated system has not been procured for the Call Centre.

The unit was able to procure the following branding materials for the 19/20 FY.

Type	Description	Quantity
Telescopic and curved banners	Green banners, with Logo and white printing	X 20
Lantern banners	WHITE First side – Msunduzi Logo, Vision & Mission statements 2nd side – Batho Pele principles & Batho Pele logo 3rd side - 4th side -	X 2
Cluster banner stand	Standard	X 1 four banners stand X 2 1 banner stand (lantern banners)  Total = 3
Wall banner	WHITE – First – straight has Big Msunduzi Logo at the centre and website below Second – curved with Msunduzi logos all over	2
Pop-up banners	White with logo and website	4
		
Gazebo	GREEN Msunduzi Logo Msunduzi Municipality Social media icons (Facebook, twitter & Instagram) Tel number: 033 3923000 Call centre number: 0800001868 WhatsApp?	x 3
Pull-up banners	To be discussed White background, pictures for disability and elderly – draft design to be sent	X 2 Special programmes related  (require 3 more- not on spec)
Pull-up banners	Proposal for 1 wall banner with three sections instead of three pull up banners (this way quantity will go down to 28 wall banners) Content to be sent via email	X 84 pull up banners
Fence wraps	Green with Msunduzi Logo and website printing of Msunduzi Municipality	10 cloths
Podium	Portable podium fully branded (Msunduzi Logo, City Hall + Tourism Hub pictures. Logo for current podium.	X 1 X 1 logo for current podium
Hammer	Rubber hammer which will be friendly to use for putting feather banners.	X 2
SA flag	Mobile flag	X5
Msunduzi flag	Flag - Msunduzi Logo	X 3
Table cloths	WHITE with Msunduzi Logo	X 6
Directors chairs	Full branded double sided – GREEN, BLACK (options) Lightweight Easy to fold and store	X 4

**ORGANISATIONAL COMPLIANCE, PERFORMANCE & KNOWLEDGE MANAGEMENT**

The unit was able to meet all the targets as contained in the approved Operational Plan 2019/2020. The unit is hampered with 2 Acting appointments including the manager of the unit. The unit further has staff on contract which is renewed on a 6 months' basis. This is worrying as at any time should the Acting and Contracts not be renewed the unit will only have 2 permanent staff members in the unit of which 1 staff member was seconded to the IDP unit. In order for PMS to be taken seriously and move progressively forward towards a point where the institution is performance driven the unit needs to be fully staffed and all vacancies filled. The unit had a small capital budget for the 19/20 FY and it was used to purchase a projector and hard drives to be used part of the sessions the unit hosts during the FY for the SDBIP and Mid-year performance review.

**6.3. INTEGRATED RAPID PUBLIC TRANSPORT NETWORK**

**INTRODUCTION TO INTEGRATED RAPID PUBLIC TRANSPORT NETWORK**

The Municipality is in the implementation stage of its Integrated Transport Plan which is aimed at providing quality, effective, affordable and accessible public transport to all Msunduzi residents. The network, when fully completed, will comprise a 17.3km long main bus corridor from Georgetown, through the CBD then to Raisethorpe; 9 depot sites located in Msunduzi city and surrounds, and a Transport Management Centre (TMC) in the CBD.

The implementation of Msunduzi IPTN is divided into 6 phases and phase 1a is being implemented. Phases are prioritised based on demand for public transport, meaning that those areas with high public transport dependency will be implemented first. Phase 1a consist of 4.8 km Right of Way public transport corridor, 4 complementary routes with a total distance of 68.8km, 1 depot, 1 station and Non-Motorised Transport Facilities.

Phase 1a is currently in the implementation stage and construction of truck route to accommodate right of way lane for public transport vehicles is under way. Skills transfer is implemented through employment of local labourers and 30% of the project value is subcontracted to local subcontractors and SMME's.

However, the implementation of other phases will follow after 3 years as the Municipality has been suspended from the Public Transport Infrastructure Grant at least for a period of 3 years. The Municipality is now in the process to complete the work that is currently at implementation stage, then focus on operationalisation of Phase1a.

**IRPTN POLICY OBJECTIVES TAKEN FROM THE IDP**

INTEGRATED RAPID PUBLIC TRANSPORT NETWORK (IRPTN) POLICY OBJECTIVES TAKEN FROM THE IDP													
SDBIP / OP REFERENCE	2018/2019				2019/2020				2020/2021				
	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1, 2, 3, 4, 5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1, 2, 3, 4, 5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
IRPTN 01	7% of the project completed. Commence with earthworks and layer works of road widening in Moses Mabhidha Road between km 5.5 to km 6.5 (Work Package 2) by the 30th of June 2019	0% of the project completed. Did not Commence with earthworks and layer works of road widening in Moses Mabhidha Road between km 5.5 to km 6.5 (Work Package 2) by the 30th of June 2019	1 (69% & below)	IRPTN 01	12% of the project completed. Ongoing earthworks and layer works of road widening in Moses Mabhidha Road between km6.5) to km (7.5) (Work Package 2) by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Project Progress Monthly report.	IRPTN 01	88% of Work Package 2 completed by the 30th of June 2021. (Construction of earthworks, layer works, surfacing and ancillary works for road widening in Moses Mabhidha Road between km 5.5 to km 6.5)
IRPTN 02	45% of the project completed. Proceed with construction of retaining wall, earthworks and layer works of road widening in Moses Mabhidha Road between km 7.5 to km 8.8. (Work Package 3) by 30th of June 2019	40% of the project completed. Proceed with construction of retaining wall, earthworks and layer works of road widening in Moses Mabhidha Road between km 7.5 to km 8.8. (Work Package 3) by 30th of June 2019	2 (70% - 99%)	IRPTN 02	13% of the project has been achieved, layer works and earthworks are in progress. (June 2019, 40% was achieved, 53% was achieved by 30 June 2020).	3 (100% - 129%)	N/A	N/A	N/A	N/A	Project Progress Monthly report.	IRPTN 02	47% of Work Package 3 completed by 31st March 2021. (Construction of earthworks, layer works, surfacing and ancillary works for road widening in Moses Mabhidha Road between km 7.5 to km 8.8)
IRPTN 03	45% of the project completed. Construction of earthworks and layer works in progress in Moses Mabhidha Road between km 8.8 to km 10.3 (Work Package 3) by the 30th of June 2019.	45% of the project completed. Constructive of earthworks and layer works in progress of road widening in Moses Mabhidha Road between km 8.8 to km 10.3 (Work Package 3) by the 30th of June 2019.	3 (100% - 129%)	IRPTN 03	23% of the project has been achieved, layer works and earthworks are in progress. (June 2019, 53% was achieved, 76% was achieved by 30 June 2020).	3 (100% - 129%)	N/A	N/A	N/A	N/A	Project Progress Monthly report.	IRPTN 03	24% of Work Package 4 completed by the 28th of February 2021. (Construction of earthworks, layer works, surfacing and ancillary works for road widening in Moses Mabhidha Road between km 8.8 to km 10.3)



## EMPLOYEE INFORMATION – INTEGRATED RAPID PUBLIC TRANSPORT NETWORK

EMPLOYEE: IRPTN					
IRPTN: UNAPPROVED STRUCTURE – POSTS NOT GRADED. INCUMBENTS NOT ALIGNED TO TASK GRADES					
Job Level	2018/2019	2019/2020			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
-	-	-	-	-	N/A
-	-	-	-	-	N/A
-	-	-	-	-	N/A
-	-	-	-	-	N/A
-	-	-	-	-	N/A
-	5	-	4	-	N/A
<b>Total</b>	<b>5</b>	<b>-</b>	<b>5</b>	<b>-</b>	<b>N/A</b>

## FINANCIAL PERFORMANCE – INTEGRATED RAPID PUBLIC TRANSPORT NETWORK

FINANCIAL PERFORMANCE 2019/2020: INTEGRATED RAPID PUBLIC TRANSPORT NETWORK R'000					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variations to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>					
Expenditure:		2 380	150	1 101	634
Employees		7 189	0	5 354	0
Repairs and Maintenance		0	0	0	0
Other					
<b>Total Operational Expenditure</b>		<b>956</b>	<b>150</b>	<b>6 454</b>	<b>4 402</b>
<b>Net operational (Service) Expenditure</b>					

## CAPITAL EXPENDITURE – INTEGRATED RAPID PUBLIC TRANSPORT NETWORK

CAPITAL EXPENDITURE 2019/2020: INTEGRATED RAPID PUBLIC TRANSPORT NETWORK R'000					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variations to Adjusted Budget %	Total Project Value
Total All					
Project A : Land Acquisition	8 000	0	0		
Project B : Public transport Infa	200 765	32 000	102 355		
Project C: Computer Equipment	70	0	0		
Project D IRPTN Third party	6 000				

## COMMENT ON THE PERFORMANCE OF INTEGRATED RAPID PUBLIC TRANSPORT NETWORK OVERALL

The 4.8km IRPTN road widening along Moses Mabhida Road in order to accommodate dedicated bus lanes, station and NMT facilities is divided into four Work Packages as per the above. Work Package 1 was completed during the 2018/19 financial year.

The following delays were experienced on the implementation of the three remaining work packages:

**Work Package 2** - 18 months' delays in appointment of the contractor due to three objections that were received and they were finally resolved in November 2019. The contractor is now on site and the estimated completion date is 30 June 2021.

**Work Package 3** – delays were experienced due to relocation of services, dispute between the Municipality and the contractor, adjudication board has been appointed to mitigate future disputes.

**Work Package 4** – contract commenced late due to court interdict, traffic accommodation delays between WP3 and WP4, this has been resolved by ensuring that traffic accommodation is synchronised between these work packages.

## 6.4. STRATEGIC PLANNING

### INTRODUCTION TO STRATEGIC PLANNING

The purpose of the Strategic Planning Business Unit is to ensure coordination and alignment with all business units in the organisation with the view to creatively imagine the Long Term Development Perspective of the city, set Key Performance Indicators and monitor the attainment of set targets. Moreover, the unit is to further address organisational change in order to ensure that the organisation remains resilient and is able to respond to the changing business environment. More importantly, the main objective of the business unit is to improve relationships amongst departments and foster dialogues that will ensure a collective attempt to resolve city challenges, including under performance on Service Delivery and the negative economic impact.

A draft Project Prioritisation Model was designed by the business unit which seeks to ensure that projects that are implemented by business unit are within the ambit of the long term development perspective of the city and are also included in the set development targets to drive the city economy. The business unit also renewed its membership with the South African Cities Network which is a knowledge management institution and drives the urban management agenda for cities. In alignment with the Municipal Systems Act, the Integrated Development Process Plan was approved by council and was comprehensively followed by the unit to improve the IDP score, however, as a result of the COVID-19 Pandemic and associated regulations, some key aspects of the IDP were partially met, such as the Imbizo's. Herein, not all citizen were consulted as it is done in an ordinary planning process.



**ORGANIZATIONAL UNITS WITHIN STRATEGIC PLANNING****CITY DEVELOPMENT**

The primary purpose of the Sub-unit is to ensure alignment and coordination of municipal framework plans and furthermore manage, lead and propose cross-functional key Strategic initiative, either short or long term. Main objective herein is to drive the City Development Agenda, through the City Development Strategy and bring innovation into the Municipal space and manage the institutional culture to favour the attainment of City Objectives. The target for the City Development sub-unit was archived through the renewal of the City membership with the South African Cities Network and through the drafting of the project prioritization model to guide project selection and implementation.

**PURP**

To revitalize the city, stimulate economic growth, restore economic vitality, and increase investor confidence in the city by relieving social problems through the maintenance, rehabilitation and rebuilding of the physical environment. Purpose of the sub-unit is to create and manage a conducive environment to allow pleasant living in the City and therein making it easy to foster public and private investment. At this stage, the business unit is fairly under constrained in terms of capacity and only has enforcement officers addressing urban management through monitoring illegalities in the CBD and reporting directly to the business units required to intervene.

**IDP**

The IDP Sub-unit is responsible for formulating and managing the IDP document as prescribed by the Municipal Systems Act and through a collective effort with the various business units, the unit seeks to align and co-ordinate the work of local and other spheres of government in a coherent plan to improve the quality of life for all the people living in within the jurisdiction of Msunduzi and surrounds. Herein all targets related to the IDP were partially archived with an exception on those activities that required public engagement. As a result of COVID-19 Pandemic and associated regulation, targets around IDP Imbizo's and IDP forums undertaken virtually and this could be the new norm going forward in terms of the IDP Process plan implementation.

**IDP PARTICIPATION AND ALIGNMENT**

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

**PUBLIC MEETINGS****COMMUNICATION, PARTICIPATION AND FORUMS**

As per the Municipal Systems Acts 32 of 2000 (MSA) and Municipal Finance Management Act (MFMA) the municipality tabled the IDP/Budget Process plan in July 2019. The process plan outlines the activities to be undertaken leading up to the adoption of the 2020-20201 IDP review and budget at the end of May 2020. This includes consultation which takes place through the five zonal izimbizo where community members from each ward are present and have an opportunity to engage the Mayor with regards to their community needs and planned projects in the area.

Prior to the Zonal Izimbizo an IDP & Budget workshop is held with ward committee members to sensitize them in terms of what the IDP and budget entail. In order for the municipality to comply fully with the MSA and MFMA the municipality needs to facilitate the IDP/Budget consultation process. Due to cost containment that is currently being implemented and the National State of Disaster that has been declared by his Excellency President Cyril Ramaphosa on the 23rd of March 2020. The Municipality decided to bring innovative ways to communicate the IDP and Budget to the community and an extensive social media campaign was proposed to increase community interest in the process as defined below;

1. Social Media Campaign
2. Live online surveys
3. Live streaming of the Mayor giving the Address
4. Weekly newspaper adverts (Designed, layouts and Printed)
5. Summary booklets of the IDP/Budget available online and councillors offices
6. Online short videos for a You Tube channel (other social media).
7. Radio Adverts (Fly Overs to play daily/mentioning social media platforms)
8. Radio interviews/ More emphasis be placed on projects



## TOP FOUR SERVICE DELIVERY PRIORITIES PER WARD 2019/2020 FINANCIAL YEAR (HIGHEST PRIORITY FIRST)

Top Four Service Delivery Priorities Per Ward 2019/2020 Financial Year (Highest Priority First)				
Ward Name (No)	Number	Priority Name and Details	Project Description	Progress 2019/2020
1	1	Tarring of roads	* I/504125.042 MIG:Z1:UPGR GRV ROADS-VUL-WARD 1	1.9 km of gravel roads not upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) was complete.
	2	Upgrading of concrete roads	N/A	NIL
	3	Multi-purpose centre	N/A	NIL
	4	Installation of high mast light	N/A	NIL
2	1	Rehabilitation of sports facilities	N/A	NIL
	2	Upgrading of access roads	* I/504125.047 MIG:Z1:UPGR GRV RD-VULINDLELA WARD 2 MIG:Z1:UPGR GRV RD-VULINDLELA-D2069 PH3	Construction of 0.95km of Gravel roads to black top surface in Vulindlela ward 2 with associated stormwater completed Only 1km of G5 layer (subbase) is complete.
	3	Installation of streetlights & high masts	N/A	Nil
	4	Bus shelters	N/A	NIL
3	1	Upgrading of access roads	* I/504125.028 MIG:Z1:UPGR GRV ROADS-VULINDLELA-WARD 3	Only G7 (sub base) associated with bulk Earthworks, Storm water pipe and gabions completed.
	2	Bus shelters	N/A	NIL
	3	Construction of Clinic	N/A	NIL
	4	Water	Basic water supply Pipeline	Commencement of pump station and telemetry works completed as well as pegging and earthworks for rising main to reservoir.
4	1	henly dam Bridge	N/A	NIL
	2	mgodini Hall	N/A	NIL
	3	D 1138 road upgrade	Upgrading Gravel Roads: Vulindlela Ward 4	200m Gravel roads upgraded to concrete surface in Vulindlela Ward 4.
	4	Tvet College construction		NIL
5	1	Jakalase road upgrade	MIG:Z1:UPGR GRV ROADS-VUL-WARD 5 - Malala road	Only formation, layer works, Kerbs, Storm water and Guardrails achieved.
	2	High mast lights	N/A	NIL
	3	Electrification of new households	N/A	NIL
	4	Upgrading of makhaye road	N/A	NIL
6	1	Upgrading of roads	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 6 ROADS	Design of 1.5 km of gravel road for Vulindlela ward 6 was completed.
	2	Electrification of new households	N/A	NIL
	3	Construction of a crèche	N/A	NIL
	4	Sports Facilities	N/A	NIL
7	1	Upgrading of roads	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 7 ROADS	Design of 1.5 km of gravel road for Vulindlela ward 7 completed.
	2	Renovation of Community halls	N/A	NIL
	3	Two new community halls	MIG:Z5: Ward 7 Community Hall	Preliminary Designs for Mafunze Hall completed.
	4	Youth skills centre	N/A	NIL
8	1	Upgrading of roads	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 8 ROADS.	Design of 1.5 km of gravel road for Vulindlela ward 8 completed.
	2	Bus shelters	MIG - BUS STOP SHELTERS	64 x bus shelters installed as per approved bus shelter implementation plan.
	3	Street Lights	N/A	NIL
	4	Community Hall	Community Hall	Final design for ward 8 Community hall completed.
9	1	Community Hall	N/A	NIL
	2	Bus shelters	MIG - BUS STOP SHELTERS	64 x bus shelters installed as per approved bus shelter implementation plan.
	3	Access roads	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 9 ROADS (Duma Road)	1.1km of gravel roads upgraded to black top surface with associated stormwater completed.
	4	ELECTRICITY	N/A	NIL
10	1	Housing	N/A	
	2	Establishment of a high school	N/A	NIL
	3	Installation and repairing of meters	MIG -REDUCTION OF NON REVENUE WATER	Total Water Losses = 29.9% (TYD) based on International Water Association Balance
	4	Renovation of community halls	N/A	Nil

**Top Four Service Delivery Priorities Per Ward 2019/2020 Financial Year (Highest Priority First)**

Ward Name (No)	Number	Priority Name and Details	Project Description	Progress 2019/2020
11	1	Water	MIG -REDUCTION OF NON REVENUE WATER	Total Water Losses = 29.9% (TYD) based on International Water Association Balance
			CRR- REHAB OF WATER INFRASTRUCTURE	1,341 km of Water Pipe installed.
	2	Electricity	N/A	NIL
	3	Housing	N/A	planning
12	4	Access roads	* I/504125.024 MIG:Z2:UPGR GRV RD-GREATER EDN-SNATHING	550m of gravel road Upgraded to concrete surface with storm water and kerbs and G5.
	1	Housing	N/A	khalanyoni feasibility
	2	Upgrading of roads	Upgrading Gravel access Roads: Georgetown	Submission of all Environmental assessment information requested by the EDTEA.
	3	Repairing of water pipes	CRR- REHAB OF WATER INFRASTRUCTURE	1,341 km of Water Pipe installed.
13	4	Renovating of streetlights	N/A	reported streetlights are fixed as and when required
	1	Sanitation	* I/504202.007 MIG:Z3:SHENSTONE AMBLETON SANIT SYSTEM	0 km of new sewer pipeline installed. 100% of Site Establishment complete by 30th June 2020
	2	Community Halls	N/A	Planning
	3	Housing	N/A	NIL
14	4	Construction of a clinic	N/A	NIL
	1	Review of water & rate tariffs	N/A	Tariffs reviewed annually
	2	Sports facilities	N/A	NIL
	3	Road construction	MIG:Z2:Upgrade of gravel roads - Willowfontein	Draft Road design complete. WULA currently in public participation phase.
15	4	Speed humps	N/A	NIL
	1	Construction of ndlulamithi community Hall	* I/403243.005 MIG:Z2:WARD 15 COMMUNITY HALL	
	2	Road upgrading Fedsam & Maqeleni	N/A	NIL
	3	Installation of water meters in unit 2	MIG -REDUCTION OF NON REVENUE WATER	Total Water Losses = 29.9% (TYD) based on International Water Association Balance
16	4	House roofing in unit 18	N/A	Nil
	1	Multi-purpose centre	N/A	NIL
	2	Proposed unit H primary school	N/A	NIL
	3	High mast lights	N/A	Nil
17	4	Extension of unit H sewer project	* I/504202.006 MIG:ZA:SEWER PIPES UNIT H	0 km of new sewer pipe installed. 100% of Site Establishment complete and 0.143 km of pipeline installed by 30th June 2020
	1	Construction of community hall	N/A	Nil
	2	Road maintenance	"MIG:Z3: Rehabilitation of 230m BB 5 Rd - Ward 17	Service Provider (Contractor) for rehabilitation of Roads in Ward 17 appointed.
	3	Tarring of roads	N/A	NIL
18	4	Construction of sanitation facilities	N/A	NIL
	1	Construction of sanitation facilities	MIG:Z3:SHENSTONE AMBLETON SANIT SYSTEM, * I/504202.007 MIG:Z3:SHENSTONE AMBLETON SANIT SYSTEM	0 km of new sewer pipeline installed. 100% of Site Establishment complete by 30th June 2020
	2	Construction of community hall	N/A	Construction of Community Hall Completed.
	3	Housing	N/A	NIL
19	4	Sport facilities	N/A	NIL
	1	Construction of a library	N/A	NIL
	2	Sports facilities	N/A	Nil
	3	Renovation of community halls	N/A	
19	4	Upgrading of roads	N/A	



## Top Four Service Delivery Priorities Per Ward 2019/2020 Financial Year (Highest Priority First)

Ward Name (No)	Number	Priority Name and Details	Project Description	Progress 2019/2020
20	1	Upgrading of roads	MIG:Z2:UPGR GRV RD-GREATER EDN-HAREWOOD	0.63 km Gravel road to be upgraded to black top surface with stormwater drainage and Asphalt surfacing.
			MIG:Z2:UPGR GRV RD-GREATER EDN-CALUZA	Detailed design with documentation completed.
	2	Construction of community hall	N/A	NIL
	3	Upgrading of caluza sports field	N/A	NIL
21	4	Extension of mazambane roads	N/A	NIL
	1	Land acquisition	N/A	NIL
	2	Housing	N/A	
	3	Water connections	MIG -REDUCTION OF NON REVENUE WATER	Done. Total Water Losses = 29.9% (TYD) based on International Water Association Balance
22	4	Sanitation	MIG:ZA:SEWER PIPES UNIT H	0 km of new sewer pipe installed. 100% of Site Establishment complete and 0.143 km of pipeline installed by 30th June 2020
			MIG:ZA:ELIM OF CONSERV TANKS:SEWER	0.510km of new sewer pipeline installed.
23	1	Construction of community halls	N/A	NIL
	2	Construction of library in unit 3	N/A	NIL
	3	Installation of high masts	N/A	NIL
	4	Maintenance of dennisfield & payinandi halls	N/A	Nil
24	1	Installation of high mast lights	N/A	NIL
	2	Harewood housing project	N/A	NIL
	3	Clearing of illegal dump sites	N/A	NIL
	4	Road upgrade	MIG:Z2:Rehab of roads in Ashdown	Design and Construction of 0,5km road from gravel to asphalt with associated stormwater is 90% completed.
25	1	Lightening conductor	N/A	Nil
	2	High school	N/A	Nil
	3	Hall maintenance	N/A	NIL
	4	Sports Combo courts	N/A	Nil
26	1	Roads rehabilitation and resurfacing	N/A	Nil
	2	Drainage system on Hosking road	N/A	Nil
	3	Speed humps	N/A	Nil
	4	Extension of upper bush road	N/A	NIL
27	1	Grass cutting	N/A	NIL
	2	Waste collection	N/A	waste collection done on a weekly base
	3	Fixing of streetlights	N/A	reported streetlights are fixed as and when required
	4	Road rehabilitation	MIG - UPGARDING OF ROADS IN PEACEVALLEY	Construction of retaining walls did NOT commence
28	1	Multi-purpose centre	N/A	Nil
	2	Construction of a community hall	N/A	NIL
	3	Resurfacing of pavements	N/A	
	4	Social housing	N/A	Nil
29	1	Truro hall maintenance	N/A	Nil
	2	Egret road hall maintenance	N/A	Nil
	3	Toilets	N/A	Nil
	4	Maintenance of street lights	N/A	reported streetlights are fixed as and when required

**Top Four Service Delivery Priorities Per Ward 2019/2020 Financial Year (Highest Priority First)**

Ward Name (No)	Number	Priority Name and Details	Project Description	Progress 2019/2020
29	1	Housing	N/A	Copesville Housing project (Earthworks Done)
	2	Electrification of informal housing	N/A	NIL
	3	Maintenance of gravel roads	N/A	NIL
	4	Clinic	N/A	NIL
30	1	Speed humps	N/A	Nil
	2	Rehabilitation of rosham road	N/A	Nil
	3	Rehabilitation of Schools	N/A	Nil
	4	Rehabilitation of Heiston road	N/A	NIL
31	1	Housing	N/A	Presidential OSS Phase 1
	2	Installation of water taps	MIG -REDUCTION OF NON REVENUE WATER	Total Water Losses = 29.9% (TYD) based on International Water Association Balance
	3	Refuse removal	N/A	waste collection done on a weekly base
	4	Sanitation	N/A	12 x highest infiltration manholes repaired and retrofitted for the use of Flow and rainfall monitoring equipment.
32	1	Rehabilitation of wathew Square	N/A	NIL
	2	Rehabilitation of Dookran road park	N/A	NIL
	3	Site 11 housing	N/A	NIL
	4	Upgrading of greyling street	N/A	Nil
33	1	Jika-Joe waste collection	N/A	waste collection done on a weekly base
	2	Ablution facilities in Masukwane	N/A	
	3	Installation of high mast light	N/A	NIL
	4	Sports field	N/A	NIL
34	1	Sports facilities around foxglove	N/A	NIL
	2	Housing project	N/A	NIL
	3	Traffic lights (Mhlabunzima Road)	N/A	Nil
	4	Youth skills centre	N/A	NIL
35	1	Housing	N/A	Presidential OSS Phase 1
	2	Establishment of a computer centre	N/A	Nil
	3	Construction of a heroes park	N/A	NIL
	4	Rehabilitation of Nie Hadebe	N/A	NIL
36	1	Road rehabilitation	N/A	
	2	Traffic calming	N/A	NIL
	3	Rehabilitation of stormwater drains	N/A	NIL
	4	Maintenance of open spaces	N/A	
37	1	Road rehabilitation	N/A	NIL
	2	Sacca housing development	N/A	Stage 1 Application for SACCA - Mkhondeni completed and submitted to DoHS
	3	Maintenance of open spaces	N/A	Nil
	4	Traffic calming	N/A	Nil
38	1	Housing	N/A	NIL
	2	Walking bridge	N/A	NIL
	3	Speed humps	N/A	NIL
	4	Renovation of community halls	MIG - WARD 38 COMMUNITY HALL	Final design for Ward 38 Community Hall NOT completed. Only Preliminary Design is complete by 30 June 2020





Top Four Service Delivery Priorities Per Ward 2019/2020 Financial Year (Highest Priority First)			Progress 2019/2020	
Ward Name (No)	Number	Priority Name and Details	Project Description	
39	1	Upgrading of access roads	MIG - UPGRADE OF GRAVEL ROADS - VULINDLELA - WARD 39 ROADS	Detailed designs for 1km length of road NOT completed. Only Preliminary Design is completed.
	2	Maintenance of community halls	N/A	NIL
	3	Skills Development Centre	N/A	Nil
	4	Construction of foot bridge	N/A	NIL

STRATEGIC PLANNING POLICY OBJECTIVES TAKEN FROM THE IDP

STRATEGIC PLANNING (PIETERMARITZBURG URBAN RENEWAL PROGRAMME, INTEGRATED DEVELOPMENT PLAN & CITY DEVELOPMENT STRATEGY) POLICY OBJECTIVES TAKEN FROM THE IDP									
2018/2019					2019/2020				
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
IDP01	1 x IDP Review 2019/2020 FY completed by the 31st of May 2019	1 x IDP Review 2019/2020 FY completed by the 31st of May 2019	3 (100% - 129%)	SP 04	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of May 2020	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval on the 24th of June 2020	2 (70% - 99%)	As a result of COVID Regulations, the procurement of Councilors laptops needed to be finalised prior to any meetings being scheduled	Report has already been considered by council within on the 24 June 2020
IDP02	Draft IDP/Budget/PMS Process plan 2019/2020 FY developed and submitted to SMC for approval and onwards submission to CoGTA by the 31st of August 2019	Draft IDP/Budget/PMS Process plan 2019/2020 FY developed and submitted to SMC for approval and onwards submission to CoGTA by the 31st of August 2019	3 (100% - 129%)	SP 05	Draft IDP/Budget/PMS Process plan 2020/2021 FY developed and submitted to SMC for approval and onwards submission to CoGTA by the 31st of August 2019	Draft IDP/Budget/PMS Process plan 2020/2021 FY developed and submitted to SMC for approval and onwards submission to CoGTA by the 31st of August 2020	3 (100% - 129%)	N/A	N/A
IDP06	4 x Community needs analysis circulated to sector departments by the 31st of May 2019	4 x Community needs analysis circulated to sector departments by the 31st of May 2019	3 (100% - 129%)	SP 09	4 x Community needs analysis circulated to sector departments by the 31st of May 2020	4 x Community needs analysis circulated to sector departments by the 31st of May 2020	1 (69% & below)	Due to the Covid-19 Lockdown	N/A
IDP07	6 x IDP/Mayoral Roadshows facilitated by the 30th April 2019	5 x IDP/Mayoral Roadshows facilitated by the 30th April 2019	2 (70% - 99%)	SP 10	6 x IDP/Mayoral Roadshows facilitated by the 30th of April 2020	Virtual IDP consultation as a result of COVID Regulations	1 (69% & below)	Due to cost lockdown and the Covid-19 regulations	No corrective measure, work was done differently as result of COVID-19

2020/2021				
SDBIP / OP REFERENCE	ANNUAL TARGET	ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE
	1 x IDP Review 2021/2022 FY completed by the 31st of May 2021			
	Draft IDP/Budget/PMS Process plan 2020/2021 FY developed and submitted to SMC for approval and onwards submission to CoGTA by the 31st of August 2020			
	4 x IDP/Mayoral Roadshows facilitated by the 30th of June 2021			

**EMPLOYEE INFORMATION – STRATEGIC PLANNING**

EMPLOYEE: STRATEGIC PLANNING					
CITY DEVELOPMENT, PURP & IDP					
Job Level	2018/2019		2019/2020		
TASK GRADE LEVELS	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents No.	Vacancies (as a % of total posts) %
T01-T03	-	-	-	-	-
T04-T08	11	32	11	20	64.52
T09-T13		5		5	100.00
T14-T18	2	5	2	3	60.00
T19-T22	-	1	-	1	100.00
T23-T25	-	-	-	-	-
<b>Total</b>	<b>13</b>	<b>43</b>	<b>13</b>	<b>29</b>	<b>69.05</b>

**FINANCIAL PERFORMANCE – STRATEGIC PLANNING**

FINANCIAL PERFORMANCE 2019/2020: STRATEGIC PLANNING					
R'000					
CITY DEVELOPMENT, PURP & IDP					
Details	2018/2019	2019/2020			
	Actual	Original Budget	Adjustment Budget	Actual	Variances to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>					
Expenditure:		17	7	8	14.3
Employees		4 691	849	2 336	175
Repairs and Maintenance		0	0	0	0
Other		0	0	0	0
<b>Total Operational Expenditure</b>					
<b>Net operational (Service) Expenditure</b>					

**CAPITAL EXPENDITURE – STRATEGIC PLANNING**

CAPITAL EXPENDITURE 2019/2020: STRATEGIC PLANNING					
R'000					
CITY DEVELOPMENT, PURP & IDP					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
Total All					
Project A : Machinery and Equipment	100	50	50	0	
Project B : New Transport	300	60	122	103	

**COMMENT ON THE PERFORMANCE OF STRATEGIC PLANNING OVERALL**

Strategic planning has undertaken many successful projects during the year. For the review of the City Development Strategy, the target for the year was to renew our membership with the South African Cities Network. The target was met. The expenditure incurred was for outstanding membership fees which was approximately R2 million.

**6.5 POLITICAL SUPPORT****INTRODUCTION TO POLITICAL SUPPORT**

The Political Support Office is made up of a five sub units which are Mayor's Office, MPAC Office, Office of the Speaker & Chief Whip, VIP protection and Youth Office. The Political Support office prioritized providing administrative support to the Mayor with the waste management campaign. The office also developed and implemented a special Programme Calendar. To ensure that there is stability administratively a priority to ensure that the Accounting officer was also appointed during financial year. Weekly service delivery monitoring meeting were established and progress reports from management were required. The Rapid Response Task team was also introduced to deal with specific service delivery issues and while being proactive in dealing with possible service delivery protests. Performance meetings were scheduled with ward councillors that had poorly functional wards as per the COGTA assessments.

**ORGANIZATIONAL UNITS WITHIN POLITICAL SUPPORT****MAYORALTY**

Developed and Implemented the mayoral Special Programmes calendar which focused on working with provincial and National Government departments in supporting the people of the Province. The Office implemented programmes which relate to Women's month, People living with Disability's and the School development programme.



#### **OFFICE OF THE MPAC CHAIR**

The MPAC Office exercised oversight over the executive functionaries of council and ensured good governance in the municipality. This included oversight over the municipal entity. The MPAC Office also produced the oversight report on the Annual Report to ensure accurate reporting.

#### **OFFICE OF THE SPEAKER AND CHIEF WHIP**

The Office of the Speaker ensured that the ward committee system is supported with the necessary resource. Although there needs to be improvements in this regards the speaker's office ensure that the community is addressed with regards to service delivery challenges. The Rapid Response Task team was used as a vehicle to address ward challenges. The Speaker presided at meetings of the Council and performs the duties and exercises the powers delegated to the Speaker.

#### **VIP PROTECTION**

The VIP Protection unit deals with the Safety and protection of the political principles and ensure that the vehicles of the principles are kept clean and well maintained. The unit also plans specific trip details and ensures a security sweep is done for the principles for specific high risk meetings.

#### **YOUTH DEVELOPMENT**

The Youth Development Office worked in a cooperative and coordinated manner with other youth agency in implementing youth programme and services. The youth were assisted with access to internet and provided with assistance with regards to CAO applications to High education institutions. Youth Learnerships were undertaken in partnership with other agency at the youth centre,

#### **SERVICE STATISTICS FOR POLITICAL SUPPORT**

#### **OFFICE OF THE SPEAKER**

#### **PUBLIC ACCOUNTABILITY AND PARTICIPATION**

#### **OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION**

During the 2019/2020 financial year, the municipality had 39 ward committees which serve as a conduit between the municipality and the committee. In addition to ward committees, the Service Delivery and Budget Implementation Plan (SDBIP) is made public and published on the municipal website. This contains projected financial and service delivery Indicators and deliverables. Members of the public are also invited to participate in the Oversight process related to the Annual Report.

In the promotion of public accountability and participation members of the public are invited to attend all meetings of the Council and its committees. Another mechanism of public participation is conducted through Mayoral Budget and Integrated Development Plan (IDP) Izimbizo's. These are held prior to developing the draft budget in order to provide feedback to the community the implementation of projects in the current financial year and to illicit the needs of the community in order to provide input for the new financial year. A second Izimbizo is held once the draft budget has been developed in order to inform the public of key elements in the proposed budget and illicit responses thereto. The Section below provides an outline of further mechanisms which the municipality utilizes as a mean of public participation.

#### **WARD COMMITTEES**

Section 74 of the Municipal Structures Act, and regulation 5 of the Government Gazette No. 27699 Ward Committee, state that Ward Committees may have powers and functions delegated to them (which are essentially advisory in nature) in terms of S59 of the Municipal Systems Act, these are:

- 1) To serve as an official specialized participatory structure in the Msunduzi Municipality.
- 2) To create formal unbiased communication channels as well as a co-operative partnership between the community and the Council.
- 3) Advise and make recommendations to the Ward Councillor on matters of policy affecting the Ward.
- 4) Assisting the Ward Councillors in identifying the challenges and needs of residents.
- 5) Dissemination of information in the Ward concerning municipal affairs such as the budget, integrated development planning, performance management systems, service delivery options and municipal properties.
- 6) Receive queries and complaints from residents concerning municipal service delivery, communication with Council and provide feedback to the community on Council's response.
- 7) Ensure constructive and harmonious interaction between the municipality and community through the use and co-ordination of ward residents meetings and other community development forums,
- 8) and Interact with other organizations and forums on matters affecting the ward.

A ward committee may also make recommendations on any matter affecting its ward to the ward councillor or through the ward councillor to the local council.

#### **PUBLIC MEETINGS**

In total 259 ward committee meetings were held and 139 community (public) meetings were held, broken down as follows:

WARD COMMITTEE MEETINGS 2019/2020 FY

OFFICE OF THE SPEAKER - MSUNDUZI MUNICIPALITY										
Record of Challenges / Complaints / Requests for Services per Ward as per Circular 63 - Municipal Finance Management Act 2019/2020 Financial Year										
WARD COMMITTEE MEETINGS										
WARD	Date of Meeting	Number of Participating Municipal Councillors	Number of Participating Municipal Administrators	Number of Ward Committee members attending	Challenges / Complaints / Requests for Services received	Date information forwarded to Customer Care / Relevant Department for actioning	Date followed up with Customer Care / Relevant Department	Measures taken to address Challenges / Complaints / Requests for Services received per ward	Status of Challenges / Complaints / Requests for Services received per ward	Dates and manner of feedback given to Councillors to forward to the Ward Committee
1	15.08.2019	1	0	6	water shortage in all corners of the ward. A concern about faulty street lights.	Nil	Nil	Nil	Nil	N/A
2	05.07.2019	1	0	8	Community Hall, streetlights and road signs	Nil	Nil	Nil	Nil	N/A
	15.08.2019	1	0	7	Community Hall, streetlights and road signs	Nil	Nil	Nil	Nil	N/A
	15.10.2019	1	0	7	water cuts, electricity, access roads	Nil	Nil	Nil	Nil	N/A
	16.11.2019	1	0	8	water cuts, electricity, access roads	Nil	Nil	Nil	Nil	N/A
	17.01.2020	1	0	9	water cuts, electricity, access roads	Nil	Nil	Nil	Nil	N/A
	28.02.2020	1	0	7	water cuts, electricity, access roads	Nil	Nil	Nil	Nil	N/A
	15.04.2020	1	0	8	Water and Electricity outage, Rdp Houses. Roads a request for water tanks	Nil	Nil	Nil	Nil	N/A
	17.05.2020	1	1	9	Water cuts, electricity, access roads	Nil	Nil	Nil	Nil	N/A
	29.06.2020	1	1	7	water cuts, electricity, access roads	Nil	Nil	Nil	Nil	N/A
	25.08.2019	1	0	9	Electricity	NIL	NIL	NIL	NIL	N/A
3	28.08.2019	1	0	10	women safety, water issues and access roads	NIL	NIL	NIL	NIL	N/A
	12.01.2020	1	1	10	Hall renovation, not yet finished, streetlights and road signs	NIL	NIL	NIL	NIL	N/A
	02.02.2020	1	1	10	Toilets, Hall renovations and Roads	NIL	NIL	NIL	NIL	N/A
	16.03.2020	1	1	10	master lights and water shortage.	NIL	NIL	NIL	NIL	N/A
	22.03.2020	1	1	9	Load shedding, RDP houses, shortage in security in schools, women abuse, VIP toilets	NIL	NIL	NIL	NIL	N/A
	31.05.2020	1	1	10	Water issues, electricity , Housing and VIP toilets.	NIL	NIL	NIL	NIL	N/A
	29.06.2020	1	1	10	COVID-19 counselling, RDP houses, water shortage, load shedding	NIL	NIL	NIL	NIL	N/A
	05.07.2019	1	2	10	Roads and RDP houses.	NIL	NIL	NIL	NIL	N/A
	25.08.2019	1	2	10	Water shortage and RDP Houses	NIL	NIL	NIL	NIL	N/A
	29.09.2019	1	2	10	Electricity, speed humps and Access roads	NIL	NIL	NIL	NIL	N/A
4	27.10.2019	1	2	10	Issue of RDP, Electricity and Roads	NIL	NIL	NIL	NIL	N/A
	24.11.2019	1	2	10	Water and Electricity outage, Rdp Houses. Roads a request for water tanks	NIL	NIL	NIL	NIL	N/A
	16.12.2019	1	2	10	Water tanks, Electricity , roads.	NIL	NIL	NIL	NIL	N/A
	02.02.2020	1	2	10	Water cuts, electricity, access roads	NIL	NIL	NIL	NIL	N/A
	29.01.2020	1	0	8	Livestock theft and Invasion of land	NIL	NIL	NIL	NIL	N/A
	26.02.2020	1	0	8	Invasion of land, women abuse. A need for mobile clinic, RDP house	NIL	NIL	NIL	NIL	N/A
	25.03.2020	1	0	8	Invasion of land, women abuse. A need for mobile clinic, RDP house	NIL	NIL	NIL	NIL	N/A
	10.09.2019	1	0	8	Water cuts, RDP houses and Access roads	NIL	Nil	NIL	NIL	N/A
	06.08.2019	1	0	8	Water cuts, maintenance of hall, access roads and RDP Houses	NIL	NIL	NIL	NIL	N/A
	09.07.2019	1	0	8	Rdp houses, water cuts and access roads.	NIL	NIL	NIL	NIL	N/A
6	03.07.2019	1	0	8	VIP toilets	NIL	NIL	NIL	NIL	N/A
	02.08.2019	1	0	8	RDP Houses	NIL	NIL	NIL	NIL	N/A



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6	01.09.2019	1	0	7	Electricity and D1126 Road Maintenance	NIL	NIL	NIL	NIL	N/A
7	14.07.2019	1	0	10	Water and housing and master lights.	NIL	NIL	NIL	NIL	N/A
	08.08.2019	1	0	10	Water shortage, hall renovations ward committee meetings.	NIL	NIL	NIL	NIL	N/A
	01.12.2019	1	0	10	Pedestrian Ramps, women abuse and Road upgrade and High master lights	NIL	NIL	NIL	NIL	N/A
8	30.07.2019	1	0	10	Bus shelters, streets lights, water cuts.	NIL	NIL	NIL	NIL	N/A
	25.08.2019	1	0	10	Potholes, shelters and electricity	NIL	NIL	NIL	NIL	N/A
	05.09.2019	1	0	10	Water leaks and VIP toilets	NIL	NIL	NIL	NIL	N/A
	28.09.2019	1	0	10	Water leaks, electricity cuts and VIP toilets	NIL	NIL	NIL	NIL	N/A
	03.10.2019	1	0	10	Small salaries and Gender inequality	NIL	NIL	NIL	NIL	N/A
	17.11.2019	1	0	10	Toilet projects and pipe connections.	NIL	NIL	NIL	NIL	N/A
	24.11.2019	1	0	10	Water shortage streetlights and Road maintenance.	NIL	NIL	NIL	NIL	N/A
	02.12.2019	1	0	10	Electricity and water cuts.	NIL	NIL	NIL	NIL	N/A
	30.01.2020	1	0	10	A Request for toilets	NIL	NIL	NIL	NIL	N/A
	23.02.2020	1	0	10	Repair of Mgwanyane road and Toilets.	NIL	NIL	NIL	NIL	N/A
	23.06.2020	1	0	8	Water shortage, load shedding, Road maintenance, Housing projects from human settlement.	NIL	NIL	NIL	NIL	N/A
9	12.12.2019	1	0	5	Access road, water shortage and Housing	NIL	NIL	NIL	NIL	N/A
10	28.07.2019	0	0	5	Road maintenance and housing	NIL	NIL	NIL	NIL	N/A
11	09.07.2019	1	0	7	Bus shelters, Electricity and Housing	NIL	NIL	NIL	NIL	N/A
	06.09.2019	1	0	7	Road maintenance and hosing	NIL	NIL	NIL	NIL	N/A
	08.10.2019	1	0	6	Bus shelters, mobile library and maintenance of roads.	NIL	NIL	NIL	NIL	N/A
	05.11.2019	1	0	8	Housing and bus shelters	NIL	NIL	NIL	NIL	N/A
	07.01.2020	1	0	6	Housing	NIL	NIL	NIL	NIL	N/A
12	05.07.2019	1	0	9	RDP houses and water shortage	NIL	NIL	NIL	NIL	N/A
	21.07.2019	1	0	9	Housing and Water shortage	NIL	NIL	NIL	NIL	N/A
	16.08.2019	1	0	9	Toilet projects and pipe connections.	NIL	NIL	NIL	NIL	N/A
	20.09.2019	1	0	9	Repair of station road, Repairs of Streetlights	NIL	NIL	NIL	NIL	N/A
	11.09.2019	1	0	9	Roads and housings.	NIL	NIL	NIL	NIL	N/A
	17.10.2019	1	0	6	Roads , stationary, ward meetings	NIL	NIL	NIL	NIL	N/A
	27.10.2019	1	0	10	Streetlights,, maintenance of old edendale road.	NIL	NIL	NIL	NIL	N/A
	19.01.2020	1	0	9	Houses , Land use, Support for local business.	NIL	NIL	NIL	NIL	N/A
	23.02.2020	1	0	9	Roads Employment of EPWP Workers.Rmps	NIL	NIL	NIL	NIL	N/A
	21.06.2020	1	0	8	Streetlights, Potholes.	NIL	NIL	NIL	NIL	N/A
	28.06.2020	1	0	8	Potholes, Electricity, housing and streetlights, high crime.	NIL	NIL	NIL	NIL	N/A
13	31.07.2019	1	0	5	streetlights and maintenance of roads.	NIL	NIL	NIL	NIL	N/A
	31.08.2019	1	0	6	Water shortage and road maintenance	NIL	NIL	NIL	NIL	N/A
	24.09.2019	1	0	3	streetlights and road signs	NIL	NIL	NIL	NIL	N/A
	31.10.2019	1	0	6	Road maintenance, streetlights and water shortage	NIL	NIL	NIL	NIL	N/A
	28.11.2019	1	0	7	Water shortage and streetlights	NIL	NIL	NIL	NIL	N/A
	28.11.2019	1	0	10	Road maintenance, streetlights and water shortage	NIL	NIL	NIL	NIL	N/A



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13	19.12.2019	1	0	10	Road maintenance, streetlights and water shortage	NIL	NIL	NIL	NIL	N/A
	28.01.2020	1	0	9	Water shortage, streetlight and road maintenance	NIL	NIL	NIL	NIL	N/A
	27.02.2020	1	0	8	Streetlights, Road maintenance	NIL	NIL	NIL	NIL	N/A
14	15.08.2019	1	0	8	Water shortage, streetlight and road maintenance	NIL	NIL	NIL	NIL	N/A
	07.11.2019	1	0	7	Water shortage, streetlight and road maintenance	NIL	NIL	NIL	NIL	N/A
	18.09.2019	1	0	7	Water shortage, streetlight and road maintenance	NIL	NIL	NIL	NIL	N/A
	19.11.2019	1	0	9	Water shortage, streetlight and road maintenance	NIL	NIL	NIL	NIL	N/A
	13.01.2020	1	0	8	Water shortage, streetlight and road maintenance	NIL	NIL	NIL	NIL	N/A
	21.01.2020	1	0	8	RDP houses and water shortage	NIL	NIL	NIL	NIL	N/A
	28.01.2020	1	0	8	RDP houses and water shortage	NIL	NIL	NIL	NIL	N/A
15	20.02.2020	1	0	6	RDP houses and water shortage	NIL	NIL	NIL	NIL	N/A
	16.07.2019	1	0	10	Water meters, high rates and construction of roads.	NIL	NIL	NIL	NIL	N/A
	09.07.2019	1	0	10	Water meters, high rates and construction of roads.	NIL	NIL	NIL	NIL	N/A
	06.08.2019	1	0	10	Water meters, high rates and construction of roads.	NIL	NIL	NIL	NIL	N/A
	20.08.2019	1	0	10	Water meters, high rates and construction of roads.	NIL	NIL	NIL	NIL	N/A
	26.08.2019	1	0	10	Water meters, high rates and construction of roads. RDP houses and crime	NIL	NIL	NIL	NIL	N/A
	27.08.2019	1	0	10	RDP houses and increased crime	NIL	NIL	NIL	NIL	N/A
	26.09.2019	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	17.09.2019	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	08.10.2019	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
15	15.10.2019	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	05.11.2019	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	26.11.2019	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	06.12.2019	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	10.12.2019	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	21.01.2020	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	12.02.2020	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	19.02.2020	1	0	7	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	26.02.2020	1	0	8	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A
	23.03.2020	1	0	10	Road maintenance, RDP Houses and crime and Land invasion sewerage	NIL	NIL	NIL	NIL	N/A



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16	14.07.2019	1	0	6	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	28.07.2019	1	0	6	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	26.08.2019	1	0	6	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	08.09.2019	1	0	5	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	29.09.2019	1	0	7	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	27.10.2019	1	0	7	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	13.11.2019	1	0	5	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	24.11.2019	1	0	8	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	15.12.2019	1	0	5	Maintenance of Kwapata school, electricity shortage, leaking sewer and leaking water.	NIL	NIL	NIL	NIL	N/A
	18.07.19	1	0	7	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A
	28.07.2019	1	0	7	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A
	15.09.2019	1	0	7	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A
	29.09.2019	1	0	8	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A
	06.10.2019	1	0	8	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A
13.10.2019	1	0	6	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	
10.11.2019	1	0	6	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	
07.12.2019	1	0	8	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	
08.12.2019	1	0	6	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	
05.01.2020	1	0	6	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	
04.02.2020	1	0	7	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	
15.02.2020	1	0	7	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	
23.02.2020	1	0	7	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	
01.03.2020	1	0	8	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A	

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17	20.03.2020	1	0	8	RDP Houses, sewer blockage, Road maintenance, illegal dumping high rate bill and water.	NIL	NIL	NIL	NIL	N/A
	22.03.2020	1	0	8	RDP Houses, crime issue, streetlights and electricity and high rates	NIL	NIL	NIL	NIL	N/A
	29.09.2019	1	0	7	Water shortage, site dispute and burst pipes.	NIL	NIL	NIL	NIL	N/A
	08.10.2019	1	0	5	Water shortage, site dispute and burst pipes.	NIL	NIL	NIL	NIL	N/A
	17.10.2019	1	0	4	Water shortage, site dispute and burst pipes.	NIL	NIL	NIL	NIL	N/A
	24.03.2020	1	0	5	Water shortage, site dispute and burst pipes.	NIL	NIL	NIL	NIL	N/A
	16.05.2020	1	0	4	Water shortage, site dispute and burst pipes.	NIL	NIL	NIL	NIL	N/A
	26.05.2020	1	0	4	Water shortage, site dispute and burst pipes.	NIL	NIL	NIL	NIL	N/A
	27.05.2020	1	0	2	Water shortage, site dispute and burst pipes.	NIL	NIL	NIL	NIL	N/A
	03.06.2020	1	0	3	Water shortage, site dispute and burst pipes.	NIL	NIL	NIL	NIL	N/A
19	30.07.2019	1	0	10	Illegal dumping, Imbali road maintenance, electricity issue and no water	NIL	NIL	NIL	NIL	N/A
	30.08.2019	1	0	9	Illegal dumping, Imbali road maintenance, electricity issue and no water	NIL	NIL	NIL	NIL	N/A
	15.09.2019	1	0	9	Illegal dumping, Imbali road maintenance, electricity issue and no water	NIL	NIL	NIL	NIL	N/A
	17.10.2019	1	0	7	Illegal dumping, Imbali road maintenance, electricity issue and no water	NIL	NIL	NIL	NIL	N/A
	27.10.2019	1	0	7	Illegal dumping, Imbali road maintenance, electricity issue and no water	NIL	NIL	NIL	NIL	N/A
	26.11.2019	1	0	10	Illegal dumping, Imbali road maintenance, electricity issue and no water	NIL	NIL	NIL	NIL	N/A
	18.12.2019	1	0	6	Illegal dumping, Imbali road maintenance, electricity issue and no water	NIL	NIL	NIL	NIL	N/A
	18.02.2020	1	0	6	DUT project has been stopped, service delivery	NIL	NIL	NIL	NIL	N/A
	27.02.2020	1	0	6	Illegal dumping, Imbali road maintenance, electricity issue and no water	NIL	NIL	NIL	NIL	N/A
	19.07.2019	1	0	7	Non Participating ward committees, project on HIV and AIDS.	NIL	NIL	NIL	NIL	N/A
20	11.08.2019	1	0	7	Non Participating ward committees, project on HIV and AIDS.	NIL	NIL	NIL	NIL	N/A
	07.08.2019	1	0	7	Road maintenance, employment of people to work on the project.	NIL	NIL	NIL	NIL	N/A
	20.09.2019	1	0	6	Road maintenance, employment of people to work on the project.	NIL	NIL	NIL	NIL	N/A
	06.09.2019	1	0	6	Road maintenance, employment of people to work on the project.	NIL	NIL	NIL	NIL	N/A
	11.10.2019	1	0	6	Road maintenance, employment of people to work on the project.	NIL	NIL	NIL	NIL	N/A
	21.10.2019	1	0	6	RDP houses, small yards for RDP houses,	NIL	NIL	NIL	NIL	N/A
	15.11.2019	1	0	6	RDP houses, Material for road such as water tanks.	NIL	NIL	NIL	NIL	N/A
	12.01.2020	1	0	7	Grass cutting, cleaning of the ward.	NIL	NIL	NIL	NIL	N/A



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20	24.01.2020	1	0	7	Non Participating ward committees, far clinic, Road maintenance, high level of crime.	NIL	NIL	NIL	NIL	N/A	
	07.02.2020	1	0	7	Removing of old water pipes, lack of Local transport.	NIL	NIL	NIL	NIL	N/A	
	20.03.2020	1	0	7	Water and sanitation project in smero needs 27 people to work there	NIL	NIL	NIL	NIL	N/A	
	06.03.2020	1	0	7	Road maintenance, RDP houses in smero, land invasion	NIL	NIL	NIL	NIL	N/A	
21	24.07.2019	1	0	7	Housing projects, feedback from housing.	NIL	NIL	NIL	NIL	N/A	
	01.09.2019	1	0	7	Sub-dividing of the land, shortage of ward committee members, Road projects.	NIL	NIL	NIL	NIL	N/A	
	29.09.2019	1	0	5	Crime, hiring of new ward committees, hall renovations, bridge project.	NIL	NIL	NIL	NIL	N/A	
	18.06.2020	1	0	10	Obeying of lockdown rules, providing of sanitizers	NIL	NIL	NIL	NIL	N/A	
22	22.10.2019	1	0	6	Road maintenance, a request for community care givers, high level of crime.	NIL	NIL	NIL	NIL	N/A	
	17.11.2019	1	0	6	No feedback from different departments, service delivery.	NIL	NIL	NIL	NIL	N/A	
	30.01.2020	1	0	5	Edendale Hospital maintenance, need for wheelchairs, request for crops to plant.	NIL	NIL	NIL	NIL	N/A	
23	20.10.2019	1	0	7	Poverty, Unemployment	NIL	NIL	NIL	NIL	N/A	
	02.02.2020	1	1	7	Building of a church and School.	NIL	NIL	NIL	NIL	N/A	
24	21.07.2019	1	0	6	Grass cutting, renovation of swimming pools, Food parcels and Electricity, high crime.	NIL	NIL	NIL	NIL	N/A	
	18.08.2019	1	0	6	Streetlights, crime , potholes and speed humps.	NIL	NIL	NIL	NIL	N/A	
	22.09.2019	1	0	5	Streetlights, crime , potholes and speed humps.	NIL	NIL	NIL	NIL	N/A	
	27.10.2019	1	0	6	Illegal dumping, food parcels.	NIL	NIL	NIL	NIL	N/A	
	12.11.2019	1	0	7	Streetlights, crime , potholes and speed humps.	NIL	NIL	NIL	NIL	N/A	
	08.12.2019	1	0	7	Food parcels, streetlights, illegal building, unemployment leaking pipes.	NIL	NIL	NIL	NIL	N/A	
	19.01.2020	1	0	8	Grass cutting, Speed humps	NIL	NIL	NIL	NIL	N/A	
	20.02.2020	1	0	7	A request for pre-primary school, clean-up campaign after natural disaster.	NIL	NIL	NIL	NIL	N/A	
	25.02.2020	1	0	7	A request for pre-primary school, clean-up campaign after natural disaster.	NIL	NIL	NIL	NIL	N/A	
	25.03.2020	1	0	7	Streetlights, food parcels that never came, illegal dumping and title deeds not received and grass cutting.	NIL	NIL	NIL	NIL	N/A	
25	08.10.2019	1	0	9	Illegal dumping, illegal billboards, no updates from officials.	NIL	NIL	NIL	NIL	N/A	
	12.11.2019	1	0	7	Illegal dumping. Illegal billboards, potholes, service delivery.	NIL	NIL	NIL	NIL	N/A	
26	24.07.2019	1	0	7	Road project not complete, high crime, speed humps.	NIL	NIL	NIL	NIL	N/A	
	09.10.2019	1	0	6	Road maintenance, unemployment, load shedding.	NIL	NIL	NIL	NIL	N/A	
	09.09.2019	1	0	6	Recycling, RDP housing.	NIL	NIL	NIL	NIL	N/A	
	20.11.2019	1	0	7	Waste management not effect, illegal dumping.	NIL	NIL	NIL	NIL	N/A	
	04.03.2020	1	0	6	High Master pole, construction of new road, streetlights, potholes.	NIL	NIL	NIL	NIL	N/A	
27	0	0	0	0	0	NIL	NIL	NIL	NIL	N/A	

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28	17.10.2019	1	0	8	High rates, water shortage, streetlights, potholes, drugs in area.	NIL	NIL	NIL	NIL	N/A
	18.11.2019	1	0	8	High rates, water shortage, streetlights, potholes, drugs in area.	NIL	NIL	NIL	NIL	N/A
	13.12.2019	1	0	8	Drugs sold to school children, water shortage, electricity, Road maintenance and grass cutting.	NIL	NIL	NIL	NIL	N/A
	20.02.2020	1	0	6	High rates, water shortage, streetlights, potholes, drugs in area.	NIL	NIL	NIL	NIL	N/A
	19.03.2020	1	0	6	Dumpsite to avoid illegal dumping, disconnected electricity, illegal connections, grass cutting, bridge renovations, potholes.	NIL	NIL	NIL	NIL	N/A
	0	0	0	0	0	NIL	NIL	NIL	NIL	N/A
	16.09.2019	1	0	9	NYDA to give to give the youth learnerships, building of sports ground and build a street kid shelter, a mobile clinic. New Transformer for the school.	NIL	NIL	NIL	NIL	N/A
	28.10.2019	1	0	9	Illegal dumping, leaking pipes, high crime.SANTACO to please intervene in these problems.	NIL	NIL	NIL	NIL	N/A
	25.11.2019	1	0	8	Waste collectors do collect waste, illegal dumping, potholes, high rates.	NIL	NIL	NIL	NIL	N/A
	17.12.2019	1	0	2	Forum did not sit	NIL	NIL	NIL	NIL	N/A
30	27.01.2020	1	0	7	Grass cutting, crime increase, high rates, road maintenance	NIL	NIL	NIL	NIL	N/A
	17.02.2020	1	0	6	Grass cutting, crime increase, high rates, road maintenance	NIL	NIL	NIL	NIL	N/A
	09.03.2020	1	0	10	Grass cutting, crime increase, high rates, road maintenance	NIL	NIL	NIL	NIL	N/A
	16.03.2020	1	0	6	Grass cutting, crime increase, high rates, road maintenance	NIL	NIL	NIL	NIL	N/A
	11.07.2019	1	0	8	Burst water pipes, lack of service delivery, waste trucks do not pick up refuse.	NIL	NIL	NIL	NIL	N/A
	01.08.2019	1	0	10	Burst water pipes, load shedding, lack of service delivery, waste trucks do not pick up refuse.	NIL	NIL	NIL	NIL	N/A
	03.10.2019	1	0	10	High level of crime, permit to open car wash, cancer screening at clinic, speed humps.	NIL	NIL	NIL	NIL	N/A
	07.11.2019	1	0	9	streetlights, road maintenance, illegal dumping, proof of residence not provided.	NIL	NIL	NIL	NIL	N/A
	14.11.2019	1	0	8	Short notices from the municipality, crime blocked drains, food vouchers, security issues.	NIL	NIL	NIL	NIL	N/A
	05.12.2019	1	0	10	streetlights, grass cutting and illegal dumping, billings.	NIL	NIL	NIL	NIL	N/A
32	09.01.2020	1	0	9	Potholes, load shedding, shortage of water, waste trucks do not collect refuse.	NIL	NIL	NIL	NIL	N/A
	06.02.2020	1	0	9	Electricity, potholes, public telephone, illegal dumping.	NIL	NIL	NIL	NIL	N/A
	09.03.2020	1	0	8	Electricity, potholes, public telephone, illegal dumping.	NIL	NIL	NIL	NIL	N/A
	31.07.2019	1	0	7	Rebuilding of houses.	NIL	NIL	NIL	NIL	N/A
	21.10.2019	1	0	6	Electricity, billing is too high, eye clinic programme.	NIL	NIL	NIL	NIL	N/A
	21.11.2019	1	0	6	Electricity, billing is too high, eye clinic programme.	NIL	NIL	NIL	NIL	N/A
	04.12.2019	1	0	6	Rebuilding of houses.	NIL	NIL	NIL	NIL	N/A
	30.01.2020	1	0	6	High rates, renovation of woodlands garage.	NIL	NIL	NIL	NIL	N/A





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36	04.02.2020	1	0	9	Suspected by law infringement, poor maintenance of open spaces and verges by parks, state of cemetery at Alan Paton road is not looking good. Crime, streetlights and potholes.	NIL	NIL	NIL	NIL	N/A
	03.03.2020	1	0	8	Student transport issue, poor management of landfill site, streetlights and potholes.	NIL	NIL	NIL	NIL	N/A
37	19.09.2019	1	0	5	Service delivery, Donation of School shoes	NIL	NIL	NIL	NIL	N/A
	17.10.2019	1	0	7	Service delivery, Sacca Housing	NIL	NIL	NIL	NIL	N/A
	21.11.2019	1	0	8	Service delivery, Boxer placements	NIL	NIL	NIL	NIL	N/A
	12.12.2019	1	0	8	Christmas party for pre-school children, storm damage.	NIL	NIL	NIL	NIL	N/A
	21.01.2020	1	0	8	Sacca Housing and service delivery	NIL	NIL	NIL	NIL	N/A
	18.02.2020	1	0	7	Streetlights, refuse and land fill site.	NIL	NIL	NIL	NIL	N/A
	24.03.2020	1	0	9	Sacca Housing Boxer employment, no response from Mayor.	NIL	NIL	NIL	NIL	N/A
38	24.11.2019	1	0	9	Speed humps, unemployment, crop from department of Agriculture	NIL	NIL	NIL	NIL	N/A
	08.12.2019	1	0	7	No Matters	NIL	NIL	NIL	NIL	N/A
	23.01.2020	1	0	7	Housing project in Glenwood, Toilet project, shortage of water streetlights.	NIL	NIL	NIL	NIL	N/A
	26.01.2020	1	0	7	Housing project, lack of attendance in warroom.	NIL	NIL	NIL	NIL	N/A
	27.02.2020	1	0	7	Cleaning Campaign, waste not collected, Housing project, poor attendance of ward committees	NIL	NIL	NIL	NIL	N/A
	22.03.2020	1	0	7	RDP Houses, building of Multipurpose centre, building of slaps.	NIL	NIL	NIL	NIL	N/A
	28.07.2019	1	0	8	Network issue, water crisis, EPWP employment strategy, VDA Housing a problem	NIL	NIL	NIL	NIL	N/A
39	28.08.2019	1	0	10	Unemployment, Water tanks, electricity issues	NIL	NIL	NIL	NIL	N/A
	29.09.2019	1	0	10	Transport challenge.	NIL	NIL	NIL	NIL	N/A
	31.10.2019	1	0	10	Stock theft, road accidents.	NIL	NIL	NIL	NIL	N/A
	23.11.2019	1	0	8	Damaged due to floods, Water crisis, water tanks.	NIL	NIL	NIL	NIL	N/A
	26.01.2020	1	0	9	High master lights, going back to school due to COVID-19	NIL	NIL	NIL	NIL	N/A
	26.02.2020	1	0	8	VIP toilets, service delivery, COVID cases	NIL	NIL	NIL	NIL	N/A
	23.03.2020	1	0	8	VIP toilets, Jobo tanks	NIL	NIL	NIL	NIL	N/A



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4	04.08.2019	1	0	84	Access Roads, water shortage and electricity	NIL	NIL	NIL	NIL	NIL
	10.11.2019	1	0	66	Water issues, RDP houses and Electricity	NIL	NIL	NIL	NIL	NIL
	16.02.2020	1	0	71	Water shortage, RDP houses, VIP toilets.	NIL	NIL	NIL	NIL	NIL
	16.02.2020	1	0	104	Roads electricity and speed humps	NIL	NIL	NIL	NIL	NIL
5	08.03.2020	1	0	58	Roads, water RDP houses and speed humps.	NIL	NIL	NIL	NIL	NIL
	14.07.2019	1	0	220	Access Roads. Water cuts and Electricity	NIL	NIL	NIL	NIL	NIL
	29.07.2019	1	0	165	Electricity, Water cuts, Speed humps, Access Roads	NIL	NIL	NIL	NIL	NIL
	05.08.2019	1	0	846	RDP houses, Access roads, water cuts	NIL	NIL	NIL	NIL	NIL
	08.09.2019	1	0	200	Child and woman abuse, heritage programme, water cuts, Access roads (Hlathini).	NIL	NIL	NIL	NIL	NIL
	15.09.2019	1	0	37	Power cuts, water cuts, Malala upgrade in progress, heritage day programme.	NIL	NIL	NIL	NIL	NIL
	22.09.2019	1	0	83	RDP houses, Roads and Water cuts. Pre-primary project in progress, Miggemane roads.	NIL	NIL	NIL	NIL	NIL
6	13.02.2020	1	0	31	250 VIP toilets build, electricity installed, Vullinqondo road to be gravelled, water price	NIL	NIL	NIL	NIL	NIL
	08.03.2020	1	0	40	RDP houses, Roads and Water cuts.	NIL	NIL	NIL	NIL	NIL
7	02.09.2019	1	1	65	An increase in taxi fare. A consideration of female drivers, when job opportunity comes, a committee should be formed to represent the community	NIL	NIL	NIL	NIL	NIL
	06.10.2019	1	0	32	Housing, Water shortage, other projects Roads	NIL	NIL	NIL	NIL	NIL
8	25.08.2019	1	0	53	Water cuts, RDP housing, High master lights and ramps	NIL	NIL	NIL	NIL	NIL
	25.08.2019	1	0	50	VIP toilets, water cuts and electricity	NIL	NIL	NIL	NIL	NIL
	27.10.2019	1	0	61	Water leaks, toilets potholes	NIL	NIL	NIL	NIL	NIL
	30.10.2019	1	0	49	Roads, toilets and water leaks	NIL	NIL	NIL	NIL	NIL
	15.03.2020	1	0	33	RDP houses, toilets and water leaks	NIL	NIL	NIL	NIL	NIL
9	13.10.2019	1	0	172	Access road, water shortage and Housing	NIL	NIL	NIL	NIL	NIL
	09.02.2020	1	0	312	RDP Houses, roads, water cuts.	NIL	NIL	NIL	NIL	NIL
10	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
	01.09.2019	1	0	302	Land invasion, street lights and crime	NIL	NIL	NIL	NIL	NIL
11	20.10.2019	1	0	376	Road maintenance Housing and Electricity	NIL	NIL	NIL	NIL	NIL
	16.02.2020	1	0	220	Streelights, Housing and roads	NIL	NIL	NIL	NIL	NIL
12	11.09.2019	1	0	60	Access Roads, water and streetlights	NIL	NIL	NIL	NIL	NIL
	27.10.2019	1	0	80	Water, electricity and streetlights, land invasion	NIL	NIL	NIL	NIL	NIL
	26.01.2020	1	0	70	Roads, RDP houses and water cuts	NIL	NIL	NIL	NIL	NIL
	08.03.2020	1	0	40	Water, Roads RDP houses, land invasion	NIL	NIL	NIL	NIL	NIL
13	07.09.2019	1	0	116	RDP wire walls, electricity and water	NIL	NIL	NIL	NIL	NIL
	27.10.2019	1	0	163	Electricity	NIL	NIL	NIL	NIL	NIL
14	21.11.2019	1	0	87	Protest feedback and electricity	NIL	NIL	NIL	NIL	NIL
	01.12.2019	1	0	63	Sepic tanks, and electricity	NIL	NIL	NIL	NIL	NIL
14	23.02.2020	1	0	73	Housing projects	NIL	NIL	NIL	NIL	NIL
	13.12.2019	1	0	67	Construction of phupha road	NIL	NIL	NIL	NIL	NIL



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14	19.01.2020	1	0	12	Land invasion and roads	NIL	NIL	NIL	NIL	NIL
15	23.07.2019	1	0	75	RDP houses, road maintenance and crime.	NIL	NIL	NIL	NIL	NIL
	20.08.2019	1	0	106	Road maintenance, RDP Houses and crime	NIL	NIL	NIL	NIL	NIL
16	17.09.2019	1	0	32	Road maintenance, Amnesty forms, sewer issue in unit 2, high crime, housing programme	NIL	NIL	NIL	NIL	NIL
	15.10.2019	1	0	79	RDP Houses, unit 2 Road maintenance	NIL	NIL	NIL	NIL	NIL
	10.12.2019	1	0	35	Road maintenance ,RDP housing, High level of crime	NIL	NIL	NIL	NIL	NIL
	28.01.2020	1	0	64	Road maintenance, RDP, Houses , land invasion	NIL	NIL	NIL	NIL	NIL
	14.07.2019	1	1	156	Maintenance of Kwapata School, electricity shortage, leaking sewer, leaking water	NIL	NIL	NIL	NIL	NIL
	13.11.19	1	0	70	Maintenance of Kwapata School, electricity shortage, leaking sewer, leaking water	NIL	NIL	NIL	NIL	NIL
17	28.07.2019	1	0	53	High rate and water bills, illegal dumping potholes in imbali unit 18 and RDP Houses	NIL	NIL	NIL	NIL	NIL
	15.09.2019	1	0	127	High rate and water bills, illegal dumping potholes in imbali unit 18 and RDP Houses	NIL	NIL	NIL	NIL	NIL
18	13.10.2019	1	0	252	High rate and water bills, illegal dumping potholes in imbali unit 18 and RDP Houses	NIL	NIL	NIL	NIL	NIL
	20.11.2019	1	0	53	High billing, CCMDD programme is going slowly, fixing of potholes, reopening of access roads in unit BB.	NIL	NIL	NIL	NIL	NIL
	08.12.2019	1	0	200	High rate and water bills, illegal dumping potholes in imbali unit 18 and RDP Houses	NIL	NIL	NIL	NIL	NIL
	04.02.2020	1	0	315	High rate and water bills, illegal dumping potholes in imbali unit 18 and RDP Houses	NIL	NIL	NIL	NIL	NIL
	23.02.2020	1	0	64	High rate and water bills, illegal dumping potholes in imbali unit 18 and RDP Houses	NIL	NIL	NIL	NIL	NIL
	27.05.2020	1	0	88	Water shortage and site dispute, Burst pipes.	NIL	NIL	NIL	NIL	NIL
	17.11.2019	1	0	86	Water shortage and site dispute, Burst pipes.	NIL	NIL	NIL	NIL	NIL
	01.03.2020	1	0	59	Revamping of houses	NIL	NIL	NIL	NIL	NIL
	29.03.2020	1	0	49	Water shortage and site dispute, Burst pipes.	NIL	NIL	NIL	NIL	NIL
	22.05.2020	1	0	112	Sewer pipes	NIL	NIL	NIL	NIL	NIL
19	15.09.2019	1	0	104	Illegal dumping, Road maintenance, electricity and no water.	NIL	NIL	NIL	NIL	NIL
	27.10.2019	1	0	67	Illegal dumping, Road maintenance, electricity and no water.	NIL	NIL	NIL	NIL	NIL
20	27.02.2020	1	0	168	Illegal dumping, Road maintenance, electricity and no water.	NIL	NIL	NIL	NIL	NIL
	28.07.2019	1	0	128	Illegal dumping, electricity, water shortage at peacevally	NIL	NIL	NIL	NIL	NIL
	21.07.2019	1	0	96	Illegal dumping, electricity, RDP houses	NIL	NIL	NIL	NIL	NIL
	11.08.2019	1	0	86	New RDP houses in smero	NIL	NIL	NIL	NIL	NIL
	17.11.2019.	1	0	59	New RDP houses in smero	NIL	NIL	NIL	NIL	NIL
	15.02.2020	1	0	94	Road project on a standstill, water shortage	NIL	NIL	NIL	NIL	NIL
21	12.09.2019	1	0	290	New shopping centre be built in the Ward, so there can be job opportunities for the community.	NIL	NIL	NIL	NIL	NIL



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21	12.02.2020	1	0	293	Election of new committee members, on coming event mazibuywe emasisweni, Construction of RDP houses.	NIL	NIL	NIL	NIL	NIL
	05.02.2020	1	0	320	High level of Crime, Xenophobia, replacement of sewerage pipe in are D, buying of land by municipality, Youth centre is not functioning	NIL	NIL	NIL	NIL	NIL
22	06.09.2019	1	0	230	Blocked drains, road marking and plumbing.	NIL	NIL	NIL	NIL	NIL
	31.01.2020	1	0	89	Road markings and blocked drains.	NIL	NIL	NIL	NIL	NIL
23	16.10.2019	1	0	46	VIP toilets, storm water blockage, and Potholes.	NIL	NIL	NIL	NIL	NIL
	02.02.2020	1	0	87	Potholes, grasscutting and water shortage	NIL	NIL	NIL	NIL	NIL
	07.12.2019	1	0	63	Potholes in msomi road, cutting of grass in all grounds and water shortage	NIL	NIL	NIL	NIL	NIL
24	18.08.2019	1	0	25	Crime and safety, job opportunities and poor service delivery.	NIL	NIL	NIL	NIL	NIL
	23.02.2020	1	0	69	Grass cuttings, not enough schools and illegal dumping	NIL	NIL	NIL	NIL	NIL
	22.09.2019	1	0	46	Poor service delivery broken electricity, streetlights not working	NIL	NIL	NIL	NIL	NIL
25	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
26	09.10.2019	1	0	47	streetlights, potholes, street humps and electricity outage, water outage.	NIL	NIL	NIL	NIL	NIL
27	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
28	17.10.2019	1	0	26	Potholes, streetlights, water issues illegal dumping	NIL	NIL	NIL	NIL	NIL
	17.11.2019	1	0	37	Lights are cut whereas people have paid. Drunken drivers, and bills do not arrive on time	NIL	NIL	NIL	NIL	NIL
	26.02.2020	1	0	32	Lights are cut whereas people have paid. Drunken drivers, and bills do not arrive on time	NIL	NIL	NIL	NIL	NIL
	28.06.2020	1	0	46	Nehru Place needs to be cleaned, criminal activities, grass cutting, informal settlement stealing electricity .	NIL	NIL	NIL	NIL	NIL
29	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
30	13.02.2020	1	0	7	Service delivery and street lights	NIL	NIL	NIL	NIL	NIL
	19.02.2020	1	0	50	Service delivery.	NIL	NIL	NIL	NIL	NIL
	15.09.2019	1	0	28	Distribution of indigent form and to be on the municipal database	NIL	NIL	NIL	NIL	NIL
	04.03.2020	1	0	113	Service delivery to the people, more police in the ward due to high crime.	NIL	NIL	NIL	NIL	NIL
31	14.07.2019	1	0	18	Potholes, streetlights, water leaks and Northdale clinic and illegal dumping.	NIL	NIL	NIL	NIL	NIL
	26.02.2020	1	0	26	Crime, grass cutting and service delivery	NIL	NIL	NIL	NIL	NIL
	06.12.2019	1	0	23	Potholes, crime, service delivery	NIL	NIL	NIL	NIL	NIL
32	24.10.2019	1	1	24	Houses that where built in woodlands extension, main sewer line to be sorted out.	NIL	NIL	NIL	NIL	NIL
	13.02.2020	1	0	42	Integrated development plan, Housing	NIL	NIL	NIL	NIL	NIL
	19.03.2020	1	0	49	Meeting to address residence on their concerns with COVID-19.	NIL	NIL	NIL	NIL	NIL



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33	05.03.2020.	1	1	124	Housing project almost completed, verification of applicants need to be done.	NIL	NIL	NIL	NIL	NIL
34	30.07.2019.	1	0	86	Information of neighbourhood watch, streetlight not working at tambothi groove and formose drive.	NIL	NIL	NIL	NIL	NIL
	04.09.2019	1	0	38	Request for water and toilet at pavilion informal settlement, extension and rebuilding of houses, pollution in due to spillage of willowton oil, BESA training.	NIL	NIL	NIL	NIL	NIL
	01.12.2019	1	0	103	Verification of pavilion informal settlement, pedestrian walkway under construction, blockage in the ward.	NIL	NIL	NIL	NIL	NIL
	15.03.2020	1	0	77	Grass cutting, faulty streetlights to be fixed, stray dogs will be impounded, COVID-19 awareness.	NIL	NIL	NIL	NIL	NIL
35	22.10.2019	1	0	215	Landfill site, an initiative to support the community, lack of waste collection and Electricity, installation of prepared electricity.	NIL	NIL	NIL	NIL	NIL
	02.03.2020	1	0	111	Rehabilitation project to update community about development, roof repairs projects	NIL	NIL	NIL	NIL	NIL
36	11.03.2020	1	0	26	Ward projects, formulation of WhatsApp group for safety and security, lack of service delivery, establishment umbrella RRA.	NIL	NIL	NIL	NIL	NIL
	12.03.2020	1	0	13	Response from DUT, Response from bus lines, response from town planning.	NIL	NIL	NIL	NIL	NIL
	21.03.2020	1	0	21	Formulation of neighbourhood watch, high rates, lack of progress with road infrastructure and pothole repairs, electricity cuts and faulty streetlights, illegal businesses in mkhondeni.	NIL	NIL	NIL	NIL	NIL
	08.07.2019	1	0	34	Provision of relevant project information, discuss projects environmental application, findings of basic assessment	NIL	NIL	NIL	NIL	NIL
37	10.10.2019	1	0	12	SANRAL issues, Blackburrow spruit pilot project, landfill site fire, poor service delivery.	NIL	NIL	NIL	NIL	NIL
38	03.08.2019	1	0	22	High Crime, service delivery, housing projects.	NIL	NIL	NIL	NIL	NIL
	04.08.2019	1	0	50	High Crime, service delivery, housing projects and transport.	NIL	NIL	NIL	NIL	NIL
	14.08.2019	1	0	56	Q-section meeting, human settlement at tamboville.	NIL	NIL	NIL	NIL	NIL
	31.10.2019	1	0	88	Eastwood issues, graveling of the roads, speed humps, school bridge	NIL	NIL	NIL	NIL	NIL
	17.11.2019	1	0	62	School bridge, housing projects, speed humps and high crime.	NIL	NIL	NIL	NIL	NIL
	22.01.2020	1	0	58	Q Section housing projects, tamboville housing projects.	NIL	NIL	NIL	NIL	NIL
	15.03.2020	1	0	60	Service delivery, CPF election	NIL	NIL	NIL	NIL	NIL
39	10.07.2019	1	0	17	Water issues, water tankers do not come, training and support from Agriculture, Road upgrade	NIL	NIL	NIL	NIL	NIL
	14.07.2019	1	1	46	Housing, No information on community meeting, bus shelters, electricity problems, installation of taps on stand pipes.	NIL	NIL	NIL	NIL	NIL
	09.08.2019	1	1	88	Housing issue, water issue	NIL	NIL	NIL	NIL	NIL
	17.09.2019	1	0	170	Progress in the reservoir project.	NIL	NIL	NIL	NIL	NIL





NAME & SURNAME	DESIGNATION	DATE OF DISCLOSURE & DECLARATION	SHARES & SECURITIES IN ANY COMPANY (YES/NIL)	MEMBERSHIP OF ANY CLOSED CORPORATION (YES/NIL)	INTERESTS IN ANY TRUST (YES/NIL)	DIRECTORSHIPS (YES/NIL)	PARTNERSHIPS (YES/NIL)	FINANCIAL INTERESTS IN ANY BUSINESS TAKING (YES/NIL)	ADDITIONAL INTERESTS			
									EMPLOYED (YES/NO)	OWNERSHIP / INTEREST IN PROPERTIES (YES/NIL)	PENSION (YES/NIL)	SUBSIDY / GRANT / SPONSORSHIP (YES/NIL)
Majola Terence Sboniso	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Gladness Sibongile Mncwango	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Thabiso Patrick Molefe	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Jabulani Nene	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Zuma Bhekabantu Michael	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Sithole Thamsanqa Wonderboy	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Mabhangu Moses Mkhize	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Ndawonde Calphas	Ward Councillor	29-07-2020	YES	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Nelisiwe Zanele Ndlovu	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Bhekithamba Mtuza Mkhize	Ward Councillor	29-07-2020	NIL	YES	NIL	NIL	NIL	NIL	YES	NIL	NIL	YES
Xolani Ellington Ngongoma	Ward Councillor	06-May-20	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Phungula Bernard Dumisani	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	YES	NIL	NIL	NIL
Prudence Nokuthula Msimang	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Ross Bryn Strachan	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Mangoba Ngubo	Ward Councillor	06-Aug-20	YES	NIL	NIL	NIL	NIL	NIL	YES	NIL	NIL	NIL
Magalingam (Lucky) Naicker	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Spha Sydney Madlala	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	YES	NIL	NIL	NIL	NIL
Sunny Niadoo	Ward Councillor	29-07-2020	NIL	YES	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Roosana Ahmed	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Shawn Adkins	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Suraya Reddy	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Mike Ismail Amod	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Sandile Wellington Dlamini	Ward Councillor	29-07-2020	NIL	YES	NIL	NIL	NIL	YES	NIL	NIL	NIL	NIL
Winterbach Ludwig Johann	Ward Councillor	29-07-2020	YES	NIL	NIL	NIL	NIL	NIL	YES	NIL	NIL	NIL
Sandra Patricia Lyne	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	YES	NIL	NIL	YES
Godman Nkosiwelele Dlamini	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Ignatia Thandiwe Madondo	Ward Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Mzimkhulu Thebolla	PR Councillor - The Mayor	19-08-2020	NIL	Sohalla Investments cc(Inactive), GTNG Trading 2010 CC(Inactive)	NIL	NIL	NIL	Beta Chemicals Primary Co-op	NIL	YES	NIL	NIL
Manilal Inderjit	PR Councillor - Deputy Mayor	2020/11/03	YES	NIL	NIL	NIL	NIL	NIL	NIL	YES	NIL	NIL
Eunice Nomagagu Majola	PR Councillor - The Speaker	2020/02/06	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Micheal Yusumuzi Ntshangase	PR Councillor - The Chief Whip	2020/11/03	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Ntuthuko Ntshangase	PR Councillor - EXCO	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Gugu Mary-Jane Diadla/Ngube	PR Councillor - EXCO	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Zanele Ngcobo	PR Councillor - EXCO											
Glenn Robert McArthur	PR Councillor - EXCO	29-07-2020	NIL	NIL	YES	NIL	NIL	NIL	YES	NIL	NIL	NIL

NAME & SURNAME	DESIGNATION	DATE OF DISCLOSURE & DECLARATION	SHARES & SECURITIES IN ANY COMPANY (YES/NIL)	MEMBERSHIP OF ANY CLOSED CORPORATION (YES/NIL)	INTERESTS IN ANY TRUST (YES/NIL)	DIRECTORSHIPS (YES/NIL)	PARTNERSHIPS (YES/NIL)	FINANCIAL INTERESTS IN ANY BUSINESS TAKING (YES/NIL)	ADDITIONAL INTERESTS			
									EMPLOYED (YES/NO)	OWNERSHIP / INTEREST IN PROPERTIES (YES/NIL)	PENSION (YES/NIL)	SUBSIDY / GRANT / SPONSORSHIP (YES/NIL)
Jerome Sibongiseni Majola	PR Councillor - EXCO	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Dennis T Ntombela	PR Councillor - EXCO	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Dorcas Sibongile Mkhize	PR Councillor	29-07-2020	NIL	YES	YES	YES	YES	NIL	YES	YES	YES	YES
Ambrosia Sibongile Dlamini	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Philisiwe Sithole	PR Councillor	2020/05/06	NIL	NIL	NIL	YES	NIL	NIL	NIL	NIL	NIL	NIL
Thobani Reginald Zuma	PR Councillor	28-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Tholakele Igneta Dlamini	PR Councillor	2020/08/06	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Mary Schalkwyk	PR Councillor	2020/08/06	NIL	NIL	YES	YES	YES	NIL	NIL	NIL	NIL	NIL
Mduzuzi Jerome Njilo	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Rachel Soobiah	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Sphamandla Dennis Khumalo	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Mehmood-UL-Hassan Oumar	PR Councillor	29-07-2020	NIL	YES	NIL	NIL	NIL	NIL	YES	NIL	NIL	NIL
Mansizwa Simon Sokhela	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Nelisiwe Jannet Gwala	PR Councillor	29-07-2020	NIL	YES	NIL	YES	NIL	NIL	NIL	NIL	NIL	NIL
Najmah B. Ahmed	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Ningi J Zungu	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Kathrine Malindi Ngoobo	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
William Francis Lambert	PR Councillor	29-07-2020	YES	NIL	YES	YES	YES	NIL	NIL	NIL	NIL	NIL
Bongumusa Cyril Nhlabathi	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Sbusiso Chonco	PR Councillor	29-07-2020	YES	YES	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Regina Zinhle Ngubo	PR Councillor	29-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	YES
Zuma Bukelani E	PR Councillor	2020/08/06	NIL	YES	YES	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Dolo Phillip Zondi	PR Councillor	28-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	YES	YES	NIL
S'fiso Derrick Nene	PR Councillor	28-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Sokhela Balozile C	PR Councillor	28-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Mthethwa Ephram Mpula	PR Councillor	2020/05/06	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Rajdave Sivnath	PR Councillor	28-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Prince Dumisa Duma	PR Councillor	28-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL	NIL
Nomlaty E. Diela	PR Councillor	28-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	YES	NIL	NIL
Rienus Niemand	PR Councillor	2020/05/06	NIL	YES	NIL	NIL	NIL	NIL	NIL	YES	NIL	NIL
Mohamed Salim Goga	PR Councillor	28-07-2020	NIL	NIL	NIL	NIL	NIL	NIL	NIL	YES HOME	YES	NIL

**SERVICE STATISTICS FOR COUNCIL & EXECUTIVE**

DESCRIPTION	NUMBER
Total number of Councillors	77
Total number of Executive Committee Members	10
Total number of Wards	39
Total number of Ward committee meetings	259
Total number of Community (public) meetings	139





## COUNCILLOR ATTENDANCE AT MEETINGS 2019/2020 FINANCIAL YEAR

Councillor attendance is monitored by the Office of the Speaker based on the attendance registers that are recorded by the Secretariat during meetings and forwarded to the Office of the Speaker at the end of each meeting. The table below indicates the number of meetings attended by each Councillor during the period 1 July 2019 – 30 June 2020. In certain instances, though very few, Councillors attended meetings but did not sign the attendance registers and this omission may slightly compromise the accuracy of the number of meetings actually attended by some Councillors.

### LIST OF COUNCIL COMMITTEES 2019/2020 FY

- FULL COUNCIL (FC)
- EXECUTIVE COMMITTEE (EXCO)
- INFRASTRUCTURE SERVICES PORTFOLIO (ISP)
- COMMUNITY SERVICES PORTFOLIO (CSP)
- CORPORATE SERVICES PORTFOLIO (CORSP)
- SUSTAINABLE DEVELOPMENT AND CITY ENTERPRISES PORTFOLIO (SD&CEP)
- MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC)

### COUNCILLORS ATTENDANCE OF PORTFOLIO MEETINGS (2019-2020)

NAME OF COUNCILLOR	NO. OF FULL COUNCIL MEETINGS SET	NO. OF FULL COUNCIL MEETINGS ATTENDED	FULL COUNCIL APOLOGIES	DAYS OF ABSENCE SENT AT FULL COUNCIL	NO. OF PORTFOLIO MEETINGS SET	NO. OF PORTFOLIO MEETINGS ATTENDED	PORTFOLIO COMMITTEES APOLOGIES	DAYS OF ABSENCE AT PORTFOLIO COMMITTEE MEETINGS	TOTAL NO. OF MEETINGS ATTENDED Full Council and Committees
Jabulile Joyce Ngubo (ANC)	20	18	00	02	17(MPAC)	12	01	02	30 meetings out of 37
Blessing Sbusiso Mtshali (ANC)	20	13	02	05	09(CSP)	08	00	00	21 meetings out of 29
Madlala Linda Linford (ANC)	20	18	00	02	24 (EXCO) 12(CSP)	17	03	04	38 meetings out of 56
Hamilton Mlungisi Zondi (ANC)	20	19	00	01	07(FIN)	05	00	02	24 meetings out of 27
Nkosinathi Maxwell Mbanjwa (ANC)	20	16	01	03	04(SD&CEP)	04	00	00	20 meetings out of 24
Snothi Raphael Mhlongo (ANC)	20	11	04	05	04(SD&CEP)	01	01	02	12 meetings out of 24
Sandile Duncan Ngubane (ANC)	20	18	01	01	05(CORSP)	03	01	01	21 meetings out of 25
Makhosazane Precious Zondo (ANC)	20	15	00	05	09(CSP)	06	00	01	15 meetings out of 20
Khumalo Nontobeko (ANC)	20	16	01	03	09(CSP)	06	00	01	22 meetings out of 29
Nkosinathi Chasewell Nhlakanipho Gambu (ANC)	20	10	00	10	17(MPAC)	10	00	07	20 meetings out of 37
Madonda Innocent Sipho (ANC)	20	18	00	02	17(MPAC)	13	01	03	31 meetings out of 37
Majola Terence Sboniso (ANC)	20	13	01	06	05(CORSP)	04	01	00	17 meetings out of 25
Gladness Sibongile Mncwango (ANC)	20	20	00	00	05(CORSP) 09(CSP)	04	01	00	32 meetings out of 34
Thabiso Patrick Molefe (ANC)	20	18	01	01	05(CORSP)	04	01	00	22 meetings out of 25
Jabulani Nene (ANC)	20	11	01	08	09(CSP)	00	00	00	11 meetings out of 29
Zuma Bhekabantu Michael (ANC)	20	18	00	02	05(CORSP)	05	00	00	23 meetings out of 25
Sithole Thamsanqa Wonderboy (ANC)	20	17	01	02	07(FIN)	06	00	01	23 meetings out of 27
Mabhungu Moses Mkhize (ANC)	20	13	00	03	07(FIN)	03	00	05	16 meetings out of 23
Ndawonde Caiphas (ANC)	20	15	03	02					15 meetings out of 20
Nelisiwe Zanele (TU) Ndlovu (ANC)	20	17	01	02	04(SD&CEP)	02	01	01	19 meetings out of 24
Bhekithemba Mtuza Mkhize (ANC)	20	12	02	06	04(SD&CEP)	03	01	00	15 meetings out of 24
Xolani Ellington Ngongoma (ANC)	20	16	02	02	17(MPAC)	14	01	02	30 meetings out of 37
Phungula Bernard Dumisani (ANC)	20	20	00	00	05(CORSP)	05	00	00	25 meetings out of 25
Prudence Nokuthula Msimang (ANC)	20	14	00	06					14 meetings out of 20
Ross Bryn Strachan (DA)	20	13	04	03	07(FIN)	03	00	04	16 meetings out of 27
Mangoba Ngubo (ANC)	20	19	01	00					19 meetings out of 20

NAME OF COUNCILLOR	NO. OF FULL COUNCIL MEETINGS SET	NO. OF FULL COUNCIL MEETINGS ATTENDED	FULL COUNCIL APOLOGIES	DAYS OF ABSENCE AT FULL COUNCIL	NO. OF PORTFOLIO MEETINGS SET	NO. OF PORTFOLIO MEETINGS ATTENDED	PORTFOLIO COMMITTEES APOLOGIES	DAYS OF ABSENCE AT PORTFOLIO COMMITTEE MEETINGS	TOTAL NO. OF MEETINGS ATTENDED Full Council and Committees
Magalingam "Lucky" Naicker (DA)	20	15	01	01 03 not yet Cllr					15 meetings out of 17
Sphamandla Sydney Madlala (ANC)	20	17	01	02	09(CSP)	08	00	00	23 meetings out of 29
Sunny Naidoo (ANC)	20	16	00	00 03not yet cllr	07(FIN)	05	00	02	21 meetings out of 24
Rooksana Ahmed (DA)	20	19	01	00	04(SD&CEP)	02	01	01	21 meetings out of 24
Shawn Adkins (DA)	20	17	00	03	05(CORSP)	04	00	01	21 meetings out of 25
Suraya Reddy (DA)	20	10	01	01 06not yet Cllr					10 meetings out of 12
Mike Ismail Amod (ANC)	20	16	03	01	09(CSP)	04	00	02	20 meetings out of 29
Sandile Wellington Dlamini (ANC)	20	18	00	02	07(FIN)	04	03	03	22 meetings out of 27
Winterbach Ludwig Johann (DA)	20	15	02	03	01(CSP) 16(MPAC)	01 10	- 05	01	26 meetings out of 37
Sandra Patricia Lyne (DA)	20	15	02	03	09(CSP)	06	00	01	21 meetings out of 29
Godman Nkosisivelle Dlamini (ANC)	20	20	00	00	01(CSP)	01	-	-	21 meetings out of 21
Ignatia Thandlwe Madondo (ANC)	20	20	00	00					20 meetings out of 20
The Mayor: Mzimkhulu M Thebolla	20	16	01	3not cllr yet	06(FIN) 24(EXCO)	06 21	00 00	01 03	43 meetings out of 47
The Deputy Mayor: Manlal Inderjiff (ANC)	20	14	03	03	24(EXCO)	22	01	01	36 meetings out of 44
Dorcas Sibongile Mkhize (ANC) EXCO	20	18	00	02	24 (EXCO)	17	02	05	35 meetings out of 44
Gugu Mary-Jane Diadla/Ngube (ANC) EXCO	20	17	00	03	05(CORSP) 17(MPAC) 24(EXCO)	05 17 16	00 00 00	00 00 04	55 meetings out of 66
Ntuthuko Ntshangase (ANC) EXCO	20	15	01	04	07(FIN) 24(EXCO) 04SD&CEP	05 19 02	00 00 00	02 05 02	41 meetings out of 55
Zanele P Ngcobo (ANC) EXCO	20	16	00	01 03 not yet cllr	24 (EXCO) 05(CORSP)	21 02	03 00	01 03	39 meetings out of 49
Glenn Robert McArthur (DA) EXCO	20	13	02	05	24 (EXCO)	11	08	05	24 meetings out of 44
Jerome Sibongiseni Majola (DA)EXCO	20	18	00	02	07(FIN) 24 (EXCO)	05 14	00 06	02 04	37 meetings out of 51
Dennis T Ntombela (IFP) EXCO	20	19	01	00	24(EXCO) 05(CORSP)	13 02	03 02	08 01	34 meetings out of 49
The Speaker: Eunice Nomagugu Majola (ANC)	20	20	00	00	24 (EXCO)	09	00	15	29 meetings out of 44
The Chief Whip: Nkshangase Micheal Vusumuzi (ANC)	20	15	01	01 03 not yet cllr	24 (EXCO)	05	00	19	20 meetings out of 41
Mduduzi Jerome "Themba" Njilo (ANC)	20	18	00	02	17(MPAC)	11	02	04	29 meetings out of 37
Thobani Reginald Zuma (ANC)	20	13	02	05	07 (FIN)	04	00	03	17 meetings out of 27
Tholakele Ignatia Dlamini (ANC)	20	12	03	05	17(MPAC)	12	02	03	24 meetings out of 37
Phillisiwe Sithole (ANC)	20	16	02	02	17(MPAC)	15	00	02	31 meetings out of 37
Sphamandla Dennis Khumalo (ANC)	20	18	00	02	09(CSP)	08	00	00	24 meetings out of 29
Ambrosia Sibongile Dlamini (ANC)	20	16	01	03	04(SD&CEP)	01	00	03	17 meetings out of 24
Mary Schalkwyk (ANC)	20	17	02	01	17(MPAC)	16	01	00	33 meetings out of 37
Rachel Sooblah (ANC)	20	16	01	03	05(CORSP)	02	02	01	18 meetings out of 25
Mehmoed-UL-Hassan Ourmar (ANC)	20	16	00	04	08(CSP)	06	00	00	22 meetings out of 28
Mansizwa Simon Sokhela (ANC)	20	16	00	04					16 meetings out of 20
Nelisiwe Jannet Gwala (ANC)	20	17	01	02	05(CORSP)	02	02	01	19 meetings out of 25
Najmah B. Ahmed (ANC)	20	17	01	02					17 meetings out of 20



NAME OF COUNCILLOR	NO. OF FULL COUNCIL MEETINGS SET	NO. OF FULL COUNCIL MEETINGS ATTENDED	FULL COUNCIL APOLOGIES	DAYS OF ABSENCE AT FULL COUNCIL	NO. OF PORTFOLIO MEETINGS SET	NO. OF PORTFOLIO MEETINGS ATTENDED	PORTFOLIO COMMITTEES APOLOGIES	DAYS OF ABSENCE AT PORTFOLIO COMMITTEE MEETINGS	TOTAL NO. OF MEETINGS ATTENDED Full Council and Committees
Ningi J Zungu (ANC)	20	15	01	04	04(SD&CEP)	04	00	00	19 meetings out of 24
Kathrine Malindi Ngcobo (ANC)	20	08	05	07	04(SD&CEP)	02	01	01	10 meetings out of 24
William Francis Lambert (DA)	20	18	01	01	04(SD&CEP)	03	00	01	21 meetings out of 24
Bongumusa Cyril Nhlabathi (DA)	20	17	01	02	17(MPAC)	12	01	04	29 meetings out of 37
Sibusiso Desmond Chonco (DA)	20	14	00	03 03 not yet clir	07(FIN)	05	00	02	19 meetings out of 25
Regina Zinhlle Ngubo (DA)	20	08	05	07	09(CSP)	03	02	00	11 meetings out of 29
Zuma Bukelani E (IFP)	20	12	02	06	17(MPAC)	10	03	04	22 meetings out of 37
Dolo Phillip Zonci (IFP)	20	13	02	05					13 meetings out of 20
S'fiso Derrick Nene (IFP)	20	11	02	07	04(SD&CEP)	01	01	02	12 meetings out of 24
Sokhela Balozile C (IFP)	20	13	04	03	09(CSP)	08	00	00	21 meetings out of 29
Mthethwa Ephram Mpulo (EFF)	20	06	01	12 not yet clir	Not yet allocated	-	-	-	06 meetings out of 08
Rajdave Sivnath (EFF)	20	14	00	06	05(CORSP)	04	00	01	18 meetings out of 25
Prince Dumisa Duma (EFF)	20	10	03	07	17(MPAC)	03	00	14	13 meetings out of 37
Nomlaty E. Diela (AIC)	20	15	03	02	09(CSP)	04	00	02	19 meetings out of 29
Rienus Niemand (ACDP)	20	17	00	03	17(MPAC)	15	02	00	32 meetings out of 37
Mohamed Salim Goga (AL-JAMA-AH)	20	16	02	02	07 (FIN)	04	01	02	20 meetings out of 27

**COUNCILLORS THAT DID NOT FINISH THE FINANCIAL YEAR 2019/2020**

NAME	REASON
Ethel Zodwa Ntombela (ANC)	Resigned
The Chief Whip: Truman V. Magubane (ANC)	Resigned
Fuwana Rose Marry Zungu (ANC)	Resigned
Zodwa Ethel Ntombela (ANC)	Resigned
Claudell Milany Chetty (DA)	Terminated
Nkululeko Mkhize (DA)	Resigned
Melika Singh (DA)	Resigned
Renisha Jugmohan (DA)	Terminated
Naline Naidoo (DA)	Terminated
Sandile Cyril Shange (EFF)	Terminated

**POLITICAL SUPPORT POLICY OBJECTIVES TAKEN FROM THE IDP**

2018/2019		2019/2020		2020/2021					
SDBIP / OP REFERENCE	ANNUAL TARGET	ACTUAL (1,2,3,4,5, Not Applicable)	ANNUAL PROGRESS - ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
MSP 02	100% implementation of All Mayoral Special Programmes for 2018/2019 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2019	1 (69% & below)	50% implementation of All Mayoral Special Programmes for 2018/2019 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2019	100% implementation of All Mayoral Special Programmes for 2019/2020 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2020	N/A	N/A	Programme reports	PS 02	100% implementation of All Mayoral Special Programmes for 2020/2021 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2021
OTS 01	Annual schedule of meetings 2019/2020 FY (ward committees & community meetings) submitted to CoGTA by the 30th of June 2019	1 (69% & below)	8 Councillors have submitted their Annual schedule of meetings for the 2019/2020 FY	Annual schedule of meetings 2020/2021 FY (ward committees & community meetings) submitted to CoGTA by the 30th of June 2020	N/A	N/A	Annual Schedule of meetings	PS 15	Annual schedule of meetings 2021/2022 FY (ward committees & community meetings) submitted to CoGTA by the 30th of June 2021

POLITICAL SUPPORT (OFFICE OF THE MAYOR, OFFICE OF THE SPEAKER & MUNICIPAL PUBLIC ACCOUNTS) POLICY OBJECTIVES TAKEN FROM THE IDP													
2018/2019					2019/2020								
SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	SDBIP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SDBIP / OP REFERENCE	ANNUAL TARGET
OTS 02	468 X Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2019	144 X Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2019	1 (69% & below)	PS 06	468 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2020	150 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2020	1 (69% & below)	Reports not being submitted timeously	Meeting with ward assistants facilitated to outline procedures. Monitoring template developed	Jun-20	Monthly Reports	PS 16	468 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2021
MPAC 02	1 x Oversight Report 17/18 tabled and adopted by Council by the 31st March 2019	1 x Oversight Report 17/18 tabled and adopted by Council by the 31st March 2019	3 (100% - 129%)	PS 12	1 x Oversight Report 18/19 tabled and adopted by Council by the 31st March 2019	1 x Oversight Report 18/19 tabled and adopted by Council by the 31st March 2019	3 (100% - 129%)	N/A	N/A	N/A	Oversight Report, Full Council Resolution	PS 09	1 x Oversight Report 19/20 FY tabled and adopted by Council by the 31st March 2021

**EMPLOYEE INFORMATION – POLITICAL SUPPORT**

EMPLOYEE: POLITICAL SUPPORT						
MAYORALTY, OFFICE OF THE MPAC CHAIR, OFFICE OF THE SPEAKER AND CHIEF WHIP, VIP PROTECTION & YOUTH DEVELOPMENT						
Job Level	2018/2019		2019/2020		2019/2020	
	Employees No.	Posts No.	Employees No.	Posts No.	Vacancies (as a % of total posts) %	Vacancies (as a % of total posts) %
T01-T03	3	6	3	3	50.00	50.00
T04-T08	23	32	19	13	40.63	40.63
T09-T13	5	20	5	15	75.00	75.00
T14-T18	5	6	3	3	50.00	50.00
T19-T22	-	-	-	-	-	-
T23-T25	-	-	-	-	-	-
<b>Total</b>	<b>36</b>	<b>64</b>	<b>30</b>	<b>34</b>	<b>53.13</b>	<b>53.13</b>

**FINANCIAL PERFORMANCE – POLITICAL SUPPORT**

FINANCIAL PERFORMANCE 2019/2020: POLITICAL SUPPORT				
R'000				
MAYORALTY, OFFICE OF THE MPAC CHAIR, OFFICE OF THE SPEAKER AND CHIEF WHIP, VIP PROTECTION & YOUTH DEVELOPMENT				
Details	2018/2019		2019/2020	
	Actual	Adjustment Budget	Original Budget	Variations to Adjusted Budget %
<b>Total Operational Revenue (excl. tariffs)</b>				
Expenditure:				
Employees	10621	7033	3207	-54
Repairs and Maintenance	5974	2945	5676	9.2
Other	1353	1094	328	-70
<b>Total Operational Expenditure</b>		<b>16 595</b>	<b>9 977</b>	<b>-40</b>
<b>Net operational (Service) Expenditure</b>				



#### CAPITAL EXPENDITURE – POLITICAL SUPPORT

CAPITAL EXPENDITURE 2019/2020: POLITICAL SUPPORT R'000					
MAYORALTY, OFFICE OF THE MPAC CHAIR, OFFICE OF THE SPEAKER AND CHIEF WHIP, VIP PROTECTION & YOUTH DEVELOPMENT					
Details	2019/2020				
	Budget	Adjustment Budget	Actual Expenditure	Variances to Adjusted Budget %	Total Project Value
<b>Total All</b>					
Project A: Computer Equipment	1352	1326	0		

#### COMMENT ON THE PERFORMANCE OF POLITICAL SUPPORT OVERALL

The Political Support Office was able to facilitate a number of public meetings and awareness campaigns when it comes to waste management. There were numerous changes that the unit experienced towards the end of the financial year with the COVID-19 regulation compounded by the shortage of funds and staff within the political Office. The office was able to successful co-ordinate private stakeholder funding to assist community's during lockdown with the distribution of food parcels. The unit also assist with public awareness when it comes to the COVID regulations. The last quarter of the financial year saw a significant drop in complying with the seating of ward committee's and public meetings. The unit has plans in place to improve the performance of ward structure and further improve public participation. The Mayoral calendar was implemented under tight budget constraints working with private and public partners.



## COMPONENT G: SAFE CITY – MUNICIPAL ENTITY – MSUNDUZI MUNICIPALITY

### SAFE CITY MSUNDUZI NPC, REG. NO. 2010/024562/08

#### CHAIRPERSON'S ANNUAL REPORT FOR THE YEAR ENDING 30TH JUNE 2020

##### 1. BACKGROUND

Safe City Pietermaritzburg was formally constituted as an Association incorporated under section 21 of the Companies Act on 28 March 2002. Upon advice from the Intervention Team that took over Msunduzi Municipality administration Safe City was compelled to register as a (Pty) LTD company. Safe City then has been advised to register as a Non-For-Profit Company due to tax complications and the application was approved by the Companies Intellectual Properties Commission (CIPC).

The Safe City project is a partnership which is governed by an agreement by which the Municipality would make the necessary financial resources available for the operation of the organisation as well as the capital expenditure required to extend the CCTV surveillance to other parts of the city. The Service Level Agreement (SLA) for the financial year 2019/20 has been agreed upon and signed by the City Manager and Safe City Chairperson on the 15th July 2019.

##### 2. MEMBERS OF THE BOARD

The current Board of Directors has since the inception of Safe City in 2003 performed its duties diligently in accordance with the Municipal Finance Management Act and other requirements as per the Company's Act. For the majority of this period Board Members provided their expertise and time on a free and voluntarily basis. During 2018 a Council resolution was taken that the current Board of Directors will be retained as an Interim Board until such time that the Municipality advertise for the appointment of directors. This resolution was taken as a result of a report tabled by the then acting General Manager for Sustainable Development and City Entities. However, to date the advertising for the appointment of directors has not taken place. As Safe City is a Municipal entity performing a vital service to the community and municipality of Msunduzi, directors serving on the Board need have a sound knowledge and understanding of the following important aspects:

- Municipal Finance Management
- Municipal Systems Act
- Company's Act and in particular the provisions of the King IV document
- Information Technology
- Human Resource Management
- Criminal and Civil Law requirements and in particular the provisions of the Criminal Procedure Act: Act 51 of 1977
- CCTV street surveillance systems. The basic principles applied in the compilation of Operational Requirements, the Design of Street Surveillance systems and Estimate costing of such systems.
- Project Management.
- ISO 9001 Accreditation
- Municipal Supply Chain Management
- Private Security Regulatory Act (PSIRA)
- Basic Conditions of Employment and Sectorial Determination 6 provisions
- General Recognized Accounting Standard (GRAP) practices
- Preparation of Budgets in accordance with Municipal Standard Chart of Accounts (MSCOA)

Name of Director	Background Details	Number of Board Meetings Attended No. of meetings held: 6
Ms. Z Sokhela	Trustee of BP Cascades Service Station/BP Edendale/ Louisiana Spur. <ul style="list-style-type: none"> <li>• Former President and current Director of PCB</li> <li>• Former Deputy Chairperson of UMgungundlovu TVET College</li> <li>• Served as UKZN Council member, Served as Deputy Chair of UMDM Economic and Development Agency.</li> <li>• Board Member of Comrades Marathon,</li> <li>• Chairperson of CMA Corporate Governance Committee</li> <li>• Member UKZN Foundation Board of Trustees. Serves in various UKZN Committees and</li> <li>• Currently the Chairperson of the Safe City Board of Directors.</li> </ul>	6
Mr. G Moody	Managing Executive. Aluminium Foil Converters: Bidvest Group. Currently vice chairperson of the Safe City Board of Directors	5
Mr V C Biggs	Retired Director: McCarthy Motors, Member of Allison Homes, Member of SAVS/NCVV, Member of BFC and Founder member of Safe City.	6
Ms. R Singh	Legal Manager: Business Development: Risk & Compliance Dissemination: KwaZulu- Natal Law Society Member of uMgungundlovu TVET College and Chairperson of its Audit and Risk Committee.	5
Dr. S Ako-Nai	Academic: Lecture, University of Kwazulu-Natal, PMB - Information Technology. Executive Consultant: Dydx Business Technologies. Institute of Directors KZN Branch and ISACA: Academic Advocate	4
K Basson	IT Specialist and acting Financial Manager at the Kwa Zulu Natal Law Society	6

##### 3. PARTNERS

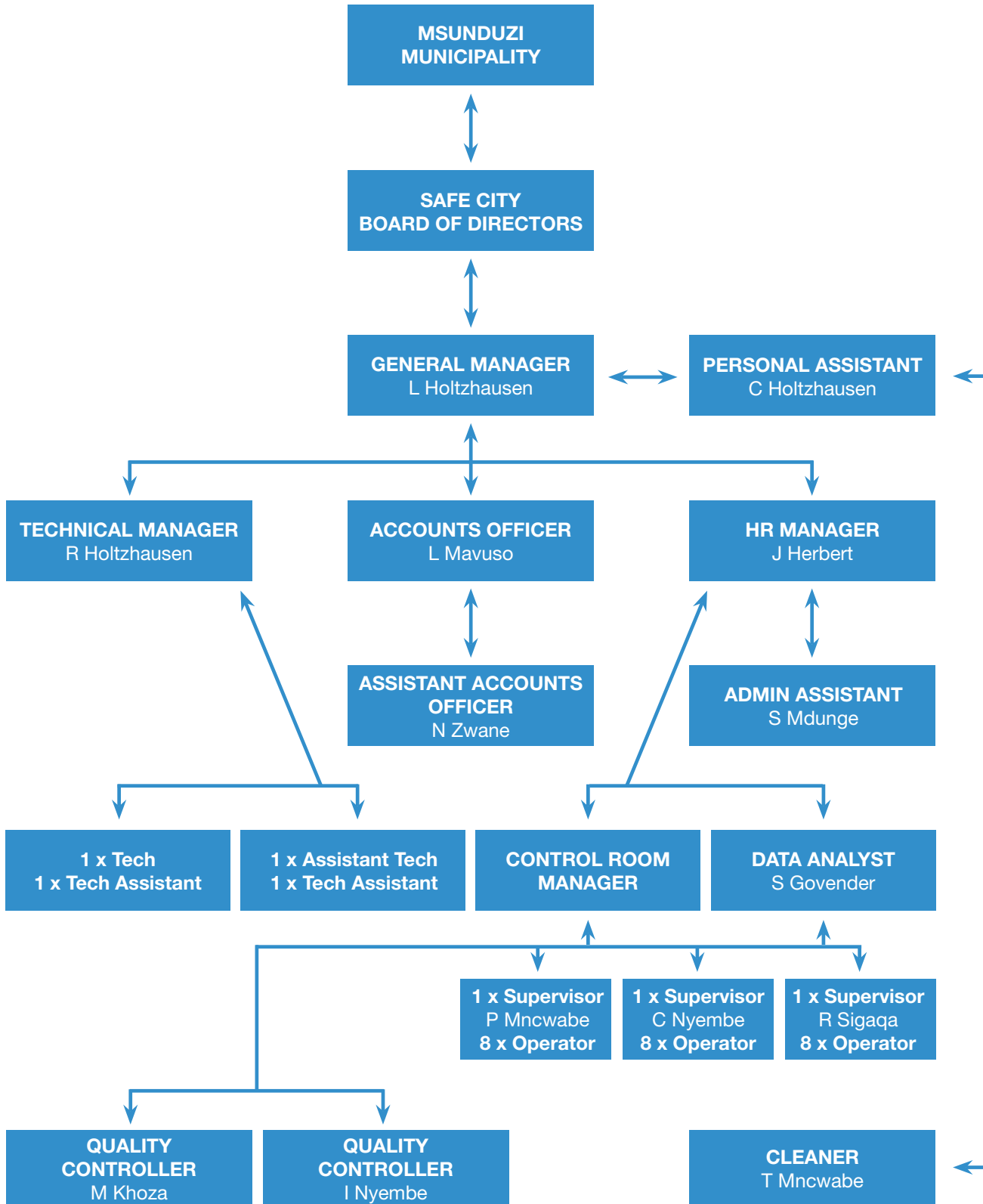
Safe City considers its partnership with the Msunduzi Municipality and the South African Police Service (SAPS) to be one of its notable strengths, while it also enjoys constructive relationships with the National Prosecuting Authority (NPA), Business Fighting Crime (BFC) and various Community Police Forums (CPF). Operational meetings are being held on a daily, weekly as well as a monthly basis to discuss crime related matters and to improve this working relationship.



Safe City has a SAPS representative present in the Control Room on a 24/7 basis, whilst Traffic - and Waste Management officials perform duties on week days between 07:00 and 16:00. A dedicated operational desk has been made available solely for the purpose to detect bylaw infringements such as littering and to monitor traffic flow during peak traffic hours. Another operating desk has been made available to monitor eight primary substations where CCTV cameras were installed in order to combat theft and vandalism of critical electrical equipment. There remains a dire need for a dedicated Municipal Response team to respond timeously to all bylaw infringements detected by Safe City. Incidents such as the posting of illegal abortions posters, littering which defaces our beautiful city and entering primary substation premises are being detected on a daily basis but the response from Municipal Law Enforcement officials are not efficient in order to combat this menace.

Through Business Fighting Crime (BFC) Safe City retains its efficient communication with the Pietermaritzburg Business Sector such Pietermaritzburg Midlands Chamber of Business and stakeholders.

4. STAFFING



**PARTICULAR MATTERS RELATING TO THE YEAR 2019/20****5.1 Safe Guarding of Priority Primary Electrical Sub Stations**

As stated in para 3 there is a dedicated desk to only monitor the eight primary electrical substations 24/7. The primary sub stations as listed in the below is being monitored at the Safe City Control Room as well as at the Electricity Dept. in Havelock Road. It needs however to be emphasized that the above installation is only phase 1 of three phases to ensure that all Msunduzi Priority substations are effectively safe guarded against vandalism and theft of equipment. Since the installation of CCTV cameras at these sub stations no cases of theft or vandalism has been reported.

Safe City has a 98 cctv cameras located at the following sub stations and monitored 24/7.

SUB STATION	NUMBER OF CCTV CAMERAS
Riverside	19
Retief Street	17
Prince Alfred	13
Mkhondeni	15
Hesketh	7
Woodburn	8
Northdale	8
Pine Street	11

**5.2 Street Surveillance Cameras**

Safe City have 71 street surveillance cameras which are located in the following areas and monitored 24/7.

AREA	NUMBER OF CCTV CAMERAS
Alan Paton	1
Northdale	4
CBD	56
Freedom Square Taxi	10

With the exception of the Freedom Square Taxi rank cameras the street surveillance system can be regarded as antiquated and with the inclusion of the recording equipment needs to be upgraded as soon as possible. The system has been in operation on a 24/7 basis since the 1st January 2003 and spares can no longer be obtained at reasonable prices to repair or replace crucial components. The operational capacity of the system has diminished to a point where recorded footage can become questionable for investigation or prosecuting purposes. This system needs to be upgraded as a matter of urgency.

**5.3 The Public Announcement System as a Law Enforcement Tool**

The PA system has been used with great success during the past financial year.

The PA system is being utilised for the following purposes:

- When suspects are detected in an area, pedestrians or the public will be warned to be on the alert and to secure their valuables as they might become victims of crime.
- Potential victims will be advised to secure their handbags or valuables against bag-snatchers or pick-pocketers.
- Suspects will be warned that they are under surveillance which in turn will reduce their opportunities to commit a crime.

It is envisaged that more speakers will be added in identified hotspot areas depending on the availability of funds. Please see statistics in the below.

TYPE OF ANNOUNCEMENT	NUMBER OF OCCASIONS
General Public Warnings	46
Sub Station Announcements	53
Municipal Bylaw Infringements	24
Total	123

**FINANCE**

Safe City Banking Accounts: First National Bank: Boom Street Branch:

Current Acc No 62035467978

Money Market: 62035942392

**6.1 Safe City Capital Budget****6.1.1 2019/2020 Financial Year**

The amount of R 3 500 000 has been applied for in order to upgrade the existing CCTV system. Unfortunately, no capital budget was allocated for this purpose. As highlighted in para. 5.2 there is an urgent need to upgrade to a digital system which will greatly assist surveillance staff in the detection of crime and bylaw infringements. This matter has again been highlighted in the Safe City multi - year business plan which has been submitted with the 2019/20 budget application.



## 6.2 Safe City Operating Budget

### 6.2.1 2019/20 Financial Year

Safe City applied for R13 086 079 (incl vat) for the financial year in order to maintain its high level of service excellence. We would like to thank the Municipality for allocating the said amount to us. This increase has been used to maintain the ageing CCTV infrastructure and also to accommodate staff salary increases and benefits in accordance with PSIRA guidelines.

### 6.2.2 2020/21 Financial Year

For the financial year 2020/21 Safe City has applied for R 13 562 909 (incl vat). The increase in budget allocation is to accommodate inter alia the estimate cost of:

- R 732 050 to be paid to the Auditor General and
- R 527 076 to be paid for assuring our assets which were transferred from the Municipality to Safe City.

The allocation will also be used to ensure that:

- staff salaries are as per the Sectorial 6 determination.
- staff benefits such as medical aid and pension fund is maintained.
- maintenance is conducted on the expanded CCTV system as per the SDBIP for 2019/20.

## 6.3 Financial Contributors

The following local companies and institutions paid for or gave discounts to Safe City in the day to day running of the business.

NAME OF CO	VALUE	PERIOD	SERVICE PROVIDED
Colenbrander Inc	R8 631	2019/20	Book keeping and compilation of AFS

## 7. CONTROL CENTRE PERFORMANCE

### 7.1 Core Functions

The 24/7 surveillance operation is the core of Safe City's business. It is ISO 9001:2015 certified and SABS approved.

#### Primary Function:

- The monitoring of traffic and Municipal Bylaws such as littering, street gambling and illegal trading.
- Facilitating the Automatic Number Plate Recognition (ANPR) system for the execution of outstanding traffic warrants and the recovery of outstanding revenue.
- The prevention, detection and investigation of crime.
- The maintenance of the existing CCTV system.
- Advising Msunduzi Municipality on expansion of CCTV system.
- Oversee the design, specification and installation of new CCTV equipment.

#### Secondary Function:

- Facilitating the Disaster Management JOC.
- The monitoring of gatherings, marches and events of public interest within camera visual area.
- Attend meetings with the Municipality to determine possible additional services.
- Liaise with Community Police Forums, Bank Task Group and Non-Ferrous Metal Forum.
- Informing the public and business community regarding current crime tendencies and advise them on crime prevention strategies.

### 7.2 Standard Procedure

The crime statistics for Pietermaritzburg are submitted to the Control Room every weekday morning by the SAPS Pietermaritzburg Central. These statistics together with observations made by our surveillance staff is the analysed on a daily basis. An operational plan is then compiled to address any tendencies detected or for planned events. This procedure enables operators to be more crime - and bylaw prevention orientated. With all suspicious incidents detected the SAPS, Traffic or Waste representative will determine the appropriate response required to address the matter.

The yearly target for SAPS dispatches is between 50% and 60% of Incidents Detected. A record is maintained of vehicle despatches as compared with Incidents detected.

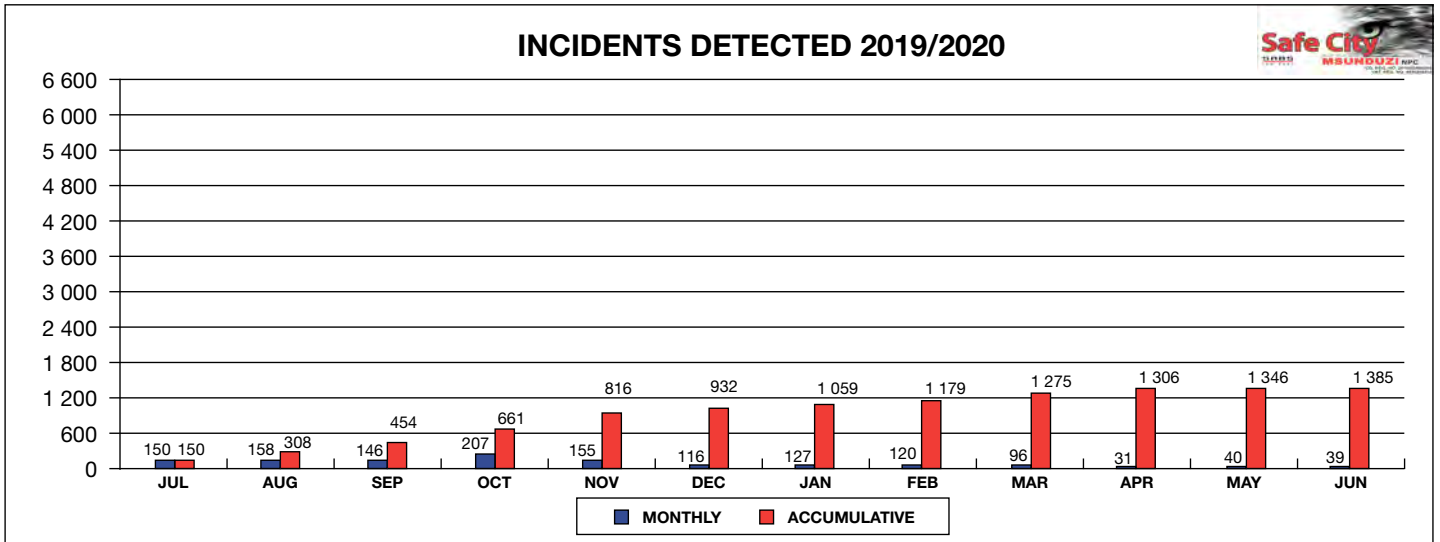
An arrest is made when the suspect is apprehended. It often happens that after an arrest has been made the complainant refuses to open a case. This tendency is very frustrating as suspects then continue to commit crimes elsewhere. The latter is then reflected as a preventable operation which counts as a success for the operator. The Station Commander of SAPS Pietermaritzburg Central has issued a station order instructing SAPS member to charge the suspects in these circumstances with the Possession of Stolen Property.

### 7.3 Summary of Operational Performance: 2019/20

DESCRIPTION	2018/19	2019/20
No of Incidents Detected	3719	1385
Response by SAPS Units	597	360
No Response by SAPS	118	41
SAPS Response Time	Ave 6.8 min	Ave 6.4 min

DESCRIPTION	2018/19	2019/20
Bylaw Incidents detected	957	299
Response by Municipal Law Enforcement	264	131
No Response by Municipal Law Enforcement	347	170
Municipal Law Enforcement Response Time	Ave 23.9 min	Ave 22 5 min
Arrests Effected	219	137
% Camera down time	Ave 1.28%	Ave 0.9%

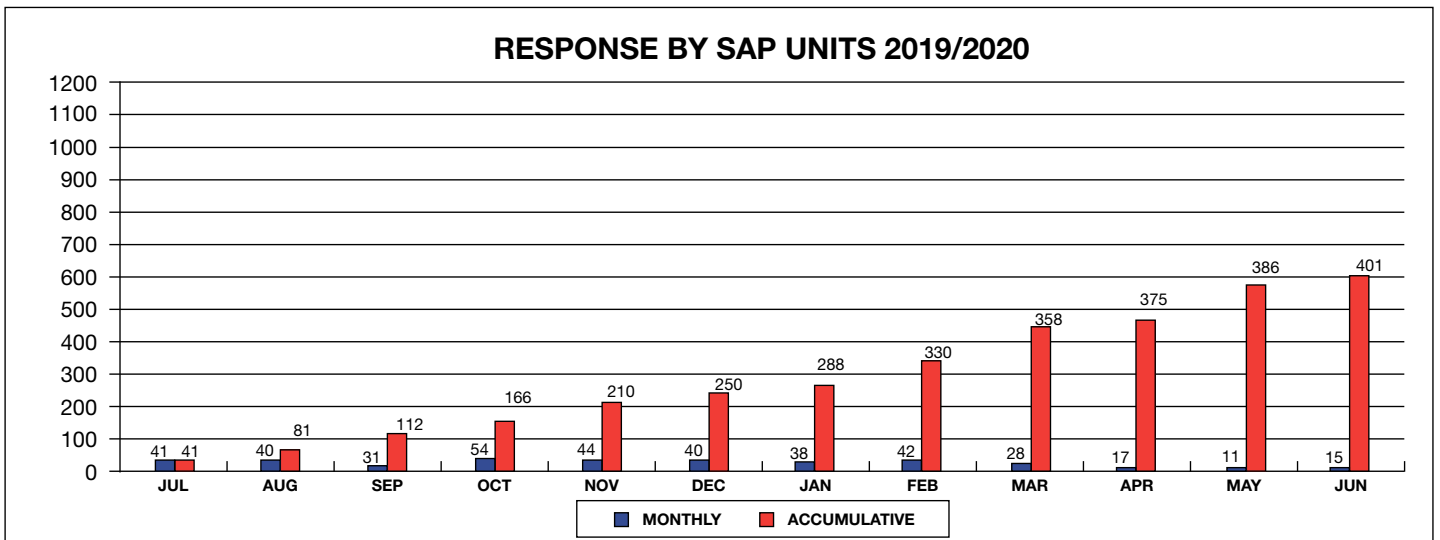
7.3.1 Incidents Detected



A total of 1385 incidents were detected compared to 3719 incidents the previous year. This decrease can be attributed to the drastic reduction of persons in the CBD area during the initial Covid 19 hard lockdown period. There was also a reduction in serious crime in the same period. Some of the incidents detected are as follows:

TYPE	NUMBER
Fighting	348
Bylaw Infringements	299
Suspicious behaviour	327
Motor vehicle Accidents	173
Marches and Gatherings	23
Poss. of Dangerous Weapon	13
Robbery Related	31
Possible Poss. of Stolen Prop	32

7.3.2 Responses by the SAPS

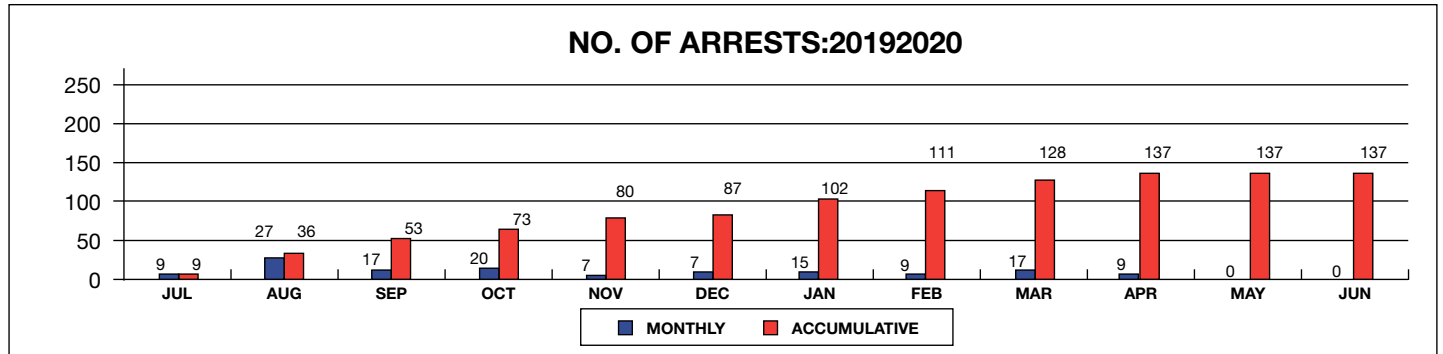


The total number of responses of the SAPS was 401. No Responses by SAPS units was 41 which was reported in writing to the Station Commander of Pietermaritzburg Central.





### 7.3.3 Arrests Made



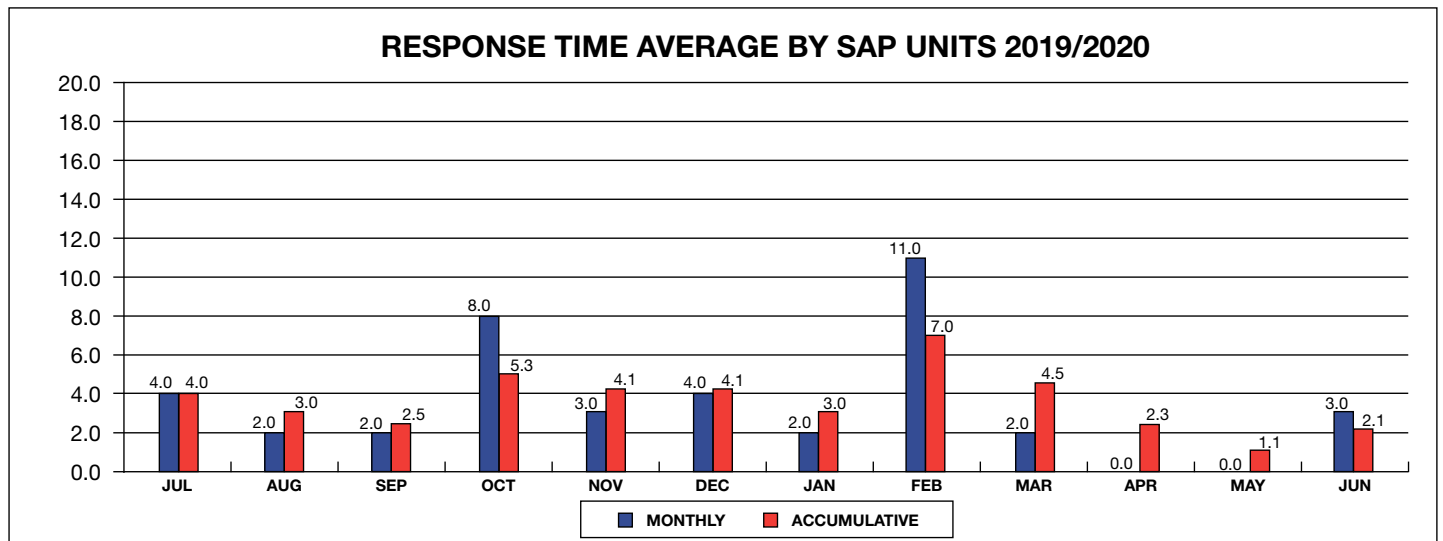
The number of arrests made was 137 compared to 219 of the previous year.

As mentioned in para 7.3.1 there was a drastic decrease in crime during the 4th Quarter. The ban on the sale of alcohol had positive effect on contact crimes such as Assault, Indecent Assault, Rape and Murder.

Some of the Arrests made were as follows:

TYPE	NUMBER
Possession of stolen Property	12
Assault Related	11
Burglary Business Premises	8
Robbery Related	7
Drug Related	4
Possession of Unlicensed Firearm	4
Theft Out of Motor Vehicle	4
Murder	2
Rape	2
Negligent Handling of Firearm	2
Attempted Murder	1
Possession of dangerous Weapon	1

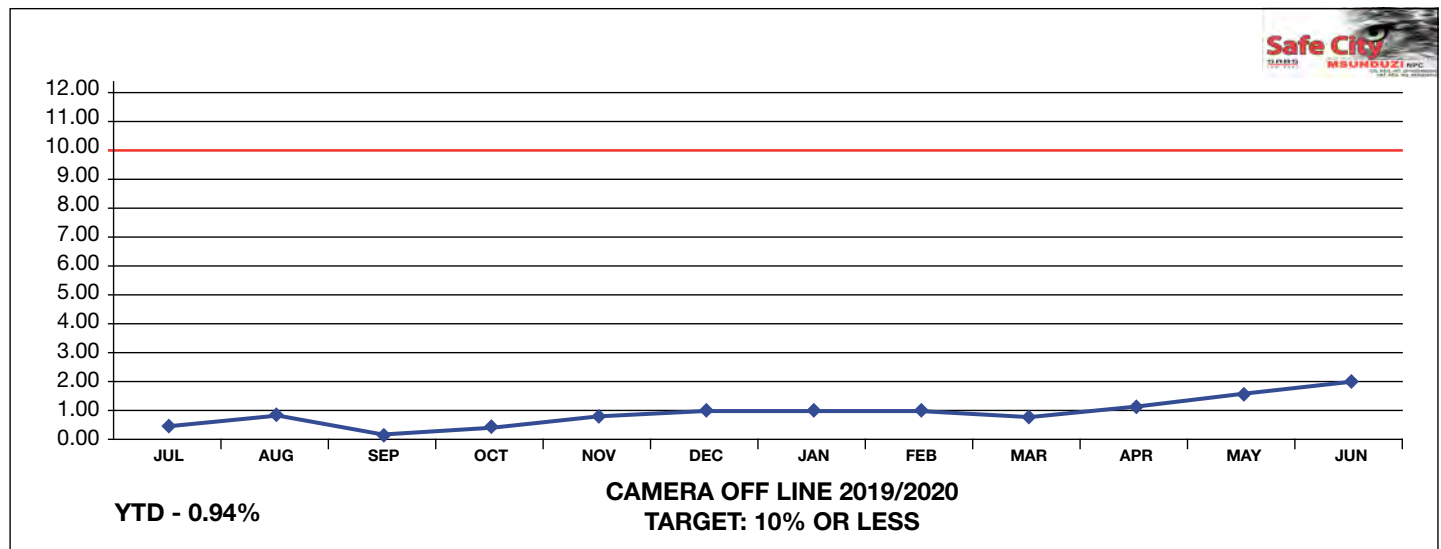
### 7.3.4 SAPS Response Time



The average response time for SAPS vehicles to respond is calculated from the time of notifying the SAPS Emergency Control Room until a vehicle arrives on the scene. An average of 6.4 min was achieved.

Commander for Pietermaritzburg Central Brigadier Zondi has given his undertaking that Safe City complaints will receive priority attention and that competent SAPS members be send to the Control Room.

7.3.5 Camera Downtime



The average camera downtime was 0.94%. Safe City's target is 10%.

There has been a number of power outages in the CBD which had a negative impact on the functionality of the CCTV cameras. A number of deep cycle batteries has been installed at high priority cameras in order to ensure that the area remains under surveillance during power outages. The Technical Manager and his team enjoy a healthy relationship with the Electricity dept, and electricity interruptions are normally restored in a short space of time.

8. KPA'S/KPI'S INDICATORS FOR 2019/20

PROGRAMME	PROJECT	MEASURABLE OBJECTIVE	ACTUAL 2019/20
Crime, Bylaw. Sub Station and Monitoring through CCTV Cameras	24 Hour crime watch through CCTV Cameras in areas with CCTV coverage	169 x CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage	169 CCTV Cameras monitored 24 hours in all areas with CCTV coverage by the 30th June 2020
Crime, Bylaw. Sub Station and Monitoring through CCTV Cameras	Reporting	12 x Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the SM: City Entities within 7 days after month end	12 x Monthly Reports of criminal incidents detected by CCTV Cameras were prepared and submitted to the SM: City Entities within 7 days after month end by the 30th June 2020
Crime, Bylaw. Sub Station and Monitoring through CCTV Camera	Reporting to SAPS, Municipal Traffic or Security Dept. of every detected criminal or suspicious incidents or bylaws violation	Ave 2 Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV Camera coverage	Ave 1.5 Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV Camera coverage achieved by the end of 30th June 2020
Crime, Bylaw. Sub Station and Monitoring through CCTV Camera	Inspection of CCTV equipment's	240 x CCTV inspections conducted as per the maintenance schedule by Safe City Technicians	245 x CCTV inspections conducted as per the maintenance schedule by Safe City Technicians by the end of 30th June 2020.
Crime, Bylaw. Sub Station and Monitoring through CCTV Camera	Turn-around to repair of faulty CCTV equipment's as per the Faults Register/Book	Average 3 days turn-around time to repair faulty CCTV equipment as per the Faults Register/Book by the 30th of June 2020	Average 1-day turn-around time to repair faulty CCTV equipment as per the Faults Register/Book by the by the end of 30th June 2020
Crime, Bylaw. Sub Station and Monitoring through CCTV Camera	Reporting of camera downtime	100% Monitoring of Camera Downtime in order to ensure no less than 90% of Cameras are operational in all CCTV cameras under control of Safe City by the 30th June 2020	99% Monitoring of Camera Downtime achieved by the by the end of 30th June 2020
Crime, Bylaw. Sub Station and Monitoring through CCTV Camera	Reporting on Safe City ISO accreditation status	100% Safe City ISO 9001 accreditation to be valid and maintained during the 19/20 FY	100% Safe City ISO 9001 accreditation still valid and maintained during the 19/20 FY by the by the end of 30th June 2020
Crime, Bylaw. Sub Station and Monitoring through CCTV Camera	Report on missed confirmed crime reports within camera visual area	Average of 90% of all confirmed reported crime within camera visual area detected by Safe City operators by the 30th of June 2020	Average of 95% achieved of all confirmed reported crime within camera visual area detected by Safe City operators by the end of 30th June 2020

Safe City's KPA and KPI's for 2019/20 is aligned with the SDBIP.



9. SAFE CITY ANNUAL PERFORMANCE

2018/2019		2019/2020			2020/2021				
SD/IBP / OP REFERENCE	ANNUAL TARGET	ANNUAL PROGRESS - ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	SD/IBP / OP REFERENCE	ANNUAL TARGET
CE 10	169 CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2019	169 CCTV Cameras has been monitored 24 hours in all areas with CCTV coverage at the 30th of June 2019	3 (100% - 129%)	N/A	N/A	N/A	Monthly Report to SM City Entities	CE 05	169 CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	N/A	Monthly Report to SM City Entities	CE 06	12 x Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the SM: City Entities within 7 days after month end by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	N/A	Safe City Occurrence Book	CE 07	2 Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. or Security of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV camera coverage by the 30th June 2021
N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	N/A	Safe City Technical Maintenance Schedules	CE 08	240 x CCTV inspections conducted as per the maintenance schedule by Safe City Technicians by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	N/A	Safe City Technical Task forms.	CE 09	Average 3 days turn-around time to repair faulty CCTV equipment as per the Faults Register/Book by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	N/A	Safe City Technical Fault Register.	CE 10	100% Monitoring of Camera Downtime in order to ensure no less than 90% of Cameras are operational in all CCTV cameras under control of Safe City by the 30th June 2021
N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	N/A	Safe City ISO 9001:2015 certification	CE 11	100% Safe City ISO 9001 accreditation to be valid and maintained during the 19/20 FY by the 30th of June 2021
N/A	N/A	N/A	NOT APPLICABLE	N/A	N/A	N/A	Daily SAPS Crime Report	CE 12	Average of 90% of all confirmed reported crime within camera visual area detected by Safe City operators by the 30th of June 2021

10. SUSTAINABILITY AND GOVERNANCE

The Safe City Board Members remain committed in maintaining strict ethical standards in the operations of Safe City, and accordingly undertakes from time to time reviews of its business practices and governance responsibilities. In this regard, a number of important policies have been compiled and others reviewed and approved by the Board of Directors during 2019/20.

11. CONCLUSION

Safe City has again enjoyed a very fruitful relationship with the city's administration during 2019/20 and Safe City would like to thank the mayor, Councillor Mzimkhulu Thebolla, the Councillors, the City Manager, Mr Madoda Khathide, and other senior officials for their constructive support towards the Safe City project and for supporting our belief that Safe City is performing a valuable community service. During the 4th quarter of 2019/20, we have seen the whole world including our country South Africa being struck by Covid 19 pandemic. COVID 19 provided a challenge to an extent that the President of South Africa, Cyril Ramaphosa declared the National Disaster on 18 March 2020 followed by the lockdown on 26 March 2020. Safe City was declared as one of the organisations providing essential services and we remained operational on a continuous basis but at the same time had to ensure that the health of our staff is not compromised in any manner during this period. As the Chairperson of Safe City, I would like to convey my sincere gratitude to the Board members and Management for ensuring that Occupational Health and Safety COVID 19 measures were implemented timeously and strict Covid 19 precautionary procedures were followed as regulated by our Government to curb the spread of virus and stay safe. Having all the COVID 19 safety measures in place, I have to report that very few Safe City staff members were affected by COVID 19 and by grace of God they have recovered and are back at work. We remain hopeful and positive that this phase of COVID 19 shall pass.

It always remains an important objective for Safe City to be a centre of excellence in order to ensure the safety of the public when visiting the Msunduzi precinct and also to provide an acceptable service to the Municipality, SAPS, National Prosecuting Authority and other stakeholders.

Our ageing surveillance system is starting to have a negative impact on our operating capability. In this regard, we would like to appeal to the municipality to allocate capital funding to Safe City to undertake projects such as the upgrading of the surveillance system, the completion of safeguarding the remaining electrical primary sub stations against theft and vandalism and also to expand the surveillance footprint to areas such as Edendale Business Centre. These projects have been included in our three (3) year Business Plan.

Safe City has seen as equal important to get involved in assisting the Msunduzi Municipality in the enforcement of relevant bylaws and to generate revenue in the form of recovery outstanding Traffic Warrant revenue which is estimated to be in excess of R11 000 000. In respect of the latter in 2010 Safe City in conjunction with Msunduzi Traffic Department launched a weekly Automatic Number Plate Recognition (ANPR) operations in areas where our surveillance cameras were located and considerable revenue at approximately R4 000 000 was generated. The joint operations were later halted due to a lack of manpower in the Traffic Department. Although the operation was stopped, Safe City believes that the joint operation be revived as we believe that it could contribute immensely in generating revenue for our parent Municipality. The lack of bylaw enforcement greatly contributes to crime and grime in our city. In order resume ANPR operations and to enforce our bylaws Safe City would appeal to the Municipality to establish a dedicated Municipal Re-Action Unit who can operate in conjunction with Safe City to effectively address bylaw infringements. This action will also reduce the opportunities for serious crime to take place especially in congested areas.

I would also like to thank all our partners including BFC, SAPS, NPA and several others who are, to a lesser or greater extent, stakeholders in our operation.

The financial contribution from Colenbrander Inc. in the form of considerable discounts on their respective contractual costs with Safe City is acknowledged. The valuable assistance rendered by our Legal Advisors Venn's, and the local media on reporting safety and security matters is further recognised and acknowledged.

In conclusion as the Chairperson of Safe City, my greatest appreciation goes to the Members of the Board for their undivided and united support to consistently contribute strategically in the good governance of the organisation and to ensure that as the Board we act in good faith and in the best interest of Safe City at all times. The Board further wishes to thank the Management and staff of Safe City for their commitment in ensuring that Safe City remains a centre of excellence despite numerous operational as well as financial challenges. As the Board of Safe City, the Management and all staff, we reserve our particular gratitude to our Parent Municipality, Msunduzi Municipality as Safe City Msunduzi NPC main funder.



## COMPONENT H: FINANCIAL PERFORMANCE

All relevant information relating to the Financial Performance of Msunduzi Municipality and Safe City (Municipal Entity) will be dealt with in terms of the Annual Financial Statements (AFS).



## SECTION 2: ANNUAL REPORT ON THE SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN

The Service Delivery and Budget Implementation Plan (SDBIP) is a legislative requirement as per the Municipal Finance Management Act (MFMA). The SDBIP gives effect to the Municipality's Integrated Development Plan (IDP) and annual budget. The SDBIP facilitates the accountable role that managers hold to the Council and that Councillors hold to the community. It also fosters the management, implementation and monitoring of the budget, the performance of senior management and the achievement of the strategic objectives as laid out in the IDP.

Chapter 1 of the MFMA describes the SDBIP as:

A detailed plan approved by the mayor of a municipality in terms of section 53(1)(c)(ii) for implementing the Municipality's delivery of services and the execution of its annual budget and which must include the following:

- a) projections for each month of –
  - (i) Revenue to be collected by source; and
  - (ii) Operational and capital expenditure, by vote;
- (b) Service delivery targets and performance indicators for each quarter".

In terms of the provisions above, in-year monitoring on service delivery indicators was conducted according to the attached SDBIP on a monthly & quarterly basis and reports thereof submitted to the Operational Management Committee (OMC) / Strategic Management Committee (SMC), EXCO, the Full Council, Portfolio Committees, Municipal Public Accounts Committee and the Audit Committee. Monitoring through the SDBIP enables the City Manager to monitor the performance of Senior Managers, the Mayor to monitor the performance of the City Manager and for the community to monitor the performance of the municipality as each activity contains outputs, outcomes and timeframes. The SDBIP is compiled on an annual basis.

As the SDBIP is a management and implementation tool, and not a policy proposal, it is not required to be approved by Council - it is however tabled before Council and made public for information and monitoring purposes. However, the top layer of the SDBIP cannot be revised without the approval of the Council. During the 2011/2012 financial year, the municipality developed a quarterly dashboard reporting process. In 2019/20 the municipality continued to implement the dashboard process of reporting. The dashboard is colour-coded in order to serve as an early indicator warning system in order to identify areas that require intervention in areas of non/under performance. Monthly & Quarterly reports on the SDBIP 2019/2020 were submitted to Council and are available on request.

During the Strategic Planning Process for the 2019/2020 financial year a management decision was taken to differentiate between service delivery indicators that have a direct impact on the community and those that are operational, support and auxiliary services. In this regard for the 2018/2019 financial year the SDBIP has been developed to focus on the service delivery indicators and the Operational Plan 2019/2020 has been developed to focus on operational, support and auxiliary services.

The SDBIP 2019/2020 contains Public Participation Units (Political Support & IRPTN), Community Services Units (Area Based Management, Waste Management, Recreation & Facilities as well as Public Safety, Enforcement and Emergency Services), Infrastructure Units (Water and Sanitation, Roads and Transportation, Electricity, Project Management Office & Mechanical Workshops) and Sustainable Development & City Enterprises Units (Town Planning and Environmental Management, City Entities & Human Settlements). Also included are the Legislated Performance Indicators as regulated by the National and Provincial Departments of Cooperative Governance and Traditional Affairs (CoGTA). As prescribed by legislation, the Municipality must set and monitor key performance indicators of all municipal entities. To fulfil this, SAFE CITY the only registered municipal entity; key performance indicators were also developed and inserted in the SDBIP 2019/2020.

All other units provide operational, support and auxiliary services to the Municipality and have been placed on the Operational Plan 2019/2020. The Operational Plan 2019/2020 contains the Corporate Business Units (Internal Audit, Strategic Planning and Office of the City Manager), Budget & Treasury Units (Budget Planning, Implementation & Monitoring, Revenue Management, Expenditure Management, Supply Chain Management, Financial Governance & Performance Management & Assets & Liabilities), Infrastructure Units (Project Management Office), Corporate Services Units (Legal Services, Information Communication Technology, Secretariat & Auxiliary Services and Human Resources) and Sustainable Development & City Enterprises (Development Services, Town Planning and Environmental Management & Human Settlements).

The graphical representations below illustrate the performance of the municipality, for the 2019/2020 financial year, as per the colour-coded dashboard.

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

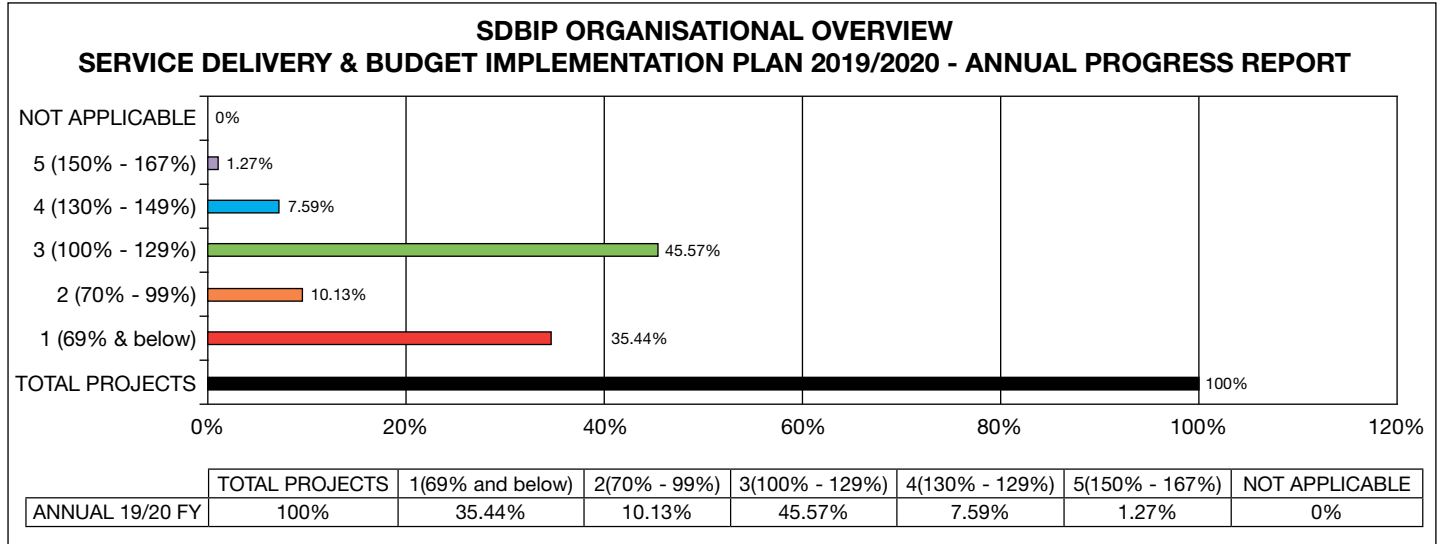
There were a total of 148 Key performance indicators on the SDBIP 2019/2020, 79 being operating projects and 69 being capital projects. There were a total of 198 Key performance indicators on the OP 2019/2020, 193 being operating projects and 5 being capital projects.



**SDBIP 2019/2020 ANNUAL PROGRESS REPORT  
ORGANISATIONAL OVERVIEW**

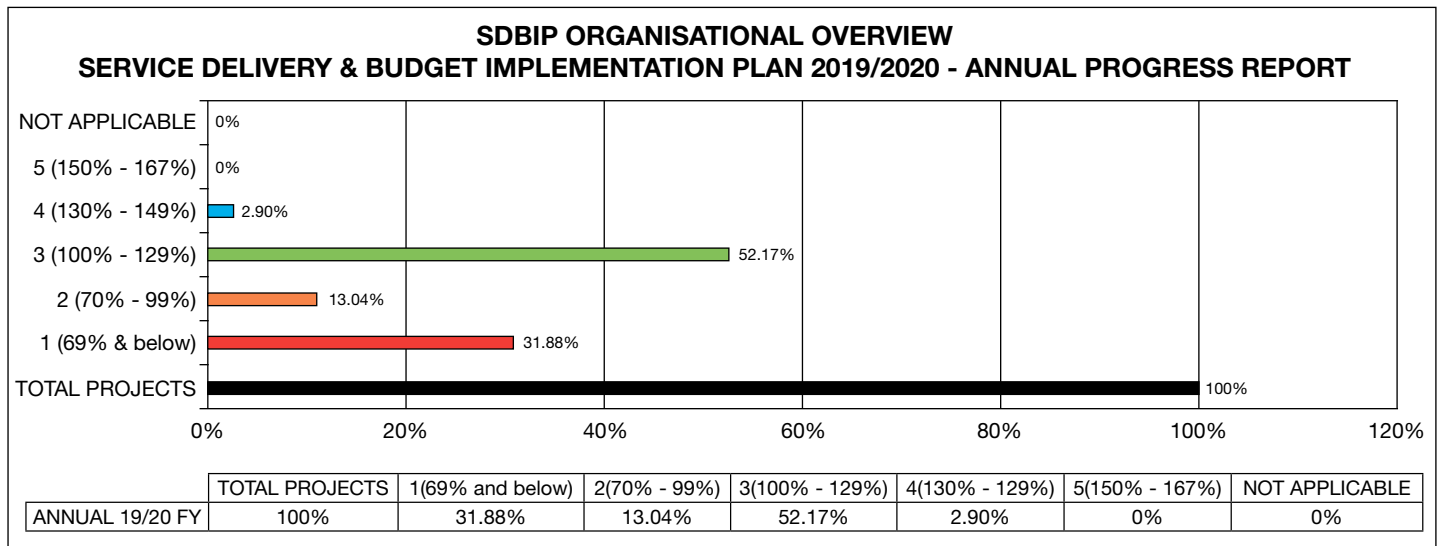
- 1. **TOTAL PROJECTS:** 148
- 1.1 **OPERATING PROJECTS:** 79
- 1.2 **CAPITAL PROJECTS:** 69

**GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



- 1. A total of 79 Operating Projects were reported on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 2. 35.44% of the projects were reported as having achieved a 1 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 3. 10.13% of the projects were reported as having achieved a 2 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 4. 45.57% of the projects were reported as having achieved a 3 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 5. 7.59% of the projects were reported as having achieved a 4 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 6. 1.27% of the projects were reported as having achieved a 5 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 7. 0% of the projects were reported as not applicable on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

**GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**

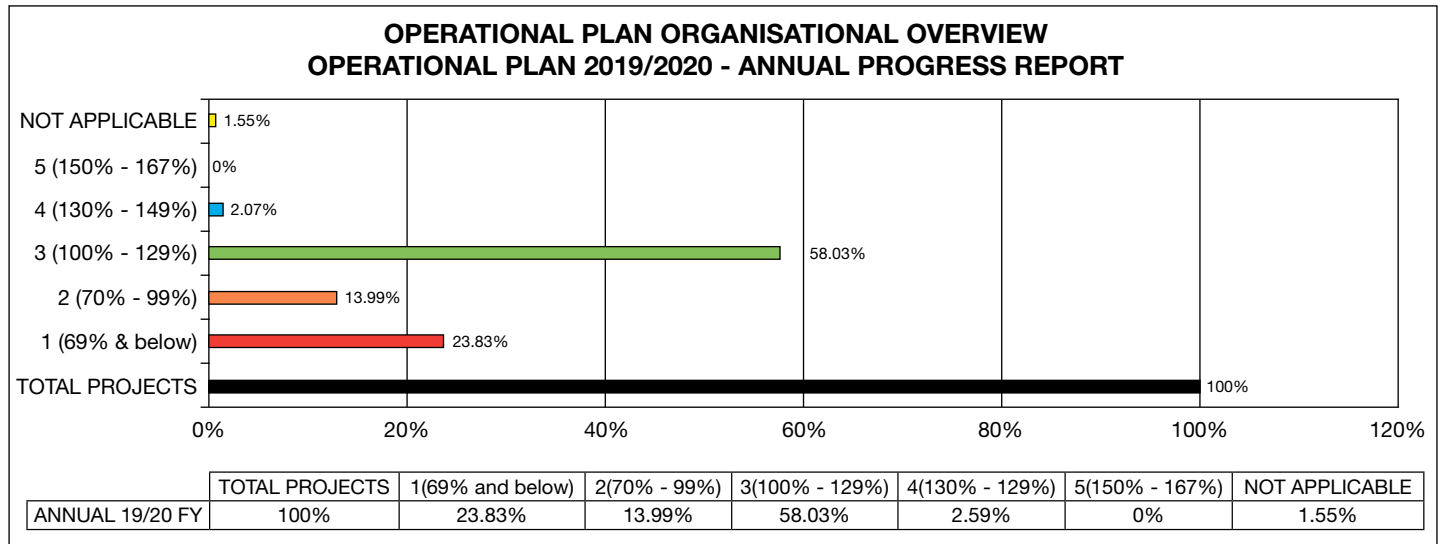


- 1. A total of 69 Capital Projects were reported on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 2. 31.88% of the projects were reported as having achieved a 1 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 3. 13.04% of the projects were reported as having achieved a 2 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 4. 52.17% of the projects were reported as having achieved a 3 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 5. 2.90% of the projects were reported as having achieved a 4 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 6. 0% of the projects were reported as having achieved a 5 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 7. 0% of the projects were reported as not applicable due to not having any targets on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

**OPERATIONAL PLAN (OP) 2019/2020 ANNUAL PROGRESS REPORT  
ORGANISATIONAL OVERVIEW**

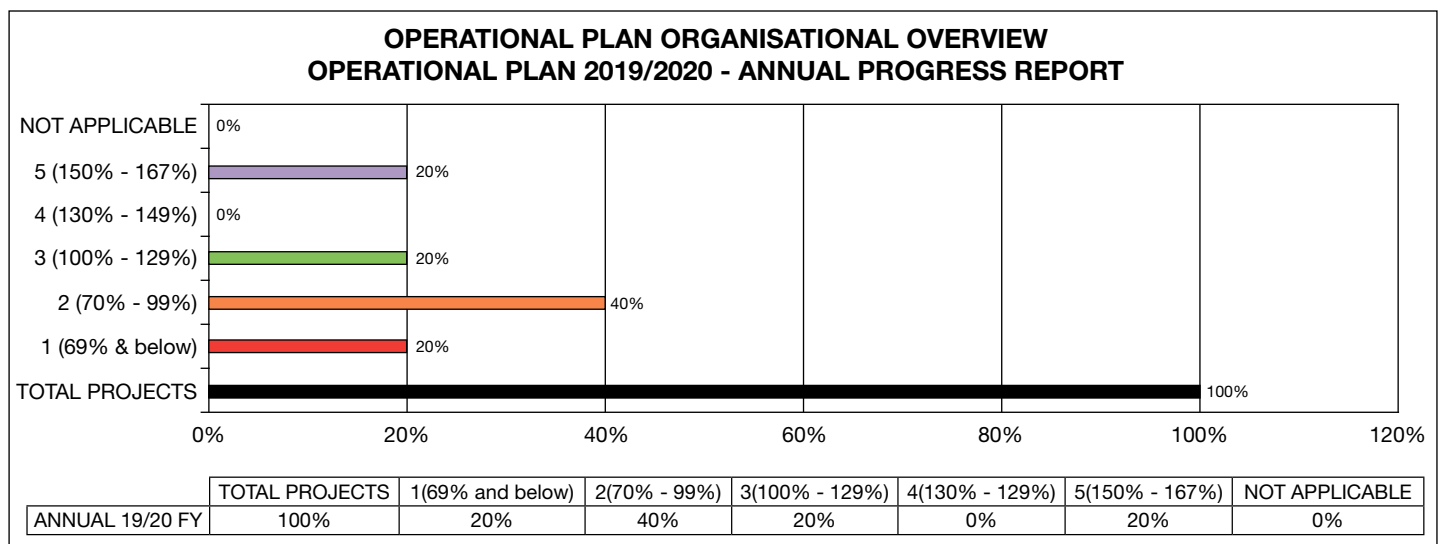
- 1. **TOTAL PROJECTS:** 198
- 1.1 **OPERATING PROJECTS:** 193
- 1.2 **CAPITAL PROJECTS:** 5

**GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



1. A total of 193 Operating Projects were reported on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
2. 23.83% of the projects were reported as having achieved a 1 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
3. 13.99% of the projects were reported as having achieved a 2 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
4. 58.03% of the projects were reported as having achieved a 3 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
5. 2.59% of the projects were reported as having achieved a 4 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
6. 0% of the projects were reported as having achieved a 5 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
7. 1.55% of the projects were reported as not applicable due to not having any targets on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT

**GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**



1. A total of 5 Capital Projects were reported on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
2. 20% of the projects were reported as having achieved a 1 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
3. 40% of the projects were reported as having achieved a 2 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
4. 20% of the projects were reported as having achieved a 3 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
5. 0% of the projects were reported as having achieved a 4 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
6. 20% of the projects were reported as having achieved a 5 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
7. 0% of the projects were reported as not applicable due to not having any targets on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

**CONCLUSION:**

This Annual Performance report reflects the performance of Business Units during the financial year 2019/2020 as per below annexures, please refer to same for the full reports:

**ANNEXURE 1: ANNUAL PERFORMANCE REPORT - SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020; and**

**ANNEXURE 2: ANNUAL PERFORMANCE REPORT - OPERATIONAL PLAN 2019/2020 FY**

During the 2019/2020 financial year Msunduzi Municipality made great strides in trying to ensure that the municipality did not receive a poor Audit opinion for performance management. A number of systems, procedures and interventions were implemented during this period to assist with ensuring the alignment of the Integrated Development Plan, Budget & Service Delivery & Budget Implementation Plan (SDBIP) in order for the communities to receive quality services. The municipality also undertook several interventions to ensure that the communities it serves were continuously informed of matters pertaining to service delivery.

## CHAPTER 4 – ANNUAL FINANCIAL STATEMENTS

### MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020

#### General Information

<b>Legal form of entity</b>	Category B Municipality in terms of section 1 of the Local Government : Municipal Structures Act, 1998 (Act 117 of 1998) read with section 155(1) of the Constitution of the Republic of South Africa (Act 108 of 1996) and Municipal Finance Management Act No. 56 of 2003.
<b>Nature of business and principal activities</b>	The primary function of Msunduzi Local Municipality is to provide basic services i.e. water, electricity, sanitation and refuse to the Msunduzi jurisdiction. Msunduzi Local Municipality is controlled by a Mayor, Deputy Mayor, Speaker, Chief Whip, ten Executive Committee members, the Accounting Officer and five General Managers who contribute to day- to-day management.
<b>Grading of local authority</b>	Category - B
<b>Controlling entity</b>	Msunduzi Local Municipality
<b>Economic entity</b>	Safe City Msunduzi NPC
<b>Business address</b>	The City Hall 260 Church Street Pietermaritzburg 3201
<b>Postal address</b>	The City Hall Private Bag X321 Pietermaritzburg 3200
<b>Telephone</b>	(033) 392 2002
<b>Facsimile</b>	(033) 392 2208
<b>Legislation governing the municipality's operations</b>	Municipal Finance Management Act (Act 56 of 2003) The Constitution of the Republic of South Africa ( Act 108 of 1996) Municipal Structures Act (Act 117 of 1998) Municipal Systems Act (Act 32 of 2000)  Municipal Property Rates Act (Act 6 of 2004) Division of Revenue Act (Act 1 of 2007) Municipal Demarcation Act (Act 27 of 1998)
<b>Bankers</b>	First National Bank
<b>Website</b>	<a href="http://www.msunduzi.gov.za">www.msunduzi.gov.za</a>
<b>Accounting Officer</b>	Madoda Phumula Khathide
<b>Auditors</b>	The Auditor General of South Africa
<b>Chief Finance Officer (CFO)</b>	Nelisiwe Margret Ngcobo
<b>Executive Committee</b>	Mayor - Thebolla Mzimkhulu Deputy Mayor - Inderjit Manilal Madlala Linda Linford McArthur Glenn Robert Mkhize Dorcas Sibongile Ngcobo Zanele Ngube Gugu Mary - Jane Ntombela Thinasonke Dennis Majola Jerome Sibongiseni Ntshangase Ntuthuko
<b>Councillors</b>	Speaker - Majola Nomagugu Eunice Chief Whip - Ntshangase Michael





Municipal Public Accounts Committee Chairperson - Schalkwyk Mary  
Adkins Shawn  
Ahmed Najmah Banu  
Ahmed Rooksan  
Amod Michael  
Chonco Sibusiso  
Dlamini Ambrosia Sibongile  
Dlamini Godman Nkosivelile  
Dlamini Sandile Wellington  
Dlamini Tholakele Ignatia  
Dlela Nomalady Eleanor  
Duma Prince Dumisa  
Gambu Nkosinathi Chasewell  
Goga Mohammed Salim  
Gwala Nelisiwe Jannet  
Khumalo Nontobeko  
Khumalo Sphamandla Dennis  
Lambert William Francis  
Lyne Sandra Patricia  
Madlala Siphamandla Sydney  
Madonda Siphon Innocent  
Madondo Ignatia Thandiwe  
Majola Terrence Sboniso  
Mbanjwa Nkosinathi Maxwell  
Mhlongo Snothi Raphael  
Mkhize Mtuza Bhekithemba  
Mkhize Mabhungu  
Mncwango Gladness Sibongile  
Molefe Thabiso Patrick  
Mpulo Mthetho Ephraim  
Msimang Prudence Nokuthula  
Mtshali Blessing Sbusiso  
Naicker Lucky  
Naidoo Sunny  
Ndawonde Siphwe Caiphas  
Ndlovu Nelisiwe Zanele  
Nene Jabulani  
Nene S'fiso Derrick  
Ngcobo Katherine Malindi  
Ngongoma Xolani Ellington  
Ngubane Sandile Duncan  
Ngubo Jabulisile Joyce  
Ngubo Manqoba  
Ngubo Zinhle Regina  
Nhlabathi Bongumusa Cyril  
Niemand Rienus  
Njilo Mduduzi  
Oumar Mehmood-UI Hassan  
Phungula Dumisani Bernard  
Reddy Suraya  
Sithole Philisiwe  
Sithole Thamsanqa Wonderboy  
Sivnath Rajdave  
Sokhela Balozile Cynthia  
Sokhela Mansizwa Simon  
Soobiah Rachel  
Strachan Ross Bryan  
Winterbach Ludwig Johann  
Zondi Dolo Phillip  
Zondi Hamilton Mlungisi  
Zondo Makhosazane Precious  
Zuma Bukelani Ephraim  
Zuma Michael Bhekabantu  
Zuma Thobani  
Zungu Ningi Jostinah

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## ABBREVIATIONS

ASB	Accounting Standards Board
COID	Compensation for Occupational Injuries and Diseases
CPI	Consumer Price Index
CRR	Capital Replacement Reserve
DBSA	Development Bank of South Africa
DSB	Development Services Board
FNB	First National Bank
GRAP	Generally Recognised Accounting Practice
HDF	Housing Development Fund
IAS	International Accounting Standards
IPSAS	International Public Sector Accounting Standards
KZN	KwaZulu-Natal
ME's	Municipal Entities
MFMA	Municipal Finance Management Act
MIG	Municipal Infrastructure Grant
NATIS	National Traffic Information System
NCT	Natal Co-operative Timber Tree Farming (Pty) Ltd
NJMPPF	Natal Joint Municipal Pension Fund
NPA	Natal Provincial Administration
PAYE	Pay As You Earn
RMB	Rand Merchant Bank
UIF	Unemployment Insurance Fund
VAT	Value Added Taxation



## ACCOUNTING OFFICE RESPONSIBILITIES AND APPROVAL

The accounting officer is required by the Municipal Finance Management Act (Act 56 of 2003), to maintain adequate accounting records and is responsible for the content and integrity of the consolidated annual financial statements and related financial information included in this report. It is the responsibility of the accounting officer to ensure that the consolidated annual financial statements fairly present the state of affairs of the municipality as at the end of financial year and the results of its operations and cash flows for the period then ended. The external auditors are engaged to express an independent opinion on the consolidated annual financial statements and was given unrestricted access to all financial records and related data.

The consolidated annual financial statements have been prepared in accordance with Standards of Generally Recognised Accounting Practice (GRAP) including any interpretations, guidelines, and directives issued by Accounting Standards Boards.

The consolidated annual financial statements are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The accounting officer acknowledges that he is ultimately responsible for the system of internal financial control established by the municipality and its entity and places considerable importance on maintaining a strong control environment. To enable the accounting officer to meet these responsibilities, the accounting officer sets standards for internal control aimed at reducing the risk of error or deficit in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure to ensure an acceptable level of risk. These controls are monitored throughout the municipality and its entity and all employees are required to maintain the highest ethical standards in ensuring the economic entity's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the municipality and its entity is on identifying, assessing, managing and monitoring all known forms of risks across the municipality and its entity. While operating risk cannot be fully eliminated, the municipality and its entity endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed with predetermined procedures and constraints.

The accounting officer is of the opinion, based on the information and explanations given by the management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the consolidated annual financial statement. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or deficit.

The accounting officer has reviewed the municipality and its entity's cash flow forecast for the year to 30 June 2021 and, in the light of this review and the current financial position, he is satisfied that the municipality and its entity have or have access to adequate resources to continue in operational existence for the foreseeable future.

Although the accounting officer is primarily responsible for the financial affairs of the municipality, she is supported by the economic entity's audit committee, internal and external auditors.

The external auditors are responsible for independently auditing and reporting on the municipality and its entity's consolidated annual financial statements.

I certify that the salaries, allowances and benefits of councillors as disclosed in note 51 of these Annual Financial Statements are within the upper limits of the framework envisaged in section 219 of the Constitution, read with Remuneration of the Public Officer Bearer Act and the Minister of Provincial and Local Governments determination in accordance with this Act.

The consolidated annual financial statements set out on page 235-352, which have been prepared on the going concern basis, were approved by the accounting officer on 30 November 2020 and were signed on its behalf by:

**Accounting Officer**  
**Madoda Phumula Khathide**  
**Pietermaritzburg**  
**Monday, 30 November 2020**

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2020

Figures in Rand	Note(s)	Economic entity		Controlling entity	
		2020	2019 Restated*	2020	2019 Restated*
<b>Assets</b>					
<b>Current Assets</b>					
Inventories	3	340 986 532	335 344 747	340 986 532	335 344 747
Short term investment	4	-	15 674 518	-	15 674 518
Receivables from exchange transactions	5	18 452 302	5 452 097	18 358 010	5 449 597
Statutory receivables	6	531 584 562	420 008 966	531 584 562	420 008 966
Consumer debtors	7	1 451 868 358	1 283 370 072	1 451 868 358	1 283 370 072
Cash and cash equivalents	8	518 976 967	308 195 245	517 656 140	305 048 831
		<b>2 861 868 721</b>	<b>2 368 045 645</b>	<b>2 860 453 602</b>	<b>2 364 896 731</b>
<b>Non-Current Assets</b>					
Agricultural assets	9	73 100 000	79 700 000	73 100 000	79 700 000
Heritage assets	10	271 924 972	273 431 260	271 924 972	273 431 260
Intangible assets	11	30 700 413	41 057 963	30 700 413	41 057 963
Investment property	12	821 671 435	779 067 512	821 671 435	779 067 512
Living resources	13	1 070 250	948 425	1 070 250	948 425
Property, plant and equipment	14	6 588 894 508	6 657 617 392	6 578 292 006	6 645 980 240
Other financial assets	15	-	2 642 997	-	2 642 997
		<b>7 787 361 578</b>	<b>7 834 465 549</b>	<b>7 776 759 076</b>	<b>7 822 828 397</b>
<b>Total Assets</b>		<b>10 649 230 299</b>	<b>10 202 511 194</b>	<b>10 637 212 678</b>	<b>10 187 725 128</b>
<b>Liabilities</b>					
<b>Current Liabilities</b>					
Consumer deposits	16	113 838 915	107 229 302	113 838 915	107 229 302
Other financial liabilities	17	113 418 258	114 310 751	113 418 258	114 310 751
Transfers payable (non-exchange)	18	22 991 872	24 448 776	22 991 872	24 448 776
Payables from exchange transactions	19	1 238 488 312	936 478 225	1 241 454 290	936 194 903
Provisions	20	3 662 143	10 351 928	3 118 321	9 841 144
Employee benefit obligation	21	38 202 000	36 198 896	38 202 000	36 198 896
Unspent conditional grants and receipts	22	180 851 130	103 510 102	180 851 130	103 510 102
VAT payable	23	181 875 292	144 822 890	181 454 567	144 464 969
		<b>1 893 327 922</b>	<b>1 477 350 870</b>	<b>1 895 329 353</b>	<b>1 476 198 843</b>
<b>Non-Current Liabilities</b>					
Other financial liabilities	17	285 317 996	366 291 537	285 317 996	366 291 537
Provisions	20	23 367 839	62 662 384	23 367 839	62 662 384
Employee benefit obligation	21	507 812 001	562 080 514	507 812 001	562 080 514
		<b>816 497 836</b>	<b>991 034 435</b>	<b>816 497 836</b>	<b>991 034 435</b>
<b>Total Liabilities</b>		<b>2 709 825 758</b>	<b>2 468 385 305</b>	<b>2 711 827 189</b>	<b>2 467 233 278</b>
<b>Net Assets</b>		<b>7 939 404 541</b>	<b>7 734 125 889</b>	<b>7 925 385 489</b>	<b>7 720 491 850</b>
<b>Reserves</b>					
Accumulated surplus	24	7 748 557 372	7 505 212 631	7 734 538 320	7 491 578 592
Capital replacement reserve	25	2 053 876	40 992 378	2 053 876	40 992 378
Housing development fund	26	93 528 758	90 761 936	93 528 758	90 761 936
Revaluation reserve	27	95 264 535	97 158 944	95 264 535	97 158 944
<b>Total Net Assets</b>		<b>7 939 404 541</b>	<b>7 734 125 889</b>	<b>7 925 385 489</b>	<b>7 720 491 850</b>



## STATEMENT OF FINANCIAL PERFORMANCE

Figures in Rand	Note(s)	Economic entity		Controlling entity	
		2020	2019 Restated*	2020	2019 Restated*
<b>Revenue</b>					
<b>Revenue from exchange transactions</b>					
Agency services	28	1 090 372	1 469 372	1 090 372	1 469 372
Interest - consumer debtors and receivables	29	225 860 971	183 129 075	225 860 971	183 129 075
Interest received - bank, call and investment accounts	30	14 258 674	20 507 403	14 116 343	20 378 755
Licences and permits	31	604 456	829 644	604 456	829 644
Operational revenue	32	47 565 468	55 268 646	47 565 468	55 268 646
Rental of facilities and equipment	33	43 597 286	20 617 910	43 597 286	20 617 910
Rendering of services	34	6 807 908	8 265 686	6 807 908	8 265 686
Sale of goods	35	16 811 766	421 129	16 811 005	421 042
Service charges	36	3 104 466 759	2 944 550 476	3 104 621 258	2 944 696 529
<b>Total revenue from exchange transactions</b>		<b>3 461 063 660</b>	<b>3 235 059 341</b>	<b>3 461 075 067</b>	<b>3 235 076 659</b>
<b>Revenue from non-exchange transactions</b>					
<b>Taxation revenue</b>					
Property rates	37	1 177 107 606	947 729 117	1 177 107 606	947 729 117
Interest - property rates	38	66 392 640	61 919 523	66 392 640	61 919 523
<b>Transfer revenue</b>					
Fines, penalties and forfeits	39	13 272 582	12 557 144	13 272 582	12 557 144
Government grants and subsidies	40	1 067 241 793	1 004 150 362	1 067 241 793	1 004 150 362
Other transfers	41	1 434 882	9 162 557	1 434 881	9 162 557
<b>Total revenue from non-exchange transactions</b>		<b>2 325 449 503</b>	<b>2 035 518 703</b>	<b>2 325 449 502</b>	<b>2 035 518 703</b>
<b>Total revenue</b>		<b>5 786 513 163</b>	<b>5 270 578 044</b>	<b>5 786 524 569</b>	<b>5 270 595 362</b>
<b>Expenditure</b>					
Bad debts written off	42	(20 930 221)	(10 345 711)	(20 930 221)	(10 345 711)
Bulk purchases	43	(2 491 126 597)	(2 132 173 417)	(2 491 126 597)	(2 132 173 417)
General expenses	44	(474 257 259)	(570 420 124)	(474 039 478)	(570 134 504)
Debt impairment	45	(567 918 578)	520 406 398	(567 918 578)	520 406 398
Depreciation and amortisation	46	(418 450 866)	(455 235 329)	(417 614 094)	(454 389 103)
Employee related costs	47	(1 354 174 978)	(1 310 730 367)	(1 345 486 985)	(1 303 016 615)
Finance costs	48	(43 716 970)	(52 462 384)	(43 716 970)	(52 462 384)
Inventory consumed	49	(57 199 347)	(55 978 880)	(57 161 591)	(55 935 665)
Operational costs	50	(136 748 409)	(124 691 236)	(135 804 334)	(123 758 124)
Operating leases	51	(23 049 402)	(33 947 467)	(23 037 264)	(33 936 027)
Remuneration of councillors	52	(43 759 322)	(44 130 681)	(43 759 322)	(44 130 681)
Transfers and subsidies	53	(13 927 480)	(15 819 791)	(25 306 678)	(26 090 875)
<b>Total expenditure</b>		<b>(5 645 259 429)</b>	<b>(4 285 528 983)</b>	<b>(5 645 902 112)</b>	<b>(4 285 966 708)</b>
<b>Operating surplus</b>					
Actuarial gains/losses	54	91 491 795	162 153 669	91 491 795	162 153 669
Excess in provision liability	20	30 501 044	-	30 501 044	-
Fair value adjustments on investment property	55	(19 832 000)	(32 810 000)	(19 832 000)	(32 810 000)
Fair value on agricultural assets and gain on living resources	56	8 721 325	15 856 141	8 721 325	15 856 141
Gains/(losses) on disposal of assets		(14 646 287)	2 876 825	(14 400 000)	2 876 825
Impairment loss	57	(6 353 310)	(5 719 754)	(6 353 310)	(5 719 754)
Inventory losses	58	(7 356 148)	(16 453 277)	(7 356 148)	(16 453 277)
		<b>82 526 419</b>	<b>125 903 604</b>	<b>82 772 706</b>	<b>125 903 604</b>
<b>Surplus for the year</b>		<b>223 780 153</b>	<b>1 110 952 665</b>	<b>223 395 163</b>	<b>1 110 532 258</b>



## STATEMENT OF CHANGES IN NET ASSETS

Figures in Rand	Revaluation reserve	Housing development Fund	Capital replacement reserve	Total reserves	Accumulated surplus	Total net assets
<b>Economic entity</b>						
<b>Balance at 01 July 2018</b>	<b>51 657 445</b>	<b>87 653 806</b>	<b>92 323 393</b>	<b>231 634 644</b>	<b>6 723 887 191</b>	<b>6 955 521 835</b>
Changes in net assets Prior year adjustment	-	-	-	-	(386 118 802)	(386 118 802)
Revaluation of heritage assets	45 501 499	-	-	45 501 499	-	45 501 499
Cash utilised for capital expenditure	-	-	(65 401 584)	(65 401 584)	65 401 584	-
Transfer to CRR	-	-	12 095 137	12 095 137	(12 095 137)	-
Net income (losses) recognised directly in net assets	45 501 499	-	(53 306 447)	(7 804 948)	(332 812 355)	(340 617 303)
Surplus for the year	-	-	-	-	1 110 952 659	1 110 952 659
Total recognised income and expenses for the year	45 501 499	-	(53 306 447)	(7 804 948)	778 140 304	770 335 356
HDF utilisation	-	106 929	-	106 929	-	106 929
Correction in surplus	-	-	-	-	8 161 769	8 161 769
Interest earned on investment	-	3 001 201	1 975 432	4 976 633	(4 976 633)	-
<b>Total changes</b>	<b>45 501 499</b>	<b>3 108 130</b>	<b>(51 331 015)</b>	<b>(2 721 386)</b>	<b>781 325 440</b>	<b>778 604 054</b>
<b>Restated* Balance at 01 July 2019</b>	<b>97 158 944</b>	<b>90 761 936</b>	<b>40 992 378</b>	<b>228 913 258</b>	<b>7 505 212 631</b>	<b>7 734 125 889</b>
Changes in net assets Devaluation of Heritage assets	(1 894 409)	-	-	(1 894 409)	-	(1 894 409)
Cash utilised for capital expenditure	-	-	(39 572 027)	(39 572 027)	39 572 027	-
Net income (losses) recognised directly in net assets	(1 894 409)	-	(39 572 027)	(41 466 436)	39 572 027	(1 894 409)
Surplus for the year	-	-	-	-	223 780 153	223 780 153
Total recognised income and expenses for the year	(1 894 409)	-	(39 572 027)	(41 466 436)	263 352 180	221 885 744
Correction in surplus	-	-	-	-	(16 607 092)	(16 607 092)
Interest earned on investment	-	2 766 822	633 525	3 400 347	(3 400 347)	-
Total changes	(1 894 409)	2 766 822	(38 938 502)	(38 066 089)	243 344 741	205 278 652
<b>Balance at 30 June 2020</b>	<b>95 264 535</b>	<b>93 528 758</b>	<b>2 053 876</b>	<b>190 847 169</b>	<b>7 748 557 372</b>	<b>7 939 404 541</b>
Note(s)	27	26	25		24	
<b>Controlling entity</b>						
<b>Balance at 01 July 2018</b>	<b>51 657 445</b>	<b>87 653 806</b>	<b>92 323 393</b>	<b>231 634 644</b>	<b>6 710 675 028</b>	<b>6 942 309 672</b>
Changes in net assets Prior year adjustment	-	-	-	-	(386 120 294)	(386 120 294)
Revaluation of heritage assets	45 501 499	-	-	45 501 499	-	45 501 499
Cash utilised for capital expenditure	-	-	(65 401 584)	(65 401 584)	65 401 584	-
Transfer to CRR	-	-	12 095 137	12 095 137	(12 095 137)	-
Net income (losses) recognised directly in net assets	45 501 499	-	(53 306 447)	(7 804 948)	(332 813 847)	(340 618 795)
Surplus for the year	-	-	-	-	1 110 532 258	1 110 532 258
Total recognised income and expenses for the 12 months	45 501 499	-	(53 306 447)	(7 804 948)	777 718 411	769 913 463
HDF utilisation	-	106 929	-	106 929	-	106 929
Correction in surplus	-	-	-	-	8 161 786	8 161 786
Interest earned on investment	-	3 001 201	1 975 432	4 976 633	(4 976 633)	-
<b>Total changes</b>	<b>45 501 499</b>	<b>3 108 130</b>	<b>(51 331 015)</b>	<b>(2 721 386)</b>	<b>780 903 564</b>	<b>778 182 178</b>
<b>Restated* Balance at 01 July 2019</b>	<b>97 158 944</b>	<b>90 761 936</b>	<b>40 992 378</b>	<b>228 913 258</b>	<b>7 491 578 592</b>	<b>7 720 491 850</b>
Changes in net assets Devaluation of Heritage assets	(1 894 409)	-	-	(1 894 409)	-	(1 894 409)
Cash utilised for capital expenditure	-	-	(39 572 027)	(39 572 027)	39 572 027	-
Net income (losses) recognised directly in net assets	(1 894 409)	-	(39 572 027)	(41 466 436)	39 572 027	(1 894 409)
Surplus for the year	-	-	-	-	223 395 163	223 395 163
Total recognised income and expenses for the year	(1 894 409)	-	(39 572 027)	(41 466 436)	262 967 190	221 500 754
Correction in surplus	-	-	-	-	(16 607 115)	(16 607 115)
Interest earned on investment	-	2 766 822	633 525	3 400 347	(3 400 347)	-
Total changes	(1 894 409)	2 766 822	(38 938 502)	(38 066 089)	242 959 728	204 893 639
<b>Balance at 30 June 2020</b>	<b>95 264 535</b>	<b>93 528 758</b>	<b>2 053 876</b>	<b>190 847 169</b>	<b>7 734 538 320</b>	<b>7 925 385 489</b>
Note(s)	27	26	25		24	



## CASH FLOW STATEMENT

Figures in Rand	Note(s)	Economic entity		Controlling entity	
		2020	2019 Restated*	2020	2019 Restated*
<b>Cash flows from operating activities</b>					
<b>Receipts</b>					
Sale of goods and services		3 893 416 276	3 597 971 504	3 893 595 168	3 598 119 308
Interest income		14 233 888	20 129 691	14 091 556	20 001 043
Interest received - consumer debtors		31 359 444	17 352 420	31 359 444	17 352 420
Tax received		-	1 488	-	-
Government grants		1 169 508 102	1 031 722 607	1 169 508 101	1 031 722 607
		<b>5 108 517 710</b>	<b>4 667 177 710</b>	<b>5 108 554 269</b>	<b>4 667 195 378</b>
<b>Payments</b>					
Employee costs		(1 340 606 132)	(1 291 991 274)	(1 332 020 409)	(1 284 464 082)
Suppliers		(3 045 371 030)	(2 945 971 235)	(3 052 216 137)	(2 955 306 673)
Finance costs		(46 314 311)	(55 119 340)	(46 314 311)	(55 119 340)
		<b>(4 432 291 473)</b>	<b>(4 293 081 849)</b>	<b>(4 430 550 857)</b>	<b>(4 294 890 095)</b>
<b>Net cash flows from operating activities</b>	59	<b>676 226 237</b>	<b>374 095 861</b>	<b>678 003 412</b>	<b>372 305 283</b>
<b>Cash flows from investing activities</b>					
Purchase of tangible non current assets	14	(398 953 648)	(480 503 036)	(398 905 235)	(480 465 071)
Proceeds from sale of property, plant and equipment	14	-	3 715 678	-	3 715 678
Purchase of other intangible assets	11	(97 000)	(800 000)	(97 000)	(800 000)
Receipts from other financial assets		166 279	186 254	166 278	186 254
(Increase)/decrease in short term investment		17 040 365	(6 155 452)	17 040 365	(6 155 452)
<b>Net cash flows from investing activities</b>		<b>(381 844 004)</b>	<b>(483 556 556)</b>	<b>(381 795 592)</b>	<b>(483 518 591)</b>
<b>Cash flows from financing activities</b>					
Repayment of other financial liabilities		(83 600 511)	(94 966 367)	(83 600 511)	(94 966 367)
<b>Net cash flows from financing activities</b>		<b>(83 600 511)</b>	<b>(94 966 367)</b>	<b>(83 600 511)</b>	<b>(94 966 367)</b>
<b>Net increase/(decrease) in cash and cash equivalents</b>		<b>210 781 722</b>	<b>(204 427 062)</b>	<b>212 607 309</b>	<b>(206 179 675)</b>
Cash and cash equivalents at the beginning of the year		308 195 245	512 622 307	305 048 831	511 228 506
<b>Cash and cash equivalents at the end of the year</b>	8	<b>518 976 967</b>	<b>308 195 245</b>	<b>517 656 140</b>	<b>305 048 831</b>

## STATEMENT OF COMPARISON OF BUDGET AND ACTUAL AMOUNTS

Budget on Accrual Basis						
	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
<b>Figures in Rand</b>						
<b>Economic entity</b>						
<b>Statement of Financial Performance</b>						
<b>Revenue</b>						
<b>Revenue from exchange transactions</b>						
Sale of goods	-	-	-	16 811 766	16 811 766	Refer to note 81 for variance analysis comparison
Service charges	3 337 702 981	-	3 337 702 981	3 104 466 759	(233 236 222)	
Rendering of services	-	-	-	6 807 908	6 807 908	
Rental of facilities and equipment	27 826 601	-	27 826 601	43 597 286	15 770 685	
Interest received - consumer debtors and receivables	193 739 516	(172 829)	193 566 687	225 860 971	32 294 284	
Agency services	575 983	-	575 983	1 090 372	514 389	
Licences and permits	1 071 358	-	1 071 358	604 456	(466 902)	
Operational revenue	153 231 328	172 829	153 404 157	47 565 468	(105 838 689)	
Interest received - bank, call and investment accounts	14 702 275	-	14 702 275	14 258 674	(443 601)	
<b>Total revenue from exchange transactions</b>	<b>3 728 850 042</b>	<b>-</b>	<b>3 728 850 042</b>	<b>3 461 063 660</b>	<b>(267 786 382)</b>	
<b>Revenue from non-exchange transactions</b>						
<b>Taxation revenue</b>						
Property rates	1 200 771 538	-	1 200 771 538	1 177 107 606	(23 663 932)	
Interest - property rates	-	-	-	66 392 640	66 392 640	
<b>Transfer revenue</b>						
Government grants & subsidies	1 111 365 229	295 850 299	1 407 215 528	1 067 241 793	(339 973 735)	
Fines, penalties and forfeits	16 064 007	-	16 064 007	13 272 582	(2 791 425)	
Other transfers	-	-	-	1 434 882	1 434 882	
<b>Total revenue from non-exchange transactions</b>	<b>2 328 200 774</b>	<b>295 850 299</b>	<b>2 624 051 073</b>	<b>2 325 449 503</b>	<b>(298 601 570)</b>	
<b>Total revenue</b>	<b>6 057 050 816</b>	<b>295 850 299</b>	<b>6 352 901 115</b>	<b>5 786 513 163</b>	<b>(566 387 952)</b>	
<b>Expenditure</b>						
Employee related costs	(1 455 894 732)	174 861 885	(1 281 032 847)	(1 354 174 978)	(73 142 131)	
Remuneration of councillors	(51 487 909)	-	(51 487 909)	(43 759 322)	7 728 587	
Bad debts written off	-	-	-	(20 930 221)	(20 930 221)	
Depreciation and amortisation	(492 025 080)	66 232 589	(425 792 491)	(418 450 866)	7 341 625	
Impairment loss	-	-	-	(6 353 310)	(6 353 310)	
Finance costs	(41 660 099)	(2 070 074)	(43 730 173)	(43 716 970)	13 203	
Operating lease	-	-	-	(23 049 402)	(23 049 402)	
Debt Impairment	(116 890 701)	106 000 000	(10 890 701)	(567 918 578)	(557 027 877)	
Bulk purchases	(2 282 599 889)	(209 080 305)	(2 491 680 194)	(2 491 126 597)	553 597	
General expenses	(586 720 405)	85 456 893	(501 263 512)	(474 257 259)	27 006 253	
Transfers and subsidies	(58 899 891)	22 369 853	(36 530 038)	(13 927 480)	22 602 558	
Inventory consumed	(55 814 223)	(3 901 118)	(59 715 341)	(57 199 347)	2 515 994	
Operational costs	(198 795 542)	(40 236 026)	(239 031 568)	(136 748 409)	102 283 159	
<b>Total expenditure</b>	<b>(5 340 788 471)</b>	<b>199 633 697</b>	<b>(5 141 154 774)</b>	<b>(5 651 612 739)</b>	<b>(510 457 965)</b>	
<b>Operating surplus</b>	<b>716 262 345</b>	<b>495 483 996</b>	<b>1 211 746 341</b>	<b>134 900 424</b>	<b>(1 076 845 917)</b>	
Gains/losses on disposal of assets	(43 396)	(1 763 725)	(1 807 121)	(14 646 287)	(12 839 166)	
Fair value adjustments on investment property	-	-	-	(19 832 000)	(19 832 000)	
Actuarial gains/losses	-	-	-	91 491 795	91 491 795	
Fair value on agricultural assets and gain on living resources	-	-	-	8 721 325	8 721 325	
Excess in provision liability	-	-	-	30 501 044	30 501 044	
Inventory losses	-	-	-	(7 356 148)	(7 356 148)	
	(43 396)	(1 763 725)	(1 807 121)	88 879 729	90 686 850	
<b>Surplus before taxation</b>	<b>716 218 949</b>	<b>493 720 271</b>	<b>1 209 939 220</b>	<b>223 780 153</b>	<b>(986 159 067)</b>	
<b>Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement</b>	<b>716 218 949</b>	<b>493 720 271</b>	<b>1 209 939 220</b>	<b>223 780 153</b>	<b>(986 159 067)</b>	
<b>Reconciliation</b>						



<b>Budget on Accrual Basis</b>						
	<b>Approved budget</b>	<b>Adjustments</b>	<b>Final Budget</b>	<b>Actual amounts on comparable basis</b>	<b>Difference between final budget and actual</b>	<b>Reference</b>
<b>Figures in Rand</b>						
<b>Statement of Financial Position</b>						
<b>Assets</b>						
<b>Current Assets</b>						
Inventories	35 380 272	-	<b>35 380 272</b>	340 986 532	<b>305 606 260</b>	
Receivables from exchange transactions	-	-	-	18 452 302	<b>18 452 302</b>	
Statutory receivables	66 726 050	-	<b>66 726 050</b>	531 584 562	<b>464 858 512</b>	
Consumer debtors	835 519 383	737 437 484	<b>1 572 956 867</b>	1 451 868 358	<b>(121 088 509)</b>	
Cash and cash equivalents	500 953 054	149 682 850	<b>650 635 904</b>	518 976 967	<b>(131 658 937)</b>	
	<b>1 438 578 759</b>	<b>887 120 334</b>	<b>2 325 699 093</b>	<b>2 861 868 721</b>	<b>536 169 628</b>	
<b>Non-Current Assets</b>						
Agricultural assets	-	-	-	73 100 000	<b>73 100 000</b>	
Investment property	738 049 560	-	<b>738 049 560</b>	821 671 435	<b>83 621 875</b>	
Property, plant and equipment	7 166 487 794	114 705 789	<b>7 281 193 583</b>	6 588 894 508	<b>(692 299 075)</b>	
Living resources	-	-	-	1 070 250	<b>1 070 250</b>	
Intangible assets	146 779 814	-	<b>146 779 814</b>	30 700 413	<b>(116 079 401)</b>	
Heritage assets	-	-	-	271 924 972	<b>271 924 972</b>	
	<b>8 051 317 168</b>	<b>114 705 789</b>	<b>8 166 022 957</b>	<b>7 787 361 578</b>	<b>(378 661 379)</b>	
<b>Total Assets</b>	<b>9 489 895 927</b>	<b>1 001 826 123</b>	<b>10 491 722 050</b>	<b>10 649 230 299</b>	<b>157 508 249</b>	
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Other financial liabilities	79 056 107	-	<b>79 056 107</b>	113 418 258	<b>34 362 151</b>	
Payables from exchange transactions	999 844 751	-	<b>999 844 751</b>	1 238 488 312	<b>238 643 561</b>	
Transfers payable (non-exchange)	-	-	-	22 991 872	<b>22 991 872</b>	
VAT payable	-	-	-	181 875 292	<b>181 875 292</b>	
Consumer deposits	108 899 458	-	<b>108 899 458</b>	113 838 915	<b>4 939 457</b>	
Employee benefit obligation	-	-	-	38 202 000	<b>38 202 000</b>	
Unspent conditional grants and receipts	-	-	-	180 851 130	<b>180 851 130</b>	
Provisions	133 712 202	-	<b>133 712 202</b>	3 662 143	<b>(130 050 059)</b>	
	<b>1 321 512 518</b>	-	<b>1 321 512 518</b>	<b>1 893 327 922</b>	<b>571 815 404</b>	
<b>Non-Current Liabilities</b>						
Other financial liabilities	459 547 129	-	<b>459 547 129</b>	285 317 996	<b>(174 229 133)</b>	
Employee benefit obligation	-	-	-	507 812 001	<b>507 812 001</b>	
Provisions	742 916 894	-	<b>742 916 894</b>	23 367 839	<b>(719 549 055)</b>	
	<b>1 202 464 023</b>	-	<b>1 202 464 023</b>	<b>816 497 836</b>	<b>(385 966 187)</b>	
<b>Total Liabilities</b>	<b>2 523 976 541</b>	-	<b>2 523 976 541</b>	<b>2 709 825 758</b>	<b>185 849 217</b>	
<b>Net Assets</b>	<b>6 965 919 386</b>	<b>1 001 826 123</b>	<b>7 967 745 509</b>	<b>7 939 404 541</b>	<b>(28 340 968)</b>	
<b>Net Assets</b>						
<b>Net Assets Attributable to Owners of Controlling Entity</b>						
<b>Reserves</b>						
Revaluation reserve	(525 923)	-	<b>(525 923)</b>	95 264 535	<b>95 790 458</b>	
Housing development fund	89 406 883	-	<b>89 406 883</b>	93 528 758	<b>4 121 875</b>	
Capitalisation reserve	94 169 862	-	<b>94 169 862</b>	2 053 876	<b>(92 115 986)</b>	
Accumulated surplus	6 782 868 564	1 001 826 123	<b>7 784 694 687</b>	7 748 557 372	<b>(36 137 315)</b>	
<b>Total Net Assets</b>	<b>6 965 919 386</b>	<b>1 001 826 123</b>	<b>7 967 745 509</b>	<b>7 939 404 541</b>	<b>(28 340 968)</b>	

**Budget on Accrual Basis**

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
<b>Figures in Rand</b>						
<b>Cash Flow Statement</b>						
<b>Cash flows from operating activities</b>						
<b>Receipts</b>						
Sale of goods and services	3 779 655 642	236 272 423	4 015 928 065	3 895 882 561	(120 045 504)	
Interest income	-	-	-	14 233 888	14 233 888	
Interest received - consumer debtors	169 693 888	9 540 071	179 233 959	31 359 444	(147 874 515)	
Government grants	1 124 451 307	295 850 299	1 420 301 606	1 169 508 102	(250 793 504)	
	<b>5 073 800 837</b>	<b>541 662 793</b>	<b>5 615 463 630</b>	<b>5 110 983 995</b>	<b>(504 479 635)</b>	
<b>Payments</b>						
Employee costs	(1 372 297 289)	24 776 533	(1 347 520 756)	(1 340 606 132)	6 914 624	
Suppliers	(3 013 923 639)	(152 920 659)	(3 166 844 298)	(3 047 837 315)	119 006 983	
Finance costs	(41 660 099)	1 929 926	(39 730 173)	(46 314 311)	(6 584 138)	
	<b>(4 427 881 027)</b>	<b>(126 214 200)</b>	<b>(4 554 095 227)</b>	<b>(4 434 757 758)</b>	<b>119 337 469</b>	
<b>Net cash flows from operating activities</b>	<b>645 919 810</b>	<b>415 448 593</b>	<b>1 061 368 403</b>	<b>676 226 237</b>	<b>(385 142 166)</b>	
Purchase of tangible non current assets	(527 535 656)	(265 845 744)	(793 381 400)	(398 953 648)	394 427 752	
Purchase of other intangible assets	-	-	-	(97 000)	(97 000)	
Receipts from other financial assets	-	-	-	166 279	166 279	
(Increase)/decrease in short term investment	-	-	-	17 040 365	17 040 365	
<b>Net cash flows from investing activities</b>	<b>(527 535 656)</b>	<b>(265 845 744)</b>	<b>(793 381 400)</b>	<b>(381 844 004)</b>	<b>411 537 396</b>	
<b>Cash flows from financing activities</b>						
Repayment of other financial liabilities	(79 846 107)	-	(79 846 107)	(83 600 511)	(3 754 404)	
Net increase/(decrease) in cash and cash equivalents	38 538 047	149 602 849	188 140 896	210 781 722	22 640 826	
Cash and cash equivalents at the beginning of the year	462 415 008	(230 000)	462 185 008	308 195 245	(153 989 763)	
<b>Cash and cash equivalents at the end of the year</b>	<b>500 953 055</b>	<b>149 372 849</b>	<b>650 325 904</b>	<b>518 976 967</b>	<b>(131 348 937)</b>	
<b>Reconciliation</b>						





## Budget on Accrual Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
<b>Figures in Rand</b>						
<b>Controlling entity</b>						
<b>Statement of Financial Performance</b>						
<b>Revenue</b>						
<b>Revenue from exchange transactions</b>						
Sale of goods	-	-	-	16 811 005	16 811 005	Refer to Note 81 for variance analysis comparison
Service charges	3 337 702 981	-	3 337 702 981	3 104 621 258	(233 081 723)	
Rendering of services	-	-	-	6 807 908	6 807 908	
Rental of facilities and equipment	27 826 601	-	27 826 601	43 597 286	15 770 685	
Interest received - consumer debtors and receivables	193 739 516	(172 829)	193 566 687	225 860 971	32 294 284	
Agency services	575 983	-	575 983	1 090 372	514 389	
Licences and permits	1 071 358	-	1 071 358	604 456	(466 902)	
Operational revenue	140 145 249	172 829	140 318 078	47 565 468	(92 752 610)	
Interest received - bank, call and investment accounts	14 603 275	-	14 603 275	14 116 343	(486 932)	
<b>Total revenue from exchange transactions</b>	<b>3 715 664 963</b>	<b>-</b>	<b>3 715 664 963</b>	<b>3 461 075 067</b>	<b>(254 589 896)</b>	
<b>Revenue from non-exchange transactions</b>						
<b>Taxation revenue</b>						
Property rates	1 200 771 538	-	1 200 771 538	1 177 107 606	(23 663 932)	
Interest - property rates	-	-	-	66 392 640	66 392 640	
<b>Transfer revenue</b>						
Government grants and subsidies	1 111 365 229	295 850 299	1 407 215 528	1 067 241 793	(339 973 735)	
Fines, penalties and forfeits	16 064 007	-	16 064 007	13 272 582	(2 791 425)	
Other transfers	-	-	-	1 434 881	1 434 881	
<b>Total revenue from non-exchange transactions</b>	<b>2 328 200 774</b>	<b>295 850 299</b>	<b>2 624 051 073</b>	<b>2 325 449 502</b>	<b>(298 601 571)</b>	
<b>Total revenue</b>	<b>6 043 865 737</b>	<b>295 850 299</b>	<b>6 339 716 036</b>	<b>5 786 524 569</b>	<b>(553 191 467)</b>	
<b>Expenditure</b>						
Employee related costs	(1 445 367 850)	174 861 885	(1 270 505 965)	(1 345 486 985)	(74 981 020)	
Remuneration of councillors	(51 487 909)	-	(51 487 909)	(43 759 322)	7 728 587	
Depreciation and amortisation	(491 076 080)	66 232 589	(424 843 491)	(417 614 094)	7 229 397	
Impairment loss	-	-	-	(6 353 310)	(6 353 310)	
Finance costs	(41 660 099)	(2 070 074)	(43 730 173)	(43 716 970)	13 203	
Operating lease	-	-	-	(23 037 264)	(23 037 264)	
Debt impairment	(116 890 701)	106 000 000	(10 890 701)	(567 918 578)	(557 027 877)	
Bad debts written off	-	-	-	(20 930 221)	(20 930 221)	
Bulk purchases	(2 282 599 889)	(209 080 305)	(2 491 680 194)	(2 491 126 597)	553 597	
General expenses	(586 347 111)	85 456 893	(500 890 218)	(474 039 478)	26 850 740	
Transfers and subsidies	(58 899 891)	22 369 853	(36 530 038)	(25 306 678)	11 223 360	
Inventory consumed	(55 714 223)	(3 981 118)	(59 695 341)	(57 161 591)	2 533 750	
Operational costs	(196 905 212)	(40 218 853)	(237 124 065)	(135 804 334)	101 319 731	
<b>Total expenditure</b>	<b>(5 326 948 965)</b>	<b>199 570 870</b>	<b>(5 127 378 095)</b>	<b>(5 652 255 422)</b>	<b>(524 877 327)</b>	
<b>Operating surplus</b>	<b>716 916 772</b>	<b>495 421 169</b>	<b>1 212 337 941</b>	<b>134 269 147</b>	<b>(1 078 068 794)</b>	
Gains/(losses) on disposal of assets	(43 396)	(1 763 725)	(1 807 121)	(14 400 000)	(12 592 879)	
Fair value adjustments on investment property	-	-	-	(19 832 000)	(19 832 000)	
Actuarial gains/losses	-	-	-	91 491 795	91 491 795	
Fair value on agricultural assets and gain on living resources	-	-	-	8 721 325	8 721 325	
Excess in provision liability	-	-	-	30 501 044	30 501 044	
Inventory losses	-	-	-	(7 356 148)	(7 356 148)	
	<b>(43 396)</b>	<b>(1 763 725)</b>	<b>(1 807 121)</b>	<b>89 126 016</b>	<b>90 933 137</b>	
<b>Surplus before taxation</b>	<b>716 873 376</b>	<b>493 657 444</b>	<b>1 210 530 820</b>	<b>223 395 163</b>	<b>(987 135 657)</b>	
<b>Actual Amount on Comparable Basis as Presented in the Budget and Actual Comparative Statement</b>	<b>716 873 376</b>	<b>493 657 444</b>	<b>1 210 530 820</b>	<b>223 395 163</b>	<b>(987 135 657)</b>	

**Budget on Accrual Basis**

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
<b>Figures in Rand</b>						
<b>Statement of Financial Position</b>						
<b>Assets</b>						
<b>Current Assets</b>						
Inventories	35 380 272	-	35 380 272	340 986 532	305 606 260	Refer to Note 81 for variance analysis comparison
Receivables from exchange transactions	-	-	-	18 358 010	18 358 010	
Statutory receivables	66 723 550	-	66 723 550	531 584 562	464 861 012	
Consumer debtors	835 519 383	737 437 484	1 572 956 867	1 451 868 358	(121 088 509)	
Cash and cash equivalents	499 887 054	149 682 850	649 569 904	517 656 140	(131 913 764)	
	<b>1 437 510 259</b>	<b>887 120 334</b>	<b>2 324 630 593</b>	<b>2 860 453 602</b>	<b>535 823 009</b>	
<b>Non-Current Assets</b>						
Agricultural assets	-	-	-	73 100 000	73 100 000	
Investment property	738 049 560	-	738 049 560	821 671 435	83 621 875	
Property, plant and equipment	7 154 795 394	114 625 789	7 269 421 183	6 578 292 006	(691 129 177)	
Living resources	-	-	-	1 070 250	1 070 250	
Intangible assets	146 779 814	-	146 779 814	30 700 413	(116 079 401)	
Heritage assets	-	-	-	271 924 972	271 924 972	
	<b>8 039 624 768</b>	<b>114 625 789</b>	<b>8 154 250 557</b>	<b>7 776 759 076</b>	<b>(377 491 481)</b>	
<b>Total Assets</b>	<b>9 477 135 027</b>	<b>1 001 746 123</b>	<b>10 478 881 150</b>	<b>10 637 212 678</b>	<b>158 331 528</b>	
<b>Liabilities</b>						
<b>Current Liabilities</b>						
Other financial liabilities	79 056 107	-	79 056 107	113 418 258	34 362 151	
Payables from exchange transactions	999 062 751	-	999 062 751	1 241 454 290	242 391 539	
Transfers payable (non-exchange)	-	-	-	22 991 872	22 991 872	
VAT payable	-	-	-	181 454 567	181 454 567	
Consumer deposits	108 899 458	-	108 899 458	113 838 915	4 939 457	
Employee benefit obligation	-	-	-	38 202 000	38 202 000	
Unspent conditional grants and receipts	-	-	-	180 851 130	180 851 130	
Provisions	133 712 202	-	133 712 202	3 118 321	(130 593 881)	
	<b>1 320 730 518</b>	<b>-</b>	<b>1 320 730 518</b>	<b>1 895 329 353</b>	<b>574 598 835</b>	
<b>Non-Current Liabilities</b>						
Other financial liabilities	459 547 129	-	459 547 129	285 317 996	(174 229 133)	
Employee benefit obligation	-	-	-	507 812 001	507 812 001	
Provisions	742 916 894	-	742 916 894	23 367 839	(719 549 055)	
	<b>1 202 464 023</b>	<b>-</b>	<b>1 202 464 023</b>	<b>816 497 836</b>	<b>(385 966 187)</b>	
<b>Total Liabilities</b>	<b>2 523 194 541</b>	<b>-</b>	<b>2 523 194 541</b>	<b>2 711 827 189</b>	<b>188 632 648</b>	
<b>Net Assets</b>	<b>6 953 940 486</b>	<b>1 001 746 123</b>	<b>7 955 686 609</b>	<b>7 925 385 489</b>	<b>(30 301 120)</b>	
<b>Net Assets</b>						
<b>Net Assets Attributable to Owners of Controlling Entity</b>						
<b>Reserves</b>						
Revaluation reserve	(525 923)	-	(525 923)	95 264 535	95 790 458	
Housing development fund	89 406 883	-	89 406 883	93 528 758	4 121 875	
Capital replacement reserve	94 169 862	-	94 169 862	2 053 876	(92 115 986)	
Accumulated surplus	6 770 889 664	1 001 746 123	7 772 635 787	7 734 538 320	(38 097 467)	
<b>Total Net Assets</b>	<b>6 953 940 486</b>	<b>1 001 746 123</b>	<b>7 955 686 609</b>	<b>7 925 385 489</b>	<b>(30 301 120)</b>	



## Budget on Accrual Basis

	Approved budget	Adjustments	Final Budget	Actual amounts on comparable basis	Difference between final budget and actual	Reference
<b>Figures in Rand</b>						
<b>Cash Flow Statement</b>						
<b>Cash flows from operating activities</b>						
<b>Receipts</b>						
Sale of goods and services	3 779 655 642	236 272 423	<b>4 015 928 065</b>	3 893 595 168	<b>(122 332 897)</b>	
Government grants	1 111 365 229	295 850 299	<b>1 407 215 528</b>	1 169 508 101	<b>(237 707 427)</b>	
Interest income	-	-	-	14 091 556	<b>14 091 556</b>	
Interest received - consumer debtors	169 594 888	9 540 071	<b>179 134 959</b>	31 359 444	<b>(147 775 515)</b>	
	<b>5 060 615 759</b>	<b>541 662 793</b>	<b>5 602 278 552</b>	<b>5 108 554 269</b>	<b>(493 724 283)</b>	
<b>Payments</b>						
Employee costs	(1 361 770 407)	24 776 533	<b>(1 336 993 874)</b>	(1 332 020 409)	<b>4 973 465</b>	
Finance costs	(41 660 099)	1 929 926	<b>(39 730 173)</b>	(46 314 311)	<b>(6 584 138)</b>	
Suppliers	(3 012 003 843)	(152 920 659)	<b>(3 164 924 502)</b>	(3 052 216 135)	<b>112 708 367</b>	
	<b>(4 415 434 349)</b>	<b>(126 214 200)</b>	<b>(4 541 648 549)</b>	<b>(4 430 550 855)</b>	<b>111 097 694</b>	
<b>Net cash flows from operating activities</b>	<b>645 181 410</b>	<b>415 448 593</b>	<b>1 060 630 003</b>	<b>678 003 414</b>	<b>(382 626 589)</b>	
<b>Cash flows from investing activities</b>						
Purchase of property, plant and equipment	(527 357 256)	(265 765 744)	<b>(793 123 000)</b>	(398 905 238)	<b>394 217 762</b>	
Purchase of other intangible assets	-	-	-	(97 000)	<b>(97 000)</b>	
Receipts from other financial assets	-	-	-	166 278	<b>166 278</b>	
(Increase)/decrease in short term investment	-	-	-	17 040 366	<b>17 040 366</b>	
<b>Net cash flows from investing activities</b>	<b>(527 357 256)</b>	<b>(265 765 744)</b>	<b>(793 123 000)</b>	<b>(381 795 594)</b>	<b>411 327 406</b>	
<b>Cash flows from financing activities</b>						
Repayment of other financial liabilities	(79 056 107)	-	<b>(79 056 107)</b>	(83 600 511)	<b>(4 544 404)</b>	
Net increase/(decrease) in cash and cash equivalents	38 768 047	149 682 849	<b>188 450 896</b>	212 607 309	<b>24 156 413</b>	
Cash and cash equivalents at the beginning of the year	461 119 008	-	<b>461 119 008</b>	305 048 831	<b>(156 070 177)</b>	
<b>Cash and cash equivalents at the end of the year</b>	<b>499 887 055</b>	<b>149 682 849</b>	<b>649 569 904</b>	<b>517 656 140</b>	<b>(131 913 764)</b>	

The economic impact of Covid – 19 on the municipality's activities necessitated two special budget adjustments. During the year the municipality adopted the MFMA Municipal cost containment regulations 2019 and developed a cost containment policy. In a bid to respond to challenges posed by the pandemic. Amongst the other strategies the municipality has implemented include – curtailment of operating costs. The debt collectors were tasked to improve revenue collections and enhance liquidity. The employee benefit actuarial gains contributed to the surplus.

## ACCOUNTING POLICIES

### 1. Presentation of Consolidated Annual Financial Statements

The consolidated annual financial statements have been prepared in accordance with the Standards of Generally Recognised Accounting Practice (GRAP), issued by the Accounting Standards Board in accordance with Section 122(3) of the Municipal Finance Management Act (Act 56 of 2003). The reporting Framework is as prescribed by the Accounting Standards Board in Directive 5.

These consolidated annual financial statements have been prepared on an accrual basis of accounting and are in accordance with historical cost convention as the basis of measurement, unless specified otherwise.

A summary of the significant accounting policies, which have been consistently applied in the preparation of these consolidated annual financial statements, are disclosed below.

These accounting policies are consistent with the previous period, except for the changes set out in note 70 Changes in accounting policy.

#### 1.1 Presentation currency

These consolidated annual financial statements are presented in South African Rand, which is the functional currency of the economic entity.

#### 1.2 Going concern assumption

These consolidated annual financial statements have been prepared based on the expectation that the economic entity will continue to operate as a going concern for at least the next 12 months.

#### 1.3 Materiality

Material omissions or misstatements of items are material if they could, individually or collectively, influence the decisions or assessments of users made on the basis of the financial statements. Materiality depends on the nature or size of the omission or misstatement judged in the surrounding circumstances. The nature or size of the information item, or a combination of both, could be the determining factor.

Assessing whether an omission or misstatement could influence decisions of users, and so be material, requires consideration of the characteristics of those users. The conceptual framework for the Preparation and Presentation of Financial Statements states that users are assumed to have a reasonable knowledge of government, its activities, accounting and a willingness to study the information with reasonable diligence. Therefore, the assessment takes into account how users with such attributes could reasonably be expected to be influenced in making and evaluating decisions.

#### 1.4 Significant judgements and sources of estimation uncertainty

In preparing the consolidated annual financial statements, management is required to make estimates and assumptions that affect the amounts represented in the consolidated annual financial statements and related disclosures. Use of available information and the application of judgement is inherent in the formation of estimates. Actual results in the future could differ from these estimates which may be material to the consolidated annual financial statements. Significant judgements include:

##### **Allowance for slow moving, damaged and obsolete stock**

An allowance for stock to write stock down to the lower of cost or net realisable value. Management have made estimates of the selling price and direct cost to sell on certain inventory items. The write down is included in the operating surplus note.

##### **Impairment testing**

The recoverable amounts of cash-generating units and individual assets have been determined based on the higher of value- in-use calculations and fair values less costs to sell. These calculations require the use of estimates and assumptions.

The economic entity reviews and tests the carrying value of assets when events or changes in circumstances suggest that the carrying amount may not be recoverable. Assets are grouped at the lowest level for which identifiable cash flows are largely independent of cash flows of other assets and liabilities. If there are indications that impairment may have occurred, estimates are prepared of expected future cash flows for each group of assets. Expected future cash flows used to determine the value in use of goodwill and tangible assets are inherently uncertain and could materially change over time. They are significantly affected by a number of factors including economic factors.

##### **Provisions**

Provisions were raised and management determined an estimate based on the information available. Additional disclosure of these estimates of provisions are included in note 20 - Provisions.

##### **Useful lives of property, plant and equipment**

The economic entity's management determines the estimated useful lives and related depreciation charges for all assets. These estimates are based on the National Treasury Guideline. This estimate is based on the industry norm. Management will increase the depreciation charge where useful lives are less than previously estimated useful lives.

##### **Post retirement benefits**

The present value of the post retirement obligation depends on a number of factors that are determined on an actuarial basis using a number of assumptions. The assumptions used in determining the net cost (income) include the discount rate. Any changes in these assumptions will impact on the carrying amount of post retirement obligations.



Other key assumptions for pension obligations are based on current market conditions. Additional information is disclosed in Note 21 - Employee benefits obligations.

#### **Effective interest rate**

The economic entity used the prime interest rate to discount future cash flows.

#### **Debt Impairment**

On debtors an impairment loss is recognised in surplus and deficit when there is objective evidence that it is impaired. The impairment is measured as the difference between the debtors carrying amount and the present value of estimated future cash flows discounted at the effective interest rate, computed at initial recognition unless if the effect of discounting is immaterial.

### **1.5 Agricultural assets**

The entity recognises agricultural assets or agricultural produce when, and only when:

- the entity controls the asset as a result of past events;
- it is probable that future economic benefits or service potential associated with the asset will flow to the economic entity; and
- the fair value or cost of the asset can be measured reliably.

Agricultural assets are measured at their fair value less costs to sell.

The fair value of the tree plantations is based on the combined fair value of the land and trees. The fair value of the raw land and land improvements is then deducted from the combined fair value to determine the fair value of the trees.

A gain or loss arising on initial recognition of agricultural assets or agricultural produce at fair value less costs to sell and from a change in fair value less costs to sell of agricultural assets is included in surplus or deficit for the period in which it arises.

Where market determined prices or values are not available, the present value of the expected net cash inflows from the asset, discounted at a current market-determined pre-tax rate where applicable is used to determine fair value.

### **1.6 Investment property**

Investment property is property (land or a building - or part of a building - or both) held to earn rentals or for capital appreciation or both, rather than for:

- use in the production or supply of goods or services, or for
- administrative purposes, or
- sale in the ordinary course of operations.

Owner-occupied property is property held for use in the production or supply of goods or services or for administrative purposes.

Investment property is recognised as an asset when it is probable that the future economic benefits or service potential that are associated with the investment property will flow to the economic entity, and the cost or fair value of the investment property can be measured reliably.

Investment property is initially recognised at cost. Transaction costs are included in the initial measurement.

Where investment property is acquired through a non-exchange transaction, its cost is its fair value as at the date of acquisition.

Costs include costs incurred initially and costs incurred subsequently to add to, or to replace a part of, or service a property. If a replacement part is recognised in the carrying amount of the investment property, the carrying amount of the replaced part is derecognised.

#### **Fair value**

Subsequent to initial measurement investment property is measured at fair value.

The fair value of investment property reflects market conditions at the reporting date.

A gain or loss arising from a change in fair value is included in net surplus or deficit for the period in which it arises.

If the municipality determines that the fair value of an investment property under construction is not reliably determinable but expects the fair value of the property to be reliably measurable when construction is complete, it measures that investment property under construction at cost until either its fair value becomes reliably determinable or construction is completed (whichever is earlier). If the entity determines that the fair value of an investment property (other than an investment property under construction) is not reliably determinable on a continuing basis, the entity measures that investment property using the cost model (as per the accounting policy on property, plant and equipment). The residual value of the investment property is then assumed to be zero. The entity applies the cost model (as per the accounting policy on property, plant and equipment) until disposal of the investment property.

Once the municipality becomes able to measure reliably the fair value of an investment property under construction that has previously been measured at cost, it measures that property at its fair value. Once construction of that property is complete, it is presumed that fair value can be measured reliably. If this is not the case, the property is accounted for using the cost model in accordance with the accounting policy on property, plant and equipment.

### **1.7 Property, plant and equipment**

Property, plant and equipment are tangible non-current assets (including infrastructure assets) that are held for use in the production or supply of goods or services, rental to others, or for administrative purposes, and are expected to be used during more than one period.



The cost of an item of property, plant and equipment is recognised as an asset when:

- it is probable that future economic benefits or service potential associated with the item will flow to the economic entity; and
- the cost of the item can be measured reliably.

Property, plant and equipment is initially measured at cost.

The cost of an item of property, plant and equipment is the purchase price and other costs attributable to bring the asset to the location and condition necessary for it to be capable of operating in the manner intended by management. Trade discounts and rebates are deducted in arriving at the cost.

Where an asset is acquired through a non-exchange transaction, its cost is its fair value as at date of acquisition.

Where an item of property, plant and equipment is acquired in exchange for a non-monetary asset or monetary assets, or a combination of monetary and non-monetary assets, the asset acquired is initially measured at fair value (the cost). If the acquired item's fair value was not determinable, it's deemed cost is the carrying amount of the asset(s) given up.

When significant components of an item of property, plant and equipment have different useful lives, they are accounted for as separate items (major components) of property, plant and equipment.

Costs include costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

The initial estimate of the costs of dismantling and removing the item and restoring the site on which it is located is also included in the cost of property, plant and equipment, where the entity is obligated to incur such expenditure, and where the obligation arises as a result of acquiring the asset or using it for purposes other than the production of inventories.

Recognition of costs in the carrying amount of an item of property, plant and equipment ceases when the item is in the location and condition necessary for it to be capable of operating in the manner intended by management.

Items such as spare parts, standby equipment and servicing equipment are recognised when they meet the definition of property, plant and equipment.

Major inspection costs which are a condition of continuing use of an item of property, plant and equipment and which meet the recognition criteria above are included as a replacement in the cost of the item of property, plant and equipment. Any remaining inspection costs from the previous inspection are derecognised.

Property, plant and equipment is carried at cost less accumulated depreciation and any impairment losses.

Property, plant and equipment are depreciated on the straight line basis over their expected useful lives to their estimated residual value.

The useful lives of items of property, plant and equipment have been assessed as follows:

Item	Depreciation method	Average useful life
Land		Infinite
Buildings	Straight line	5-50 years
Roads	Straight line	5-50 years
Plant and machinery	Straight line	5-15 years
Furniture and fixtures	Straight line	7-10 years
Motor vehicles	Straight line	5-10 years
System security	Straight line	5-10 years
Storm water drainage	Straight line	25 - 50 years
Airport Infrastructure	Straight line	20 years
Solid waste infrastructure	Straight line	5-10 years
Water and sanitation	Straight line	10 - 50 years
Major substations:buildings	Straight line	5-50 years
Transformers and related equipment	Straight line	50 years
Mains	Straight line	45 years
Street lighting	Straight line	50 years
Recreational facilities	Straight line	5-50 years
Fresh produce and other markets	Straight line	5-50 years
Fire engines	Straight line	20 years
Landfill site	Straight line	5-50 years
Transport facilities	Straight line	5-50 years
Fencing	Straight line	10 years
Heavy and mobile plant	Straight line	10-15 years
Bins and containers	Straight line	5-10 years
Office equipment	Straight line	5 - 10 years
Emergency equipment	Straight line	5 - 15 years
Electricity	Straight line	5 - 50 years
Security	Straight line	5 - 10 years



The depreciable amount of an asset is allocated on a systematic basis over its useful life.

Each part of an item of property, plant and equipment with a cost that is significant in relation to the total cost of the item is depreciated separately.

The depreciation method used reflects the pattern in which the asset's future economic benefits or service potential are expected to be consumed by the economic entity. The depreciation method applied to an asset is reviewed at least at each reporting date and, if there has been a significant change in the expected pattern of consumption of the future economic benefits or service potential embodied in the asset, the method is changed to reflect the changed pattern. Such a change is accounted for as a change in an accounting estimate.

The economic entity assesses at each reporting date whether there is any indication that the economic entity expectations about the residual value and the useful life of an asset have changed since the preceding reporting date. If any such indication exists, the economic entity revises the expected useful life and/or residual value accordingly. The change is accounted for as a change in an accounting estimate.

The depreciation charge for each period is recognised in surplus or deficit unless it is included in the carrying amount of another asset.

Items of property, plant and equipment are derecognised when the asset is disposed of or when there are no further economic benefits or service potential expected from the use of the asset.

The gain or loss arising from the derecognition of an item of property, plant and equipment is included in surplus or deficit when the item is derecognised. The gain or loss arising from the derecognition of an item of property, plant and equipment is determined as the difference between the net disposal proceeds, if any, and the carrying amount of the item.

The economic entity separately discloses expenditure to repair and maintain property, plant and equipment in the notes to the financial statements (see note 14).

The economic entity discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 14).

## 1.8 Intangible assets

An asset is identifiable if it either:

- is separable, i.e. is capable of being separated or divided from an entity and sold, transferred, licensed, rented or exchanged, either individually or together with a related contract, identifiable assets or liability, regardless of whether the entity intends to do so; or
- arises from binding arrangements (including rights from contracts), regardless of whether those rights are transferable or separable from the economic entity or from other rights and obligations.

A binding arrangement describes an arrangement that confers similar rights and obligations on the parties to it as if it were in the form of a contract.

An intangible asset is recognised when:

- it is probable that the expected future economic benefits or service potential that are attributable to the asset will flow to the economic entity; and
- the cost or fair value of the asset can be measured reliably.

The economic entity assesses the probability of expected future economic benefits or service potential using reasonable and supportable assumptions that represent management's best estimate of the set of economic conditions that will exist over the useful life of the asset.

Where an intangible asset is acquired through a non-exchange transaction, its initial cost at the date of acquisition is measured at its fair value as at that date.

Expenditure on research (or on the research phase of an internal project) is recognised as an expense when it is incurred. An intangible asset arising from development (or from the development phase of an internal project) is recognised when:

- it is technically feasible to complete the asset so that it will be available for use or sale.
- there is an intention to complete and use or sell it.
- there is an ability to use or sell it.
- it will generate probable future economic benefits or service potential.
- there are available technical, financial and other resources to complete the development and to use or sell the asset.
- the expenditure attributable to the asset during its development can be measured reliably.

Intangible assets are carried at cost less any accumulated amortisation and any impairment losses.

An intangible asset is regarded as having an indefinite useful life when, based on all relevant factors, there is no foreseeable limit to the period over which the asset is expected to generate net cash inflows or service potential. Amortisation is not provided for these intangible assets, but they are tested for impairment annually and whenever there is an indication that the asset may be impaired. For all other intangible assets amortisation is provided on a straight line basis over their useful life.

The amortisation period and the amortisation method for intangible assets are reviewed at each reporting date.

Reassessing the useful life of an intangible asset with a finite useful life after it was classified as indefinite is an indicator that the asset may be impaired. As a result the asset is tested for impairment and the remaining carrying amount is amortised over its useful life.

Amortisation is provided to write down the intangible assets, on a straight line basis, to their residual values as follows:

Item	Depreciation method	Average useful life
Computer software	Straight line	
Servitudes		3-5 years Indefinite

Intangible assets are derecognised:

- on disposal; or
- when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of intangible assets is included in surplus or deficit when the asset is derecognised.

### 1.9 Heritage assets

Assets are resources controlled by an economic entity as a result of past events and from which future economic benefits or service potential are expected to flow to the economic entity.

The Municipality measures Artworks and jewellery using revaluation model.

Carrying amount is the amount at which an asset is recognised after deducting accumulated impairment losses except for Artworks and jewellery.

Class of heritage assets means a grouping of heritage assets of a similar nature or function in an economic entity's operations that is shown as a single item for the purpose of disclosure in the consolidated annual financial statements.

Cost is the amount of cash or cash equivalents paid or the fair value of the other consideration given to acquire an asset at the time of its acquisition or construction or, where applicable, the amount attributed to that asset when initially recognised in accordance with the specific requirements of other Standards of GRAP.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

Heritage assets are assets that have a cultural, environmental, historical, natural, scientific, technological or artistic significance and are held indefinitely for the benefit of present and future generations.

An impairment loss of a cash-generating asset is the amount by which the carrying amount of an asset exceeds its recoverable amount.

An impairment loss of a non-cash-generating asset is the amount by which the carrying amount of an asset exceeds its recoverable service amount.

An inalienable item is an asset that an economic entity is required by law or otherwise to retain indefinitely and cannot be disposed of without consent.

Recoverable amount is the higher of a cash-generating asset's net selling price and its value in use.

Recoverable service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use.

Value in use of a cash-generating asset is the present value of the future cash flows expected to be derived from an asset or cash-generating unit.

Value in use of a non-cash-generating asset is the present value of the asset's remaining service potential.

The economic entity separately discloses expenditure to repair and maintain heritage assets in the notes to the financial statements (see note 10).

The economic entity discloses relevant information relating to assets under construction or development, in the notes to the financial statements (see note 10).

#### Recognition

The economic entity recognises a heritage asset as an asset if it is probable that future economic benefits or service potential associated with the asset will flow to the economic entity, and the cost or fair value of the asset can be measured reliably.

#### Initial measurement

Heritage assets are measured at cost.

Where a heritage asset is acquired through a non-exchange transaction, its cost is measured at its fair value as at the date of acquisition.

#### Subsequent measurement

After recognition as an asset, all classes of heritage assets are carried at its cost less any accumulated impairment losses except for artworks and jewellery.

After recognition as an asset, Artworks, whose fair value can be measured reliably, are carried at a revalued amount, being its fair value at the date of the revaluation less any subsequent impairment losses.

If Artworks carrying amount is increased as a result of a revaluation, the increase is credited directly to a revaluation surplus. However, the increase is recognised in surplus or deficit to the extent that it reverses a revaluation decrease of the same heritage asset previously recognised in surplus or deficit.



If Artworks carrying amount is decreased as a result of a revaluation, the decrease is recognised in surplus or deficit. However, the decrease is debited directly to a revaluation surplus to the extent of any credit balance existing in the revaluation surplus in respect of that heritage asset.

#### Impairment

The economic entity assesses at each reporting date whether there is an indication that heritage assets may be impaired. If any such indication exists, the economic entity estimates the recoverable amount or the recoverable service amount of the heritage asset.

#### Transfers

Transfers from heritage assets are only made when the particular asset no longer meets the definition of a heritage asset.

Transfers to heritage assets are only made when the asset meets the definition of a heritage asset.

#### Derecognition

The economic entity derecognises heritage asset on disposal, or when no future economic benefits or service potential are expected from its use or disposal.

The gain or loss arising from the derecognition of a heritage asset is included in surplus or deficit when the item is derecognised .

#### 1.10 Living resources

Living resources are assets that undergo biological transformation. A living resource shall be recognised as an asset if, and only if:

- (a) it is probable that future economic benefits or service potential associated with the asset will flow to the entity; and
- (a) the cost or fair value of the asset can be measured reliably.

Living resources are initially measured at cost and at fair value if acquired through a non-exchange transaction. Subsequent costs shall only be recognised in the carrying amount if service potential associated with the game animals is expected to flow to the municipality.

Subsequently living resources are measured at cost less impairment.

#### 1.11 Financial instruments

A financial instrument is any contract that gives rise to a financial asset of one entity and a financial liability or a residual interest of another entity.

The amortised cost of a financial asset or financial liability is the amount at which the financial asset or financial liability is measured at initial recognition minus principal repayments, plus or minus the cumulative amortisation using the effective interest method of any difference between that initial amount and the maturity amount, and minus any reduction (directly or through the use of an allowance account) for impairment or uncollectibility.

The effective interest rate is the rate that exactly discounts estimated future cash payments or receipts through the expected life of the financial instrument or, when appropriate, a shorter period to the net carrying amount of the financial asset or financial liability.

At each reporting date conditions for impairment are conducted.

#### Classification

The municipality has the following types of financial assets (classes and category) as reflected on the face of the Statement of Financial Position or in the notes thereto:

Class	Category
Receivables from exchange transactions	Financial asset measured at amortised cost
Consumer debtors	Financial asset measured at amortised cost
Short term investments	Financial asset measured at amortised cost
Cash and cash equivalents	Financial asset measured at amortised cost
Housing selling schemes	Financial asset measured at amortised cost

The municipality has the following types of financial liabilities (classes and category) as reflected on the face of the Statement of Financial Position or in the notes thereto:

Class	Category
Payables from exchange transactions	Financial liability measured at amortised cost
Consumer deposits	Financial liability measured at amortised cost
Other financial liabilities	Financial liability measured at amortised cost

#### Initial recognition

The municipality recognises a financial asset or a financial liability in its Statement of Financial Position when the entity becomes a party to the contractual provisions of the instrument.

The municipality recognises financial assets using trade date accounting.

### Subsequent measurement of financial assets and financial liabilities

The municipality measures all financial assets and financial liabilities after initial recognition using the following category:

- Financial instruments at amortised cost.

All financial assets measured at amortised cost, or cost, are subject to an impairment review.

#### 1.12 Statutory receivables

##### Identification

Statutory receivables are receivables that arise from legislation, supporting regulations, or similar means, and require settlement by another entity in cash or another financial asset.

Carrying amount is the amount at which an asset is recognised in the Statement of Financial Position.

The cost method is the method used to account for statutory receivables that requires such receivables to be measured at their transaction amount, plus any accrued interest or other charges (where applicable) and, less any accumulated impairment losses and any amounts derecognised.

Nominal interest rate is the interest rate and/or basis specified in legislation, supporting regulations or similar means.

The transaction amount (for purposes of this Standard) for a statutory receivable means the amount specified in, or calculated, levied or charged in accordance with, legislation, supporting regulations, or similar means.

##### Recognition

The economic entity recognises statutory receivables as follows:

- if the transaction is an exchange transaction, using the policy on 1.20 - Revenue from exchange transactions;
- if the transaction is a non-exchange transaction, using the policy on 1.21 - Revenue from non-exchange transactions (Taxes and transfers); or
- if the transaction is not within the scope of the policies listed in the above or another Standard of GRAP, the receivable is recognised when the definition of an asset is met and, when it is probable that the future economic benefits or service potential associated with the asset will flow to the entity and the transaction amount can be measured reliably.

##### Initial measurement

The economic entity initially measures statutory receivables at their transaction amount.

##### Subsequent measurement

The economic entity measures statutory receivables after initial recognition using the cost method. Under the cost method, the initial measurement of the receivable is changed subsequent to initial recognition to reflect any:

- interest or other charges that may have accrued on the receivable (where applicable);
- impairment losses; and
- amounts derecognised.

##### Accrued interest

Where the economic entity levies interest on the outstanding balance of statutory receivables, it adjusts the transaction amount after initial recognition to reflect any accrued interest. Accrued interest is calculated using the nominal interest rate.

Interest on statutory receivables is recognised as revenue in accordance with the policy on Revenue from exchange transactions or the policy on Revenue from non-exchange transactions (Taxes and transfers), whichever is applicable.

##### Other charges

Where the economic entity is required or entitled in terms of legislation, supporting regulations, by-laws or similar means to levy additional charges on overdue or unpaid amounts, and such charges are levied, the entity applies the principles as stated in "Accrued interest" above, as well as the relevant policy on Revenue from exchange transactions or the policy on Revenue from non-exchange transactions (Taxes and transfers).

##### Impairment losses

The economic entity assesses at each reporting date whether there is any indication that a statutory receivable, or a group of statutory receivables, may be impaired.

If there is an indication that a statutory receivable, or a group of statutory receivables, may be impaired, the economic entity measures the impairment loss as the difference between the estimated future cash flows and the carrying amount. Where the carrying amount is higher than the estimated future cash flows, the carrying amount of the statutory receivable, or group of statutory receivables, is reduced, either directly or through the use of an allowance account. The amount of the losses are recognised in surplus or deficit.





## Derecognition

The economic entity derecognises a statutory receivable, or a part thereof, when:

- the rights to the cash flows from the receivable are settled, expire or are waived;
- the economic entity transfers to another party substantially all of the risks and rewards of ownership of the receivable; or
- the economic entity, despite having retained some significant risks and rewards of ownership of the receivable, has transferred control of the receivable to another party and the other party has the practical ability to sell the receivable in its entirety to an unrelated third party, and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer. In this case, the entity:
  - derecognise the receivable; and
  - recognise separately any rights and obligations created or retained in the transfer.

The carrying amounts of any statutory receivables transferred are allocated between the rights or obligations retained and those transferred on the basis of their relative fair values at the transfer date. The entity considers whether any newly created rights and obligations are within the scope of the Standard of GRAP on Financial Instruments or another Standard of GRAP. Any difference between the consideration received and the amounts derecognised and, those amounts recognised, are recognised in surplus or deficit in the period of the transfer.

### 1.13 Income Tax

The Municipality is exempted from income tax in terms of section 10(1)(a) of the Income Tax Act.

### 1.14 Leases

A lease is classified as a finance lease if it transfers substantially all the risks and rewards incidental to ownership to the lessee. A lease is classified as an operating lease if it does not transfer substantially all the risks and rewards incidental to ownership.

When a lease includes both land and buildings elements, the entity assesses the classification of each element separately.

#### Operating leases - lessee

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. The difference between the amounts recognised as an expense and the contractual payments are recognised as an operating lease asset or liability.

### 1.15 Inventories

Inventories are initially measured at cost except where inventories are acquired through a non-exchange transaction, then their costs are their fair value as at the date of acquisition.

Subsequently inventories are measured at net realisable value or current replacement cost except for land which is carried at deemed cost.

Inventories are measured at the lower of cost and net realisable value where they are held for;

- distribution at no charge or for a nominal charge; or
- consumption in the production process of goods to be distributed at no charge or for a nominal charge.

Net realisable value is the estimated selling price in the ordinary course of operations less the estimated costs of completion and the estimated costs necessary to make the sale, exchange or distribution.

The cost of inventories comprises of all costs of purchase, costs of conversion and other costs incurred in bringing the inventories to their present location and condition.

The cost of inventories of items that are not ordinarily interchangeable and goods or services produced and segregated for specific projects is assigned using specific identification of the individual costs.

The cost of inventories is assigned using the weighted average cost formula. The same cost formula is used for all inventories having a similar nature and use to the economic entity.

When inventories are sold, the carrying amounts of those inventories are recognised as an expense in the period in which the related revenue is recognised. If there is no related revenue, the expenses are recognised when the goods are distributed, or related services are rendered. The amount of any write-down of inventories to net realisable value or current replacement cost and all losses of inventories are recognised as an expense in the period the write-down or loss occurs. The amount of any reversal of any write-down of inventories, arising from an increase in net realisable value or current replacement cost, are recognised as a reduction in the amount of inventories recognised as an expense in the period in which the reversal occurs.

### 1.16 Impairment of non-cash-generating assets

Cash-generating assets are assets used with the objective of generating a commercial return. Commercial return means that positive cash flows are expected to be significantly higher than the cost of the asset.

Non-cash-generating assets are assets other than cash-generating assets.

Impairment is a loss in the future economic benefits or service potential of an asset, over and above the systematic recognition of the loss of the asset's future economic benefits or service potential through depreciation (amortisation).

Carrying amount is the amount at which an asset is recognised in the Statement of Financial Position after deducting any accumulated depreciation and accumulated impairment losses thereon.

A cash-generating unit is the smallest identifiable group of assets managed with the objective of generating a commercial return that generates cash inflows from continuing use that are largely independent of the cash inflows from other assets or groups of assets.

Costs of disposal are incremental costs directly attributable to the disposal of an asset, excluding finance costs and income tax expense.

Depreciation (Amortisation) is the systematic allocation of the depreciable amount of an asset over its useful life.

Fair value less costs to sell is the amount obtainable from the sale of an asset in an arm's length transaction between knowledgeable, willing parties, less the costs of disposal.

Recoverable service amount is the higher of a non-cash-generating asset's fair value less costs to sell and its value in use.

Useful life is either:

- the period of time over which an asset is expected to be used by the economic entity; or
- the number of production or similar units expected to be obtained from the asset by the economic entity.

### Designation

At initial recognition, the economic entity designates an asset as non-cash-generating, or as cash-generating. The designation is made on the basis of an economic entity's objective of using the asset.

The economic entity designates an asset or a cash-generating unit as cash-generating when:

- its objective is to use the asset or a cash-generating unit in a manner that generates a commercial return; such that
- the asset or cash-generating unit will generate positive cash flows, from continuing use and its ultimate disposal, that are expected to be significantly higher than the cost of the asset.

The economic entity designates an asset as non-cash-generating when its objective is not to use the asset to generate a commercial return but to deliver services.

An asset used with the objective of generating a commercial return and service delivery, is designated either as a cash-generating asset or non-cash-generating asset based on whether the economic entity expects to use that asset to generate a commercial return. When it is not clear whether the objective is to use the asset to generate a commercial return, the economic entity designates the asset as a non-cash-generating asset and applies this accounting policy, rather than the accounting policy on Impairment of Non-cash-generating assets.

### Identification

When the carrying amount of a non-cash-generating asset exceeds its recoverable service amount, it is impaired.

The economic entity assesses at each reporting date whether there is any indication that a non-cash-generating asset may be impaired. If any such indication exists, the economic entity estimates the recoverable service amount of the asset.

### Value in use

Value in use of non-cash-generating assets is the present value of the non-cash-generating assets remaining service potential.

The present value of the remaining service potential of a non-cash-generating assets is determined using the depreciated replacement cost approach:

#### Depreciated replacement cost approach

The present value of the remaining service potential of a non-cash-generating asset is determined as the depreciated replacement cost of the asset. The replacement cost of an asset is the cost to replace the asset's gross service potential. This cost is depreciated to reflect the asset in its used condition. An asset may be replaced either through reproduction (replication) of the existing asset or through replacement of its gross service potential. The depreciated replacement cost is measured as the current reproduction or replacement cost of the asset, whichever is lower, less accumulated depreciation calculated on the basis of such cost, to reflect the already consumed or expired service potential of the asset.

The replacement cost and reproduction cost of an asset is determined on an "optimised" basis. The rationale is that the economic entity would not replace or reproduce the asset with a like asset if the asset to be replaced or reproduced is an overdesigned or overcapacity asset. Overdesigned assets contain features which are unnecessary for the goods or services the asset provides. Overcapacity assets are assets that have a greater capacity than is necessary to meet the demand for goods or services the asset provides. The determination of the replacement cost or reproduction cost of an asset on an optimised basis thus reflects the service potential required of the asset.

### Recognition and measurement

If the recoverable service amount of a non-cash-generating asset is less than its carrying amount, the carrying amount of the asset is reduced to its recoverable service amount. This reduction is an impairment loss.

An impairment loss is recognised immediately in surplus or deficit.

Any impairment loss of a revalued non-cash-generating asset is treated as a revaluation decrease.

When the amount estimated for an impairment loss is greater than the carrying amount of the non-cash-generating asset to which it relates, the economic entity recognises a liability only to the extent that is a requirement in the Standards of GRAP.



After the recognition of an impairment loss, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

#### **Reversal of an impairment loss**

The economic entity assesses at each reporting date whether there is any indication that an impairment loss recognised in prior periods for a non-cash-generating asset may no longer exist or may have decreased. If any such indication exists, the economic entity estimates the recoverable service amount of that asset.

An impairment loss recognised in prior periods for a non-cash-generating asset is reversed if there has been a change in the estimates used to determine the asset's recoverable service amount since the last impairment loss was recognised. The carrying amount of the asset is increased to its recoverable service amount. The increase is a reversal of an impairment loss. The increased carrying amount of an asset attributable to a reversal of an impairment loss does not exceed the carrying amount that would have been determined (net of depreciation or amortisation) had no impairment loss been recognised for the asset in prior periods.

A reversal of an impairment loss for a non-cash-generating asset is recognised immediately in surplus or deficit. Any reversal of an impairment loss of a revalued non-cash-generating asset is treated as a revaluation increase.

After a reversal of an impairment loss is recognised, the depreciation (amortisation) charge for the non-cash-generating asset is adjusted in future periods to allocate the non-cash-generating asset's revised carrying amount, less its residual value (if any), on a systematic basis over its remaining useful life.

#### **Redesignation**

The redesignation of assets from a cash-generating asset to a non-cash-generating asset or from a non-cash-generating asset to a cash-generating asset only occur when there is clear evidence that such a redesignation is appropriate.

#### **1.17 Employee benefits**

Employee benefits are all forms of consideration given by the municipality in exchange for service rendered by employees. Termination benefits are employee benefits payable as a result of either:

- The municipality's decision to terminate an employee's employment before the normal retirement date; or
- an employee's decision to accept voluntary redundancy in exchange for those benefits.

Other long-term employee benefits are employee benefits (other than post-employment benefits and termination benefits) that are not due to be settled within twelve months after the end of the period in which the employees render the related service.

Vested employee benefits are employee benefits that are not conditional on future employment.

Composite social security programmes are established by legislation and operate as multi-employer plans to provide post-employment benefits as well as to provide benefits that are not consideration in exchange for service rendered by employees.

A constructive obligation is an obligation that derives from the municipality's actions where by an established pattern of past practice, published policies or a sufficiently specific current statement, the municipality has indicated to other parties that it will accept certain responsibilities and as a result, the entity has created a valid expectation on the part of those other parties that it will discharge those responsibilities.

#### **Short-term employee benefits**

Short-term employee benefits are employee benefits (other than termination benefits) that are due to be settled within twelve months after the end of the period in which the employees render the related service.

Short-term employee benefits include items such as:

- wages, salaries and social security contributions;
- short-term compensated absences (such as paid annual leave and paid sick leave) where the compensation for the absences is due to be settled within twelve months after the end of the reporting period in which the employees render the related employee service;
- bonus, incentive and performance related payments payable within twelve months after the end of the reporting period in which the employees render the related service; and
- non-monetary benefits (for example, medical care, and free or subsidised goods or services such as housing, cars and cellphones) for current employees.

When an employee has rendered service to the municipality during a reporting period, the entity recognises the undiscounted amount of short-term employee benefits expected to be paid in exchange for that service:

- as a liability (accrued expense), after deducting any amount already paid. If the amount already paid exceeds the undiscounted amount of the benefits, the entity recognises that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the benefits in the cost of an asset.

The expected cost of compensated absences is recognised as an expense as the employees render services that increase their entitlement or, in the case of non-accumulating absences, when the absence occurs. The municipality measures the expected cost of accumulating compensated absences as the additional amount that the municipality expects to pay as a result of the unused entitlement that has accumulated at the reporting date.

### Post-employment benefits

Post-employment benefits are employee benefits (other than termination benefits) which are payable after the completion of employment.

Post-employment benefit plans are formal or informal arrangements under which the entity provides post-employment benefits for one or more employees.

Multi-employer plans are defined contribution plans (other than state plans and composite social security programmes) or defined benefit plans (other than state plans) that pool the assets contributed by various entities that are not under common control and use those assets to provide benefits to employees of more than one entity, on the basis that contribution and benefit levels are determined without regard to the identity of the entity that employs the employees concerned.

The municipality provides retirement benefits for its employees and councillors. Payments to defined contribution retirement benefit plans are charged as an expense as they fall due.

Payments made to industry-managed (or state plans) retirement benefit schemes are dealt with as defined contribution plans where the municipality's obligation under the schemes is equivalent to those arising in a defined contribution retirement benefit plan.

The Natal Joint Provident and Umgeni Provident Fund are defined contribution plans. The contributions to fund obligations for the payment of retirement benefits are charged against income in the year they become payable.

The Municipality pays contributions to publicly or privately administered pension insurance plans on a mandatory, contractual or voluntary basis. The Municipality has no further payment obligations once the contributions have been paid. The contributions are recognized as an employee benefit expense when they are due. Prepaid contributions are recognised as an asset to the extent that a cash refund or a reduction in the future payments is available.

### Multi-employer plans and/or State plans and/or Composite social security programmes

The municipality classifies a multi-employer plan and/or state plans and/or composite social security programmes as a defined contribution plan.

Where a plan is a defined contribution plan, the municipality accounts for it in the same way as for any other defined contribution plan.

### Post-employment benefits: Defined contribution plans

Defined contribution plans are post-employment benefit plans under which the entity pays fixed contributions into a separate fund and will have no legal or constructive obligation to pay further contributions if the fund does not hold sufficient assets to pay all employee benefits relating to employee service in the current and prior periods.

When an employee has rendered service to the entity during a reporting period, the entity recognises the contribution payable to a defined contribution plan in exchange for that service:

- as a liability (accrued expense), after deducting any contribution already paid. If the contribution already paid exceeds the contribution due for service before the reporting date, the municipality recognises that excess as an asset (prepaid expense) to the extent that the prepayment will lead to, for example, a reduction in future payments or a cash refund; and
- as an expense, unless another Standard requires or permits the inclusion of the contribution in the cost of an asset.

### Post-employment benefits: Defined benefit plans

Defined benefit plans are post-employment benefit plans other than defined contribution plans.

Actuarial gains and losses comprise experience adjustments (the effects of differences between the previous actuarial assumptions and what has actually occurred) and the effects of changes in actuarial assumptions. In measuring its defined benefit liability the municipality recognises actuarial gains and losses in surplus or deficit in the reporting period in which they occur.

Current service cost is the increase in the present value of the defined benefit obligation resulting from employee service in the current period.

Interest cost is the increase during a period in the present value of a defined benefit obligation which arises because the benefits are one period closer to settlement.

Past service cost is the change in the present value of the defined benefit obligation for employee service in prior periods, resulting in the current period from the introduction of, or changes to, post-employment benefits or other long-term employee benefits. Past service cost may be either positive (when benefits are introduced or changed so that the present value of the defined benefit obligation increases) or negative (when existing benefits are changed so that the present value of the defined benefit obligation decreases). In measuring its defined benefit liability the entity recognises past service cost as an expense in the reporting period in which the plan is amended.

Plan assets comprise assets held by a long-term employee benefit fund and qualifying insurance policies.

The present value of a defined benefit obligation is the present value, less the fair value of plan assets(if any), of expected future payments required to settle the obligation resulting from employee service in the current and prior periods.



The municipality recognises the net total of the following amounts in surplus or deficit, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

- current service cost;
- interest cost;
- the expected return on any plan assets and on any reimbursement rights;
- actuarial gains and losses;
- past service cost;
- the effect of any curtailments or settlements; and
- the effect of applying the limit on a defined benefit asset (negative defined benefit liability).

The municipality uses the Projected Unit Credit Method to determine the present value of its defined benefit obligations and the related current service cost and, where applicable, past service cost. The Projected Unit Credit Method (sometimes known as the accrued benefit method pro-rated on service or as the benefit/years of service method) sees each period of service as giving rise to an additional unit of benefit entitlement and measures each unit separately to build up the final obligation.

Actuarial valuations are conducted on an annual basis by independent actuaries separately for each plan. The results of the valuation are updated for any material transactions and other material changes in circumstances (including changes in market prices and interest rates) up to the reporting date.

The entity recognises gains or losses on the curtailment or settlement of a defined benefit plan when the curtailment or settlement occurs. The gain or loss on a curtailment or settlement comprises:

- any resulting change in the present value of the defined benefit obligation; and
- any resulting change in the fair value of the plan assets.

#### **Actuarial assumptions**

Actuarial assumptions are unbiased and mutually compatible.

Financial assumptions are based on market expectations, at the reporting date, for the period over which the obligations are to be settled.

The rate used to discount post-employment benefit obligations (both funded and unfunded) reflect the time value of money. The currency and term of the financial instrument selected to reflect the time value of money is consistent with the currency and estimated term of the post-employment benefit obligations.

Post-employment benefit obligations are measured on a basis that reflects:

- estimated future salary increases;
- the benefits set out in the terms of the plan (or resulting from any constructive obligation that goes beyond those terms) at the reporting date; and
- estimated future changes in the level of any state benefits that affect the benefits payable under a defined benefit plan, if, and only if, either:
  - those changes were enacted before the reporting date; or
  - past history, or other reliable evidence, indicates that those state benefits will change in some predictable manner, for example, in line with future changes in general price levels or general salary levels.

Assumptions about medical costs take account of estimated future changes in the cost of medical services, resulting from both inflation and specific changes in medical costs.

#### **Pension obligations**

The Municipality's employees contribute to 6 different Pension Funds, of which the Natal Joint Provident and Retirement Pension Funds cater for the majority of the staff.

The following are defined contribution and benefit funds:

- The Natal Joint Provident Fund,
- The Natal Joint Pension Fund,
- Government Employees Pension Fund,
- Association Institution Pension Fund,
- South African Local Authorities Pension Fund, and
- Municipal Councillors Pension Fund.

Actuarial valuations are conducted on an interim basis each year with a statutory valuation undertaken every three years. Consideration is given to any extent that could impact the Funds up to the end of the reporting period where the interim valuation is performed at an earlier date.

Actuarial valuations are conducted on an annual basis by independent actuaries separately for each plan. The results of the valuation are updated for any material transactions and other material changes in circumstances (including changes in market prices and interest rates) up to the reporting date.

The Municipality has both defined benefit and defined contribution plans.

The liability / asset recognized in the statement of financial position in respect of defined benefit pension plans is equal to the present value of the defined benefit obligation at the balance sheet date less the fair value of plan assets, together with adjustments for unrecognized actuarial gains or losses and past service costs. The defined benefit obligation is calculated annually by independent actuaries using the projected unit credit method. The present value of the defined benefit obligation is determined by discounting the estimated future cash outflows using interest rates of high-quality corporate bonds that are denominated in the currency in which the benefits will be paid, and that have terms to maturity approximating to the terms of the related pension liability.



Past-service costs are recognised immediately against revenue.

Any asset is limited to unrecognised actuarial losses and past service costs, plus the present value of available refunds and reduction in future contributions to the plan.

Natal Joint Retirement Funds, Government Employee Pension Fund and Associated Institution Pension Fund are defined benefit funds.

The Natal Joint Provident Fund, Municipal Councillors Pension Fund and South African Local Authority are defined contribution funds.

#### **Other post retirement obligations**

The municipality provides post-retirement health care benefits, upon retirement to some retirees.

The entitlement to post-retirement health care benefits is based on the employee remaining in service up to retirement age and the completion of a minimum service period. The expected costs of these benefits are accrued over the period of employment. Independent qualified actuaries carry out valuations of these obligations. The municipality also provides a gratuity and housing subsidy on retirement to certain employees. An annual charge to income is made to cover both these liabilities.

The amount recognised as a liability for other long-term employee benefits is the net total of the following amounts:

- the present value of the defined benefit obligation at the reporting date;
- minus the fair value at the reporting date of plan assets (if any) out of which the obligations are to be settled directly.

The municipality shall recognise the net total of the following amounts as expense or revenue, except to the extent that another Standard requires or permits their inclusion in the cost of an asset:

- current service cost;
- interest cost;
- the expected return on any plan assets and on any reimbursement right recognised as an asset;
- actuarial gains and losses, which shall all be recognised immediately;
- past service cost, which shall all be recognised immediately; and
- the effect of any curtailments or settlements.

#### **1.18 Provisions and contingencies**

Provisions are recognised when:

- the economic entity has a present obligation as a result of a past event;
- it is probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; and
- a reliable estimate can be made of the obligation.

The amount of a provision is the best estimate of the expenditure expected to be required to settle the present obligation at the reporting date.

Where the effect of time value of money is material, the amount of a provision is the present value of the expenditures expected to be required to settle the obligation.

Where the effect is material, non-current provisions are discounted to their present value using a prevailing prime rate at year end which reflects the market's current assessment of the time value of money, adjusted for risks specific to the liability, if any (for example in the case of obligations for the rehabilitation of land). The municipality uses the prevailing prime rate at year end.

Where some or all of the expenditure required to settle a provision is expected to be reimbursed by another party, the reimbursement is recognised when, and only when, it is virtually certain that reimbursement will be received if the economic entity settles the obligation. The reimbursement is treated as a separate asset. The amount recognised for the reimbursement does not exceed the amount of the provision.

Provisions are reviewed at each reporting date and adjusted to reflect the current best estimate. Provisions are reversed if it is no longer probable that an outflow of resources embodying economic benefits or service potential will be required, to settle the obligation.

Future events that may affect the amount required to settle an obligation shall be reflected in the amount of a provision where there is sufficient evidence of occurrence.

Where discounting is used, the carrying amount of a provision increases in each period to reflect the passage of time. This increase is recognised as an interest expense.

A provision is used only for expenditures for which the provision was originally recognised. Provisions are not recognised for future operating surplus (deficit).

Contingent assets and contingent liabilities are not recognised. Contingencies are disclosed in note 65.

A contingent asset is a possible asset that arises from past events, and whose existence will be confirmed only by the occurrence or non-occurrence of one or more uncertain future events not wholly within the control of the entity.

A contingent asset is disclosed where an inflow of economic benefits or service potential is probable.

Contingent assets are assessed continually to ensure that developments are appropriately reflected in the financial statements. If it has become virtually certain that an inflow of economic benefits or service potential will arise and the asset's value can be measured reliably, the asset and the related revenue are recognised in the financial statements of the period in which the change occurs.



A contingent liability is:

a possible obligation that arises from past events, and whose existence will be confirmed only by the occurrence or non - occurrence

- (a) of one or more uncertain future events not wholly within the control of the entity; or
- (b) a present obligation that arises from past events but is not recognised because:
  - (i) it is not probable that an outflow of resources embodying economic benefits or service potential will be required to settle the obligation; or
  - (ii) the amount of the obligation cannot be measured with sufficient reliability.

A contingent liability is disclosed unless the possibility of an outflow of resources embodying economic benefits or service potential is remote.

Contingent liabilities are assessed continually to determine whether an outflow of resources embodying economic benefits or service potential has become probable. If it becomes probable that an outflow of future economic benefits or service potential will be required for an item previously dealt with as a contingent liability, a provision is recognised in the financial statements of the period in which the change in probability occurs, except in the extremely rare circumstances where no reliable estimate can be made.

### 1.19 Commitments

A commitment is a binding agreement to undertake operating and capital expenditure at some set time in the future which has not yet become an actual liability .

Items are classified as commitments when the municipality has committed itself to future transactions that will normally result in the outflow of cash.

Capital expenditure is expenditure incurred to purchase, upgrade or construct physical assets (for e.g. buildings) for which there will be a long-term benefit. Long-term is defined as longer than one year.

Operational expenditure is expenditure incurred to purchase goods or services for which there will be a short-term benefit and which has been incurred in the normal course of business. Short-term is defined as less than one year.

An approved and contracted for commitment is where the expenditure has been approved and the contract has been awarded, service level agreement signed (where applicable) or any other pertinent authorisation has been granted at the end of the financial year/reporting date.

An approved and not yet contracted for commitment is where the expenditure has been approved and the contract has been awarded but awaiting finalisation of the service level agreement(where applicable) or any other authorisation pertinent to the contract at the end of the financial year/reporting date.

### 1.20 Revenue from exchange transactions

Revenue is the gross inflow of economic benefits or service potential during the reporting period when those inflows result in an increase in net assets, other than increases relating to contributions from owners.

An exchange transaction is one in which the municipality receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of goods, services or use of assets) to the other party in exchange.

Fair value is the amount for which an asset could be exchanged, or a liability settled, between knowledgeable, willing parties in an arm's length transaction.

#### Measurement

Revenue is measured at the fair value of the consideration received or receivable, net of trade discounts and volume rebates.

#### Sale of goods

Revenue from the sale of goods is recognised when all the following conditions have been satisfied:

- the economic entity has transferred to the purchaser the significant risks and rewards of ownership of the goods;
- the economic entity retains neither continuing managerial involvement to the degree usually associated with ownership nor effective control over the goods sold;
- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the economic entity; and
- the costs incurred or to be incurred in respect of the transaction can be measured reliably.

#### Rendering of services

When the outcome of a transaction involving the rendering of services can be estimated reliably, revenue associated with the transaction is recognised by reference to the stage of completion of the transaction at the reporting date. The outcome of a transaction can be estimated reliably when all the following conditions are satisfied:

- the amount of revenue can be measured reliably;
- it is probable that the economic benefits or service potential associated with the transaction will flow to the economic entity;
- the stage of completion of the transaction at the reporting date can be measured reliably; and
- the costs incurred for the transaction and the costs to complete the transaction can be measured reliably.

When the outcome of the transaction involving the rendering of services cannot be estimated reliably, revenue is recognised only to the extent of the expenses recognised that are recoverable.

## Interest, royalties and dividends

Revenue arising from the use by others of municipality assets yielding interest, royalties and dividends or similar distributions is recognised when:

- It is probable that the economic benefits or service potential associated with the transaction will flow to the municipality, and
- The amount of the revenue can be measured reliably.

Interest is recognised, in surplus or deficit, using the effective interest rate method.

Royalties are recognised as they are earned in accordance with the substance of the relevant agreements.

Dividends or similar distributions are recognised, in surplus or deficit, when the municipality's right to receive payment has been established.

Service fees included in the price of the product are recognised as revenue over the period during which the service is performed.

### 1.21 Revenue from non-exchange transactions

Revenue comprises gross inflows of economic benefits or service potential received and receivable by a municipality, which represents an increase in net assets, other than increases relating to contributions from owners.

Conditions on transferred assets are stipulations that specify that the future economic benefits or service potential embodied in the asset is required to be consumed by the recipient as specified or future economic benefits or service potential must be returned to the transferor.

Control of an asset arises when the municipality can use or otherwise benefit from the asset in pursuit of its objectives and can exclude or otherwise regulate the access of others to that benefit.

Non-exchange transactions are transactions in which one entity receives assets or services, or has liabilities extinguished, and directly gives approximately equal value (primarily in the form of cash, goods, services, or use of assets) to another entity in exchange.

Expenses paid through the tax system are amounts that are available to beneficiaries regardless of whether or not they pay taxes.

Fines are economic benefits or service potential received or receivable by entities, as determined by a court or other law enforcement body, as a consequence of the breach of laws or regulations.

Non-exchange transactions are transactions that are not exchange transactions. In a non-exchange transaction, a municipality either receives value from another municipality without directly giving approximately equal value in exchange, or gives value to another municipality without directly receiving approximately equal value in exchange.

Restrictions on transferred assets are stipulations that limit or direct the purposes for which a transferred asset may be used, but do not specify that future economic benefits or service potential is required to be returned to the transferor if not deployed as specified.

Stipulations on transferred assets are terms in laws or regulation, or a binding arrangement, imposed upon the use of a transferred asset by entities external to the reporting municipality.

Taxes are economic benefits or service potential compulsorily paid or payable to municipalities, in accordance with laws and or regulations, established to provide revenue to government. Taxes do not include fines or other penalties imposed for breaches of the law.

Transfers are inflows of future economic benefits or service potential from non-exchange transactions, other than taxes.

## Recognition

An inflow of resources from a non-exchange transaction recognised as an asset is recognised as revenue, except to the extent that a liability is also recognised in respect of the same inflow.

When the municipality satisfies a present obligation recognised as a liability in respect of an inflow of resources from a non-exchange transaction recognised as an asset, it reduces the carrying amount of the liability recognised and recognises an amount of revenue equal to that reduction.

Revenue received from conditional grants, donations and other funding are recognised as revenue to the extent that the municipality has complied with the criteria, conditions or obligations embodied in the grant agreement. To the extent that the criteria, conditions or obligations have not been met a liability is recognised.

## Measurement

Revenue from a non-exchange transaction is measured at the amount of the increase in net assets recognised by the municipality.

When, as a result of a non-exchange transaction, the municipality recognises an asset, it also recognises revenue equivalent to the amount of the asset measured at its fair value as at the date of acquisition, unless it is also required to recognise a liability. Where a liability is required to be recognised it will be measured as the best estimate of the amount required to settle the obligation at the reporting date, and the amount of the increase in net assets, if any, recognised as revenue. When a liability is subsequently reduced, because the taxable event occurs or a condition is satisfied, the amount of the reduction in the liability is recognised as revenue.

## Taxes

The municipality recognises an asset in respect of taxes when the taxable event occurs and the asset recognition criteria are met.



Resources arising from taxes satisfy the definition of an asset when the municipality controls the resources as a result of a past event (the taxable event) and expects to receive future economic benefits or service potential from those resources. Resources arising from taxes satisfy the criteria for recognition as an asset when it is probable that the inflow of resources will occur and their fair value can be reliably measured. The degree of probability attached to the inflow of resources is determined on the basis of evidence available at the time of initial recognition, which includes, but is not limited to, disclosure of the taxable event by the taxpayer.

The municipality analyses the taxation laws to determine what the taxable events are for the various taxes levied.

The taxable event for value added tax is the undertaking of taxable activity during the taxation period by the taxpayer.

The taxable event for property tax is the passing of the date on which the tax is levied, or the period for which the tax is levied, if the tax is levied on a periodic basis.

Taxation revenue is determined at a gross amount. It is not reduced for expenses paid through the tax system.

### **Transfers**

Apart from services in kind, which are not recognised, the municipality recognises an asset in respect of transfers when the transferred resources meet the definition of an asset and satisfy the criteria for recognition as an asset.

Transferred assets are measured at their fair value as at the date of acquisition.

### **Debt forgiveness and assumption of liabilities**

The municipality recognises revenues in respect of debt forgiveness when the former debt no longer meets the definition of a liability or satisfies the criteria for recognition as a liability, provided that the debt forgiveness does not satisfy the definition of a contribution from owners.

Revenue arising from debt forgiveness is measured at the carrying amount of debt forgiven.

### **Fines**

Fines are recognised as revenue when the receivable meets the definition of an asset and satisfies the criteria for recognition as an asset.

Assets arising from fines are measured at the best estimate of the inflow of resources to the municipality. Where the municipality collects fines in the capacity of an agent, the fine will not be revenue of the municipality.

### **Gifts and donations, including goods in-kind**

Gifts and donations, including goods in kind, are recognised as assets and revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

### **Services in-kind**

Except for financial guarantee contracts, the municipality recognises services in-kind that are significant to its operations and/or service delivery objectives as assets and recognise the related revenue when it is probable that the future economic benefits or service potential will flow to the municipality and the fair value of the assets can be measured reliably.

Where services in-kind are not significant to the municipality's operations and/or service delivery objectives and/or do not satisfy the criteria for recognition, the municipality discloses the nature and type of services in-kind received during the reporting period.

#### **1.22 Bad debts written-off**

Before any debt is written-off it is proved that the debt has become irrecoverable.

Irrecoverable debt is debt which can not be traced successfully; and after all reasonable steps were taken to recover the debt.

Bad debt write-offs are considered in terms of cost benefit; when it becomes too costly to recover and the chances of collecting the debt are remote, a write off is considered.

#### **1.23 Investment income**

Investment income is recognised on a time-proportion basis using the effective interest method.

#### **1.24 Borrowing costs**

Borrowing costs are interest and other expenses incurred by the municipality in connection with the borrowing of funds.

Borrowing costs are recognised as an expense in the period in which they are incurred.

#### **1.25 Accounting by principals and agents**

##### **Identification**

An agent is an entity that has been directed by another entity (a principal), through a binding arrangement, to undertake transactions with third parties on behalf of the principal and for the benefit of the principal.

A principal is an entity that directs another entity (an agent), through a binding arrangement, to undertake transactions with third parties on its behalf and for its own benefit.

A principal-agent arrangement results from a binding arrangement in which one entity (an agent), undertakes transactions with third parties on behalf, and for the benefit of, another entity (the principal).

#### **Identifying whether an entity is a principal or an agent**

When the municipality is party to a principal-agent arrangement, it assesses whether it is the principal or the agent in accounting for revenue, expenses, assets and/or liabilities that result from transactions with third parties undertaken in terms of the arrangement.

The assessment of whether an municipality is a principal or an agent requires the municipality to assess whether the transactions it undertakes with third parties are for the benefit of another entity or for its own benefit.

#### **Binding arrangement**

The economic entity assesses whether it is an agent or a principal by assessing the rights and obligations of the various parties established in the binding arrangement.

Where the terms of a binding arrangement are modified, the parties to the arrangement re-assess whether they act as a principal or an agent.

#### **Assessing which entity benefits from the transactions with third parties**

When the economic entity in a principal-agent arrangement concludes that it undertakes transactions with third parties for the benefit of another entity, then it is the agent. If the economic entity concludes that it is not the agent, then it is the principal in the transactions.

The economic entity is an agent when, in relation to transactions with third parties, all three of the following criteria are present:

- It does not have the power to determine the significant terms and conditions of the transaction.
- It does not have the ability to use all, or substantially all, of the resources that result from the transaction for its own benefit.
- It is not exposed to variability in the results of the transaction.

Where the economic entity has been granted specific powers in terms of legislation to direct the terms and conditions of particular transactions, it is not required to consider the criteria of whether it does not have the power to determine the significant terms and conditions of the transaction, to conclude that it is an agent. The economic entity applies judgement in determining whether such powers exist and whether they are relevant in assessing whether the economic entity is an agent.

#### **Recognition**

The economic entity, as a principal, recognises revenue and expenses that arise from transactions with third parties in a principal-agent arrangement in accordance with the requirements Standards of GRAP.

The economic entity, as a principal, recognises revenue and expenses that arise from transactions with third parties in a principal-agent arrangement in accordance with the requirements Standards of GRAP.

The economic entity, as an agent, recognises only that portion of the revenue and expenses it receives or incurs in executing the transactions on behalf of the principal in accordance with the requirements of Standards of GRAP.

#### **1.26 Comparative figures**

Where necessary, comparative figures have been reclassified to conform to changes in presentation in the current year.

When the presentation or classification of items in the annual financial statements is amended, prior period comparative amounts are restated. The nature and reason for the reclassification is disclosed. Where accounting errors have been identified in the current year, the correction is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly. Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly.

#### **1.27 Unauthorised expenditure**

Unauthorised expenditure means:

- overspending of a vote or a main division within a vote; and
- expenditure not in accordance with the purpose of a vote or, in the case of a main division, not in accordance with the purpose of the main division.

All expenditure relating to unauthorised expenditure is disclosed in a note to the financial statements as an expense in the period that the expenditure is incurred.

#### **1.28 Fruitless and wasteful expenditure**

Fruitless and wasteful expenditure means expenditure which was made in vain and would have been avoided had reasonable care been exercised.

All expenditure relating to fruitless and wasteful expenditure is disclosed in the notes to the financial statement in the period that the expenditure is incurred. The expenditure is classified in accordance with the nature of the expense, and where recovered, it is subsequently accounted for as revenue in the statement of financial performance.





### 1.29 Irregular expenditure

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the economic entity's supply chain management policy. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

Irregular expenditure that was incurred and identified during the current financial year and which was not condoned by the National Treasury or the relevant authority is recorded appropriately in the irregular expenditure register. If liability for the irregular expenditure can be attributed to a person, a debt account must be created if such a person is liable in law. Immediate steps must thereafter be taken to recover the amount from the person concerned. If recovery is not possible, the municipal council may write off the amount as debt impairment and disclose such in the relevant note to the financial statements. The irregular expenditure register must also be updated accordingly. If the irregular expenditure has not been condoned and no person is liable in law, the expenditure related thereto must remain against the relevant programme/expenditure item, be disclosed as such in the note to the financial statements and updated accordingly in the irregular expenditure register.

### 1.30 Housing development fund

The Housing Development Fund was established in terms of the Housing Act, (Act No. 107 of 1997). Loans from national and provincial government used to finance housing selling schemes undertaken by the municipality were extinguished on 1 April 1998 and transferred to a Housing Development Fund. Housing selling schemes, both complete and in progress as at 1 April 1998, were also transferred to the Housing Development Fund. In terms of the Housing Act, all proceeds from housing developments, which include rental income and sales of houses, must be paid into the Housing Development Fund. Monies standing to the credit of the Housing Development Fund can be used only to finance housing developments within the municipal area subject to the approval of the Provincial MEC responsible for housing.

### 1.31 Internal reserves

#### Capital replacement reserve (CRR)

The CRR is an asset financing source that represents an alternative to the other funding sources available to the Municipality namely external loans (interest bearing borrowings) and government grants & subsidies.

Subsequent to the implementation of GRAP in 2008, Reserves and Funds had to be discontinued as they are not permissible in terms of GRAP. However, the National Treasury determined that the CRR is one of the few funds and reserves that are allowed.

As a matter of principle, the focus is the manner in which these reserves are created and accounted for, which in this instance the capital replacement of major components of Infrastructure Assets in the event of technical failure. For accounting purposes, the CRR will be created by transferring amounts out of Accumulated surpluses/deficits to the respective reserve account, or vice versa, in the Statement of Changes in Net Assets. The net effect of these transfers will be nil in the Statement of Changes in Net Assets, and will not affect the value of reserves in totality. It is the requirement of GRAP that no transactions should be accounted for, directly to the Statement of Changes in Net Assets other than those specifically allowed in terms of GRAP, i.e. Revaluation Surplus Reserve. Therefore, situations should be avoided where reserves are created and accounted for, by taking amounts directly to the Statement of Changes in Net Assets thereby circumventing the Statement of Financial Performance.

- The CRR will only be utilised for the purpose of purchasing items of property, plant and equipment for the municipality and will not be used for the maintenance of such items.

#### Self - Insurance reserve

The municipality has a Self-Insurance Reserve to set aside amounts to offset potential losses or claims that cannot be insured externally (adapt to specific circumstances).

Claims are settled by transferring a corresponding amount from the self-insurance reserve to the accumulated surplus.

The municipality operates a self-insurance scheme under the Self-Insurance Reserve, which has a policy that is aligned with the practice in the insurance industry. The balance of the Self-Insurance Reserve is determined based on surpluses accumulated since inception.

#### Compensation for occupational injuries and diseases (COID) reserve

The Compensation for Occupational Injuries and Diseases Act (Act 130 of 1993) is to provide for payment of medical treatment and compensation for disablement caused by occupational injuries or diseases sustained or contracted by employees in the course of their employment, or for death resulting from such injuries or diseases. The contribution to the COID fund is 0.75% of the salary expense. The municipality is an exempt employer in terms of Section 84 (1) (a)(ii) & (2) and as such does not pay any assessments to the COID Commissioner. In terms of the exempt status the municipality is mandated to establish its own fund and administers this fund in terms of the COID Act.

### 1.32 Revaluation reserve

The surplus arising from the revaluation of property, plant and equipment is credited to a revaluation reserve. The revaluation surplus is realised upon disposal of artworks and jewellery. On disposal, the net revaluation surplus is transferred to the accumulated surplus/deficit while gains or losses on disposal, based on revalued amounts, are credited or charged to the statement of financial performance.

### 1.33 Budget information

Municipalities are typically subject to budgetary limits in the form of appropriations or budget authorisations (or equivalent), which is given effect through authorising legislation, appropriation or similar.

General purpose financial reporting by a economic entity shall provide information on whether resources were obtained and used in accordance with the legally adopted budget.

The approved budget is prepared on an accrual basis and presented by functional classification linked to performance outcome objectives.

The approved budget covers the fiscal period from 2019/07/01 to 2020/06/30.

The budget for the economic entity includes all the entities approved budgets under its control.

The consolidated annual financial statements and the budget are on the same basis of accounting therefore a comparison with the budgeted amounts for the reporting period have been included in the Statement of comparison of budget and actual amounts.

Deviations between budget and actual amounts exceeding 10 percent are obtained monthly for the preparation of the Section 71 reporting and used during the audit process.

The threshold for which reasons for variances are provided is 10% and above.

### 1.34 Related parties

A related party is a person or an entity with the ability to control or jointly control the other party, or exercise significant influence over the other party, or vice versa, or an entity that is subject to common control, or joint control.

Control is the power to govern the financial and operating policies of an entity so as to obtain benefits from its activities.

A related party transaction is a transfer of resources, services or obligations between the reporting entity and a related party, regardless of whether a price is charged.

Significant influence is the power to participate in the financial and operating policy decisions of an entity, but is not control over those policies.

Management are those persons responsible for planning, directing and controlling the activities of the economic entity, including those charged with the governance of the economic entity in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that management in their dealings with the economic entity.

### 1.35 Events after reporting date

Events after reporting date are those events, both favourable and unfavourable, that occur between the reporting date and the date when the financial statements are authorised for issue. Two types of events can be identified:

- those that provide evidence of conditions that existed at the reporting date (adjusting events after the reporting date); and
- those that are indicative of conditions that arose after the reporting date (non-adjusting events after the reporting date).

The economic entity will adjust the amount recognised in the financial statements to reflect adjusting events after the reporting date once the event occurred.

The economic entity will disclose the nature of the event and an estimate of its financial effect or a statement that such estimate cannot be made in respect of all material non-adjusting events, where non-disclosure could influence the economic decisions of users taken on the basis of the financial statements.

### 1.36 Value Added Tax (VAT)

VAT is payable on the receipt and payment basis.

The transaction date is referred to as the "time of supply". Time of supply applies to certain supplies as the prevailing rate of VAT on that date will apply to the transaction concerned.

- before 1 April 2018 – a VAT rate of 14% will apply;
- on or after 1 April 2018 – a VAT rate of 15% will apply.

### 1.37 Expenditure

An expense is a decrease in the net financial position of the entity, other than decreases arising from ownership distributions

An expense arises from exchange and non-exchange transactions, other events such as unrealised increases and decreases in the value of assets and the consumption of assets through depreciation and erosion of service potential and ability to generate economic benefits through impairments.

An expense may arise from individual transactions or groups of transactions.

Expenses are recognised in the Statement of Financial Performance when a decrease in future economic benefits or service potential related to a decrease in an asset or an increase of a liability has arisen that can be measured reliably. The recognition of expenses occurs simultaneously with the recognition of an increase in liabilities or a decrease in assets

Expenses encompasses losses as well as those expenses that arise in the course of the operating activities of the municipality

Losses represent other items that meet the definition of expenses and may, or may not, arise in the course of the operating activities of the entity. Losses represent decreases in economic benefits or service potential and as such, they are no different in nature from other expenses.



## NOTES TO THE CONSOLIDATED ANNUAL FINANCIAL STATEMENTS

### 2. New standards and interpretations

#### 2.1 Standards and interpretations effective and adopted in the current year

In the current year, the economic entity has adopted the following standards and interpretations that are effective for the current financial year and that are relevant to its operations:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
• Guideline: Accounting for Arrangements Undertaken i.t.o the National Housing Programme	01 April 2019	The municipality is an implementing agent in terms of the guideline. The standard did not significantly impact results, however, it resulted in additional disclosure.
• GRAP 6 (as revised 2010): Consolidated and Separate Financial Statements	01 April 2019	The impact of the standard is not material.
• Directive 7 (revised): The Application of Deemed Cost	01 April 2019	The impact of the standard is not material.
• GRAP 20: Related parties	01 April 2019	The adoption of this Standard has not had a material impact on the results of the municipality, but has resulted in more disclosure than would have previously been provided in the financial statements
• GRAP 108: Statutory Receivables	01 April 2019	The adoption of this Standard has not had a material impact on the results of the municipality, but has resulted in more disclosure than would have previously been provided in the financial statements.
• GRAP 109: Accounting by Principals and Agents	01 April 2019	The adoption of this Standard impact on the results of the municipality was insignificant. It resulted in change of accounting policy and additional disclosure in the financial statements.
• IGRAP 18: Interpretation of the Standard of GRAP on Recognition and Derecognition of Land	01 April 2019	The adoption of this has not had a material impact on the results of the municipality, but has resulted in more disclosure than would have previously been provided in the financial statements
• IGRAP 19: Liabilities to Pay Levies	01 April 2019	The impact of the standard is not material.

#### 2.2 Standards and interpretations issued, but not yet effective

The economic entity has not applied the following standards and interpretations, which have been published and are mandatory for the economic entity's accounting periods beginning on or after 01 July 2020 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
• GRAP 104 (amended): Financial Instruments	01 April 2020	Full impact of the standard is not yet known. However, additional disclosure is expected and unlikely to result in a material impact.
• Guideline: Guideline on Accounting for Landfill Sites	01 April 2020	The municipality operates a landfill site, after the end of life of the landfill site, closure and rehabilitation is required in terms of legislation. Therefore, accounting for land, provision, expenses and discount rate has to be done in line with the guidance. Full impact of the guideline is not yet known.
• Guideline: Guideline on the Application of Materiality to Financial Statements	01 April 2020	Materiality decisions on developing policies, disclosure and assessment of misstatements is provided by this guideline. Full impact of the application of the guideline is not yet known.
• IGRAP 20: Accounting for Adjustments to Revenue	01 April 2020	Impact is currently not known. It is unlikely to result in a material impact on the financial statements.
• GRAP 1 (amended): Presentation of Financial Statements	01 April 2020	Impact is currently not known. It is unlikely to result in a material impact on the financial statements.
• GRAP 34: Separate Financial Statements	01 April 2020	Impact is currently not known. It is unlikely to result in a material impact on the financial statements.
• GRAP 35: Consolidated Financial Statements	01 April 2020	Unlikely there will be a material impact
• GRAP 36: Investments in Associates and Joint Ventures	01 April 2020	Impact is currently not known. It is unlikely to result in a material impact on the financial statements.
• GRAP 37: Joint Arrangements	01 April 2020	Impact is currently not known. It is unlikely to result in a material impact on the financial statements.
• GRAP 38: Disclosure of Interests in Other Entities	01 April 2020	Impact is currently not known. It is unlikely to result in a material impact on the financial statements.

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
• GRAP 110 (as amended 2016): Living and Non-living Resources	01 April 2020	The municipality has a game reserve, accounting for the fauna and flora, will be provided by this standard. Impact is currently being assessed and is not expected to be material.
• IGRAP 1 (revised): Applying the Probability Test on Initial Recognition of Revenue	01 April 2020	Unlikely there will be a material impact
• GRAP 18 (as amended 2016): Segment Reporting	30 April 2020	Unlikely there will be a material impact

The municipality formulated its own accounting policy in 2017/18 regarding the treatment of Living resources. The living resources accounting policy is based on the principles of GRAP 110 (Living and non living and resources).

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>3. Inventories</b>				
Consumable stores	29 810 577	30 964 633	29 810 577	30 964 633
Materials and supplies	29 289 017	25 679 243	29 289 017	25 679 243
Water for distribution	2 008 420	1 764 634	2 008 420	1 764 634
Land inventory	279 878 518	276 936 237	279 878 518	276 936 237
	<b>340 986 532</b>	<b>335 344 747</b>	<b>340 986 532</b>	<b>335 344 747</b>

Inventory are recorded using the weighted average cost method.

Inventory expensed during the year R57 199 347 (2019 : R55 978 880).

Inventory are carried at lower of cost or net realisable value except for land carried at deemed cost. Inventory losses - consumables for the year ((R 7 356 148) (2019 : R16 453 277)).

#### Inventory pledged as security

No inventory was pledged as security for either overdraft facilities or any financial liabilities of the municipality.

#### 4. Short term investment

Compensation for Occupational Injuries and Diseases Investment (COID)	-	15 674 518	-	15 674 518
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#### Reconciliation of short term investment

Opening balance	15 674 518	8 869 457	15 674 518	8 869 457
Interest on maturity	1 365 847	649 609	1 365 847	649 609
Redemption	(17 040 365)	(9 519 066)	(17 040 365)	(9 519 066)
Re-investment	-	15 674 518	-	15 674 518
<b>Closing balance</b>	<b>-</b>	<b>15 674 518</b>	<b>-</b>	<b>15 674 518</b>

COID short term investment invested at 8.69 % (2019: 8.69%).

The current fixed deposit was invested with Standard Bank and matured on the 24th of April 2020.

The investment was reinvested on a short term call account and has been disclosed as part of cash and cash equivalents. Due to the lockdown we could not obtain quotations during lockdown hence reinvestment was done on a call account.

#### 5. Receivables from exchange transactions

##### Net balance

Accrued revenue	22 381	54 947	22 381	54 947
Advance payments	4 451 322	4 113 303	4 357 030	4 110 803
Cashier's shortages	23 092	44 442	23 092	44 442
Cash receipts due from third parties	-	449 636	-	449 636
Independent Development Trust	-	-	-	-
Insurance claims	-	-	-	-
Interest accrual on bank and call accounts	23 756	126 100	23 756	126 100
Interest accrual on investment	1 032	251 612	1 032	251 612
Land sale debtors	-	-	-	-
Forestry receivable	13 908 187	-	13 908 187	-
Staff recoveries	22 532	412 057	22 532	412 057
	<b>18 452 302</b>	<b>5 452 097</b>	<b>18 358 010</b>	<b>5 449 597</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Gross balance</b>				
Accrued revenue	22 381	54 947	22 381	54 947
Advance payments	4 451 322	4 113 303	4 357 030	4 110 803
Cashier's shortages	23 092	44 442	23 092	44 442
Cash receipts due from third parties	-	449 636	-	449 636
Independent Development Trust	108 836 507	108 836 507	108 836 507	108 836 507
Insurance claims	-	3 020 221	-	3 020 221
Interest accrual on bank and call accounts	23 756	126 100	23 756	126 100
Interest accrual on investment	1 032	251 612	1 032	251 612
Land sale debtors	66 386	66 386	66 386	66 386
Forestry receivable	13 908 187	-	13 908 187	-
Staff recoveries	22 532	412 057	22 532	412 057
	<b>127 355 195</b>	<b>117 375 211</b>	<b>127 260 903</b>	<b>117 372 711</b>
<b>Less: Allowance for impairment</b>				
Independent Development Trust	(108 836 507)	(108 836 507)	(108 836 507)	(108 836 507)
Insurance claims	-	(3 020 221)	-	(3 020 221)
Land sale debtors	(66 386)	(66 386)	(66 386)	(66 386)
	<b>(108 902 893)</b>	<b>(111 923 114)</b>	<b>(108 902 893)</b>	<b>(111 923 114)</b>

#### Receivables from exchange pledged as security

There are no receivables from exchange transactions pledged as security for any financial liabilities of the municipality.

#### Credit quality of receivables from exchange transactions

The credit quality of receivables from exchange transactions are neither past due nor impaired except for land sale debtors, insurance claims and IDT.

There is an ongoing dispute between IDT and Msunduzi Municipality on an amount that was paid by Msunduzi Municipality to IDT for the implementation of infrastructure projects. IDT was appointed as an implementing agent and advance payments were made to IDT during 2011/12 and 2012/13 financial years. The projects were implemented; however, IDT was unable to account for work amounting to R108 836 507. The municipality referred the matter to the legal team for a civil litigation and has not been finalised a yet. The receivable has been fully impaired since IDT is disputing the receivable and the matter is still under litigation.

#### 6. Statutory receivables

Consumer debtors - rates	529 016 443	417 440 347	529 016 443	417 440 347
Fines	2 568 119	2 568 619	2 568 119	2 568 619
	<b>531 584 562</b>	<b>420 008 966</b>	<b>531 584 562</b>	<b>420 008 966</b>

#### Receivables from non-exchange transactions included in statutory receivables above are as follows:

Consumer debtors - rates	529 016 443	417 440 347	529 016 443	417 440 347
Fines	2 568 119	2 568 619	2 568 119	2 568 619
	<b>531 584 562</b>	<b>420 008 966</b>	<b>531 584 562</b>	<b>420 008 966</b>

#### Total statutory receivables

	531 584 562	420 008 966	531 584 562	420 008 966
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#### Gross balances

Consumer debtors - rates	1 061 917 767	806 494 839	1 061 917 767	806 494 839
Fines	78 882 668	67 191 110	78 882 668	67 191 110
	<b>1 140 800 435</b>	<b>873 685 949</b>	<b>1 140 800 435</b>	<b>873 685 949</b>

#### Less: Allowance for impairment

Consumer debtors - rates	(532 901 324)	(389 054 492)	(532 901 324)	(389 054 492)
Fines	(76 314 549)	(64 622 491)	(76 314 549)	(64 622 491)
	<b>(609 215 873)</b>	<b>(453 676 983)</b>	<b>(609 215 873)</b>	<b>(453 676 983)</b>

#### Consumer debtors - rates

Current	115 865 624	92 823 621	115 865 624	92 823 621
0 - 30 days	52 341 835	41 970 643	52 341 835	41 970 643
31 - 60 days	31 110 036	6 253 759	31 110 036	6 253 759
61 - 90 days	44 420 982	21 716 772	44 420 982	21 716 772
91 - 120 days	28 862 144	57 703 160	28 862 144	57 703 160
121 - 365 days	204 086 280	109 026 159	204 086 280	109 026 159
> 365 days	585 230 866	477 000 725	585 230 866	477 000 725
	<b>1 061 917 767</b>	<b>806 494 839</b>	<b>1 061 917 767</b>	<b>806 494 839</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Fines</b>				
Current (0-30 days)	788 780	105 100	788 780	105 100
31 - 60 days	580 750	2 078 550	580 750	2 078 550
61 - 90 days	2 995 728	3 389 450	2 995 728	3 389 450
91 - 120 days	4 045 100	4 221 960	4 045 100	4 221 960
121 - 365 days	3 281 200	972 737	3 281 200	972 737
> 365 days	67 191 110	56 423 313	67 191 110	56 423 313
	<b>78 882 668</b>	<b>67 191 110</b>	<b>78 882 668</b>	<b>67 191 110</b>
<b>Summary of debtors by customer classification</b>				
<b>Industrial/Commercial</b>				
Current	51 281 829	37 215 051	51 281 829	37 215 051
0 - 30 days	18 341 215	16 739 634	18 341 215	16 739 634
31 - 60 days	11 285 566	1 573 394	11 285 566	1 573 394
61 - 90 days	13 568 269	6 543 370	13 568 269	6 543 370
91 - 120 days	8 710 421	15 436 779	8 710 421	15 436 779
121 - 365 days	57 907 562	27 080 192	57 907 562	27 080 192
> 365 days	107 039 540	85 011 044	107 039 540	85 011 044
	<b>268 134 402</b>	<b>189 599 464</b>	<b>268 134 402</b>	<b>189 599 464</b>
<b>Government</b>				
Current	16 461 703	11 308 637	16 461 703	11 308 637
0 - 30 days	7 585 134	5 073 490	7 585 134	5 073 490
31 - 60 days	3 388 431	870 647	3 388 431	870 647
61 - 90 days	11 847 848	3 072 008	11 847 848	3 072 008
91 - 120 days	3 097 882	8 765 119	3 097 882	8 765 119
121 - 365 days	23 334 061	16 301 562	23 334 061	16 301 562
> 365 days	75 060 960	76 224 013	75 060 960	76 224 013
	<b>140 776 019</b>	<b>121 615 476</b>	<b>140 776 019</b>	<b>121 615 476</b>
<b>Consumers</b>				
Current	48 122 092	44 299 933	48 122 092	44 299 933
0 - 30 days	26 415 486	20 157 520	26 415 486	20 157 520
31 - 60 days	16 436 040	3 809 717	16 436 040	3 809 717
61 - 90 days	19 004 865	12 101 394	19 004 865	12 101 394
91 - 120 days	17 053 841	33 501 263	17 053 841	33 501 263
121 - 365 days	122 844 657	65 644 404	122 844 657	65 644 404
> 365 days	403 130 365	315 765 668	403 130 365	315 765 668
	<b>653 007 346</b>	<b>495 279 899</b>	<b>653 007 346</b>	<b>495 279 899</b>

**Statutory receivables general information****Transaction(s) arising from statute****Traffic fines**

The two types of traffic fines that are issued are :

- 1) Traffic fines issued in terms of the Administrative Adjudication of Road Traffic Offences Act (AARTO Act).
- 2) Traffic fines issued in terms of the Criminal Procedures Act.

**Property rates**

The Municipal Property Rates Act No. 06 of 2004 governs property rates billed. The Act regulates, the power of the municipality to impose rates on properties; to exclude certain properties from rating in the national interest; to make provisions for the municipality to implement a transparent and fair system of exemptions, reductions and rebates through the municipalities rating policy, making provisions for fair and equitable valuation methods of properties; to make provisions for objections and appeals.

**Determination of transaction amount****Traffic fines**

Traffic fines are issued in terms of the AARTO Act by way of notices to offenders which specify the value of the fine that must be paid, along with any discount that can be applied if the fine is paid within a specific period of time.



Traffic fines issued in terms of the Criminal Procedures Act are usually issued by way of notice to offenders, and can

- (a) indicate the value of the fine to be paid, and that certain reductions could be made to the value of the fine payable and how, or the circumstances under which, such reductions can be applied, or
- (b) indicate that the offender must appear in Court on a specified date (in these instances, the value of the fine may or may not be indicated but this is often only determined after a separate legal process).

#### **Property rates**

Property rates are levied in terms of the municipality's rates policy, which is aligned to the Municipal Property Rates Act No. 6 of 2004.

The amount of rates levied by the municipality on properties, is the amount in the Rand

- (a) On the market value of the property;
- (b) In the case of public service infrastructure, on the market value of the public service infrastructure less 30% of that value as contemplated in section 17(1)(a) of the Municipal Property Rates Act of 2004 or on such a lower percentage as the minister determines in terms of section 17(4) of the Municipal Property Rates Act of 2004;
- (c) In the case of property to which section 17(1) (h), of the Municipal Property Rates Act of 2004, applies on the market value of the property less the amount stated in that section, or on such amount as the Minister may determine

Refer to Note 37 for rate ranaadages.

#### **Interest or other charges levied Interest or other charges levied**

##### **Traffic fines**

No interest is levied on traffic fines.

##### **Property rates**

The following are charges that may be charged in addition to rates levied:

- (a) Interest on outstanding rates billed:

Interest shall be charged on all rates arrears in terms of section 64(g) of the Municipal Finance Management Act and the Municipal Systems Act.

The municipality has a Credit control policy that is approved by council. The credit control policy states that amounts on accounts, which remain unpaid after the due date shall attract interest irrespective of the reasons for non-payment.

Interest will be charged at a rate of 11.25%, which is the annual interest rate as per approved tariff register.

- (b) In addition to interest charged in respect of any property, collection charges shall accrue as follows:

As from the last working day, an amount representing ten per cent (10%) of the capital amount of the rates then in arrear in terms of Section 75A 1(b) of the Municipal Systems Act;

On the grant of a court order, a further amount representing ten per cent (10%) of the capital amount of the rates then in arrear in terms of Section 75A 1(b) of the Municipal Systems Act.

#### **Basis used to assess and test whether a statutory receivable is impaired**

##### **Traffic Fines**

The impairment loss is calculated as the difference between value of traffic fines issued for the year less finalised cases and the present value of expected cash flows.

##### **Property rates**

Impairment regarding property rates are assessed collectively in terms of the municipalities impairment policy. Each debtor is classified into their risk profiles based on total services outstanding.

The difference between the carrying-value at reporting date less the present value of expected future cash flows, determines if impairment needs to be provided for. This is in terms of GRAP 104.

#### **Discount rate not applied to the estimated future cash flows**

Considering the fact that traffic fines payments are short term in nature discounting is not performed.

#### **Statutory receivables impaired**

The amount of the provision is R609 215 873 (2019: R453 676 983).

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Factors the entity considered in assessing statutory receivables impaired</b>				
<b>Traffic fines</b>				
Past history patterns and peculiarity of traffic fines. Collection rates in the current year.				
Finalised cases in the reporting period.				
<b>Property rates</b>				
Past history payment of debtors and the debtors risk profiling. Accounts outstanding that are above a million are considered material and are assessed separately based on their recovery of debt.				
<b>Reconciliation of provision for impairment for statutory receivables</b>				
Balance at beginning of the year	(453 676 983)	(509 011 643)	(453 676 983)	(509 011 643)
(Increase)/decrease in impairment contribution	(155 538 890)	55 334 660	(155 538 890)	55 334 660
<b>Balance at end of year</b>	<b>(609 215 873)</b>	<b>(453 676 983)</b>	<b>(609 215 873)</b>	<b>(453 676 983)</b>
<b>Consumer debtors - rates</b>				
Balance at beginning of the year	(389 054 492)	(454 810 084)	(389 054 492)	(454 810 084)
(Increase)/decrease in impairment contribution	(143 846 832)	65 755 592	(143 846 832)	65 755 592
<b>Balance at end of year</b>	<b>(532 901 324)</b>	<b>(389 054 492)</b>	<b>(532 901 324)</b>	<b>(389 054 492)</b>
<b>Fines</b>				
Balance at beginning of the year	(64 622 491)	(54 201 559)	(64 622 491)	(54 201 559)
(Increase)/decrease in impairment contribution	(11 692 058)	(10 420 932)	(11 692 058)	(10 420 932)
<b>Balance at end of year</b>	<b>(76 314 549)</b>	<b>(64 622 491)</b>	<b>(76 314 549)</b>	<b>(64 622 491)</b>
<b>Statutory receivables pledged as security</b>				
There are no statutory receivables pledged as security for any liability.				
<b>7. Consumer debtors</b>				
<b>Gross balances</b>				
Electricity	538 088 716	475 717 567	538 088 716	475 717 567
Other service charges	405 339 997	383 522 950	405 339 997	383 522 950
Property rental	65 523 384	45 630 483	65 523 384	45 630 483
Refuse	203 829 316	165 281 931	203 829 316	165 281 931
Sanitation	357 030 430	297 313 971	357 030 430	297 313 971
Water	1 907 825 751	1 531 519 735	1 907 825 751	1 531 519 735
	<b>3 477 637 594</b>	<b>2 898 986 637</b>	<b>3 477 637 594</b>	<b>2 898 986 637</b>
<b>Less: Allowance for impairment</b>				
Electricity	(228 188 338)	(164 405 986)	(228 188 338)	(164 405 986)
Other service charges	(253 632 483)	(240 329 939)	(253 632 483)	(240 329 939)
Property rental	(36 758 158)	(31 040 273)	(36 758 158)	(31 040 273)
Refuse	(123 868 968)	(98 724 399)	(123 868 968)	(98 724 399)
Sanitation	(208 953 172)	(168 614 625)	(208 953 172)	(168 614 625)
Water	(1 174 368 117)	(912 501 343)	(1 174 368 117)	(912 501 343)
	<b>(2 025 769 236)</b>	<b>(1 615 616 565)</b>	<b>(2 025 769 236)</b>	<b>(1 615 616 565)</b>
<b>Net balance</b>				
Electricity	309 900 378	311 311 581	309 900 378	311 311 581
Other service charges	151 707 514	143 193 011	151 707 514	143 193 011
Property rental	28 765 226	14 590 210	28 765 226	14 590 210
Refuse	79 960 348	66 557 532	79 960 348	66 557 532
Sanitation	148 077 258	128 699 346	148 077 258	128 699 346
Water	733 457 634	619 018 392	733 457 634	619 018 392
	<b>1 451 868 358</b>	<b>1 283 370 072</b>	<b>1 451 868 358</b>	<b>1 283 370 072</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Electricity</b>				
Current	190 249 920	184 455 809	190 249 920	184 455 809
0 -30 days	52 928 114	86 059 564	52 928 114	86 059 564
31 - 60 days	36 291 555	1 008 207	36 291 555	1 008 207
61 - 90 days	16 989 291	15 897 119	16 989 291	15 897 119
91 - 120 days	14 802 274	25 187 167	14 802 274	25 187 167
121 - 365 days	82 878 599	37 073 448	82 878 599	37 073 448
> 365 days	143 948 963	126 036 253	143 948 963	126 036 253
	<b>538 088 716</b>	<b>475 717 567</b>	<b>538 088 716</b>	<b>475 717 567</b>
<b>Water</b>				
Current	66 439 779	116 111 737	66 439 779	116 111 737
0 -30 days	53 623 957	52 840 337	53 623 957	52 840 337
31 - 60 days	28 846 800	8 536 837	28 846 800	8 536 837
61 - 90 days	43 675 940	41 239 137	43 675 940	41 239 137
91 - 120 days	45 072 362	109 575 697	45 072 362	109 575 697
121 - 365 days	339 248 424	202 626 636	339 248 424	202 626 636
> 365 days	1 330 918 489	1 000 589 354	1 330 918 489	1 000 589 354
	<b>1 907 825 751</b>	<b>1 531 519 735</b>	<b>1 907 825 751</b>	<b>1 531 519 735</b>
<b>Sanitation</b>				
Current	18 122 648	21 810 178	18 122 648	21 810 178
0 -30 days	11 452 041	10 158 545	11 452 041	10 158 545
31 - 60 days	6 075 148	1 583 100	6 075 148	1 583 100
61 - 90 days	7 665 911	6 926 827	7 665 911	6 926 827
91 - 120 days	7 675 976	18 974 955	7 675 976	18 974 955
121 - 365 days	55 276 295	37 161 267	55 276 295	37 161 267
> 365 days	250 762 411	200 699 099	250 762 411	200 699 099
	<b>357 030 430</b>	<b>297 313 971</b>	<b>357 030 430</b>	<b>297 313 971</b>
<b>Other service charges</b>				
Current	3 116 161	1 800 523	3 116 161	1 800 523
0 -30 days	2 254 679	737 734	2 254 679	737 734
31 - 60 days	-	2 654 623	-	2 654 623
61 - 90 days	2 293 880	2 587 363	2 293 880	2 587 363
91 - 120 days	2 440 377	8 017 263	2 440 377	8 017 263
121 - 365 days	19 589 617	15 497 326	19 589 617	15 497 326
> 365 days	375 645 283	352 228 118	375 645 283	352 228 118
	<b>405 339 997</b>	<b>383 522 950</b>	<b>405 339 997</b>	<b>383 522 950</b>
<b>Refuse</b>				
Current	10 224 948	12 283 751	10 224 948	12 283 751
0 -30 days	5 943 019	5 763 621	5 943 019	5 763 621
31 - 60 days	3 554 235	1 470 363	3 554 235	1 470 363
61 - 90 days	4 260 554	3 974 211	4 260 554	3 974 211
91 - 120 days	4 874 652	11 235 637	4 874 652	11 235 637
121 - 365 days	33 852 941	24 210 277	33 852 941	24 210 277
> 365 days	141 118 967	106 344 071	141 118 967	106 344 071
	<b>203 829 316</b>	<b>165 281 931</b>	<b>203 829 316</b>	<b>165 281 931</b>
<b>Property rental</b>				
Current	9 660 111	342 716	9 660 111	342 716
0 - 30 days	2 516 758	161 278	2 516 758	161 278
31 - 60 days	3 074 136	1 296 976	3 074 136	1 296 976
61 - 90 days	943 999	1 165 939	943 999	1 165 939
91 - 120 days	921 771	898 740	921 771	898 740
121 - 365 days	10 138 367	6 646 137	10 138 367	6 646 137
> 365 days	38 268 242	35 118 697	38 268 242	35 118 697
	<b>65 523 384</b>	<b>45 630 483</b>	<b>65 523 384</b>	<b>45 630 483</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Summary of debtors by customer classification</b>				
<b>Consumers</b>				
Current	119 738 241	158 133 337	119 738 241	158 133 337
0 - 30 days)	78 723 441	72 660 887	78 723 441	72 660 887
31 - 60 days	43 168 741	14 673 233	43 168 741	14 673 233
61 - 90 days	59 689 902	52 887 066	59 689 902	52 887 066
91 - 120 days	60 508 316	140 604 186	60 508 316	140 604 186
121 - 365 days	461 196 516	274 614 060	461 196 516	274 614 060
> 365 days	2 059 752 417	1 630 096 168	2 059 752 417	1 630 096 168
	<b>2 882 777 574</b>	<b>2 343 668 937</b>	<b>2 882 777 574</b>	<b>2 343 668 937</b>
<b>Industrial/ commercial</b>				
Current	148 811 952	153 209 347	148 811 952	153 209 347
0 - 30 days	43 953 353	71 168 571	43 953 353	71 168 571
31 - 60 days	31 565 113	1 922 241	31 565 113	1 922 241
61 - 90 days	12 921 618	14 145 947	12 921 618	14 145 947
91 - 120 days	12 048 062	22 109 465	12 048 062	22 109 465
121 - 365 days	68 076 541	39 450 208	68 076 541	39 450 208
> 365 days	194 287 881	164 640 354	194 287 881	164 640 354
	<b>511 664 520</b>	<b>466 646 133</b>	<b>511 664 520</b>	<b>466 646 133</b>
<b>National and provincial government</b>				
Current	29 263 375	25 460 779	29 263 375	25 460 779
0 - 30 days	6 041 774	11 891 621	6 041 774	11 891 621
31 - 60 days	3 108 020	(45 367)	3 108 020	(45 367)
61 - 90 days	3 218 056	4 757 582	3 218 056	4 757 582
91 - 120 days	3 231 034	11 175 848	3 231 034	11 175 848
121 - 365 days	11 711 187	9 150 824	11 711 187	9 150 824
> 365 days	26 622 054	26 280 280	26 622 054	26 280 280
	<b>83 195 500</b>	<b>88 671 567</b>	<b>83 195 500</b>	<b>88 671 567</b>
<b>Total</b>				
Current	297 813 568	336 803 463	297 813 568	336 803 463
0 - 30 days	128 718 568	155 721 079	128 718 568	155 721 079
31 - 60 days	77 841 875	16 550 107	77 841 875	16 550 107
61 - 90 days	75 829 576	71 790 595	75 829 576	71 790 595
91 - 120 days	75 787 412	173 889 499	75 787 412	173 889 499
121 - 365 days	540 984 244	323 215 092	540 984 244	323 215 092
> 365 days	2 280 662 351	1 819 016 802	2 280 662 351	1 821 016 802
	<b>3 477 637 594</b>	<b>2 896 986 637</b>	<b>3 477 637 594</b>	<b>2 898 986 637</b>
<b>Less allowance for impairment</b>	<b>(2 025 769 236)</b>	<b>(1 615 616 565)</b>	<b>(2 025 769 236)</b>	<b>(1 615 616 565)</b>
Reconciliation of allowance for impairment				
Balance at beginning of the year	(1 615 616 565)	(2 086 949 297)	(1 615 616 565)	(2 086 949 297)
(Increase)/decrease in impairment contribution	(410 152 671)	471 332 732	(410 152 671)	471 332 732
<b>Balance at end of year</b>	<b>(2 025 769 236)</b>	<b>(1 615 616 565)</b>	<b>(2 025 769 236)</b>	<b>(1 615 616 565)</b>
<b>Consumer debtors pledged as security</b>				
There are no consumer debtors pledged as security for overdraft facilities of the municipality.				
<b>Consumer debtors impaired</b>				
Consumer debtors impaired R 2 025 769 236 (2019: R 1 615 616 565).				
Presented on note 69 Prior period error are adjustments addressing qualification matters.				





Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>8. Cash and cash equivalents</b>				
<b>Cash and cash equivalents consist of:</b>				
Cash on hand	28 525	58 661	25 595	50 925
Bank balances	82 736 481	30 429 269	82 649 858	30 348 782
Short-term deposits	436 211 961	277 707 315	434 980 687	274 649 124
	<b>518 976 967</b>	<b>308 195 245</b>	<b>517 656 140</b>	<b>305 048 831</b>

Average rate of return is based on average interest rate on all bank and investment accounts 3.60 % (2019: 6.79%)

Due to the short term nature of these investments, no amortisation was performed.

No cash and cash equivalents were pledged as security for any financial liabilities.

No restrictions exist with regard to the use of cash except for unspent conditional grants and receipts.

**The municipality had the following bank accounts**

Account number / description	Bank statement balances		Cash book balances	
	30 June 2020	30 June 2019	30 June 2020	30 June 2019
FNB - Primary - 50941827782	56 060 058	11 687 594	62 178 200	12 590 819
FNB - Electronic transfers - 50940058750	-	-	(67 666)	-
FNB - Market - 50941840627	1 170 875	3 276 208	1 170 875	3 276 208
FNB - Airport - 62069378539	2 027 885	1 063 538	2 027 885	1 063 538
FNB/Post Office - Account -62006041157	-	-	16 646 029	13 348 925
FNB - Salaries - 62003432846	694 536	69 291	694 536	69 291
FNB - Traffic fines - 62045272143	-	-	-	-
FNB - Call (Airport Development Fund) - 62548639725	22 851	2 981 779	22 851	2 981 779
FNB - Call (MIG Grant) - 62548629403	57 832 300	17 299 699	57 832 300	17 299 699
FNB - Call (Unspent Conditional Grant) - 62548623231	254 777 653	103 110 455	254 777 653	103 110 455
FNB - No: Housing Projects: Principal-Agent -62856957588	23 154 917	-	23 154 917	-
FNB - Call (Insurance Fund) - 62548634460	534 611	17 246 717	534 611	17 246 717
FNB - Call (MHOA) - 62548632901	46 933 331	47 166 754	46 933 331	47 166 754
FNB - Call (Housing Accreditation) - 62548630822	31 887 885	44 420 702	31 887 885	44 420 702
FNB - Call (Vat Recovery on Grants) - 62551687563	823 918	343 132	823 918	343 132
FNB - Call (Vat Refunds - CRR) - 62600253984	700 933	40 992 378	700 933	40 992 378
ABSA - 7 day notice - 9317549203	1 152 538	1 087 509	1 152 538	1 087 509
Standard Bank No:COID Call 268799725 008	17 159 749	-	17 159 749	-
FNB - current account - 62035467978	86 623	80 487	86 623	80 487
FNB - money market - 62035942392	1 231 274	3 058 191	1 231 274	3 058 191
<b>Total</b>	<b>496 251 937</b>	<b>293 884 434</b>	<b>518 948 442</b>	<b>308 136 584</b>

**9. Agricultural assets**

Economic entity	2020			2019		
	Cost / Valuation	Fair value adjustments	Carrying value	Cost / Valuation	Fair value adjustments	Carrying value
Biological assets - Consumable	79 700 000	(6 600 000)	73 100 000	63 863 790	15 836 210	79 700 000
Controlling entity	2020			2019		
	Cost / Valuation	Fair value adjustments	Carrying value	Cost / Valuation	Fair value adjustments	Carrying value
Biological assets - Consumable	79 700 000	(6 600 000)	73 100 000	63 863 790	15 836 210	79 700 000

**Reconciliation of Agricultural assets - Economic entity - 2020**

	Opening balance	Fair value adjustments	Total
Biological assets - Consumable	79 700 000	(6 600 000)	73 100 000

**Reconciliation of Agricultural assets - Economic entity - 2019**

	Opening balance	Fair value adjustments	Total
Biological assets - Consumable	63 863 790	15 836 210	79 700 000

**Reconciliation of Agricultural assets - Controlling entity - 2020**

	Opening balance	Fair value adjustments	Total
Biological asset - Consumable	79 700 000	(6 600 000)	73 100 000

**Reconciliation of Agricultural assets - Controlling entity - 2019**

	Opening balance	Fair value adjustments	Total
Biological assets - Consumable	63 863 790	15 836 210	79 700 000

**Pledged as security**

No agricultural assets have been pledged as security

**Non-financial information**

The municipality owns a plantation forest that produces felled trees for timber production, separately disclosed as consumable biological assets.

There was a harvest of timber to the value of R14 400 000 as at 30 June 2020

There were fire incidents that occurred during the current year and the value of the timber lost was R799 500.

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

Refer to note 78 for risk management strategies on agricultural assets.

**Restrictions imposed by regulations**

There are no agricultural assets whose use or capacity to sell is subject to restrictions imposed by regulations.

**Methods and assumptions used in determining fair value**

The valuation at 30 June 2020 was performed by Malcolm Gardiner.

Malcolm Gardiner is a member of the South African Council for Property Valuers Profession (SACPVP), and has the required qualifications and expertise in the valuation of agricultural assets.

The valuations conform to South African Valuation Standards and were arrived at by reference to market evidence of transaction prices.

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

**10. Heritage assets**

Economic entity	2020			2019		
	Cost / Valuation	Accumulated impairment losses	Carrying value	Cost / Valuation	Accumulated impairment losses	Carrying value
Artworks	237 531 364	(6 811 330)	230 720 034	239 346 775	(6 809 930)	232 536 845
Crematoriums	8 181 348	-	8 181 348	8 181 348	-	8 181 348
Jewellery	1 185 000	-	1 185 000	1 185 000	-	1 185 000
Museums and art gallery	23 315 796	(22 973)	23 292 823	23 315 796	(22 973)	23 292 823
Other	2 095 896	-	2 095 896	1 785 373	-	1 785 373
Parks	2 487 908	-	2 487 908	2 487 908	-	2 487 908
Stadiums	3 961 963	-	3 961 963	3 961 963	-	3 961 963
<b>Total</b>	<b>278 759 275</b>	<b>(6 834 303)</b>	<b>271 924 972</b>	<b>280 264 163</b>	<b>(6 832 903)</b>	<b>273 431 260</b>



## Controlling entity

	2020			2019		
	Cost / Valuation	Accumulated impairment losses	Carrying value	Cost / Valuation	Accumulated impairment losses	Carrying value
Artworks	237 531 364	(6 811 330)	230 720 034	239 346 775	(6 809 930)	232 536 845
Crematoriums	8 181 348	-	8 181 348	8 181 348	-	8 181 348
Jewellery	1 185 000	-	1 185 000	1 185 000	-	1 185 000
Museums and art gallery	23 315 796	(22 973)	23 292 823	23 315 796	(22 973)	23 292 823
Other	2 095 896	-	2 095 896	1 785 373	-	1 785 373
Parks	2 487 908	-	2 487 908	2 487 908	-	2 487 908
Stadiums	3 961 963	-	3 961 963	3 961 963	-	3 961 963
<b>Total</b>	<b>278 759 275</b>	<b>(6 834 303)</b>	<b>271 924 972</b>	<b>280 264 163</b>	<b>(6 832 903)</b>	<b>273 431 260</b>

## Reconciliation of heritage assets Economic entity - 2020

	Opening balance	Additions	Transfers	Devaluation	Impairment losses recognised	Total
Artworks	232 536 845	78 998	-	(1 894 409)	(1 400)	230 720 034
Crematoriums	8 181 348	-	-	-	-	8 181 348
Jewellery	1 185 000	-	-	-	-	1 185 000
Museums and art gallery	23 292 823	-	-	-	-	23 292 823
Other	1 785 373	-	310 523	-	-	2 095 896
Parks	2 487 908	-	-	-	-	2 487 908
Stadiums	3 961 963	-	-	-	-	3 961 963
	<b>273 431 260</b>	<b>78 998</b>	<b>310 523</b>	<b>(1 894 409)</b>	<b>(1 400)</b>	<b>271 924 972</b>

## Reconciliation of heritage assets Economic entity - 2019

	Opening balance	Additions	Revaluation	Total
Artworks	187 194 446	262 900	45 079 499	232 536 845
Crematoriums	8 181 348	-	-	8 181 348
Jewellery	763 000	-	422 000	1 185 000
Museums and art gallery	23 292 823	-	-	23 292 823
Other	1 785 373	-	-	1 785 373
Parks	2 487 908	-	-	2 487 908
Stadiums	3 961 963	-	-	3 961 963
	<b>227 666 861</b>	<b>262 900</b>	<b>45 501 499</b>	<b>273 431 260</b>

## Reconciliation of heritage assets Controlling entity - 2020

	Opening balance	Additions	Transfers	Devaluation	Impairment losses recognised	Total
Artworks	232 536 845	78 998	-	(1 894 409)	(1 400)	230 720 034
Crematoriums	8 181 348	-	-	-	-	8 181 348
Jewellery	1 185 000	-	-	-	-	1 185 000
Museums and art gallery	23 292 823	-	-	-	-	23 292 823
Other	1 785 373	-	310 523	-	-	2 095 896
Parks	2 487 908	-	-	-	-	2 487 908
Stadiums	3 961 963	-	-	-	-	3 961 963
	<b>273 431 260</b>	<b>78 998</b>	<b>310 523</b>	<b>(1 894 409)</b>	<b>(1 400)</b>	<b>271 924 972</b>

## Reconciliation of heritage assets Economic entity - 2019

	Opening balance	Additions	Revaluation	Total
Artworks	187 194 446	262 900	45 079 499	232 536 845
Crematoriums	8 181 348	-	-	8 181 348
Jewellery	763 000	-	422 000	1 185 000
Museums and art gallery	23 292 823	-	-	23 292 823
Other	1 785 373	-	-	1 785 373
Parks	2 487 908	-	-	2 487 908
Stadiums	3 961 963	-	-	3 961 963
	<b>227 666 861</b>	<b>262 900</b>	<b>45 501 499</b>	<b>273 431 260</b>

**Restrictions on heritage assets**

There are no ownership and disposal restrictions on heritage assets.

There are no contractual commitments for the acquisitions, maintenance and restoration of heritage assets

**Pledged as security**

No heritage assets have been pledged as security for any financial liabilities.

**Revaluations****Heritage assets**

Artworks and jewellery whose fair value can be measured reliably are carried at the revalued amount, being their fair value at the date of valuation less any subsequent impairment losses.

Artworks has been valued on 30 June 2020.

According to the municipality's accounting policy, artworks are revalued every 4 years.

Jewellery was last valued in the 2018/19 financial year.

The valuation of artworks was performed by Harriet Marry Gilfillan who is an independent professional appraiser and has experience in the valuation of artworks and jewelleries.

The valuations were arrived at by reference to market analysis, market records and trends relating to each artist and type of artwork was researched in order to arrive at a fair value.

**Heritage assets which fair values cannot be reliably measured**

The following heritage assets were not recognised due to a reliable measurement not being possible on initial recognition is as follows:

**Legal Deposit collection at the Bessie Head Library**

In 1916, the Natal Society Library (now the Msunduzi Municipal Library – Bessie Head Library) was identified as one of five libraries in South Africa accorded Legal Deposit status. This privilege helped make it into one of South Africa's major research and information libraries. Legal Deposit libraries play a unique and very important role as custodians, in perpetuity, of this country's cultural wealth and information. They also have to make this information available, as widely as possible, to the citizens of South Africa. The Legal Deposit Collection has become an important asset. Since 1916, the Msunduzi Municipal Library has amassed a huge collection of South African books, pamphlets, periodicals, maps and newspapers which it has to preserve for future generations. Due to the nature of the class of heritage assets, the Department of Arts and Culture has confirmed that there is no monetary value as there is no active market.

**Expenditure incurred to repair and maintain heritage assets**

There were no repairs and maintenance costs incurred in the current year.

**11. Intangible assets****Economic entity**

	2020			2019		
	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value
Computer software, other	107 713 190	(77 816 623)	29 896 567	107 616 190	(67 362 073)	40 254 117
Servitudes	803 846	-	803 846	803 846	-	803 846
<b>Total</b>	<b>108 517 036</b>	<b>(77 816 623)</b>	<b>30 700 413</b>	<b>108 420 036</b>	<b>(67 362 073)</b>	<b>41 057 963</b>

**Controlling entity**

	2020			2019		
	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated amortisation and accumulated impairment	Carrying value
Computer software, other	107 713 190	(77 816 623)	29 896 567	107 616 190	(67 362 073)	40 254 117
Servitudes	803 846	-	803 846	803 846	-	803 846
<b>Total</b>	<b>108 517 036</b>	<b>(77 816 623)</b>	<b>30 700 413</b>	<b>108 420 036</b>	<b>(67 362 073)</b>	<b>41 057 963</b>


**Reconciliation of intangible assets - Economic entity - 2020**

	Opening balance	Additions	Amortisation	Total
Computer software, other	40 254 117	97 000	(10 454 550)	29 896 567
Servitudes	803 846	-	-	803 846
	<b>41 057 963</b>	<b>97 000</b>	<b>(10 454 550)</b>	<b>30 700 413</b>

**Reconciliation of intangible assets - Economic entity - 2019**

	Opening balance	Additions	Amortisation	Total
Computer software, other	51 305 639	800 000	(11 851 522)	40 254 117
Servitudes	803 846	-	-	803 846
	<b>52 109 485</b>	<b>800 000</b>	<b>(11 851 522)</b>	<b>41 057 963</b>

**Reconciliation of intangible assets - Controlling entity - 2020**

	Opening balance	Additions	Amortisation	Total
Computer software, other	40 254 117	97 000	(10 454 550)	29 896 567
Servitudes	803 846	-	-	803 846
	<b>41 057 963</b>	<b>97 000</b>	<b>(10 454 550)</b>	<b>30 700 413</b>

**Reconciliation of intangible assets - Economic entity - 2019**

	Opening balance	Additions	Amortisation	Total
Computer software, other	51 305 639	800 000	(11 851 522)	40 254 117
Servitudes	803 846	-	-	803 846
	<b>52 109 485</b>	<b>800 000</b>	<b>(11 851 522)</b>	<b>41 057 963</b>

**Pledged as security**

No intangible assets have been pledged as security for any financial liabilities.

**Restricted title**

There are no intangible assets whose title is restricted.

**Details of valuation**

Intangible assets were assessed for impairment using the depreciated replacement cost method.

Servitudes have an infinite useful life as they are rights held by the Municipality to property.

**12. Investment property**
**Economic entity**

	2020			2019		
	Valuation at the beginning of the year	Fair value adjustments	Carrying value	Valuation at the beginning	Fair value adjustments	Valuation at the end of the year
Investment property	841 503 435	(19 832 000)	821 671 435	800 660 512	(21 593 000)	779 067 512

**Controlling entity**

	2020			2019		
	Valuation at the beginning of the year	Fair value adjustments	Valuation at the end of the year	Valuation at the beginning of the year	Fair value adjustments	Valuation at the end of the year
Investment property	841 503 435	(19 832 000)	821 671 435	800 660 512	(21 593 000)	779 067 512



**Reconciliation of investment property - Economic entity - 2020**

	Opening balance	Work in progress	Fair value adjustments	Total
Investment property	779 067 512	62 435 923	(19 832 000)	821 671 435

**Reconciliation of investment property - Economic entity - 2019**

	Opening balance	Work in progress	Fair value adjustments	Total
Investment property	768 525 422	32 135 090	(21 593 000)	779 067 512

**Reconciliation of investment property - Controlling entity - 2020**

	Opening balance	Work in progress	Fair value adjustments	Total
Investment property	779 067 512	62 435 923	(19 832 000)	821 671 435

**Reconciliation of investment property - Economic entity - 2019**

	Opening balance	Work in progress	Fair value adjustments	Total
Investment property	768 525 422	32 135 090	(21 593 000)	779 067 512

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

**Pledged as security**

No investment property has been pledged as security for any financial liabilities.

Investment property in the process of being constructed or developed

**Included within investment property**

Opening balance	51 608 511	19 473 421	51 608 511	19 473 421
Additions	62 435 923	32 135 090	62 435 923	32 135 090
	<b>114 044 434</b>	<b>51 608 511</b>	<b>114 044 434</b>	<b>51 608 511</b>

**Carrying value of Investment property that is taking a significantly longer period of time to complete than expected**

Jika Joe Housing Delays in completion of the project due to the lockdown.	114 044 434	51 608 511	114 044 434	51 608 511
	<b>114 044 434</b>	<b>51 608 511</b>	<b>114 044 434</b>	<b>51 608 511</b>

**Details of property**

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

**Details of valuation**

The effective date of the revaluations was 30 June 2020. Revaluations were performed by an independent valuer, R.M. Fitchet and has recent experience in location and category of the investment property being valued.

The valuation was based on open market value for existing use.

These assumptions are based on current market conditions.

Adjustments to the valuation is attributable to change in market value of investment property.

These assumptions are based on current market conditions.

R.M Fitchet is a member of the South African Council for Property Valuers Profession (SACPVP), and has the required qualifications and expertise in the valuation of investment properties. The valuations conform to South African Valuation Standards and were arrived at by reference to market evidence of transaction prices for similar properties.

Investment property has been accounted for in terms of GRAP 16 and comprises both land and buildings owned by Msunduzi Municipality. Investment property is not depreciated but annually valued at year end in order to determine their fair value as prescribed in GRAP 16.

**Amounts recognised in surplus or deficit**

Rental revenue from Investment property	2 535 634	1 111 112	2 535 634	1 111 112
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The municipality does not hold any operating property interest.

There were no repairs, maintenance and direct operating expenses related to investment property incurred in the current year. Tenants are responsible for repairs and maintenance.

Included in Investment property is vacant land which has been invaded/illegally occupied. The land has fair value of R38 853 000.

The illegally occupied land is not considered impaired by management as the service potential is not considered affected as this land is addressed by the Rapid urbanisation management within the parameters of the approved land use scheme.

#### Land appointed in terms of legislation which entity controls without legal ownership or custodianship

#### 13. Living resources

Economic entity	2020			2019		
	Cost / Valuation	Net movement for the year	Carrying value	Cost / Valuation	Net movement for the year	Carrying value
Game animals	948 425	121 825	1 070 250	928 494	19 931	948 425

Controlling entity	2020			2019		
	Cost / Valuation	Net movement for the year	Carrying value	Valuation	Net movement for the year	Carrying value
Game animals	948 425	121 825	1 070 250	928 494	19 931	948 425

#### Reconciliation of living resources - Economic entity - 2020

	Opening balance	Additions	Disposals	Total
Game animals	948 425	170 500	(48 675)	1 070 250

#### Reconciliation of living resources - Economic entity - 2019

	Opening balance	Additions	Fair value adjustments	Disposals	Total
Game animals	928 494	207 375	(170 644)	(16 800)	948 425

#### Reconciliation of living resources - Controlling entity - 2020

	Opening balance	Additions	Disposals	Total
Game animals	948 425	170 500	(48 675)	1 070 250

#### Reconciliation of living resources - Economic entity - 2019

	Opening balance	Additions	Fair value adjustments	Disposal	Total
Game animals	928 494	207 375	(170 644)	(16 800)	948 425

#### Pledged as security

No living resources have been pledged as security for any financial liabilities.

#### General Information

The Msunduzi Municipality Bisley Nature Reserve's main purpose is the conservation of a representative system of biodiversity encompassing fauna, flora and unique scenery within the nature reserve. The municipality does not manage the reserve for reproduction of biodiversity.

The municipality is involved in biological transformation of fauna and flora primarily as a service to the community for the main purpose of recreation rather than for sale.

#### Other information

The living animals assets have been measured at fair value.

A physical verification of living animals assets was performed by the conservation department from 15 April to 10 June 2020.

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

**Details of valuation**

The valuation as at 30 June 2020 was performed internally, using values provided by Ezemvelo KZN Wildlife as a guide.

**14. Property, plant and equipment**

Economic entity	2020			2019		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Buildings	1 227 935 566	(312 099 420)	915 836 146	1 219 804 485	(290 042 380)	929 762 105
Infrastructure	8 041 013 767	(3 254 997 386)	4 786 016 381	7 812 880 926	(2 938 987 513)	4 873 893 413
Community	796 998 311	(357 301 199)	439 697 112	786 138 836	(335 768 178)	450 370 658
Other assets	1 069 391 913	(622 047 044)	447 344 869	972 283 316	(568 692 100)	403 591 216
<b>Total</b>	<b>11 135 339 557</b>	<b>(4 546 445 049)</b>	<b>6 588 894 508</b>	<b>10 791 107 563</b>	<b>(4 133 490 171)</b>	<b>6 657 617 392</b>

Controlling entity	2020			2019		
	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value	Cost / Valuation	Accumulated depreciation and accumulated impairment	Carrying value
Land and buildings	1 227 935 566	(312 099 420)	915 836 146	1 219 804 485	(290 042 380)	929 762 105
Infrastructure	8 041 013 767	(3 254 997 386)	4 786 016 381	7 812 880 926	(2 938 987 513)	4 873 893 413
Community assets	796 998 311	(357 301 199)	439 697 112	786 138 836	(335 768 178)	450 370 658
Other assets	1 049 238 984	(612 496 617)	436 742 367	951 606 593	(559 652 529)	391 954 064
<b>Total</b>	<b>11 115 186 628</b>	<b>(4 536 894 622)</b>	<b>6 578 292 006</b>	<b>10 770 430 840</b>	<b>(4 124 450 600)</b>	<b>6 645 980 240</b>

**Reconciliation of property, plant and equipment - Economic entity - 2020**

	Opening balance	Additions	Disposals	Transfers	Work in progress	Depreciation	Impairment loss	Total
Land and buildings	929 762 105	297 155	-	(4 030 144)	11 864 070	(22 057 040)	-	915 836 146
Infrastructure	4 873 893 413	55 162 477	-	17 244 985	155 725 352	(314 105 987)	(1 678 682)	4 786 016 381
Community	450 370 658	2 070 588	-	(2 603 413)	11 883 646	(21 532 267)	(627)	439 697 112
Other assets	403 591 216	7 365 250	(246 287)	(13 300 693)	103 389 457	(50 026 085)	(3 873 676)	447 344 869
<b>Total</b>	<b>6 657 617 392</b>	<b>64 895 470</b>	<b>(246 287)</b>	<b>(2 689 265)</b>	<b>282 862 525</b>	<b>(407 721 379)</b>	<b>(5 552 985)</b>	<b>6 588 894 508</b>

**Reconciliation of property, plant and equipment - Economic entity - 2019**

	Opening balance	Additions	Disposals	Transfers	Work in progress	Depreciation	Impairment loss	Total
Land and buildings	942 330 698	579 542	-	(1 062 351)	10 308 920	(22 394 704)	-	929 762 105
Infrastructure	4 822 237 431	172 580 098	-	2 821 940	210 121 524	(330 746 904)	(3 120 676)	4 873 893 413
Community	445 871 017	7 882 627	-	(1 253 571)	23 411 634	(25 539 699)	(1 350)	450 370 658
Other assets	442 686 443	26 756 709	(379 171)	(897 469)	2 455 454	(64 678 323)	(2 597 726)	403 591 216
<b>Total</b>	<b>6 653 125 589</b>	<b>207 798 976</b>	<b>(379 171)</b>	<b>(391 451)</b>	<b>246 297 532</b>	<b>(443 359 630)</b>	<b>(5 719 752)</b>	<b>6 657 617 392</b>

**Reconciliation of property, plant and equipment - Controlling entity - 2020**

	Opening balance	Additions	Transfers	Work in progress	Depreciation	Impairment loss	Total
Land and buildings	929 762 105	297 155	(4 030 144)	11 864 070	(22 057 040)	-	915 836 146
Infrastructure	4 873 893 413	55 162 477	17 244 985	155 725 352	(314 105 987)	(1 678 682)	4 786 016 381
Community assets	450 370 658	2 070 588	(2 603 413)	11 883 646	(21 532 267)	(627)	439 697 112
Other assets	391 954 064	7 320 236	(13 300 693)	103 389 457	(49 189 338)	(3 873 676)	436 742 367
<b>Total</b>	<b>6 645 980 240</b>	<b>64 850 456</b>	<b>(2 689 265)</b>	<b>282 862 525</b>	<b>(406 884 632)</b>	<b>(5 552 985)</b>	<b>6 578 292 006</b>



### Reconciliation of property, plant and equipment - Controlling entity - 2019

	Opening balance	Additions	Disposals	Transfers	Work in progress	Depreciation	Impairment loss	Total
Land and buildings	942 330 698	579 542	-	(1 062 351)	10 308 920	(22 394 704)	-	929 762 105
Infrastructure	4 822 237 431	172 580 098	-	2 821 940	210 121 524	(330 746 904)	(3 120 676)	4 873 893 413
Community	445 871 016	7 882 627	-	(1 253 571)	23 411 634	(25 539 699)	(1 349)	450 370 658
Other assets	430 510 506	26 718 744	(379 171)	(897 469)	2 455 454	(63 856 274)	(2 597 726)	391 954 064
	<b>6 640 949 651</b>	<b>207 761 011</b>	<b>(379 171)</b>	<b>(391 451)</b>	<b>246 297 532</b>	<b>(442 537 581)</b>	<b>(5 719 751)</b>	<b>6 645 980 240</b>

### Pledged as security

No property, plant and equipment has been pledged as security for any financial liabilities.

### Other information

Refer to Appendix A for detailed property, plant and equipment schedule.

During the year the municipality undertook a conditional assessment of fixed assets, which culminated in the additional decreases/increases in remaining useful lives of assets.

The municipality applies the depreciated replacement cost method to calculate impairment.

Property plant and equipment were impaired by R5 552 410 (2019 :R5 719 754) as result of conditional assessment. Presented on note 69 Prior period error are adjustments addressing qualification matters.

### Invaded land

Included in Property, plant and equipment is vacant land which has been invaded/illegally occupied. The land has a carrying value R19 530 480. The illegally occupied land is not considered impaired by management as the service potential is not considered affected as this land is addressed by the Rapid urbanisation management within the parameters of the approved land use scheme.

### Reconciliation of Work-in-Progress Economic entity

#### Reconciliation of Work-in-Progress 2020

	Included within Buildings	Included within Infrastructure	Included within community assets	Included within other PPE	Total
Opening balance	49 338 757	1 055 655 061	73 642 313	15 535 170	1 194 171 301
Additions	11 864 070	155 725 352	11 883 646	103 389 457	282 862 525
Transferred to completed assets	(7 136 879)	(484 971 257)	(22 693 765)	(14 484 791)	(529 286 692)
	<b>54 065 948</b>	<b>726 409 156</b>	<b>62 832 194</b>	<b>104 439 836</b>	<b>947 747 134</b>

#### Reconciliation of Work-in-Progress Economic entity - 2019

#### Reconciliation of Work-in-Progress 2019

	Included within buildings	Included within Infrastructure	Included within community assets	Included within other assets	Total
Opening balance	40 227 741	1 097 033 680	63 924 797	27 433 635	1 228 619 853
Additions	10 308 921	210 121 524	23 411 634	2 455 454	246 297 533
Transferred to completed assets	(1 197 905)	(251 500 143)	(13 694 118)	(14 353 919)	(280 746 085)
	<b>49 338 757</b>	<b>1 055 655 061</b>	<b>73 642 313</b>	<b>15 535 170</b>	<b>1 194 171 301</b>

#### Reconciliation of Work-in-Progress Controlling entity - 2020

	Included within Buildings	Included within Infrastructure	Included within community assets	Included within other PPE	Total
Opening balance	49 338 757	1 055 655 061	73 642 313	15 535 170	1 194 171 301
Additions	11 864 070	155 725 352	11 883 646	103 389 457	282 862 525
Transferred to completed assets	(7 136 879)	(484 971 257)	(22 693 765)	(14 484 791)	(529 286 692)
	<b>54 065 948</b>	<b>726 409 156</b>	<b>62 832 194</b>	<b>104 439 836</b>	<b>947 747 134</b>

#### Reconciliation of Work-in-Progress Economic entity - 2019

	Included within buildings	Included within Infrastructure	Included within community assets	Included within other assets	Total
Opening balance	40 227 741	1 097 033 680	63 924 797	27 433 635	1 228 619 853
Additions	10 308 921	210 121 524	23 411 634	2 455 454	246 297 533
Transferred to completed assets	(1 197 905)	(251 500 143)	(13 694 118)	(14 353 919)	(280 746 085)
	<b>49 338 757</b>	<b>1 055 655 061</b>	<b>73 642 313</b>	<b>15 535 170</b>	<b>1 194 171 301</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Expenditure incurred to repair and maintain property, plant and equipment</b>				
<b>Included in Statement of Financial Performance</b>				
Aircondition service	29 959	-	-	-
Camera repair	36 955	-	-	-
Computer service	3 552	18 022	3 552	18 022
Computer equipment maintenance	694	-	-	-
Contracted services	42 110 883	104 941 470	42 110 883	104 941 470
Internal charges - Labour	-	27 885 696	-	27 885 696
Inventory consumed	7 996 279	10 336 673	7 996 279	10 336 673
Motor vehicle service	19 110	-	-	-
Operating leases	1 337 084	3 590 436	1 337 084	3 590 436
	<b>51 534 516</b>	<b>146 772 297</b>	<b>51 447 798</b>	<b>146 772 297</b>

Projects taking a significantly longer period of time to complete than expected	Reasons	2020	2019
IRPTN project	This is a multi year project. The delays were due to:  a) The relocation of houses and infrastructure currently built on road reserve. b) Community strike action and objections to relocations and compensation. c) Land acquisition for relocations and road reserves. d) Procurement disputes of local subcontractors and court Interdicts.	358 208 410	255 852 938
Station road bridge	Project delayed due to:  a) Escalation of electricity relocation costs by Eskom. b) Sporadic construction of relocations by Eskom as opposed to the agreed upon plan. c) Community unrest due to interruption of services by Eskom. d) Contractual disputes with contractor over payments.	-	22 804 829
Youth Enterprise Park	The project was not fully funded in the current financial year by COGTA and the preapproved site for the project lacked the necessary infrastructure.	829 350	829 350
Unit H	Project delayed due to contractual disputes with originally appointed contractor.	26 418 953	23 006 905
Rehabilitation of roads in Ashdown	Project delayed due to political unrest.	5 576 860	2 213 450
Upgrade gravel roads - Edendale - Ward	Project delays due to the contractor being unable to meet contractual obligations as a result of financial difficulties.	-	744 849
Upgrade road in Peace Valley	Project delays due to community protests and strike action by employees of contractor over non payment of salaries.	7 306 288	6 920 537
		9 559 284	-




**Projects taking a significantly longer period of time to complete than expected**

Ward 3 Vulindlela

Reasons	2020	2019
Contractor abandoned site, contractual dispute	13 718 701	3 604 542
	<b>421 617 846</b>	<b>315 977 400</b>

**Projects halted**

The Hollingwood cemetery project

Edendale Town Centre

Mayor's Walk road widening

The community boycotted the project.	4 874 038	4 874 038
Legal complexities, expropriation and relocation of Informal settlements caused the project to be halted until the issues are resolved.	3 100 603	3 100 603
Budget constraints	1 435 825	1 435 825
	<b>9 410 466</b>	<b>9 410 466</b>

A register containing the information required by section 63 of the Municipal Finance Management Act is available for inspection at the registered office of the municipality.

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>15. Other financial assets</b>				
<b>At amortised cost</b>				
Housing selling scheme loans	14 264 928	14 680 909	14 264 928	14 680 909
	14 264 928	14 680 909	14 264 928	14 680 909
Impairments	(14 264 928)	(12 037 912)	(14 264 928)	(12 037 912)
<b>Total other financial assets</b>	<b>-</b>	<b>2 642 997</b>	<b>-</b>	<b>2 642 997</b>
<b>Non-current assets</b>				
At amortised cost	-	2 642 997	-	2 642 997
<b>16. Consumer deposits</b>				
Building plans and wayleaves	483	483	483	483
Electricity	87 078 635	82 002 737	87 078 635	82 002 737
Market buyer's card	1 170 875	1 892 143	1 170 875	1 892 143
Poster applications	180 785	180 785	180 785	180 785
Refuse	11 800	7 100	11 800	7 100
Rental properties	2 394 337	2 135 598	2 394 337	2 135 598
Valuation appeal	8 907	8 907	8 907	8 907
Sewer	4 500	3 500	4 500	3 500
Water	22 988 593	20 998 049	22 988 593	20 998 049
	<b>113 838 915</b>	<b>107 229 302</b>	<b>113 838 915</b>	<b>107 229 302</b>
<b>17. Other financial liabilities</b>				
<b>At amortised cost</b>				
DBSA loan	398 736 254	480 602 288	398 736 254	480 602 288
DBSA - funding required for capital expenditure. Loans bear interest rates between 6.75% and 16.50% (2018: 6.75% and 16.50%). Loans are repayable over a period between 10 to 20 years, repayments are made quarterly and bi-annually.				
During the reporting period the municipality did not default on any of the interest or capital repayments of the external loans.				
<b>Non-current liabilities</b>				
At amortised cost	285 317 996	366 291 537	285 317 996	366 291 537
<b>Current liabilities</b>				
At amortised cost	113 418 258	114 310 751	113 418 258	114 310 751
<b>Reconciliation of other financial balance</b>				
Opening balance	480 602 288	565 114 605	480 602 288	565 114 605
Interest capitalised	12 188 527	10 454 050	12 188 527	10 454 050
Repayments	(94 054 561)	(94 966 367)	(94 054 561)	(94 966 367)
	<b>398 736 254</b>	<b>480 602 288</b>	<b>398 736 254</b>	<b>480 602 288</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>18. Transfers payable (non-exchange)</b>				
Advance receipts - Transfers	22 991 872	24 448 776	22 991 872	24 448 776
<b>Beneficiary Audit and Transfers</b>				
Balance at beginning of year	6 858 629	9 602 390	6 858 629	9 602 390
Current year interest received	392 663	584 949	392 663	584 949
Payments to date	(565 229)	(3 328 710)	(565 229)	(3 328 710)
<b>Balance in terms for the advance receipt</b>	<b>6 686 063</b>	<b>6 858 629</b>	<b>6 686 063</b>	<b>6 858 629</b>
Funding provided by Department of Human Settlements as part of the restoration programme to assist in fast tracking the issuing of title deeds to the people of Msunduzi. The funding is provided for the appointment of social facilitators and a panel of conveyancers to undertake this process.				
<b>Military Veterans - Houses</b>				
Balance at beginning of year	8 624 156	8 624 156	8 624 156	8 624 156
Payments to date	(1 371 293)	-	(1 371 293)	-
<b>Balance in terms of the advance receipt</b>	<b>7 252 863</b>	<b>8 624 156</b>	<b>7 252 863</b>	<b>8 624 156</b>
Intervention and funding to undertake planning and servicing of 180 proposed residential sites for the military veterans in the Msunduzi Municipal area of jurisdiction. Funding provided by Department of Human Settlements for this project.				
<b>Site 11</b>				
Balance at beginning of year	-	-	-	-
Current year receipts	223 756	-	223 756	-
Payments to date	(223 756)	-	(223 756)	-
<b>Balance in terms of the advance receipt</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Funding provided by Department of Human Settlements for the construction of 252 top structures in Woodlands Site 11 housing project in accordance with the technical specifications and drawings.				
<b>Thamboville</b>				
Balance at beginning of year	-	-	-	-
Current year receipts	(321 954)	-	(321 954)	-
Payments to date	321 954	-	321 954	-
<b>Balance in terms of the advance receipt</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
Funding provided by Department of Human Settlements for the construction of 416 top structures in Glenwood Thamboville housing project in accordance with the technical specifications and drawings.				
<b>Title Deeds Restoration Programme</b>				
Balance at beginning of year	8 965 991	-	8 965 991	-
Current year receipts	-	8 965 991	-	8 965 991
Payments to date	(163 045)	-	(163 045)	-
<b>Balance in terms of the advance receipt</b>	<b>8 802 946</b>	<b>8 965 991</b>	<b>8 802 946</b>	<b>8 965 991</b>
Funds provided by the Provincial Department of Human Settlements to assist the municipality to ensure that people approved through the enhanced extended discount benefit scheme and the housing delivery programme, their ownership is confirmed through this title deeds restoration grant.				
<b>Title Deeds Restoration Advertisement for Missing Beneficiaries</b>				
Balance at beginning of year	-	-	-	-
Current year receipts	250 000	-	250 000	-
<b>Balance in terms of the advance receipt</b>	<b>250 000</b>	<b>-</b>	<b>250 000</b>	<b>-</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>19. Payables from exchange transactions</b>				
Trade payables	135 853 442	78 629 872	139 124 966	78 629 853
Accrued leave pay	120 401 469	107 539 694	120 111 046	107 318 504
Retention liability	31 528 947	30 137 573	31 528 947	30 137 573
Accruals	255 876 957	319 122 753	255 861 834	319 060 640
Credit balances in debtors	104 476 100	103 944 718	104 476 100	103 944 718
Accrued Interest	726 158	5 057 976	726 158	5 057 976
Advance payments	4 067 742	3 616 545	4 067 742	3 616 545
Auditor General	444 019	178 230	444 019	178 230
Water bulk purchases	199 793 607	77 149 902	199 793 607	77 149 902
Electricity bulk purchases	383 516 063	209 470 837	383 516 063	209 470 837
Unallocated deposits	1 599 345	1 630 125	1 599 345	1 630 125
Payroll related	204 463	-	204 463	-
	<b>1 238 488 312</b>	<b>936 478 225</b>	<b>1 241 454 290</b>	<b>936 194 903</b>

**20. Provisions****Reconciliation of provisions - Economic entity - 2020**

	Opening Balance	Additions	Utilised during the year	Change in discount factor	Reduction due to re-measurement	Total
Bonus	510 784	517 160	(484 122)	-	-	543 822
Landfill rehabilitation	69 408 932	-	-	6 746 548	(52 787 641)	23 367 839
Litigation	3 094 596	23 725	-	-	-	3 118 321
	<b>73 014 312</b>	<b>540 885</b>	<b>(484 122)</b>	<b>6 746 548</b>	<b>(52 787 641)</b>	<b>27 029 982</b>

**Reconciliation of provisions - Economic entity - 2019**

	Opening Balance	Additions	Utilised during the year	Change in discount factor	Total
Bonus	403 396	510 784	(403 396)	-	510 784
Landfill rehabilitation	64 670 705	2 390 680	-	2 347 547	69 408 932
Litigation	2 943 084	151 512	-	-	3 094 596
	<b>68 017 185</b>	<b>3 052 976</b>	<b>(403 396)</b>	<b>2 347 547</b>	<b>73 014 312</b>

**Reconciliation of provisions - Controlling entity - 2020**

	Opening Balance	Additions	Change in discount factor	Reduction due to re-measurement	Total
Landfill rehabilitation	69 408 932	-	6 746 548	(52 787 641)	23 367 839
Litigation	3 094 596	23 725	-	-	3 118 321
	<b>72 503 528</b>	<b>23 725</b>	<b>6 746 548</b>	<b>(52 787 641)</b>	<b>26 486 160</b>

**Reconciliation of provisions - Economic entity - 2019**

	Opening Balance	Additions	Change in discount factor	Total
Landfill rehabilitation	64 670 705	2 390 680	2 347 547	69 408 932
Litigation	2 943 084	151 512	-	3 094 596
	<b>67 613 789</b>	<b>2 542 192</b>	<b>2 347 547</b>	<b>72 503 528</b>
Non-current liabilities	23 367 839	62 662 384	23 367 839	62 662 384
Current liabilities	3 662 143	10 351 928	3 118 321	9 841 144
	<b>27 029 982</b>	<b>73 014 312</b>	<b>26 486 160</b>	<b>72 503 528</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Statement of Financial Performance</b>				
<b>Excess in provision liability (Landfill rehabilitation)</b>				
Reduction due to measurement	52 787 641	-	52 787 641	-
Costs incurred to rehabilitate the site	(14 999 405)	-	(14 999 405)	-
Reduction deducted against the cost of the Landfill site asset as at 30 June 2020	(7 287 192)	-	(7 287 192)	-
Excess in provision liability recognised in surplus	<b>30 501 044</b>	-	<b>30 501 044</b>	-

The excess in provision liability is the amount by which the liability provision exceeds the carrying amount of the provision asset and is recognised in the Statement of Financial Performance in terms of paragraph 5 (b) of IGRAP 2 .

#### Landfill rehabilitation

The landfill rehabilitation provision represents management's best estimate of the municipality's rehabilitation liability based on a valuation provided by an external consultant on the remaining useful life of the landfill site.

Environmental and Sustainability Solutions CC was appointed to provide the provision for the programme for closure of the New England Road landfill site. At the end of the life of the landfill site, the municipality is expected to restore the landfill site to the condition it was before its use.

According to the National Environmental Management Act, Act 107 of 1998, the operation of a landfill results in an obligation to rehabilitate the landfill and prevent any further pollution after closure thereof. The landfill site provision was created to ensure that the site is environmentally and publicly acceptable and suited to the implementation of the proposed end-use. The estimated remaining life of the landfill site is ten years.

#### The key assumptions used by the experts were:

Net discount rate 5%

The landfill is a general landfill.

Total area of the landfill site (square metres) 343 074

Estimated used area (square meter) 82 994

Size class of the landfill site is classified as large

#### Alien vegetation provision

According to the National Environmental Management Act, 1998 (Act No. 107 of 1998) the municipality was encouraged to recognise a provision in this regard.

The Department of Agriculture has since 2006 provided considerable support to the municipality in terms of clearing listed alien invasive plants.

The municipality's involvement and responsibility is effectively operational support to the Department of Agriculture for the clearing of listed alien invasive plants.

No work has been carried out during the current reporting period.

#### Litigation

Litigations against the Municipality recognized as provisions are those that the appointed attorneys have considered probable that the Municipality is liable and an outflow of economic benefits associated with the litigation is expected and the costs can be measured reliably.

#### Key assumptions provided by legal counsel are -

Net effective discount rate varies case by case and range from prime rate to 15.5%

### 21. Employee benefit obligations

#### Defined contribution plan

The Council provides retirement benefits to its employees by contributing to either a Provident fund, Retirement Pension Fund or Superannuation Pension Fund.

Membership to either a pension or provident fund is compulsory for all permanent employees.

The majority of the members and the Council contributes to the Natal Joint Municipal Pension and Provident funds (NJMP), employees contributes to the South African Local Authorities Pension Fund (SALA) and, Associated Institution Pension Fund (AIPF), Pietermaritzburg Provident Fund and Government Employees Pension Fund (GEPF). Employees contributing to SALA, AIPF, Pietermaritzburg Provident Fund and GEPF make up the minority of members contribution to the pension funds.

The municipality's liability in these funds cannot be determined owing mainly to the assets not being allocated to each employer and one set of financial's being compiled for each fund and not for each contributing employer.

The majority of personnel are members of the following pension funds:



### **KwaZulu-Natal Joint Municipal Provident Fund**

An actuarial valuation was performed on 31 March 2019 by SNG Argen Actuarial Solutions.

The market value of the fund's assets was R 4 841 597 000 as at 31 March 2019.

#### *Results of the valuation*

The Fund self-insures its risk benefits in excess of the full benefit. It therefore maintains a Risk Reserve Account as a measure of protection against volatility in claims experience. The amount of R23 767 000 required to be held in the Risk Reserve Account.

The Fund is financially sound as at the valuation date.

#### Benefits of the fund:

- 1) Pension age - 65 years
- 2) Earliest retirement age - 58 years (55 years if more than 10 years continuous service)
- 3) Full benefit - Initial transfer plus member's contributions plus employer's contributions for full benefits plus investment earnings and bonuses.
- 4) Member's portion of full benefits - Initial transfer plus members contributions plus local authorities contributions for full benefits plus interim, special and final bonuses.
- 5) Benefit on retirement after earliest retirement age or pension age - full benefit.
- 6) Benefit on retirement because of ill health - full benefit.
- 7) Benefit on death in service - Full benefit plus 0.7% of annual pensionable salary for each month of potential service to a maximum of 2.1 years salary

#### **Contributions to the fund**

Members may choose to contribute at a rate of 5%, 7% or 9.25% of their pensionable emoluments in terms of regulation 14(a).

#### Local Authorities Contributions

Participating employers contribute at a rate of 1.95 times of the rate of members contribution in terms of regulation 17(1)(b).

#### **Benchmark:**

#### *Investments:*

Domestic Investments	R3 713 426 000
International Investments	R1 268 485 000
Risk Reserve Account	R23 767 000
Membership	16 830

#### *Liabilities and reserves:*

Member share account	R4 421 538 000
Reserves and accounts	R158 084 000

#### **Defined Benefit Plans**

##### **Natal Joint Municipal Pension Fund: (Superannuation) actuarial valuation**

An actuarial valuation was performed on 31 March 2019 by SNG Argen Actuarial Solutions.

The market value of the fund's assets was R 12 157 870 000 as at 31 March 2019.

The regulations of the fund have been amended with effect from 1 July 2004, so that the Committee of Management is able to levy a separate surcharge on local authorities which grant excessive salary increases, thereby causing a financial strain on the fund to the detriment of other stakeholders.

The employers are no longer permitting members to join the Fund, so that it is effectively closed to new members. This means that the average age will increase over time which, in turn, means that the required rate of contribution will also increase. Thus, once the surcharge ceases, the underlying rate of contribution will not be sufficient to meet the cost of the benefits. It is necessary to set aside a reserve to hold assets equal to the expected shortfall. For this reason a "Contribution Reserve is held equal to the present value of the shortfall in terms of the Financial Services Board's Circular PF117 for the 5 years to 2015 when it is expected that the surcharge will cease.

#### Benefits of the fund:

- 1) Members Contributions - 9.25% of pensionable salaries.
- 2) Pension age 65 years.
- 3) Final average salary - average annual pensionable salaries during the last year of service.
- 4) Pension on retirement at pension age - 2.2% of final average emoluments per year of continuous service.
- 5) Lump sum on retirement at pension age - 8.25% of final average emoluments per year of service.
- 6) Pension on retirement because of ill-health (minimum ten years continuous service) - pension as for retirement at pension age.
- 7) Lump sum on retirement because of ill-health (minimum 10 years continuous service) - lump sum as for retirement at pension age.
- 8) Lump sum on retirement because of ill health (less than ten years continuous service) - the greater of the resignation benefit or twice the members contributions.
- 9) Surviving spouses pension on death in service - 1,2% of final average emoluments per year of continuous service that the member would have had at the pension age.



- 10) Surviving spouses pension on death of pensioner - 1,2% (0,77% in the case of a pensioner who retired before 1 July 1999) of final average emoluments per year of continuous service.
- 11) Lump sum on death in service - Annual pensionable emoluments.10.75% of final average salaries.
- 12) Withdrawal - members contribution plus 5/12% for each month of continuous service (the addition is approximately equal to compound interest at 10% a year) and increased by 5% for each complete year of service up to a maximum of 20 years.

#### Benchmark

##### Investments

Domestic	R8 748 944 000
International	R3 470 526 000
Membership	3 855

##### Liabilities and reserve

Accrued liability	R10 651 812 000
Risk reserve	R185 129 000
Solvency reserve	R539 346 000
Balance of assets	R469 002 000
Contribution reserve	R43 605 000
Prescribed minimum benefits	R268 976 000

#### Natal Joint Municipal Pension Fund: (Retirement) actuarial valuation

An actuarial valuation was performed on 31 March 2019 by SNG Argen Actuarial Solutions.

The market value of the fund's assets was R 4 190 519 000 as at 31 March 2019.

The regulations of the fund have been amended with effect from 1 July 2004, so that the Committee of Management is able to levy a separate surcharge on local authorities which grant excessive salary increases, thereby causing a financial strain on the fund to the detriment of other stakeholders.

Legislation does not oblige a fund to hold a Solvency Reserve for purposes of financial soundness. However, being financially sound only on the "best estimate" basis means that there is still a 50% chance of the Fund being in deficit in the future.

Provisions of PF 117, the Circular issued by the FSCA setting out the level of solvency reserves that the FSCA considers reasonable as well as the guidelines set out in PF Notice No. 2 of 2016 were applied.

#### Benefits of the fund:

- 1) Members Contributions - 7 % of pensionable salaries.
- 2) Pension age 65 years.
- 3) Final average salary - average annual pensionable salaries during the last year of service.
- 4) Pension on retirement at pension age - 2.1% of final average emoluments per year of continuous service.
- 5) Lump sum on retirement at pension age - 5.5% of final average emoluments per year of service.
- 6) Pension on retirement because of ill-health (minimum ten years continuous service) - pension as for retirement at pension age.
- 7) Ill health retirement (minimum 10 years continuous service) - Same as normal retirement.
- 8) Ill health retirement (less than ten years continuous service) - the greater of the of the resignation benefit or twice the member's contributions.
- 9) Surviving spouses pension on death in service - 1,05% of final average pensionable salaries per year of continuous service at date of death and 75% of potential service to the pension age.
- 10) Surviving spouses pension on death of pensioner - 1,2% (0,77% in the case of a pensioner who retired before 1 July 1999) of final average emoluments per year of continuous service.
- 11) Lump sum on death in service - Annual pensionable emoluments.10.75% of final average salaries.
- 12) Withdrawal - members contribution plus 5/12% for each month of continuous service (the addition is approximately equal to compound interest at 10% a year) and increased by 5% for each complete year of service up to a maximum of 20 years.

#### Benchmark

##### Investments

Domestic	R2 994 775 000
International	R1 229 939 000
Membership	1 598

##### Liabilities and reserve

Accrued liability	R3 545 273 000
Risk reserve	R85 840 000
Solvency reserve	R125 069 000
Balance of assets	R308 496 000
Prescribed minimum benefits	R260 912 000



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>The employees of the Council as well as the Council as employer contribute to municipal pension, retirement and various provident funds as listed below:</b>				
Associated Institution Pension Fund	143 676	132 942	143 676	132 942
Councillors Pension Fund	7 693 643	7 444 202	7 693 643	7 444 202
Government Employees Pension Fund	2 901 621	3 032 679	2 901 621	3 032 679
Natal Joint Pension Fund	98 485 365	100 127 887	98 485 365	100 127 887
Natal Joint Provident Fund	115 230 795	103 901 170	115 230 795	103 901 170
South African Local Authorities Pension Fund	444 988	391 860	444 988	391 860
	<b>224 900 088</b>	<b>215 030 740</b>	<b>224 900 088</b>	<b>215 030 740</b>

#### Employment benefit obligations

##### Post employment medical aid

The municipality's employees and councillors are members on 6 accredited medical aid schemes, namely:

- 1) Bonitas
- 2) Discovery Health
- 3) Hosmed
- 4) Key-Health,
- 5) LA Health
- 6) SAMWU Med

Pensioners continue on the option they belonged to on the day of their retirement.

The latest actuarial valuation was performed by Arch Actuarial Consulting for the period ended 30 June 2020.

The valuation undertaken in accordance with the requirements of Professional Guidance Note (PPN) 301 of the Actuarial Society of South Africa.

The expert is independent and an approved pension fund valuator and a member of the Actuarial Society of South Africa (ASSA).

According to the last valuation the accrued liability amounted to R 470 193 001 (2019: R 526 821 870).

A reconciliation of the municipality's accrued liability for the period ending 30 June 2020 is set out below:

#### The amounts recognised in the Statement of Financial Position are as follows:

Carrying value				
Post employment medical aid	(470 193 001)	(526 821 870)	(470 193 001)	(526 821 870)
Long services awards	(75 821 000)	(71 457 540)	(75 821 000)	(71 457 540)
	<b>(546 014 001)</b>	<b>(598 279 410)</b>	<b>(546 014 001)</b>	<b>(598 279 410)</b>
Non-current liabilities	(507 812 001)	(562 080 514)	(507 812 001)	(562 080 514)
Current liabilities	(38 202 000)	(36 198 896)	(38 202 000)	(36 198 896)
	<b>(546 014 001)</b>	<b>(598 279 410)</b>	<b>(546 014 001)</b>	<b>(598 279 410)</b>
<b>Current</b>				
Post employment medical aid	(28 339 000)	(26 751 131)	(28 339 000)	(26 751 131)
Long service awards	(9 863 000)	(9 447 765)	(9 863 000)	(9 447 765)
	<b>(38 202 000)</b>	<b>(36 198 896)</b>	<b>(38 202 000)</b>	<b>(36 198 896)</b>
<b>Non current</b>				
Post employment medical aid	(441 854 001)	(500 070 739)	(441 854 001)	(500 070 739)
Long service awards	(65 958 000)	(62 009 775)	(65 958 000)	(62 009 775)
	<b>(507 812 001)</b>	<b>(562 080 514)</b>	<b>(507 812 001)</b>	<b>(562 080 514)</b>

#### Changes in the present value of post employment medical aid benefit obligation are as follows:

Opening balance	(526 821 870)	(629 854 699)	(526 821 870)	(629 854 699)
Current service cost	(13 311 075)	(20 528 209)	(13 311 075)	(20 528 209)
Interest cost	(47 469 740)	(58 758 277)	(47 469 740)	(58 758 277)
Benefits paid	26 216 342	26 610 741	26 216 342	26 610 741
Actuarial gain	91 193 342	155 708 574	91 193 342	155 708 574
	<b>(470 193 001)</b>	<b>(526 821 870)</b>	<b>(470 193 001)</b>	<b>(526 821 870)</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
Changes in the present value of long service awards obligation are as follows:				
Opening balance	(74 457 540)	(74 165 465)	(71 457 540)	(74 165 465)
Past service cost	-	(2 332 793)	-	(2 332 793)
Interest cost	(5 392 802)	(5 868 453)	(5 392 802)	(5 868 453)
Current service cost	(6 638 503)	(6 352 108)	(6 638 503)	(6 352 108)
Actuarial gain	298 453	6 445 095	298 453	6 445 095
Benefits paid	7 369 392	(10 816 184)	7 369 392	(10 816 184)
	<b>(75 821 000)</b>	<b>(71 457 540)</b>	<b>(75 821 000)</b>	<b>(71 457 540)</b>

The total post employment medical aid benefit obligation decreased by R56 628 869 (11%) from the previous valuation attributed to the actuarial gain.

The significant actuarial gain arose chiefly due to the reasons stated below:

- 1) On average, members bought down to cheaper medical aid options.
- 1) There were more exits than expected since the last valuation.

#### Net expense recognised in the Statement of Financial Performance(Post employment medical aid)

Current service cost	(13 311 075)	(20 528 209)	(13 311 075)	(20 528 209)
Interest cost	(47 469 740)	(58 758 277)	(47 469 740)	(58 758 277)
Actuarial gains	91 193 342	155 708 574	91 193 342	155 708 574
	<b>(30 412 527)</b>	<b>(76 422 088)</b>	<b>(30 412 527)</b>	<b>(76 422 088)</b>

#### Net expense recognised in the Statement of Financial Performance (Long service awards)

Past service cost	-	(2 332 793)	-	(2 332 793)
Interest cost	(5 392 802)	(5 868 453)	(5 392 802)	(5 868 453)
Current service cost	(6 638 503)	(6 352 108)	(6 638 503)	(6 352 108)
Actuarial (gain)/losses	298 453	6 445 095	298 453	6 445 095
	<b>12 329 758</b>	<b>20 998 449</b>	<b>12 329 758</b>	<b>20 998 449</b>

#### Key assumptions used (Post employment medical aid)

Assumptions used at the reporting date:

Discount rates used	9,99 %	9,24 %	9,99 %	9,24 %
Health care inflation rate	6,24 %	6,74 %	6,24 %	6,74 %
Maximum subsidy inflation rate	4,31 %	4,68 %	4,31 %	4,68 %
Proportion with a spouse dependent at retirement	60,00 %	60,00 %	60,00 %	60,00 %
Continuation of membership at retirement	75,00 %	75,00 %	75,00 %	75,00 %

The average retirement age is : 62 years. Mortality during employment: SA 85 -90.

Mortality post-employment: PA(90) -1 with a 1% mortality improvement p.a. from 2010

The projected unit credit method is used as the standard valuation methodology for the valuation of the liability at the reporting date.

#### Other assumptions

Assumed healthcare cost trends rates have a significant effect on the amounts recognised in surplus or deficit. A one percentage point change is assumed in healthcare care inflation and discount rates changes and would have the following effect liability:

	One percentage point increase	One percentage point decrease	One percentage point increase	One percentage point decrease
Health care inflation rate (8%/-8% change)	506 148 000	430 748 000	506 148 000	430 748 000
Discount rate(-10%/10% change)	421 270 000	529 679 000	421 270 000	529 679 000

Amounts for the current and previous four years are as follows:

	2020	2019	2018	2017	2016
	R	R	R	R	R
Defined benefit obligation	470 193 000	526 822 000	629 855 000	631 619 000	646 841 000
Surplus (deficit)	(526 822 000)	(526 822 000)	(629 855 000)	(631 619 000)	(646 841 000)
Experience adjustments on plan liabilities	(16 924 000)	(22 837 000)	(17 781 000)	(4 119 000)	(22 463 000)



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Total contribution to medical aid (employer and employees)</b>				
Bonitas	26 696 523	24 078 313	26 696 523	25 078 313
Discovery	446 044	233 501	446 044	233 501
Hosmed	466 584	516 562	466 584	516 562
Key Health	29 746 569	30 329 878	29 746 569	30 329 878
LA Health	74 367 636	64 740 981	74 367 636	64 740 981
Profmed	162 168	128 452	162 168	128 452
Samwumed	3 385 786	3 106 895	3 385 786	3 106 895
	<b>135 271 310</b>	<b>123 134 582</b>	<b>135 271 310</b>	<b>124 134 582</b>

Experience adjustments are the effects of differences between the previous actuarial assumptions and what has actually occurred.

#### Key assumptions used(Long service awards)

The long service awards provision represents the amount of money that should be set aside in present day terms to cover all expected long service awards for current employees.

The long service award provision is created to ensure adherence to SALGA collective agreement requirements. The liability was estimated by an Actuary in terms of GRAP 25 (Employee Benefits).

Long service awards payments are expected on the anniversary of appointment for all the qualifying employees.

At the reporting date there were no future events that could affect the future payment costs for long service awards. As at 30 June 2020, the liability was estimated by experts, Arch Actuarial Consulting.

The key assumptions used by the experts were:

Net effective discount rate- 3.07%  
Average retirement age- 62 years  
Mortality during employment- SA 85-90

The projected unit credit method is used as the standard valuation methodology for the valuation of the liability at the reporting date.

## 22. Unspent conditional grants and receipts

#### Unspent conditional grants and receipts comprises of:

Energy Efficiency Demand Side Management Grant	664	-	664	-
Greater Edendale Development Initiative	14 436 497	260 234	14 436 497	260 234
Housing Accreditation Funding	29 829 350	42 192 231	29 829 350	42 192 231
Jika Joe Community Residential Units	24 872 619	10 515 927	24 872 619	10 515 927
Library	221 889	7 872 161	221 889	7 872 161
Manaye Area Precinct Upgrade	204 370	2 719 215	204 370	2 719 215
Market	-	167 184	-	167 184
Municipal Disaster Relief Grant	1 192 000	-	1 192 000	-
Municipal Infrastructure Grant	10 712 543	15 480 869	10 712 543	15 480 869
Neighbourhood Development Partnership Grant	43 336	13 828 445	43 336	13 828 445
Operation Dlulisumlando	1 500 000	1 500 000	1 500 000	1 500 000
Public Transportation Infrastructure Grant	94 578 574	-	94 578 574	-
Tatham Art Gallery	395 076	537 142	395 076	537 142
Water Services Infrastructure Grant	248 151	-	248 151	-
Youth Enterprise Park	2 616 061	8 436 694	2 616 061	8 436 694
	<b>180 851 130</b>	<b>103 510 102</b>	<b>180 851 130</b>	<b>103 510 102</b>

#### Movement during the year

Balance at the beginning of the year	103 510 102	104 123 018	103 510 102	104 123 018
Funds paid back to National Treasury	(29 308 000)	(33 614 849)	(29 308 000)	(33 614 849)
Current year receipts	623 456 101	525 869 757	623 456 101	525 869 757
Current year interest received	4 382 720	5 516 001	4 382 720	5 516 001
VAT recovered from national grants as per MFMA circular 58	(42 935 818)	(46 570 842)	(42 935 818)	(46 570 842)
Refund to grant provider	-	(86 311)	-	(86 311)
Prior year expenditure recovered from current allocation	-	(7 096 415)	-	(7 096 415)
Conditions met - transferred to revenue	(478 253 975)	(444 630 257)	(478 253 975)	(444 630 257)
	<b>180 851 130</b>	<b>103 510 102</b>	<b>180 851 130</b>	<b>103 510 102</b>

The extent of government grants recognised in the Statement of Financial Performance relates to the extent of the grant conditions having been met.

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

Refer to Appendix D for details of Unspent Conditional Grants, Receipts and Transfers from National, Provincial, Government and other departments.

See note 40 for reconciliation of grants from National/Provincial Government. These amounts are invested in a ring-fenced investment until utilised.

### 23. VAT payable

VAT payable	181 875 292	144 822 890	181 454 567	144 464 969
VAT Reconciliation				
Accrued output tax	274 534 619	225 112 546	274 534 619	225 112 545
Accrued input tax	(105 334 074)	(67 574 658)	(105 334 074)	(67 572 546)
VAT refund (due)/payable (from)/to SARS	12 674 747	(12 714 998)	12 254 022	(13 075 030)
	<b>181 875 292</b>	<b>144 822 890</b>	<b>181 454 567</b>	<b>144 464 969</b>

VAT is claimed on a payment basis.

All VAT returns have been submitted by the due date throughout the year. Only once an invoice is paid is VAT claimed and receivable from SARS.

### 24. Accumulated surplus

#### Ring-fenced internal funds and reserves within accumulated surplus - Economic entity - 2020

	Accumulated surplus	Insurance reserve	COID reserve	Total
Opening balance	7 463 662 448	25 625 640	15 924 551	7 505 212 639
Cash utilised for capital expenditure	39 572 027	-	-	39 572 027
Interest earned on COID	(1 235 199)	-	1 235 199	-
Interest on CRR	(633 525)	-	-	(633 525)
Interest on HDF	(2 766 822)	-	-	(2 766 822)
Interest earned - Insurance reserve	(287 894)	287 894	-	-
Transfer out of Insurance reserve	6 123 489	(6 123 489)	-	-
Correction in surplus	(16 607 100)	-	-	(16 607 100)
Surplus/(Deficit)	223 780 153	-	-	223 780 153
	<b>7 711 607 577</b>	<b>19 790 045</b>	<b>17 159 750</b>	<b>7 748 557 372</b>

#### Ring-fenced internal funds and reserves within accumulated surplus - Economic entity - 2019

	Accumulated surplus	Insurance reserve	COID reserve	Total
Opening balance	6 671 736 764	43 280 978	8 869 457	6 723 887 199
Prior period error	(386 118 804)	-	-	(386 118 804)
Cash utilised for capital expenditure	65 401 582	-	-	65 401 582
Interest earned on COID	(787 171)	-	787 171	-
Transfer to COID	(6 267 923)	-	6 267 923	-
Interest on CRR	(1 975 422)	-	-	(1 975 422)
Interest on HDF	(3 001 201)	-	-	(3 001 201)
Interest earned - Insurance reserve	(1 473 920)	1 473 920	-	-
Transfer out of insurance	19 129 258	(19 129 258)	-	-
Correction in surplus	8 161 752	-	-	8 161 752
Transfer to/from reserves	(12 095 136)	-	-	(12 095 136)
Surplus/(Deficit)	1 110 952 661	-	-	1 110 952 661
	<b>7 463 662 440</b>	<b>25 625 640</b>	<b>15 924 551</b>	<b>7 505 212 631</b>

#### Ring-fenced internal funds and reserves within accumulated surplus - Controlling entity - 2020

	Accumulated surplus	Insurance reserve	COID reserve	Total
Opening balance	7 450 028 399	25 625 640	15 924 551	7 491 578 590
Cash utilised for capital expenditure	39 572 027	-	-	39 572 027
Interest earned on COID	(1 235 199)	-	1 235 199	-
Interest on CRR	(633 525)	-	-	(633 525)
Interest on HDF	(2 766 822)	-	-	(2 766 822)



	Accumulated surplus	Insurance reserve	COID reserve	Total
Interest earned - Insurance reserve	(287 894)	287 894	-	-
Transfer out of Insurance reserve	6 123 489	(6 123 489)	-	-
Correction in surplus	(16 607 117)	-	-	(16 607 117)
Surplus/(Deficit)	223 395 167	-	-	223 395 167
	<b>7 697 588 525</b>	<b>19 790 045</b>	<b>17 159 750</b>	<b>7 734 538 320</b>

#### Ring-fenced internal funds and reserves within accumulated surplus - Controlling entity - 2019

	Accumulated Surplus	Insurance reserve	COID reserve	Total
Opening balance	6 658 524 596	43 280 978	8 869 457	6 710 675 031
Prior period error	(386 120 294)	-	-	(386 120 294)
Cash utilised for capital expenditure	65 401 582	-	-	65 401 582
Interest earned on COID	(787 171)	-	787 171	-
Transfer to COID	(6 267 923)	-	6 267 923	-
Interest on CRR	(1 975 422)	-	-	(1 975 422)
Interest on HDF	(3 001 201)	-	-	(3 001 201)
Interest earned - Insurance reserve	(1 473 920)	1 473 920	-	-
Transfer out of insurance	19 129 258	(19 129 258)	-	-
Correction in surplus	8 161 774	-	-	8 161 774
Transfer to/from reserves	(12 095 136)	-	-	(12 095 136)
Surplus/(Deficit)	1 110 532 258	-	-	1 110 532 258
	<b>7 450 028 401</b>	<b>25 625 640</b>	<b>15 924 551</b>	<b>7 491 578 592</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

#### 25. Capital replacement reserve

Based on the approval by the strategic management committee on the 7th April 2015 the CRR was created by transferring funds of R 151 935 999 from the accumulated surplus. This reserve will be used for the funding of property, plant and equipment.

Included in the reserve is an amount of R 633 525 (2019: R1 975 432) in respect to interest earned on the reserve.

The CRR is a cash backed reserve

Opening balance	40 992 378	92 323 393	40 992 378	92 323 393
Utilised for capital expenditure	(39 572 027)	(65 401 584)	(39 572 027)	(65 401 584)
Interest earned	633 525	1 975 432	633 525	1 975 432
Transfers to/from reserves	-	12 095 137	-	12 095 137
	<b>2 053 876</b>	<b>40 992 378</b>	<b>2 053 876</b>	<b>40 992 378</b>

#### 26. Housing development fund

Accumulative HDF utilisation	59 271 866	56 505 044	59 271 866	56 505 044
Loans extinguished by Government on 1 April 1988	34 256 892	34 256 892	34 256 892	34 256 892
	<b>93 528 758</b>	<b>90 761 936</b>	<b>93 528 758</b>	<b>90 761 936</b>

#### 27. Revaluation reserve

Opening balance	97 158 944	51 657 445	97 158 944	51 657 445
Revaluation/(devaluation) of heritage assets	(1 894 409)	45 501 499	(1 894 409)	45 501 499
	<b>95 264 535</b>	<b>97 158 944</b>	<b>95 264 535</b>	<b>97 158 944</b>

#### 28. Agency services

Commission earned on driver's licenses renewals	1 090 372	1 469 372	1 090 372	1 469 372
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Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>29. Interest - consumer debtors and receivables</b>				
Electricity	17 302 673	25 659 786	17 302 673	25 659 786
Property rental	1 325 503	2 513 123	1 325 503	2 513 123
Sanitation	24 889 686	20 311 697	24 889 686	20 311 697
Service charges	34 909 039	18 629 158	34 909 039	18 629 158
Waste management	14 336 012	11 407 509	14 336 012	11 407 509
Water	133 098 058	104 607 802	133 098 058	104 607 802
	<b>225 860 971</b>	<b>183 129 075</b>	<b>225 860 971</b>	<b>183 129 075</b>
Presented on note 69 Prior period error are adjustments addressing qualification matters.				
<b>30. Interest received bank, call and investment accounts</b>				
Bank	1 547 197	2 113 917	1 404 866	2 113 917
Short term investments	12 711 477	18 393 486	12 711 477	18 264 838
	<b>14 258 674</b>	<b>20 507 403</b>	<b>14 116 343</b>	<b>20 378 755</b>
<b>31. Licences and permits (exchange)</b>				
Taxi ranks	155 987	226 352	155 987	226 352
Abnormal loads	277 264	494 461	277 264	494 461
Trading	125 829	102 140	125 829	102 140
Market porters	45 376	6 691	45 376	6 691
	<b>604 456</b>	<b>829 644</b>	<b>604 456</b>	<b>829 644</b>
<b>32. Operational revenue</b>				
Administration and handling fees	861 945	709 312	861 945	709 312
Breakages and losses recovered	4 567	2 701	4 567	2 701
Bursary refund	363 000	7 910	363 000	7 910
Collection charges	12 746 390	11 430 735	12 746 390	11 430 735
Commission - transaction handling fees	19 462 451	18 241 326	19 462 451	18 241 326
Commission insurance	736 390	703 269	736 390	703 269
Incidental cash surplus	40 072	193 968	40 072	193 968
Insurance refund	35 203	182 014	35 203	182 014
Landing fees	2 119 150	2 892 171	2 119 150	2 892 171
Merchandising, jobbing and contracts	4 915 967	12 287 438	4 915 967	12 287 438
Passenger levy	3 500 941	5 890 492	3 500 941	5 890 492
Request for information - plan printing and duplicates	8 773	97 810	8 773	97 810
Sale of property	115 000	1 887	115 000	1 887
Skills development levy	2 655 202	2 473 537	2 655 202	2 473 537
Staff recoveries	417	154 076	417	154 076
	<b>47 565 468</b>	<b>55 268 646</b>	<b>47 565 468</b>	<b>55 268 646</b>
<b>33. Rental of facilities and equipment</b>				
<b>Premises</b>				
Non-residential	32 339 263	15 207 711	32 339 263	15 207 711
Residential	10 275 572	5 226 127	10 275 572	5 226 127
	<b>42 614 835</b>	<b>20 433 838</b>	<b>42 614 835</b>	<b>20 433 838</b>
Facilities and equipment				
Rental of facilities	982 451	184 072	982 451	184 072
	<b>43 597 286</b>	<b>20 617 910</b>	<b>43 597 286</b>	<b>20 617 910</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>34. Rendering of services</b>				
Building plan approval	1 881 460	2 483 347	1 881 460	2 483 347
Cemetery and burial fees	2 589 309	3 339 928	2 589 309	3 339 928
Entrance fees	291 408	252 748	291 408	252 748
Fire services	158 645	194 472	158 645	194 472
Legal fees	113	77 461	113	77 461
Management fees	108 177	185 047	108 177	185 047
Parking fees	95 806	114 521	95 806	114 521
Rates clearance certificates	1 145 287	1 159 107	1 145 287	1 159 107
Sign application fee	233 831	205 603	233 831	205 603
Town planning and servitudes	248 702	248 093	248 702	248 093
Wayleave tariffs	55 170	5 031	55 170	5 031
Weighbridge fees	-	328	-	328
	<b>6 807 908</b>	<b>8 265 686</b>	<b>6 807 908</b>	<b>8 265 686</b>
<b>35. Sale of goods</b>				
Cleaning and removal	53 331	65 223	53 331	65 223
Buyer's card	35 048	-	35 048	-
Demolition application fees	156	1 926	156	1 926
Maps	124 697	-	124 697	-
Photocopies and faxes	-	6 900	-	6 900
Posters and charts	761	184	-	97
Sale of scrap and waste	-	18 163	-	18 163
Sub-division and consolidation	71 579	129 692	71 579	129 692
Tender documents	71 170	100 973	71 170	100 973
Timber sales	16 441 902	75 711	16 441 902	75 711
Valuation services	13 122	18 913	13 122	18 913
Waste paper	-	3 444	-	3 444
	<b>16 811 766</b>	<b>421 129</b>	<b>16 811 005</b>	<b>421 042</b>
<b>36. Service charges</b>				
Sale of electricity	2 159 757 821	2 033 345 507	2 159 912 320	2 033 491 560
Sale of water	662 849 315	650 348 076	662 849 315	650 348 076
Sanitation	172 220 502	161 314 224	172 220 502	161 314 224
Refuse removal	109 639 121	99 542 669	109 639 121	99 542 669
	<b>3 104 466 759</b>	<b>2 944 550 476</b>	<b>3 104 621 258</b>	<b>2 944 696 529</b>

Presented on note 69 Prior period error are adjustments addressing qualification matters.

### 37. Property rates

Rates received				
Commercial	289 639 055	280 210 458	289 639 055	280 210 458
Farm properties	1 348 232	1 086 093	1 348 232	1 086 093
Unauthorised use	3 339 586	2 829 103	3 339 586	2 829 103
Small home business	-	2 305 061	-	2 305 061
Industrial	132 844 015	126 105 072	132 844 015	126 105 072
Public benefit organisation	548 349	2 354 257	548 349	2 354 257
Residential	659 762 312	530 968 260	659 762 312	530 968 260
Communal land - other	2 726 245	933 842	2 726 245	933 842
State	751 240	847 291	751 240	847 291
Mining	101 435	89 680	101 435	89 680
Public service purpose	86 047 137	-	86 047 137	-
	<b>1 177 107 606</b>	<b>947 729 117</b>	<b>1 177 107 606</b>	<b>947 729 117</b>

Presented on note 69 Prior period error are adjustments addressing qualification matters.

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Valuations</b>				
Agriculture	440 783 000	334 162 000	440 783 000	334 162 000
Commercial/Mining/Industrial/Unauthorised	24 800 205 103	21 705 911 424	24 800 205 103	21 705 911 424
Municipal properties	21 574 000	374 191 000	21 574 000	374 191 000
Residential	49 936 867 443	37 340 571 027	49 936 867 443	37 340 571 027
Rural communal land	167 817 000	533 290 000	167 817 000	533 290 000
Public Benefit Organisation	865 362 000	718 876 000	865 362 000	718 876 000
Public Service Infrastructure	210 423 000	114 787 000	210 423 000	114 787 000
Public Service Property	4 812 778 000	-	4 812 778 000	-
Vacant land	2 357 432 700	1 301 533 000	2 357 432 700	1 301 533 000
	<b>83 613 242 246</b>	<b>62 423 321 451</b>	<b>83 613 242 246</b>	<b>62 423 321 451</b>

**Rate randage are as follows:**

	Rate per	Rate per
	category	category
	2020	2019
Agriculture	0,0031	0,0033
Public Service Property	0,0222	-
Residential	0,0026	0,0134
Rural communal land	0,0172	0,0182
Public Benefit Organisation	0,0031	0,0033
Public Service Infrastructure	0,0031	0,0033
Vacant land	0,0229	0,0243
Commercial	0,0222	0,0236
Mining	0,0222	0,0236
Industrial	0,0222	0,0236
Unauthorised	0,0393	0,0418
Municipal property	0,0222	-

Valuations on land and buildings are performed every 4 years in terms of the Municipal Property Rates Act. The last general valuation came into effect on 1 July 2019. Interim/ Supplementary valuations are processed on an annual basis to take into account changes in individual property values due to alterations and subdivisions.

**38. Interest - property rates**

Property rates	66 392 640	61 919 523	66 392 640	61 919 523
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**39. Fines, penalties and forfeits**

Building fines	49 514	24 024	49 514	24 024
Court traffic fines	13 030 970	12 139 550	13 030 970	12 139 550
Law enforcement fines	187 653	374 657	187 653	374 657
Overdue books fines	445	2 913	445	2 913
Tender withdrawal penalties	4 000	16 000	4 000	16 000
	<b>13 272 582</b>	<b>12 557 144</b>	<b>13 272 582</b>	<b>12 557 144</b>

**40. Government grants and subsidies****Operating grants**

Equitable Share	546 052 000	505 852 849	546 052 000	505 852 849
Municipal Infrastructure Grant	21 904 477	18 059 880	21 904 477	18 059 880
Expanded Public Works Programme	4 200 000	2 890 000	4 200 000	2 890 000
Finance Management Grant	1 700 000	1 700 000	1 700 000	1 700 000
Public Transport Infrastructure Grant	14 834 432	40 793 385	14 834 432	40 793 385
Housing Accreditation Funding	14 582 180	9 346 841	14 582 180	9 346 841
Greater Edendale Development Initiative	5 050 273	5 489 801	5 050 273	5 489 801
Tatham Art Gallery	242 517	666 982	242 517	666 982
Library	27 665 322	11 220 020	27 665 322	11 220 020
Manaye Area Precinct Upgrade	138 413	205 442	138 413	205 442
Youth Enterprise Park	758 430	1 316 864	758 430	1 316 864
Development of a Single Scheme - COGTA	-	650 000	-	650 000
Oribi Village	-	689 836	-	689 836
	<b>637 128 044</b>	<b>598 881 900</b>	<b>637 128 044</b>	<b>598 881 900</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Capital grants</b>				
Manaye Area Precinct Upgrade	2 723 120	1 852 832	2 723 120	1 852 832
Market	-	446 650	-	446 650
Energy Efficiency Demand Side Management Grant	7 999 336	-	7 999 336	-
Municipal Infrastructure Grant	164 899 849	159 775 251	164 899 849	159 775 251
Neighbourhood Development Partnership	9 957 109	1 071 555	9 957 109	1 071 555
Public Transport Infrastructure Grant	117 251 994	158 310 615	117 251 994	158 310 615
Housing Accreditation Funding	-	1 157 486	-	1 157 486
Greater Edendale Development Initiative6	696 621	10 129 662	6 696 621	10 129 662
Library	1 065 175	2 112 234	1 065 175	2 112 234
Pietermaritzburg Airport	-	54 118	-	54 118
Youth Enterprise Park	5 557 287	492 694	5 557 287	492 694
Water Services Infrastructure	52 751 849	42 760 000	52 751 849	42 760 000
Tatham Art Gallery	400 000	18 319	400 000	18 319
Jika Joe Community Residential Units	60 811 409	27 087 046	60 811 409	27 087 046
	<b>430 113 749</b>	<b>405 268 462</b>	<b>430 113 749</b>	<b>405 268 462</b>
	<b>1 067 241 793</b>	<b>1 004 150 362</b>	<b>1 067 241 793</b>	<b>1 004 150 362</b>

#### Government grants and subsidies

Included in above are the following grants and subsidies received:

Equitable Share	546 052 000	505 852 849	546 052 000	505 852 849
Operating grants	88 769 211	86 792 233	88 769 211	86 792 233
Capital grants	389 484 764	364 037 924	389 484 764	364 037 924
VAT recovered from National grants - operating	2 306 833	6 236 818	2 306 833	6 236 818
VAT recovered from National grants - capital	40 628 985	41 230 538	40 628 985	41 230 538
	<b>1 067 241 793</b>	<b>1 004 150 362</b>	<b>1 067 241 793</b>	<b>1 004 150 362</b>

#### Equitable Share

In terms of the Constitution, this grant is used to subsidise the provision of basic services to indigent community members.

In terms of section 227 of the Constitution, the Equitable Share grant provides funding for the municipality to deliver free basic services to poor households and subsidises the cost of administration and other core services for the municipality.

#### Water Services Infrastructure Grant

Current-year receipts	53 000 000	42 760 000	53 000 000	42 760 000
Conditions met - transferred to revenue	(46 084 092)	(42 573 341)	(46 084 092)	(42 573 341)
Vat recovered from grant	(6 667 757)	(186 659)	(6 667 757)	(186 659)
	<b>248 151</b>	<b>-</b>	<b>248 151</b>	<b>-</b>

Conditions still to be met - remain liabilities (see note 22).

To facilitate the planning and implementation of various water and sanitation projects to accelerate backlog reduction and improve the sustainability of services in prioritised district municipalities, especially in rural municipalities. Provide interim, intermediate water and sanitation services that ensure provision of services to identified and prioritised communities, including through spring protection, drilling, testing and equipping of boreholes and on-site solutions. To support drought relief projects in affected municipalities.

National Treasury on the 13th February 2020 advised the municipality that following the 2019/20 mid year expenditure reports in terms of section 10 of the Division of Revenue Act and section 72 of the Municipal Finance Management Act, National Treasury intends invoking section 19 of the Division of Revenue Act which provides that the National treasury may in its discretion stop the transfer of a Schedule 4B or 5B allocation or a portion thereof to the municipality if the National Treasury anticipates that the municipality shall substantially underspend on the allocation. National Treasury therefore advised of the intention to stop an amount of R6,2 million from the allocation of R41 million in terms of section 19 of the 2019 Division of Revenue Act. The third tranche of R15million which was to be transferred to the municipality on the 28th February 2020, was received on the 26th March 2020, together with an additional R12 million over and above the 2019/2020 allocation.

#### Finance Management Grant

Current-year receipts	1 700 000	1 700 000	1 700 000	1 700 000
Conditions met - transferred to revenue	(1 595 351)	(1 562 054)	(1 595 351)	(1 562 054)
VAT recovered from Grant	(104 649)	(137 946)	(104 649)	(137 946)
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

The purpose of this grant is to promote and support reforms in financial management by building capacity in Local Government to implement the Local Government : Municipal Finance Management Act (MFMA).

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Municipal Infrastructure Grant</b>				
Balance unspent at beginning of year	15 480 869	6 865 802	15 480 869	6 865 802
Grant paid back to National Treasury	(15 480 000)	(6 865 802)	(15 480 000)	(6 865 802)
Current-year receipts	197 516 000	193 316 000	197 516 000	193 316 000
Conditions met - transferred to revenue	(168 992 927)	(155 672 751)	(168 992 927)	(155 672 751)
Vat recovered from grant	(17 811 399)	(22 162 380)	(17 811 399)	(22 162 380)
	<b>10 712 543</b>	<b>15 480 869</b>	<b>10 712 543</b>	<b>15 480 869</b>

Conditions still to be met - remain liabilities (see note 22).

The funding has been provided for addressing specific capital projects for basic municipal infrastructure backlogs for poor households, micro enterprises and social institutions servicing poor communities.

<b>Tatham Art Gallery</b>				
Balance unspent at beginning of year	537 142	719 458	537 142	719 458
Current-year receipts	463 000	441 000	463 000	441 000
Conditions met - transferred to revenue	(642 517)	(685 301)	(642 517)	(685 301)
Current year interest received	37 451	61 985	37 451	61 985
	<b>395 076</b>	<b>537 142</b>	<b>395 076</b>	<b>537 142</b>

Conditions still to be met - remain liabilities (see note 22).

Funding provided by the Provincial Department of Arts and Culture for Tatham Art Gallery to provide financial support to the municipality with a focus on the development and maintenance of museum care and preservation of our culture heritage.

<b>Neighbourhood Partnership Development Grant</b>				
Balance unspent at beginning of year	13 828 445	603 783	13 828 445	603 783
Current-year receipts	10 000 000	14 900 000	10 000 000	14 900 000
Conditions met - transferred to revenue	(8 658 355)	(424 938)	(8 658 355)	(424 938)
VAT recovered from grant	(1 298 754)	(646 617)	(1 298 754)	(646 617)
Grant paid back to National Treasury	(13 828 000)	(603 783)	(13 828 000)	(603 783)
	<b>43 336</b>	<b>13 828 445</b>	<b>43 336</b>	<b>13 828 445</b>

Conditions still to be met - remain liabilities (see note 22).

Funding provided for to support and facilitate the planning and development of neighbourhood development programs and projects that provide catalytic infrastructure to leverage third party public and private sector development towards improving the quality of life of residents in targeted undeserved neighbourhoods.

National Treasury in June 2019 advised the municipality that the tranche for the Neighbourhood Development Partnership Grant that was due to be released in July 2019 would be withheld. Due to project difficulties experienced on the upgrade of R1 to 3 and R4 to 5 roads within the Edendale Urban Hub, the NDP Unit will withhold the July 2019 tranche. Delays were experienced due to land expropriation process the Municipality had to initiate for the release of land for Edendale Town Centre development. Also the same land in question is highly invaded and an application has been made to Provincial Dept. of Human Settlements for the Housing Relocation project which has not yet been approved by the Department. All approved projects are subjected to the successful implementation of the above processes.

In Dec 2019, National Treasury advised the municipality that a portion of the 2019/20 allocation for the municipality in respect of the Neighbourhood Development Partnership Grant that was gazetted, be stopped due to non performance. The allocation was reduced from R50 million to R10 million for 2019/2020 financial year.

<b>Public Transport Infrastructure Grant</b>				
Balance unspent at beginning of year	-	26 145 264	-	26 145 264
Grant paid back to National Treasury	-	(26 145 264)	-	(26 145 264)
Current-year receipts	226 665 000	199 104 000	226 665 000	199 104 000
Conditions met - transferred to revenue	(116 076 558)	(168 570 344)	(116 076 558)	(168 570 344)
Prior year expenditure recovered from current allocation	-	(7 096 415)	-	(7 096 415)
VAT recovered from grant	(16 009 868)	(23 437 241)	(16 009 868)	(23 437 241)
	<b>94 578 574</b>	<b>-</b>	<b>94 578 574</b>	<b>-</b>

Funding provided for accelerated planning, construction and improvement of public and non-motorised transport infrastructure.

National Treasury on the 13th February 2020 advised the municipality that following the 2019/20 mid year expenditure reports in terms of section 10 of the Division of Revenue Act and section 72 of the Municipal Finance Management Act, National Treasury intends invoking section 19 of the Division of Revenue Act which provides that the National treasury may in its discretion stop the transfer of a Schedule 4B or 5B allocation or a portion thereof to the municipality if the National Treasury anticipates that the municipality shall substantially underspend on the allocation. National Treasury therefore advised of the intention to stop an amount of R77,9 million from the allocation of R194.7 million in terms of section 19 of the 2019 Division of Revenue Act.



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

In March 2020, the Municipality received the full last tranche, and an amount of R32 million over and above the 2019/2020 allocation.

#### Housing Accreditation Funding

Balance unspent at beginning of year	42 192 231	36 401 052	42 192 231	36 401 052
Current-year receipts	-	13 596 785	-	13 596 785
Conditions met - transferred to revenue	(14 582 180)	(10 504 327)	(14 582 180)	(10 504 327)
Current year interest received	2 219 299	2 698 721	2 219 299	2 698 721
	<b>29 829 350</b>	<b>42 192 231</b>	<b>29 829 350</b>	<b>42 192 231</b>

Conditions still to be met - remain liabilities (see note 22).

Funding provided for Level 1 accreditation subsidy for the operation of the Housing Delivery Unit within the municipality.

#### Greater Edendale Development Initiative

Balance unspent at beginning of year	260 234	14 858 423	260 234	14 858 423
Current-year receipts	25 500 000	-	25 500 000	-
Conditions met - transferred to revenue	(11 746 894)	(15 619 463)	(11 746 894)	(15 619 463)
Current year interest received	423 157	1 021 274	423 157	1 021 274
	<b>14 436 497</b>	<b>260 234</b>	<b>14 436 497</b>	<b>260 234</b>

Conditions still to be met - remain liabilities (see note 22).

The funding was provided by the Department of Human Settlements for the following:

1. To support GIS with the interrogation of housing layout against services in Edendale.
2. To support the finalisation of the town planning scheme.
3. For the development of an integrated land use management system for Edendale.
4. To value additional properties which are not within the 5 priority housing projects.
5. For advertising costs for expropriation of properties.
6. For costs relating to tenure conflicts, cadastral and deed office rectification.
7. For increasing the resources for sales administration with regard to drawing up, signing and managing sales agreements.
8. For the provision of further training for personnel using GIS and property tracking systems.
9. For employment of two planning interns to be employed by the Land Legal Committee for a period of two years.

#### Library

Balance unspent at beginning of year	7 872 161	811 497	7 872 161	811 497
Current-year receipts	20 052 000	19 559 000	20 052 000	19 559 000
Conditions met - transferred to revenue	(28 730 498)	(13 332 254)	(28 730 498)	(13 332 254)
Current interest received	1 028 226	833 918	1 028 226	833 918
	<b>221 889</b>	<b>7 872 161</b>	<b>221 889</b>	<b>7 872 161</b>

Conditions still to be met - remain liabilities (see note 22).

This is a provincial grant whose purpose is to address the constitutional mandate whereby public libraries are an exclusive provincial competency. The funding is for the provision of library services.

#### Market

Balance unspent at beginning of year	167 184	925 535	167 184	925 535
Conditions met - transferred to revenue	-	(446 650)	-	(446 650)
Current year interest received	2 712	35 502	2 712	35 502
Inter project transfer	(169 896)	(347 203)	(169 896)	(347 203)
	<b>-</b>	<b>167 184</b>	<b>-</b>	<b>167 184</b>

Conditions still to be met - remain liabilities (see note 22).

Funds received from Department of Co-operative Governance and Traditional Affairs for the market. The purpose of this grant is for the renovations and improvement of the fresh produce market which entails short term repairs, maintenance and the upgrading of existing facilities.

#### Publicity House Renovations

Balance unspent at beginning of year	-	3 108	-	3 108
Inter project transfer	-	(3 191)	-	(3 191)
Current year interest received	-	83	-	83
	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

Funds received from Co-operative Governance and Traditional Affairs to be used for the upgrade of the publicity house due to the building having structurally deteriorated.



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Manaye Area Precinct Upgrade</b>				
Balance unspent at beginning of year	2 719 215	4 154 687	2 719 215	4 154 687
Conditions met - transferred to revenue	(2 861 532)	(2 058 275)	(2 861 532)	(2 058 275)
Current year interest received	176 790	267 400	176 790	267 400
Inter project transfer	169 897	355 403	169 897	355 403
	<b>204 370</b>	<b>2 719 215</b>	<b>204 370</b>	<b>2 719 215</b>

Conditions still to be met - remain liabilities (see note 22).

Funds received from Cooperative Governance and Traditional Affairs for the Manaye Area Precinct Upgrade in order to assist the municipality in fulfilling the developmental mandate and achieving the outcome of improving the lives of the communities through the implementation of the Corridor Development Programme that contributes towards creating an enabling environment for economic growth and job creation.

#### Youth Enterprise Park

Balance unspent at beginning of year	8 436 694	9 670 473	8 436 694	9 670 473
Conditions met - transferred to revenue	(6 315 718)	(1 809 558)	(6 315 718)	(1 809 558)
Current year interest received	495 085	575 779	495 085	575 779
	<b>2 616 061</b>	<b>8 436 694</b>	<b>2 616 061</b>	<b>8 436 694</b>

Conditions still to be met - remain liabilities (see note 22).

Funds received from Co-operative Governance and Traditional Affairs for Youth Enterprise Park which emerged to address the challenges of finding appropriate localities for businesses. The concept of the park will be to cluster a purpose built park of 30 to 50 container enterprises in a particular locality either in community, small town or rural district or as part of urban or rural renewal programmes. The programme will also offer on site training facilities and support micro enterprises that operate within the park. The idea is to create a purpose built precinct at scale where the local community is able to take up local economic community opportunities to establish businesses. The Youth Enterprise Park should fundamentally be able to reconnect the economy with communities whose needs offer economic opportunity for its local entrepreneurs.

#### Expanded Public Works Programme

Current-year receipts	4 200 000	2 890 000	4 200 000	2 890 000
Conditions met - transferred to revenue	(4 200 000)	(2 890 000)	(4 200 000)	(2 890 000)
	-	-	-	-

To incentivise municipalities to expand work creation efforts through the use of labour intensive delivery methods in the following identified focus areas, in compliance with the EPWP Guidelines:

1. road maintenance and the maintenance of buildings,
2. low traffic volume roads and rural roads,
3. basic services infrastructure, including water and sewer reticulation, sanitation and pipelines (excluding bulk infrastructure)-other economic and social infrastructure,
4. tourism and cultural industries,
5. waste management,
6. parks and beautification,
7. sustainable land-based livelihoods,
8. social services programmes,
9. health service programmes, and
10. community safety.

National Treasury in June 2019 advised the municipality that the first tranche for the Expanded Public Works Programme that was due in August 2019 would be withheld should the municipality not submit the approved project list with the EPWP Integrated Grant Agreement and the grant will be withheld until the registration and reporting is done on the reporting system. The allocation was released on the 30th August 2019.

National Treasury in October 2019 and again November 2019 advised the municipality that the second tranche for the Expanded Public Works Programme that was due in November 2019 would be withheld as the municipality failed to spend at least 25% of the disbursed first tranche allocation and non-reporting on projects registered in the EPWP reporting system. As at 29th February 2020, the second tranche has still not been received. The third tranche which was due on the 03rd February 2020, was also not received by the 29th February 2020. Both these tranches were received on the 3rd March 2020.

#### Development of a Single Scheme - Town Planning Scheme

Balance unspent at beginning of year	-	715 102	-	715 102
Conditions met - transferred to revenue	-	(650 000)	-	(650 000)
Refund to grant provider	-	(86 311)	-	(86 311)
Current year interest received	-	21 209	-	21 209
	-	-	-	-

To support the municipality in preparing legally compliant town planning schemes.



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Oribi Village</b>				
Balance unspent at beginning of year	-	689 836	-	689 836
Conditions met - transferred to revenue	-	(689 836)	-	(689 836)
	-	-	-	-

Funding provided by Department of Human Settlements for the preparation of detailed planning, design and construction of Oribi Village.

<b>Electricity Grant - COGTA</b>				
Balance unspent at beginning of year	-	4 877	-	4 877
Current year interest received	-	132	-	132
Inter project transfer	-	(5 009)	-	(5 009)
	-	-	-	-

Funding provided by Corporate Governance and Traditional Affairs for the replacement of transformers and installation of solar powered street and traffic lighting.

<b>Pietermaritzburg Airport</b>				
Balance unspent at beginning of year	-	54 118	-	54 118
Conditions met - transferred to revenue	-	(54 118)	-	(54 118)
	-	-	-	-

The funding has been provided for the development and construction of a Pietermaritzburg Technology (Science) Park at the Pietermaritzburg airport.

<b>Operation Dlulisumlando</b>				
Balance unspent at beginning of year	1 500 000	1 500 000	1 500 000	1 500 000
Current-year receipts	-	-	-	-
Conditions met - transferred to revenue	-	-	-	-
	<b>1 500 000</b>	<b>1 500 000</b>	<b>1 500 000</b>	<b>1 500 000</b>

Conditions still to be met - remain liabilities (see note 22).

Funds provided by the Office of the Premier to support both the establishment and implementation of the Dlulisumlando Project, a national historical development initiative and imperative.

<b>Municipal Disaster Relief Grant</b>				
Balance unspent at beginning of year	-	-	-	-
Current-year receipts	1 192 000	-	1 192 000	-
	<b>1 192 000</b>	-	<b>1 192 000</b>	-

Conditions still to be met - remain liabilities (see note 22).

Funding received for response and intervention measures for COVID-19 pandemic. The approved funding is meant to augment the resources of the municipality with regard to the following prioritised areas: a) Sanitation; b) Decontamination of specific selected municipal spaces; Personal Protective Equipment, and hygiene packs; and c) Waste management

<b>Jika Joe Community Residential Units</b>				
Balance unspent at beginning of year	10 515 927	-	10 515 927	-
Current-year receipts	75 168 101	37 602 972	75 168 101	37 602 972
Conditions met - transferred to revenue	(60 811 409)	(27 087 045)	(60 811 409)	(27 087 045)
	<b>24 872 619</b>	<b>10 515 927</b>	<b>24 872 619</b>	<b>10 515 927</b>

Conditions still to be met - remain liabilities (see note 22)

Funds provided by the Provincial Department of Human Settlements for the addressing of the housing backlog in the Municipality, and rental stock has been identified as a strategic intervention in addressing the formal accommodation needs. The Jika Joe project has been identified as a priority to address the Jika Joe informal settlement. The project also aims to relocate the residents from the existing Masukwana Street temporary housing and the removal of the of structures.

<b>Energy Efficiency and Demand Side Management Grant</b>				
Current-year receipts	8 000 000	-	8 000 000	-
Conditions met - transferred to revenue	(6 955 944)	-	(6 955 944)	-
VAT recovered from Grant	(1 043 392)	-	(1 043 392)	-
	<b>664</b>	-	<b>664</b>	-

Conditions still to be met - remain liabilities (see note 22).

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

The energy efficiency and demand-side management grant is provided to implement energy-efficiency projects, with a focus on public lighting and energy-efficient municipal infrastructure.

National Treasury in July 2019 and again in August 2019 advised the municipality that the first tranche for the Energy Efficiency Demand Side Management Grant that was due in July 2019 would be withheld as the municipality failed to submit the required outstanding documents requested. The Municipality experienced delays in finalising and submitting the documentations that were outstanding. However these documents were later submitted and the first tranche was received in October 2019 and the project will be completed within 2019/20 financial year.

National Treasury in February 2020 advised the municipality that the third tranche for the Energy Efficiency Demand Side Management Grant that was due on 31 January 2020 would be withheld because of perennial under-expenditure on the funds already transferred to the municipality. National Treasury advised in their letter that less than 50% of the amount transferred has been spent and this presents a financial risk detrimental to the success of the programme. The third tranche was received on the 13th March 2020.

**41. Other transfers**

Donations	1 434 881	9 162 557	1 434 881	9 162 557
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The current year donations comprises of artworks(paintings), motor vehicle water tanker and a brush cutter. The previous year's donations were artworks (paintings) donated to the Tatham Art Gallery.

**42. Bad debts written off**

Bad debts written off	20 930 221	10 345 711	20 930 221	10 345 711
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**43. Bulk purchases**

Electricity	1 755 899 646	1 575 444 642	1 755 899 646	1 575 444 642
Water	735 226 951	556 728 775	735 226 951	556 728 775
	<b>2 491 126 597</b>	<b>2 132 173 417</b>	<b>2 491 126 597</b>	<b>2 132 173 417</b>

**44. General expenses**

Air pollution monitoring	652 314	984 781	652 314	984 781
Air traffic control	3 509 811	3 821 549	3 509 811	3 821 549
Animal care	1 322 049	1 248 394	1 322 049	1 248 394
Artists and performers	25 000	320 000	25 000	320 000
Burial services	235 917	204 155	235 917	204 155
Business and financial management services	81 794 728	73 239 589	81 794 728	73 239 589
Catering services	8 016	2 810	8 016	-
Cleaning services	4 534 415	7 049 234	4 534 415	7 049 234
Clearing and grass cutting services	3 006 719	4 586 385	3 006 719	4 586 385
Communications	361 401	925 104	361 401	925 104
Commission- prepaid electricity vendors	2 872 538	2 602 792	2 872 538	2 602 792
Connection/dis-connection	6 388 379	10 539 415	6 388 379	10 539 415
External accounting and internal audit	299 600	373 796	299 600	373 796
External security services	78 105 483	81 184 686	78 105 483	81 184 686
External sewerage services	100 194	233 840	100 194	233 840
Fire protection	-	5 981	-	5 981
Graphic designers	13 200	70 125	13 200	70 125
Infrastructure and planning consultancy	8 470 930	9 498 903	8 470 930	9 498 903
Legal costs	15 329 803	24 997 985	15 329 803	24 997 985
Medical services	134 771	175 376	134 771	175 376
Organisational transformation	12 432 783	16 821 234	12 330 259	16 706 275
Outsourced repairs and maintenance	57 861 914	119 146 763	57 767 768	119 043 043
Project management	11 869 880	27 409 463	11 869 880	27 409 463
Professional valuation services	1 371 761	6 080 839	1 371 761	6 080 839
Quality control - bacteriological	92 215	105 133	71 104	86 971
Refuse removal	9 571 503	1 948 438	9 571 503	1 948 438
Research and advisory	6 454 977	20 560 307	6 454 977	20 560 307
Sewerage services	166 587 508	154 331 903	166 587 508	154 331 903
Transportation	849 450	1 905 175	849 450	1 905 175
	<b>474 257 259</b>	<b>570 374 155</b>	<b>474 039 478</b>	<b>570 134 504</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>45. Debt impairment</b>				
Contribution to debt impairment	567 918 578	(520 406 398)	567 918 578	(520 406 398)
<b>Reconciliation of debt impairment</b>				
Electricity	63 782 352	(162 994 361)	63 782 352	(162 994 361)
Rates	143 846 832	(65 755 592)	143 846 832	(65 755 592)
Refuse	25 144 569	86 238 610	25 144 569	86 238 610
Property rental	19 020 429	(86 164 328)	19 020 429	(86 164 328)
Sanitation	40 338 546	(131 446 757)	40 338 546	(131 446 757)
Water	261 866 774	(176 965 896)	261 866 774	(176 965 896)
Total consumer debtors	261 866 774	(176 965 896)	553 999 502	(537 088 324)
Cash and cash equivalents	-	11 766	-	11 766
Other financial assets	2 227 016	3 162 623	2 227 016	3 162 623
Receivables from exchange - Insurance claims	-	3 020 221	-	3 020 221
Receivables from non - exchange - Traffic fines	11 692 059	10 420 932	11 692 059	10 420 932
Receivables from exchange - land sale debtors	-	66 386	-	66 384
	<b>567 918 577</b>	<b>(520 406 396)</b>	<b>567 918 577</b>	<b>(520 406 398)</b>
<b>46. Depreciation and amortisation</b>				
Property, plant and equipment	407 996 316	443 383 807	407 159 544	442 537 581
Intangible assets	10 454 550	11 851 522	10 454 550	11 851 522
	<b>418 450 866</b>	<b>455 235 329</b>	<b>417 614 094</b>	<b>454 389 103</b>
<b>47. Employee related costs</b>				
<b>Municipal Staff</b>				
Acting allowances	13 332 428	13 550 896	13 332 428	13 550 896
Basic salaries	745 822 614	713 492 677	740 832 517	709 103 039
Bargaining council	361 438	338 887	361 438	338 887
Bonus	61 359 735	56 287 649	60 827 252	55 839 316
Housing benefits and allowances	4 128 372	3 993 688	4 128 372	3 993 688
Leave pay provision	18 610 702	24 970 009	18 610 702	24 970 009
Long-service awards	27 903 119	29 672 398	27 903 119	29 672 398
Medical aid	60 324 132	55 397 988	59 601 206	54 759 404
Other allowances (tools, uniform, telephone etc)	7 624 060	7 036 538	7 568 260	6 981 438
Overtime payments	110 825 234	100 289 618	109 897 994	99 448 148
Pension contribution	154 503 125	147 395 913	154 121 991	147 062 601
Post employment medical aid benefit	60 780 815	79 286 486	60 780 815	79 286 486
Scarcity allowance	6 244 215	5 845 099	6 244 215	5 845 099
SDL	9 653 996	11 120 380	9 585 037	11 053 382
Standby allowance	28 538 036	17 587 575	28 538 036	17 587 575
Travel/Motor vehicle allowance	26 958 168	26 337 075	26 856 168	26 243 075
UIF	5 960 313	6 048 816	5 897 118	5 991 137
WCA	1 475 109	2 411 331	1 450 383	2 386 562
	<b>1 344 405 611</b>	<b>1 301 063 023</b>	<b>1 336 537 051</b>	<b>1 294 113 140</b>
<b>Remuneration of City Manager</b>				
Basic salary	578 622	747 413	578 622	747 413
Bargaining council	47	105	47	105
Contributions to UIF, medical and pension funds	40 071	116 509	40 071	116 509
Housing allowance	36 000	216 000	36 000	216 000
Leave pay provision	(399)	36 532	(399)	36 532
Phone allowance	4 400	26 400	4 400	26 400
Travelling allowance	18 091	108 547	18 091	108 547
	<b>676 832</b>	<b>1 251 506</b>	<b>676 832</b>	<b>1 251 506</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Remuneration of Chief Finance Officer</b>				
Basic salary	1 228 641	1 228 641	1 228 641	1 228 641
Acting allowance	72 906	96 736	72 906	96 736
Bargaining council	112	105	112	105
Bonus	-	60 000	-	60 000
Contributions to UIF, medical and pension funds	121 577	121 577	121 577	121 577
Housing allowance	180 000	180 000	180 000	180 000
Leave pay provision	23 892	42 361	23 892	42 361
Phone allowance	14 400	14 400	14 400	14 400
Travelling allowance	176 493	176 493	176 493	176 493
	<b>1 818 021</b>	<b>1 920 313</b>	<b>1 818 021</b>	<b>1 920 313</b>
<b>Remuneration of Chief Audit Executive</b>				
Basic salary	1 091 425	1 000 791	1 091 425	1 000 791
Bargaining council	112	105	112	105
Bonus	90 952	83 399	90 952	83 399
Contributions to UIF, medical and pension funds	233 269	205 980	233 269	205 980
Housing allowance	10 893	10 228	10 893	10 228
Leave pay provision	20 392	31 912	20 392	31 912
Phone allowance	18 200	9 000	18 200	9 000
Travelling allowance	153 262	153 262	153 262	153 262
	<b>1 618 505</b>	<b>1 494 677</b>	<b>1 618 505</b>	<b>1 494 677</b>
<b>Remuneration of General Manager: Corporate Services</b>				
Basic salary	1 291 764	1 291 764	1 291 764	1 291 764
Bargaining council	112	105	112	105
Bonus	414 154	60 000	414 154	60 000
Contributions to UIF, medical and pension funds	234 302	236 330	234 302	236 330
Phone allowance	20 400	16 400	20 400	16 400
Leave pay provision	2 559	23 967	2 559	23 967
Travelling allowance	127 251	127 251	127 251	127 251
	<b>2 090 542</b>	<b>1 755 817</b>	<b>2 090 542</b>	<b>1 755 817</b>
<b>Remuneration of General Manager: Sustainable Development and City Enterprises</b>				
Basic salary	934 078	551 399	934 078	551 399
Bargaining council	112	53	112	53
Contributions to UIF, medical and pension funds	55 693	892	55 693	892
Housing allowance	-	48 000	-	48 000
Leave pay provision	3 381	4 030	3 381	4 030
Phone allowance	14 400	8 646	14 400	8 646
Travelling allowance	297 325	60 430	297 325	60 430
	<b>1 304 989</b>	<b>673 450</b>	<b>1 304 989</b>	<b>673 450</b>
<b>Remuneration of General Manager: Community Services</b>				
Basic salary	1 136 024	1 296 444	1 136 024	1 296 444
Bargaining council	112	105	112	105
Bonus	135 057	60 000	135 057	60 000
Contributions to UIF, medical and pension funds	72 845	202 139	72 845	202 139
Housing allowance	34 450	82 680	34 450	82 680
Leave pay provision	2 930	24 693	2 930	24 693
Phone allowance	16 200	14 400	16 200	14 400
Travelling allowance	43 427	127 251	43 427	127 251
	<b>1 441 045</b>	<b>1 807 712</b>	<b>1 441 045</b>	<b>1 807 712</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>General Manager: Safe City</b>				
Basic salary	571 380	513 691	-	-
Bonus	54 478	54 747	-	-
Contributions to UIF, medical and pension Funds	27 723	25 592	-	-
Phone allowance	7 200	7 200	-	-
Travelling allowance	30 000	22 000	-	-
	<b>690 781</b>	<b>623 230</b>	-	-
<b>Board members: Safe City</b>				
Basic salary	128 652	140 639	-	-
<b>Total section 57 employees</b>				
City Manager	676 832	1 251 506	676 832	1 251 506
Chief Finance Officer	1 818 021	1 920 313	1 818 021	1 920 313
Chief Audit Executive	1 618 505	1 494 677	1 618 505	1 494 677
General Manager: Sustainable Development and City Enterprises	1 304 989	673 450	1 304 989	673 450
General Manager: Community Services	1 441 045	1 807 712	1 441 045	1 807 712
General Manager: Corporate Services	2 090 542	1 755 817	2 090 542	1 755 817
Board members: Safe City	128 652	140 639	-	-
General Manager: Safe City	690 781	623 230	-	-
Subtotal	9 769 367	9 667 344	8 949 934	8 903 475
Municipal staff	1 344 405 611	1 301 063 023	1 336 537 051	1 294 113 140
<b>Total employee related costs</b>	<b>1 354 174 978</b>	<b>1 310 730 367</b>	<b>1 345 486 985</b>	<b>1 303 016 615</b>
<b>48. Finance costs</b>				
Non-current borrowings	43 664 636	52 421 134	43 664 636	52 421 134
Trade and other payables	52 334	41 250	52 334	41 250
	<b>43 716 970</b>	<b>52 462 384</b>	<b>43 716 970</b>	<b>52 462 384</b>
<b>49. Inventory consumed</b>				
Consumables	55 791 689	52 991 505	55 753 933	52 948 290
Materials and supplies	1 407 658	2 987 375	1 407 658	2 987 375
	<b>57 199 347</b>	<b>55 978 880</b>	<b>57 161 591</b>	<b>55 935 665</b>
<b>50. Operational costs</b>				
Achievements and awards	-	112	-	112
Advertising	4 515 036	7 722 360	4 504 470	7 718 652
Bank charges	2 199 812	7 060 512	2 173 754	7 037 296
Bursaries (employees)	594 059	568 702	594 059	568 702
Cash discount	15 338 259	13 070 489	15 338 259	13 070 489
Catering municipal activities	539 126	1 479 882	539 126	1 479 882
Cleaning	365	-	365	-
Communication	12 101 361	12 325 264	12 045 734	12 276 350
Conferences and seminars	19 415	333 506	16 265	333 506
Drivers licenses and permits and other	1 630	6 910	1 630	6 910
Entertainment	1 681	47 857	1 681	47 857
External audit fees	9 988 032	9 947 373	9 471 862	9 445 654
External computer services	12 884 874	10 771 171	12 884 874	10 771 171
Fines and penalties	-	51 601	-	51 601
Learnerships and internships	15 483 941	6 087 296	15 483 941	6 087 296
Litigation provision - contribution	23 724	151 513	23 724	151 513
IT expenses	20 237	25 913	20 237	25 913
Insurance	6 442 133	8 916 266	6 123 489	8 568 753
Interest cost - provisions	6 746 548	2 347 547	6 746 548	2 347 547
Management fees	4 541 107	4 736 758	4 539 503	4 736 758
Motor vehicle expenses	4 828 220	5 128 457	4 823 890	5 125 024
Municipal services	19 354 049	14 872 256	19 354 049	14 872 256
Office decorations	2 350	786	2 350	786



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
Printing, publication and books	2 169 845	2 988 168	2 169 845	2 988 168
Signage	176 783	68 855	176 783	68 855
Storage of files	3 677	6 290	3 677	6 290
Subscriptions and membership fees	18 405 768	13 562 842	18 405 768	13 562 842
Title deed search fees	4 934	78 883	4 934	78 883
Travel - local	357 022	2 329 058	353 517	2 329 058
Parking fees	3 032	3 032	-	-
Postage and courier	1 389	1 577	-	-
	<b>136 748 409</b>	<b>124 691 236</b>	<b>135 804 334</b>	<b>123 758 124</b>
<b>51. Operating leases</b>				
<b>Premises</b>				
Contractual amounts	-	1 114 817	-	1 114 817
<b>Motor vehicles</b>				
Contractual amounts	16 707 181	20 646 561	16 707 181	20 646 561
<b>Equipment</b>				
Contractual amounts	6 342 221	12 186 089	6 330 083	12 174 649
	<b>23 049 402</b>	<b>33 947 467</b>	<b>23 037 264</b>	<b>33 936 027</b>
<b>52. Remuneration of councillors</b>				
Mayor	1 297 412	1 286 979	1 297 412	1 286 979
Deputy Mayor	1 052 768	1 048 643	1 052 768	1 048 643
Speaker	1 043 547	1 048 643	1 043 547	1 048 643
Chief Whip	957 439	967 080	957 439	967 080
Executive Committee Members	7 751 500	7 736 824	7 751 500	7 736 824
Municipal Public Account Committee chairperson	967 080	967 080	967 080	967 080
Councillors	30 689 576	31 075 432	30 689 576	31 075 432
<b>Total Remuneration of Councillors</b>	<b>43 759 322</b>	<b>44 130 681</b>	<b>43 759 322</b>	<b>44 130 681</b>
<b>Remuneration of Mayor</b>				
Basic salary	1 075 069	1 199 687	1 075 069	1 199 687
Pension Contributions	130 430	-	130 430	-
Medical aid contributions	47 156	42 042	47 156	42 042
Phone allowance	44 757	45 250	44 757	45 250
	<b>1 297 412</b>	<b>1 286 979</b>	<b>1 297 412</b>	<b>1 286 979</b>
<b>Remuneration of Deputy Mayor</b>				
Basic salary	831 938	732 913	831 938	732 913
Medical aid contributions	24 715	-	24 715	-
Pension contributions	124 791	109 937	124 791	109 937
Phone allowance	44 567	45 250	44 567	45 250
Travelling allowance	26 757	160 543	26 757	160 543
	<b>1 052 768</b>	<b>1 048 643</b>	<b>1 052 768</b>	<b>1 048 643</b>
<b>Remuneration of Speaker</b>				
Basic salary	771 628	809 907	771 628	809 907
Medical aid contributions	45 541	-	45 541	-
Pension contributions	115 744	121 486	115 744	121 486
Phone allowance	44 567	45 250	44 567	45 250
Travelling allowance	66 067	72 000	66 067	72 000
	<b>1 043 547</b>	<b>1 048 643</b>	<b>1 043 547</b>	<b>1 048 643</b>
<b>Remuneration of Chief Whip</b>				
Basic salary	804 104	717 999	804 104	717 999
Medical aid contributions	17 783	20 913	17 783	20 913
Pension contributions	15 898	107 700	15 898	107 700
Phone allowance	26 612	26 400	26 612	26 400
Travelling allowance	93 042	94 068	93 042	94 068
	<b>957 439</b>	<b>967 080</b>	<b>957 439</b>	<b>967 080</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Remuneration of Executive Committee Members</b>				
Basic salary	5 584 662	5 518 205	5 584 662	5 518 205
Housing allowance	6 374	38 246	6 374	38 246
Medical aid contributions	211 172	207 119	211 172	207 119
Out of pocket expenses	5 530	-	5 530	-
Pension contributions	820 955	713 196	820 955	713 196
Phone allowance	211 412	211 200	211 412	211 200
Travelling allowance	911 395	1 048 858	911 395	1 048 858
	<b>7 751 500</b>	<b>7 736 824</b>	<b>7 751 500</b>	<b>7 736 824</b>
<b>Remuneration of other councillors</b>				
Basic salary	20 608 239	20 704 227	20 608 239	20 704 227
Housing allowance	128 679	88 492	128 679	88 492
Medical aid contributions	1 306 883	1 244 730	1 306 883	1 244 730
Pension contributions	2 720 622	2 744 149	2 720 622	2 744 149
Phone allowance	1 669 872	1 689 096	1 669 872	1 689 096
Travelling allowance	4 255 281	4 604 738	4 255 281	4 604 738
	<b>30 689 576</b>	<b>31 075 432</b>	<b>30 689 576</b>	<b>31 075 432</b>
<b>Municipal Public Accounts Committee Chairperson</b>				
Basic salary	581 019	583 078	581 019	583 078
Medical aid contributions	37 338	34 970	37 338	34 970
Pension contributions	87 153	87 462	87 153	87 462
Phone allowance	26 400	26 400	26 400	26 400
Travelling allowance	235 170	235 170	235 170	235 170
	<b>967 080</b>	<b>967 080</b>	<b>967 080</b>	<b>967 080</b>
<b>In-kind benefits</b>				
The Executive Mayor, Deputy Executive Mayor, Speaker and Mayoral Committee Members are full-time.				
Each is provided with an office and secretarial support at the cost of the Council.				
The Mayor and the Deputy Mayor each have the use of separate Council owned vehicles for official duties.				
The Mayor has three full-time bodyguards. The Deputy Mayor and Speaker have two full-time bodyguards.				
<b>53. Transfers and subsidies</b>				
Grants paid to municipal entity				
Safe City Msunduzi NPC	-	-	11 379 199	10 271 084
<b>Other subsidies</b>				
Grant in aid	8 730 326	12 115 893	8 730 326	12 115 893
Injury on duty	1 734 087	1 974 417	1 734 087	1 974 417
Post retirement benefits	2 887 705	(437 052)	2 887 705	(437 052)
Arbitration awards	575 361	2 166 533	575 361	2 166 533
	<b>13 927 479</b>	<b>15 819 791</b>	<b>13 927 479</b>	<b>15 819 791</b>
	<b>13 927 479</b>	<b>15 819 791</b>	<b>25 306 678</b>	<b>26 090 875</b>
<b>54. Actuarial gains/ (losses)</b>				
Long service	298 453	6 445 095	298 453	6 445 095
Post retirement benefit - medical aid	91 193 342	155 708 574	91 193 342	155 708 574
	<b>91 491 795</b>	<b>162 153 669</b>	<b>91 491 795</b>	<b>162 153 669</b>
<b>55. Fair value adjustments on investment property</b>				
Investment property (fair value model)	(19 832 000)	(32 810 000)	(19 832 000)	(32 810 000)
<b>56. Fair value on agricultural assets and gain on living resources</b>				
Fair value on agricultural assets and gain on living resources	8 721 325	15 856 141	8 721 325	15 856 141

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>57. Impairment loss</b>				
<b>Impairments</b>				
<b>Property, plant and equipment</b>	(5 552 410)	(5 719 754)	(5 552 410)	(5 719 754)
The procedure used to determine if the asset was impaired was to physically inspect the asset and determine if the asset was impaired and what factors contributed to the impairment and then comparing the condition, age and cost of the asset to the current records in the asset register and if there was a change this was then adjusted.				
<b>Agricultural assets</b>	799 500	-	799 500	-
The procedure used to determine if the asset was impaired was to physically inspect the asset and determine if the asset was impaired and what factors contributed to the impairment.				
<b>Heritage assets</b>	(1 400)	-	(1 400)	-
A grading system which reflects the condition of each asset in relation to a monetary value whereby 0 indicated a 100% loss of value and 5 signified 100% retention of value with a sliding scale for the degree of damage apropos value was used to arrive at the impairment value.				
	<b>(6 353 310)</b>	<b>(5 719 754)</b>	<b>(6 353 310)</b>	<b>(5 719 754)</b>
<b>58. Inventory losses</b>				
Inventory losses	(7 356 148)	(16 453 277)	(7 356 148)	(16 453 277)
<b>59. Cash generated from operations</b>				
Surplus for year	223 780 153	1 110 952 659	223 395 163	1 110 532 258
<b>Adjustments for:</b>				
Depreciation and amortisation	418 450 866	455 235 329	417 614 094	454 389 103
(Gain) /Loss on sale of assets	14 646 287	(2 876 825)	14 400 000	(2 876 825)
Excess in provision liability	(30 501 044)	-	(30 501 044)	-
Fair value adjustments	19 832 000	32 810 000	19 832 000	32 810 000
Impairment loss	6 353 310	5 719 754	6 353 310	5 719 754
Debt impairment	567 918 578	(520 406 398)	567 918 578	(520 406 398)
Bad debts written off	20 930 221	10 345 711	20 930 221	10 345 711
Movements in retirement benefit assets and liabilities	(52 265 409)	(105 740 754)	(52 265 409)	(105 740 754)
Movements in provisions	(45 915 098)	7 928 807	(46 017 368)	7 832 823
Tax received	-	1 488	-	-
Fair value on agricultural assets and gain on living resources	(8 721 325)	(15 856 141)	(8 721 325)	(15 856 141)
Inventory losses	7 356 148	16 453 277	7 356 148	16 453 277
Donations-non cash	(1 434 881)	(9 162 557)	(1 434 881)	(9 162 557)
<b>Changes in working capital:</b>				
Inventories	(5 641 785)	22 407 390	(5 641 785)	22 407 390
Receivables from exchange transactions	(13 353 129)	24 125 978	(13 261 337)	24 080 963
Consumer debtors	(594 570 836)	(589 901 570)	(594 570 836)	(589 901 571)
Statutory receivables	(272 124 827)	(169 762 560)	(272 124 827)	(169 762 561)
Payables from exchange transactions	302 003 673	36 987 607	305 259 375	36 606 145
VAT	36 989 598	60 805 381	36 989 598	60 805 381
Transfers payable (non-exchange)	(1 456 904)	24 448 776	(1 456 904)	24 448 776
Unspent conditional grants and receipts	77 341 028	(18 839 460)	77 341 028	(18 839 460)
Consumer deposits	6 609 613	(1 580 031)	6 609 613	(1 580 031)
	<b>676 226 237</b>	<b>374 095 861</b>	<b>678 003 412</b>	<b>372 305 283</b>
<b>60. Additional disclosure in terms of Municipal Finance Management Act</b>				
<b>Contributions to organised local government</b>				
Current year subscription / fee	921 881	888 615	921 881	888 615
Amount paid - current year	(921 881)	(888 615)	(921 881)	(888 615)
	-	-	-	-



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Audit fees</b>				
Opening balance	154 977	98 491	154 977	98 491
Current year fee	9 988 032	9 947 373	9 471 862	9 445 654
Amount paid - current year	(9 601 928)	(9 890 887)	(9 085 758)	(9 389 168)
Amount paid - previous years	(154 977)	-	(154 977)	-
<b>Closing balance</b>	<b>386 104</b>	<b>154 977</b>	<b>386 104</b>	<b>154 977</b>
<b>PAYE and UIF</b>				
Opening balance	14 638 770	12 926 180	14 638 770	12 926 180
Current year PAYE and UIF	160 593 275	146 585 430	159 630 890	145 763 488
Amount paid - current year	(157 889 102)	(144 872 840)	(156 926 717)	(144 050 898)
<b>Closing balance</b>	<b>17 342 943</b>	<b>14 638 770</b>	<b>17 342 943</b>	<b>14 638 770</b>

Statutory payments are due by the 7th of the following month.

#### Pension and medical aid deductions

Opening balance	28 597 864	27 219 671	28 597 864	27 219 671
Current year contributions	302 572 676	284 343 490	301 442 677	283 347 787
Amount paid - current year	(301 039 685)	(282 965 297)	(299 909 686)	(281 969 594)
<b>Closing balance</b>	<b>30 130 855</b>	<b>28 597 864</b>	<b>30 130 855</b>	<b>28 597 864</b>

Total medical aid and pension contributions are payable by the 4th and 7th of the following month respectively.

#### VAT

VAT payable	(181 875 292)	(144 822 890)	(181 454 567)	(144 464 969)
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#### Councillors' arrear consumer accounts

The following Councillors had arrear accounts outstanding for more than 90 days.

##### 30 June 2020

	Outstanding more than 90 days R
SD Mkhize	185 433
Normalady Dlela	88 845
Michael Ntshangase	83 245
Siphiwe Ndawonde	30 108
Tholakele Dlamini	15 938
Sandile Dlamini	17 866
Siphamandla Madlala	6 573
Dumisani Phungula	836
Mzimkhulu Thebolla	1 041
Bongumusa Cyril Nhlabathi	5 159
Hamilton Zondi	259
	<b>435 303</b>

##### 30 June 2019

	Outstanding more than 90 days R
Mduduzi Njilo	302
Prudence Msimang	1 588
Sandile Dlamini	23 026
Siphiwe Ndawonde	31 662
Vusumuzi Magubane	89 996
Sphamandla Madlala	250
Sandra Lyne	25
	<b>146 849</b>

Normal credit control procedures have been applied for the recovery of all outstanding debt.

Councillors have made arrangements to re-pay outstanding debt.

Included in the consumer debtors impairment (Refer to note 7 and 45) is Councillors in arrears outstanding debt. The total councillors' impairment is R332 767 (2019 : R305 625)

Bad debts recognised in the Statement of Financial Performance relating to Councillors amounts to R14 201 (2019 nil).

#### 61. Non - compliance with the Municipal Finance Management Act

The Municipality did not comply with section 65(2)(e) of the MFMA.

There were instances of non-compliance wherein some suppliers were not paid within 30 days.

#### 62. Supply Chain Management regulation 45 of the MFMA

Awards to close family members of persons in the service of the state

Name of the service provider	Employee name	Job title	Organ of state	Amount paid
The Borain Brothers cc T/A Borain Leyland	Mchunu Nomvula Teresa	General Worker Infra Structure	Msunduzi Municipality	556 509
Mathew Francis Inc	Brenden Sivparsad	Senior Manager Water and Sanitation	Msunduzi Municipality	4 161 164
Eka GP Trading Enterprise	Nhlakanipho Wiseman Gini Dlamini	General Assistant Mechanical Workshop Management	Msunduzi Municipality	-
Valimbo Primary Co- Operative	Mzwenhlanhla Wiseman Khoza	General Assistant Waste Management	Msunduzi Municipality	-
Ekuseni Investment Holdings	Sandile Dlamini	Councillor		221 850
Gibb (Pty) Ltd	K. Pillay	Data Capturer	Department of Education	593 894
	P. Pillay	Educator	Department of Education	-
	Alan Moon	Head : Business Continuity	City of Cape Town	-
	John Watson	Director - Accounting Support and Reporting	National Treasury	
	Leigh Stolworthy	Principle: Professional IRT System Planning	Department of Education	
	Sonnika Cilliers	Educator	Department of Education	
	Nokuthula Mkhize	Accounting Clerk	National Department of Water Affairs and Forestry	
	Jeanne Mare	Senior Educator	Department of Education	
	Imra Brink	Educator	Department of Education	
	Nkosinathi Mzayiya	Correctional Officer	Department of Correctional Services	
	Jacqueline Gooch	Head of Department	Department of Transport	
	Unathi Lekonyana	Deputy Director : Grant Monitoring and Analysis	Deputy Director: Grant Monitoring and Analysis	
	Douglas Kiewiet	Area Manager (North)	National Department of Water Affairs and Forestry	
	Rajiv Beharie	Senior Engineer	Eskom	
	M B Haq	Architect / Town Planner	City of Cape Town	-
Isibuko Development Planners	Mrs Hlongwa	Assistant Director	Department of Social Development	393 658
SMEC South Africa	Yvonne Pinky Phosa	Member of National Assembly, Chairman - standing Committee on appropriation	National Assembly - Standing Committee on Appropriations	270 174
Govert Vetten	S. Vetten	Forensic investigator	Western Cape Department of Health	5 060 140
				<b>11 257 389</b>

#### 63. Deviation from supply chain management regulations

Paragraph 12(1)(d)(i) of Government gazette No. 27636 issued on 30 May 2005 states that a supply chain management policy must provide for the procurement of goods and services by way of a competitive bidding process.

Regulation 36 of the Municipal SCM Regulations of 2005 permits the Accounting Officer to "dispense with official procurement processes established by the policy and to procure any required goods or services through any convenient process".

This would typically include urgent and emergency cases, single-source/sole providers of goods and services, and any other cases where it is impractical to follow normal SCM process. In the event of such a decision, the Accounting Officer is required to report this to the next council meeting for noting.



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Deviations per category</b>				
Computer expenditure	-	11 806 989	-	11 806 989
Health and safety	6 135 000	-	6 135 000	-
Other	27 049 650	4 379 086	27 049 650	4 369 543
Repairs and maintenance	-	259 895	-	259 895
Repairs to motor vehicles	9 327 945	6 323 596	9 327 945	6 323 596
Rate based contracts	16 799 622	9 418 143	16 799 622	9 418 143
Service delivery	350 233	846 980	350 233	846 980
Forensic services	-	4 350	-	4 350
Water testing	217 500	-	217 500	-
	<b>59 879 950</b>	<b>33 039 039</b>	<b>59 879 950</b>	<b>33 029 496</b>

Reasons for deviations	Contract no	Contract name	Description of contract	Reasons for deviation	2020 Contract amount
	Contract No.11/S36 of 19/20	Surg SUT Pty Ltd	Alleviating health hazards and restoration of new england road landfill site	Urgent need to alleviate health hazards and restoration of New England landfill site	7 924 800
	Contract No.10/S36 of 19/20	Inzama Contractors	Disposal of timber (standing sale) timber for the Msunduzi forestry company	Urgent disposal of timber for the Msunduzi Forestry Company	18 908 186
	Contract No.13/S36 of 19/20	Yeshua Aquajet	Appointment of a service provider for the of Msunduzi taxi ranks, halls and amenities	Urgent need for Fumigation fumigation of Msunduzi taxi ranks, halls and amenities due to Covid- 19	4 435 000
	Contract No.15/S36 of 19/20	YSF Property Fund	Refurbishment of transnet offices, AF Wood hall and old municipal offices used to accommodate homeless people	Urgent need for refurbishment of old Transnet offices, AF Wood Hall and old municipal offices used to accommodate homeless people due to Covid-19	1 700 000
	Contract No.8/S36 of 19/20	Gaba and KK Construction and Civils (Pty) Ltd	Restoration of concrete and steel palisade fencing, installation of new razor wire	Urgent need to restore concrete and steel palisade fencing including installation of Razor Wireto sustain Security	216 662
	Contract No.3/S36 of 19/20	Yeshua Aquajet	Unblocking of storm water drains, sewer pipes, manholes by pressure jetting, removing & de- sludging all silt, waste, grease, debris from basement taxi rank	Urgent need to to unblock Storm water drainage and de-sludge all waste including oil.	217 500
	Contract No.2/S36 of 19/20	Hi-Glen Construction	Refurbishment of the freedom square taxi rank	Urgent need to refurbish and secure Freedom Square Taxi rank to alleviate crime	350 233
	Various	Various	Repairs to motor	Urgent repairs to various council's fleet	9 327 947
	Contract No.9/S36 of 19/20	Takelaw contracting trading	Appointment of security service provider for the provision of VIP protection services		6 775 000
	Contract No.17/S36 of 19/20	Manavi electrical	Urgent supply and delivery of electricity assorted items	Urgent repairs and maintenance of airport ground- lightning system	669 960
	Contract No.18/S36 of 19/20	Diya valves international	Urgent supply and delivery of electricity assorted items	Urgent material required for Landfill site during outbreak of Fire	88 449
	Contract No.14/S36 of 19/20	Masiqhame trading 1244	Supply and delivery of cover material for the new england landfill site	Urgent supply of Covid-19 PPE during Covid-19 lockdown	3 400 000
	Contract No.16/S36 of 19/20	Into Engalali Trading Enterprise	Urgent supply and delivery of electricity assorted items	Urgent supply of wiring for the homeless safety place during Covid-19 lockdown	184 080
	Contract No.16/S36 of 19/20	Lukhona project and development	Supply and delivery of covid-19 personal protective equipment	Urgent supply of Covid-19 PPE	93 950
	Contract No.16/S36 of 19/20	Maduvane Trading Enterprise	Supply and delivery of covid-19 personal protective equipment	Urgent supply of wiring for the homeless safety place during Covid-19 lockdown	267 828
	Contract No.16/S36 of 19/20	MBX packaging and allied services	Supply and delivery of covid-19 personal protective equipment	Urgent supply of wiring for the homeless safety place during Covid-19 lockdown	333 000



Reasons for deviations	Contract no	Contract name	Description of contract	Reasons for deviation	2020 Contract amount
	Contract No.16/S36 of 19/20	Zathamis	Supply and delivery of covid-19 personal protective equipment	Urgent supply and repairs of Water supplies during Covid- 19 lockdown	525 000
	Contract No.17/S36 of 19/20	ARB electrical wholesalers	Supply and delivery of electric lamps and accessories	Urgent supply and repairs of electricity supplies during Covid-19 lockdown	293 756
	Contract No.20/S36 of 19/20	Amabhansi, Orap medical supplies, XQZ IT Construction and related projects	Supply and delivery of covid-19 personal protective equipment	Urgent supply of PPE during Covid-19 lockdown	4 168 599
					<b>59 879 950</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

#### 64. Commitments

##### Authorised capital expenditure

• Approved and contracted	623 141 228	315 441 122	623 141 228	315 441 122
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##### Total capital commitments

Already contracted for but not provided for	623 141 228	315 441 122	623 141 228	315 441 122
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##### Authorised operational expenditure

• Approved and contracted	396 607 503	500 303 809	396 607 503	500 303 809
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##### Total operational commitments

Already contracted for but not provided for	396 607 503	500 303 809	396 607 503	500 303 809
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##### Total commitments

<b>1 019 748 731</b>	<b>815 744 931</b>	<b>1 019 748 731</b>	<b>815 744 931</b>
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Operational expenditure - not yet contracted (Department of Human Settlement has not yet approved the funding)	809 843 756	810 151 756	809 843 756	810 151 756
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The future commitments will be financed through council own funding, national and provincial grants in terms of DORA. Commitments are exclusive of Value Added Taxation.

##### Operating leases - as lessee (expense)

##### Minimum lease payments due

- within one year	4 734 689	4 661 712	4 734 689	4 661 712
- in second to fifth year inclusive	10 164 449	9 323 424	10 164 449	9 323 424
	<b>14 899 138</b>	<b>13 985 136</b>	<b>14 899 138</b>	<b>13 985 136</b>

Operating lease payments represent rentals payable by the municipality for certain office equipment.

#### 65. Contingencies

The municipality is defending various litigation and claim cases against it.

Should the litigation and claims against the municipality be successful the total estimated liability of all the cases is approximately R174 528 407 (2019:R152 922 193).

Prior year contingencies were restated owing to the reassessment of the cases.

Refer to Appendix E for further details.



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>66. Related parties</b>				
<b>Relationships</b>				
Municipal entity	Safe City Msunduzi NPC			
Controlling entity	Msunduzi Local Municipality			
Close family member of key management	Ekuseni Investment Holdings			
Members of key management	City Manager: Madoda P Khathide Chief Financial Officer: Nelisiwe M. Ngcobo Acting General Manager Community Services: Mbongeni Mathe General Manager Corporate Services: Mosa L.I Molapo Acting General Manager Infrastructure Services: Brenden Sivparsad General Manager Sustainable Development and City Enterprises: Felix Nxumalo Chief Audit Executive: Petrus J. Mahlaba General Manager : L. Holtzhausen (Safe City Msunduzi NPC)			
Safe City Msunduzi NPC - board of directors	Chairperson : D. Sokhela Vice Chairperson : G Moody Director : V. Biggs Director : R. Singh Director : S Ako-nai Director : K Basson			
Councillor Sandile Dlamini is a brother of a Director of Ekuseni Investment holdings.				
<b>In kind benefits</b>				
The salary and benefits of the Ministerial representative are paid by the Department of Cooperative Governance and Traditional Affairs. The municipality has not been charged to the services rendered by the Municipal representative.				
Safe City Msunduzi NPC makes use of the Msunduzi Municipality's audit committee and internal audit services, these services in kind were also considered not significant.				
Safe City Msunduzi NPC makes use of the Msunduzi Municipality's accounting system - SAP. This is therefore deemed a service-in-kind.				
<b>Related party balances</b>				
<b>Amounts included in Trade receivable (Trade Payable) regarding related parties</b>				
Mathew Francis Inc			(1 209 306)	(6 282 921)
Safe City Msunduzi NPC			(3 271 520)	-
Ekuseni Investment Holdings			(255 128)	-
There are no guarantees given or received with regards to the related party balances outstanding.				
Refer to note Note 60 for Councillors' arrear consumer accounts for further details on outstanding balances.				
The Safe City Msunduzi NPC balance relates to the outstanding last quarter payment.				
<b>Impairment relating to outstanding balances with related parties</b>				
Councillors in arrears			332 767	305 625
<b>Expenses recognised in respect of bad debts</b>				
Councillors in arrears			14 201	-
<b>Related party transactions</b>				
<b>Grants paid to related parties</b>				
Safe City Msunduzi NPC - Safe City is an entity of the Municipality.			11 379 198	10 271 084
<b>Services from related parties</b>				
Matthew Francis - Senior manager water and sanitation is a spouse of the Matthew Francis Director. The Municipality conducts business with Matthew Francis on a regular basis.			4 161 164	28 160 132
Ekuseni Investment Holdings - Councillor is brother of the employee of the service provider.			221 850	-
<b>Service charges paid received from related parties</b>				
Safe City Msunduzi NPC - Safe City is an entity of the Municipality. The terms of transactions were the same for all suppliers. Transactions are at arm's length with related parties.			154 499	146 053

## Remuneration of management

## Councillors

## 2020

Name	Basic salary	Phone allowance	Housing allowance	Travelling allowance	Pension	Medical aid	Other long-term benefits	Total
Mayor	1 075 069	44 757	-	-	130 430	47 156	-	1 297 412
Deputy mayor	831 938	44 567	-	26 757	124 791	24 715	-	1 052 768
Speaker	771 628	44 567	-	66 067	115 744	45 541	-	1 043 547
Chief whip	804 104	26 612	-	93 042	15 898	17 783	-	957 439
MPAC chair	581 019	26 400	-	235 170	87 153	37 338	-	967 080
Executive committee members	5 584 662	211 412	6 374	911 395	820 955	211 172	5 530	7 751 500
Other councillors	20 608 239	1 669 872	128 679	4 255 281	2 720 622	1 306 883	-	30 689 576
	<b>30 256 659</b>	<b>2 068 187</b>	<b>135 053</b>	<b>5 587 712</b>	<b>4 015 593</b>	<b>1 690 588</b>	<b>5 530</b>	<b>43 759 322</b>

## 2019

Name	Basic salary	Phone allowance	Housing allowance	Travelling allowance	Pension	Medical aid	Total
Mayor	1 199 687	45 250	-	-	-	42 042	1 286 979
Deputy mayor	732 913	45 250	-	160 543	-	109 937	1 048 643
Speaker	809 907	45 250	-	72 000	121 486	-	1 048 643
Chief whip	717 999	26 400	-	94 067	107 700	20 914	967 080
MPAC chair	583 078	26 400	-	235 170	87 462	34 970	967 080
Executive committee members	5 518 205	211 200	38 246	1 048 858	713 196	207 119	7 736 824
Other councillors	20 704 227	1 689 096	88 492	4 604 738	2 744 149	1 244 730	31 075 432
	<b>30 266 016</b>	<b>2 088 846</b>	<b>126 738</b>	<b>6 215 376</b>	<b>3 773 993</b>	<b>1 659 712</b>	<b>44 130 681</b>

## Executive management

## 2020

Name	Basic salary	Phone allowance	Housing allowance	Travelling allowance	Pension	Medical aid	Acting allowance	Bonus	Other	Total
City Manager	578 622	4 400	36 000	18 091	39 327	-	-	-	392	676 832
Chief Financial Officer	1 228 641	14 400	180 000	176 493	119 792	-	72 906	-	25 789	1 818 021
Chief Audit Executive - Internal audit	1 091 425	18 200	10 893	153 262	196 457	35 028	-	90 952	22 288	1 618 505
General Manager: Corporate Services	1 291 764	20 400	-	127 251	232 518	2 559	-	414 154	1 896	2 090 542
General Manager: Community Services	1 136 024	16 200	34 450	43 427	60 393	10 668	-	135 057	4 826	1 441 045
General Manager: Sustainable Development and City Enterprises	934 078	14 400	-	297 325	-	53 908	-	-	5 278	1 304 989
Chairperson: D. Sokhela (Safe City Msunduzi NPC)	30 521	-	-	-	-	-	-	-	-	30 521
Vice Chairperson: G. Moody (Safe City Msunduzi NPC)	26 710	-	-	-	-	-	-	-	-	26 710
Director: V. Biggs (Safe City Msunduzi NPC)	13 226	-	-	-	-	-	-	-	-	13 226
Director: R. Singh (Safe City Msunduzi NPC)	21 162	-	-	-	-	-	-	-	-	21 162
Director: S. Ako-nai (Safe City Msunduzi NPC)	13 226	-	-	-	-	-	-	-	-	13 226
Director: K. Basson (Safe City Msunduzi NPC)	23 807	-	-	-	-	-	-	-	-	23 807
General Manager: L. Holtzhausen	571 380	7 200	-	30 000	-	25 938	-	54 478	1 785	690 781
	<b>6 960 586</b>	<b>95 200</b>	<b>261 343</b>	<b>845 849</b>	<b>648 487</b>	<b>128 101</b>	<b>72 906</b>	<b>694 641</b>	<b>62 254</b>	<b>9 769 367</b>



2019

Name	Basic salary	Phone allowance	Housing allowance	Travelling allowance	Pension	Medical aid	Bonus	Acting allowance	Other	Total
City Manager	747 413	26 400	216 000	108 547	114 725	-	-	-	38 421	1 251 506
Chief Financial Officer	1 228 641	14 400	180 000	176 493	119 792	-	60 000	96 736	44 251	1 920 313
Chief Audit Executive - Internal audit	1 000 791	9 000	10 228	153 262	180 142	24 053	83 399	-	33 802	1 494 677
General Manager: Corporate Services	1 291 764	16 400	-	127 251	232 518	2 028	60 000	-	25 856	1 755 817
General Manager: Community services	1 296 444	14 400	82 680	127 251	176 965	23 390	60 000	-	26 582	1 807 712
General Manager: Sustainable Development and City Enterprises	551 399	8 646	48 000	60 430	-	-	-	-	4 975	673 450
Chairperson: D. Sokhela (Safe City Msunduzi NPC)	33 930	-	-	-	-	-	-	-	-	33 930
Vice Chairperson: G. Moody (Safe City Msunduzi NPC)	33 748	-	-	-	-	-	-	-	-	33 748
Director: V. Biggs (Safe City Msunduzi NPC)	10 306	-	-	-	-	-	-	-	-	10 306
Director: R. Singh (Safe City Msunduzi)	20 749	-	-	-	-	-	-	-	-	20 749
Director: S. Ako-nai (Msunduzi Safe City NPC)	18 241	-	-	-	-	-	-	-	-	18 241
Director: K. Basson (Safe City Msunduzi)	23 665	-	-	-	-	-	-	-	-	23 665
General Manager: L. Holtzhausen (Safe Msunduzi NPC)	513 691	7 200	-	22 000	-	23 808	54 747	-	1 784	623 230
	<b>6 770 782</b>	<b>96 446</b>	<b>536 908</b>	<b>775 234</b>	<b>824 142</b>	<b>73 279</b>	<b>318 146</b>	<b>96 736</b>	<b>175 671</b>	<b>9 667 344</b>

#### 67. Accounting by principals and agents

The Municipality is party to principal-agent arrangements.

##### Details of the arrangements are as follows:

##### Department of Human Settlements KwaZulu Natal (Housing Projects)

The Municipality is Level 1 accredited Municipality and in terms of the Implementation Protocol. Msunduzi Local Municipality is accredited in terms of section 10 of the Housing Act to Administer all the National programmes on behalf of the Provincial Department of Human Settlements. The Municipality is authorised within its municipal area to manage and administer all Housing programmes as per Para 7 of the Implementation Protocol.

##### Sale of Prepaid Electricity

The municipality utilises the service of an agent for provision of supply, delivery, installation and commissioning of an online hosted prepayment electricity vending and revenue management system for the Msunduzi Local Municipality.

There is a binding arrangement where Contour Technology (Pty) Ltd (agent) undertakes transactions with 3rd parties, on behalf of, and for benefit of, Msunduzi Local Municipality (principal).

Terms and conditions are as per the contract and no changes occurred during the reporting period.

No risks as the Municipality is able to access the Contour prepaid electricity and is able to reconcile monies paid to the municipality by the agent to the actual sales as per the reports for correctness.

##### Department of Transport (Driver's licences)

The municipality acts as an agent of the Kwa-Zulu Natal Department of Transport for the following services:

- 1) Application for renewal of driving licence;
- 2) Issue of credit card format driving licence, including eye test and fingerprints;
- 3) Issue of duplicate credit card format driving licence, where required;
- 4) Renewal of credit card format driving licence, including eye test and fingerprints;
- 5) Issue of temporary driving licence
- 6) Issue of professional driving permit, including eye test and fingerprints;
- 7) Issue of duplicate professional driving permit, where required;
- 8) Substitution of Foreign Driving licence and issue of Credit Card Format Driving licence card, including eye test and fingerprints;
- 9) Verification of driving licence particulars;
- 10) Referral of all queries to the Departmental employee specified by the RTI contact person within two working days of a query or lodging of a complaint or dispute.

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

The agreement is valid for the period from 1st June 2017 to 31 May 2020. Terms and conditions are as per the contract and no changes occurred during the reporting period.

The purpose of the principal-agent relationship is to ensure greater access to clients throughout the province. No significant risks have been identified in this relationship.

#### Municipality as an agent

##### Resources held on behalf of the principal(s), but recognised in the entity's own financial statements

There are no resources held on behalf of principals.

##### Revenue recognised

The aggregate amount of revenue that the entity recognised as compensation for the transactions carried out on behalf of the principal is :

Driver's Licences and professional driver's permits	1 090 372	1 469 372	1 090 372	1 469 372
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##### Liabilities and corresponding rights of reimbursement recognised as assets

There are no corresponding rights of reimbursement that have been recognised as assets.

#### Additional information to municipality as an agent

##### Revenue and expenses that relate to transactions with third parties undertaken in terms of the principal-agent arrangement

##### Amount of revenue received on behalf of the principal during the reporting period

Driver's licences and Professional driver's permits	397 528	501 018	397 528	501 018
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##### Receivables and/or payables recognised based on the rights and obligations established in the binding arrangement(s)

##### Reconciliation of the carrying amount of payables

##### Department of Human Settlements (HousingSettlements)

Opening balance	24 448 776	18 226 547	24 448 776	18 226 547
Amount transferred by the principal	795 710	8 965 991	795 710	8 965 991
Interest earned on behalf of the principal	392 663	584 948	392 663	584 948
Cash paid on behalf of the principal	(2 645 277)	(3 328 710)	(2 645 277)	(3 328 710)
	<b>22 991 872</b>	<b>24 448 776</b>	<b>22 991 872</b>	<b>24 448 776</b>

##### Department of Transport (Driver's licences)

Opening balance	-	-	-	-
Revenue received on behalf of the principal (unpaid)	17 696	-	17 696	-
	<b>17 696</b>	<b>-</b>	<b>17 696</b>	<b>-</b>

##### All categories

Opening balance	24 448 776	18 226 547	24 448 776	18 226 547
Amount transferred by the principal	795 710	8 965 991	795 710	8 965 991
Interest earned on behalf of the principal	392 663	584 948	392 663	584 948
Cash paid on behalf of the principal	(2 645 277)	(3 328 710)	(2 645 277)	(3 328 710)
Revenue received on behalf of the principal	17 696	-	17 696	-
	<b>23 009 568</b>	<b>24 448 776</b>	<b>23 009 568</b>	<b>24 448 776</b>

#### Entity as principal

##### Resources (including assets and liabilities) of the entity under the custodianship of the agent

There are no municipal resources under the custodianship of the agent.

##### Fee paid

Fee paid as compensation to the agent -Prepaid electricity	2 872 538	2 365 680	2 872 538	2 365 680
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##### Resource and/or cost implications for the entity if the principal-agent arrangement is terminated

None



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

#### 68. Events after the reporting date

There was fire at the landfill on the 20th of July 2020 and the cause of the fire is still being investigated as it was an alleged arson attempt which saw a case being opened by the Municipality. Management worked on the fire with internal and external stakeholder to extinguish the fire. The air pollution was also tested. At the time of the fire a contractor was on site rehabilitating the landfill site in accordance with the conditions of the license as issued by Department of Economic Development, Tourism and Environmental Affairs, and to enhance the useful life of the landfill site.

Due this section 30 incident a lot was learned by the municipality in terms of section 30 assessment analysis as well as section 30 risk mitigation methods in terms of day to day landfill operations. As part of monitoring the progress in terms of the New England Landfill site compliance as per the compliance notice issued in terms of section 31L of the National Environmental Management Act 107 of 1998.

#### 69. Prior-year period error

Presented below are those items contained in the Statement of Financial Position, Statement of Financial Performance and Cash Flow Statement that have been affected by prior-year adjustments:

#### Statement of Financial Position Economic entity - 2019

	As previously reported	Correction of error	Change in accounting policy	Re-classification	Restated
Accumulated surplus	(6 639 611 022)	(865 601 613)	-	-	(7 505 212 635)
Cash and cash equivalents	308 202 578	441 919	-	(449 252)	308 195 245
Consumer debtors	454 837 531	1 241 804 311	(413 271 770)	-	1 283 370 072
Receivables from non - exchange	2 568 619	-	(2 568 619)	-	-
Statutory receivables	-	4 168 577	415 840 389	-	420 008 966
Inventories	329 159 386	(235 868 858)	-	242 054 219	335 344 747
Heritage assets	272 674 007	757 253	-	-	273 431 260
Investment property	816 690 000	(80 356 000)	-	42 733 512	779 067 512
Property, plant and equipment	7 003 790 703	(61 385 581)	-	(284 787 730) 6	657 617 392
Receivables from exchange transactions	5 002 845	-	-	449 252	5 452 097
Transfers payable (non-exchange)	-	-	(24 448 776)	-	(24 448 776)
Unspent conditional grants and receipts	(127 958 878)	-	24 448 776	-	(103 510 102)
Payables from exchange transactions	(935 345 680)	(1 132 535)	-	-	(936 478 215)
Provisions - current	(7 257 332)	(3 094 596)	-	-	(10 351 928)
VAT payable	(145 090 018)	267 128	-	-	(144 822 890)
	<b>1 337 662 739</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1 337 662 745</b>

#### Accumulated surplus

As previously reported	-	(6 639 611 018)	-	(6 625 976 981)
Correction of consumer debtors with credit balances that have met the prescription criteria	-	26 330 006	-	26 330 006
Consumer debtors - correction of incorrectly charged interest	-	(31 124 320)	-	(31 124 320)
Correction of lift maintenance accrual 17/18	-	61 897	-	61 897
Correction of unallocated deposits	-	(449 250)	-	(449 250)
Matching gross consumer debtors and debtors listing per category of service for - 2018/19	-	1 873 177	-	1 873 177
Correction of debt impairment 2018/19 due to revision of impairment policy	-	(1 207 582 533)	-	(1 207 582 533)
Depreciation correction from the reclassification of Lamountville land asset from building to land	-	(1 387 609)	-	(1 387 609)
Recognition of ERF 1820 assets derecognised at incorrect values	-	(11 465 775)	-	(11 465 775)
Correction of ERF 1820 inventory values after further verification	-	6 705 168	-	6 705 168
Correction of ERF1820 PPE values after further verification	-	7 780 775	-	7 780 775
Derecognition of ERF 1820 privately owned properties at correct values	-	3 685 000	-	3 685 000
Derecognition of Erf1820 properties previously recognised at incorrect values in the fixed assets register	-	93 444 356	-	93 444 356
Recognition of property, plant and equipment remaining Erf 1820 properties as per the valuation report	-	(8 175 556)	-	(8 175 556)
Recognition of IDT furniture previously not recognised in the fixed assets register	-	(221 283)	-	(221 283)
Capitalisation of IDT capital costs previously incorrectly expensed to work in progress assets	-	(17 602 979)	-	(17 602 979)
Correction of Consumer debtors(Prescribed debt)	-	(23 889 892)	-	(23 889 892)
Recognition of artworks previously not recognised	-	(561 480)	-	(561 480)
Correction of values of heritage assets as per the valuation report	-	(325 520)	-	(325 520)
Depreciation correction-review of useful lives	-	(44 537)	-	(44 530)



Accrual: First works - inv inf10286/8/9	-	374 661	-	374 661
Derecognition of duplicated artworks in the fixed assets register	-	129 745	-	129 745
Capitalisation of IDT capital costs previously incorrectly expensed to completed phases	-	(7 298 269)	-	(7 298 269)
Derecognition of assets previously disposed by auction but remaining on the fixed assets register	-	1 509	-	1 509
Reallocation of amount to correct account	-	7 332	-	7 332
Derecognition of duplicate properties between investment property and inventory	-	54 405 000	-	54 405 000
Recognition of assets found on the floor without barcodes not in the fixed assets register	-	(1 617 028)	-	(1 617 028)
Recognition of assets found on the floor with barcodes not in the fixed assets register	-	(3 064 558)	-	(3 064 558)
Recognition of rental stock properties previously not recognised	-	(6 325 000)	-	(6 325 000)
Derecognition of privately owned properties and costs incorrectly capitalised	-	34 456 091	-	34 456 091
Depreciation correction for work in progress projects completed in the prior year	-	10 905 664	-	10 905 664
Raising prior year litigation provision - prior years	-	2 943 082	-	2 943 082
Raising prior year litigation provision - 2018/19	-	151 512	-	151 512
Writing back to revenue unallocated deposits which have met prescription criteria	-	(180 951)	-	(180 951)
Correction of accruals not raised 18/19	-	868 004	-	868 004
Correction of Inventory gain adjustment	-	(4 076 309)	-	(4 076 309)
Correction of assets found on the floor	-	(269 475)	-	(269 475)
Correction of consumer debtors interest 2018/19 and 2017/18	-	(11 837 520)	-	(11 837 520)
Correction of IDT assets not previously capitalised	-	(5 464 752)	-	(5 464 752)
Derecognition of Improved Provincial State properties (Category 1) previously classified as Inventory	-	233 240 000	-	233 240 000
<b>Restated</b>	-	<b>(7 505 212 635)</b>	-	<b>(7 491 578 591)</b>
<b>Cash and cash equivalents</b>				
As previously reported	-	308 202 578	-	305 056 164
Correction of EFT unallocated deposits	-	449 252	-	449 252
Reclassification to receivables	-	(449 252)	-	(449 252)
Reallocation of amount to correct account	-	(7 333)	-	(7 333)
<b>Restated</b>	-	<b>308 195 245</b>	-	<b>305 048 831</b>
<b>Consumer debtors</b>				
As previously reported	-	454 837 531	-	454 837 531
Correction of consumer debtors with credit balances that have met the prescription criteria	-	(2 698 305)	-	(2 698 305)
Correction of incorrectly charged interest	-	31 124 321	-	31 124 321
Matching gross consumer debtors and debtors listing per category of service for - 2018/19	-	(1 873 179)	-	(1 873 179)
Correction of debt impairment 2018/19 due to revision of impairment policy	-	1 207 582 533	-	1 207 582 533
Change in accounting policy (Refer to note 70)	-	(413 271 771)	-	(413 271 771)
Correction of consumer debtors interest 2017/18	-	1 771 521	-	1 771 521
Correction of consumer debtors interest 2018/19	-	5 897 421	-	5 897 421
<b>Restated</b>	-	<b>1 283 370 072</b>	-	<b>1 283 370 072</b>
<b>Receivables from exchange transactions</b>				
As previously reported	-	5 002 845	-	5 000 345
Reclassification of balances due from third parties	-	449 252	-	449 252
<b>Restated</b>	-	<b>5 452 097</b>	-	<b>5 449 597</b>
<b>Payables from exchange transactions</b>				
As previously reported	-	(935 345 676)	-	(935 062 361)
Correction of accrual 2017/18	-	(70 835)	-	(70 835)
Accrual: First works - inv inf10286/8/9	-	(374 650)	-	(374 655)
Writing back to revenue unallocated deposits which have met prescription criteria	-	180 950	-	180 950
Correction of accruals not raised 18/19	-	(868 004)	-	(868 004)
<b>Restated</b>	-	<b>(936 478 215)</b>	-	<b>(936 194 905)</b>

**VAT payable**

As previously reported	-	(145 090 018)	-	(144 732 097)
Correction of consumer debtors	-	258 192	-	258 192
Correction of prior year accruals	-	8 936	-	8 936
<b>Restated</b>	-	<b>(144 822 890)</b>	-	<b>(144 464 969)</b>

**Inventories**

As previously reported	-	329 159 387	-	329 159 387
Correction of values for Erf 1820 properties as per the valuation report	-	(6 705 168)	-	(6 705 168)
Edendale properties to be transferred to beneficiaries transferred to inventory from investment property	-	8 800 000	-	8 800 000
Reclassification of land to be transferred to provincial government from PPE to Inventory	-	233 254 219	-	233 254 219
Correction of Inventory gain adjustment	-	4 076 309	-	4 076 309
Derecognition of Improved Provincial State properties (Category 1) previously classified as Inventory	-	(233 240 000)	-	(233 240 000)
<b>Restated</b>	-	<b>335 344 747</b>	-	<b>335 344 747</b>

**Property, plant and equipment**

As previously reported	-	7 003 790 702	-	6 992 153 550
Depreciation correction from the reclassification of Lamontville land asset from building to land	-	1 387 609	-	1 387 609
Recognition of ERF 1820 assets derecognised at incorrect values	-	11 465 775	-	11 465 775
Correction of ERF1820 PPE values after further verification	-	(7 780 775)	-	(7 780 775)
Derecognition of ERF 1820 privately owned properties at correct values	-	(3 685 000)	-	(3 685 000)
Derecognition of Erf1820 properties previously recognised at incorrect values in the fixed assets register	-	(93 444 356)	-	(93 444 356)
Recognition of property, plant and equipment remaining Erf 1820 properties as per the valuation report	-	8 175 556	-	8 175 556
Recognition of IDT furniture previously not recognised in the fixed assets register	-	221 284	-	221 284
Capitalisation of IDT capital costs previously incorrectly expensed to work in progress assets	-	17 602 979	-	17 602 979
Depreciation correction-review of useful lives	-	44 530	-	44 530
Capitalisation of IDT capital costs previously incorrectly expensed to completed phases	-	7 298 270	-	7 298 270
Derecognition of assets previously disposed by auction but remaining on the fixed assets register	-	(1 509)	-	(1 509)
Recognition of assets found on the floor without barcodes not in the fixed assets register	-	1 617 028	-	1 617 028
Recognition of assets found on the floor with barcodes not in the fixed assets register	-	3 064 558	-	3 064 558
Properties previously misclassified now being transferred from investment property	-	75 000	-	75 000
Derecognition of privately owned properties and costs incorrectly capitalised	-	(2 180 091)	-	(2 180 091)
Depreciation correction for work in progress projects completed in the prior year	-	(10 905 664)	-	(10 905 664)
Reclassification of land to be transferred to provincial government from property, plant and equipment to Inventory	-	(233 254 219)	-	(233 254 219)
Reclassification of work in progress rental properties from property, plant and equipment to investment property	-	(51 608 512)	-	(51 608 512)
Correction of assets found on the floor	-	269 475	-	269 475
Correction of IDT assets not previously capitalised	-	5 464 752	-	5 464 752
<b>Restated</b>	-	<b>6 657 617 392</b>	-	<b>6 645 980 240</b>

**Transfers payable (non-exchange)**

As previously reported	-	-	-	-
Change in accounting policy (Refer to note 70)	-	(24 448 776)	-	(24 448 776)
<b>Restated</b>	-	<b>(24 448 776)</b>	-	<b>(24 448 776)</b>

**Unspent conditional grants and receipts**

As previously reported	-	(127 958 878)	-	(127 958 878)
Change in accounting policy (Refer to note 70)	-	24 448 776	-	24 448 776
<b>Restated</b>	-	<b>(103 510 102)</b>	-	<b>(103 510 102)</b>

**Heritage assets**

As previously reported	-	272 674 006	-	272 674 006
Recognition of artworks previously not recognised	-	561 480	-	561 480

Correction of values of Heritage assets as per the valuation report	-	325 520	-	325 520
Derecognition of duplicated artworks in the fixed assets register	-	(129 746)	-	(129 746)
<b>Restated</b>	-	<b>273 431 260</b>	-	<b>273 431 260</b>

**Investment property**

As previously reported	-	816 690 000	-	816 690 000
Derecognition of duplicate properties between investment property and inventory	-	(54 405 000)	-	(54 405 000)
Recognition of rental stock properties previously not recognised	-	6 325 000	-	6 325 000
Edendale properties to be transferred to beneficiaries transferred from investment property to inventory	-	(8 800 000)	-	(8 800 000)
Properties previously misclassified now being transferred to property, plant and equipment	-	(75 000)	-	(75 000)
Derecognition of privately owned properties	-	(27 880 000)	-	(27 880 000)
Derecognition of Relayed out properties	-	(4 396 000)	-	(4 396 000)
Reclassification of work in progress rental properties from property, plant and equipment to investment property	-	51 608 512	-	51 608 512
<b>Restated</b>	-	<b>779 067 512</b>	-	<b>779 067 512</b>

**Provisions - current**

As previously reported	-	(7 257 332)	-	(6 746 548)
Raising litigation provision - not previously recognised in prior years	-	(2 943 084)	-	(2 943 084)
Raising litigation provision - 2018/19	-	(151 512)	-	(151 512)
<b>Restated</b>	-	<b>(10 351 928)</b>	-	<b>(9 841 144)</b>

**Receivables from non-exchange transactions**

As previously reported	-	2 568 619	-	2 568 619
Change in accounting policy GRAP 108 - traffic fines (Refer to note 70)	-	(2 568 619)	-	(2 568 619)
<b>Restated</b>	-	<b>-</b>	-	<b>-</b>

**Statutory receivables**

As previously reported	-	-	-	-
Change in accounting policy GRAP 108 - traffic fines (Refer to note 70)	-	2 568 619	-	2 568 619
Change in accounting policy GRAP 108 - property rates (Refer to note 70)	-	413 271 770	-	413 271 770
Correction of consumer debtors interest 2017/18	-	532 572	-	532 572
Correction of consumer debtors interest 2018/19	-	3 636 005	-	3 636 005
<b>Restated</b>	-	<b>420 008 966</b>	-	<b>420 008 966</b>

**Statement of Financial Performance**

**Economic entity - 2019**

	As previously reported	Correction of error	Change in accounting policy	Re-classification	Restated
Surplus/deficit for the year	(140 769 241)	1 251 721 906	-	-	1 110 952 665
Agency services	1 970 390	-	(501 018)	-	1 469 372
Interest consumer debtors and receivables	218 926 060	22 486 533	(58 283 518)	-	183 129 075
Property rates	930 980 085	16 749 032	-	-	947 729 117
Service charges	2 942 462 111	2 088 365	-	-	2 944 550 476
Interest -property rates	-	3 636 005	58 283 518	-	61 919 523
Operational revenue	55 087 695	180 951	-	-	55 268 646
Government grants and subsidies	1 007 479 072	-	(3 328 710)	-	1 004 150 362
General expenses	(573 766 833)	17 999	3 328 710	-	(570 420 124)
Inventory consumed	(56 479 898)	-	501 018	-	(55 978 880)
Debt impairment	(697 521 846)	1 207 582 533	-	10 345 711	520 406 398
Bad debts written off	-	-	-	(10 345 711)	(10 345 711)
Operational costs	(124 539 723)	(151 513)	-	-	(124 691 236)
Operating leases	(33 079 463)	(868 004)	-	-	(33 947 467)
<b>Surplus for the year</b>	<b>3 530 748 409</b>	<b>2 503 443 807</b>	<b>-</b>	<b>-</b>	<b>6 034 192 216</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Surplus/(deficit)</b>				
As previously reported	-	(140 769 234)	-	(141 189 641)
Correction of consumer debtors interest	-	16 589 110	-	16 589 110
Correction of accruals	-	18 000	-	18 000
Consumer debtors - impairment correction 2018/19	-	1 207 582 533	-	1 207 582 533
Change in accounting policy (GRAP 109) - Government grants	-	3 328 710	-	3 328 710
Change in accounting policy (GRAP 109) - General	-	(3 328 710)	-	(3 328 710)
Consumer debtors - Prescribed debt	-	18 837 395	-	18 837 395
Litigation provision charge correction - 2018/19	-	(151 513)	-	(151 513)
Writing back to revenue unallocated deposits which have met prescription criteria	-	180 951	-	180 951
Correction of accruals not raised 18/19	-	(868 004)	-	(868 004)
Correction of interest on consumer debtors 2018/19	-	9 533 427	-	9 533 427
<b>Restated</b>	-	<b>1 110 952 665</b>	-	<b>1 110 532 258</b>
<b>Interest - consumer debtors and receivables</b>				
As previously reported	-	(218 926 060)	-	(218 926 060)
Interest on consumer debtors compounded erroneously	-	(16 589 110)	-	(16 589 110)
Change in accounting policy (Refer to note 70)	-	58 283 518	-	58 283 518
Correction of consumer debtors interest - 2018/19	-	(5 987 423)	-	(5 987 423)
<b>Restated</b>	-	<b>(183 219 075)</b>	-	<b>(183 219 075)</b>
<b>General expenses</b>				
As previously reported	-	(573 766 833)	-	(573 481 213)
Reimbursement of overpayment	-	17 999	-	17 999
Change in accounting policy (Refer to note 70)	-	3 328 710	-	3 328 710
<b>Restated</b>	-	<b>(570 420 124)</b>	-	<b>(570 134 504)</b>
<b>Debt impairment</b>				
As previously reported	-	(697 521 846)	-	(697 521 846)
Correction of consumer debt impairment - 2018/19	-	1 207 582 533	-	1 207 582 533
Reclassification to bad debts written off	-	10 345 711	-	10 345 711
<b>Restated</b>	-	<b>520 406 398</b>	-	<b>520 406 398</b>
<b>Government grants and subsidies</b>				
As previously reported	-	1 007 479 072	-	1 007 479 072
Change in accounting policy (Refer to note 70)	-	(3 328 710)	-	(3 328 710)
<b>Restated</b>	-	<b>1 004 150 362</b>	-	<b>1 004 150 362</b>
<b>Property rates</b>				
As previously reported	-	930 980 085	-	930 980 085
Correction of prescribed debt	-	16 749 032	-	16 749 032
<b>Restated</b>	-	<b>947 729 117</b>	-	<b>947 729 117</b>
<b>Service charges</b>				
As previously reported	-	2 942 462 111	-	2 942 608 164
Correction of prescribed debt	-	2 088 365	-	2 088 365
<b>Restated</b>	-	<b>2 944 550 476</b>	-	<b>2 944 696 529</b>
<b>Agency services</b>				
As previously reported	-	1 970 390	-	1 970 390
Change in accounting policy (Refer to note 70)	-	(501 018)	-	(501 018)
<b>Restated</b>	-	<b>1 469 372</b>	-	<b>1 469 372</b>
<b>Inventory consumed</b>				
As previously reported	-	(56 479 898)	-	(56 436 683)
Change in accounting policy (Refer to note 70)	-	501 018	-	501 018
<b>Restated</b>	-	<b>(55 978 880)</b>	-	<b>(55 935 665)</b>

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Operational costs</b>				
As previously reported	-	(124 539 723)	-	(123 606 611)
Litigation provision charge - 2018/19	-	(151 513)	-	(151 513)
<b>Restated</b>	-	<b>(124 691 236)</b>	-	<b>(123 758 124)</b>
<b>Operational revenue</b>				
As previously reported	-	55 087 695	-	55 087 695
Writing back to revenue unallocated deposits which have met prescription criteria	-	180 951	-	180 951
<b>Restated</b>	-	<b>55 268 646</b>	-	<b>55 268 646</b>
<b>Operating leases</b>				
As previously reported	-	(33 079 463)	-	(33 068 023)
Correction of accruals not raised 2018/19	-	(868 004)	-	(868 004)
<b>Restated</b>	-	<b>(33 947 467)</b>	-	<b>(33 936 027)</b>
<b>Interest - property rates</b>				
As previously reported	-	-	-	-
GRAP 108 reclassification - Interest from consumer debtors	-	58 283 518	-	58 283 518
Correction of consumer debtors interest - 2018/19	-	3 636 005	-	3 636 005
<b>Restated</b>	-	<b>61 919 523</b>	-	<b>61 919 523</b>

**Cash flow statement****Economic entity - 2019**

	As previously reported	Correction of error	Restated
<b>Cash flow from operating activities</b>			
Sale of goods and services	3 478 167 925	119 803 579	3 597 971 504
Government grants and subsidies	1 040 688 595	(8 965 988)	1 031 722 607
Suppliers	(2 865 452 678)	(80 518 562)	(2 945 971 240)
Employee costs	(1 272 475 817)	(19 515 457)	(1 291 991 274)
Finance costs	(47 404 408)	(7 714 932)	(55 119 340)
	<b>333 523 617</b>	<b>3 088 640</b>	<b>336 612 257</b>
<b>Cash flow from investing activities</b>			
Purchase of property, plant and equipment	(477 407 058)	(3 095 978)	(480 503 036)

**70. Changes in accounting policy**

The consolidated annual financial statements have been prepared in accordance with Standards of Generally Recognised Accounting Practice on a basis consistent with the prior 12 months except for the adoption of the following new standards.

- GRAP 108 - Statutory Receivables
- GRAP 109 - Accounting by principals and agents
- GRAP 20 - Related Parties

**Other information - GRAP 20**

During the year, the municipality changed its accounting policy with respect to the treatment of GRAP 20, to adhere to the treatment for Related Parties. The municipality now included all the additional disclosures that were prescribed by the accounting standard. Refer to note 66.

**Other information GRAP 108**

Receivables/payables from non contractual/compulsory arrangements have been removed or excluded from financial instruments disclosure, ie Property rates debtors, traffic fines debtors, Transfers payable and unspent conditional grants. Statutory receivables/Payables are not financial instruments, as they arise not as a result of a contract, entered into by willing parties to the arrangement but rather a statutory or legislative arrangement. The change provides reliable and more information.

GRAP 108 requires disclosure that enables users of its financial statements to evaluate the significance of statutory receivables on its financial position and performance. This should suffice to allow reconciliation of information presented in the notes to the line items presented in the financial statements. Consequently property rates and traffic fines were reclassified to a new category on the face of the statement of financial position ie Statutory receivables.



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Other Information GRAP 109</b>				
During the year, the municipality changed its accounting policy with respect to the treatment of Funding from Department of Human Settlements where the municipality is a project manager. In order to conform with requirements of GRAP 109. The municipality now accounts for Funding received as advances rather than unspent conditional grants as there is a principal - agency relationship in essence. Management believes this change provides reliable and more relevant information.				
The aggregate effect of the changes in accounting policy on the consolidated annual financial statements for the 12 months ended 30 June 2019 is as follows:				
<b>Statement of Financial Position</b>				
<b>Transfers payable (non - exchange)</b>				
Previously stated	-	-	-	-
GRAP 109 - Advances	-	(24 448 776)	-	(24 448 776)
<b>Restated</b>	<b>-</b>	<b>(24 448 776)</b>	<b>-</b>	<b>(24 448 776)</b>
<b>Unspent conditional grants and receipts</b>				
Previously stated	-	(127 958 878)	-	(127 958 878)
GRAP 109 -Advances	-	24 448 776	-	24 448 776
<b>Restated</b>	<b>-</b>	<b>(103 510 102)</b>	<b>-</b>	<b>(103 510 102)</b>
<b>Receivables from non-exchange transactions</b>				
Previously stated	-	2 568 619	-	2 568 619
GRAP 108 - reclassification of traffic fines to statutory receivables	-	(2 568 619)	-	(2 568 619)
<b>Restated</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Statutory receivables</b>				
Previously stated	-	-	-	-
GRAP 108 - reclassification from receivables from non exchange to statutory receivables	-	2 568 619	-	2 568 619
GRAP 108 - reclassification from consumer debtors to statutory receivables	-	413 271 770	-	413 271 770
Correction of consumer debtors interest 2017/18	-	532 572	-	532 572
Correction of consumer debtors interest 2018/19	-	3 636 005	-	3 636 005
<b>Restated</b>	<b>-</b>	<b>420 008 966</b>	<b>-</b>	<b>420 008 966</b>
<b>Statement of Financial Performance</b>				
<b>Interest - Property rates</b>				
Previously stated	-	-	-	-
GRAP 108 reclassification	-	58 283 518	-	58 283 518
Correction of consumer debtors interest - 2018/19	-	3 636 005	-	3 636 005
<b>Restated</b>	<b>-</b>	<b>61 919 523</b>	<b>-</b>	<b>61 919 523</b>
<b>Government grants and subsidies</b>				
Previously stated	-	1 007 479 072	-	1 007 479 072
GRAP 109 reversal of advance expenditure treated as revenue	-	(3 328 710)	-	(3 328 710)
<b>Restated</b>	<b>-</b>	<b>1 004 150 362</b>	<b>-</b>	<b>1 004 150 362</b>
<b>General expenses</b>				
Previously stated	-	(573 481 213)	-	(573 481 213)
Correction of error (Refer to note 69)	-	18 000	-	18 000
GRAP 109 reversal of advance expenditure treated as revenue	-	3 328 709	-	3 328 709
<b>Restated</b>	<b>-</b>	<b>(570 134 504)</b>	<b>-</b>	<b>(570 134 504)</b>
<b>Agency services</b>				
Previously stated	-	1 970 390	-	1 970 390
GRAP 109 - Revenue collected on behalf of the principal (Department of transport)	-	(501 018)	-	(501 018)
<b>Restated</b>	<b>-</b>	<b>1 469 372</b>	<b>-</b>	<b>1 469 372</b>
<b>Inventory consumed</b>				
Previously stated	-	(56 436 683)	-	(56 436 683)
GRAP 109 - Revenue collected on behalf of the principal (Department of transport)	-	501 018	-	501 018
<b>Restated</b>	<b>-</b>	<b>(55 935 665)</b>	<b>-</b>	<b>(55 935 665)</b>



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>71. Prior period error - disclosures</b>				
Presented below are those items contained in the disclosure notes that have been affected by prior-year adjustments: The correction of the error(s) results in adjustments as follows:				
<b>Contingencies</b>				
As previously disclosed	-	99 521 553	-	99 521 553
Adjustments made	-	53 400 640	-	53 400 640
<b>Restated</b>	-	<b>152 922 193</b>	-	<b>152 922 193</b>

Adjustment made to the disclosed contingencies is due to the reassessment of the cases .

#### Additional MFMA disclosures

	Previously disclosed	Adjustments	Restated
<b>PAYE and UIF</b>			
Opening balance	-	12 926 180	12 926 180
Current year PAYE and UIF	173 328 438	(27 564 950)	145 763 488
Amount paid - current year	(173 328 438)	29 277 540	(144 050 898)
<b>Closing balance</b>	-	<b>14 638 770</b>	<b>14 638 770</b>
	Previously disclosed	Adjustments	Restated
<b>Pension and medical aid deductions</b>			
Opening balance	-	27 219 671	27 219 671
Current year contributions	339 165 322	(55 817 535)	283 347 787
Amount paid - current year	(339 165 322)	57 195 728	(281 969 594)
<b>Closing balance</b>	-	<b>28 597 864</b>	<b>28 597 864</b>

Adjustments were made to the above disclosures to reflect the third party payments which are only paid the following month of the deductions.

<b>VAT</b>			
As previously disclosed	-	145 090 018	-
Adjustments made (Refer to note 69)	-	(267 128)	-
<b>Restated</b>	-	<b>144 822 890</b>	-

#### 72. Change in accounting estimate

##### Property, plant and equipment

GRAP 17: Property, plant and equipment requires that the review of the remaining useful life of an item of property, plant and equipment be conducted at least at each reporting period. The municipality performed this review as at 30 June 2020 and the following results were achieved:

Based on the condition assessment and utilisation of assets ascertained during the physical verification exercise, the remaining useful lives of assets were reviewed.

The impact of the adjustment is that depreciation charges on property, plant and equipment decreased by R45 141 470 (2019: R23 960 454).

It is impractical to determine the amount of the effect in future periods.

Depreciation before the review of useful life	(462 755 564)	(478 349 556)	(462 755 564)	(478 349 556)
Depreciation after the review of useful life	417 614 094	454 389 102	417 614 094	454 389 102
<b>Increase/decrease</b>	<b>(45 141 470)</b>	<b>(23 960 454)</b>	<b>(45 141 470)</b>	<b>(23 960 454)</b>

##### Property, Plant and Equipment - Landfill rehabilitation provision

Landfill rehabilitation provision is created to ensure that the municipality will be able to restore the landfill site to its original condition at the end of its life. The provision represents management's best estimate of the municipality's liability with regards to aforementioned restoration costs. The effect of the current year's revision was a decrease of R46 041 093 due to change in discount factor and effect of re-measurement.

##### Employment benefit obligation

The municipality provides post-employment medical benefits to certain staff members. The provision represents management's best estimate of the municipality's liability with regards to aforementioned post-employment medical benefits. The effect of the current year's revision is a decrease of R56 628 869 to R470 193 001 owing to the net effect of the actuarial gain, current service and interest costs for the reporting period ended 30 June 2020.



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>Change in accounting estimate</b>				
<b>Leave accrual</b>				
The leave pay accrual is created to ensure adherence to SALGA collective agreement requirements. It states that at the end of a leave cycle, an employee may not have more than 48 days annual leave to their credit. The effect of this revision has increased the accrual by R12 861 775 to R 120 401 469.				
<b>Long service awards</b>				
In terms of the SALGA conditions of service collective agreement, employees qualify for long service leave upon completion of specified periods in the agreement. The provision was created to comply with the agreement. The effect of the current year's revision is an increase by R4 363 460 to R75 821 000 attributed to the net effect of the actuarial gain, benefits vesting, current service, past service and interest costs for the reporting period ended 30 June 2020.				
<b>73. Irregular expenditure</b>				
Opening balance as previously reported	511 925 660	318 063 079	511 122 090	317 359 765
Opening balance as restated	511 925 660	318 063 079	511 122 090	317 359 765
Add: Irregular expenditure - relating to prior year	11 857 631	100 816 590	11 857 631	100 816 590
Add: Irregular expenditure - relating to current year	40 900 625	93 045 991	40 504 697	92 945 735
Less: irregular expenditure written off	(58 608 368)	-	(57 804 798)	-
<b>Closing balance</b>	<b>506 075 548</b>	<b>511 925 660</b>	<b>505 679 620</b>	<b>511 122 090</b>

**Analysis of expenditure awaiting Council's decision for write off or recovery per age classification**

2008/2009	4 077 827	4 077 827	4 077 827	4 077 827
2009/2010	5 458 355	5 458 355	5 458 355	5 458 355
2010/2011	3 551 576	3 551 576	3 551 576	3 551 576
2011/2012	38 200	38 200	38 200	38 200
2013/2014	11 000	11 000	11 000	11 000
2014/2015	708 444	708 444	708 444	708 444
2016/2017	151 255 689	151 074 069	150 552 375	150 552 375
2015/2016 and 2016/2017 written off	(58 608 368)	-	(57 804 798)	-
2017/2018	152 961 988	153 143 608	152 961 988	152 961 988
2018/2019 plus comparative periods identified in current year	193 862 581	193 862 581	193 762 325	193 762 325
2019/2020	52 758 256	-	52 362 328	-
	<b>506 075 548</b>	<b>511 925 660</b>	<b>505 679 620</b>	<b>511 122 090</b>

Incidents/cases identified in the current year include those listed below:

**Cases under investigation**

Irregular expenditure has not been condoned.

Section 32(4) of the Municipal Finance Management Act requires that Council can deal with these matters in the manner prescribed.

In the case of irregular and fruitless and wasteful expenditure, it is only after an investigation has been conducted that irregular expenditure can be certified as a irrecoverable and written off by council, hence there were no movement between financial years 2008/2009 to 2017/2018 as the investigations are still open and as soon as they are closed council will write off or condone this expenditure.

Bids not advertised within 30 days	1 145 537	9 781 311	1 145 537	9 781 311
Expired contract	1 159 596	544 213	1 159 596	544 213
Security contract as per SIU preliminary irregularity	-	67 035 851	-	67 035 851
Invalid deviations	-	3 108 022	-	3 108 022
Non compliance with regulation 31	28 232 673	8 942 958	28 232 673	8 942 958
Invalid extension reg 32 (2018/2019 plus comparative periods identified in current year)	-	104 349 970	-	104 349 970
Payment to employee without contract	62 007	-	62 007	-
Security payment exceeding contract amount	1 215 195	-	1 215 195	-
VIP security without threat assessment	8 689 690	-	8 689 690	-
	<b>40 504 698</b>	<b>193 762 325</b>	<b>40 504 698</b>	<b>193 762 325</b>

**74. Comparative figures**

Certain comparative figures have been reclassified and restated.

Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>75. Fruitless and wasteful expenditure</b>				
<b>Opening balance as restated</b>	<b>31 566 755</b>	<b>28 024 100</b>	<b>31 553 039</b>	<b>28 010 384</b>
Add: fruitless and wasteful expenditure - relating to current year	5 381 020	3 542 655	5 381 020	3 542 655
Less: Amount written off - prior period	(13 716)	-	-	-
<b>Closing balance</b>	<b>36 934 059</b>	<b>31 566 755</b>	<b>36 934 059</b>	<b>31 553 039</b>
<b>Analysis of expenditure awaiting Council's decision for write off or recovery per age classification</b>				
2006/2007	92 967	92 967	92 967	92 967
2008/2009	15 167	15 167	15 167	15 167
2009/2010	2 696 668	2 696 668	2 696 668	2 696 668
2010/2011	235 478	235 478	235 478	235 478
2011/2012	879 143	879 143	879 143	879 143
2012/2013	36 490	36 490	36 490	36 490
2013/2014	162 279	162 279	162 279	162 279
2014/2015	449 104	449 104	449 104	449 104
2015/2016	242 977	242 977	242 977	242 977
2016/2017	11 455 538	11 469 254	11 455 538	11 455 538
2017/2018	11 744 573	11 744 573	11 744 573	11 744 573
2018/2019	3 542 655	3 542 655	3 542 655	3 542 655
2019/2020 (Comparative periods identified in current year)	5 381 020	-	5 381 020	-
	<b>36 934 059</b>	<b>31 566 755</b>	<b>36 934 059</b>	<b>31 553 039</b>
<b>Details of fruitless and wasteful expenditure</b>				
Cancelled tenders	217 492	325 648	217 492	325 648
Interest on late payments: Eskom	1 512	4 060	1 512	4 060
Interest on late payments: SARS	-	55 900	-	55 900
Interest on late payments: Telkom	50 810	32 044	50 810	32 044
Office of the Auditor General	-	847	-	847
Salaries and wages for suspended employees with unresolved cases within prescribed timeframe	5 111 206	2 151 671	5 111 206	2 151 671
Remuneration of an employee not physically verified	-	689 506	-	689 506
(Comparative periods identified in current year) Councillor - non attendance of meetings	-	282 979	-	282 979
	<b>5 381 020</b>	<b>3 542 655</b>	<b>5 381 020</b>	<b>3 542 655</b>
Fruitless and wasteful expenditure has not been written off or condoned.				
Section 32(2)(b) of the Municipal Finance Management Act requires that Council can deal with these matters in the manner prescribed.				
In the case of irregular and wasteful and fruitless expenditure , it is only after an investigation has been conducted that irregular expenditure can be certified as irrecoverable and written off by Council hence there is no movement between financial years 2008/2009 to 2019/2020 except for Safe City as the investigations are still open and as soon as they are closed Council will write off or condone this expenditure				
A system has been put in place to stream-line the payment process to ensure non occurrence of interest costs. Staff have been advised on possible recovery of costs due to negligence.				
<b>76. Unauthorised expenditure</b>				
Opening balance as previously reported	772 305 577	602 303 535	772 305 577	602 303 535
<b>Opening balance as restated</b>	<b>772 305 577</b>	<b>602 303 535</b>	<b>772 305 577</b>	<b>602 303 535</b>
Expenditure identified - current year	564 658 354	170 002 042	564 658 354	170 002 042
<b>Closing balance</b>	<b>1 336 963 931</b>	<b>772 305 577 1</b>	<b>336 963 931</b>	<b>772 305 577</b>
<b>Analysed as follows: non-cash</b>				
Debt impairment	523 070 206	120 738 765	523 070 206	120 738 765
Inventory losses	21 756 148	16 453 277	21 756 148	16 453 277
Fair value adjustments on investment property	19 832 000	32 810 000	19 832 000	32 810 000
	<b>564 658 354</b>	<b>170 002 042</b>	<b>564 658 354</b>	<b>170 002 042</b>
<b>The over expenditure incurred by municipal departments is attributable to the following categories:</b>				
Non cash	564 658 354	170 002 042	564 658 354	170 002 042



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019
<b>77. Electricity and water losses</b>				
<b>Electricity losses</b>				
Units purchased - kWh	1 701 305 905	1 786 351 025	1 701 305 905	1 786 351 025
Units sold - kWh	(1 392 325 844)	(1 537 755 297)	(1 392 325 844)	(1 537 755 297)
<b>Loss - kWh</b>	<b>308 980 061</b>	<b>248 595 728</b>	<b>308 980 061</b>	<b>248 595 728</b>
Electricity loss as a percentage	18,16	13,92	18,16	13,92
Costs per kWh in cents	0,57765	0,99848	0,57765	0,99848
Electricity losses in rand value	178 487 194	248 217 863	178 487 194	248 217 863

The significant electricity losses of 308 980 061 kWh occurred during the year under review, which resulted in material revenue losses to the municipality.

The increase of losses from previous financial year may be as a result of the following:

- 1) Lockdown due to covid 19 impacted on the Municipality in conducting disconnections during the last quarter. Some of the main contributing factors to increased electricity losses are:

#### Non –Technical Losses:

- 1) Illegal connections.
- 2) Infrastructure vandalism.
- 3) Metering inaccuracies (due to faulty meters).
- 4) Unmetered energy (meter tempering or bypassing the meter at the customer meter).

#### Technical losses (these are inherent in the distribution networks and cannot be eliminated):

- 1) Ageing infrastructure that results in increased power dissipation during transmission and distribution on lines, cables and transformers in the system.
- 2) Overloading.

#### How are these non technical and technical losses being addressed

Strategy to minimize electricity losses has been developed and is being implemented in line with available resources.

#### Water losses

Units purchased (kl)	74 032 140	71 425 786	74 032 140	71 425 786
Units sold (kl)	(51 913 926)	(51 307 317)	(51 913 926)	(51 307 317)
Real losses (kl)	17 915 753	14 763 105	17 915 753	14 763 105
Apparent losses	4 202 461	5 355 364	4 202 461	5 355 364
<b>Total water losses (kl)</b>	<b>22 118 214</b>	<b>20 118 469</b>	<b>22 118 214</b>	<b>20 118 469</b>
Water loss as a percentage	29,90	28,20	29,90	28,20
Cost per kl in cents	9,454	7,814	9,454	7,814
Water loss in rand value	209 112 231	157 205 719	209 112 231	157 205 719

MFMA circular dictates that real losses and apparent losses be considered jointly as total water losses.

A calculated outcome of 22 118 214 kl was identified as a material water loss for the 2019/2020 year under review.

Progressive deterioration, illegal water connections, aging and increasing levels of fragility in the bulk water infrastructure is progressively contributing to increase in water losses.

#### Non-water initiatives undertaken for the duration of the 2019/2020 financial

- 1) The hydraulic model for the entire Vulindlela system was completed.
- 2) A Domestic meter replacement contract was awarded and commenced in the 2019/2020 financial year.
- 3) A pipeline replacement contract was awarded and commenced in the 2019/2020 financial year.
- 4) The review of the Non-Revenue Water Master inclusive of ward 39 was completed in 2019/2020 financial year.

#### 78. Risk management

##### Financial risk management

The economic entity's activities expose it to a variety of financial risks: market risk (including currency risk, fair value interest rate risk, cash flow interest rate risk and price risk), credit risk and liquidity risk.

##### Liquidity risk

The economic entity's risk to liquidity is a result of the funds available to cover future commitments. The economic entity manages liquidity risk through an ongoing review of future commitments and credit facilities.

The municipality is exposed to the following liquidity risks:

#### Other financial liabilities

	Less than 1 year	Between 1 and 2 years	Between 2 and 5 years	Total
<b>At 30 June 2020</b>				
Borrowings	113 418 258	81 573 484	203 744 512	398 736 254
<b>At 30 June 2019</b>				
Borrowings	114 310 751	80 973 541	285 317 996	480 602 288

#### Credit risk

Credit risk refers to the risk that a counter party will default on its contractual obligations resulting in financial loss to the municipality.

Credit risk consists mainly of cash deposits, cash equivalents, derivative financial instruments and trade debtors. The municipality only deposits cash with major banks with high quality credit standing and limits exposure to any one counter-party.

Trade receivables comprise mainly water, sanitation, refuse, rates, property rental, electricity and other service chargers, dispersed across different industries and geographical areas. Management evaluated credit risk relating to customers financial conditions on an ongoing basis, and have been presented in these financial statements net of a provision for impairment. In the case of debtors whose accounts become in arrears, it is endeavored to collect such accounts by "levying of penalty charges", "demand for payment", "restriction of services" and as a last resort, "handed over for collection", whichever procedure is applicable in terms of Council's Credit Control and Debt Collection Policy. If customers are independently rated, these ratings are used. Otherwise, if there is no independent rating, risk control assesses the credit quality of the customer, taking into account its financial position, past experience and other factors.

Individual risk limits are set based on internal or external ratings in accordance with limits set by management. The utilisation of credit limits is regularly monitored. Sales to consumers are settled in cash or using major credit cards. Credit guarantee insurance is purchased when deemed appropriate.

The carrying amount of financial assets recorded in the financial statements that represent the municipality's maximum exposure to credit risk obtained details - Refer to note 80 - Financial instruments disclosure.

As at the end of the reporting period, no collateral was being held as a means of mitigating the risk of financial loss from default 2020 - nil (2019 - nil).

#### Credit quality

The credit quality of cash at bank and short term deposits, excluding cash on hand that are neither past due nor impaired can be assessed by reference to external credit ratings. Although credit quality can be assessed, the Municipality did not apply any methods to evaluate the credit quality.

The credit quality of receivables from exchange transactions are neither past due nor impaired except for land sale debtors, insurance claims and IDT.

The analysis of the age of receivables that are past due but not impaired for the Municipality (Refer to note 7 - consumer debtors) for the analysis and details.

#### Market risk

##### Risk from agricultural assets

The municipality is exposed to financial risks arising from changes in timber prices. The economic entity does not anticipate that the timber prices will decline significantly in the foreseeable future. The economic entity has not entered into derivative contracts to manage the risk of a decline in milk prices. The municipality reviews its outlook for timber prices regularly in considering the need for active financial risk management.

##### Interest rate risk

As the economic entity has no significant interest-bearing assets, the economic entity's income and operating cash flows are substantially independent of changes in market interest rates.

The municipality's interest rate risk arises from long-term borrowings. Borrowings issued at variable rates expose the municipality to cash flow interest rate risk.

#### 79. Going concern

The consolidated annual financial statements have been prepared on the basis of accounting policies applicable to a going concern. This basis presumes that funds will be available to finance future operations and that the realisation of assets and settlement of liabilities, contingent obligations and commitments will occur in the ordinary course of business.

The Provincial Executive Council of KwaZulu-Natal and MEC for Department of Co-operative Governance and Traditional Affairs, resolved to intervene in terms of Section 139 (1) (b) of the Constitution at the municipality and appointed the Ministerial representative. The appointment became effective on 14 April 2019 to 31 March 2021. The terms of reference specified the functions of the Ministerial representative which also include the implementation of governance systems and procedures including oversight of the administration including the ratification of decisions taken by the Municipal Council, the Executive Committee, City Manager and Section 56 Managers in terms of the authority.

The Provincial intervention does not have an impact on the municipality's ability to continue as a going concern.



Figures in Rand	Economic entity		Controlling entity	
	2020	2019	2020	2019

In assessing the going concern, management identified indicators casting doubt to the municipality's ability to continue operating as a going concern. These indicators are summarised below :

- 1) Impact of Covid 19 pandemic on municipal finance and operations.
- 2) Adverse liquidity ratios.
- 3) Below norm cash cost coverage ratio.
- 4) The outstanding gross debtors balance has increased significantly and the majority of the debtors have been outstanding for over 365 days.
- 5) The reserves of the municipality have also decreased due to below norm collection rates from debtors.
- 6) Successive deficits previous financial years
- 7) Deteriorating creditors days.
- 8) The increase in net debtors balances.

The following measures are being implemented by management as part of the revenue enhancement strategy and cost containment strategy:

- 1) The expenditure committee was formed to monitor the implementation of the cost containment strategy and to ensure economically efficient spending.
- 2) The revenue enhancement task team was appointed to implement and monitor the revenue enhancement strategy and identification of additional revenue streams.
- 3) The dispute resolution committee was formed to speed up the process of dealing with consumer appeals.
- 4) The debt recovery plan was developed and approved by Council.
- 5) The debt collectors were appointed to recover long outstanding debtor.
- 6) The financial recovery plan was adopted and monitored on a monthly basis.
- 7) Management is monitoring and implementing safety precautions provided by World Health Organisation to minimise the risk of covid 19.

Despite the above negative indicators, the municipality continues to adopt the going concern assumption as it is management's view that the municipality will continue to operate in its present form in the foreseeable future, as it is primarily funded by government grants and will continue to be funded from the DoRA in the foreseeable future. In addition, management has embarked on an aggressive programme of debt recovery to ensure improved future cash inflows. The improvement by and large from the previous financial year position is encouraging and testament to the measures put in place.

## 80. Financial instruments disclosure

### Categories of financial instruments

#### Economic entity

#### Financial assets

##### At amortised cost

Short term investment	-	15 674 518	-	15 674 518
Receivables from exchange transactions	18 452 302	5 452 097	18 358 010	5 449 597
Consumer debtors	1 451 868 358	1 283 370 072	1 451 868 358	1 283 370 072
Cash and cash equivalents	518 976 967	308 195 245	517 656 140	305 048 831
Other financial assets	-	2 642 997	-	2 642 997
	<b>1 989 297 627</b>	<b>1 615 334 929</b>	<b>1 987 882 508</b>	<b>1 612 186 015</b>

#### Financial liabilities

##### At amortised cost

Payables from exchange transactions	1 238 488 312	936 478 225	1 241 454 290	936 194 903
Consumer deposits	113 838 915	107 229 302	113 838 915	107 229 302
Other financial liabilities	398 736 254	480 602 288	398 736 254	480 602 288
	<b>1 751 063 481</b>	<b>1 524 309 815</b>	<b>1 754 029 459</b>	<b>1 524 026 493</b>

#### Other information

Receivables/payables from non contractual/compulsory arrangements have been removed or excluded from financial instruments disclosure, ie Property rates debtors, traffic fines debtors, transfers payable and unspent conditional grants. Statutory receivables/Payables are not financial instruments, as they arise not as a result of a contract, entered into by willing parties to the arrangement but rather a statutory or legislative arrangement. Refer to Note 69



81. Variance analysis comparison of budget against actual

Reasons are only provided for variances above 10%

Account Balance / Transaction / Disclosure	Current year-to-date actual amount as at 30 June 2020	Current year budget amount, as per approved budget	Current year budget adjustment	Current year budget final amount	Difference between current year actual and final budget - R	Difference between current year actual and final budget - %	Explanation for significant fluctuations
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STATEMENT OF FINANCIAL PERFORMANCE

Classes of revenue	1,090,372	575,983	0	575,983	514,389	89%	
Agency Services	1,090,372	575,983	0	575,983	514,389	89%	This is a secondary revenue source on which revenue generated is dependent on customer needs. In addition, the impact of GRAP 109 was not known at the time of finalising the budget hence the under budgeting of agency fees.
Interest - consumer debtors and receivables	225,860,971	193,739,516	-172,829	193,566,687	32,294,284	17%	There was an increase in interest on consumer debtors and receivables because there was an increase in the number of debtors who failed to meet payment arrangements during the national lockdown.
Interest received - bank, call and investments accounts	14,258,674	14,702,275	0	14,702,275	-443,601	-3%	N/A
Licences & permits	604,456	1,071,358	0	1,071,358	-466,902	-44%	The licences and permits revenue was much lower than anticipated because the Municipality's non essential departments were closed during the national lockdown.
Operational revenue	47,565,468	153,231,328	172,829	153,404,157	-105,838,689	-69%	The municipality collected less operational revenue because the weighbridge, crematoriums and landfill site were closed during the lockdown period.
Rental of facilities and equipment	43,597,286	27,826,601	0	27,826,601	15,770,685	57%	This is a secondary revenue source on which revenue generated is dependent on customer needs, it's impossible to accurately estimate this amount but the municipality and its entity try to be as conservative as possible. Unfortunately the estimates did not materialise. The current pandemic of covid 19 has also had an impact on the amount of revenue generated.
Rendering of services	6,807,908	0	0	0	6,807,908	100%	This is a secondary revenue which was budgeted for under operational revenue due to the fact that the mSCOA budget template is not aligned to the GRAP financial statements. Rendering of services are budgeted under operational revenue.
Sale of goods	16,811,766	0	0	0	16,811,766	100%	This was budgeted for under operational revenue due to the fact that the mSCOA budget template is not aligned to the GRAP financial statements.
Service charges	3,104,466,759	3,337,702,981	0	3,337,702,981	-233,236,222	-7%	N/A
Property Rates	1,177,107,606	1,200,771,538	0	1,200,771,538	-23,663,932	-2%	N/A
Interest - property rates	66,392,640	0	0	0	66,392,640	100%	This was budgeted for under interest consumer debtors due to the fact that the mSCOA budget template is not aligned to the GRAP financial statements.
Government grants and subsidies	1,067,241,793	1,111,365,229	295,850,299	1,407,215,528	-339,973,735	-24%	Due to the COVID 19 pandemic the Municipality was unable to fully spend the conditional grants hence the 24% adverse variance.
Fines, penalties and forfeits	13,272,582	16,064,007	0	16,064,007	-2,791,425	-17%	The fines, penalties and forfeits revenue was much lower than anticipated because the Municipality's non essential departments were closed during the national lockdown.
Other transfers	1,434,882	0	0	0	1,434,882	100%	This is revenue item recognised for grants transfers and it is unanticipated.



Account Balance / Transaction / Disclosure	Current year-to-date actual amount as at 30 June 2020	Current year budget amount, as per approved budget	Current year budget adjustment	Current year budget final amount	Difference between current year actual and final budget - R	Difference between current year actual and final budget - %	Explanation for significant fluctuations
<b>Classes of expenditure</b>							
Employee related costs	1,354,174,978	1,455,894,732	-174,861,885	1,281,032,847	73,142,131	6%	N/A
Remuneration of councillors	43,759,322	51,487,909	0	51,487,909	-7,728,587	-15%	Due to the movements in council.
Depreciation and amortisation	418,450,866	492,025,080	-66,232,589	425,792,491	-7,341,625	-2%	N/A
Finance costs	43,716,970	41,660,099	2,070,074	43,730,173	-13,203	0%	N/A
Operating leases	23,049,402	0	0	0	23,049,402	100%	This was budgeted for under operational costs due to the fact that the mSCOA budget template is not aligned to the GRAP financial statements.
Debt impairment	567,918,578	116,890,701	-106,000,000	10,890,701	557,027,877	5115%	The increase in the debt write-offs was a result of a revised impairment calculation in accordance to the impairment policy and GRAP 104 (future cash flows)
Bad debts written off	20,930,221	0	0	0	20,930,221	100%	This item can not be anticipated and has no budget.
Bulk purchases	2,491,126,597	2,282,599,889	209,080,305	2,491,680,194	-553,597	0%	N/A
General expenses	474,257,259	586,720,405	-86,456,893	501,263,512	-27,006,253	-5%	N/A
Transfers and subsidies	13,927,480	58,899,891	-22,369,853	36,530,038	-22,602,558	-62%	The actual expenditure incurred was less than anticipated due to cost-cutting measures.
Inventory consumed	57,199,347	55,814,223	3,901,118	59,715,341	-2,515,994	-4%	N/A
Operating costs	136,748,409	198,795,542	40,236,026	239,031,568	-102,283,159	-43%	The actual expenditure incurred was less than anticipated due to cost-cutting measures.
Gain/ (Loss) on disposal of assets	-14,646,287	-43,396	-1,763,725	-1,807,121	-12,839,166	710%	The sale of timber was signed as an emergency contract in 2019/20 hence it was not budgeted for.
Fair value on agricultural assets and gain on living resources	8,721,325	0	0	0	8,721,325	100%	This item can not be anticipated and has no budget.
Excess in provision liability	30,501,044	0	0	0	30,501,044	100%	This item can not be anticipated and has no budget.
Impairment loss	-6,353,310	0	0	0	-6,353,310	100%	This item can not be anticipated and has no budget.
Inventory losses	-7,356,148	0	0	0	-7,356,148	100%	This item can not be anticipated and has no budget.
Fair value adjustments on investment property	-19,832,000	0	0	0	-19,832,000	100%	This item can not be anticipated and has no budget.
Actuarial gains/losses	91,491,795	0	0	0	91,491,795	100%	This item can not be anticipated and has no budget.
<b>Capital expenditure</b>							
Capital expenditure	420,128,259	746,737,137	46,644,063	793,381,200	-373,252,941	-47%	The actual expenditure incurred was less than anticipated due to cost-cutting measures. Due to the COVID 19 pandemic the Municipality and its entity were unable to fully spend the conditional grants hence the 47% adverse variance.

81. Variance analysis comparison of budget against actual

Account Balance / Transaction / Disclosure	Current year-to-date actual amount as at: 30 June 2020	Current year budget amount, as per approved budget	Current year budget adjustment	Current year budget final amount	Difference between current year actual and final budget - R	Difference between current year actual and final budget - %	Explanation for significant fluctuations
<b>STATEMENT OF FINANCIAL POSITION</b>							
<b>Classes of assets</b>							
Current assets	2,861,868,721	1,438,578,759	887,120,334	2,325,699,093	536,169,628	23%	The variance was mainly caused by the relaxed credit controls during the COVID-19 pandemic. There was also an increase on the cash and cash equivalents due to the unspent grants at the end of the financial year.
Non-Current Assets	7,787,361,578	8,051,317,168	114,705,789	8,166,022,957	-378,661,379	-5%	N/A
<b>Classes of liabilities</b>							
Current Liabilities	1,893,327,922	1,321,512,518	0	1,321,512,518	571,815,404	43%	The variance was mainly due to cashflow constraints caused by therestricted credit control measures during the COVID-19 pandemic.
Non-Current Liabilities	816,497,836	1,202,464,023	0	1,202,464,023	-385,966,187	-32%	The decrease in financial liabilities is attributed to the repayment of the loans which are reaching the end of the loan termwhich were not taken intoconsideration when the budget was formulated.
<b>Reserves</b>							
Reserves	7,999,404,541	6,965,919,386	1,001,826,123	7,967,745,509	-28,340,968	0%	N/A

**STATEMENT OF CASH FLOWS**

<b>Cash flows from operating activities</b>							
Receipts	5,110,983,995	5,073,800,837	541,662,793	5,615,463,630	-504,479,635.00	-9%	N/A
Payments	-4,434,757,758	-4,427,881,027	-126,214,200	-4,554,095,227	119,337,469.00	-3%	N/A
<b>Cash flows from investing activities</b>							
Net cash flows from investing activities	-381,844,004	-527,535,656	-265,845,744	-793,381,400	411,537,396.00	-52%	The variance was caused by a slow-down in capital expenditure due to thelockdown impact on the municipality and its entity.
<b>Cash flows from financing activities</b>							
Net cash flows from financing activities	-83,600,511	-79,846,107	0	-79,056,107	-4,544,404.00	6%	N/A



MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY  
CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020  
APPENDIX A

	COST/VALUATION				ACCUMULATED DEPRECIATION				Carrying Value	
	01/07/2019	01/07/2019	01/07/2019	30/06/2020	01/07/2019	2019/20	Disposals	Adjustments / Transfers		Balance 30/06/2020
<b>LAND AND BUILDINGS</b>										
LAND	713,101,741	0	20,266,977	741,368,718	0	6,133,082	0	0	0	745,198,058
BUILDING	457,288,987	0	2,107,170	478,360,787	297,155	5,730,987	0	1,803,689	-312,099,420	170,638,088
<b>TOTAL LAND AND BUILDINGS</b>	<b>1,170,390,728</b>	<b>0</b>	<b>49,384,158</b>	<b>1,219,729,495</b>	<b>297,155</b>	<b>11,864,070</b>	<b>0</b>	<b>1,803,689</b>	<b>-312,099,420</b>	<b>915,836,146</b>
<b>INFRASTRUCTURE</b>										
ELECTRICITY RETICULATION	4,217,645	0	0	4,217,645	0	0	0	0	0	4,217,645
HV OVERHEAD LINES	66,233,630	0	159,055,026	225,288,656	0	0	0	0	0	225,288,656
HV SUBSTATIONS	3,421,999,863	0	60,224,120	4,022,423,983	394,610	12,322,725	0	-28	-28	4,022,423,983
HV UNDERGROUND CABLES	80,585,786	0	60,595,796	141,181,582	0	14,309,351	0	0	0	141,181,582
LV STREET LIGHTING	119,063,440	0	30,942,382	150,005,822	8,821,738	11,880,605	0	0	0	150,005,822
LV COUNTRY MOUNTED TRANSFORMERS	65,985,036	0	0	65,985,036	0	0	0	0	0	65,985,036
MV MINI SUBSTATIONS	131,776,773	0	135,719	131,912,492	0	-135,719	0	-21	-21	131,912,492
MV OVERHEAD LINES	24,804,369	0	0	24,804,369	0	0	0	0	0	24,804,369
MV POLE MOUNTED TRANSFORMERS	34,366,731	0	0	34,366,731	712,024	11,942,296	0	0	0	34,366,731
MV RING MAIN UNIT	37,988,823	0	0	37,988,823	1,268,020	0	0	0	0	37,988,823
MV SUBSTATIONS	146,975,322	0	8,410,709	155,386,031	575,718	17,163,288	0	0	0	155,386,031
MV UNDERGROUND CABLES	707,115,857	0	0	707,115,857	0	5,401,195	0	0	0	707,115,857
<b>TOTAL ELECTRICITY</b>	<b>1,741,293,746</b>	<b>0</b>	<b>192,531,697</b>	<b>1,933,825,443</b>	<b>12,085,367</b>	<b>-9,200,270</b>	<b>0</b>	<b>-49</b>	<b>-49</b>	<b>1,933,825,443</b>
AIRPORT RUNWAY	73,574,386	0	0	73,574,386	0	0	0	0	0	73,574,386
BRICK ROADS	147,091,297	0	0	147,091,297	0	1,429,382	0	0	0	147,091,297
BRIDGES AND TUNNELS	238,038,066	0	13,405,727	251,443,793	3,265,096	20,390,374	0	0	0	251,443,793
CONCRETE ROADS	5,640,457	0	5,640,457	11,280,914	7,458,496	9,032,329	0	0	0	11,280,914
GRAVEL ROADS	133,448,399	0	14,342,002	147,790,401	0	3,138,526	0	0	0	147,790,401
ROAD SIGNAGE	130,000	0	0	130,000	0	0	0	0	0	130,000
SIGNALISED INTERSECTIONS	71,442,066	0	458,255	72,160,321	42,253	1,522,703	0	0	0	72,160,321
TARRED ROADS	2,022,863,081	0	447,599,217	2,470,462,298	25,187,283	86,589,076	0	0	0	2,470,462,298
<b>TOTAL ROADS</b>	<b>2,761,418,038</b>	<b>0</b>	<b>481,355,658</b>	<b>3,232,773,696</b>	<b>35,953,026</b>	<b>-3,759,134</b>	<b>0</b>	<b>-286,385</b>	<b>-286,385</b>	<b>3,232,773,696</b>
BULK WATERS	63,876,412	0	14,717,658	78,594,070	0	26,221,395	0	0	0	78,594,070
PUMPS/TIONS	11,683,538	0	1,585,757	13,269,295	0	0	0	0	0	13,269,295
SEWER TREATMENT WORKS	432,843,053	0	95,698,562	528,541,615	0	44,438,823	0	0	0	528,541,615
<b>TOTAL SANITATION</b>	<b>564,927,828</b>	<b>0</b>	<b>120,033,331</b>	<b>684,961,159</b>	<b>0</b>	<b>21,868,495</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>684,961,159</b>
PUMPS/TIONS	4,679,149	0	4,045,389	8,724,538	759,494	7,852,073	0	0	0	8,724,538
RESERVOIRS	206,225,186	0	4,045,389	210,270,575	5,173,303	35,255,022	0	0	0	210,270,575
WATER METERS	45,042,615	0	16,854,443	61,897,058	2,304,393	58,706,440	0	0	0	61,897,058
WATER RETICULATION	410,313,316	0	203,310,005	613,623,321	10,333,484	46,387,995	0	0	0	613,623,321
WATER SUPPLY BULK WATER PIPELINES	329,332,684	0	13,101,871	342,434,555	0	19,937,289	0	0	0	342,434,555
WATER SUPPLY PRESSURE REDUCE VALVE	1,688,155	0	0	1,688,155	0	515,897	0	0	0	1,688,155
<b>TOTAL WATER</b>	<b>944,280,985</b>	<b>0</b>	<b>227,312,709</b>	<b>1,171,593,694</b>	<b>18,570,674</b>	<b>52,940,613</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,171,593,694</b>
ACCESS CONTROL	276,178	0	22,056	298,234	0	0	0	0	0	298,234
FENCING	6,900,234	0	228,788	7,129,022	94,027	725,503	0	0	0	7,129,022
SECURITY SYSTEMS	23,701,178	0	0	23,701,178	52,577	1,916,626	0	0	0	23,701,178
<b>TOTAL SECURITY</b>	<b>32,877,690</b>	<b>0</b>	<b>250,844</b>	<b>33,128,534</b>	<b>146,604</b>	<b>2,642,129</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>33,128,534</b>
HEAD AND WING WALLS	5,754,519	0	0	5,754,519	0	0	0	0	0	5,754,519
KEFB INLETS	97,722,995	0	0	97,722,995	297,411	2,246,159	0	0	0	97,722,995
MAJOR CULVERTS	48,810,369	0	0	48,810,369	0	0	0	0	0	48,810,369
MANHOLES	56,558,788	0	0	56,558,788	0	0	0	0	0	56,558,788
MINOR CULVERTS	48,479,645	0	0	48,479,645	0	0	0	0	0	48,479,645
OPEN CHANNELS	29,304,119	0	0	29,304,119	0	0	0	0	0	29,304,119
RETICULATION	376,179,020	0	349,463	376,528,483	297,937	12,265,066	0	0	0	376,528,483
<b>TOTAL STORMWATER</b>	<b>662,809,054</b>	<b>0</b>	<b>349,463</b>	<b>663,158,517</b>	<b>595,348</b>	<b>14,515,225</b>	<b>0</b>	<b>-15,337</b>	<b>-15,337</b>	<b>663,158,517</b>
RAILWAY LINES	3,449,377	0	0	3,449,377	0	0	0	0	0	3,449,377
<b>TOTAL RAILWAY LINES</b>	<b>3,449,377</b>	<b>0</b>	<b>0</b>	<b>3,449,377</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3,449,377</b>
GARDEN REFUSE	3,442,126	0	218,158	3,660,284	0	0	0	0	0	3,660,284
LANDFILL SITE	8,075,607	0	0	8,075,607	0	12,176,642	0	0	0	8,075,607
SORTING STATIONS	538,741	0	0	538,741	0	0	0	0	0	538,741
<b>TOTAL SOLID WASTE</b>	<b>12,056,474</b>	<b>0</b>	<b>218,158</b>	<b>12,274,632</b>	<b>-12,176,642</b>	<b>12,176,642</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12,274,632</b>
<b>TOTAL INFRASTRUCTURE</b>	<b>6,751,114,942</b>	<b>0</b>	<b>1,030,052,060</b>	<b>7,781,166,971</b>	<b>55,162,477</b>	<b>-16,374,592</b>	<b>0</b>	<b>-283,771</b>	<b>-283,771</b>	<b>7,781,166,971</b>

ASSETS UNDER CONSTRUCTION W.I.P : PROJECT W.I.P : MOVABLE ASSETS	CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020												
	COST/VALUATION			ACUMULATED DEPRECIATION				ACUMULATED IMPAIRMENT			Carrying Value		
Cost 01/07/2019	Valuation 01/07/2019	AUC 01/07/2019	Cost/Valuation 01/07/2019	Additions	Fair value gains/ (losses)	Transfers/ Adjustments	Additions AUC	Disposals 2019/20	Depreciation 2019/20	Balance 31/05/2020		Balance 01/07/2019	Impairment 2019/20
994,821	0	0	6,274,580	0	0	0	0	-304,211	-22,807	-327,118	-1,267	0	-1,267
13,733,672	0	0	13,733,672	0	0	0	0	-11,367,485	-979,709	-11,747,193	0	0	0
29,442,063	0	0	29,442,063	0	0	0	0	-18,806,184	-679,252	-16,486,436	0	0	0
96,585,242	0	0	120,493,362	4,103,049	0	-60,493	3,761,259	-53,852,498	-3,294,913	-57,147,412	0	0	0
23,484,095	0	0	23,484,095	0	0	0	0	-14,520,173	-618,716	-15,138,889	0	0	0
87,107,822	0	0	97,316,068	476,811	0	-1,880,006	-476,811	-47,001,133	-2,389,755	-49,371,468	0	0	0
3,846,887	0	0	4,136,028	7,982,914	0	-45,849	4,895,650	-96,123	2,451,441	-2,547,564	0	0	0
32,337,327	0	0	32,846,074	508,747	0	140,139	521,739	-1,834,388	-1,034,224	-19,376,621	0	0	0
83,047,476	0	0	83,047,476	0	0	0	0	-54,918,295	-3,228,852	-58,647,147	-570,208	0	-570,208
370,489,586	0	44,182,810	414,682,315	4,579,880	0	-1,845,289	8,861,837	-210,857,447	-12,224,452	-293,787,888	-571,475	0	-571,475
5,616,444	0	0	5,616,444	0	0	0	0	-2,847,383	-87,707	-2,935,090	-14,858	0	-14,858
16,182,056	0	0	16,182,056	0	0	45,849	0	-8,474,480	-979,728	-9,854,218	0	0	0
63,243,350	0	14,815,905	78,099,255	0	0	-898,611	719,537	-18,658,982	-1,888,384	-20,546,946	-474,657	-300	-474,957
214,488,441	0	8,144,720	215,303,161	0	0	-87,085	0	-64,722,863	-5,723,266	-70,445,929	-535,902	0	-535,902
49,490,727	0	13,988,877	56,335,604	0	0	-310,035	0	-20,857,047	-1,229,184	-22,050,232	-83,724	0	-83,724
341,997,818	0	29,539,403	371,536,521	0	0	-1,248,549	719,537	-115,524,146	-9,088,289	-124,832,415	-1,109,141	-300	-1,109,441
712,486,823	0	73,642,312	786,138,936	4,579,880	0	-3,094,739	9,374,374	-334,087,583	-21,532,721	-355,620,283	-1,680,616	-300	-1,680,916
13,980,560	0	0	13,980,560	0	0	0	0	-6,086,724	-861,181	-6,727,905	0	0	0
15,717,655	0	0	15,717,655	0	0	0	0	-7,816,575	-500,035	-8,316,611	-5,484	0	-5,484
7,004,221	0	0	7,004,221	0	0	0	0	-4,689,598	-945,141	-5,034,649	0	-112,289	-112,289
1,557,482	0	0	1,557,482	0	0	0	0	-1,083,004	-35,293	-1,118,696	0	0	0
4,780,915	0	0	4,780,915	0	0	0	0	-2,678,041	-114,941	-2,792,982	0	0	0
51,878,844	0	12,584,733	64,463,578	-7,287,192	0	-12,584,733	0	-25,068,281	-4,702,270	-29,770,551	-13,482	0	-13,482
240,425,336	0	60,100	240,485,636	0	0	533,997	0	-154,262,166	-5,751,150	-160,013,316	-4,226	0	-4,226
10,835,503	0	0	10,835,503	0	0	0	0	-7,495,222	-316,641	-7,811,863	0	0	0
924,086	0	0	924,086	0	0	0	0	-676,460	-17,471	-693,931	0	0	0
796,654	0	0	796,654	0	0	0	0	-463,272	-7,082	-430,354	0	0	0
4,298,468	0	0	4,298,468	0	0	0	0	-2,666,660	-101,594	-2,768,254	0	0	0
42,024,645	0	1,588,250	43,612,895	1,831,427	0	-916,270	102,355,472	-23,167,480	-1,800,097	-25,067,587	0	0	0
31,508,703	0	914,071	32,422,774	0	0	-595,772	170,055	-20,924,084	-828,849	-21,752,933	-280	0	-280
453,783,893	0	15,147,154	440,880,537	-5,355,786	0	-14,096,775	103,058,123	-257,218,857	-15,881,746	-389,707,021	-25,483	-112,289	-137,772
362,445	0	0	362,445	0	0	0	0	-91,081	-43,778	-154,867	0	0	0
2,659,122	0	0	2,659,122	0	0	0	0	-1,167,725	-343,565	-1,511,290	0	0	0
10,463,738	0	0	10,463,738	0	0	0	0	-5,251,327	-420,363	-5,671,690	0	0	0
386,533	0	0	386,533	0	0	0	0	-334,037	-11,902	-345,945	0	0	0
2,470,264	0	0	2,470,264	1,015,254	0	9,650	0	-1,280,774	-441,031	-1,716,574	0	0	0
71,670,844	0	388,016	72,058,860	1,696,627	0	2,146,171	330,334	-34,494,756	-4,232,546	-38,672,264	0	0	0
3,252,836	0	0	3,252,836	200,000	0	-8,121	3,444,516	-1,285,524	-543,198	-1,820,644	0	0	0
6,349,923	0	15,704	6,349,923	15,704	0	-5,294	0	-4,465,577	-240,827	-4,706,404	0	0	0
13,071,077	0	0	13,071,077	0	0	0	0	-6,574,459	-598,515	-7,082,967	0	0	0
110,886,583	0	388,916	111,075,589	2,825,586	0	2,157,821	330,334	-55,865,253	-8,865,723	-62,680,392	0	0	0
19,056,511	0	0	19,056,511	721,770	0	0	0	-14,246,631	-1,411,318	-15,657,951	0	0	0
97,104,638	0	0	97,104,638	0	0	34,860	0	-59,566,028	-9,977,211	-69,401,779	0	0	0
5,279,251	0	6,275	5,279,251	6,275	0	0	0	-3,792,397	-413,849	-3,969,954	0	0	0
121,440,400	0	0	121,440,400	1,795,149	0	34,860	0	-77,556,957	-11,882,378	-89,025,714	0	0	0
12,038,768	0	0	12,038,768	6,100	0	0	0	-8,215,425	-670,470	-8,549,456	0	0	0
9,827,559	0	0	9,827,559	41,506	0	0	0	-5,919,062	-673,325	-6,417,910	0	0	0
5,329,820	0	0	5,329,820	408,580	0	0	0	-3,042,842	-430,443	-3,378,482	0	0	0
8,840,409	0	0	8,840,409	25,250	0	0	0	-5,763,266	-160,827	-6,171,125	0	0	0
36,036,595	0	0	36,036,595	481,498	0	0	0	-22,960,956	-2,864,880	-24,516,983	0	0	0
1,600,385	0	0	1,600,385	0	0	0	0	-686,775	-139,123	-838,898	0	0	0
2,203	0	0	2,203	0	0	0	0	-1,759	0	-1,871	0	0	0
1,682,588	0	0	1,682,588	0	0	0	0	-688,534	-189,234	-837,768	0	0	0







MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY  
CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020  
APPENDIX A

	COST/VALUATION				ACCUMULATED DEPRECIATION				Carrying Value	
	Cost 01/07/2019	Valuation 01/07/2019	AUC 01/07/2019	Cost/Valuation 01/07/2019	Additions	Fair value gains/(losses)	Transfers/ Adjustments	Additions AUC		Disposal
FIRE EQUIPMENT	4,983,582	0	0	4,983,582	0	0	0	0	0	4,983,582
MEDICAL EQUIPMENT CLINICS	347,418	0	0	347,418	0	-1,263	0	-1,263	0	346,155
<b>TOTAL FIRE AND MEDICAL EQUIPMENT</b>	<b>5,331,000</b>	<b>0</b>	<b>0</b>	<b>5,331,000</b>	<b>0</b>	<b>-1,263</b>	<b>0</b>	<b>-1,263</b>	<b>0</b>	<b>5,329,737</b>
BUSES	3,631,939	0	0	3,631,939	0	0	0	0	0	3,631,939
FIRE ENGINES	31,731,564	0	0	31,731,564	0	0	0	0	0	32,031,564
MOTOR CYCLES	1,636,660	0	0	1,636,660	0	-38,099	0	-38,099	0	1,598,562
MOTOR VEHICLES	37,537,009	0	0	37,537,009	4,495,505	0	0	-121,246	0	41,911,268
TRAILERS	1,123,719	0	0	1,123,719	0	-5,000	0	-5,000	0	1,118,719
TRUCKS AND BAKKIES	164,900,767	0	0	164,900,767	2,674,326	0	0	-594,421	0	166,980,672
FINANCE LEASES	34,860	0	0	34,860	0	0	-34,860	0	0	0
<b>TOTAL MOTOR VEHICLES</b>	<b>240,596,379</b>	<b>0</b>	<b>0</b>	<b>240,596,379</b>	<b>7,469,831</b>	<b>0</b>	<b>-34,860</b>	<b>-759,766</b>	<b>0</b>	<b>241,272,585</b>
TOOL BOXES	0	0	0	0	0	0	0	0	0	0
LOW VALUE ASSETS	0	0	0	0	0	0	0	0	0	0
<b>TOTAL OTHER</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL OTHER ASSETS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL PPE</b>	<b>941,436,889</b>	<b>118,894,034</b>	<b>15,535,170</b>	<b>956,962,088</b>	<b>7,230,236</b>	<b>0</b>	<b>-11,939,954</b>	<b>103,399,457</b>	<b>-7,102,064</b>	<b>1,045,630,734</b>
<b>HERITAGE ASSETS</b>	<b>9,576,428,731</b>	<b>118,894,034</b>	<b>1,176,568,319</b>	<b>10,751,997,051</b>	<b>67,359,729</b>	<b>0</b>	<b>-2,614,265</b>	<b>297,956,225</b>	<b>-7,102,064</b>	<b>11,107,596,676</b>
ARTWORKS	119,737,241	118,472,034	0	238,209,275	76,999	-1,806,720	0	0	0	236,481,554
CHEMICALS	6,191,348	0	0	6,191,348	0	0	0	0	0	6,191,348
JEWELLERY	763,000	422,000	0	1,185,000	0	0	0	0	0	1,185,000
MUSEUMS AND ART GALLERY	24,367,796	0	0	24,367,796	0	0	0	0	0	24,367,796
OTHER SWIMMING POOLS	1,785,373	0	0	1,785,373	0	0	310,523	0	0	2,095,896
PARKS	2,485,908	0	0	2,485,908	0	0	0	0	0	2,485,908
STADIUMS	3,961,963	0	0	3,961,963	0	0	0	0	0	3,961,963
<b>TOTAL HERITAGE ASSETS</b>	<b>161,292,428</b>	<b>118,894,034</b>	<b>0</b>	<b>280,176,663</b>	<b>76,999</b>	<b>-1,806,720</b>	<b>310,523</b>	<b>0</b>	<b>0</b>	<b>278,759,465</b>
<b>INVESTMENT PROPERTY</b>	<b>727,459,000</b>	<b>0</b>	<b>51,608,512</b>	<b>779,067,512</b>	<b>0</b>	<b>-19,832,000</b>	<b>0</b>	<b>62,435,932</b>	<b>0</b>	<b>821,671,444</b>
INTANGIBLE ASSETS	50,821,618	0	0	50,821,618	0	0	0	0	0	50,821,618
COMPUTER SOFTWARES	803,846	0	0	803,846	0	0	0	0	0	803,846
SERVICES	56,794,572	0	0	56,794,572	96,947	0	0	0	0	56,891,519
SOFTWARES	109,420,036	0	0	109,420,036	96,947	0	0	0	0	109,516,983
<b>TOTAL INTANGIBLE ASSETS</b>	<b>167,840,272</b>	<b>0</b>	<b>0</b>	<b>167,840,272</b>	<b>193,894</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>168,034,166</b>
LIVING RESOURCES	948,425	0	0	948,425	121,825	0	0	0	0	1,070,250
LIVING RESOURCES	948,425	0	0	948,425	121,825	0	0	0	0	1,070,250
<b>TOTAL LIVING RESOURCES</b>	<b>948,425</b>	<b>0</b>	<b>0</b>	<b>948,425</b>	<b>121,825</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,070,250</b>
AGRICULTURAL ASSETS	79,700,000	0	0	79,700,000	0	3,500,000	0	0	0	83,200,000
PLANTATIONS	79,700,000	0	0	79,700,000	0	3,500,000	0	0	0	83,200,000
<b>TOTAL AGRICULTURAL ASSETS</b>	<b>79,700,000</b>	<b>0</b>	<b>0</b>	<b>79,700,000</b>	<b>0</b>	<b>3,500,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>83,200,000</b>
<b>TOTAL NON CURRENT ASSETS</b>	<b>10,654,187,245</b>	<b>118,894,034</b>	<b>1,228,176,831</b>	<b>12,000,258,111</b>	<b>67,779,325</b>	<b>-18,138,720</b>	<b>-2,305,742</b>	<b>360,392,169</b>	<b>-7,102,064</b>	<b>12,401,865,087</b>
HOUSING STOCK	489,195,376	0	0	489,195,376	565,539	0	31,064,770	0	-6,705,168	513,116,518
HOUSING STOCK	489,195,376	0	0	489,195,376	565,539	0	31,064,770	0	-6,705,168	513,116,518
<b>TOTAL HOUSING STOCK</b>	<b>489,195,376</b>	<b>0</b>	<b>0</b>	<b>489,195,376</b>	<b>565,539</b>	<b>0</b>	<b>31,064,770</b>	<b>0</b>	<b>-6,705,168</b>	<b>513,116,518</b>
LAND HELD FOR SALE	19,896,028	0	0	19,896,028	0	0	-19,896,028	0	0	0
LAND HELD FOR SALE	19,896,028	0	0	19,896,028	0	0	-19,896,028	0	0	0
<b>TOTAL LAND HELD FOR SALE</b>	<b>19,896,028</b>	<b>0</b>	<b>0</b>	<b>19,896,028</b>	<b>0</b>	<b>0</b>	<b>-19,896,028</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>TOTAL NON CURRENT ASSETS &amp; INVENTORY</b>	<b>11,182,268,660</b>	<b>118,894,034</b>	<b>1,228,176,831</b>	<b>12,509,339,515</b>	<b>67,779,325</b>	<b>-18,138,720</b>	<b>8,873,000</b>	<b>360,392,169</b>	<b>-13,807,231</b>	<b>12,915,003,585</b>
<b>TOTAL NON CURRENT ASSETS &amp; INVENTORY</b>	<b>11,182,268,660</b>	<b>118,894,034</b>	<b>1,228,176,831</b>	<b>12,509,339,515</b>	<b>67,779,325</b>	<b>-18,138,720</b>	<b>8,873,000</b>	<b>360,392,169</b>	<b>-13,807,231</b>	<b>12,915,003,585</b>
<b>TOTAL NON CURRENT ASSETS &amp; INVENTORY</b>	<b>11,182,268,660</b>	<b>118,894,034</b>	<b>1,228,176,831</b>	<b>12,509,339,515</b>	<b>67,779,325</b>	<b>-18,138,720</b>	<b>8,873,000</b>	<b>360,392,169</b>	<b>-13,807,231</b>	<b>12,915,003,585</b>



**MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY**  
**CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020**  
**SEGMENTAL ANALYSIS OF ALL NON-CURRENT ASSETS CLASSIFICATIONS AS AT 30 JUNE 2020**  
**APPENDIX B**

DESCRIPTION	HISTORICAL COSTS				ACCUMULATED DEPRECIATION AND IMPAIRMENTS				NET BOOK VALUE						
	OPENING BALANCE	ADDITIONS/ UNDER CONSTRUCTION	TRANSFERS	REVALUATION	ADJUSTMENTS	DISPOSALS	DONATED ASSETS	CLOSING BALANCE		OPENING BALANCE	DEPRECIATION TRANSFER	DEPRECIATION ADJUSTMENTS	DEPRECIATION ON DISPOSALS	CURRENT YEAR IMPAIRMENT	CLOSING BALANCE
Executive and Council	31,078,927.17	910,332.10	13,943.73	1,176,500.00	(44,818.96)	-	-	22,534,886.04	(11,919,965.14)	(1,721,731.86)	8,035.12	44,744.44	(181,875.08)	(13,809,128.78)	18,725,767.25
Community and Social Services	603,204,707.61	7,264,980.92	(385,546.46)	1,164,525.2	(23,652,837.91)	-	-	689,508,919.32	(21,520,817.75)	(14,466,726.57)	902,651.33	1,592,226.91	(51,101.37)	(233,396,209.23)	466,115,710.09
Electricity	1,951,938,080.13	14,919,757.97	(7,308,817.07)	3,450.00	(17,641.80)	-	-	1,958,234,829.13	(466,865,235.53)	(81,189,973.69)	4,994,560.55	117,508.84	(2,591,482.31)	(784,239,903.74)	1,174,054,925.39
Environmental Protection	5,667,940.33	260,796.99	(726,007.86)	-	(40,238.68)	-	-	5,162,382.50	(2,658,352.74)	(979,099.44)	195,453.09	40,257.34	(44,857.62)	(2,893,611.53)	2,269,770.97
Finance and Administration	1,721,057,965.19	9,619,161.56	(191,156,587.09)	-	(106,858,084.76)	-	-	1,432,562,454.90	(510,900,720.83)	(46,761,921.34)	(12,853,380.92)	1,670,643.88	(2,453,489.32)	(674,486,549.66)	868,075,906.24
Housing	939,639,299.22	62,435,932.49	(9,581,416.98)	0	(91,488,144.82)	-	-	900,024,669.91	(22,896,223.19)	(3,276,623.41)	151,207.57	2,799,204.86	(58,476.84)	(23,319,249.59)	877,705,420.56
Other	438,072,222.29	8,770,133.27	468,746.53	-	(65,808.14)	-	-	447,265,493.95	(205,869,305.45)	(12,071,231.83)	(275,909.39)	35,588.90	(83,983.31)	(218,245,022.38)	229,020,471.59
Planning and Development	170,047,855.16	23,198,572.42	(2,988,306.44)	-	(127,073.32)	-	-	190,121,047.82	(15,925,793.24)	(4,023,587.66)	212,640.98	127,008.38	(76,838.01)	(19,749,045.84)	170,372,001.98
Public Safety	51,293,078.09	302,899.13	(6,526,279.95)	-	(121,938.68)	-	-	44,947,799.59	(24,662,080.54)	(1,679,460.48)	1,362,207.77	121,854.87	(139,882.29)	(25,051,227.16)	19,886,572.43
Road Transport	3,842,408,114.87	228,871,930.33	11,342.78	-	(120,414.49)	-	-	4,071,770,973.49	(1,532,854,759.23)	(135,385,320.29)	62,934.95	114,838.58	(1,031,855.54)	(1,669,897,982.44)	2,401,273,011.05
Sport and Recreation	534,280,708.19	1,875,686.93	(557,161.33)	175,650.00	(126,855.38)	-	-	535,647,928.41	(204,233,264.30)	(15,035,851.42)	820,456.81	76,881.10	(104,872.52)	(220,346,599.08)	315,301,329.32
Waste Management/Solid Waste	114,961,215.74	(19,171,777.58)	(20,582,147.97)	-	(7,218.33)	-	-	75,220,071.86	(34,650,449.34)	(7,853,916.57)	3,701,791.11	7,207.19	(32,207.60)	(39,254,875.78)	35,965,196.08
Waste Water Management	680,075,702.71	21,835,157.51	(2,515,465.12)	-	(17,143.38)	-	-	699,478,251.72	(194,325,548.84)	(19,683,117.56)	757,305.92	17,131.73	(3,986,316.12)	(217,297,853.55)	482,180,398.17
Water	1,239,005,144.84	68,104,781.28	868,662.23	55,000.00	(158,698.42)	-	-	1,307,974,991.93	(448,010,441.14)	(63,970,118.57)	60,264.07	144,460.67	(6,372,717.98)	(677,418,201.62)	730,456,790.31
TOTALS	12,322,188,962.54	428,098,386.32	(244,432,981.00)	117,856,125.16	(222,896,811.45)	-	-	12,400,814,700.57	(4,109,214,137.46)	(417,263,682.09)	0.00	6,915,538.69	(16,459,473.89)	(4,619,404,440.14)	7,781,410,260.43



**MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY  
CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020  
APPENDIX C  
ACTUAL VERSUS BUDGET (ACQUISITION OF ALL NON-CURRENT ASSETS) FOR THE YEAR ENDED 30 JUNE 2020**

Description	2020		2020		2020		2020		2020 Variance %	Explanation of Significant Variances greater than 5% versus Budget
	Budget R	Actual R	Assets Under Construction R	Additions R	2020 Variance R	2020 Variance %				
Executive and Council	3,039,277.94	310,332.10		310,332.10	2,728,945.84	90%				
Finance and Administration	28,236,781.57	8,018,715.65	673,960.92	8,845,200.64	20,218,065.92	72%				
Planning and Development	40,461,554.38	23,803,711.13	23,071,844.58	126,727.84	16,657,843.25	41%				
Public Safety	400,506.47	(4,197,272.78)		302,939.13	4,597,779.25	1148%				
Community and Social Services	23,539,834.64	6,698,601.15	3,592,339.54	3,772,651.38	16,841,233.49	72%				
Health										
Sport and Recreation	750,949.64	1,714,836.93	712,536.93	1,163,150.00	(963,887.29)	-128%				
Road Transport	312,285,270.32	211,197,731.81	190,462,154.49	38,409,775.84	101,087,538.51	32%				
Water	87,974,805.05	68,194,950.61	49,087,253.94	19,017,527.34	19,779,854.44	22%				
Waste Water Management	27,770,682.82	21,982,840.28	21,919,147.91	16,009.60	5,787,842.54	21%				
Electricity	17,768,858.09	14,319,757.97	2,234,390.87	12,085,367.10	3,449,100.12	19%				
Housing	230,105,539.00	62,435,932.49	62,435,932.49		167,669,606.51	73%				
Other	7,391,076.26	8,770,133.27	8,711,868.09		(1,379,057.01)	-19%				
Environment Protection/Solid Waste	4,539,936.53	(3,228,965.09)		(18,910,990.59)	7,768,901.62	171%				
<b>TOTALS</b>	<b>784,265,072.71</b>	<b>420,021,305.52</b>	<b>362,901,429.76</b>	<b>65,196,955.56</b>	<b>364,243,767.19</b>	<b>46%</b>				

NOTE : Total additions included donated assets

**MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY  
CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020  
APPENDIX D  
DETAILS OF UNSPENT CONDITIONAL GRANTS, RECEIPTS AND TRANSFERS TO INCOME AS AT 30 JUNE 2020**

Account Description	Unspent balance @ 01 July 2019	Transfers to income	Inter project	Funds paid back to National Treasury	VAT recovered from NT grants	Current year interest earned	Current year receipts	Unspent balance	Source Code
GRANTS UNSPENT:CP-NT-NEIGHBOURHOOD DEV P/SHIP GRANT	-13,828,445	8,658,355	-	13,828,000	1,298,754	-	-10,000,000	-43,336	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:CP-NT-WATER SERVICES INFRASTR GRANT	-	46,084,092	-	-	6,687,757	-	-53,000,000	-248,151	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:OP-NT-EXPANDED PUBLIC WORKS PROGRAMME	-	4,200,000	-	-	-	-	-4,200,000	-	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:OP-NT-MUNICIPAL-DISASTER RELIEF GRANT	-	-	-	-	-	-	-1,192,000	-1,192,000	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:OP-NT-FINANCE MANAGEMENT GRANT	-	1,595,351	-	-	104,649	-	-1,700,000	-	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:CP-NT-PUBLIC TRANSPORT NETWORK GRANT	-0	102,355,472	-	-	14,896,522	-	-175,630,473	-58,378,480	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:OP-NT-PUBLIC TRANSPORT NETWORK GRANT	-	13,721,086	-	-	1,113,346	-	-51,034,527	-36,200,095	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:CP-NT-ENERGY EFFIC/DEMAND SIDE MGT	-	6,955,944	-	-	1,043,392	-	-8,000,000	-664	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:CP-NT-MUNICIPAL INFRASTRUCTURE PROGRAMME	-15,480,869	148,177,288	-	15,480,000	16,722,560	-	-175,611,523	-10,712,543	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:OP-NT-MUNICIPAL INFRASTRUCTURE PROGRAMME	-29,309,314	352,563,228	-	29,308,000	42,935,818	-	-502,273,000	-106,775,269	UNSPENT CG - NATIONAL GOVERNMENT
GRANTS UNSPENT:CP-KZN-COGTA - MUNICIPAL MARKET	-167,184	0	169,896	-	-	-2,712	-	0	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT: OP-KZN-DOHS-BENEFIT AUDIT/TRANSFER	-	-	-	-	-	-	-	-	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT: OP-KZN-DOHS-MILITARY VETERANS	-	-	-	-	-	-	-	-	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT: CP-KZN-DOHS-MILITARY VETERANS	-	-	-	-	-	-	-	-	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-DOHA-JIKA JOE	-10,515,927	60,811,409	-	-	-	-	-75,168,101	-24,872,619	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT: OP-KZN-DOHS-TITLE DEED RESTORATION	-	-	-	-	-	-	-	-	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-DOHS-SITE 11	-	-	-	-	-	-	-	-	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-DOHS-THAMBOVILLE	-	-	-	-	-	-	-	-	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:OP-KZN-A/CULTURE-TATHAM ART GALLERY	-61,958	242,517	-	-	-	-15,554	-463,000	-297,996	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-KZN-A/CULTURE-TATHAM ART GALLERY	-475,184	400,000	-	-	-	-21,896	-	-97,081	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:OP-KZN-HOUSING:E/DALE PVT LAND ACQ	-260,234	5,050,273	-	-	-	-106,686	-6,500,000	-1,816,647	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-KZN-HOUSING:E/DALE PVT LAND ACQ	-0	6,696,621	-	-	-	-316,470	-19,000,000	-12,619,849	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-KZN-ARTS/CULTURE-LIBRARY	-5,038,548	1,065,175	14,374,170	-	-	-631,687	-9,991,000	-221,889	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:OP-KZN-ARTS/CULTURE-LIBRARY	-2,833,614	27,665,322	-14,374,170	-	-	-396,539	-10,061,000	-	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-KZN: HOUSING- ACCREDITATION	-11,770,252	-	-	-	-	-700,189	-	-12,470,441	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:OP-KZN: HOUSING- ACCREDITATION	-30,421,979	14,582,180	-	-	-	-1,519,111	-	-17,358,910	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-COGTA-MANAYE AREA PRECINCT UPGRADE	-2,668,643	2,723,120	-82,056	-	-	-171,116	-	-198,696	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:OP-COGTA-MANAYE AREA PRECINCT UPGRADE	-50,572	138,413	-87,841	-	-	-5,674	-	-5,674	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-COGTA-YOUTH ENTERPRISE PARK	-8,191,606	5,557,287	513,443	-	-	-464,891	-	-2,585,766	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:OP-COGTA-YOUTH ENTERPRISE PARK	-245,089	758,430	-513,443	-	-	-30,194	-	-30,295	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:CP-KZN-OFF-PREMIER-DLULISUMLANDO	-1,000,000	-	-	-	-	-	-	-1,000,000	UNSPENT CG - PROVINCIAL GOVERNMENT
GRANTS UNSPENT:OP-KZN-OFF-PREMIER-DLULISUMLANDO	-500,000	-	-	-	-	-	-	-500,000	UNSPENT CG - PROVINCIAL GOVERNMENT
	-74,200,789	125,690,747	0	-	-	-4,382,719	-121,183,101	-74,075,863	
	-103,510,103	478,253,975	0	29,308,000	42,935,818	-4,382,719	-623,456,101	-180,851,131	



**MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY  
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APPENDIX E**

MATTER ID	DESCRIPTION	INSTRUCTING OFFICIAL	ATTORNEY/ ADVOCATE	YEAR INITIATED	CURRENT STATUS/ PROGRESS	QUANTUM	2020	2019
B.A. Clark v. Msunduzi Municipality	Delictual Claim. The Municipality dug trenches along Old Howick Road, a net was placed adjacent to the trenches. Plaintiff alleges that he was caught by such nets whilst cycling.	Internal	Internal	2009	Awaiting new set down for trial.	R379 975.83 Plus interest at 15.5 per cent per annum.	1,854,205	1,605,372
Kheswa v. Msunduzi Municipality	Delictual Claim: The claim arises from a motor vehicle collision involving a municipal vehicle and Plaintiff's vehicle.	Internal	Internal	2009	Ongoing	R30 470.12 Plus interest at 15.5 per cent per annum.	148,688	128,734
Orion Telecom v. Msunduzi Municipality	Contractual Claim: Plaintiff sued the Municipality for outstanding fees in terms of a contract.	Internal	Internal	2007	Plea filed. Plaintiff did not proceed any further.	R 92 189.52 and R23047.38 Plus interest at 15.5 per cent per annum.	752,119	651,185
Nzaba IN v Msunduzi Municipality	Delictual Claim. The claim arises from a motor vehicle collision involving a municipal vehicle and Plaintiff's vehicle.	Internal	Internal	2008	Set down for trial was part-heard. Ongoing.	R73 500.00 Plus interest at 15.5 per cent per annum.	414,258	358,665
Thuthugisa Contracting Enterprise v. Msunduzi municipality	Memorandum of Agreement Dispute. Plaintiff owed monies by the Municipality in terms of a contract.	Internal	Internal	2007	In court.	R 210 749.00 Plus 15.5 per cent per annum.	1,371,928	1,187,816
Terwolbeek PJ v Msunduzi Municipality	Delictual Claim: A water pipe allegedly causing flooding at Plaintiff's property and damaging his household appliances.	Insurance	Internal	2008	Ongoing	R1 121 620. 00 plus interest at 15.5 per cent per annum.	6,321,637	5,473,279
Makungisa E v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for damages to his vehicle as a result of a collision involving his vehicle and a Municipal vehicle driven by a Municipal employee within the course and scope of his employment.	Internal	Internal	2007	Part-heard. The Defendant filed an amended plea (defence). The matter is ongoing	R 6 213.00 plus interest at 15.5 per cent per annum.	40,445	35,018
F. Osman V Msunduzi Municipality	Delictual Claim: Plaintiff fell on an uneven pavement and sustained injuries	Internal	Internal	2007	The defendants plea has been filed. The matter is ongoing.	R 198 840.00 plus interest at 15.5 per cent per annum.	1,294,403	1,120,695
Rabikissoon R v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for injuries sustained during a fall on an uneven pavement on Relief Street.	Internal	Internal	2007	Ongoing	R20 000.00 plus interest at 15.5 per cent per annum.	130,195	112,723
Zuma NG v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for unlawful arrest and detention by Municipal Traffic Officers.	Internal	Internal	2008	Correspondence exchanged between attorneys of record. The matter is ongoing.	R100 000.00 Plus interest at 15.5 per cent per annum.	563,617	487,980
Zondi PS v Msunduzi Municipality	Delictual Claim: Plaintiff is suing the Municipality for damages to his motor vehicle after it collided with a Municipal vehicle driven by a Municipal employee in the course and scope of his employment.	Internal	Internal	2007	The matter is ongoing.	R15 080.00 plus interests at 15.5 per cent per annum.	98,167	84,993
Painter LV v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for damages sustained to his vehicle after a tree had fallen on top of Plaintiff's vehicle.	Internal	Internal	2006	Pre-trial notices have been exchanged. The matter is ongoing.	R45 361.38 plus interest at 15.5 per cent per annum.	341,063	295,292
Dladla G v Msunduzi Municipality	Delictual Claim: Plaintiff fell on an uneven pavement and sustained injuries.	Internal	Internal	2006	Further particulars were requested from Plaintiff. The matter is ongoing.	R20 000.00 plus interest at 15.5 per cent per annum.	150,376	130,195
Haffejee RB v Msunduzi Municipality	Delictual Claim against the municipality initiated by plaintiff seeking compensation from the municipality for alleged losses incurred. Claims are dealt with by insurance section. Plaintiff's claim based on the alleged negligence.	Internal	Internal	2004	Ongoing	R98 800.00 plus interest at 15.5 per cent per annum.	990,989	857,999
Zondi M. v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for alleged unlawful arrest and detention by Municipal Traffic Officers.	Internal	Internal	2006	Matter set down. Part-heard. Unlawful arrest.	R50 000.00 plus interest at 15.5 per cent per annum.	375,939	325,489
Mamusa Marketing v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for damages to his vehicle after having been involved in a collision with a Municipal vehicle driven by an employee in the course and scope of his employment.	Internal	Internal	2007	The matter is part-head.	R 9823.48 plus interest at 15.5 per cent per annum.	63,949	55,367
Naidoo Kogulan v Msunduzi Municipality	Delictual claim. Plaintiff suing the Municipality for having fallen into an uncovered manhole.	Internal	Internal	2010	Matter is ongoing.	R 100 000.00 plus interest at 15.5 per cent per annum.	422,493	365,795
Majozi HS v Msunduzi Municipality	Delictual claim. Plaintiff is suing the Municipality for injuries sustained as a result of having fallen into an uncovered manhole.	Internal	Internal	2010	Matter is ongoing.	R 95 000.00 plus interest at 15.5 per cent per annum.	401,369	347,505
Bishop's roadworks v. Msunduzi Municipality	Contractual Claim: The Plaintiff is suing the Municipality for monies owed in terms of a contract.	Internal	Internal	2009	Matter is ongoing	R 120 000.00 plus interest at 15.5 per cent per annum.	585,576	506,992
Bayeni GP v Msunduzi Municipality	Delictual claim. Plaintiff fell into a trench dug by contractors appointed by the Municipality.	Internal	Internal	2010	Matter is ongoing	R 97 430.00 plus interest at 15.5 per cent per annum	411,635	356,394
Mlaba M. v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for injuries sustained due to a fall on an open trench in Edendale.	Internal	Internal	2010	The matter is ongoing.	R 100 000.00 plus interest at 15.5 per cent per annum.	422,493	365,795

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Mans N. v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for damages to her vehicle as a result of a collision between her vehicle and a Municipal vehicle driven by a Municipal employee in the course and scope of his employment.	Internal	Internal	2010	An application for condonation was opposed and the matter is ongoing.	R 7 045.75 plus interest at 15.5 per cent per annum.	29,768	25,773
Reddy Ronald v Msunduzi Municipality	Contractual Claim: The Plaintiff is suing the Municipality for monies owed in terms of a contract.	Internal	Internal	2010	The matter is part-heard.	R282 818.08 plus interest at 15.5 per cent per annum.	1,194,887	1,034,535
Mavundla AB v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for being allegedly unlawfully arrested and detained by Municipal Traffic Officers.	Internal	Internal	2010	The matter is ongoing	R 200 000.00 plus interest at 15.5 per cent per annum.	844,987	731,590
Mpungose NK v Msunduzi Municipality	Delictual claim. Plaintiff is suing the Municipality due to structural and mechanical damage to his vehicle caused by towing by municipal traffic officers.	Internal	Internal	2011	The matter is ongoing	R 23 964.42 plus interest at 15.5 per cent per annum.	87,661	75,897
Nxumalo TR v. Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for damages to his motor vehicle as a result of a street lamp pole falling on it. The Municipality alleges that the site at the time was controlled by SANRAL and as such an application to join them as co-defendant has been made.	Internal	Internal	2011	The matter is part-heard.	R 21 791.04 plus interest at 15.5 per cent per annum.	79,711	69,013
Dladla NB v. Msunduzi Municipality	Overpayment of Rates. The Plaintiff is disputing a rates account and is seeking reimbursement.	Internal	Internal	2011	The defendant's plea has been filed. The matter is ongoing.	R109 038.97 plus interest at 15.5 per cent per annum.	398,859	345,333
Naidoo M. v Msunduzi Municipality	Delictual Claim: The plaintiff is suing the Municipality because he fell on an uneven pavement in the vicinity of Delhi Road	Internal	Internal	2011	Defendant's plea has been filed. Matter ongoing.	R 370 000.00 plus interest at 15.5 per cent per annum.	1,353,442	1,171,811
Kroese J. v. Msunduzi Municipality	Delictual claim. Plaintiff is suing the Municipality and the Minister of the Police for unlawful arrest and detention.	Internal	Internal	2011	The matter is part-heard.	R 40 000.00 plus interest at 15.5 per cent per annum.	146,318	126,682
Check One Supermarket (PTY) LTD v. Msunduzi Municipality	Delictual claim. Plaintiff is suing the Municipality for overcharges in relation to a water account.	Internal	Internal	2012	The matter is ongoing	R139 961.45 plus interest at 15.5 per cent per annum	443,266	383,780
Govender Kem v. Msunduzi Municipality	Delictual Claim: Plaintiff suffered damages due to a power surge at his property.	Internal	Internal	2012	The defendant's plea has been filed. The matter is ongoing.	R 22 242.00 plus interest at 15.5 per cent per annum.	70,442	60,988
Mkhonza B. v Msunduzi Municipality	Delictual claim. Plaintiff is suing the Municipality due to a fall on an uneven pavement slab.	Internal	Internal	2012	The matter is ongoing	R 293 000.00 plus interest at 15.5 per cent per annum.	927,948	803,418
Ogle COO v Msunduzi Municipality	Delictual Claim: Plaintiff fell on an uneven pavement and sustained injuries.	Insurance	Internal	2012	The matter is ongoing.	R 267 660.00 plus interest at 15.5 per cent per annum.	847,694	733,935
Makhaye SB v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality for damages to his vehicle after a collision involving his vehicle and a Municipal vehicle driven by a Municipal employee in the course and scope of his employment.	Internal	Internal	2013	An application to dismiss was received and opposed. Various correspondences exchanged between attorneys of record. The matter is ongoing.	R8688.46 plus interest at 15.5 per cent per annum.	23,824	20,627
LV Nagel v Msunduzi Municipality	Delictual claim: Plaintiff is suing the Municipality for damages caused by poor maintenance of a reservoir. The overflow of the reservoir caused damage to plaintiff's property.	Internal	Internal	2013	The matter is ongoing	R95 000.00 plus interest at 15.5 per cent per annum.	260,494	225,536
I Hansa v Msunduzi Municipality	Delictual Claim: Plaintiff fell into an uncovered manhole in the vicinity of Mountain rise.	Internal	Internal	2013	The matter is ongoing	R 124 734.50 plus interest at 9% p.a.	228,020	209,192
CDK Investments Trust CC v Msunduzi Municipality	Electricity Disconnection Acc number 2915243. The Plaintiff is disputing the disconnection.	Internal	Internal	2013	The matter is ongoing	Costs cannot be quantified at this stage.	0	0
CDK Investments Trust CC v Msunduzi Municipality	Electricity Disconnection Acc number 2976214. The Plaintiff is disputing the disconnection.	Internal	Internal	2013	The matter is ongoing	Costs cannot be quantified at this stage	0	0
Asiphakame Projects CC 9321-14 v Msunduzi Municipality	Contractual Claim: The Plaintiff is suing the Municipality for monies owed in terms of a contract.	Internal	Internal	2014	The Plaintiff applied for summary judgement and this was successfully opposed. Matter not yet finalised.	R 195 035.85 plus interest at 15.5 per cent per annum.	463,027	400,889
Asiphakame Projects CC 9358-14 v Msunduzi Municipality	Contractual Claim: The Plaintiff is suing the Municipality for monies owed in terms of a contract	Internal	Internal	2014	The Plaintiff applied for summary judgement and this was successfully opposed. The matter is not yet finalised with Plaintiff not having moved further.	R 73 590.47 plus interest at 15.5% p.a.	174,708	151,263
EMT. Kapp v Msunduzi Municipality	Delictual Claim: The plaintiff is suing the Municipality for damaged sustained to his vehicle as a result of an open trench in a public road.	Internal	Internal	2014	Pleadings have closed in the matter. Matter ongoing.	R13 154.75 plus interest at 15.5% p.a.	31,230	27,039





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V. Barnabas v Msunduzi Municipality	Delictual Claim: The claim arises from Plaintiff's vehicle having collided with a pothole in the vicinity of Plymouth Road.	Internal	Internal	2014	Matter ongoing	R18 228.00 plus interest at 15.5 per cent per annum	43,274	37,467
Musawenkosi Isaac Dlamini v Msunduzi Municipality	Delictual claim. Plaintiff collided with a tree that had fallen across the road.	Internal	Internal	2014	The Municipality has filed a plea. Matter ongoing.	R78 616.27 plus interest at 9% per annum	131,847	120,961
NS Ngwenya v Msunduzi Municipality	Delictual claim. Plaintiff's vehicle collided with a municipal vehicle.	Internal	Internal	2015	The matter is ongoing	R 11 395.37 plus 9% interest per annum.	17,533	16,085
Bermin Investments CC t/a Magalela electrical v Msunduzi Municipality	Contractual claim. Plaintiff is suing the Municipality for monies owed in terms of a contract.	Internal	Internal	2015	This is a claim arising from a contractual dispute. The claim is being defended and an appearance to defend as well as a defendant's plea have been filed.	R 170 100.69 plus interest at 15.5% p.a.	349,636	302,715
Abbas Ghulam v Msunduzi Municipality	Delictual Claim: The claim arise from an alleged assault by a Municipal Traffic Officer in the course and scope of his employment.	Internal	Internal	2015	The matter is ongoing	R100 000.00 plus interest at 15,5% per annum.	205,546	177,962
SM Mazibuko v Msunduzi Municipality	Delictual Claim: The claim arises from an incident whereby Plaintiff's motor vehicle collided with a Municipal vehicle driven by a Municipal employee in the course and scope of his employment.	Internal	Internal	2015	The matter is ongoing	R11 395.73 plus 9% interest per annum.	17,534	16,086
Anthoo Marion and Associates v Msunduzi Municipality	Contractual Claim: The Plaintiff is suing the Municipality for monies owed in terms of a contract.	Internal	Internal	2015	Matter ongoing	R12 935.00 plus interest at 15.5% p.a.	26,587	23,019
A. Aboobaker v Msunduzi Municipality	Delictual Claim: Plaintiff's vehicle collided with a municipal vehicle driven by an employee in the course and scope of his employment.	Internal	Internal	2015	Ongoing	R10 411.46 plus 9% interest per annum.	16,019	14,697
L. Van Zyl v Msunduzi Municipality	Delictual Claim. Plaintiff's motor vehicle collided with a Municipal vehicle driven by an employee in the performance of his duties.	Internal	Internal	2016	The matter is ongoing	R46 692.18 plus 9% interest per annum.	65,910	60,468
N. Singh v Msunduzi Municipality	Delictual Claim: Plaintiff's vehicle hit a pothole on a public road that falls within the jurisdiction of the Municipality.	Internal	Internal	2016	The matter is ongoing	R9 406.21 plus 15,5% interest per annum.	16,740	14,493
S. W. Khanyile v Msunduzi Municipality	Delictual Claim: Plaintiff claims that he was unlawfully assaulted and detained by Municipal Traffic Officers.	Insurance	Internal	2016	The matter is ongoing	R200 000.00 plus 9% interest per annum.	282,316	259,006
M. Brown v Msunduzi Municipality	Delictual claim: The Plaintiff claims that he was arrested unlawfully by a Municipal Traffic Officer.	Insurance	Internal	2016	Ongoing	R 257 000 plus 9% interest per annum.	362,776	332,822
S.S.Nyoka v Msunduzi Municipality	Delictual Claim: The Plaintiff has sued the Municipality as a result of a collision involving a Municipal Vehicle and Plaintiff's vehicle.	Internal	Internal	2016	The summons herein was issued in the Magistrates Court.	R67 008.77 plus 9% interest per annum.	94,588	86,778
Ilitha Research and Management CC v Msunduzi Municipality	Contractual Claim: The Plaintiff is suing the Municipality for monies owed in terms of a contract.	Internal	Internal	2016	The summons was issued in the Magistrates Court. Further particulars were sought from ICT. The matter is ongoing.	R62 768.00 plus interest at 15.5% p.a.	111,703	96,713
L.M. Stillies v Msunduzi Municipality	Delictual Claim: The Plaintiff herein has sued the Municipality as a result of injuries sustained during a fall on an uncovered manhole.	Insurance	Internal	2016	The summons was issued at the High Court. Matter ongoing	R864 272.36 plus interest at 15.5% p.a.	1,538,079	1,331,670
Ziyad Alley v Msunduzi Municipality	Delictual Claim: The Plaintiff has sued the Municipality as a result of a collision involving a Municipal Vehicle and Plaintiff's vehicle	Internal	Internal	2016	A summons has been received. An appearance to defend was filed and served on the Plaintiff.	R 45 887.66 plus interest at 15.5% p.a.	81,663	70,704
Koshik Singh v Msunduzi Municipality	Delictual Claim: The plaintiff has sued the Municipality as a result of a collision with a pothole.	Internal	Internal	2016	The Defendant's Plea was filed in court and served on the Plaintiff.	R 9 406.21 plus 15.5% interest per annum.	16,740	14,493
Akira Pillay v Msunduzi Municipality	Delictual Claim: The Plaintiff has sued the Municipality as a result of a collision involving a Municipal Vehicle and Plaintiff's vehicle.	Internal	Internal	2016	The Defendant's Plea and counterclaim were filed in court and served on the Plaintiff	R 14 365.96 plus 9% interest per annum.	20,279	18,604
Taro Govender / Msunduzi Municipality/ Case No. 12048/11	Delictual Claim: The Plaintiff is suing the Municipality for damages arising from a flood that allegedly caused damage to the Plaintiff's property.	Internal	Internal	2011	The matter is ongoing	R 100 000.00 plus 15.5% interest per annum.	365,795	316,706
Mr Mduduzi Collen Sosibo, Mrs Sosibo v Msunduzi Municipality	Delictual Claim: The plaintiff is suing the Municipality in respect of rates, taxes and services owed by the previous owner of the property.	Internal	Internal	2016	Summons were received from the plaintiff. Discovery notices have been filed and served on the plaintiff.	R 132 431.96 plus interest at 10.25% p.a.	195,662	177,471
Philani Kenneth Sikhosana v Msunduzi Municipality	Delictual Claim: The plaintiff is suing the Municipality for damages incurred as a result of the alleged failure of the defendant to keep the Hall in good condition for the Plaintiff's event on time.	Internal	Internal	2016	The plaintiff has claimed an amount of R 90 000. A plea has been filed and served on the plaintiff.	R 90 000 plus 9% interest per annum.	127,042	116,553
Telkom SA Soc Limited Case No. 9672/16	Delictual Claim: The Plaintiff is suing the Municipality for damages to its underground cables allegedly caused during excavations by the municipal water department.	Internal	Internal	2016	Summons in the amount of R 33 523.55 was received. A plea has been filed in the matter.	R 33 523.55 plus 15.5% interest per annum.	59,659	51,653



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Lanre Ayodele Olaboye and Sibongile Mthembu v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2016	An Appearance to defend was filed and served on plaintiff.	R42 376.09 plus 10,25% interest per annum.	62,609	56,788
Prethaburan Govender v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the municipality for an incident wherein the municipality allegedly caused damages to the properties of eight tenants as a result of a power surge.	Internal	Internal	2016	A Notice of Exception in terms of Rule 19 (1) to Plaintiff's Particulars of claim has been filed in court and served on the plaintiff	R48 200.00 plus interest at 15.5% p.a.	85,778	74,267
Krishna Govender v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2016	An Appearance to Defend was filed and served on the Plaintiff.	R 13 405.21 plus 15.5% interest per annum.	23,856	20,655
Elizabeth Fredrica Jepson v The Msunduzi Local Municipality	Delictual Claim: The Plaintiff is suing the Municipality for an incident wherein Plaintiff allegedly tripped over the pavement and was injured.	External Insurers	Internal	2017	The matter is ongoing	R 600 000.00 plus 15.5% interest per annum.	924,479	800,415
Electro Technical Agencies cc v Msunduzi Municipality	Delictual Claim: The plaintiff is suing the Municipality for an incident wherein the Plaintiff's vehicle was allegedly involved in a collision with a Municipal driven by a Municipal employee in the course and scope of his employment.	Internal	Internal	2017	A notice to withdraw the action was received from the Plaintiff.	R 10 817.73 plus 9% interest per annum.	14,009	12,853
Musa Nxumalo and Msunduzi Local Municipality/ Petros Reta Mokoena	Delictual Claim: The Plaintiff is suing the Municipality for an incident wherein the Plaintiff's vehicle was allegedly involved in a collision with a Municipal driven by a Municipal employee in the course and scope of his employment.	Internal	Internal	2017	A Plea and Counterclaim were filed and served on the Plaintiff.	R 44 454.88 plus 9% interest per annum.	57,570	52,817
Qalapha Jacob Ngubane v Msunduzi Municipality	Delictual claim: The Plaintiff is suing the municipality for an incident wherein Plaintiff allegedly suffered a loss as a result of a power outage which resulted in a power surge.	Internal	Internal	2017	An Appearance to defend was filed and served on the Plaintiff.	R 21 862.00 plus 15.5% interest per annum.	33,685	29,164
Lionel Longsdale Vuminkosi Magaqa v Msunduzi Municipality	Delictual claim: The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly damaged in a collision with a pothole.	Internal	Internal	2017	An Appearance to defend was filed and served on the Plaintiff.	R 19 724.58 plus 15.5% interest per annum.	30,392	26,313
Catherine Scott v Msunduzi Local Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff allegedly suffered a loss as a result of a colliding with a pothole.	Internal	Internal	2017	The matter is ongoing	R 11 443.92 plus 15.5% interest per annum.	17,633	15,266
Gys De Necker Ontwikkings (Pty) Ltd v Msunduzi Local Municipality	The plaintiff is suing the Municipality for an alleged failure to refund the Plaintiff in respect municipal service. The plaintiff issued summons in the amount of R 77 083.05.	Internal	Internal	2017	The Defendant's Plea was filed in court and served on the Plaintiff.	R 77 083.05 plus 10,25% interest per annum.	103,299	93,695
Anton Venter v The Msunduzi Municipality - Case No. 7596/17	The Plaintiff is suing the municipality for allegedly suffering damage in the amount of R 13 641.50 for incurring legal fees in resolving his rates query.	Internal	Internal	2017	The matter is ongoing	R 13 641.5 plus 15.5% interest per annum.	21,019	18,198
Wiseman Sibonelo Thamsanqa Maphumulo v Msunduzi Local Municipality	Delictual Claim: The Plaintiff is suing the Municipality for an incident where the Plaintiff fell into an open manhole and allegedly suffered damages.	Insurance	Internal	2017	The matter is ongoing	R 177 000.00 plus 15.5% interest per annum.	272,721	236,122
Servest Hygiene v Msunduzi Municipality	Breach of contract. The Plaintiff is suing the Municipality for services rendered to the Municipality.	Internal	Internal	2017	The matter is ongoing	R 36 941.89 plus 10,25% interest per annum.	49,506	44,903
Thandeka Brightness Dubazana and Mzwenhlanhla Wiseman Khoza and Msunduzi Municipality	Delictual Claim: The Plaintiff has sued the Municipality as a result of a collision involving a Municipal Vehicle and Plaintiff's vehicle	Internal	Internal	2017	The Defendant's plea has been filed in the matter. Matter is ongoing.	R34 214.88 plus 10,50% interest per annum.	46,164	41,777
Ncamisile Madlala v Msunduzi Municipality	The plaintiff is suing the Municipality for damages arising because of the Defendant's alleged erroneous disconnection of a meter supplying electricity to the Plaintiff's premises.	Internal	Internal	2017	The Defendant filed its Appearance to Defend in court and served it on the Plaintiff.	R 1495.23 plus 15.5% interest per annum.	2,304	1,995
Sibongile Priscilla Zama v Msunduzi Municipality/ Philani Patrick Vidima	The plaintiff is suing the Municipality for damages arising because of a motor vehicle collision between a municipal vehicle driven by a municipal worker and the Plaintiff's vehicle	Internal	Internal	2018	The Defendants filed an Appearance to defend in court and served same on the Plaintiff.	R53 152.22 plus interest at 15.5% p.a.	70,906	61,391
Kandasamy Moonsamy Devan v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the municipality for allegedly suffering damage from having tripped on a broken protruding portion of a pavement block/slab.	Internal	Internal	2018	The Defendant's Plea has been filed in the matter.	R92 596.44 plus 15.5% interest per annum.	123,526	106,949
Skhumbuzo M Mpata v Msunduzi Municipality	The plaintiff is suing the Municipality for damages arising because of the natural flow of water, which caused damage the Plaintiff's property.	Internal	Internal	2018	Defendant filed its Notice of Appearance to Defend as well as its Plea in court and served both on the Plaintiff	R 11 914.43 plus interest at 15.5% p.a.	15,894	13,761



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Nimie Mahomed v The Msunduzi Municipality	Plaintiff is suing the municipality for damages arising out of the Plaintiff allegedly falling on an uneven concrete slab.	Insurance (external insurers)	Internal	2018	The matter is ongoing	R 585 400.00 plus 15.5% interest per annum.	780,938	676,137
Melvyn Conrad Jansen v The Msunduzi Municipality	Delictual claim. Plaintiff suing the Municipality caused by having fallen into an uncovered manhole.	Insurance (external insurers)	Internal	2018	The matter is ongoing	R 927 400.00 plus 15.5% interest per annum.	1,237,175	1,071,147
Mzotshingwe Million Mzobe v Kevin Deon Joseph/ The Msunduzi Municipality	Delictual claim: The plaintiff is suing the Municipality for damages arising because of a motor vehicle collision between a municipal vehicle driven by a municipal worker and the Plaintiff's vehicle.	Internal	Internal	2018	The matter is ongoing	R 75 119.79 plus interest at 15.5% p.a.	100,212	86,763
Eskom Holdings Soc Limited v Msunduzi Municipality and Indiza Airport Management (PTY) Limited	The Plaintiff is suing the Municipality for having allegedly suffered damage to its aircraft due to a fire breakout.	Insurance (external insurers)	Internal	2018	The matter is ongoing	R 17 963 805.75 plus 10% interest per annum.	21,736,205	19,760,186
Dharam C Deeplaul v Msunduzi Municipality	The Plaintiff is suing the Municipality for damages allegedly suffered to its motor vehicle as a result of colliding with a pothole.	Internal	Internal	2018	The matter is ongoing	R 50 462.89 plus 10,25% interest per annum.	61,338	55,635
Rowan Gareth Blakeman v Msunduzi Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a large pothole.	Internal	Internal	2018	The matter is ongoing	R 104 352.10 plus 10% interest per annum.	126,266	114,787
Bhekezakhe Victor Langa v Msunduzi Local Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2018	Conducted research, consultations and instructions on plea and claim in reconvention	R24 909.17 plus 10% interest per annum.	30,140	27,400
Dan Moonsamy Naidoo v Msunduzi Municipality/ Hlengiwe Sithole	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2019	A round table conference has been arranged between the parties.	Claim 1 R 35 000.00, Claim 2 R 3 000.00 plus interest at 15.5% p.a.	43,890	38,000
J Supathy v Msunduzi Local Municipality	Delictual Claim for damages: The plaintiff is suing the Municipality for damages as a result of his motor vehicle having allegedly collided with a pothole in the vicinity of New Holmes Way.	Internal	Internal	2019	The matter is ongoing	R 26 250.30 plus interest at 15.5% p.a.	30,319	26,250
Sunil Rakuban Case No. 3199/19	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a pothole within the jurisdiction of the Municipality.	Internal	Internal	2019	The matter is ongoing	R 45 250.75 plus interest at 15.5% p.a.	52,265	45,251
R J Walker Case No. 6149/19	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2019	The matter is ongoing	R 31 266.67 plus 10,25% interest per annum.	34,472	31,267
Rhonda Basdeo Case No. 6914/19	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2019	The matter is ongoing	R 54 566.01 plus 10% interest per annum.	60,023	54,566
Bongani Charles Zondi Case No. 7432/19	Plaintiff is suing the Municipality for damage to property due to the alleged negligence of the Municipality.	Internal	Internal	2019	The matter is ongoing	R192 000.00 plus interest at 15.5% p.a.	221,760	192,000
Seelan Naidoo and The Msunduzi Municipality/ Devante Delvin Shaw	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2019	The matter is ongoing	R64 115.19 plus interest at 15.5% p.a.	74,053	64,115
Zwelinzima Jakusja and Msunduzi Municipality Local Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2019	The matter is ongoing	R73 750 plus 10,25% interest per annum.	81,309	73,750
Andre Hagen and Thulani Zakhele Dlamini/ Msunduzi Local Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2019	The matter is ongoing	R11 420.48 plus 15.5% interest per annum.	13,191	11,420
MJ Essack and Msunduzi Municipality	The Plaintiff is suing the Municipality in respect of damages that allegedly occurred as a result of a collision with a pothole within the jurisdiction of the Msunduzi Municipality.	Internal	Internal	2019	The matter is ongoing	R 91 029.10 plus 15.5% interest per annum.	105,139	91,029
Muhammad Sheik and Msunduzi Local Municipality.	The Plaintiff is suing the Municipality in respect of damages that allegedly occurred as a result of a collision with a pothole within the jurisdiction of the Msunduzi Municipality.	Internal	Internal	2019	The matter is ongoing	R 8 066.12 plus interest at 15.5% p.a.	9,316	8,066
Tihago Elias Ngwanto and Msunduzi Municipality.	The Plaintiff is suing the Municipality in respect of damages that allegedly occurred as a result of a collision with a pothole within the jurisdiction of the Msunduzi Municipality.	Internal	Internal	2019	The matter is ongoing	R 34 405.93 plus interest at 15.5% p.a.	39,739	34,406
Datcentre Motors (Pty) Ltd trading as CMH Datcentre Pietermaritzburg	The Plaintiff is suing the Municipality in respect of work allegedly done and automotive parts supplied to the Defendant.	Internal	Internal	2019	The matter is ongoing	R 212 344.06 plus interest at 15.5% p.a.	245,257	212,344

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Duanne Dominic Naidoo and Msunduzi Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a pothole within the jurisdiction of the Municipality.	Internal	Internal	2019	The matter is ongoing	R 11 495.50 plus 10,25% interest per annum.	12,674	11,496
Flavour More (PTY) LTD and Msunduzi Municipality	The Plaintiff is suing the Municipality for damages that allegedly occurred from a power surge/outage as a result of the failure of the Municipality to maintain a constant supply of electricity and perform timeously.	External Insurers	Internal	2019	File with External Insurers	R 949 084.85 plus interest at 15.5% p.a.	1,096,193	949,085
Berend van AS and Msunduzi Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2020	Matter ongoing	R 23 338.09 plus interest at 15.5% p.a.	23,338	0
Duncan Stewart Harrison N.O and Msunduzi Municipality	Contractual Claim	Internal	Internal	2020	Matter ongoing	R 164 552.79 plus 10,25% interest per annum.	164,553	0
Suresh Gopal and Msunduzi Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Internal	Internal	2020	Appearance to defend has been filed.	R 36 171.00 plus interest at 15.5% p.a.	36,171	0
Robyn Hemmens and Msunduzi Local Municipality	The Plaintiff is suing the Municipality in respect of damages that allegedly occurred as a result of a collision with a pothole within the jurisdiction of the Msunduzi Municipality.	Internal	Internal	2020	Appearance to defend has been filed.	R 9 351.14 plus interest at 15.5% p.a.	9,351	0
Abigail Dlamini and Msunduzi Municipality	The Plaintiff is suing the Municipality in respect of damages that allegedly occurred as a result of a collision with a pothole within the jurisdiction of the Msunduzi Municipality.	Internal	Internal	2020	Appearance to defend has been filed.	R 16 584.53 plus 15.5% interest per annum.	16,585	0
Jadamei Trading and Msunduzi Municipality	The Plaintiff is suing the Municipality in respect of damages that allegedly occurred as a result of a collision with a pothole within the jurisdiction of the Msunduzi Municipality.	Internal	Internal	2020	Appearance to defend has been filed.	R 22 678.84 plus interest at 15.5% p.a.	22,679	0
Noxolo Zungu and Msunduzi Local Municipality	The Plaintiff is suing the Municipality in respect of damages that allegedly occurred as a result of a collision with a pothole within the jurisdiction of the Msunduzi Municipality.	Internal	Internal	2020	File has been diarized for entering an appearance to defend.	R 72 813.24 plus interest at 15.5% p.a.	72,813	0
Ajith Lachman and Msunduzi Local Municipality	The Plaintiff is suing the Municipality in respect of damages that allegedly occurred as a result of a collision with a pothole within the jurisdiction of the Msunduzi Municipality.	Internal	Internal	2020	File has been diarized for entering an appearance to defend.	R 15 859.09 plus interest at 15.5% p.a.	15,859	0
Msunduzi Municipality / Imbali Mens Hostel  Our Ref: 02M003028	Instruction to bring an application to reverse the transfer of various title deeds obtained through fraudulent representations and unlawfully registered of. Based on advise from Council, decided to proceed with expropriation rather than an application to reverse transfer, as it is the quicker and more cost effective route, and the Municipality has a good basis to expropriate.	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mflaw.co.za, Advocate AJ Dickson, 17 Prince Edward Street, Advocates' Chambers, Tel: 033 384 53542/3, Fax: 033 384 53544, e-mail: adickson@law.co.za	2013	Draft Report to Council submitted for approval	0	0	0
Transnet/ Occupiers of Woodlands v Msunduzi Municipality	Application for eviction of illegal occupiers from railway sidings, which land belongs to Transnet. Settlement agreement reached between the parties for the Municipality to provide alternative accommodation.	J van der Merwe	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mflaw.co.za, Advocate Moodley	2013	Relocation plan settled and funding obtained from Department of Human Settlement. Construction is largely finalised. However, new contractor is to be appointed in terms of Municipality's SCM process in order to finalise the construction, as the contract of the previous contractor has been finalised.	0	0	0
M.E. Mnguni/ Msunduzi Municipality	Action instituted to compel the Municipality to build a road under case number 10250/2014, out of the High Court, Pietermaritzburg	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mflaw.co.za, Advocate Anton Flemming	2014	Municipality is not the dominus litis, and we await enrolment of the matter by the Applicant	0	0	0



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Telkom SA SOC LTD/ Msunduzi Municipality (127 Waterwork Road-Edendale) Case No. 13903/2015	Delictual claim: The plaintiff is suing the Municipality for damages to its underground cables allegedly caused by Municipal water pipes.	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za, Adv. AJ Dickson, 17 Prince Edward Street, Advocate's Chambers, Tel: 033 384 53542/3, Fax: 033 384 53544, e-mail: adickson@law.co.za	2014	Applicant has requested that matter be held in abeyance, until a similar matter is heard in the Johannesburg High Court, in order for the outcome to be used as precedence	R 74 803.90 plus interest at 15.5% p.a.	177,589	153,757
Farouk Jasat N.O & 3 others v Msunduzi Municipality	Delictual Claim for damages: Plaintiff's motor vehicle collided with a pothole on Scania Road intersection. Action instituted in the Magistrate's Court under case No. 2219/2015	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: alicia@mfilaw.co.za,	2014	Municipality is not the dominus litis, and we await enrolment of the matter by the Applicant	R 54 588,60 plus interest at 15.5% p.a.	129,597	112,205
Msunduzi Municipality/ Feroz Essa Ismail & 2 others (118 Boom St)	Interdict by municipality to prevent unauthorised town planning use in terms of the Planning and Development Act	J van der Merwe	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za,	2015	The contempt application was successful. Respondent brought an application for leave to appeal. Respondent further proposed settlement - application for leave to appeal would be withdrawn if Municipality agrees to abandon its costs order. Counsel is of the view that settlement ought to be rejected, as the Respondent is in any event significantly out of time in bringing its appeal. Bill of costs to accordingly be prepared.	0	0	0
Msunduzi Municipality/ The SA Incinerator Company	Delictual Claim for damages. Action instituted in the High Court, Pietermaritzburg under case number 5422/2015	Dudu Ndlovu (SCM)	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za, Advocate H. Gani	2015	Awaiting signed and commissioned discovery affidavit from Ms Dudu-Ndlovu Gambu	R970 568.88 plus interest at 15.5% p.a. (in respect of the Defendants counterclaim for retention monies)	1,994,970	1,727,246
Telkom SA SOC LTD/ Msunduzi Municipality (Oribi Road, Pelham) Case No. (15146/2015)	Delictual Claim: Plaintiff is suing the Municipality due to damage to its underground cables allegedly cause by Municipal water pipes.	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: alicia@mfilaw.co.za, REF: 22M003128	2015	Applicant has requested that matter be held in abeyance, until a similar matter is heard in the Johannesburg High Court, in order for the outcome to be used as precedence	R75 433.42 plus interest at 15.5% p.a.	155,051	134,243
Telkom SA SOC LTD/ Msunduzi Municipality (Eden Park Drive) Case No. 14572/2015	Delictual Claim: Plaintiff is suing the Municipality due to damage to its underground cables allegedly cause by Municipal water pipes.	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: alicia@mfilaw.co.za, REF: 22M003161	2015	Applicant has requested that matter be held in abeyance, until a similar matter is heard in the Johannesburg High Court, in order for the outcome to be used as precedence	R43 262.08 plus interest at 15.5% p.a.	88,924	76,990
Telkom SA SOC LTD/ Msunduzi Municipality (Zwartkop, Blackridge) Case No. 15793/2015	Delictual claim: Plaintiff is suing the Municipality due to damage to its underground cables allegedly cause by Municipal water pipes.	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: alicia@mfilaw.co.za,	2015	Applicant has requested that matter be held in abeyance, until a similar matter is heard in the Johannesburg High Court, in order for the outcome to be used as precedence.	R 25 554.55 plus interest at 15.5% p.a.	52,526	45,477
IMA PROP 29 CC/ Msunduzi Municipality	Interdict: Applicants/Plaintiffs sought to interdict the Municipality from disconnecting electricity supply to their various buildings.	L Van den Berg	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za, advocate De Wet SC, 17 Prince Edward Street, Advocates' Chambers	2016	Settlement negotiations unsuccessful. Matter to be set down again on trial roll. Awaiting release of new court roll for all non- urgent matters by Judge President, then matter will be set down.	0	0	0

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Msunduzi Municipality/ Gubela Trading	Contractual dispute: Applicant sought an order to review the Municipality's decision to cancel a contract of services.	P Mahlaba	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za, advocate A. De Wet ,17 Prince Edward Street, Advocates' Chambers, Tel: 033 845 3534, Fax: 033 342 8941, e-mail: dewet@group8.co.za	2015	Gubela Trading has made a proposal to withdraw the Application against the Municipality with each party to tender its own legal costs.	R595 337.26 plus interest at 15.5% p.a. plus costs of the application.	1,223,694	1,059,476
G. Govender/ P. Naidoo and Msunduzi Municipality.	Application in terms of PIE	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za. REF: 22M003071	2018	Awaiting outcome of application for absolution..	0	0	0
S. Shangase/ Sibisi and 2 others. V Msunduzi Msunduzi	Eviction application in terms of the PIE Act	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za, REF: 22M003196	2018	The Application was set down for hearing on 24 March 2020, however, due to the COVID- 19 pandemic the Magistrate decided to adjourn the matter sine die.	0	0	0
RV. Zulu/ Msunduzi municipality	Eviction application in terms of PIE Act	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za, REF:22M003405	2017	Answering affidavit has been filed and served. Awaiting Applicant's Replying Affidavit.	0	0	0
S. Jetu/ S. P Ngamu/ S.N Ngamu and Msunduzi Municipality	Application for an interdict	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 086 242 8747, e-mail: mail@mfilaw.co.za, REF: 22M00	2018	Court file is misplaced. Currently liaising with Magistrates to replicate court file in order for matter to be set down on opposed roll for argument.	0	0	0
G Hlengwa/ N. N Mthembu/ Msunduzi Municipality	Eviction application in terms of PIE Act	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax:086 242 8747, e-mail: mail@mfilaw.co.za,	2018	The engagement meeting in this matter proceeded on 1 August 2018 and our report has been forwarded to the Municipality for commissioning and was consequently filed accordingly/ to date, the Applicants have not set the matter down for hearing.	0	0	0
Msunduzi Municipality/ Sealake Industries	Interdict	J van der Merwe	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel 033 940 1497, Fax: 086 242 8747, e-mail: alicia@mfilaw.co.za,	2019	Matter is ongoing	0	0	0
Moteko v Msunduzi Municipality	Claim for contractual damages	K. Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel: 033 940 1497, Fax: 0862428747, e-mail: alicia@mfilaw.co.za,	2017	Municipality's replying affidavit needs to be delivered in the review proceedings and a trial date needs to be obtained in the action	Moteko Cost Consultants Claim A - R15 079.193.37  Claim B - R10 475 572.38 plus 15.5% interest per annum.	39,374,754	34,090,696
Matrisolve / Msunduzi Municipality	Review of decision to lease	Mr Sizwe Hadebe	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel 033 940 1497, Fax: 0862428747, e-mail: alicia@mfilaw.co.za,	2017	This is an application for review and for the recovery of rentals paid to the MYK trust.	Not yet quantified	0	0





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Msunduzi Municipality v SBS Electrical Contractors	Claim for invoices paid by the Msunduzi Municipality for work partially done or not done at all.	PJ Mahlaba	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel 033 940 1497, Fax: 086 242 8747, e-mail: alicia@mfilaw.co.za,	2015		R 987 821,88 plus interest at 15.5% p.a.	2,030,433	1,757,950
Msunduzi Municipality v Zama Traffic Signs	Claim for invoices paid by the Msunduzi Municipality for work partially done or not done at all.	PJ Mahlaba	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, Tel 033 940 1497, Fax: 086 242 8747, e-mail: alicia@mfilaw.co.za,	2015		R 752 257,23 plus interest at 15.5% p.a.	1,546,238	1,338,734
Msunduzi Municipality v Bewton Investments (T/A Ukukhanya)	Claim for invoices paid by the Msunduzi Municipality for work partially done or not done at all.	PJ Mahlaba	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, tel 033 940 1497, Fax: 0862428747, e-mail: alicia@mfilaw.co.za,	2015		R8 561.29 plus interest at 15.5% p.a.	17,597	15,236
Deveng Africa Consulting (PTY) LTD and City Manager, The Msunduzi Municipality/ The Msunduzi Municipality	Contractual Claim	M Mbokazi	Tomlinson Mnguni James Attorneys, 12 Montrose Park Blvd, Victoria Country Club Estate- Office Park, 170 Peter Brown Drive. Tel: 033 341 9100, email: claudettep@tmj.co.za / noluthandod@tmj.co.za /tmj@tmj.co.za	2018	Pleadings Closed. To proceed with Pre- Trial Processes.	R5 309 127.01 plus 10,25% interest per annum.	6,453,277	5,853,313
Abdool Saccor Trust v Msunduzi Municipality	Dispute in a property transaction: review application in respect of the Municipality's decision to sell the property.	J Van Der Merwe	Tomlinson Mnguni James Attorneys, 12 Montrose Park Blvd, Victoria Country Club Estate- Office Park, 170 Peter Brown Drive. Tel: 033 341 9100, email: claudettep@tmj.co.za / noluthandod@tmj.co.za /tmj@tmj.co.za	2018	Awaiting application papers from Advocate	0	0	0
Giyani Engineering v Msunduzi Municipality	Contractual claim	J Van Der Merwe	Tomlinson Mnguni James Attorneys, 12 Montrose Park Blvd, Victoria Country Club Estate- Office Park, 170 Peter Brown Drive. Tel: 033 341 9100, email: claudettep@tmj.co.za / noluthandod@tmj.co.za /tmj@tmj.co.za	2017	Matter referred to trial.	R1 193 005,79 plus interest at 15.5% p.a.	1,838,182	1,591,500
Ted Textiles	Application for different electricity scale	M. Mbokazi	Tomlinson Mnguni James Attorneys, 12 Montrose Park Blvd, Victoria Country Club Estate- Office Park, 170 Peter Brown Drive. Tel: 033 341 9100, email: claudettep@tmj.co.za / noluthandod@tmj.co.za /tmj@tmj.co.za	2019	Matter adjourned sine die	0	0	0
283 Church street	Contravention matter	M. Mbokazi	Tomlinson Mnguni James Attorneys, 12 Montrose Park Blvd, Victoria Country Club Estate- Office Park, 170 Peter Brown Drive. Tel: 033 341 9100, email: claudettep@tmj.co.za / noluthandod@tmj.co.za /tmj@tmj.co.za	2019	Contravention notice sent via sherriff. In the process of setting up inspection in loco	0	0	0



MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020 APPENDIX E								
MATTER ID	DESCRIPTION	INSTRUCTING OFFICIAL	ATTORNEY/ ADVOCATE	YEAR INITIATED	CURRENT STATUS/ PROGRESS	QUANTUM	2020	2019
SB Mkhize	Monetary claim	M. Mbokazi	Tomlinson Mnguni James Attorneys, 12 Montrose Park Blvd, Victoria Country Club Estate- Office Park, 170 Peter Brown Drive. Tel: 033 341 9100, email: claudettep@tmj.co.za / noluthandod@tmj.co.za /tmj@tmj.co.za	2019	Plea filed, anticipate possible summary judgment application	R 318 383 plus interest at 15.5% p.a.	367,732	318,383
Planet Waves 399/Msunduzi Municipality	Council withholding payment to contractor that built sludge dams. Possibility of eventual liability.	Johan van der Merwe	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2012	We await the Plaintiff to set matter down for trial. Alternatively, we await instruction to push the matter forward.	Planet Waves sued for R 1 694 937.70 plus interest at 15.5% p.a. and Municipality countersued for R 1 940 934.00.	5,367,964	4,647,588
S Dewaraj v Msunduzi Municipality	Delictual Claim: The Plaintiff has sued the Municipality as a result of a collision involving a Municipal Vehicle and Plaintiff's vehicle	Kass Thaver	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com.	2015	The matter is at pre-trial stage.	R15 575.00 plus interest at 15.5% p.a.	32,014	27,718
Indo Contractors cc v Msunduzi Municipality	Termination of contract: contract dispute with Contractor claiming premature termination.	Johan van der Merwe	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2013	Parties to set up a date for arbitration. The matter has been in limbo and the Claimant is not pushing it. Thus the final outcome is still pending.	R 2 660 888.31 plus interest at 15.5% p.a..	7,296,264	6,317,112
Andre Geard Ramsingh v Msunduzi Municipality	Delictual claim: The plaintiff herein is suing the Municipality for damages suffered as a result of being arrested and detained unlawfully.	Kass Thaver	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2015	Matter was partly heard on 24 May 2018. Plaintiff to set matter down for trial.	R 200 000 plus interest at 15.5% p.a.	411,093	355,925
Sikelephi Ngubane v Msunduzi Municipality	Delictual Claim: This claim arises from plaintiff's vehicle having collided with a municipal vehicle driven by a municipal employee in the course and scope of his employment.	Kass Thaver	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2014	The matter is at pre-trial stage.	R17 312,33 plus interest at 15.5 per cent per annum.	41,101	35,585
Anton Venter/ Msunduzi Municipality	Interdict against Municipality for road construction.	Johan van der Merwe	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2014	The contempt of court application is on hold.	0	0	0
AJC White v Msunduzi Municipality	Delictual Claim: The matter arises from plaintiff having fallen into an uncovered meter box in the vicinity of Flemming Street/Prince Alfred Street.	Kass Thaver	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2015	Plaintiff's Attorneys withdrawn as attorneys on record awaiting Plaintiff to set the matter down for Trial.	R100 000.00 plus interest at 15.5% p.a.	205,546	177,962
Moosa Omar v Msunduzi Municipality	Debatement of Electricity Account	Johan van der Merwe	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2015	The application in this matter was finalised. Applicant to set matter down for taxation.	0	0	0
Infraserve (Pty) LTD v Msunduzi Municipality	Contractual dispute claim: Breach of contract for cancellation and non-payment of invoices.	Johan van der Merwe	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2005	Awaiting Plaintiff to set the matter down for Trial. Matter dormant.	R13 000 000 plus interest at 15.5% p.a.	26,721,035	23,135,095
Simphiwe Jonathan Zama v Msunduzi Municipality case no. 199039/12	Delictual Claim: The Plaintiff has sued the Municipality as a result of a collision involving a Municipal Vehicle and Plaintiff's vehicle	Kass Thaver	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB. Tel: 033 345 7927, Fax: 033 345 6985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2012	Municipality to revert on settlement proposal.	R14 846.22 with interest rate at 15.5% p.a.	47,019	40,709



**MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY  
CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020  
APPENDIX E**

MATTER ID	DESCRIPTION	INSTRUCTING OFFICIAL	ATTORNEY/ ADVOCATE	YEAR INITIATED	CURRENT STATUS/ PROGRESS	QUANTUM	2020	2019
Telkom v Msunduzi Municipality Case No.12506/08	Delictual Claim: Plaintiff is suing the Municipality due to damage to its underground cables allegedly caused by Municipal water pipes.	K Thaver	Lister and Lister Attorneys: Tel: 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2008	A judgement awaited before moving forward. Matter ongoing	R45 979. 87 Plus interest at 15.5 per cent per annum	259,150	224,372
Telkom SA LTD v Msunduzi Municipality Case No.6292/05	Delictual Claim. The claim arises from a dispute between Plaintiff and the Municipality due to damage caused to Plaintiff's underground cables.	K Thaver	Lister and Lister Attorneys: Tel: 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2004	Awaiting judgement in another case. Matter ongoing	R22 541.11 plus interest at 15.5 per cent per annum	226,093	195,751
Telkom SA LTD v Msunduzi Municipality Case No.3994/06	Delictual Claim. The claim arises from a dispute between Plaintiff and the Municipality due to damage caused to Plaintiff's underground cables.	K Thaver	Lister and Lister Attorneys: Tel: 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2006	Awaiting judgement in another case. Matter ongoing.	R13 283.82 plus interest at 15.5 per cent per annum.	99,878	86,475
Telkom SA LTD v Msunduzi Municipality Case No 542/06	Delictual Claim. The claim arises from a dispute between Plaintiff and the Municipality due to damage caused to Plaintiff's underground cables.	K Thaver	Lister and Lister Attorneys: Tel: 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2006	Awaiting judgement in another case. Matter ongoing.	R 21 697.25 plus interest at 15.5 per cent per annum.	163,137	141,244
Telkom SA LTD v Msunduzi Municipality Case No.16356/05	Delictual Claim. The claim arises from a dispute between Plaintiff and the Municipality due to damage caused to Plaintiff's underground cables.	K Thaver	Lister and Lister Attorneys: Tel: 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2005	Awaiting judgement in another case. Matter ongoing.	R34 806.17 plus interest at 15.5 per cent per annum.	302,264	261,700
Telkom SA LTD v Msunduzi Municipality Case No.3806/12	Delictual Claim: The Plaintiff is suing the Municipality for damages to its underground cables allegedly caused by Municipal water pipes.	K Thaver	Lister and Lister Attorneys: Tel: 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2012	Awaiting judgement. Matter ongoing.	R 49 834.75 plus interest at 15.5 per cent per annum	157,829	136,649
Telkom SA LTD v Msunduzi Municipality Case No. 4709/13	Delictual Claim: The Plaintiff is suing the Municipality for damages to its underground cables allegedly caused by Municipal water pipes.	K Thaver	Lister and Lister Attorneys: Tel: 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2013	Awaiting judgement in another case. Matter ongoing.	R 46 628.06 plus interest at 15.5 per cent per annum	127,856	110,698

MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020 APPENDIX E								
MATTER ID	DESCRIPTION	INSTRUCTING OFFICIAL	ATTORNEY/ ADVOCATE	YEAR INITIATED	CURRENT STATUS/ PROGRESS	QUANTUM	2020	2019
Telkom SA LTD v Msunduzi Municipality Case 12403/07	Delictual Claim: The matter arises from a dispute wherein Telkom alleges that Municipal water pipes cause damage to their underground cables.	K Thaver	Lister and Lister Attorneys: Tel 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2013	Awaiting judgement in another case. Matter ongoing.	R34 951.26 plus interest at 15.5% p.a.	95,838	82,976
Telkom SA LTD v Msunduzi Municipality Case No. 7256/14	Delictual Claim: The Plaintiff is suing the Municipality for damages to its underground cables allegedly caused by Municipal water pipes.	K Thaver	Lister and Lister Attorneys: Tel 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2013	Awaiting judgement in another case. Matter ongoing.	R 40 236.47 plus Interest at 15.5 per cent per annum	110,330	95,524
Telkom SA Limited v Msunduzi Municipality Case No.14696/13	Delictual Claim: The Plaintiff is suing the Municipality for damages to its underground cables allegedly caused by Municipal water pipes.	K Thaver	Lister and Lister Attorneys: Tel 033 345 4530 Fax: 033 342 7669 Physical Address 161 Pietermaritz Street, Pietermaritzburg, 3201 Postal Address: PO Box 144, Pietermaritzburg, 3200.	2013	Awaiting judgement in another case. Matter ongoing.	R34 951.26 plus interest at 15.5 per cent per annum.	95,838	82,976
KZN-Digi connect v Msunduzi Municipality	Claim by contractor for payment for IT services allegedly rendered.	K Thaver	Kwela Attorneys. 224 Boom Street, Pietermaritzburg, 3201. james@kwelalaw.co.za. Tel: 033 394 8116	2012	Matter in abeyance.	R505 000.00 plus interest at 15.5% p/a plus legal costs	1,599,364	1,384,731
APS Panelbeaters (Hugo's Panel Beaters) v Msunduzi Municipality	Delictual Claim: The claim arises from a new meter that was installed at Plaintiff's premises giving inaccurate readings resulting in Plaintiff being overcharged.	K Thaver	Kwela Attorneys. 224 Boom Street, Pietermaritzburg, 3201. james@kwelalaw.co.za. Tel: 033 394 8116	2015	Matter in abeyance	R 292 725.00, plus interest at 15.5% p/a plus legal costs.	601,686	520,940
Minnesh Singh v Msunduzi Municipality	Delictual Claim: Plaintiff is suing the municipality for damages to his motor vehicle after it collided with a pothole/uneven road surface.	Kass Thaver	Afzal Akoo and Partners Tel: 033 394 7274 Fax: 033 345 0938. Physical Address 187 Boshoff Street, Pietermaritzburg, 3201. Postal Address PO Box 7836, Cumberwood, 3235.	2015	Defence has closed its case. Magistrate requested written heads of argument based on the record of the proceedings.	R69 224 . 62 plus interest at 15.5% p.a.	142,289	123,194
3 DM contractors v Msunduzi Municipality	Contractual Claim: The Plaintiff is suing the Municipality for monies owed in terms of a contract.	Kass Thaver	Diedricks attorneys, 90© Roberts road, claredon, Pietermaritzburg, Tel: 033 342 9808, Fax: 086 219 1672, e-mail: admin@ diedriecksattorneys.co. za. Adv. Flemming, Tel: 033 845 3501	2011	The matter is ongoing	R 66930.35 plus interest at 15.5% p.a.	244,828	211,972
Ramharak RJ v Msunduzi Municipality	Delictual Claim: The Plaintiff is a Municipal employee. He is suing the Municipality because he was assaulted by a fellow employee within the premises of the Municipality whilst they were in the course and scope of their employment.	Kass Thaver	Diedricks attorneys, 90© Roberts road, claredon, Pietermaritzburg, Tel: 033 342 9808, Fax: 086 219 1672, e-mail:admin@ diedriecksattorneys.co.za,	2012	The matter is ongoing	R 300 000.00 plus interest at 15.5% p.a.	950,117	822,612



**MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY  
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APPENDIX E**

MATTER ID	DESCRIPTION	INSTRUCTING OFFICIAL	ATTORNEY/ ADVOCATE	YEAR INITIATED	CURRENT STATUS/ PROGRESS	QUANTUM	2020	2019
Belinda Lisa Bramdaw	Interdict: To prevent the Municipality from disconnecting electricity.		Diedricks Inc. Tel: 033 342 9808 Fax: 086 219 1672 Physical Address: 90 C Roberts Road, Clarendon, Pietermaritzburg. PO Box 50, Pietermaritzburg, 3200 and Adv. R Padayachee SC Tel: 033 845 3546 Fax: 033 394 5744 Address Advocates Chambers Block A1, 17 Prince Edward Street, Pietermaritzburg, 3201.	2015	Setting up settlement meeting	0	0	0
Diedre Doreen Rajah V Msunduzi Municipality	Interdict: To prevent the Municipality from disconnecting electricity.		Diedricks Inc. Tel: 033 342 9808 Fax: 086 219 1672 Physical Address: 90 C Roberts Road, Clarendon, Pietermaritzburg. PO Box 50, Pietermaritzburg, 3200 and Adv. R Padayachee SC Tel: 033 845 3546 Fax: 033 394 5744 Address Advocates Chambers Block A1, 17 Prince Edward Street, Pietermaritzburg, 3201.	2015	The matter is ongoing	0	0	0
Takeshape Properties V Msunduzi Municipality	Debatement of services account R 413 213, 72		Diedricks Inc. Tel: 033 342 9808 Fax: 086 219 1672 Physical Address: 90 C Roberts Road, Clarendon, Pietermaritzburg. PO Box 50, Pietermaritzburg, 3200 and Adv. Potgieter 033 845 3501 Address Advocates Chambers Block A1, 17 Prince Edward Street, Pietermaritzburg, 3201.	2015	The matter is ongoing	0	0	0
Rajendra Govender and Msunduzi Municipality	Labour Dispute (appeal and High Court application). Application for re-instatement.		Diedricks Inc. Tel: 033 342 9808 Fax: 086 219 1672 Physical Address: 90 C Roberts Road, Clarendon, Pietermaritzburg. PO Box 50, Pietermaritzburg, 3200. Adv. Gani - Appeal. Adv. Moola- High Court Application. Advocates Chambers Block A1, 17 Prince Edward Street, PMB, 3201		The matter is ongoing	Risk of R115 000. ( Salary related)	115,000	115,000
EOH Mthombo v Msunduzi Municipality	Potential Cancellation of services by service provider	Johan Van Der Merwe	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2018	Draft Summons and Particulars of Claim have been prepared. We are awaiting further information from internal audit to finalise same.	0	0	0
E. G. Alexander v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the Municipality as a result of colliding with a pothole whilst cycling in the vicinity of Murray Road.	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2014	Matter is at a stale mater and Plaintiff must take the next step.	R 83499.16 plus interest at 15.5% p.a.	198,232	171,630
71 New England Road: Avinash Samlall & Others: case no: 14104/15	Application to challenge decision by a Town Planning Tribunal	Mduduzi Mbokazi	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2015	We are in receipt of Counsels Opinion and are awaiting further instructions in light thereof.	0	0	0

MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020 APPENDIX E								
MATTER ID	DESCRIPTION	INSTRUCTING OFFICIAL	ATTORNEY/ ADVOCATE	YEAR INITIATED	CURRENT STATUS/ PROGRESS	QUANTUM	2020	2019
Kua-Siza Transporters CC V Msunduzi Municipality	Delictual claim: The Plaintiff is suing the Municipality for an incident wherein the Plaintiff's vehicle was allegedly involved in a collision with a Municipal driven by a Municipal employee in the course and scope of his employment.	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2017	The Plea has been filed and we are waiting for the Plaintiff's Attorneys to proceed further.	R 55 532, 34 plus interest at 15.5% p.a.	85,564	74,082
Simphiwe Dube v Msunduzi Municipality	Interdict for the return of a motor vehicle, Contempt Application for not complying with the Interdict Order and Rescission Application for Initial Interdict	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201	2005	We have filed an Answering Affidavit in the main Application which is now at a Stale Mate as the Applicant's Attorneys have not proceeded further.	0	0	0
A S Variawa/ Y Cassim v Msunduzi Municipality	Eviction application as a result of an encroachment by Municipality onto the Applicant's land.	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2018	We are awaiting the outcome of Council's decision regarding the proposed Settlement Agreement	0	0	0
Red Alert TSS (PTY) LTD v Msunduzi Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2018	The matter is partly heard and we are awaiting a further trial date.	R 105 930.97 plus 10% interest per annum.	128,176	116,524
Israel Sibiya v Msunduzi Municipality	Delictual Claim: The plaintiff is suing the Municipality for an alleged unlawful arrest and detention, defamation of character as well as injuries sustained to his wrist.	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2016	We are awaiting a hearing date for the Special Plea raised.	R400 000 plus 15.5% interest per annum.	711,849	616,320
Ntombeningi Sokhela v Msunduzi Municipality	The Plaintiff is suing the municipality for an incident wherein Plaintiff's vehicle was allegedly involved in a collision with a Municipal vehicle driven by a Municipal Employee in the course and scope of his/ her employment.	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2018	The matter is at Pre-Trial stage and there is an Application to Compel Discovery set down for hearing on 27 July 2020.	R 19 345.83 plus interest at 15.5% p.a.	25,808	22,344
AMA-Grace Business Enterprises v Msunduzi Municipality	Delictual Claim: The Plaintiff is suing the municipality for an incident wherein Plaintiff allegedly suffered damages as a result of a burst pipe which then allegedly caused damage to the plaintiff's property.	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2016	We are awaiting a further trial date herein.	R59 042.52 plus interest at 15.5% p.a.	105,073	90,973
Mr Mduduzi Collen Sosibo, Mrs Sosibo	Delictual Claim: The plaintiff is suing the Municipality in respect of rates, taxes and services owed by the previous owner of the property.	Kass Thaver	Mdledle Inc. Suite 201, Second Floor, 161 Pietermaritz Street, Pietermaritzburg, 3201 Tel: 033 345 4022.	2016	This matter was removed from the roll and we are awaiting a further hearing date.	R 132 431, 96 with interest calculated at 10,25% p.a.	195,662	177,471
SAMRO and Msunduzi Municipality- Case No KZN/PMB/ RC723/17	The Plaintiff is suing the Municipality for an alleged breach of contract wherein the Plaintiff suffered in the amount of R 369 337, 77	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, tel 033 940 1497, Fax: 0862428747, e-mail: mail@mfilaw.co.za	2017	Settlement proposal submitted by Applicant's attorneys. As advised by legal department, settlement has been submitted to Management for consideration	R 369 337, 77 plus 10,25% interest per annum.	494,948	448,932
SAMRO and Msunduzi Municipality- Case No KZN/PMB/ RC7295/17	The Plaintiff is suing the Municipality for an alleged breach of contract wherein the Plaintiff suffered in the amount of R 25 062,90.	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, tel 033 940 1497, Fax: 0862428747, e-mail: mail@mfilaw.co.za	2017	Settlement proposal submitted by Applicant's attorneys. As advised by legal department, settlement has been submitted to Management for consideration	R 25 062,90 plus 10,25% interest per annum.	33,587	30,464
Certificate of Urgency in the matter Kwezi Cash and Carry CC (Reg No. 1994/029959/23 and The Msunduzi Municipality Case No. 13363/17P	Interdict: The matter involves a dispute over the placement and use of electricity meters on the property	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, tel 033 940 1497, Fax: 0862428747, e-mail: mail@mfilaw.co.za	2017	Defendant disputes amount demanded. Parties are negotiating settlement. We await a final reconciliation account to determine whether any amounts are to be set off against claim.	Costs cannot be quantified at this stage.	0	0



**MSUNDUZI LOCAL MUNICIPALITY AND ITS MUNICIPAL ENTITY  
CONSOLIDATED ANNUAL FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2020  
APPENDIX E**

MATTER ID	DESCRIPTION	INSTRUCTING OFFICIAL	ATTORNEY/ ADVOCATE	YEAR INITIATED	CURRENT STATUS/ PROGRESS	QUANTUM	2020	2019
Hatch Africa and Msunduzi Municipality	Contractual Claim: the Plaintiff is suing for unpaid monies owing to Plaintiff for work done flowing from an alleged agreement between the parties.	K Thaver	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, tel 033 940 1497, Fax: 0862428747, e-mail: alicia@mfilaw.co.za	2018	The matter was enrolled for trial from 18 May to 21 May 2020. The matter was removed from the roll and reinstated to October 2020 by consent in line with the Judge President's directives. Trial preparation is complete and counsel is in the process of preparing a memorandum with regard to the settlement options.	R8 323 443.20 plus interest of prime plus 2% per annum.  Nb : prime inter rate at 17/7//2019 =10% and 24/7/2020 =7%	9,889,083	9,322,256
Beka Schreder (Pty)Ltd/ Msunduzi Municipality	Vindictory Application - Claim for return of goods delivered/ payment	Sibusiso Mkhize	Matthew Francis Inc. Suite 4, 1st Floor, Block A, 21 Cascades Crescent, tel 033 940 1497, Fax: 0862428747, e-mail: alicia@mfilaw.co.za	2019	Powerec and Beka entered into a settlement agreement in terms of which Msunduzi is to pay the full contract amount. The settlement agreement, which Msunduzi is not a party to, still has to be made an order of court. Matter is ongoing.	R 3 791 340 plus interest at 15.5% p.a.	4,378,998	3,791,340
Moosa Omar v Msunduzi Municipality	Debatement of Electricity Account	Johan van der Merwe	Xaba Attorneys, 223 Boom Street, Central Office Park, PMB.Tel: 0333457927, Fax: 3456985, e-mail: dumixaba@xabainc.com / mail@xabainc.com	2015	Matter was adjourned sine die with the Municipality to pay costs occasioned by the adjournment	0	0	0
							<b>174,528,407</b>	<b>152,922,193</b>



## CHAPTER 5 – SAFE CITY (MUNICIPAL ENTITY)

Safe City Msunduzi NPC  
(Registration number 2010/024562/08)  
Annual Financial Statements for the year ended 30 June 2020

These Annual Financial Statements have been reissued and replace the Annual Financial Statements issued on 27 October 2020.

### GENERAL INFORMATION

<b>Company registration number</b>	2010/024562/08
<b>Country of incorporation and domicile</b>	South Africa
<b>Nature of business and principal activities</b>	Provide camera surveillance under the jurisdiction of the Msunduzi Municipality
<b>Directors</b>	D Sokhela K Basson V Biggs G Moody R Singh S Ako-Nai
<b>Registered office</b>	1st Floor Pietermaritzburg Fire Department Pietermaritz Street Pietermaritzburg 3201
<b>Business address</b>	1st Floor Pietermaritzburg Fire Department Pietermaritz Street Pietermaritzburg 3201
<b>Postal address</b>	P O Box 3110 Pietermaritzburg 3200
<b>Banker</b>	First National Bank Limited
<b>Tax reference number</b>	9101/228/18/8
<b>Value Added Taxation reference number</b>	4550261145
<b>PAYE reference number</b>	7490770601
<b>SDL reference number</b>	L490770601
<b>UIF reference number</b>	U490770601
<b>Preparer</b>	The financial statements were independently compiled by: M P Black Chartered Accountant (S.A.)
<b>Level of assurance</b>	These financial statements have neither been audited nor independently reviewed.



## INDEX

The reports and statements set out below comprise the annual financial statements presented to the council:

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A report of the directors has not been prepared as the company is a wholly owned subsidiary of which is incorporated in South Africa

## DIRECTORS' RESPONSIBILITIES AND APPROVAL

The directors are required by the Companies Act 71 of 2008, to maintain adequate accounting records and are responsible for the content and integrity of the financial statements and related financial information included in this report. It is their responsibility to ensure that the financial statements fairly present the state of affairs of the company as at the end of the financial year and the results of its operations and cash flows for the period then ended, in conformity with Standards of Generally Recognised Accounting Practices with the requirements of the Municipal Finance Management Act 56 of 2003. The directors are responsible for preparing the directors' report.

The Annual financial statements are prepared in accordance with Standards of Generally Recognised Accounting Practices with the requirements of the Municipal Finance Management Act 56 of 2003. and are based upon appropriate accounting policies consistently applied and supported by reasonable and prudent judgements and estimates.

The directors acknowledge that they are ultimately responsible for the system of internal financial control established by the company and place considerable importance on maintaining a strong control environment. To enable the directors to meet these responsibilities, the directors set standards for internal control aimed at reducing the risk of error or loss in a cost effective manner. The standards include the proper delegation of responsibilities within a clearly defined framework, effective accounting procedures and adequate segregation of duties to ensure an acceptable level of risk. These controls are monitored throughout the company and all employees are required to maintain the highest ethical standards in ensuring the company's business is conducted in a manner that in all reasonable circumstances is above reproach. The focus of risk management in the company is on identifying, assessing, managing and monitoring all known forms of risk across the company. While operating risk cannot be fully eliminated, the company endeavours to minimise it by ensuring that appropriate infrastructure, controls, systems and ethical behaviour are applied and managed within predetermined procedures and constraints.

The directors are of the opinion, based on the information and explanations given by management, that the system of internal control provides reasonable assurance that the financial records may be relied on for the preparation of the financial statements. However, any system of internal financial control can provide only reasonable, and not absolute, assurance against material misstatement or loss.

The directors have reviewed the company's cash flow forecast for the year to 30 June 2021 and, in the light of this review and the current financial position, they are satisfied that the company has or has access to adequate resources to continue in operational existence for the foreseeable future. The financial statements set out on pages 357 to 368, which have been prepared on the going concern basis, and were approved by the directors on \_\_\_\_\_ and were signed by:



**D Sokhela**



**L Holtzhausen**



# Colenbrander

Registered Auditors • Chartered Accountants (SA)  
 PO BOX 456, Hilton 3245  
 28 Hilton Avenue, Hilton 3245  
**Tel:** 033 343 0800  
**Fax:** 033 343 0811  
**Email:** info@colenbrander.co.za  
**Web:** www.colenbrander.co.za  
**Tax Practitioners No:** PR - 0007575  
 Practice No: 964107

## PRACTITIONER'S COMPILATION REPORT

### To the shareholders of Safe City Msunduzi NPC

We have compiled the financial statements of Safe City Msunduzi NPC, as set out on pages 5 - 24, based on the information you have provided. These financial statements comprise the statement of financial position of Safe City Msunduzi NPC as at 30 June 2020, the statement of financial performance, statement of changes in net assets and cash flow statement for the year then ended, and a summary of significant accounting policies and other explanatory information.

We performed this compilation engagement in accordance with International Standard on Related Services 4410 (Revised), Compilation Engagements. We have applied our expertise in accounting and financial reporting to assist you in the preparation and presentation of these financial statements in accordance with Standards of Generally Recognised Accounting Practices with the requirements of the Municipal Finance Management Act 56 of 2003.. We have complied with relevant ethical requirements, including principles of integrity, objectivity, professional competence and due care.

These financial statements and the accuracy and completeness of the information used to compile them are your responsibility.

Since a compilation engagement is not an assurance engagement, we are not required to verify the accuracy or completeness of the information you provided to us to compile these financial statements. Accordingly, we do not express an audit opinion or a review conclusion on whether these financial statements are prepared in accordance with Standards of Generally Recognised Accounting Practices with the requirements of the Municipal Finance Management Act 56 of 2003.

Colenbrander Incorporated  
 Per: M P Black  
 Director  
 Chartered Accountants (S.A.)  
 Hilton

01 March 2021 | 13:56 SAST

Date: \_\_\_\_\_

**Proprietor: Colenbrander Incorporated | Reg 2000/002149/21**

Directors: Steve Colenbrander • Gary Banfield • Genevieve Chubb • Matthew Black Heather Gouweloos • Richard Lawrence • Ernest Pretorius

## STATEMENT OF FINANCIAL POSITION AS AT 30 JUNE 2020

	Notes	2020 R	2019 R
<b>Assets</b>			
<b>Non-Current Assets</b>			
Property, plant and equipment	3	10 602 502	11 637 151
<b>Current Assets</b>			
Trade and other receivables from exchange transactions	4	94 292	2 500
Trade and other receivables from non-exchange transactions	5	3 271 520	-
Cash and cash equivalents	6	1 320 827	3 146 414
		<b>4 686 639</b>	<b>3 148 914</b>
<b>Total Assets</b>		<b>15 289 141</b>	<b>14 786 065</b>
<b>Net assets and Liabilities</b>			
<b>Net assets</b>			
Accumulated surplus		14 019 044	13 634 054
<b>Liabilities</b>			
<b>Current Liabilities</b>			
Trade and other payables from exchange transactions	7	435 852	420 037
Provisions	8	834 245	731 974
		<b>1 270 097</b>	<b>1 152 011</b>
<b>Total Net Assets and Liabilities</b>		<b>15 289 141</b>	<b>14 786 065</b>

## STATEMENT OF FINANCIAL PERFORMANCE

	Notes	2020 R	2019 R
<b>Revenue from non-exchange transactions</b>			
Income from non-exchange transaction - Msunduzi Municipality	9	11 379 199	10 271 084
Service in-kind - rental income	10	251 940	290 700
		<b>11 631 139</b>	<b>10 561 784</b>
<b>Revenue from exchange transactions</b>			
Interest received - bank, call and investment account		142 331	128 648
Operational revenue		761	87
		<b>143 092</b>	<b>128 735</b>
<b>Total revenue</b>		<b>11 774 231</b>	<b>10 690 519</b>
<b>Operating expenses</b>			
Deemed rental expense - services in-kind	10	251 940	290 700
Depreciation	3	836 771	846 225
Employee related costs	11	8 687 994	7 713 752
General expenses	12	217 781	282 810
Inventory consumed	13	37 756	43 215
Loss on disposal of assets		246 287	-
Operating leases		12 138	11 440
Operational costs	14	1 098 574	1 081 974
		<b>11 389 241</b>	<b>10 270 116</b>
<b>Surplus for the year</b>		<b>384 990</b>	<b>420 403</b>



## STATEMENT OF CHANGES IN NET ASSETS

	Accumulated surplus R	Total net assets R
Restated balance at 01 July 2018	13 213 651	13 213 651
Surplus for the year	420 403	420 403
Balance at 01 July 2019	13 634 054	13 634 054
Surplus for the year	384 990	384 990
Balance at 30 June 2020	14 019 044	14 019 044

## CASH FLOW STATEMENT

	Notes	2020 R	2019 R
<b>Cash flows from operating activities</b>			
<b>Receipts</b>			
Transfer from Msunduzi municipality		9 814 559	11 831 267
Interest		142 331	128 648
Operational revenue		761	87
		<b>9 957 651</b>	<b>11 960 002</b>
<b>Payments</b>			
Employee costs		8 585 723	7 617 769
Suppliers		3 149 106	2 553 143
		<b>11 734 829</b>	<b>10 170 912</b>
<b>Cash flows from operating activities</b>			
Cash (used in) generated from operations	16	(1 777 178)	1 789 090
Tax received		-	1 488
<b>Net cash from operating activities</b>		<b>(1 777 178)</b>	<b>1 790 578</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment		(48 409)	(37 965)
<b>Total cash movement for the year</b>		<b>(1 825 587)</b>	<b>1 752 613</b>
Cash at the beginning of the year		3 146 414	1 393 801
<b>Total cash at end of the year</b>	6	<b>1 320 827</b>	<b>3 146 414</b>



## ACCOUNTING POLICIES

### 1. Presentation of financial statements

The financial statements have been prepared on a going concern basis in accordance with Standards of Generally Recognised Accounting Practices with the requirements of the Municipal Finance Management Act 56 of 2003. They are presented in South African Rands.

These accounting policies are consistent with the previous period.

#### 1.1 Property, plant and equipment

Property, plant and equipment is carried at cost less accumulated depreciation and accumulated impairment losses.

Cost includes costs incurred initially to acquire or construct an item of property, plant and equipment and costs incurred subsequently to add to, replace part of, or service it. If a replacement cost is recognised in the carrying amount of an item of property, plant and equipment, the carrying amount of the replaced part is derecognised.

Depreciation is provided using the straight-line method to write down the cost, less estimated residual value over the useful life of the property, plant and equipment as follows:

Item	Depreciation method	Useful life
Furniture and fixtures	Straight line	15 years
Motor vehicles	Straight line	10 years
Office equipment	Straight line	15 years
Computer equipment	Straight line	15 years
Video and data equipment	Straight line	20 years

If the major components of an item of property, plant and equipment have significantly different patterns of consumption of economic benefits, the cost of the asset is allocated to its major components and each component is depreciated separately over its useful life.

The residual value, depreciation method and useful life of each asset are reviewed only where there is an indication that there has been a significant change from the previous estimate.

#### 1.2 Impairment of assets

The company assesses at each reporting date whether there is any indication that property, plant and equipment may be impaired.

If there is any such indication, the recoverable amount of any affected asset (or group of related assets) is estimated and compared with its carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in profit or loss.

#### 1.3 Financial instruments

##### Initial measurement

Financial instruments are initially measured at the transaction price (including transaction costs except in the initial measurement of financial assets and liabilities that are measured at fair value through profit or loss) unless the arrangement constitutes, in effect, a financing transaction in which case it is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

##### Financial instruments at amortised cost

These include loans, trade receivables and trade payables. Those debt instruments which meet the criteria in section 11.8(b) of the standard, are subsequently measured at amortised cost using the effective interest method. Debt instruments which are classified as current assets or current liabilities are measured at the undiscounted amount of the cash expected to be received or paid, unless the arrangement effectively constitutes a financing transaction.

At each reporting date, the carrying amounts of assets held in this category are reviewed to determine whether there is any objective evidence of impairment. If there is objective evidence, the recoverable amount is estimated and compared with the carrying amount. If the estimated recoverable amount is lower, the carrying amount is reduced to its estimated recoverable amount, and an impairment loss is recognised immediately in profit or loss.

#### 1.4 Trade and other receivables

Trade and other receivables are stated at the nominal value as reduced by appropriate allowances for estimated irrecoverable amounts. The carrying value of these receivables approximate fair value due to the short period to maturity of these instruments. Trade and other receivables from non-exchange transactions are disclosed separately from trade and other receivables from exchange transactions. Trade and other receivables in exchange for which the entity gives approximately equal to another entity are recognised as trade and other receivables from exchange transactions. Trade and other receivables received without directly giving approximately equal value in exchange are recognised as trade and other receivables from non-exchange transactions.

#### 1.5 Taxes - Value Added Tax

Revenue, expenses and assets are recognised net of the amounts of value added tax. The net amount of Value Added Tax recoverable from, or payable to, the taxation authority is incurred as part of receivables or payables in the Statement of Financial Position.



## 1.6 Cash and cash equivalents

Cash and cash equivalents includes cash on hand, demand deposits and other short-term highly liquid investments with original maturities of three months or less. Bank overdrafts are shown in current liabilities on the statement of financial position.

## 1.7 Trade and other payables

Trade and other payables are stated at their nominal value. The carrying amount of these payables approximates fair value due to the short period to maturity of these instruments.

## 1.8 Provisions

Provisions are recognised when the company has an obligation at the reporting date as a result of a past event; it is probable that the company will be required to transfer economic benefits in settlement; and the amount of the obligation can be estimated reliably.

## 1.9 Revenue

Revenue is recognised to the extent that the company has transferred the significant risks and rewards of ownership of goods to the buyer, or has rendered services under an agreement provided the amount of revenue can be measured reliably and it is probable that economic benefits associated with the transaction will flow to the company. Revenue is measured at the fair value of the consideration received or receivable, after sales taxes and discounts.

Interest is recognised, in profit or loss, using the effective interest rate method.

## 1.10 Revenue from non-exchange transactions

Refers to transactions where the entity received revenue from the Municipality without giving approximately equal value in exchange. Revenue from non exchange transactions is generally recognised to the extent that the related receipt or receivable qualifies for recognition as an asset and there is no liability to repay the amount.

## 1.11 Expenditure

Expenditure is recognised using the accrual basis and are recorded in the period in which they are incurred.

## 1.12 Capital commitments

A capital commitment is a binding agreement to undertake capital expenditure at some set time in the future which has not yet become an actual liability.

Items are classified as commitments when an entity has committed itself to future transactions that will normally result in the outflow of cash.

## 1.13 Employee benefits

### Short-term employee benefits

The cost of short-term employee benefits, (those payable within 12 months after the service is rendered, such as leave pay and sick leave, bonuses, and non-monetary benefits such as medical care), are recognised in the period in which the service is rendered and are not discounted.

### Defined contribution plans

Employees contribute to defined contribution retirement fund and benefits are provided to all eligible employees. Contributions are charged as an expense as the fall due and the fund is externally managed.

## 1.14 Tax

### Tax expenses

Tax expense is recognised in the same component of total comprehensive income or equity as the transaction or other event that resulted in the tax expense.

## 1.15 Related parties

The entity operated in an economic sector currently dominated by entities directly or indirectly owned by the South African Government. As a constitutional independence of the three spheres of government in South Africa, only entities within the national, provisional and local sphere of government are considered to be related parties.

Management are those persons responsible for planning, directing and controlling the activities of the entity, including those charged with the governance of the entity in accordance with legislation, in instances where they are required to perform such functions.

Close members of the family of a person are considered to be those family members who may be expected to influence, or be influenced by, that member of management in their dealings with the entity.

Directors' contributions consist of items that meet the definition of equity, being any contract that evidences a residual interest in the net assets of the company.

The entity is directly controlled by the Msunduzi Municipality.

**1.16 Fruitless and wasteful expenditure**

Fruitless expenditure means expenditure which was made in vain and would have been avoided had reasonable care been exercised. All expenditure relating to fruitless and wasteful expenditure is recognised as an expense in the Statement of Financial Performance in the year that the expenditure was incurred. The expenditure is classified in accordance with the nature of the expenses, and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

**1.17 Irregular expenditure**

Irregular expenditure is expenditure that is contrary to the Municipal Finance Management Act (Act No.56 of 2003), the Municipal Systems Act (Act No.32 of 2000), and the Public Office Bearers Act (Act No. 20 of 1998) or is in contravention of the economic entity's supply chain management policy. Irregular expenditure excludes unauthorised expenditure. Irregular expenditure is accounted for as expenditure in the Statement of Financial Performance and where recovered, it is subsequently accounted for as revenue in the Statement of Financial Performance.

**1.18 Comparative figures**

When the presentation or classification of items in the annual financial statements is amended, prior period comparative amounts are restated. The nature and reason of the reclassification is disclosed. Where accounting errors have been identified in the current year, the correction is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly. Where there has been a change in accounting policy in the current year, the adjustment is made retrospectively as far as is practicable, and the prior year comparatives are restated accordingly.

**1.19 Events after the reporting date**

Subsequent events that are both favourable and unfavourable which occurred between the reporting date and the date when the financial statements are authorised for issue, are included as a disclosure note to the financial statements.



## NOTES TO THE FINANCIAL STATEMENTS

### 2. New standards and interpretations

#### 2.1 Standards and interpretations issued, but not yet effective.

The entity has not applied the following standards and interpretations, which have been published and are mandatory for the entity's accounting periods beginning on or after 01 July 2019 or later periods:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
• GRAP 34: Separate Financial Statements	01 April 2020	Unlikely there will be a material impact
• GRAP 35: Consolidated Financial Statements	01 April 2020	Unlikely there will be a material impact
• Guideline: Accounting for Arrangements Undertaken i.t.o the National Housing Programme	01 April 2020	Unlikely there will be a material impact
• GRAP 110: Living and Non-living Resources	01 April 2020	Unlikely there will be a material impact
• GRAP 110 (as amended 2016) : Living and Non-living Resources	01 April 2020	Unlikely there will be a material impact
• GRAP 6 (as revised 2010): Consolidated and Separate Financial Statements	01 April 2020	Unlikely there will be a material impact
• GRAP 18 (as amended 2016): Segment Reporting	01 April 2020	Unlikely there will be a material impact
• GRAP 38: Disclosure of interests in other entities	01 April 2020	Unlikely there will be a material impact
• GRAP 36: Investments in associates and joint ventures	01 April 2020	Unlikely there will be a material impact
• GRAP 37: Joint arrangements	01 April 2020	Unlikely there will be a material impact
• IGRAP 12: Jointly controlled entities -Non-monetary contributions by ventures	01 April 2020	Unlikely there will be a material impact
• IGRAP 20: Accounting for adjustments to revenue	01 April 2020	Unlikely there will be a material impact
• GRAP 104: Financial instruments (revised)	To be determined	Unlikely there will be a material impact
• Guidelines on accounting for landfill sites	To be determined	Unlikely there will be a material impact

#### 2.2 Standards

The following standards and interpretations have been published and are mandatory for the entity's accounting periods beginning on or after 01 April 2019 or later periods but are not relevant to its operations:

Standard/ Interpretation:	Effective date: Years beginning on or after	Expected impact:
• GRAP 32: Service Concession Arrangements: Grantor	01 April 2019	Unlikely there will be a material impact
• GRAP 105: Transfers of functions between entities under common control	01 April 2019	Unlikely there will be a material impact
• GRAP 106 (as amended 2016): Transfers of functions between entities not under common control	01 April 2019	Unlikely there will be a material impact
• GRAP 107: Mergers	01 April 2019	Unlikely there will be a material impact
• IGRAP 11: Consolidation - Special purpose entities	01 April 2019	Unlikely there will be a material impact
• GRAP 108: Statutory Receivables	01 April 2019	Unlikely there will be a material impact
• IGRAP 109: Accounting by Principles and Agents	01 April 2019	Unlikely there will be a material impact
• IGRAP 18: Interpretation of the Standard of GRAP on Recognition and Derecognition of Land	01 April 2019	Unlikely there will be a material impact

### 3. Property, plant and equipment

	2020			2019		
	Cost or revaluation	Accumulated depreciation	Carrying value	Cost or revaluation	Accumulated depreciation	Carrying value
Furniture and fixtures	105 343	(68 857)	36 486	101 948	(66 437)	35 511
Motor vehicles	210 000	(98 975)	111 025	210 000	(83 171)	126 829
Office equipment	16 430	(7 771)	8 659	16 430	(6 920)	9 510
Computer equipment	90 115	(33 382)	56 733	93 728	(30 495)	63 233
Video and data equipment	19 764 422	(9 374 823)	10 389 599	20 285 112	(8 883 044)	11 402 068
<b>Total</b>	<b>20 186 310</b>	<b>(9 583 808)</b>	<b>10 602 502</b>	<b>20 707 218</b>	<b>(9 070 067)</b>	<b>11 637 151</b>

**Reconciliation of property, plant and equipment - 2020**

	Opening balance	Additions	Disposals	Depreciation	Closing balance
Furniture and fixtures	35 511	3 395	-	(2 420)	36 486
Motor vehicles	126 829	-	-	(15 804)	111 025
Office equipment	9 510	-	-	(851)	8 659
Computer equipment	63 233	-	(1 551)	(4 949)	56 733
Video and data equipment	11 402 068	45 014	(244 736)	(812 747)	10 389 599
	<b>11 637 151</b>	<b>48 409</b>	<b>(246 287)</b>	<b>(836 771)</b>	<b>10 602 502</b>

**Reconciliation of property, plant and equipment - 2019**

	Opening balance	Additions	Depreciation	Closing balance
Furniture and fixtures	38 109	-	(2 598)	35 511
Motor vehicles	142 634	-	(15 805)	126 829
Office equipment	10 362	-	(852)	9 510
Computer equipment	60 131	8 023	(4 921)	63 233
Video and data equipment	12 194 175	29 942	(822 049)	11 402 068
	<b>12 445 411</b>	<b>37 965</b>	<b>(846 225)</b>	<b>11 637 151</b>

	2020 R	2019 R
<b>4. Trade and other receivables from exchange transactions</b>		
Trade receivables	94 292	2 500
<b>5. Trade and other receivables from non-exchange transactions</b>		
Accrued income	3 271 520	-
<b>6. Cash and cash equivalents</b>		
Cash and cash equivalents consist of:		
First National Bank Limited - current account	86 623	80 487
Petty Cash	2 930	7 736
First National Bank Limited - money market account	1 231 274	3 058 191
	<b>1 320 827</b>	<b>3 146 414</b>
<b>7. Trade and other payables from exchange transactions</b>		
South African Revenue Services - Value Added Tax	420 725	357 925
Accrued expenses	15 127	62 112
	<b>435 852</b>	<b>420 037</b>
<b>8. Provisions</b>		
Provision for leave pay	290 423	221 190
Provision for performance bonus	49 568	72 413
Provision for annual bonus (13th cheque)	494 254	438 371
	<b>834 245</b>	<b>731 974</b>

**Provision for leave pay**

- The leave pay provision is based on the maximum leave available for staff to use in the 2021 financial year.

**Provision for performance bonus**

- The performance bonus is based on assessments made by management of the staff performance for the current financial year under review.

**Provision for annual bonus (13th cheque)**

- The 13th cheque annual bonus is based on one month's cost to company for all employees in the company's payroll.



	2020 R	2019 R
<b>9. Revenue from non-exchange transactions</b>		
Income from non-exchange transactions - Msunduzi Municipality	11 379 199	10 271 084
Service in-kind - rental income	251 940	290 700
	<b>11 631 139</b>	<b>10 561 784</b>
The entity receives a grant from the Msunduzi Municipality for city surveillance services.		
The Msunduzi Municipality incurs rental costs on behalf of the company. These costs are therefore deemed a service in-kind.		
<b>10. Services in-kind - rental income</b>		
Deemed rental income	251 940	290 700
Less: deemed rental expense	(251 940)	(290 700)
	<b>-</b>	<b>-</b>
The Msunduzi Municipality incurs rental costs on behalf of the company. These costs are therefore deemed a service in-kind.		
<b>11. Employee related costs</b>		
Basic	5 561 477	4 903 329
Board members (see note 16 for the breakdown)	128 652	140 639
Bonus	586 961	503 081
Cellular allowance	63 000	62 300
Medical aid	748 865	662 391
Overtime	927 240	841 470
Pension fund	381 134	333 312
SDL	68 959	66 998
Travel/Motor vehicle allowance	132 000	116 000
UIF	64 980	59 463
WCA	24 726	24 769
	<b>8 687 994</b>	<b>7 713 752</b>
<b>12. General expenses</b>		
Accounting fees	63 963	79 640
Employee wellness	38 561	35 319
External repairs and maintenance	94 146	103 720
Human resources	-	39 733
Qualification verification	-	6 236
Quality control	21 111	18 162
	<b>217 781</b>	<b>282 810</b>
<b>13. Inventory consumed</b>		
Consumables - Standard rated	14 731	26 504
Consumables - Zero rated	23 025	16 711
	<b>37 756</b>	<b>43 215</b>
<b>14. Operational costs</b>		
Advertising	10 566	3 708
Bank charges	26 058	23 216
Communication	55 627	48 914
Courier and delivery services	1 389	1 577
Electrical	154 499	148 863
External audit fees	516 170	501 719
Insurance	318 644	347 513
Motor vehicle licence	1 848	1 092
Parking fees	3 032	3 032
Registration fees - seminars	3 150	-
Travel and subsistence - air transport	3 505	-
Uniform	1 604	-
Vehicle tracking	2 482	2 340
	<b>1 098 574</b>	<b>1 081 974</b>



	2020 R	2019 R
<b>15. Taxation</b>		
<b>Major components of the tax expense</b>		
The company has been approved as a public benefit organisation in terms of Section 30 of the Income Tax Act, and the recipients and accruals are exempt from income tax in terms of Section 10(1)(cN).		
<b>16. Cash (used in) generated from operations</b>		
Profit before taxation	384 990	420 403
<b>Adjustments for:</b>		
Depreciation	836 771	846 225
Loss on sale of assets	246 287	-
Movements in provisions	102 271	95 984
<b>Changes in working capital:</b>		
Trade and other receivables from exchange transactions	(91 792)	45 015
Trade and other receivables from non-exchange transactions	(3 271 520)	-
Trade and other payables from exchange transactions	15 815	381 463
	<b>(1 777 178)</b>	<b>1 789 090</b>
<b>17. Related parties</b>		
<b>Relationships</b>		
Shareholder	Msunduzi Municipality	
Chairperson	D Sokhela	
Vice Chairperson	G Moody	
Director	V Biggs	
Director	K Basson	
Director	R Singh	
Director	S Ako-Nai	
General manager	L Holtzhausen	
Technical manager	R Holtzhausen	
Administrative assistant	C Holtzhausen	
<b>Related party balances and transactions with other related parties</b>		
<b>Related party balances</b>		
Contribution received - Msunduzi Municipality	11 379 199	10 271 084
Accrued income - Msunduzi Municipality	3 271 520	-
Electricity and water paid to Msunduzi Municipality	154 499	148 863
<b>Remuneration of management</b>		
<b>Chairperson - D Sokhela</b>		
Basic	30 521	33 930
<b>Vice Chairperson - G Moody</b>		
Basic	26 710	33 748
<b>Director - V Biggs</b>		
Basic	13 226	10 306
<b>Director - R Singh</b>		
Basic	21 162	20 749
<b>Director - S Ako-nai</b>		
Basic	13 226	18 242
<b>Director - K Basson</b>		
Basic	23 807	23 665
	<b>128 652</b>	<b>140 640</b>



	2020 R	2019 R
<b>General Manager - L Holtzhausen</b>		
Basic	571 380	513 691
Bonus	54 478	54 747
Cellular allowance	7 200	7 200
Medical aid	25 938	23 808
Travel/Motor vehicle allowance	30 000	22 000
UIF	1 785	1 785
	<b>690 781</b>	<b>623 231</b>
<b>Technical Manager - R Holtzhausen</b>		
Basic	327 116	288 144
Bonus	31 243	27 600
Cellular allowance	6 000	6 000
Medical aid	25 938	23 467
Travel/Motor vehicle allowance	24 534	21 611
UIF	24 000	20 000
	<b>438 831</b>	<b>386 822</b>
<b>Administrative assistant - C Holtzhausen</b>		
Basic	163 052	145 500
Bonus	15 025	13 986
Cellular allowance	4 800	4 800
Medical aid	17 565	15 806
Travel/Motor vehicle allowance	12 229	10 913
UIF	18 000	18 000
	<b>230 671</b>	<b>209 005</b>

#### Service in-kind

The Board of Directors of the entity attended 8 Board meetings during the current year under review for which they were compensated and 6 Board meetings in the prior year for which they were not compensated. As the directors were not compensated for the prior year meetings, this was therefore deemed to be a service in-kind which was considered not significant to the entity.

The company's management attended 4 Municipal Audit Committee meetings in the current year under review and 7 Municipal Audit Committee meetings in the prior year.

Safe City Msunduzi NPC makes use of the Msunduzi Municipality's audit committee and internal audit services, these services in kind were also considered not significant.

Safe City Msunduzi NPC makes use of the Msunduzi Municipality's accounting system - SAP. This is therefore deemed a service-in-kind.

#### 18. Going concern

The financial statements have been prepared on the going concern basis, since the directors have every reason to believe that the company has adequate resources in place to continue in operation for the foreseeable future. The directors do not believe that Covid19 has any material effect on the company's ability to continue as a going concern.

#### 19. Events after the reporting period

The directors have carefully considered the impact of Covid19 on the company. The directors do not believe that Covid19 will have any material consequence to the business of the company. The directors are not aware of any other matter or circumstance arising at the end of the financial period that has a material impact on the financial statements.

#### 20. Comparative figures

Certain comparative figures have been reclassified. In the prior year the classification between two cash flow items was incorrect. The net effect of total cash flow movement for the year was correct.

The effects of the reclassification are as follows:

Statement of Cash Flows		
Transfer from Municipality	-	1 560 183
Employee costs	-	90 577
Suppliers	-	1 469 601
Net change in reclassification	-	5

	2020 R	2019 R
<b>21. Fruitless and wasteful expenditure</b>		
<b>Reconciliation of fruitless and wasteful expenditure</b>		
Opening balance	13 716	13 716
Less: Write-off	(13 716)	-
	<u>-</u>	<u>13 716</u>

Fruitless and wasteful expenditure has been written off or condoned.

The board of directors conducted an investigation and the fruitless and wasteful expenditure was certified as irrecoverable and therefore written off.

## 22. Irregular expenses

Opening balance	803 570	703 314
Add: irregular expenses	395 928	100 256
Less: Write-off	(803 570)	-
	<u>395 928</u>	<u>803 570</u>

In the prior year and current the above expenses the above expenses did not adhere to the Supply Chain Management rules.

Irregular expenditure has been written off or condoned. Section 32 (4) of the Municipal Finance Management Act requires that council can deal with these matters in the manner prescribed. In the case of irregular and fruitless and wasteful expenditure, the board of directors conducted an investigation. It was concluded that the irregular expenditure is irrecoverable and can be written off or condoned.

There is no on-going or open case.

### Details of irregular expenditure

Insufficient quotations received as required by the procurement process.	13 321	100 256
Bidding process not followed	318 644	-
Preference point system not followed	63 963	-
Write-off of irrecoverable expenditure	(803 570)	-
	<u>(407 642)</u>	<u>100 256</u>

## 23. Deviations from supply chain management regulations

Regulation 36 deviations

Regulation 36 of the Municipal SCM Regulations of 2005 permits the Accounting Officer to "dispense with official procurement processes established by the policy and to procure any required goods and services through any convenient process".

This would typically include urgent and emergency cases, single source goods, and any other cases where it is impractical to follow normal SCM process. In the event of such a decision, the Chief Executive Officer is required to report this to the next Board meeting for noting.

Various suppliers	-	<u>9 543</u>
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## SUPPLEMENTARY INFORMATION

### 1. Revenue

	Actual 2020	Approved Budget 2020	Differences approved and actual	Actual 2019
Municipality revenue (N1)	11 379 199	13 086 079	(1 706 880)	10 271 084
Interest received (N2)	142 331	99 000	43 331	128 648
Operating income (N3)	761	-	761	87
Service in-kind	251 940	-	251 940	290 700
	<b>11 774 231</b>	<b>13 185 079</b>	<b>(1 410 848)</b>	<b>10 690 519</b>

N1 - The variance is due to the VAT portion.

N2 - The variance in interest received is attributable to the company earning more interest than anticipated during the current year.

N3 - The variance is due to the fact that Operating income is not budgeted for.

N4 - The variance is due to the fact that the Service-in-kind is not budgeted for.

### 2. Expenses

	Actual 2020	Approved Budget 2020	Differences approved and actual	Actual 2019
Fixed asset additions (N1)	48 409	258 400	209 991	37 965
Employee costs (N2)	8 687 994	10 526 882	1 838 888	7 713 753
Other operating expenses (N3)	2 701 247	3 249 797	548 550	2 556 364
	<b>11 437 650</b>	<b>14 035 079</b>	<b>2 597 429</b>	<b>10 308 082</b>

Please note that the approved budget amount includes a VAT portion.

N1 - Fewer assets were purchased in the current year.

N2- The variance is due to the fact that the budgeted amount was higher than what was actually paid.

N3 - The variance in other operating expenses is attributable to unforeseen expenditure occurring in the current year.

## CHAPTER 6 – REPORT OF THE AUDITOR GENERAL 2019/2020 FY

### REPORT OF THE AUDITOR-GENERAL TO KWAZULU-NATAL PROVINCIAL LEGISLATURE AND THE COUNCIL ON MSUNDUZI MUNICIPALITY AND ITS MUNICIPAL ENTITY

#### Report on the audit of the consolidated and separate financial statements

##### Qualified opinion

1. I have audited the consolidated and separate financial statements of the Msunduzi Municipality and its municipal entity (the group) set out on pages 235 to 331, which comprise the consolidated and separate statement of financial position as at 30 June 2020, the statement of financial performance, statement of changes in net assets, cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as the notes to the financial statements, including a summary of significant accounting policies.
2. In my opinion, except for the possible effects of the matter described in the basis for qualified opinion section of this report, the consolidated and separate financial statements present fairly, in all material respects, the consolidated and separate financial position of the group as at 30 June 2020, and its financial performance and cash flows for the year then ended in accordance with the South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP), the requirements of the Municipal Finance Management Act of South Africa, 2003 (Act No. 56 of 2003) (MFMA) and the Division of Revenue Act of South Africa, 2019 (Act No. 16 of 2019) (Dora).

##### Basis for qualified opinion

##### General expenses – External security services

3. I was unable to obtain sufficient appropriate audit evidence for external security services included in general expenses, due to inadequate internal controls for verification of receipt of these services before the expenditure was recorded in the accounting records. I was unable to confirm external security services included in general expenses by alternative means. Consequently, I was unable to determine whether any adjustment was necessary to external security expenditure included in general expenses and stated at R78,11 million in note 44 to the consolidated and separate financial statements.

##### Context for the opinion

4. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the consolidated and separate financial statements section of this auditor's report.
5. I am independent of the group in accordance with the International Ethics Standards Board for Accountants' International Code of Ethics for Professional accountants (including International Independence Standards) (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
6. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

##### Material uncertainty relating to going concern

7. I draw attention to the matter below. My opinion is not modified in respect of this matter.
8. I draw attention to note 79 to the consolidated and separate financial statements, which indicates how Covid-19 affected the municipality to date, the inability of the municipality to collect monies due from consumer debtors, inability to pay creditors on time, decreasing reserves and other adverse financial ratios. These conditions, indicate that a material uncertainty exists that may cast significant doubt on the group's ability to continue as a going concern.

##### Emphasis of matters

9. I draw attention to the matters below. My opinion is not modified in respect of these matters.

##### Restatement of corresponding figures

10. As disclosed in note 69 to the consolidated and separate financial statements, the corresponding figures for 30 June 2019 were restated as a result of errors in the financial statements of the group at, and for the year ended, 30 June 2020.

##### Material impairment

11. As disclosed in note 45 to the consolidated and separate financial statements, material losses of R567,92 million (2019: 520,41 million) was incurred as a result of impairment of consumer debtors.



#### Material losses – electricity and water

12. As disclosed in note 77 to the consolidated and separate financial statements, material electricity losses of 308,98 kilowatt hours amounting to R178,49 million (2019: 248,60 kilowatts hours amounting to R248,22 million) was incurred, which represents 18% (2019: 14%) of total electricity purchased. Losses were as a result of illegal connections, infrastructure vandalism, ageing infrastructure and overloading.
13. As disclosed in note 77 to the consolidated and separate financial statements, material water losses of 22,12 kilolitres amounting to R209,11 million (2019: 20,12 kilolitres amounting to R157,21 million) was incurred, which represents 30% (2019: 28%) of total water purchased. Losses were as a result of illegal connections and ageing infrastructure.

#### Other matters

14. I draw attention to the matters below. My opinion is not modified in respect of these matters.

#### Unaudited disclosure note

15. In terms of section 125(2)(e) of the MFMA, the group is required to disclose particulars of non-compliance with the MFMA in the consolidated and separate financial statements. This disclosure requirement did not form part of the audit of the group financial statements and, accordingly, I do not express an opinion on them.

#### Unaudited supplementary schedules

16. The supplementary information set out on pages 332 to 352 does not form part of the consolidated and separate financial statements and is presented as additional information. I have not audited these schedules and, accordingly, I do not express an opinion on them.

#### Responsibilities of the accounting officer for the consolidated and separate financial statements

17. The accounting officer is responsible for the preparation and fair presentation of the consolidated and separate financial statements in accordance with the SA Standards on GRAP and the requirements of the MFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of consolidated and separate financial statements that are free from material misstatement, whether due to fraud or error.
18. In preparing the consolidated and separate financial statements, the accounting officer is responsible for assessing the group's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the group or to cease operations, or has no realistic alternative but to do so.

#### Auditor-general's responsibilities for the audit of the consolidated and separate financial statements

19. My objectives are to obtain reasonable assurance about whether the consolidated and separate financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated and separate financial statements.
20. A further description of my responsibilities for the audit of the consolidated and separate financial statements is included in the annexure to this auditor's report.

## Report on the audit of the annual performance report

#### Introduction and scope

21. In accordance with the Public Audit Act, 2004 (Act. No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for the selected development priority presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.
22. My procedures address the usefulness and reliability of the reported performance information, which must be based on the municipality's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the municipality enabled service delivery. My procedures also do not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
23. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the "basic service delivery" development priority presented in pages 402 to 561 of the municipality's annual performance report for the year ended 30 June 2020.
24. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
25. I did not identify any material findings on the usefulness and reliability of the reported performance information for the "basic service delivery" development priority.



**Other matters**

26. I draw attention to the matters below.

**Achievement of planned targets**

27. The annual performance report on pages 30 to 230; 402 to 561 sets out information on the achievement of planned targets for the year.

**Adjustment of material misstatements**

28. I identified material misstatements in the annual performance report submitted for auditing. These material misstatements were on the reported performance information for the "basic service delivery" development priority. As management subsequently corrected the misstatements, I did not raise any material findings on the usefulness and reliability of the reported performance information.

**Report on the audit of compliance with legislation****Introduction and scope**

29. In accordance with the PAA and the general notice issued in terms thereof, I have a responsibility to report material findings on the municipality's compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.

30. The material findings on compliance with specific matters in key legislation are as follows:

**Annual financial statements**

31. The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122(1) of the MFMA. Material misstatements of expenditure, current assets and disclosure items identified by the auditors in the submitted financial statements were subsequently corrected and the supporting records were provided subsequently, but the supporting records that could not be provided resulted in the financial statements receiving a qualified audit opinion.

**Expenditure management**

32. Money owed by the municipality was not always paid within 30 days, as required by section 65(2)(e) of the MFMA.

33. Reasonable steps were not taken to prevent unauthorised expenditure amounting to R564,66 million, as disclosed in note 76 to the annual financial statements, as required by section 62(1)(d) of the MFMA. The majority of the unauthorised expenditure was caused by overspending of the approved budget.

34. Reasonable steps were not taken to prevent irregular expenditure amounting to R40,90 million as disclosed in note 73 to the annual financial statements, as required by section 62(1)(d) of the MFMA. The majority of the irregular expenditure was caused by non-compliance with local government municipal supply chain management regulations.

35. Reasonable steps were not taken to prevent fruitless and wasteful expenditure amounting to R5,38 million, as disclosed in note 75 to the annual financial statements, as required by section 62(1)(d) of the MFMA. The majority of the disclosed fruitless and wasteful expenditure was caused by salaries paid to suspended employees with cases that were not finalised on time.

**Consequence management**

36. Unauthorised expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(a) of the MFMA.

37. Appropriate action was not taken against officials of the municipality where investigations proved financial misconduct, as required by section 171(4)(b) of the MFMA and municipal regulation 6(8) on financial misconduct procedures and criminal proceedings.

**Other information**

38. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the consolidated and separate financial statements, the auditor's report and the selected development priority presented in the annual performance report that have been specifically reported on in this auditor's report.

39. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.

40. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the consolidated and separate financial statements and the selected development priority presented in the annual performance report, or my knowledge obtained in the audit, or otherwise appears to be materially misstated.

41. I did not receive the other information prior to the date of this auditor's report. When I do receive and read this information, if I conclude that there is a material misstatement therein, I am required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, I may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary. I have nothing to report in this regard.



## Internal control deficiencies

42. I considered internal control relevant to my audit of the consolidated and separate financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. The matters reported below are limited to the significant internal control deficiencies that resulted in the basis for the qualified opinion and the findings on compliance with legislation included in this report.
43. Leadership did not implement effective preventative controls and diligent oversight over the review and validation of documents to ensure that recorded amounts were supported by credible information. Policies and procedures were also not fully adhered to over compliance with legislation. In addition, management did not implement adequate records management over vital source documentation to support recorded amounts.

## Material irregularities

44. In accordance with the PAA and the Material Irregularity Regulations, I have a responsibility to report on material irregularities identified during the audit.

### Material irregularities in progress

45. I identified material irregularities during the audit and notified the accounting officer, as required by material irregularity regulation 3(2). By the date of this auditor's report, the responses of the accounting officer were not yet due. These material irregularities will be included in the next year's auditor's report.

## Other reports

46. I draw attention to the following engagements conducted by various parties which had, or could have, an impact on the matters reported in the group's financial statements, reported performance information, compliance with applicable legislation and other related matters. These reports did not form part of my opinion on the group financial statements or my findings on the reported performance information or compliance with legislation.

### Investigations

47. At the request of the accounting officer and senior management, the internal audit unit performed numerous investigations on allegations received from the whistle-blower hotline. These investigations related to allegations of fraud, corruption, theft, recruitment, mismanagement and supply chain management irregularities. During the 2019-20 financial year, 51 investigations were conducted. Of the 51 investigations conducted, 40 were concluded and reported to council. Eleven cases relating to fraud, corruption, misconduct and theft were still in progress at the date of this report.
48. The KwaZulu-Natal Department of Co-operative Governance and Traditional Affairs investigated several allegations of financial misconduct, fraud and corruption. These investigations were completed and reports tabled in council. The implementation of recommendations was in progress at the date of this report.

*Auditor-General*

Pietermaritzburg  
15 April 2021



AUDITOR - GENERAL  
SOUTH AFRICA

*Auditing to build public confidence*

## ANNEXURE – AUDITOR-GENERAL’S RESPONSIBILITY FOR THE AUDIT

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected development priority and on the municipality’s compliance with respect to the selected subject matters.

### Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor’s report, I also:
  - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
  - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality’s internal control
  - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
  - conclude on the appropriateness of the accounting officer’s use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the Msunduzi Municipality and its municipal entity to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor’s report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor’s report. However, future events or conditions may cause a municipality to cease operating as a going concern
  - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation
  - obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the group to express an opinion on the consolidated financial statements. I am responsible for the direction, supervision and performance of the group audit. I remain solely responsible for my audit opinion.

### Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also confirm to the accounting officer that I have complied with relevant ethical requirements regarding independence, and communicate all relationships and other matters that may reasonably be thought to have a bearing on my independence and, where applicable, the actions taken to eliminate threats or the safeguards applied.



# CHAPTER 7 – RESPONSE TO THE REPORT OF THE AUDITOR GENERAL 2019/2020 FY

REPORT BY City Manager FOR COUNCIL 23 APRIL 2021

## RESPONSE TO THE REPORT OF THE AUDITOR-GENERAL ON CONSOLIDATED FINANCIAL STATEMENTS OF THE MSUNDUZI MUNICIPALITY FOR THE YEAR ENDED 30 JUNE 2020

### BACKGROUND AND PURPOSE OF THE REPORT

The report of the Auditor-General dated 15 April 2021 on the Audit of the Accounts of the Council for the financial year ended 30 June 2021, has been received and is on the Council agenda.

In terms of Section 21 (1) and (2) of the Public Audit Act, 2004 (Act No. 25 of 2004):

- [1] The Auditor-General must submit an audit report in accordance with any legislation applicable to the auditee which is the subject of the audit.
- [2] If there is no such legislation as contemplated in subsection (1) the Auditor-General must submit the audit report to the relevant legislature within the reasonable time.

The Accounting Officer must ensure that the requirements of Section 126 (1) and (2) of the Municipal Finance Management Act, (Act 65 of 2003) are complied with.

Section 121 prescribes that the Annual Report of a municipality must include among others the Auditor-General's Audit Report in terms of Section 126 (3) on the financial statements and particulars of any corrective action taken or to be taken in response to issues raised in the audit reports referred to in paragraph (b) and (c) of Section 121.

Comments and action on matters raised in the report are set out below with the numbering corresponding to the report of Auditor-General.

### GENERAL RESPONSE

#### Report on the audit of the consolidated and separate financial statements

##### Qualified opinion

1. The office of the Auditor General was engaged to audit the consolidated and separate financial statements of Msunduzi Local Municipality and its municipal entity, which comprises of the consolidated and separate statement of financial position as at 30 June 2021.

It also comprised of the consolidated and separate statement of financial performance, statement of changes in net assets, consolidated and separate cash flow statement and statement of comparison of budget and actual amounts for the year then ended, as well as the notes to the consolidated and separate financial statements, including a summary of significant accounting policies.

2. The office of the Auditor General issued a qualified opinion on the consolidated and separate financial statements of the municipality and its municipal entity.

##### Basis for qualified opinion

##### General expenses - External security services

3. The Auditor General was unable to obtain sufficient appropriate audit evidence for external security services included in general expenses, due to inadequate internal controls for verification of receipt of these services before the expenditure was recorded in the accounting records. The Auditor General was unable to confirm external security services included in general expenses by alternative means. Consequently, The Auditor General was unable to determine whether any adjustment was necessary to external security expenditure included in general expenses and stated at R78,11 million in note 44 to the consolidated and separate financial statements.

##### Management Response

Management will develop a comprehensive Action Plan to address inadequate internal controls deficiencies relating to security expenditure. This tool will ensure that payments are made for services received and in line with service level agreements.

##### Restatement of corresponding figures

4. As disclosed in note 69 to the consolidated and separate financial statements, the corresponding figures for 30 June 2019 were restated as a result of errors in the financial statements of the group at, and for the year ended, 30 June 2020.

**Management Response**

Going forward to avoid restatement of corresponding figures management will enforce the Month end discipline control mechanism, which will ensure that proper reconciliations of balances are performed timeously and correctly. This will also ensure that transactions are recorded and classified in the period incurred.

**Material impairment**

5. As disclosed in note 45 to the consolidated and separate financial statements, material losses of R567,92 million (2019: 520,41 million) was incurred as a result of impairment of consumer debtors.

**Management Response**

The material impairment is noted. Financial unavailability has been identified by management as one of the six key strategic risks facing the municipality. This risk encompasses liquidity, debt collection and cash coverage. In response management a developed strategic action plan to mitigate this risk. Improving debtor's collection rate is part of the actions identified to be undertaken. It is envisaged that implementation of the developed strategic actions plans and enforcement of already in existence credit control and debt collection measures will lower the material impairment.

**Material losses - electricity and water**

- 6.1 As disclosed in note 77 to the consolidated and separate financial statements, material electricity losses of 308,98 kilowatt hours amounting to R178,49 million (2019: 248,60 kilowatts hours amounting to R248,22 million) was incurred, which represents 18% (2019: 14%) of total electricity purchased. Losses were as a result of illegal connections, infrastructure vandalism, ageing infrastructure and overloading.
- 6.2 As disclosed in note 77 to the consolidated and separate financial statements, material water losses of 22,12 kilolitres amounting to R209,11 million (2019: 20,12 kilolitres amounting to R157,21 million) was incurred, which represents 30% (2019: 28%) of total water purchased. Losses were as a result of illegal connections and ageing infrastructure.

**Management Response**

The material losses are noted and will be part of the action plan developed by Infrastructure to address water and electricity losses. Management is also aware of the contribution of the aging infrastructure to the material losses. Hence plans are under way to replace some of the aging infrastructure through external funding.

**Responsibilities of the accounting officer for the consolidated and separate financial statements**

7. The accounting officer is responsible for the preparation and fair presentation of the consolidated and separate financial statements in accordance with the SA Standards on GRAP and the requirements of the MFMA and Dora, and for such internal control as the accounting officer determines is necessary to enable the preparation of consolidated and separate financial statements that are free from material misstatement, whether due to fraud or error.
8. In preparing the consolidated and separate financial statements, the accounting officer is responsible for assessing the group's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless the appropriate governance structure either intends to liquidate the group or to cease operations, or has no realistic alternative but to do so.

**Auditor-general's responsibilities for the audit of the consolidated and separate financial statements**

9. AG's objectives are to obtain reasonable assurance about whether the consolidated and separate financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with the ISAs will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these consolidated and separate financial statements.
10. A further description of AG's responsibilities for the audit of the consolidated and separate financial statements is included in the annexure to this auditor's report.

**Report on the audit of the annual performance report****Introduction and scope**

1. In accordance with the Public Audit Act, 2004 (Act. No. 25 of 2004) (PAA) and the general notice issued in terms thereof, AG has a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for the selected development priority presented in the annual performance report. AG performed procedures to identify material findings but not to gather evidence to express assurance.
2. AG procedures address the usefulness and reliability of the reported performance information, which must be based on the municipality's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. AG procedures do not examine whether the actions taken by the municipality enabled service delivery. AG procedures also do not extend to any disclosures or assertions relating to planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, AG findings do not extend to these matters.
3. AG evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the "basic service delivery" development priority presented in the annual performance report for the year ended 30 June 2020.
4. AG performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. AG performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
5. AG did not identify any material findings on the usefulness and reliability of the reported performance information for the "basic service delivery" development priority.



### Other matters

- AG draws attention to the matters below.

### Achievement of planned targets

- The annual performance report sets out the information on the achievement of planned targets for the year.

### Adjustment of material misstatements

- AG identified material misstatements in the annual performance report submitted for auditing. These material misstatements were on the reported performance information for the “basic service delivery” development priority. As management subsequently corrected the misstatements, AG did not raise any material findings on the usefulness and reliability of the reported performance information.

### Management Response

Management will develop a comprehensive Annual performance report process plan to ensure misstatements are detected prior to submission of the report for auditing.

## Report on the audit of compliance with legislation

### Introduction and scope

- In accordance with the PAA and the general notice issued in terms thereof, AG has a responsibility to report material findings on the municipality’s compliance with specific matters in key legislation. I performed procedures to identify findings but not to gather evidence to express assurance.
- The material findings on compliance with specific matters in key legislation are as follows:

### Annual financial statements

- The financial statements submitted for auditing were not prepared in all material respects in accordance with the requirements of section 122(1) of the MFMA. Material misstatements of expenditure, current assets and disclosure items identified by the auditors in the submitted financial statements were subsequently corrected and the supporting records were provided subsequently, but the supporting records that could not be provided resulted in the financial statements receiving a qualified audit opinion.

### Management Response

Management has developed and monitor an action plan to prevent the occurrence of the issues that resulted in misstatements. In addition management has developed an AFS Implementation plan for the 2020/21 financial year. The implementation of aforementioned plans will detect and minimise the occurrence of material misstatements on the financial statements submitted for auditing.

### Expenditure management

- Money owed by the municipality was not always paid within 30 days, as required by section 65(2) (e) of the MFMA.
- Reasonable steps were not taken to prevent unauthorised expenditure amounting to R564,66 million, as disclosed in note 76 to the annual financial statements, as required by section 62(1 )(d) of the MFMA. The majority of the unauthorised expenditure was caused by overspending of the approved budget.
- Reasonable steps were not taken to prevent irregular expenditure amounting to R40,90 million as disclosed in note 73 to the annual financial statements, as required by section 62( 1)(d) of the MFMA. The majority of the irregular expenditure was caused by non-compliance with local government municipal supply chain management regulations.
- Reasonable steps were not taken to prevent fruitless and wasteful expenditure amounting to R5,38 million, as disclosed in note 75 to the annual financial statements, as required by section 62(1 )(d) of the MFMA. The majority of the disclosed fruitless and wasteful expenditure was caused by salaries paid to suspended employees with cases that were not finalised on time.

### Management Response

Management will strive to ensure that there is compliance with legislation and its regulations when procuring goods and services.

Poor administration has been identified by management as one of the six key strategic risks facing the municipality. This risk includes unauthorised, irregular and fruitless and wasteful expenditure. In response management developed an action plan to mitigate this risk. Developing a strategy to reduce unauthorised, irregular and fruitless and wasteful expenditure and workshopping the municipal departments on the strategy to reduce UIFW is part of the action plan to mitigate this risk. It is envisaged that the implementation of the action plan, implementation of credit control policy and monitoring internal controls will lower the incidences of UIFW.

### Consequence management

- Unauthorised expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by section 32(2) (a) of the MFMA.
- Appropriate action was not taken against officials of the municipality where investigations proved financial misconduct, as required by section 171 (4) (b) of the MFMA and municipal regulation 6(8) on financial misconduct procedures and criminal proceedings.



## Other information

1. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the consolidated and separate financial statements, the auditor's report and the selected development priority presented in the annual performance report that have been specifically reported on in this auditor's report.
2. AG opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and AG does not express an audit opinion or any form of assurance conclusion on it.
3. In connection with the audit, AG's responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the consolidated and separate financial statements and the selected development priority presented in the annual performance report, or AG's knowledge obtained in the audit, or otherwise appears to be materially misstated.
4. AG did not receive the other information prior to the date of this auditor's report. When AG does receive and read this information, if AG concludes that there is a material misstatement therein, AG is required to communicate the matter to those charged with governance and request that the other information be corrected. If the other information is not corrected, AG may have to retract this auditor's report and re-issue an amended report as appropriate. However, if it is corrected this will not be necessary.

## Internal control deficiencies

1. AG considered internal control relevant to my audit of the consolidated and separate financial statements, reported performance information and compliance with applicable legislation; however, my objective was not to express any form of assurance on it. The matters reported below are limited to the significant internal control deficiencies that resulted in the basis for the qualified opinion and the findings on compliance with legislation included in this report.
2. Leadership did not implement effective preventative controls and diligent oversight over the review and validation of documents to ensure that recorded amounts were supported by credible information. Policies and procedures were also not fully adhered to over compliance with legislation. In addition, management did not implement adequate records management over vital source documentation to support recorded amounts.

### Management Response

In a bid to strengthen and improve internal controls, as part of strategic risk management, management will prepare and monitor closely the internal audit action plan. In addition to the monthly discipline control measures.

The Municipality has developed an audit action plan to be monitored on a monthly basis by the structures of Council to deal with matters raised by the AG. Further strategies on improving the system of internal control are being employed to deal with the qualification matter as well issues on the management report.

## Material irregularities

14. In accordance with the PAA and the Material Irregularity Regulations, AG has a responsibility to report on material irregularities identified during the audit.

### Material irregularities in progress

15. AG identified material irregularities during the audit and notified the accounting officer, as required by material irregularity regulation 3(2). By the date of this auditor's report, the responses of the accounting officer were not yet due. These material irregularities will be included in the next year's auditor's report.

## Other reports

16. AG draws attention to the following engagements conducted by various parties which had, or could have, an impact on the matters reported in the group's financial statements, reported performance information, compliance with applicable legislation and other related matters. These reports did not form part of my opinion on the group financial statements or my findings on the reported performance information or compliance with legislation.

### Investigations

17. At the request of the accounting officer and senior management, the internal audit unit performed numerous investigations on allegations received from the whistle-blower hotline. These investigations related to allegations of fraud, corruption, theft, recruitment, mismanagement and supply chain management irregularities. During the 2019-20 financial year, 51 investigations were conducted. Of the 51 investigations conducted, 40 were concluded and reported to council. Eleven cases relating to fraud, corruption, misconduct and theft were still in progress at the date of this report.
18. The KwaZulu-Natal Department of Co-operative Governance and Traditional Affairs investigated several allegations of financial misconduct fraud and corruption. These investigations were completed and reports tabled in council. The implementation of recommendations was in progress at the date of this report.

## CONCLUSION:

An action plan which addresses root causes of the findings and internal control deficiencies has been developed in consultation with the relevant General Managers to resolve all reported matters within specific timeframes and deadlines.



# CHAPTER 8 – REPORT OF THE AUDIT COMMITTEE AND RECOMMENDATIONS OF THE AUDIT COMMITTEE 2019/2020 FY

## REPORT OF THE AUDIT COMMITTEE FOR THE YEAR ENDED 30 JUNE 2020

The Audit Committee has pleasure in submitting its annual report for the financial year, 01 July 2019 to 30 June 2020, in accordance with sections 121(3)(j), 166(2)(b) and (c) of the Municipal Finance Management Act (“the MFMA”).

### AUDIT COMMITTEE MEMBERS AND ATTENDANCE

The Audit Committee consist of the members listed hereunder and meets as a minimum, four times a year as per the approved Audit Committee Charter. Two members’ contracts expired during the 4th quarter of the year. These vacancies were filled after year end.

The Committee held six (6) meetings during the year and the Audit Committee Chairperson availed himself to present the Audit Committee oversight reports to Council meetings.

The Chairperson of the Audit Committee also met with the Municipal Accounting Officer, the Chief Audit Executive and the Chief Financial Officer. The meetings of the Audit Committee were held as per the table below.

Date of Meeting	Mr MM Madliwa	Dr TI Nzimakwe	Ms TF Jimana	Ms B Kemp	Mr M Shongwe
16 July 2019	✓	✗	✓	✓	●
28 August 2019	✓	✗	✓	✓	●
29 October 2019	✓	✗	✓	✓	✓
18 December 2019	✓	✓	✓	✓	✓
25 February 2020	✓	✓	✗	✓	✓
25 June 2020	✓	■	■	✓	✓
	6	2	4	6	4

✓ Attended
✗ Not attended
■ Contract expired
● Not yet appointed

### AUDIT COMMITTEE RESPONSIBILITIES AND TERMS OF REFERENCE

The Audit Committee has complied with its responsibilities arising from section 166 of the MFMA and clause 14(2)(a) of the Municipal Planning and Performance Management Regulations of 2001. The Audit Committee’s work was guided and regulated by the Audit Committee Charter as approved by Council and the Audit Committee has discharged its responsibility as contained therein during the year ended 30 June 2020.

### INTERNAL AUDIT FUNCTION

The Internal Audit Charter as adopted by the Audit Committee regulates the work of Internal Audit. In terms of Section 165(1) of the MFMA each municipality is required to have an Internal Audit function. Section 165(3) allows the municipality to co-source the function if the municipality requires assistance to develop its internal capacity. During the current year internal audit was assisted by co-sourced resources.

### INTERNAL AUDIT STRUCTURE AND CAPACITY

It has been consistently reported in the Audit Committee reports for the years ended 30 June 2018 and 2019, that the current structure of Internal Audit was inadequate, and this status remains inadequate. However, one position of a Manager responsible for forensic investigations, one forensic investigator post and four posts of internal auditors were also advertised but were not filled. The Chief Risk Officer post became vacant during June 2018, and it is concerning that as at the end of the year under review, this key position remained unfilled. There are still other eight posts of internal auditors, three forensic investigators, one Manager: Forensic and one audit senior post that have not been advertised which should be prioritized.

It is reiterated with concern, as reported previously, that the turnaround in filling of vacant positions is inadequate. A process of the structural review has not been finalised which another cause for concern.

### INTERNAL AUDIT PERFORMANCE

The Annual Audit coverage plan for 2019/2020 was submitted and approved by the Audit Committee in June 2019. Thirty eight (38) audits were planned for the 2019/20 financial year, and seventeen (17) were removed from the plan in June 2020. The removal of the seventeen (17) audits from the annual plan was as a result of the lockdown imposed by government and lack of financial and human resources. We continued with the Consulting Activity on the Financial Administration Intervention which seeks to inculcate an embedded culture on staff to practice month end discipline such that it becomes second nature to their day to day activities in an effort to address the issues that pose as a threat to producing quality annual financial statements and improve audit outcomes. This provided a holistic view on the integrated systems of internal controls rather than looking at pockets of processes.

The internal audit reports, with management comments, were presented to the Audit Committee meetings. Issues raised were deliberated and recommendations made to Council. Internal Audit achieved most of its operational plan targets effectively. However, the Audit Committee reports its concern that the internal audit reports and findings raised therein are not responded to by management on a timely basis, and that the responses and action plans provided by management in response to the findings are too vague to facilitate timely resolution of the internal control weaknesses reported on a sustainable manner that can be tracked and for which officials can be held accountable.

The Chief Audit Executive had direct access to the Audit Committee primarily through the Chairperson. During the year, the Audit Committee met with the external auditors, internal auditors and management as and when necessary and there were no underlying issues that were negatively impacting on the audit work.

## SYSTEM OF INTERNAL CONTROL

The majority of internal audit reports submitted during the year under review indicated that the design and operation of the system of internal control respectively remained inadequate and ineffective, and this is a recurring theme over a number of financial years. This is attributable to the slow progress in the implementation of management action plans on both internal audit and Auditor-General recommendations. The Audit Committee is concerned that the root causes of the slow responses are not sufficiently analysed to inform SMART (specific, measurable, achievable, realistic, time-bound) action plans to address audit findings and implement sustainable improvements to the system of internal control.

A continuing significant weakness having a year-on-year impact not only on the system of internal control but also on the municipality's financial viability relates to the system of internal control in place to accurately measure, bill, record, report and collect revenue from consumer and rates debtors and to minimise water and electricity losses. The failure of consumers to pay amounts owing to the municipality, and the municipality's inability to effectively collect the amounts owing, continue to threaten the municipality's cash flows and has a direct impact on the municipality's ability to deliver service.

## RISK MANAGEMENT

Although risk management had been formalised within the municipality through the establishment of various structures (i.e. Risk Management Committee and Risk Officers/Champions), processes and systems to give effect to Risk Management, risk management was, again, still not effective during the year under review,

The assessment of Risk Management within the municipality in the previous year revealed that it had collapsed, and the Audit Committee has reported that this remains the assessment in the year under review, further exacerbated by the municipality's failure to fill the vacant Chief Risk Officer position.

The audit outcomes by the Auditor-General and several findings of Internal Audit continue to indicate that management needs to put resolute efforts into establishing and maintaining effective and rigorous risk management, in particular to place effective mechanisms in place to ensure compliance with laws and regulations, and in particular, with supply chain management processes and the prevention of unauthorised, fruitless and wasteful and irregular expenditure, compliance with the basic requirements of effective financial management (for example revenue management and expenditure management) and the delivery of service against pre-determined targets.

## FINANCIAL MANAGEMENT AND REPORTING

The Audit Committee raised concern regarding the accuracy and completeness of the information contained in the section 71 reports regularly throughout the year, as in the previous year. The Audit Committee robustly engaged with both management and Council structures on the root causes of the errors in these reports and their relation to the ongoing challenges in the implementation and effectiveness of the SAP ERP system, which continue to impact the system of internal control on many levels and have taken unacceptably long to resolve.

The Audit Committee also continued to raise concerns to management and Council structures over either late or non-submission of these reports for review by the Committee, impacting on the Committee's ability to provide effective oversight.

Specific concerns relating to the process of financial management and the content of the s71 and s66 reports related materially to debt management, as debtors are continually increasing thus posing a threat to cash flow, financial viability and future sustainability of the municipality, and to the unacceptably high levels of overtime expenditure being incurred by the municipality.

Management was advised to prioritize debt control and take measures to reduce debt to acceptable levels, and to investigate the potential abuse or fraudulent claiming of overtime by municipal employees.

## FINANCIAL REPORTING

During the year under review the Audit Committee received budget statements which are prepared monthly, mid-year and on quarterly basis in terms of Sections 71, 72, 66 and 52(d). Concerns were raised in Audit Committee meetings that the figures as contained in the monthly and mid-term and quarterly reports were not accurate, reliable and complete; the accuracy and completeness of the narratives on the reports were questionable and this remained extremely important as such reports are to be used to manage the municipality's financial status and performance. Management was advised that they needed to provide assurance on the quality of reporting through management reviews. This matter was reported in the previous year's report and remains unchanged despite robust engagement with management by the Audit Committee.

The Audit Committee requested specific reporting on financial indicators at audit committee meetings, monitoring basic financial indicators such as the relationships between assets and liabilities, the number of days taken and this was exacerbated by the Financial Analysis review that was performed by the Internal Audit Unit in the previous financial year which painted a bleak picture of the Revenue Management, Expenditure Management processes, cash reserves and conditional grant spending by the Municipality among other critical concerns.



## ANNUAL FINANCIAL STATEMENTS

The production of accurate and credible interim and final Annual Financial Statements remain a challenge within the municipality, largely presented by the amount of manual effort still required to reconcile month end and year end balances due to unresolved issues in the SAP system, as well as by the continued “silo approach” in the municipality where the Budget and Treasury Office experiences ongoing challenges obtaining timely and accurate information from business units that is required to prepare the Annual Financial Statements. However, the Audit Committee congratulates the Budget and Treasury Office on the commitment and application of resources required to achieve the improvement in the audit outcome on the Annual Financial Statements in the current year, with a significant reduction in the number of qualified items.

Whilst this improvement is applauded, the Audit Committee remains concerned that the improvement is as a result of direct human effort and not a result of a system of internal control that is capable of producing credible, timely information without significant additional human, manual effort.

The Audit Committee is supportive of the audit outcome and the qualification of the auditor’s opinion on the financial statements, as in the Committee’s assessment of the system of internal control in place at the municipality, the AGSA’s qualification is a true reflection of the weaknesses in the system of control. These relate to processes to verify transactions at the level of transacting at the business units, i.e. in the application of day to day controls that should prevent, detect and correct misstatements, whether due to fraud or error.

## PERFORMANCE MANAGEMENT

There were no significant findings raised on the audit of reporting against pre-determined objectives on the service delivery information reported in the annual report. However, this is, similarly to the annual financial statements, a result of significant effort applied to the verification of quarterly and annual reporting and portfolios of evidence by the Office of the City Manager. Internally and throughout the year, ongoing challenges remain relating to delays in the submission of quarterly reports and portfolios of evidence by the business units, resulting in challenges experienced in performance management by the municipality. In addition, the scope of Internal Audit Unit’s procedures performed on performance managements systems and reporting was limited by the same challenges. All reports issued by Internal Audit highlight several weaknesses in the performance management information from planning to reporting stage including that performance information was not submitted timely and was of poor quality. The review of the SDBIP for 2019/20 as approved by the Mayor in June 2019 also highlighted significant findings. Management has been engaged on this matter and they have committed themselves to improve in this area.

The Audit Committee is, however, pleased to report the gradual improvement in the system of performance management since it collapsed in 2016. The improvement is as a result of the City Manager’s revival of performance management unit and processes, as well as the inclusion of performance management specific provisions in the performance contracts of the general managers.

## INFORMATION AND COMMUNICATION TECHNOLOGY

The Audit Committee is pleased to report that in the latter half of the year under review, the Committee finally began receiving the information required to start proper oversight over ICT at the municipality. However, the Audit Committee reports with concern the unacceptable length of time it is taking to properly finalise both ICT Governance Structures, Policies and Procedures, as well as the practical implementation of internal control processes and the correction of significant configuration errors in the SAP ERP system. The impact of this has been described throughout this report.

The audit committee recommends that implementation of ICT general controls across business applications and the supporting infrastructure should be prioritised in order to ensure that the confidentiality, integrity, and availability information systems are not compromised.

Furthermore, the Audit committee, looks forward to an effective ICT Steering Committee, and approved ICT Strategy, which should guide the Municipality with the ICT expansion plans and prioritisation, aimed at enabling the Municipality to deliver its services better.

The Audit Committee will continue to monitor and to evaluate the progress made in addressing long standing issues that were previously reported by Internal Audit and the Auditor General, including those that are in the 2020/21 management report.

## GOVERNANCE & CONTROL ENVIRONMENT

The review on governance and control environment conducted post 30 June 2018 revealed that Ethical Leadership and corporate citizenship in the municipality has declined. This was allowed to continue with impunity and only acted upon in early 2019/20 financial year by changing political leadership when damage had gone to a catastrophic state. The Provincial Executive Council took a decision in March 2019 by invoking Section 139(1) (b) to intervene by appointing a representative of the Member of the Executive Council. During the major part of the year under review, the municipality was operating at a very high vacancy rate at top echelons the General Manager: Sustainable Development position, which became vacant in December 2017 was only filled in March 2019. The General Manager: Infrastructure Services position which became vacant in June 2018 is still vacant and numerous Senior Managers have been acting interchangeable. The fact that at one General Manager had disciplinary case ongoing against her during the year under review which meant that part of her mind and effort was focussed at defending herself in the detriment of her official duties.

On a similar vein, at senior management level in particular in critical and strategic positions there were no permanent incumbents, e.g. Revenue Management, Waste Management, Senior Manager: Strategy under the City Manager’s Office, etc. This created a great instability with the municipality. This is evident from the fact that the municipality operates at a very high vacancy rate at top echelons and critical positions. Whilst senior managers and other staff members on prolonged precautionary suspensions which resulted to fruitless and wasteful expenditure had been uplifted during the beginning of the year under review, however not all their disciplinary matters had been concluded. Whilst the matter of the previous City Manager had been concluded, however there are still other matters pertaining to him on the criminal and civil litigation that were still need to be pursued. Land invasion remain a challenge which will impact on future development of the City and building of low coast housing and audit outcomes. Lack of mechanisms to monitor resolutions of Council and other Committees of Council. Risk Management is not a prioritized in the municipality. Internal financial controls are weak and there is decline in solvency and liquidity of the municipality finances.

Mismanagement of the forestry (which is one of the significant assets of the Municipality) has resulted in theft of timber, not harvesting at the planned intervals according to planting schedules and fires. All of this has compromised the Municipality of millions of Rands which would have contributed to service delivery initiatives.

Appointment of an unsuitable management company exacerbated the mismanagement of the forestry and management fees exceeded the benefit derived from the sale of the timber; however, the management company's contract was renewed biannually.

## COMPLIANCE WITH LAWS AND REGULATIONS

The Audit Committee has reviewed the effectiveness of the system for monitoring compliance with laws and regulations and noted that there were still significant deficiencies in compliance which has resulted in unauthorised, irregular, fruitless and wasteful expenditure as disclosed in the Annual Financial Statements, particularly in Supply Chain Management and Human Resource Management. The Audit committee will continue to play its oversight role to the system for monitoring compliance with laws and regulations to ensure that it is effective.

In the year under review, unauthorised expenditure has been identified and disclosed, relating to expenditure in excess of the approved budget. This has been impacted by the difficulty in estimating the effects of non-financial charges against surplus/loss, for example impairment of consumer debtors, assets etc.

## EXTERNAL AUDIT BY AUDITOR-GENERAL OF SOUTH AFRICA (AGSA)

The Audit Committee is encouraged by the improvement in the audit outcomes given by the Auditor-General during the audit of the annual financial statements of the municipality, with the reduction in the number of qualifications in the current year to only one, in comparison to the five previous year (2018/19). The Audit Committee committed to supporting the municipality in developing a clear action plan to deal with the matters raised with a view to improved audit outcomes the following year. As previously stated, the Audit Committee remains concerned that the improvement, whilst applauded, may not be sustainable as it is the result of significant effort by key individuals of the Budget and Treasury Office, rather than as a result of an effective system of internal control which produces credible and timeous information.

The Audit Committee met its obligations in terms of the oversight of the relationship between and process of audit between management and the external auditors, and is encouraged by the professional and constructive manner in which both parties conducted the audit process.

## CONSULTING ACTIVITY

The municipality is faced with challenges in financial administration in particular in the culture of month end discipline. Internal Audit Activity identified this weakness and embarked on consulting activity that seeks to inculcate a culture of month end discipline in an effort to address these issues that pose as a threat to quality annual financial statements. The Committee tasked the Accounting Officer to monitor this assignment on a regular basis and take effective disciplinary steps against senior managers who are non-compliant.

This project gained momentum and reports on the progress of month-end discipline monitoring were reviewed at every Audit Committee meeting, and clear progress was reported. The Committee however, notes with concern that this consulting activity, the intention of which was to create an embedded culture on staff to practice strict month end discipline such that it becomes second nature to their day to day activities to improve audit outcomes and financial management came to a premature end at 30 June 2020.

## FORENSIC INVESTIGATIONS

Section 166(2) (d) of the Municipal Finance Management Act, 56 of 2003 [MFMA] gives powers to the Audit Committee to carry out investigations into the affairs of the municipality or municipal entity as the council of the municipality, or in the case of the municipal entity, the council of the parent municipality or the board of directors of the entity, may request. Clause 3.1.3.4 of the Audit Committee charter re-affirm this responsibility to the Audit Committee to carry out investigations into the financial affairs of the municipality;

Forensic investigation reports point to fraud and corruption by service providers assisted by officials, overtime fraud, absenteeism, vehicle misuse and abuse, fuel theft, filthy city, etc. are indicative of weaknesses in overtime management, staff management, fleet management and management of stores items. This is despite the fact that management has in place very effective tools to use to management these aspects e.g. EWCop Tracking System and OTI Anti-Fuel Theft Management System which are not being utilized to benefit the municipality. Some vehicles are not fitted with the effective systems to avoid detection of theft, abuse of vehicles and other serious irregularities. These malfeasances made the Municipality to sustain losses of more than sixty million Rand.

The fact that out of incidents/ allegations received through the whistle blowing hotline and walk-ins resulted to forty-three (43) forensic investigations is a clear evidence of ineffective operation of the systems of internal control.

## CONCLUSION

The Committee will continue to monitor progress being made by the municipality in improving overall governance, systems of internal control, risk management as well as performance management. In addition, the Audit Committee concurs and accepts the conclusions of both the Internal Audit and the Auditor-General on the matters they have raised during the audits.

The Committee wishes to express its sincere appreciation to the Accounting Officer, the acting Accounting Officer, Senior Management, MPAC, Portfolio Committees, Executive Committee, Council and staff for their co-operation and support.

**Chairperson (acting): Audit Committee**  
**Ms B Kemp CA (SA)**





# RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY

DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
16 July 2019	<p><b><u>UPDATE ON SAP POST IMPLEMENTATION AND MSCOA UPDATE AND ALIGNMENT TO APPROVED BUSINESS PROCESSES (Matters arising July 2017 – Challenges of the current LIVE phases of SAP and how these are being dealt with and how it is affecting the financial business processes)</u></b></p> <p>It was reported that an update in the form of a report be prepared in respect of this item in order for the item for it to be removed.</p>
	<p><b><u>MATTERS ARISING</u></b></p> <p><b><u>8.1.1. REPORT ON THE LAND AUDIT</u></b></p> <p>(Item 1 of the Outstanding matters report dated 11 June 2019).</p> <p>It was indicated that the item be removed from the outstanding matters in view of the report appearing on Page 534 of the agenda titled as “PROGRESS REPORT: REVIEW OF THE MSUNDUZI MUNICIPAL LAND AUDIT AND THE PREPARATION OF THE LAND AUDIT IN GIS/ICT FORMAT (12.3.R)” NOTED</p> <p><b><u>8.1.2. MSUNDUZI RAISED AS A DEBTOR (3.10.1.1)</u></b></p> <p>(Item of the Outstanding matters report dated 11 June 2019).</p> <p>The report appeared on the agenda on Page 552 titled as “OUTSTANDING MATTERS DUE FOR CONSIDERATION BY THE AUDIT COMMITTEE: MSUNDUZI MUNICIPALITY RAISED AS A DEBTOR” by the General Manager: Sustainable Development and City Enterprises.</p> <p>It was <b>RESOLVED</b></p> <p>(a) That the progress in respect of the project to address matters related to the Municipality being raised as a debtor be NOTED. (b) That the Office of the Speaker and Office of the City Manager are to assist in ensuring that respective Councillors and officials attend the next scheduled meetings. (c) That the Finance Sub-Unit is to guide the debt write-off process by applying the EEDBS Policy as per the resolution attached to the report dated 21 May 2019 by the General Manager: Sustainable Development and City Enterprises.</p> <p><b><u>8.1.3. CONSOLIDATED AUDIT FINDINGS REGISTER STATUS AT MSUNDUZI: PROGRESS REPORT ON 2015/2016 AND 2016/2017 INTERNAL AUDIT FINDINGS (3.10.1.1)</u></b></p> <p>Item 3 of the Outstanding matters report dated 11 June 2019.</p> <p>It was <b>RESOLVED</b></p> <p>(a) That the item on Consolidated Audit Findings Register Status at Msunduzi: Progress Report On 2015/2016 And 2016/2017 Internal Audit Findings remains on the outstanding matters report, pending a report/presentation to be submitted by the Audit Readiness Consultant to the next meeting of the Audit Committee, it being noted that this item becoming a STANDING ITEM ON THE AGENDA of every Audit Committee meeting. (b) That it be noted that a report was prepared and submitted to the Strategic Management Committee, however in view of there being many gaps in the report the report was not submitted to the Audit Committee and an updated report would be submitted to the next meeting</p> <p><b><u>8.1.4. IT GOVERNANCE AND STRATEGY REPORT</u></b></p> <p>Item 4 of the Outstanding matters report dated 11 June 2019. It was reported that the IT Strategy ended last year, 2018. A new report is required to be submitted to the next Audit Committee meeting. Concern was raised that regular updates on the ICT Strategy or the Implementation Plan should be provided as it was not done to ensure implementation of the turnaround time and success/monitoring</p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the General Manager: Corporate Services ensures that a report is submitted to the next meeting of the Audit Committee; it being noted that regular updates be submitted to Audit Committee meetings.</p> <p><b><u>8.1.5. UPDATE ON REGISTER OF DISCIPLINARY MATTERS</u></b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the Acting City Manager ensures that a report is submitted to the next meeting of the Audit Committee; it being noted that the Acting City Manager was to set up a meeting with Human Resources and the matter would be resolved by the week ending 19/07/19.</p> <p><b><u>8.1.6. REVIEW OF THE LONG TERM FINANCIAL RECOVERY PLAN</u></b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the Acting City Manager/Chief Financial Officer ensures that the Long Term Financial Plan is circulated to all members prior to the report being submitted to the next meeting of the Audit Committee on progress.</p> <p><b><u>8.1.7. IRREGULAR EXPENDITURE REPORT</u></b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report, it being noted this matter appeared as item 12.5. of the agenda dated 16 July 2019 and a progress report also be submitted to each meeting of the Audit Committee.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b><u>8.1.8. FRUITLESS AND WASTEFUL EXPENDITURE REPORT</u></b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report and appeared on the agenda as Item 12.3. and progress report also be submitted to each meeting of the Audit Committee.</p>
	<p><b><u>REPORT ON CONSULTING ENGAGEMENT ON THE MONTH-END DISCIPLINE: APRIL 2019 (3.10.1.1):</u></b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the status of month-end discipline in the municipality be NOTED.                  (b) That it be noted that the quality of the financial statements that will be produced on 31 August 2019 will not be credible and may hinder the plan for the improved audit outcome for the 2018/2019 financial year.                  (c) That the Accounting Officer (A) should take effective disciplinary steps against the senior managers who are continuously performing unsatisfactory.</p> <p><b><u>10.2. REPORT ON CONSULTING ENGAGEMENT ON THE MONTH-END DISCIPLINE: APRIL 2019 UPDATE AS AT 28 JUNE 2019</u></b></p> <p>The consultant Mr T Zulu (Thabani Zulu and Co) briefed Committee on the report.</p> <p>Committee indicated that with the implementation of this process, they were looking forward to huge improvements being reflected in the Annual Financial Statements 18/19.</p> <p>The Acting City Manager assured that Committee of the commitment by the Finance Business Unit and the other departments working together as a team to make sure that the project is successful. She also indicated to the Committee that the Council has been made aware of the project.</p> <p>The Acting City Manager further indicated that National Treasury is also assisting Msunduzi every month to sort out the many irregularities and queries picked up by the Auditor General which she pointed out is greatly appreciated.</p> <p>The General Manager: Sustainable Development and City Enterprises indicated that in respect of increasing the number of conveyancers, a report has been prepared and submitted to Council for approval.</p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the status of month-end discipline in the municipality be NOTED.                  (b) That it be noted that the quality of the financial statements that will be produced on 31 August 2019 will not be credible and may hinder the plan for the improved audit outcome for the 2018/2019 financial year.                  (c) That the Accounting Officer (A) should monitor this assignment preferable on weekly basis.                  (d) That the vacancy created by the fact that he Chief Financial Officer is acting as a City Manager which can cause senior managers to act interchangeable be resolved as a matter of urgency to get to a more stable solution.</p>
	<p><b><u>10.3. FINAL INTERNAL AUDIT REPORT ON REVIEW OF POTENTIAL DUPLICATE SERVICE PROVIDER PAYMENTS FOR THE PERIOD 1 OCTOBER 2016 TO 31 DECEMBER 2018(3.10.1.1)</u></b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That it be noted that the findings, internal audit findings, internal audit opinions on the adequacy of the design of the system of internal controls are that they are adequate and operation of the system of internal controls is effective around the Review of Potential Duplicate Service Provider 1 October 2016 to 31 December 2018.</p>
	<p><b><u>10.4. PROGRESS ON THE INTERNAL AUDIT REPORT OF THE CONSULTING ACTIVITY ON ISU AND PAYROLL SAP MODULES (3.10.1.1)</u></b></p> <p><b>RESOLVED</b></p> <p>That the report dated 9 July 2019 by the Chief Audit Executive in respect of the Progress On the Internal Audit Report of the Consulting Activity On ISU and Payroll Sap Modules be STOOD DOWN until the next meeting of the Audit Committee, it being noted that an updated report will be submitted.</p>
	<p><b><u>10.5. FINAL INTERNAL AUDIT REPORT ON AUDIT OF PERFORMANCE INFORMATION FOR THE MID TERM OF 2018/2019 (3.10.1.1)</u></b></p> <p><b>RESOLVED</b></p> <p>That the report dated 9 July 2019 by the Chief Audit Executive in respect of the Final Internal Audit Report On Audit of Performance Information for The Mid Term of 2018/2019 be STOOD DOWN until the next meeting of the Audit Committee, it being noted that an updated report will be submitted.</p>
	<p><b><u>10.6. REVISION OF THE ANNUAL AUDIT PLAN FOR 2018/2019(3.10.1.1)</u></b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the proposed changes on the internal audit plan for 2018/2019 be SUPPORTED, taking into account the crisis that faces the municipality.                  (b) That the amended internal audit plan for 2018/2019 be APPROVED.                  (c) That the additional funding that is necessary due to the amendment of the plan as reflected on paragraph 7.1 supra be SUPPORTED.</p>
	<p><b><u>10.7. THREE-YEAR ROLLING ANNUAL AUDIT PLAN (3.10.1.1)</u></b></p> <p>The Ministerial Representative (Mr S Sithole) indicated that within the Internal Audit Unit most functions are being co-sourced and he pointed out that it would be good to discover the route of developing a plan to utilise more internal capacity. He pointed out that approximately R200 000.00 was being utilised per investigation where the more complex the investigation, more money was required to be paid.</p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the Annual Plan and Three Year Rolling Audit Plan be APPROVED.                  (b) That the additional budget of R20 042 229.00 be APPROVED.                  (c) That the additional budget be given to the Internal Audit Unit in tranches based on savings accumulated by the municipality as the budget allocated gets depleted, be APPROVED.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>10.8. AUDIT COMMITTEE AND INTERNAL AUDIT CHARTERS (3.10.1.1)</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the findings on the High Level Review of the Annual Report for the 2017/2018 FY be NOTED.            (b) That disciplinary measures be instituted where Portfolios of Evidence were not submitted for verification and;            (c) That disciplinary measures be instituted where management comments were not received for the anomalies identified during the audit.</p>
	<p><b>OFFICE OF THE CITY MANAGER</b></p> <p><b>REPORT OF THE AUDITOR GENERAL FOR THE FINANCIAL YEAR 2017/2018</b></p> <p>(a) <u>Audit Strategy – Msunduzi Municipality as at 30 June 2019 – Report by the Office of the Auditor General.</u></p> <p>The Manager: AGSA (Mr L Njokwe) indicated that the Audit Strategy would be dealt with at the next meeting of the Audit Committee.</p> <p>NOTED.</p> <p>(b) <u>Matters for discussion with the Accounting Officer – briefing document – Report dated 11 July 2019 by the Office of the Auditor General</u></p> <p>The Manager: AGSA (Mr L Njokwe) indicated that the Matters for discussion with the Accounting Officer, briefing document, would be dealt with at the next meeting of the Audit Committee.</p> <p>NOTED.</p> <p><b>11.2. ACTION PLAN TO ADDRESS THE 2017/2018 AG AUDIT FINDINGS</b></p> <p>A concern was raised that there was a failure to submit to evaluate credible Portfolio of Evidence for departments which seems to be ongoing, noting that this pattern has to stop somewhere.</p> <p>The Acting City Manager indicated that on the performance side the relevant processes are being followed and the performance management policy has been reviewed. She pointed out that the General Managers were required to be ultimately accountable for their units. She further stated that the departmental problems for Waste Management and Landfill are being addressed accordingly.</p> <p><b>RESOLVED</b></p> <p>That the Status of the action plan to address the prior year AG audit findings be NOTED.</p>
	<p><b>FINANCIAL SERVICES BUSINESS UNIT</b></p> <p><b>SECTION 71 OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003: MAY 2019(3.7.1 (2017/2018))</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 12 June 2019 by the Chief Financial Officer on the Section 71 report of the Municipal Finance Management Act No 56 of 2003: May 2019 be NOTED.</p> <p>SECTION 66 OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003: EXPENDITURE ON STAFF BENEFITS MONTHLY REPORT – MAY 2019 (3.7.1 (2017/2018))</p> <p><b>RESOLVED</b></p> <p>That the report dated 12 June 2019 by the Chief Financial Officer on the Section 66 report of the Municipal Finance Management Act No 56 of 2003: Expenditure on staff benefits Monthly report: May 2019 be NOTED.</p> <p><b>12.3. FRUITLESS AND WASTEFUL EXPENDITURE FOR 31 MAY 2019 (3.7.1(2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>(a) That the report dated 6 June 2019 by the Chief Financial Officer on the Fruitless and Wasteful Expenditure for 31 May 2019 be NOTED.            (b) That it be noted that the Internal Audit Unit be tasked to investigate the Fruitless and Wasteful Expenditure as required in terms of section 32 (2) (b) (2) of the MFMA Act 56 of 2003 and report back to the Council for consideration.</p> <p><b>12.4. CREDITORS AGE ANALYSIS AS AT 31 MAY 2019 (3.7.1 (2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>(a) That the report dated 6 June 2019 by the Chief Financial Officer (Acting) on the Creditors Age Analysis as at 31 May 2019, be NOTED.            (b) That the Manager: Creditors ensures that where matters of creditors awaiting are payment for more than 120 days, this should be investigated and a feedback report be submitted to the Strategic Management Committee; it being noted that a clean-up be undertaken so that in the new financial year old payments do not get carried over.</p> <p><b>12.5. UNAUTHORISED IRREGULAR OR FRUITLESS AND WASTEFUL EXPENDITURE REPORTED ON FINANCIAL STATEMENTS (3.7.1 (2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 6 June 2018 by the Chief Financial Officer (Acting) on the Unauthorised Irregular or Fruitless and Wasteful Expenditure Reported On Financial Statements, be NOTED.</p> <p><b>12.6. UNSPENT BALANCES ON CONDITIONAL GRANTS AS AT 21 JUNE 2019 (3.4.5)</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 11 July 2019 incorporating the recommendations of the Strategic Management Committee in respect of the Unspent Balances On Conditional Grants as at 21 June 2019, be NOTED.</p>

DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p>12.7. (i) <b>INTERIM FINANCIAL STATEMENTS AS AT 31 MARCH 2019 (3.7.1 (2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>That the interim Financial Statements for March 2019 be and NOTED.</p> <p>(ii) <b>INTERIM FINANCIAL STATEMENTS AS AT 30 APRIL 2019 (3.7.1 (2018/2019))</b></p> <p>Report dated 20 June by the Chief Financial Officer (Acting)</p> <p><b>RESOLVED</b></p> <p>That the interim Financial Statements for April 2019 be and NOTED.</p> <p><b>13.1. PROGRESS REPORT: REVIEW OF THE MSUNDUZI MUNICIPAL LAND AUDIT AND THE PREPARATION OF THE LAND AUDIT IN GIS/ICT FORMAT (12.3.R)</b></p> <p><b>RESOLVED</b></p> <p>(a) That the progress pertaining to the Land Audit/GIS project be NOTED.                      (b) That this project be removed from the Audit Committee outstanding agenda items due to lack of funding during the 2018/2019 financial year.                      (c) That funding be considered during the Mid Term Budget Review Process for the project to be undertaken during the 2019/2020 financial year, be NOTED.                      (d) That in the interim the business unit commence with the supply Chain Management Process up until the specification stage, be NOTED.                      (e) That it be noted that once funding is received, progress will be reported on a quarterly basis.</p> <p><b>13.2. OUTSTANDING MATTERS DUE FOR CONSIDERATION BY THE AUDIT COMMITTEE: MSUNDUZI MUNICIPALITY RAISED AS A DEBTOR</b></p> <p><b>RESOLVED</b></p> <p>(a) That the progress in respect of the project to address matters related to the Municipality being raised as a debtor be NOTED.                      (b) That the Office of the Speaker and Office of the City Manager are to assist in ensuring that respective Councillors and officials attend the next scheduled meetings.                      (c) That the Finance Sub-Unit is to guide the debt write-off process by applying the EEDBS Policy as per the resolution attached to the report dated 21 May 2019 by the General Manager: Sustainable Development and City Enterprises.</p>
	<p><b>CONFIRMATION OF CONFIDENTIAL MINUTES</b></p> <p><b>15. REPORT ON THE IT FORENSIC INVESTIGATION INTO ALLEGED ILLEGAL DESTRUCTION OF DATA IN THE LAPTOP COMPUTER HP ELITEBOOK 820 SERIAL NO. 5CG5400QC3 BY MS P STAMPER: FORMER CHIEF RISK OFFICER(3.10.1.1)</b></p> <p><b>16. REPORT ON THE FORENSIC INVESTIGATION INTO THE ALLEGED UNLAWFUL ARREST BY THE TRAFFIC OFFICERS OF MSUNDUZI TRAFFIC POLICE (3.10.1.1)</b></p> <p><b>17. REPORT ON THE FORENSIC INVESTIGATION INTO HE ALLEGED ILLEGAL SALE 195 OF MUNICIPAL HOUSE AT MAYORS WALK BY MUNICIPAL EMPLOYEE: MR BONGANI DAVID KHUZWAYO</b></p> <p><b>18. REPORT ON THE PROGRESS IN FORENSIC INVESTIGATIONS, CRIMINAL INVESTIGATIONS AND PROSECUTIONS INTO ALLEGATIONS OF FRAUD, CORRUPTION, THEFT, ETC (3.10.1.1):</b></p> <p><b>19. REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 MAY 2019 TO 31 MAY 2019 (3.10.1.1)</b></p>
<p>28 August 2019</p>	<p><b>ANNUAL FINANCIAL STATEMENTS OF THE MSUNDUZI MUNICIPALITY 2018/2019</b></p> <p><b>RESOLVED</b></p> <p>That the Annual Financial Statements of the Msunduzi Municipality for the 2018/2019 be NOTED and amended accordingly as indicated in the findings raised on the Final Internal Audit Report on the Review of the Msunduzi Municipality's Annual Financial Statements.</p> <p><b>7. UPDATE ON SAP POST IMPLEMENTATION AND MSCOA UPDATE AND ALIGNMENT TO APPROVED BUSINESS PROCESSES (Matters arising July 2017 – Challenges of the current LIVE phases of SAP and how these are being dealt with and how it is affecting the financial business processes)</b></p> <p><b>7.1. CLOSE OUT REPORT ON THE SAP MSCOA ALIGNED PROCESSES DOCUMENTATION PROJECT</b></p> <p><b>RESOLVED</b></p> <p>That the item on Report On the Sap Mscoa Aligned Processes Documentation Project be removed from the agenda going forward</p> <p><b>8. FINAL INTERNAL AUDIT REPORT ON THE REVIEW OF THE MSUNDUZI MUNICIPALITY'S ANNUAL FINANCIAL STATEMENTS (3.10.1.1) RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the findings raised on the Final Internal Audit Report on the Review of the Msunduzi Municipality's Annual Financial Statements, be NOTED.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>9. FINAL INTERNAL AUDIT REPORT ON SAFE CITY (PTY) LTD ANNUAL FINANCIAL STATEMENTS (3.10.1.1)</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the findings raised on the Final Internal Audit Report on Safe City (Pty) Ltd Annual Financial Statements, be NOTED.</p> <p><b>10. MATTERS ARISING</b></p> <p><b>10.1. MSUNDUZI RAISED AS A DEBTOR (3.10.1.1)</b></p> <p><b>RESOLVED</b></p> <p>That this item remains as a standing item and where progress is required then regular reports should be submitted accordingly.</p> <p>(a) That the Chief Financial Officer (Acting) submits a progress report to the next meeting of the Audit Committee in respect of deviation.</p> <p><b>10.2. CONSOLIDATED AUDIT FINDINGS REGISTER STATUS AT MSUNDUZI: PROGRESS REPORT ON 2015/2016 AND 2016/2017 INTERNAL AUDIT FINDINGS</b></p> <p>Report dated 16 August 2019 by the Audit Readiness Consultant (Mr M Cele)</p> <p><b>RESOLVED</b></p> <p>(a) That the contents of the Internal Audit Action Plan Tracking Tools as at 16 August 2019 for the financial years 2016/2017 and 2017/18 be NOTED.  (b) That the issues that are tracked are not to be lost, it being noted that when the issue is raised as a finding the year and month in which it was first raised should also be stated accordingly.  (c) That the <u>CONSOLIDATED AUDIT FINDINGS REGISTER STATUS AT MSUNDUZI: PROGRESS REPORT ON 2015/2016 AND 2016/2017 INTERNAL AUDIT FINDINGS</u> remains as a standing item of the Audit Committee agenda where regular progress reports are submitted.</p> <p><b>10.3. IT GOVERNANCE AND STRATEGY REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the General Manager: Corporate Services ensures that the same report which was presented is submitted to the next meeting of the Audit Committee.</p> <p><b>10.4. UPDATE ON REGISTER OF DISCIPLINARY MATTERS</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the Acting City Manager ensures that a report is submitted to the next meeting of the Audit Committee; it being noted that the interview process is awaited.</p> <p><b>10.5. IRREGULAR EXPENDITURE REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report, it being noted this report was forwarded to the Strategic Management Committee and would be submitted to the next meeting of the Audit Committee.</p> <p><b>10.6. FRUITLESS AND WASTEFUL EXPENDITURE REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report and progress report also be submitted to each meeting of the Audit Committee.</p> <p><b>10.7. REVIEW OF THE LONG TERM FINANCIAL RECOVERY PLAN</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report and progress report also be submitted to each meeting of the Audit Committee; it being noted that the Ministerial Representative completed the reports and the recommendations where the two reports need to be incorporated, his report and the current report.</p>
	<p><b>INTERNAL AUDIT FUNCTION</b></p> <p><b>12.1. REPORT OF THE INTERNAL AUDIT FUNCTION FOR THE MONTH OF JUNE 2019</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the report dated 30 July 2019 incorporating the recommendations of the Operational Management Committee on the operational activities of the Internal Audit Function for the month June 2019, be NOTED.</p>

DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b><u>12.2. FINAL INTERNAL AUDIT REPORT ON AUDIT OF PERFORMANCE INFORMATION FOR THE MID-TERM OF 2018/2019 (3.10.1.1)</u></b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That it be noted that the findings, internal audit opinions on the adequacy of the design of the system of internal controls are that they are <b>inadequate</b> and <b>operation</b> of the system of internal controls is <b>ineffective</b> around the Final Internal Audit Report on Audit of Performance Information for the Mid-Term of 2018/2019.</p> <p>(a) That the performance management policy should be submitted to council timeously prior to the commencement of the financial year for approval; and  (b) That once approved, the performance management policy should be published on the Municipality's intranet and website on an annual basis.  (c) That Performance agreements should be prepared and approved by management in terms of the approved performance management policy.  (d) That controls should be implemented to ensure compliance to the above.  (e) That every quarterly report must be cross-referenced to the portfolio of evidence file to ensure that reported performance is adequately supported.  (f) That General Managers when assessing Senior Managers should verify that all portfolio of evidence has been submitted and placed on file.  (g) That General Managers should ensure that there is sufficient evidence to support achieved targets reported in the report.  (h) That Proof of evidence files should be updated as and when a particular target is achieved and this information should inform the report on the monthly and quarterly SDBIP and not at the end of the quarter upon Internal Audit's request.  (i) That Proof of evidence files should be reviewed by the General Manager and signed as evidence of review.  (j) That Proof of evidence files should be provided to internal audit within the stipulated deadlines and failure thereof should be reported to the City Manager as it is expected that these files are provided for auditing after the General Managers have performed their reviews.  (k) That Senior Managers should ensure that all performance reported is accompanied by supporting documentation that is valid, verifiable and relevant.  (l) That reported achievements relating to targets achieved should be assessed against portfolio of evidence to ensure that the reported performance is accurate, valid and reliable.  (m) That Management should review the information before it is submitted to PMS unit for compilation.  (n) That reported achievements relating to targets should be assessed by management against portfolio of evidence to ensure that the reported performance is accurate, valid and reliable.  (o) That the quarterly departmental reports should be signed as evidence of review for completeness and accuracy.  (p) That the quarterly targets should be specific for example where a target is a report submission; it should indicate whom the report will be submitted to.  (q) That requested information should be provided to internal audit within the stipulated deadlines and failure thereof should be reported.  (r) That all critical information as per the reporting template should be completed.</p>
	<p><b><u>12.3. PROGRESS INTERNAL AUDIT REPORT OF THE CONSULTING ACTIVITY ON ISU AND PAYROLL SAP MODULES (3.10.1.1)</u></b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the Progress Internal Audit Report of the Consulting Activity on ISU and Payroll SAP modules be NOTED.  (b) That the implementation of the recommendations be monitored through monthly implementation reports by the SAP Project Champion.  (c) All previous IA report from when SAP started recommendations should be packaged for purposes of consideration of whether all recommendations have been satisfactorily dealt with in terms of IT issues..</p>
	<p><b><u>12.4. FINAL REPORT ON THE REVIEW OF THE ESTABLISHMENT OF FORESTRY, MARKET, AIRPORT AND TOURISM INTO MUNICIPAL ENTITIES (3.10.1.1)</u></b></p> <p><b>RESOLVED</b></p> <p>That the General Manager: Sustainable Development and City Enterprises be given the opportunity to go back and investigate the matter in respect of the appointment of Ngubane and Co, the forestry issue and the running of the forestry board and a report be submitted to the next meeting of the Audit Committee on the progress thereof.</p> <p>It was further</p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That Council reconsider its decision to establish the Municipal Entities of the Market, Airport and Tourism.  (b) That the Chief Audit Executive submit a separate report after an audit has been done on the Forestry function.  (c) That any future decision on the establishment of Municipal Entities be taken after consultation with National Treasury had taken place.  (d) That any future decision on the establishment of Municipal Entities be taken after proper consultation with unions had taken place.  (e) That any future decision on the establishment of Municipal Entities be taken after thorough review of business cases and future financial implications.</p> <p><b><u>12.5. REPORT ON THE ENTERPRISE WIDE RISK MANAGEMENT POLICY (3.10.1.1)</u></b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the revised Enterprise Wide Risk Management Policy as attached to the report dated 22 August 2019 incorporating the recommendations of the Strategic Management Committee, be APPROVED</p>
	<p><b>OFFICE OF THE CITY MANAGER</b></p> <p><b><u>13.1 REPORT OF THE AUDITOR GENERAL FOR THE FINANCIAL YEAR 2017/2018</u></b></p> <p>(a) <u>Audit Strategy – Msunduzi Municipality as at 30 June 2019 – Report by the Office of the Auditor General.</u></p> <p><b>RESOLVED</b></p> <p>That the <u>Audit Strategy – Msunduzi Municipality as at 30 June 2019 – Report by the Office of the Auditor General</u> be NOTED.</p> <p>13.1. (b)<u>Matters for discussion with the Accounting Officer – briefing document – Report dated 11 July 2019 by the Office of the Auditor General</u></p> <p><b>RESOLVED</b></p> <p>That the <u>Matters for discussion with the Accounting Officer – briefing document – Report dated 11 July 2019 by the Office of the Auditor General</u>, be NOTED.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>13.2. ACTION PLAN TO ADDRESS THE 2017/2018 AG AUDIT FINDINGS (3.7.1(2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>That the Status of the action plan to address the prior year AG audit findings be NOTED.</p>
	<p><b>13.3. DRAFT ANNUAL PERFORMANCE REPORT 2018/2019 FINANCIAL YEAR</b></p> <p><b>RESOLVED</b></p> <p>That the Draft Annual Performance Report 2018/2019 Financial Year, be NOTED.</p>
	<p><b>13.4. FINAL INTERNAL AUDIT REPORT ON PERFORMANCE INFORMATION FOR QUARTER 4 OF 2018/2019, incl. ANNUAL PERFORMANCE REPORT REVIEW</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the findings raised on the Final Internal Audit Report on Performance Information for Quarter 4 of 2018/2019, Incl. Annual Performance Report Review be NOTED.</p>
	<p><b>13.5. ANNUAL PROGRESS REPORT ON THE 2018/2019 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) AND OPERATIONAL PLAN (OP)</b></p> <p><b>RESOLVED</b></p> <p>(a) That the Annual Progress Report on the 2018/2019 Service Delivery and Budget Implementation Plan (SDBIP) and Operational Plan (OP) be NOTED.            (b) That the Annual Progress Report on the 2018/2019 Service Delivery and Budget Implementation Plan (SDBIP) and Operational Plan (OP) be forwarded to the Internal Audit Unit to conduct a performance audit on the reported results.            (c) That all Business Units utilize the report as a management tool to identify early warning signals and apply appropriate corrective measures for the 2018/2019 financial year.</p>
	<p><b>FINANCIAL SERVICES BUSINESS UNIT</b></p>
	<p><b>14.1. SECTION 71 OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003: JULY 2019(3.7.1 (2017/2018))</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 14 July 2019 by the Chief Financial Officer (Acting) on the Section 71 report of the Municipal Finance Management Act No 56 of 2003: 2019, be NOTED.</p>
	<p><b>14.2. SECTION 66 OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003: EXPENDITURE ON STAFF BENEFITS MONTHLY REPORT – JULY 2019 (3.7.1 (2017/2018))</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 12 June 2019 by the Chief Financial Officer on the Section 66 report of the Municipal Finance Management Act No 56 of 2003: Expenditure on staff benefits Monthly report: July 2019 be NOTED.</p>
	<p><b>15. MUNICIPAL ENTITIES</b></p>
	<p><b>15.1. QUARTERLY FINANCIAL REPORT BY SAFE CITY: OPERATING ESTIMATES FOR THE 4TH QUARTER</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 22 August 2019 incorporating the recommendations of the Strategic Management Committee in respect of the Quarterly report on the Operating Estimates for the 4th Quarter and Year End 2018/2019, be NOTED.</p>
	<p><b>16. TITLE DEED RESORATION PROJECT JUNE 2019 PROGRESS REPORT (12.3.R)</b></p> <p><b>RESOLVED</b></p> <p>(a) That the report dated 15 July 2019 incorporating the recommendations of the Strategic Management Committee in respect of the title            (b) That the resolutions of the Strategic Management Committee meeting held on 8 July 2019 in respect of (a) above be NOTED.            (c) That the General Manager: Corporate Services ensures that a follow up is undertaken with regards the conveyancing aspect of the transfer of the properties in consultation with the Legal Unit.            (d) That the Chief Financial Officer (Acting) ensures that a follow up is made with the Rates Section for the rates clearances for the 489 properties.</p>
	<p><b>CONFIRMATION OF CONFIDENTIAL MINUTES</b></p>
	<p><b>18. REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 JUNE 2019 TO 30 JUNE 2019</b></p>
	<p><b>19. REPORT ON THE PROGRESS CIVIL RECOVERY AND CRIMINAL INVESTIGATION ON THE INDEPENDENT DEVELOPMENT TRUST (3.10.1.1)</b></p>
	<p><b>20. FORENSIC INVESTIGATION INTO THE ALLEGED ABUSE OF MSUNDUZI MUNICIPAL VEHICLE NPC 7622 AND THE DAMAGES CAUSED TO THIS VEHICLE BY MSUNDUZI MUNICIPAL EMPLOYEE: CS KUNENE (EMPLOYEE NUMBER 2209330): DEPARTMENT OF COMMUNITY SERVICES: WASTE MANAGEMENT (3.10.1.1)</b></p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
<p>29 Oct 2019</p>	<p><b>MATTERS ARISING</b></p> <p><u>MSUNDUZI RAISED AS A DEBTOR</u></p> <p><b>RESOLVED</b></p> <p>(a) That this item remains as a standing item and where progress is required then regular reports should be submitted accordingly; it being noted that a further detailed report will be submitted by the General Manager: Sustainable Development and City Enterprises.</p> <p>(b) That the Chief Financial Officer (Acting) submits a progress report to the next meeting of the Audit Committee in respect of deviation.</p> <p><b>7.2. CONSOLIDATED AUDIT FINDINGS REGISTER STATUS AT MSUNDUZI: PROGRESS REPORT ON 2015/2016 AND 2016/2017 INTERNAL AUDIT FINDINGS</b></p> <p>Report dated 11 October 2019 by the Audit Readiness Consultant (Mr M Cele)</p> <p><b>RESOLVED</b></p> <p>(a) That the contents of the Internal Audit Action Plan Tracking Tools as at 11 October 2019 for the financial years 2016/2017 and 2017/18 be NOTED.</p> <p>(b) That the issues that are tracked are not to be lost, it being noted that when the issue is raised as a finding the year and month in which it was first raised should also be stated accordingly.</p> <p>(c) That the <u>CONSOLIDATED AUDIT FINDINGS REGISTER STATUS AT MSUNDUZI: PROGRESS REPORT ON 2015/2016 AND 2016/2017 INTERNAL AUDIT FINDINGS</u> remains as a <b>STANDING ITEM</b> of the Audit Committee agenda where regular progress reports are submitted.</p> <p><b>7.3. IT GOVERNANCE AND STRATEGY REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the General Manager: Corporate Services ensures that a further detailed updated progress report be submitted to the next meeting of the Audit Committee; it being noted that the contents of the report was outdated, as every three years' technology has progresses and advances.</p> <p><b>7.4. UPDATE ON REGISTER OF DISCIPLINARY MATTERS</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the Acting City Manager ensures that an updated detailed report is submitted to the next meeting of the Audit Committee; it being noted that the report has been submitted to the Ministerial Representative for signature as well as interviews have already been conducted. Grading of post and evaluation by SALGA and responses thereto should be received by the next meeting of the Audit Committee.</p> <p><b>7.5. IRREGULAR EXPENDITURE REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report as regular reports should be submitted to the Audit Committee in respect of progress, it being noted this report dated 16 May 2019 by the Chief Financial Officer (Acting) was placed on the current agenda for consideration.</p> <p><b>7.6. FRUITLESS AND WASTEFUL EXPENDITURE REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report and progress report also be submitted to each meeting of the Audit Committee; it being a noted that a report dated 2 October 2019 by the Senior Manager: Expenditure (Acting) was on the current agenda.</p> <p><b>7.7. REVIEW OF THE LONG TERM FINANCIAL RECOVERY PLAN</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report and progress report also be submitted to each meeting of the Audit Committee; it being noted that the Ministerial Representative completed the reports and the recommendations where the two reports need to be incorporated, his report and the current report. where afterwards the report would be forwarded to Council for consideration.</p>
	<p><b>INTERNAL AUDIT FUNCTION</b></p> <p><b>9.1. REPORT OF THE INTERNAL AUDIT FUNCTION FOR THE MONTH OF JULY 2019</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the report dated 30 August 2019 incorporating the recommendations of the Strategic Management Committee on the operational activities of the Internal Audit Function for the month of July 2019 be NOTED.</p> <p><b>9.2. FINAL INTERNAL AUDIT REPORT ON PARKS AND RECREATION (3.10.1.1)</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That it be noted that the findings, internal audit opinions on the adequacy of the design of the system of internal controls are that they are inadequate and operation of the system of internal controls is ineffective around the Final internal report on Parks and Recreation.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>PARKS</b></p> <ol style="list-style-type: none"> <li>(2) That Supervisors should accurately complete all fields on the weekly pre-plan forms prior to submitting the forms to the District Horticulturists and Officer: Horticulture for review and approval.</li> <li>(3) That the District Horticulturists should sign and date the weekly pre-plan forms as evidence of review prior to submitting the forms to the Officer: Horticulture for approval.</li> <li>(4) That the weekly pre-plan forms should be signed and dated by the Officer: Horticulture and Manager: Sports, Parks, Servitudes, Recreation and Cemeteries as evidence of approval.</li> <li>(5) That training workshops should be conducted for Section Clerks to ensure that they are aware of what is expected from them when the approved weekly pre-plan forms are submitted to them for capture.</li> <li>(6) That Clerks should only process weekly pre-plan forms where all fields are accurately completed and approved by the Officer: Horticulture.</li> <li>(7) That the Officer: Horticulture should report to the Manager: Sports, Parks, Servitudes, Recreation and Cemeteries of repeated non-adherence to the prescribed procedures regarding the accurate completion and capture of the weekly pre-plan forms and the monthly reports.</li> <li>(8) That disciplinary action should be taken against those employees guilty of repeated non-adherence to the prescribed procedures.</li> <li>(9) That the Senior Manager: Recreation &amp; Facilities and Manager: Sports, Parks, Servitudes, Recreation and Cemeteries should review the filing and document management system to ensure that all documents are properly kept and maintained.</li> <li>(10) That the Business Unit should revisit the budgeted allocation to ensure that parks are properly developed, adequately secured and appropriately maintained.</li> <li>(11) That the District Horticulturist should have a plan maintenance schedule for all parks. Monthly planned maintenance should be monitored by the Officer: Horticulture and maintenance not performed should be followed up timeously.</li> <li>(12) That the Manager: Sports, Parks, Servitudes, Recreation and Cemeteries should employ a Caretaker for each park to prevent vandalism of equipment and to ensure that the park is properly maintained.</li> <li>(13) That Supervisors should be trained to carry out their duties with competence and diligence and this includes completing the asset lists properly.</li> <li>(14) That the individual District Horticulturists should conduct regular reviews of the list of assets completed by supervisors and sign as evidence of review.</li> <li>(15) That the updated list of assets should be maintained behind shed doors.</li> <li>(16) That once a quarter a physical verification of assets should be performed within the Horticulture Unit and an updated list must be shared with the Asset Management Unit to update the fixed register.</li> <li>(17) That the Senior Manager: Recreation &amp; Facilities, Manager: Sports, Parks, Servitudes, Recreation and Cemeteries, Officer: Horticulture (A) and District Horticulturists should ensure that the list of assets is adequately completed, and it has location of the asset, serial number. The condition of an asset must be captured in the list of assets to enable assets to be easily identified. This should be done to enhance the effectiveness of the Horticulture function and service delivery.</li> <li>(18) That the waiver of approved tariffs should be requested in writing and addressed to the General Manager: Community Services for Strategic Management Committee (SMC) consideration and approval by Council.</li> <li>(19) That detailed motivation should be provided in support or rejection of the request to waiver approved tariffs.</li> <li>(20) That the policy and procedure and or By- Laws should be updated to reflect the waiver process.</li> <li>(21) That waiving of approved tariffs should be exercised at exceptional instances through a formal process.</li> <li>(22) That the Private Security Inspector should ensure that Security Officer on duty does not leave the premises before the releasing Security Officer arrives.</li> <li>(23) That adequate training should be arranged for parks employees to equip them to perform their functions effectively.</li> <li>(24) That all employees who attended the training or refresher courses should sign the attendance register.</li> <li>(25) That training material should be customized for Parks section in order to address their operational functions and requirements.</li> <li>(26) That Personal Development Plans (PDP's) should be completed on an annual basis in line with operational functions and requirements of the unit.</li> <li>(27) That completed PDP's should get Manager: Sports, Parks, Servitudes, Recreation and Cemeteries and Senior Manager: Community Development congruence prior to submission to the Human Resource Management: Organizational Development and Skills Development.</li> </ol>
	<p><b>RECREATIONAL FACILITIES</b></p> <ol style="list-style-type: none"> <li>(28) That the Officer: Sports and Recreation should design the monthly report template to accommodate all relevant information i.e. name of the supervisor who compiles the report, space for signatures for Supervisor, Manager: Sports, Parks, Servitudes, Recreation and Cemeteries and dates.</li> <li>(29) That the Manager: Sports, Parks, Servitudes, Recreation and Cemeteries should sign and date the monthly report as evidence of review before the monthly report is sent to the Infrastructure department.</li> <li>(30) Manager: Sports, Parks, Servitudes, Recreation and Cemeteries should ensure that a deadline is initiated for submission of monthly report, if the deadline is missed then further action must be taken.</li> <li>(31) That the Manager: Sports, Parks, Servitudes, Recreation and Cemeteries and Officer: Sports and Recreation should ensure that pre-printed templates be kept at swimming pools all times.</li> <li>(32) That the Manager: Sports, Parks, Servitudes, Recreation and Cemeteries should ensure that the position of the Superintendent: Pool is filled, alternately, there must be an acting swimming pool supervisor put in place to ensure that proper administration is carried out.</li> <li>(33) That in the absence of Pool: Superintendent, the Supervisor should review the timesheets for the Officer: Sports and Recreation's approval.</li> <li>(34) That the Officer: Sports and Recreation should request the cash in transit to return all bank deposit slips to his/her office for filling.</li> <li>(35) That the Cashier should count cash takings in the presence of the Pool: Superintendent which should then be recorded in the cash receipt book and the deposit slips should agree with the cash receipt book on a weekly basis.</li> <li>(36) That if there are no money to be banked the Cashier should compile the weekly report and that report should be signed by the Supervisor as evidence of review.</li> <li>(37) That the Manager: Parks, Sport and Recreation should ensure that the General worker to vacate the Municipal cottage immediately.</li> <li>(38) That the Officer: Sports and Recreation should have a plan maintenance schedule for all swimming pools. Monthly planned maintenance schedule should be monitored by the Manager: Sports, Parks, Servitudes, Recreation and Cemeteries and maintenance not performed should be followed up timeously.</li> <li>(39) That the Officer: Sports and Recreation should ensure that employees leave is adequately planned so that employees are available during the off-peak season to ensure the upkeep and maintenance of the swimming pools and premises during the year.</li> <li>(40) That the Manager: Sports, Parks, Servitudes, Recreation and Cemeteries should develop detailed purposes and function for each sports ground.</li> <li>(41) That Budget requests should be made in line with the function of each sports ground to ensure that sports grounds are adequately maintained.</li> <li>(42) That Supervisors should be trained to complete the asset list properly.</li> <li>(43) That the individual District Horticulturists should conduct regular reviews of the list of assets completed by supervisors and sign as evidence of review.</li> <li>(44) That once a quarter a physical verification of assets should be performed within the Recreation Facilities Unit and an updated list must be shared with the Asset Management Unit to update the fixed register.</li> <li>(45) That updated list of assets should be maintained behind doors of the team sheds.</li> <li>(46) That the Manager: Parks, Sport, Recreation and Cemeteries and Officer: Sports and Recreation should ensure that the list of assets is adequately completed, and it has location of the asset, serial number and condition.</li> <li>(47) That the updated list of assets should be kept behind storerooms' doors.</li> <li>(48) That the training of lifeguard personnel should be prioritized during the budgeting process.</li> <li>(49) That the Manager: Parks and Recreation and Officer: Sports and Recreation should ensure that lifeguards participate in a programme of a regular basis.</li> <li>(50) That Personal Development Plans (PDP's) should be completed on an annual basis in line with operational functions and requirements of the unit.</li> <li>(51) That completed PDP's should get Manager: Sports, Parks, Servitudes, Recreation and Cemeteries and Senior Manager: Community Development congruence prior to submission to the Human Resource Management: Organizational Development and Skills Development.</li> </ol>

DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>9.3. FINAL INTERNAL AUDIT REPORT ON THE REVIEW OF THE SECTION 71(Inclusive Section 52d and Section 66) OF THE MFMA FOR QUARTER 4 OF THE 2018/2019 FINANCIAL YEAR (3.10.1.1)</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That it be noted that the findings, internal audit opinions on the adequacy of the design of the system of internal controls are that they are partially adequate and operation of the system of internal controls is partially effective around the Final Internal Audit Report on the review of the Section 71 (incl. Section 52d and 66) of the MFMA for Quarter 4 of the 2018/ 2019 Financial Year.</p> <p>(b) That Management should ensure the following:</p> <ul style="list-style-type: none"> <li>(i) A formal documented procedure in relation to following up on material variances is prepared. The documented procedure will ensure that the reasons in relation to material variances are obtained from specific cost centres or vote managers. Furthermore, a turnaround time in relation to the responses from the requested reasons should be stipulated.</li> <li>(ii) Explanation on material variances is obtained on both municipality's projected revenue by source and the municipality's projected expenditure by vote.</li> <li>(iii) The budget policy is reviewed to ensure that it defines material variances on budget as stipulated in paragraph 5.4 of the budget format guidelines.</li> <li>(iv) The adjustment budget with incorrect original values is removed from the website of the municipality and replaced with the correct version of the budget.</li> <li>(v) The reasons for replacing the currently published adjustment budget should be documented and communicated to affected stakeholders.</li> <li>(vi) Supervisory and review process is tightened to ensure accuracy, validity and reliability of the published budget on financial information.</li> <li>(vii) At supervisory level, a detailed review of the financial information reflecting on section 66 report is performed against the supporting documentation or system's financial records.</li> <li>(viii) Testing of formulas applied should be performed to ensure that necessary records on cast values are included. This process will enhance accuracy and reliability of financial information in relation to expenditure on staff benefits.</li> <li>(ix) Senior Manager: Budget Planning and Implementation works together with Senior Manager: Information and Communication Technology in consultation with SAP service provider, explore possible options to align the employee related cost line items on SAP to those of schedule B budget format.</li> <li>(x) The municipal financial systems are able to produce all legislated reports.</li> <li>(xi) The Senior Manager: Budget Planning and Implementation should report to the Chief Financial Officer on any resolutions reached and any necessary implementation timeframes thereof.</li> <li>(xii) The budget staff should record all the challenges and errors encountered in the system and submit those to the Manager: Budget Planning and Implementation.</li> <li>(xiii) The Senior Manager: Budget Planning and Implementation and the Senior Manager: Information and Communication Technology, in consultation with system's service provider should work together to find a solution to rectify the challenges and errors encountered.</li> <li>(xiv) There is proper records management and filing system in place that enables easy access to the records/information of the municipality.</li> <li>(xv) There is an electronic database management system that can be controlled through information technology security system.</li> </ul>
	<p><b>9.4. FINAL INTERNAL AUDIT REPORT ON CEMETERIES AND CREMATORIIUMS (3.10.1.1)</b></p> <p><b>RESOLVED</b></p> <p>That in view of the report containing information of a highly sensitive and confidential nature; as per the perspective and request of the Acting City Manager; it was decided the report be considered under confidential part of the Audit Committee meeting.</p>
	<p><b>9.5. FINAL INTERNAL AUDIT REPORT ON THE SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN 2019/20 (3.10.1.1)</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That it be noted that the findings, internal audit opinions on the adequacy of the design of the system of internal controls were found to be adequate and operation of the system of internal controls is partially effective around the Final Internal Audit Report the Service Delivery and Budget Implementation.</p> <p>(b) That Committee monitors the implementation of the following recommendations in order to address the findings:</p> <ul style="list-style-type: none"> <li>(i) Management should ensure that meaningful and adequate reviews take place to ensure consistency between approved budget, IDP and SDBIP.</li> <li>(ii) A more attentive review and monitoring by OC, P and KM Unit and an independent review by a Senior Manager who is familiar with the process as OC, P and KM unit did not identify errors or that not all the identified errors were corrected after the Business Units were advised to make their corrections.</li> <li>(iii) The Senior Managers, General Managers and OC, P and KM Unit Management will have to consider making the amendments at the Mid-Term Performance Review. These amendments could also have an impact on the performance agreements signed by the Managers. Changes should be initiated by the relevant General Managers and resubmitted to the OC, P and KM Unit for collation of the master SDBIP.</li> <li>(iv) All changes should be tracked by the OC, P &amp; KM Unit for accuracy and completeness.</li> <li>(v) The OC, P and KM Unit should review the SDBIP and Operational Plan against the IDP and flag any related errors/omissions for further investigation and resolution.</li> <li>(vi) Management should ensure that the baselines are aligned to the actuals of the previous FY, where the KPI is a repeat KPI. This will then ensure that Council is able to fully track all KPI's contained in the approved SDBIP, and not be misled into accepting poor performance.</li> <li>(vii) The OC, P and KM Unit, should advise the City Manager of all instances of breaches of the approved policy.</li> <li>(viii) The City Manager to ensure that all instances of breaches of the policy does not go unnoticed and that all instances are followed with consequence management and remedial action.</li> <li>(ix) Thorough reviews should be performed prior to annual performance agreements being finalised to ensure completeness and accuracy of content.</li> <li>(x) Where possible, the OC, P and KM Unit should assist with quality reviews on the annual performance agreements, with errors/anomalies escalated to relevant General Managers and the City Manager.</li> <li>(xi) Management should ensure that appropriate checks are performed on the SDBIP prior to approval by the Mayor and publishing thereof on the website for public information.</li> <li>(xii) A thorough proof read of the SDBIP should be considered prior to it being approved and published.</li> <li>(xiii) The IDP should be reviewed and realigned with the requirements of the Municipality.</li> <li>(xiv) A detailed assessment/exercise should be performed to ensure that the IDP and SDBIP fully aligns and exceptions are addressed in a timely manner.</li> <li>(xv) This should be adequately cascaded into quarterly monitoring, with both documents updated as and when required.</li> <li>(xvi) Further updates to the IDP should be timeously cascaded on the SDBIP to ensure continuous alignment.</li> <li>(xvii) The Senior Managers: Water and Sanitation and the Senior Manager: Project Management Unit should work together in ensuring that all projects transferred are accurate. The process should be overseen by the General Manager: Infrastructure Services and he should satisfy himself that all transferred information is accurate, valid and complete and exists.</li> <li>(xviii) Furthermore, there must be adequate supporting evidence i.e. reports, surveys etc. if applicable to support inclusion or exclusion of a Ward.</li> <li>(xix) The amendments, if any, should be made during the Mid-Term Performance review.</li> <li>(xx) Changes should be initiated by the relevant General Managers and resubmitted to the OC, P and KM Unit for collation of the master SDBIP.</li> <li>(xxi) All changes should be tracked by the OC, P and KM Unit for accuracy and completeness.</li> </ul>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>9.6. AUDIT COMMITTEE CALENDAR OF ACTIVITIES FOR 2019/2020 (3.10.1.1)</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the report dated 27 August 2019 by the Chief Audit Executive in respect of the Audit Committee Calendar of Activities for the 2019/2020</p>
	<p><b>RISK MANAGEMENT</b></p> <p><b>10.1. THE MSUNDUZI MUNICIPALITY RISK MANAGEMENT METHODOLOGY</b></p> <p><b>RESOLVED</b></p> <p>That the Chief Audit Executive in consultation with the Office of the City Manager submits an update report in respect of the appointment of the Chief Risk Officer inclusive of the inputs being obtained from Ms N Mhlongo (MR support team), contained in the report, the meeting of the Audit Committee.</p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the Msunduzi Municipality Risk Management Methodology be APPROVED.</p> <p>(b) That a presentation be done at the next Operational Management Committee on the Msunduzi Municipality Risk Management Methodology to enable positive influence that will enhance the methodology.</p> <p>(c) That the methodology be submitted to the Executive Committee and Council for approval.</p> <p>(d) That the methodology be work-shopped with all business units on invitation by the respective General Managers.</p> <p>(e) That the future strategic Planning processes of the Strategic Management and/or including the Executive Committees or any other structures be inclusive of an item of risk management and be allowed reasonable sufficient time to reflect on strategic/catastrophic/high risks that have some dire consequences in terms of likelihood and impact on the overall strategic/City Development Strategy.</p> <p>(f) That all future Strategic planning processes of the Business Units be inclusive of an item of risk management and be allowed reasonable sufficient time to reflect on strategic/catastrophic/high risks that have some dire consequences in terms of likelihood and impact on the overall strategic/City Development Strategy that is relevant to the Business Unit.</p> <p>(g) That all future reports to the Strategic Management Committee and all structures of the municipality should have a paragraph under implications that talks to risk implications that were considered on the matter which the author wishes a decision to be made on and how the risks could be mitigated.</p> <p><b>10.2. RISK MANAGEMENT COMMITTEE CHARTER</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the reviewed Risk Management Charter as incorporated in the report dated 28 August 2019 by the Chief Audit Executive be APPROVED.</p>
	<p><b>OFFICE OF THE CITY MANAGER</b></p> <p><b>11.1 QUARTER 1 SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP) AND OPERATIONAL</b></p> <p><b>RESOLVED</b></p> <p>(a) That Quarter 1 (July to September) 2019 Quarterly Progress Report on the 2019/2020 Service Delivery and Budget Implementation Plan (SDBIP) and Operational Plan (OP) be NOTED.</p> <p>(b) That the Quarter 1 (July to September) 2019 Quarterly Progress Report on the 2019/2020 Service Delivery and Budget Implementation Plan (SDBIP) and Operational Plan (OP) are forwarded to the Internal Audit Unit to conduct a performance audit on the reported results.</p> <p>(c) That all Business Units utilize the report as a management tool to identify early warning signals and apply appropriate corrective measures for the 2019/2020 financial year.</p>
	<p><b>FINANCIAL SERVICES BUSINESS UNIT</b></p> <p><b>13.1. SECTION 71 OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003 – AUGUST 2019 (3.7.1 (2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 16 October 2019 incorporating the recommendations of the Strategic Management Committee on the Section 71 report of the Municipal Finance Management Act No 56 of 2003: August 2019, be NOTED.</p> <p><b>13.2. SECTION 71 / SECTION 52 (D) OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003 – SEPTEMBER 2019 (3.7.1 (2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>That the Section 71/Section 52 (d) report for the month of September 2019 be NOTED.</p> <p><b>13.3. SECTION 66 OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003: EXPENDITURE ON STAFF BENEFITS MONTHLY REPORT – SEPTEMBER 2019 (3.7.1 (2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 16 October 2019 incorporating the recommendations of the Strategic Management Committee on the Section 66 report of the Municipal Finance Management Act No 56 of 2003: Expenditure on staff benefits Monthly report : September 2019 be NOTED.</p> <p><b>13.4. UNAUTHORISED, IRREGULAR OR FRUITLESS EXPENDITURE REPORTED ON THE FINANCIAL STATEMENTS (3.7.1 (2018/2019))</b></p> <p><b>RESOLVED</b></p> <p>It was noted that the report was dealt with at the previous meeting of the Audit Committee.</p> <p><b>13.5. (i) FRUITLESS AND WASTEFUL EXPENDITURE FOR 30 SEPTEMBER 2019</b></p> <p><b>RESOLVED</b></p> <p>(a) That the fruitless and wasteful expenditure for the month of September 2019 be NOTED.</p> <p>(b) That it be noted that the relevant council committee/internal audit unit be tasked to investigate Fruitless and Wasteful expenditure as required in terms of section 32 (2) (b) (2) of the MFMA Act 56 of 2003 a report back to the Council for consideration.</p>

DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>13.5 (ii) SUMMARY OF FRUITLESS EXPENDITURE FOR QUARTER 1 (JULY TO SEPTEMBER 2019)</b></p> <p><b>RESOLVED</b></p> <p>That the Summary of Fruitless Expenditure for Quarter 1 (July to September 2019) be NOTED.</p> <p><b>13.5 (iii) DISCLOSURE OF IRREGULAR EXPENDITURE FOR HE FIRST QUARTER OF THE 19/20 FINANCIAL YEAR (3.7.1 (2019/2020))</b></p> <p><b>RESOLVED</b></p> <p>(a) That it be noted that the irregular expenditure for the 1st quarter of the 19/20 financial year amounting to R306 243,74 be subjected to an investigation and review by the internal audit unit to determine of Council can authorise the expenditure in terms of section 32 (2) (b) and write the expenditure off as irrecoverable.</p> <p>(b) That it be noted in terms of Section 32 (40) of the Municipal Finance Management Act, the MEC for Local Government in the Province and the Auditor-General be advised in writing of the irregular expenditure incurred.</p> <p><b>13.6. PROGRESS ON THE IMPLEMENTATION OF EXTERNAL AUDIT FINDINGS ON SAP ERP AS AT 31 JULY 2019 (3.7.R)</b></p> <p><b>RESOLVED</b></p> <p>That the Implementation of the External Audit Findings on SAP ERP as at 31 July 2019 incorporated in the report dated 6 August 2019 by the Chief Financial Officer be NOTED.</p> <p><b>13.7. PROGRESS REPORT ON THE HANDING OVER OF SAP FROM FINANE BUSINESS UNIT TO CORPORATE SERVICES</b></p> <p><b>RESOLVED</b></p> <p>(a) That the Chief Financial Officer (Acting) ensure that a more substantive progress report pertaining to the handover of SAP functionality from Finance to ICT, be submitted to the next meeting of the Audit Committee for consideration and NOTING.</p> <p>(b) The Acting City Manager ensures that a further meeting is held outside of the Audit Committee to discuss and clarify which parts of the system remains with Finance and which parts of the system go to Corporate Services (ICT), it being noted that the infrastructure component would transfer to ICT and certain super users would remain.</p> <p><b>13.8. AUDITOR GENERAL TRACKING TOOL – ACTION PLAN TO ADDRESS THE 2017/2018 AUDIT FINDINGS (3.10.1.1)</b></p> <p><b>RESOLVED</b></p> <p>That the status of the action plan to address the prior year Auditor General audit findings be NOTED.</p>
	<p><b>INTERNAL AUDIT FINDINGS ON SAP TRACKING TOOL</b></p> <p>(i) PROGRESS ON THE IMPLEMENTATION OF INTERNAL AUDIT FINDINGS ON SAP ERP AS AT 30 SEPTEMBER 2019</p> <p>(ii) PROGRESS ON THE IMPLEMENTATION OF EXTERNAL AUDIT FINDINGS ON SAP ERP PERIOD JULY TO SEPTEMBER 2019</p> <p><b>RESOLVED</b></p> <p>That the reports on Progress On the Implementation of Internal Audit Findings On Sap ERP as at 30 September 2019 and Progress On the Implementation of External Audit Findings On Sap ERP Period July to September 2019 be STOOD DOWN.</p> <p><b>13.10. UPDATED INTERNAL AUDIT TACKING TOOL – PROGRESS REPORT ON INTERNAL AUDIT FINDINGS</b></p> <p><b>RESOLVED</b></p> <p>That the contents of the Internal Audit Action Plan Tracking tools as at 11 October 2019 for the financial years 2016/2017 and 2017 /2018 be NOTED.</p> <p><b>14.1. PROGRESS ON ICT GOVERNANCE AND STRATEGY (5.1.1.3)</b></p> <p><b>RESOLVED</b></p> <p>(a) That the report dated 5 August 2019 incorporating the recommendations of the Strategic Management Committee on the Progress On ICT Governance and Strategy be STOOD DOWN.</p> <p>(b) That the General Manager: Corporate Services ensures that an up to date report on the ICT Governance and Strategy is prepared; it being noted that the current strategy was developed in 2013 and appears out dated, bearing in mind that the strategy should not be done too long term and a full picture of all the projects to be implemented and completed and the budget should be incorporated.</p> <p><b>15. MUNICIPAL ENTITIES</b></p> <p><b>15.1. 2nd QUARTERLY FINANCIAL REPORT BY SAFE CITY: OPERATING ESTIMATES FOR THE (2.2.3.2.7)</b></p> <p><b>RESOLVED</b></p> <p>That the report dated 1 October 2019 by Safe City in respect of the 2nd Quarterly report on the Operating Estimates for the Year End 2018/2019, be NOTED.</p>





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	<p><b>CONFIDENTIAL: NOT FOR PUBLICATION</b></p> <p><b>16. FINAL INTERNAL AUDIT REPORT ON CEMETERIES AND CREMATORIUMS (3.10.1.1)</b></p> <div style="border: 1px solid black; padding: 5px;"> <p><b>NOTE BY THE SENIOR MANAGER: SECRETARIAT AND AUXILIARY SERVICES</b></p> <p>Due to the strict confidentiality of this item, an extract of the minutes under this item has been given to the Audit Committee members ONLY and a copy filed in the official CONFIDENTIAL records.</p> </div> <p><b>17. CONFIRMATION OF CONFIDENTIAL MINUTES</b></p> <p><b>19. REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 JULY 2019 TO 30 JULY 2019</b></p> <p><b>20. REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 AUGUST 2019 TO 31 AUGUST 2019(3.10.1.1)</b></p> <p><b>21. REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 SEPTEMBER 2019 TO 30 SEPTEMBER 2019(3.10.1.1)</b></p> <p><b>22. REPORT ON THE ALLEGED WATER AN ELECTRICITY THEFT (3.10.1.1)</b></p> <p><b>23. FORENSIC INVESTIGATION ON THE ALLEGED ABUSE OF COUNCIL PREMISES AND PROPERTY BY A PRIVATE BUSINESS PERSON: OFFICE OF THE CITY MANAGER; POLITICAL SUPPORT (3.10.1.1)</b></p> <p><b>24. REPORT ON THE FORENSIC INVESTIGATION INTO ALLEGED IRREGULAR EXPENDITURE RESULTED IN THE APPOINTMENT OF RAYPHILA MANAGEMENT CONSULTING (3.10.1.1)</b></p> <p><b>24. REPORT ON THE FORENSIC INVESTIGATION INTO ALLEGED IRREGULAR EXPENDITURE RESULTED IN THE APPOINTMENT OF BONAKUDE CONSULTING</b></p> <p><b>25. FORENSIC INVESTIGATION INTO THE ALLEGED FRAUDULENT SUPPLIER INVOICES SUBMITTED BY INGWENYA YAMASHELEMBE CC IN RESPECT OF MAINTENANCE WORK DONE AT THE MUNICIPAL SWIMMING POOLS AND OTHER MUNICIPAL STRUCTURES: COMMUNITY SERVICES BUSINESS UNIT (3.10.1.1)</b></p>
18 Dec 2019	<p><b>MATTERS ARISING</b></p> <p><b>7.1. MSUNDUZI RAISED AS A DEBTOR (3.10.1.1)</b></p> <p><b>RESOLVED</b></p> <p>That this item remains as a standing item and where progress is required then regular reports should be submitted accordingly; it being noted that a further detailed report will be submitted by the General Manager: Sustainable Development and City Enterprises.</p> <p>(a) That the Chief Financial Officer (Acting) submits a progress report to the next meeting of the Audit Committee in respect of deviation.</p> <p><b>7.2. IT GOVERNANCE AND STRATEGY REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the General Manager: Corporate Services ensures that a further detailed updated progress report be submitted to the next meeting of the Audit Committee.</p> <p><b>7.3. UPDATE ON REGISTER OF DISCIPLINARY MATTERS</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the Outstanding matters report and the Acting City Manager ensures that an updated detailed report is submitted to the next meeting of the Audit Committee; it being noted that the report has been submitted to the Ministerial Representative for signature as well as interviews have already been conducted. Grading of post and evaluation by SALGA and responses thereto should be received by the next meeting of the Audit Committee.</p> <p><b>7.4. IRREGULAR EXPENDITURE REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report as regular reports should be submitted to the Audit Committee in respect of progress.</p> <p><b>7.5. FRUITLESS AND WASTEFUL EXPENDITURE REPORT</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report and progress report also be submitted to each meeting of the Audit Committee.</p> <p><b>7.6. REVIEW OF THE LONG TERM FINANCIAL RECOVERY PLAN</b></p> <p><b>RESOLVED</b></p> <p>That this item remains on the outstanding matters report and progress report also be submitted to each meeting of the Audit Committee so that the progress can be tracked; it being noted that the Ministerial Representative completed the reports and the recommendations where the two reports need to be incorporated, his report and the current report, hence the item appeared at the Full Council for consideration on 13 December 2019.</p>



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	<p><b>MATTERS ARISING NOT LISTED</b></p> <p><b>8.1. REPORT ON THE HANDING OVER OF SAP FROM FINANCE BUSINESS UNIT TO CORPORATE SERVICES</b></p> <p><b>RESOLVED</b></p> <p>(a) That the Chief Audit Executive, the Senior Manager: ICT, the Senior Manager/Project Manager: SAP (S Nxumalo) and Mr M Shongwe (Audit Committee member) ensure that a follow up meeting with all parties is convened, in order to ensure that all the processes are outlined, detailing each aspect of unfolding the occurrence of the Handover of SAP to the Corporate Services Business Unit, it being noted that an Action plan should be done accordingly.</p> <p>(b) That the Acting City Manager follows up in respect of resolution (a) above and ensures that a timeline is placed in respect of the finalisation of the Handover of SAP to the Corporate Services Business Unit.</p> <p><b>9. PRESENTATION OF THE DRAFT AUDIT REPORT</b></p> <p>NOTED.</p> <p><b>INTERNAL AUDIT FUNCTION</b></p> <p><b>10.1. REPORT ON CONSULTING ENGAGEMENT ON THE MONTH-END DISCIPLINE: MONTH OF SEPTEMBER 2019 : AS AT 11 OCTOBER 2019 (3.10.1.1)</b></p> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the status of the month-end discipline in the municipality be NOTED.</p> <p><b>10.2. REPORT ON THE INTERNAL AUDIT FUNCTION FOR THE FIRST QUARTER OF THE 2019/2020 FINANCIAL YEAR (3.10.1.1)</b></p> <p>The following concerns were raised:</p> <ul style="list-style-type: none"> <li>• That the Chief Risk Officer post should be filled as a matter of urgency latest by 31 January 2020; it being noted that the Acting City Manager should sit on the panel as the Chairperson.</li> <li>• The Forensic Investigators posts were critical posts and were also required to be filled as a matter of urgency; it being noted that consultants cannot be appointed all the time where work was being done internally, as substantial cost was being incurred for appointment of consultants.</li> </ul> <p><b>RESOLVED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That the report dated 18 October 2019 by the Chief Audit Executive in respect of the Report on the Internal Audit Function for the First Quarter of the 2019/2020 Financial Year, be NOTED</p>
	<p><b>FINANCIAL SERVICES BUSINESS UNIT</b></p> <p><b>11.1. SECTION 71 OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003 – OCTOBER 2019 (3.7.1 (2018/2019))</b></p> <p>The following concerns were raised:</p> <ul style="list-style-type: none"> <li>• The focus should be directed on collecting the R3.8. billion including the revenue from the current billing.</li> <li>• Plans should be put into place to ensure that the outstanding debt is being collected</li> </ul> <p><b>RESOLVED</b></p> <p>That the report dated 12 November 2019 by the Chief Financial Officer (Acting) on the Section 71 report of the Municipal Finance Management Act No 56 of 2003: October 2019, be NOTED.</p> <p><b>11.2. SECTION 66 OF THE MUNICIPAL FINANCE MANAGEMENT ACT NO 56 OF 2003: EXPENDITURE ON STAFF BENEFITS MONTHLY REPORT – OCTOBER 2019 (3.7.1 (2018/2019))</b></p> <p>The following concerns were raised:</p> <ul style="list-style-type: none"> <li>• Control of overtime at supervisor level was critical and not taking place.</li> <li>• Processes should be put into place to cap overtime and a solution should be determined.</li> <li>• Those in management should critically examine the overtime before signing it off.</li> <li>• General Managers should be held accountable for the abuse of overtime and spending more than what is reflected in the budget.</li> </ul> <p><b>RESOLVED</b></p> <p>That the report dated 12 November 2019 by the Chief Financial Officer (Acting) on the Section 66 report of the Municipal Finance Management Act No 56 of 2003: Expenditure on staff benefits Monthly report: October 2019 be NOTED.</p> <p><b>12. PROGRESS REPORT ON THE HANDING OVER OF SAP FROM FINANCE BUSINESS UNIT TO CORPORATE SERVICES</b></p> <p><b>RESOLVED</b></p> <p>That the report on the Progress Report on the Handing Over of SAP from the Finance Business Unit to the Corporate Services Business Unit be STOOD DOWN until the next meeting of the Audit Committee, in view of there being no report to be presented at the meeting.</p> <p><b>13. AUDITOR GENERAL TRACKING TOOL – ACTION PLAN TO ADDRESS THE 2017/2018 AUDIT FINDINGS (3.10.1.1)</b></p> <p><b>RESOLVED</b></p> <p>That the report on the Auditor General Tracking Tool – Action Plan to Address the 2017/2018 Audit Findings be STOOD DOWN until the next meeting of the Audit Committee in view of there being no report to be presented at the meeting.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>14.1. UPDATED INTERNAL AUDIT TRACKING TOOL – PROGRESS REPORT ON INTERNAL AUDIT FINDINGS (3.10.1.1)</b></p> <p><b>RESOLVED</b></p> <p>That the contents of the Internal Audit Action Plan Tracking Tools as at 18 November 2019 by the Audit Readiness Consultant for the financial years 2016/2017 and 2017/2018 be NOTED.</p> <p><b>15.1. PROGRESS ON ICT GOVERNANCE AND STRATEGY (5.1.1.3)</b></p> <p><b>RESOLVED</b></p> <p>That the report on The Progress on ICT Governance and Strategy be STOOD DOWN, in view of there being no report to be presented at the meeting</p>
	<p><b>MUNICIPAL ENTITIES</b></p> <p><b>16.1. QUARTERLY FINANCIAL REPORT BY SAFE CITY: OPERATING ESTIMATES FOR THE 2nd QUARTER 2019/2020(2.2.3.2.2)</b></p> <p>The following concerns were raised:</p> <ul style="list-style-type: none"> <li>• That Safe City Unit should go back to the Community Services Unit.</li> <li>• Safe City viability was not there i.e. there do not even have firearms.</li> <li>• Not getting value for money as the funds being directed into the entity is quite substantial;</li> <li>• That management should look into the root cause of the issues experienced by Safe City as well as their challenges.</li> </ul> <p><b>RESOLVED</b></p> <p>That the report dated 15 November 2019 by Safe City in respect of the 2nd Quarterly report on the Operating Estimates for the Year End 2018/2019, be NOTED.</p> <p><b>CONFIDENTIAL: NOT FOR PUBLICATION</b></p> <p><b>19. FORENSIC INVESTIGATION INTO ALLEGED ABUSE OF MSUNDUZI MUNICIPAL VEHICLE NPC 7401, ABSENTEEISM FROM WORK WHILST ENGAGED IN PRIVATE TRIPS, FRAUD OVERTIME, RUNNING A RECYCLING PERSONAL BUSINESS WHILST EMPLOYED AT THE MUNICIPALITY: MUNICIPAL EMPLOYEE: M E L HLOPE: RECYCLING OFFICER AT WASTE MANAGEMENT: LANDFILL: PAY NUMBER 2505280 (3.10.1.1)</b></p> <div style="border: 1px solid black; padding: 5px;"> <p><b>NOTE BY THE SENIOR MANAGER: SECRETARIAT AND AUXILIARY SERVICES</b></p> <p>Due to the strict confidentiality of this item, an extract of the minutes under this item has been given to the Audit Committee members ONLY and a copy filed in the official CONFIDENTIAL records.</p> </div> <p><b>20. REPORT ON THE INVESTIGATION INTO ALLEGED IRREGULAR ACQUISITION OF LAND FOR THE ESTABLISHMENT OF A MUNICIPAL CEMETERY ON PORTION A OF THE REMAINDER OF PORTION 3 FOR THE FARM LAMONTSVALE NO. 1210</b></p> <p><b>21. REPORT ON THE PROGRESS ON FORENSIC INVESTIGATIONS, CRIMINAL INVESTIGATIONS AND PROSECUTIONS INTO ALLEGATIONS OF FRAUD, CORRUPTION, THEFT, ETC (3.10.1.1)</b></p>
25 Feb 2020	<p><b>ADDRESS BY THE CHAIRPERSON OF THE AUDIT COMMITTEE ON QUALIFIED AUDIT REPORT</b></p> <p>NOTED.</p>
	<p><b>AUDITOR GENERAL MATTERS</b></p> <p><b>UPDATE BY THE OFFICE OF THE AUDITOR GENERAL</b></p> <p>NOTED.</p>
	<p><b>INTERNAL AUDIT FUNCTION</b></p> <p><b>FINAL INTERNAL AUDIT REPORT ON THE AUDIT OF THE VALUATION ROLL</b></p> <p><b>AGREED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the Executive Committee Considers the Findings, Internal Audit Opinions on the Adequacy of the Design of the System of the Internal Controls are <b>inadequate</b> and the Operation of the Systems of Internal Controls is <b>ineffective</b> around the <b>Final Internal Audit Report on the Audit of the Valuation Roll</b>, as contained in the report dated 5 February 2020 by the Chief Audit Executive.</p> <p>(b) That Management ensure that:</p> <ol style="list-style-type: none"> <li>(i) The Manager: Real Estate Planning and Valuation investigate the anomalies identified during testing. Particular attention should be paid to reasons for properties not appearing on either GVRs and significant increases/decreases in values of properties.</li> <li>(ii) That the Manager: Rates (A) investigate all the anomalies that have identified during the migration of the property data from Promis to SAP, as a sample of 25 exceptions has been investigated.</li> <li>(iii) That the Manager: Real Estate Planning and Valuations investigate the anomalies that have been identified and ensure that required amendments are made to data on SAP to reconcile back to the 2019 GVR.</li> <li>(iv) That the Manager: Real Estate Planning and Valuations ensure that accurate and complete GVR information is maintained and aligned to that of the data from the deeds office.</li> </ol> <p>(c) That as a matter of priority, the Chief Financial Officer (Acting) put together an Action Plan to resolve all outstanding issues together with issues raised under (b) above no later than 30 June 2020.</p> <p>(d) That as a matter of priority, the Chief Financial Officer (Acting) issue a Press Release to update the public on the progress of addressing Objections raised to the General Valuation Roll.</p>

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	<p><b>FOLLOW-UP INTERNAL AUDIT REPORT ON DISASTER MANAGEMENT (REF:3.10.1.1)</b></p> <p><b>AGREED</b></p> <p>That the General Manager: Community Services (Acting) submit the <b>Draft Disaster Management Plan</b> to the next meeting of the Audit Committee; together with a Copy of the Integrated District Disaster Management Plan.</p> <p><b>AGREED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <ol style="list-style-type: none"> <li>(1) That it be noted that the Findings, Internal Audit Opinions on the adequacy of the Design of the System of Internal Controls are <b>inadequate</b> and the Operation of the System of Internal Controls is <b>ineffective</b> around the <b>Follow-up Internal Audit Report on Disaster Management</b> as contained in the report dated 5 February 2020 by the Chief Audit Executive.</li> <li>(2) That the Manager: Disaster Management Unit draft a Disaster Management Policy and Procedure Manual for approval and adoption by the Municipal Council as a matter of urgency.</li> <li>(3) That the Disaster Management Policy must include the following at a minimum: -       <ol style="list-style-type: none"> <li>(a) Roles, responsibilities and authority levels of Disaster Management Unit officials in line with Msunduzi Municipality's Delegation of Authority;</li> <li>(b) Response turnaround times to give effect to contingency plans;</li> <li>(c) Procedures to be followed in various types of emergency situations;</li> <li>(d) Disciplinary process / Procedures for non-compliance;</li> <li>(e) Official(s) responsible for the enforcement of the Policy;</li> <li>(f) Acts, Frameworks, and regulation(s) the Policy is based on;</li> <li>(g) Effective date of the Policy.</li> </ol> </li> <li>(4) That once the plan has been approved, it should be circulated and Disaster Management staff should receive regular training to ensure awareness and compliance.</li> <li>(5) That employees should acknowledge receipt and understanding of the requirements of the new Policy through signing.</li> <li>(6) That the Manager: Disaster Management Unit should review the plan, submit the plan to the Community Services Portfolio Committee for consideration and subsequently to Council for approval.</li> <li>(7) That once the plan has been approved, it should be communicated to all the Disaster Management Unit staff for implementation.</li> <li>(8) That the Manager: Disaster Management Unit should regularly review the Disaster Management Plan as per the requirements of section 52 (1) (c) of the Disaster Management Act, which stipulates that the municipality must regularly review and update its Disaster Management Plan.</li> <li>(9) That the Manager: Disaster Management should develop a training plan in consultation with the Human Resource Development and the Disaster Management Unit Staff.</li> <li>(10) That the training plan should be communicated with the Senior Manager: Public Safety, Emergency Services &amp; Enforcement and the General Manager: Community Services prior to requesting budget allocation for the planned trainings.</li> <li>(11) That the Manager: Human Resources Development should organize trainings as per the training plan upon approval of the training budget.</li> <li>(12) That the Senior Manager: Public Safety, Emergency Services &amp; Enforcement and the Senior Manager: Human Resource Management should ensure that the organizational structure of the Disaster Management Unit is functionally matched to the operational requirements of the municipality and should be finalized as a matter of urgency.</li> <li>(13) That the Strategic Management Committee (SCM) should provide an alternate strategy or solution in remedying the high vacancy issue as the job grading is still in process.</li> <li>(14) That the Manager: Disaster Management with the assistance of Human Resource Development (HRD) should provide proper training to all staff who are currently performing disaster management duties so that the functioning of the Disaster Management Unit does not entirely depend on one official.</li> <li>(15) That the Manager: Disaster Management should develop and implement a plan for skills development for the entire Disaster Management unit staff.</li> <li>(16) That the strategic Management Committee (SMC) should provide an alternate strategy or solution in remedying the high vacancy and capacity issues as the job grading is still in process.</li> <li>(17) That the Manager: Disaster Management Unit with assistance of HRD should fill the critical vacant posts with properly skilled individuals.</li> <li>(18) That the Senior Manager: Public Safety, Emergency Services &amp; Enforcement and the Manager: Disaster Management should analyze the monthly reports of previous trends and make submission for enough budget allocation to the Budgeting Office.</li> <li>(19) That the Senior Manager: Budget should consider the actual spending of the previous years when requesting the budget for Disaster Management Unit.</li> <li>(20) That the Manager: Disaster Management Unit should use defined timelines as one of the tools for measuring performance of Disaster Management Unit.</li> <li>(21) That the Manager: Disaster Management Unit should develop and implement a Disaster Management Plan, which should include, amongst other items, a plan of how the limited available staff resources can be used to achieve optimum efficiency.</li> <li>(22) That the General Manager: Community Services and the Senior Manager: Public Safety, Emergency Services &amp; Enforcement should monitor and review the implementation of the plan.</li> <li>(23) That the Manager: Disaster Management should measure the effectiveness of the disaster awareness campaigns through conducting surveys and through feedback received after attending to disaster incident.</li> <li>(24) That consideration should be given to logging incoming calls via the control room so that the statistics can be easily accessible and used by management when evaluating the impact of the disaster awareness campaigns as well as for recording all disasters that have been responded to for other management information purposes.</li> <li>(25) That in the absence of adequately skilled staff the assessment forms should be reviewed by the Manager: Disaster Management until all vacant posts are filled.</li> <li>(26) That the assessor of the disaster should ensure that all the necessary information is obtained and included in the assessment forms and households (victims) should sign and date the forms.</li> <li>(27) That resources recorded as consumed should be assessed for reasonableness.</li> <li>(28) That the Manager: Disaster Management should consider conducting second count on a surprise basis to enhance the credibility of stock count.</li> <li>(29) That the second count should ensure that the stock is counted by the staff member(s) who is/are independent of the receiving and issuing the stock.</li> <li>(30) That Management should document standard stock count procedures and this should be communicated to staff who are responsible for the stock count.</li> <li>(31) That the Manager: Disaster Management with assistance of the Human Resources Development team should prioritize filling of critical vacant positions.</li> <li>(32) That the Manager: Disaster Management should instruct the security guard and/ or a senior official to check the quantities and approval before removal of stock from the storerooms.</li> <li>(33) That the security guards should check and sign the stock issue notes before allowing the stock to exit the gate.</li> <li>(34) That the quantity of stock recorded in the schedule should be checked by senior official and/ or the security guard actual stock removed from the storerooms.</li> <li>(35) That the staff members should not be allowed to remove stock from the storerooms without written approval from the Manager: Disaster Management.</li> <li>(36) That the municipality should source additional funds where possible to ensure that there is a functional fleet to adequately respond to disaster management incidents.</li> </ol>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>FINAL INTERNAL AUDIT REPORT ON SECTION 71 REPORTS (INCLUDING SECTION 52 AND SECTION 66) OF THE MFMA FOR QUARTER 1 OF 2019/2020 FINANCIAL YEAR (REP:3.10.1.1)</b></p> <p><b>AGREED</b></p> <p>That the Chairperson of the SAP Steering Committee (Mr S Nxumalo), in conjunction with the City Manager (Acting) (Ms N Ngcobo) and the General Manager: Corporate Services (Ms M Molapo) compile an integrated report for the next meeting of the Audit Committee: -</p> <ul style="list-style-type: none"> <li>• Addressing all issues pertaining to the SAP for collective responsibility on the Financial and the Information Technology aspects;</li> <li>• Together with a copy of the Terms of Reference of the SAP Steering Committee, and minutes and attendance register of the Inaugural meeting of the SAP Steering Committee; which shall be attended by Mr Shongwe (IT Specialist on the Msunduzi Municipality Audit Committee) to assist in facilitating issues;</li> <li>• Along with input from each member serving on the SAP Steering Committee that can take the SAP Steering Committee forward, as the Audit Committee was of the view that there was a lack of accountability and responsibility on SAP related issues, whereby the Audit Committee has noted the Passing-the-Buck attitude and Gross Misconduct of Msunduzis Senior Management; and Progress on the Filling of the post of Project Manager: SAP</li> </ul> <p><b>AGREED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the Findings, Internal Audit Opinions on the Adequacy of the Design of the System of Internal Controls are inadequate and the Operation of the System of Internal Controls is ineffective around the Final Internal Audit Report on Section 71 Reports (including Section 52 and Section 66) of the MFMA for Quarter 1 of the 2019/2020 Financial Year as outlined in the report dated 10 February 2020 by the Manager: Assurance.</p> <p>(b) That Management must: -</p> <ol style="list-style-type: none"> <li>(1) Ensure that detailed Management Reviews are carried out to confirm that Budget information used for preparation and reporting of the Section 71 Reports agree to the information that is approved by the Council and Published on the Municipality website.</li> <li>(2) Ensure that detailed Management Reviews are carried out to confirm that Monthly Revenue and Expenditure Conversion of SAP Financial System to MSCOA Item Codes is prepared accurately and complete.</li> <li>(3) Ensure that detailed Management Reviews are carried out to confirm that monthly Revenue and Expenditure Financial Information on Section 71 reported to Council and published on the Municipal website is accurate and complete</li> <li>(4) Ensure that the Senior Manager: Budget Planning, Implementation and Monitoring and the Senior Manager: ICT determines necessary resolution in relation to the Cash Flow reports that cannot be generated by the SAP Financial System. A Resolution must be reached in consultation with the relevant key stakeholders.</li> <li>(5) Ensure that the Budget Officer Report Senior Manager: Budget Planning, Implementation and Monitoring and the Chief Financial Officer on any resolutions reached and any necessary implementation timeframes thereof.</li> <li>(6) Ensure that the Budget Statement Reports on Section 71 and 52(d) are submitted to the Municipal Council, the Mayor and Provincial Treasury within the Municipal Finance Management Act Legislation prescribed Timeframes.</li> <li>(7) Ensure that Statement Reports on Section 52(d) is published on the Municipality website within the required timeframe as per Section 75 (2) of the Municipal Finance Management Act.</li> <li>(8) Notify the Municipal Mayor and the Provincial MEC for Finance as per Regulation No.65 of the Municipal Budget and Reporting Regulations.</li> </ol> <p><b>FOLLOW-UP INTERNAL AUDIT REPORT ON THE SAP BASIS, PHASE1 AND 2 POST IMPLEMENTATION REVIEW FINDING (REF: 3.10.1.1)</b></p> <p><b>AGREED</b></p> <p>(a) That the City Manager (Acting) ensure that Audit Findings addressed in the report dated 12 February 2020 by the Chief Audit Executive within the current month are reported accordingly to the next meeting of the Audit Committee, together with progress on the appointment of a Project Manager: SAP.</p> <p>(b) That the Senior Manager: Expenditure (Mr S Nxumalo) who was also acting in the post of Project Manager: SAP ensure that the report dated 12 February 2020 by the Chief Audit Executive on the Follow-Up Internal Audit Report on the SAP Post Implementation Review (Page 205-208 of the Audit Committee agenda dated 25 February 2020) is tabled at the SAP Steering Committee meeting during the following week; whereby the Audit Committee must receive a copy of the Management Resolution on all internal audit findings reflected on (Page 205-208 of the Audit Committee agenda dated 25 February 2020); together with a report from the Chairperson and all members of the SAP Steering Committee to improve the Functioning of the SAP Steering Committee.</p> <p><b>AGREED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>That consideration be given to the findings, internal audit opinions on the adequacy of the design of the system of internal controls that are inadequate and Operation of the system of internal controls is ineffective around the Follow- up Internal Audit Report on the SAP Basis, Phase 1 and 2 of the Post Implementation Review.</p> <p>(a) That Management should ensure that appropriately completed and approved source documents are maintained for the following, i.e.:</p> <ul style="list-style-type: none"> <li>• Use of the DDIC account</li> <li>• User account creation on SAP</li> <li>• Use of powerful SAP privileges, i.e. SAP ALL and SAP_NEW</li> </ul> <p>(b) That SAP_ALL and SAP_NEW privileges should not be granted to end users, including IT users. All users should only be granted access to transactions, which are required to perform their duties. SAP ALL and SAP NEW privileges should be granted to emergency accounts, which should only be used in emergencies and under strict control by a senior official, e.g. the Chief Financial Officer.</p> <p>(c) That Management should ensure that policies and procedures as identified in the finding above are drafted, approved and implemented in a timely manner.</p> <p>(d) That these should be communicated to the relevant personnel to ensure awareness and compliance there with.</p> <p>(e) That review of these policies and procedures should be undertaken annually to ensure that they remain relevant and adequate to the needs of the municipality.</p> <p>(f) That management should consider implementing an SOD monitoring tool to monitor and track SOD conflicts.</p> <p>(g) That in the interim, management should create an SOD matrix to help understand functionality that create potential SOD conflicts and manage these risks.</p> <p>(h) That where conflicts are identified, senior management should be notified to provide mitigations for the SOD conflicts or address the SOD access.</p> <p>(i) That management should ensure that the SAP IDs for users identified in the finding above are disabled.</p> <p>(j) That in addition, Human Resources should ensure that SAP administrators are notified in a timely manner when employees leave the employment of Msunduzi so that the administrators can disable the “terminated employee’s” dialogue user ID on SAP.</p> <p>(k) That management should ensure that inappropriate access as identified in the finding above is remediated in a timely manner.</p> <p>(l) That management should ensure that supporting documents are approved and retained for all changes made to critical SAP tables and for all transports migrated to production.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p>(m) That user access profiles on the system should be reviewed at least quarterly and evidence of review maintained thereof.</p> <p>(n) That management should ensure that supporting documents are approved and retained for all changes made to critical SAP tables and for all transports migrated to production.</p> <p>(o) That management should ensure that users do not possess the ability to create and migrate their own changes to the production environment.</p> <p>(p) That where however, there is a business need to have such access assigned to individuals, senior management/business process owners should approve such access for the period access is required and review the activities of the user during that period.</p> <p>(q) That management should ensure that change request forms are completed in full and adequately authorised for any change migrated to the production environment via transports.</p> <p>(r) That management should ensure that audit logging is enabled on server MSUASCSAPERP.</p> <p>(s) That logs should be reviewed by an independent person with the requisite technical knowledge on a regular basis.</p> <p>(t) That evidence of these reviews should be retained.</p> <p>(u) That management should ensure that the following password parameters are configured and implemented on the Windows server hosting the SAP application.</p> <p>(v) That in addition, the IT Security Policy should be updated to include password settings which servers need to comply with.</p> <p>(w) That management should ensure that the patch management process is documented and adhered to. The process should align with best practice standards and should be agreed and signed off by all stakeholders for formal acceptance.</p> <p>(x) That all patches addressing security vulnerabilities (especially critical ones) should be tested and applied as a matter of urgency to ensure that the database version is not susceptible to vulnerabilities.</p> <p>(y) That management should ensure that inappropriate access as identified in the finding is remediated in a timely manner.</p> <p>(z) That periodic reviews of user accounts together with the corresponding transaction codes assigned to user accounts should be performed by independent senior officials.</p> <p>(aa) That furthermore, evidence of these reviews should be retained.</p> <p>(bb) That management should ensure that adequate configurations are implemented on the SAP application to ensure documents are created in the correct sequence and cannot predate the prior supporting document.</p> <p>(cc) That management should ensure that info type logs are reviewed by an independent official to ensure that all additions and changes are supported by appropriate evidence.</p> <p>(dd) That management should ensure that the payment file exported from SAP HCM is encrypted and cannot be modified prior to being imported to the FNB online banking system.</p> <p>(ee) That management should ensure that validation checks and mandatory field checks for key fields are enforced when employee data is captured on the employee Masterfile.</p> <p>(ff) That user access to be reviewed periodically by Supervisors, Senior Manager and Super Users and inappropriate access identified will be revoked.</p> <p>(gg) That management should ensure that a refresh training course for the SAP ISU super users is conducted by EOH, so that for first line IT support can be provided by internal Msunduzi staff, i.e. SAP super-users. This will thereby reduce the dependency on EOH and upskill current internal staff.</p> <p>(hh) That management should ensure that there is an automated posting between the SAP HCM and SAP ISU modules.</p> <p>(ii) That management should contact the service providers to ensure that the information received from them are encrypted. If this is not feasible, an automated interface should be created to upload the information. In addition, SAP should be configured to prevent duplicate files from being uploaded.</p> <p>(jj) That management should ensure that the information uploaded to ISU which is obtained from MetVal is updated by the MetVal Program/Valuation automated interface that already exists on SAP through execution of the Valuation Interface Program, i.e. ZMETVAL.</p> <p>(kk) That management should ensure that all activities of the SAP super users are logged, logs are reviewed on a regular basis either electronically or manually by an independent senior official for appropriateness and that evidence of the reviews are maintained.</p> <p>(ll) That management should ensure that there is an adequate succession plan in place and that existing staff members are upskilled to assume the responsibilities of staff that are away for extended periods to ensure continuity of operations.</p> <p>(mm) That management should ensure that Landfill invoice upload is done through an interface with the Landfill system as per the approved blueprint document for the SAP SD module.</p> <p>(nn) That management should ensure that the super user accounts are appropriately secured and disabled in the production environment when not required for use.</p> <p>(oo) That management should ensure that staff are adequately trained on how to use the system and that the service provider provides adequate support. This will enable staff to generate and provide the requested information in a timely manner for review.</p> <p>(pp) That management should consider implementing an SOD monitoring tool to monitor and track SOD conflicts. Where SOD conflicts are identified, management should be notified to address the issue immediately.</p> <p>(qq) That management should ensure that the SAP PS module is configured as per the requirements of the SAP training manual documents.</p> <p>(rr) That the SAP RE module should be configured to automatically interface with METVAL.</p> <p>(ss) That going forward the activities of the people noted in the finding will be reviewed via audit log reviews on a monthly basis and evidence of reviews will be retained.</p> <p>(tt) That management should ensure that SAP modules are implemented in their entirety, including all submodules and relevant functionality as the per the signed blueprint documents.</p> <p>(uu) That management should ensure that the SAP RE module is configured as per the requirements of the SAP blueprint/training manual documents.</p> <p><b>14. REVISION OF THE INTERNAL AUDIT PLAN FOR THE 19/20 FINANCIAL YEAR (REF:3.10.1.1)</b></p> <p><b>AGREED</b></p> <p>(a) That it be noted that the Audit Committee expressed concern over the lack of resources within the Internal Audit Unit which had led to the cancellation of Audits for Supply Chain Management, Conditional Grants and DORA Expenditure; and that as a result of the lack of capacity, the City Manager (Acting) in conjunction with the Chief Financial Officer (Acting) and General Manager: Corporate Services make the relevant arrangements to assist with expediting the filling of posts within Internal Audit Unit.</p> <p>(b) That the City Manager (Acting) must implement the relevant Consequence Management measures for failure to spend Conditional Grant Funding; reporting the relevant actions taken to the next meeting of the Audit Committee for noting.</p> <p><b>AGREED TO RECOMMEND TO THE EXECUTIVE COMMITTEE</b></p> <p>(a) That the Executive Committee consider the proposed changes on the Internal Audit plan for the 2019/2020 Financial Year as outlined in the report dated 17 February 2020 by the Chief Audit Executive;</p> <p>(b) That the Executive Committee approves the amended Internal Audit Plan for the 2019/2020 Financial Year; and</p> <p>(c) That the Executive Committee support the additional budget required for Forensic Investigations and Month End Discipline and Follow-Up on Auditor General Findings.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b>OFFICE OF THE CITY MANAGER (ACTING)</b></p> <p><b>QUARTER 2 (OCTOBER 2019 TO DECEMBER 2019) PROGRESS REPORT – SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN (SDBIP)</b></p> <p><b>AGREED</b></p> <p>(a) That the Quarter Two (2) (October 2019 to December 2019 Progress Report on the Service Delivery and Budget Implementation Plan (SDBIP), be NOTED.</p> <p>(b) That the City Manager (Acting) must ensure that non-performance on the respective Monthly and Quarterly reporting on the Service Delivery and Budget Implementation Plan (SDBIP) and Operational Plan must be measured along with the reviews in the Performance Management Assessments, and Conditional Grant Expenditure, and that the regular Non-performance Assessment Reports are submitted to the Audit Committee for noting, as the Audit Committee has noted the lack of Consequence Management on this issue.</p> <p><b>MID-YEAR PERFORMANCE REVIEW 2019/2020 FINANCIAL YEAR (REF: 4.2.1)</b></p> <p><b>AGREED</b></p> <p>(a) That the report dated 9 January 2020 by the Performance Management Advisor considering the Mid-Year Performance Review for the 2019/2020 Financial Year, be NOTED.</p> <p>(b) That the Chief Financial Officer (Acting) submit regular detailed monthly progress reports to the Audit Committee on the Debt Collection Project.</p>
	<p><b>BUDGET AND TREASURY BUSINESS UNIT</b></p> <p><b>2019/2020 MID-YEAR BUDGET PERFORMANCE REPORT (DECEMBER 2019 SECTION 71 REPORT, SECTION 72 AND SECTION 52 (D) AND THE ADJUSTMENT BUDGET (MFMA S28) (REF:3.7.1(2019/2020))</b></p> <p><b>AGREED</b></p> <p>That the extract from the unconfirmed minutes of the Special Full Council meeting held on 23 January 2020 considering the 2019/2020 Mid-Year Budget Performance Report (December 2019 Section 71 Report, Section 72 and Section 52 (D) and the Adjustment Budget (MFMA S28), be NOTED.</p>
	<p><b>INTERIM FINANCIAL STATEMENTS AS AT 30 SEPTEMBER 2019 (REF:3.7.1 (2019/2020))</b></p> <p><b>AGREED</b></p> <p>That the Interim Financial Statements for the First Quarter of the 2019/2020 Financial Year (July 2019 to September 2019), as contained in the report dated 10 December 2019 incorporating the recommendations of the Strategic Management Committee, be NOTED.</p>
	<p><b>PROGRESS REPORT ON THE HANDING OVER OF SAP FROM FINANCE BUSINESS UNIT TO CORPORATE SERVICES (ITEM 13 ON AGENDA): PROGRESS ON THE NEW IT GOVERNANCE AND STRATEGY</b></p> <p><b>AGREED</b></p> <p>That the report dated 14 February 2020 incorporating recommendations by the Strategic Management Committee considering the Progress on the New IT Governance and Strategy, be NOTED.</p>
	<p><b>AUDITOR GENERAL TRACKING TOOL – ACTION PLAN TO ADDRESS THE 2017/2018 AUDIT FINDINGS</b></p> <p><b>AGREED</b></p> <p>That the Status of the Implementation of the Action Plan to address the 2017/2018 Financial Year Auditor General Audit Findings, as contained in the report dated 3 February 2020 incorporating the recommendations by the Strategic Management Committee, be NOTED.</p>
	<p><b>AUDITOR GENERAL TRACKING TOOL – ACTION PLAN TO ADDRESS THE 2018/2019 AUDIT FINDINGS</b></p> <p><b>AGREED</b></p> <p>(a) That the Status of the Implementation of the Action Plan to address the 2018/2019 Financial Year Auditor General Audit Findings, as contained in the report dated 3 February 2020 by the Senior Manager: Finance Governance and Performance (Acting), be NOTED.</p> <p>(b) That the Chief Financial Officer (Acting) submit a detailed report to the next meeting of the Audit Committee addressing the Root Cause of the Problems with IDT, together with detailed reconciliations of orders, invoices, payments and the associated adjustments; in consultation with Approach to be agreed upon with the Auditor General.</p>
	<p><b>UPDATED INTERNAL AUDIT TRACKING TOOL – PROGRESS REPORT ON INTERNAL AUDIT FINDINGS</b></p> <p><b>AGREED</b></p> <p>That the Internal Audit Tracking Plan as at 11 February 2020 for the 2016/2017; 2017/2018 and 2018/2019 Financial Years, as contained in the report dated 11 February 2020 by the Audit Readiness Consultant, be NOTED.</p>
	<p><b>OUTSTANDING MATTERS DUE FOR CONSIDERATION BY THE AUDIT COMMITTEE: MSUNDUZI MUNICIPALITY RAISED AS A DEBTOR</b></p> <p><b>AGREED</b></p> <p>That the outstanding matter due for consideration by the Audit Committee regarding Msunduzi Municipality raised as a Debtor, as contained in the report dated 3 February 2020 incorporating the recommendations of the Strategic Management Committee, be NOTED, and be REMOVED from the Outstanding Matters Report of the Audit Committee.</p>



DATE	RECOMMENDATIONS / RESOLUTIONS OF THE MUNICIPAL AUDIT COMMITTEE 2019/2020 FY
	<p><b><u>CONFIDENTIAL: NOT FOR PUBLICATION</u></b></p> <p><b>REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 OCTOBER 2019 TO 30 OCTOBER 2019</b></p> <p><b>AGREED</b></p> <p>That the report dated 26 November 2019 incorporating the recommendations of the Strategic Management Committee considering the Report on the Whistle Blowing Hotline for 1 October 2019 to 30 October 2019, be STOOD DOWN to the next meeting of the Audit Committee.</p> <p><b>REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 NOVEMBER 2019 TO 30 NOVEMBER 2019</b></p> <p><b>AGREED</b></p> <p>That the report dated 20 December 2019 incorporating the recommendations of the Strategic Management Committee considering the Report on the Whistle Blowing Hotline for 1 November 2019 to 30 November 2019, be STOOD DOWN to the next meeting of the Audit Committee.</p> <p><b>REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 DECEMBER 2019 TO 31 DECEMBER 2019</b></p> <p><b>AGREED</b></p> <p>That the report dated 22 January 2020 incorporating the recommendations of the Strategic Management Committee considering the report on the Whistle Blowing Hotline for 1 December 2019 to 31 December 2019, be STOOD DOWN to the next meeting of the Audit Committee.</p> <p><b>REPORT ON THE WHISTLE BLOWING HOTLINE FOR 1 JANUARY 2020 TO 31 JANUARY 2020</b></p> <p><b>AGREED</b></p> <p>That the report dated 12 February 2020 incorporating the recommendations of the Strategic Management Committee considering the Report on the Whistle Blowing Hotline for 1 January 2020 to 31 January 2020, be STOOD DOWN to the next meeting of the Audit Committee.</p>
	<p><b><u>CONFIDENTIAL: NOT FOR PUBLICATION</u></b></p> <p><b>IRREGULAR EXPENDITURE INCURRED FROM 1 JULY 2019 TO 14 FEBRUARY 2020</b></p> <p><b>AGREED</b></p> <p>That the report dated 14 February 2020 by the Head: Supply Chain Management (Acting) considering Irregular Expenditure Incurred from 1 July 2019 to 14 January 2020, be STOOD DOWN to the next meeting of the Audit Committee.</p> <p><b>REPORT ON THE INVESTIGATION INTO ALLEGED IRREGULAR ACQUISITION OF LAND FOR THE ESTABLISHMENT OF A MUNICIPAL CEMETERY ON PORTION A OF THE REMAINDER OF PORTION 3 FOR THE FARM LAMONTS VALE NO 1210</b></p> <p><b>AGREED</b></p> <p>That the report dated 8 November 2019 by the Chief Audit Executive considering the Investigation into Alleged Irregular Acquisition of Land for the Establishment of a Municipal Cemetery on Portion A of the Remainder of Portion 3 for the Farm Lamonts Vale No. 1210, be STOOD DOWN to the next meeting of the Audit Committee.</p> <p><b>FORENSIC INVESTIGATION INTO THE ALLEGED ABUSE OF MSUNDUZI MUNICIPAL VEHICLE NPC 4131 AND THE ALLEGED ILLEGAL USAGE OF EW COP DRIVERS TAG NO 000010E74B6C2D AND OTI DRIVERS TAG "MSUND 728 (FUEL) AND THE PRIVATE USE OF A TLC HIRED FOR MUNICIPAL OFFICIAL PURPOSES: MUNICIPAL EMPLOYEE: MR IXS MCHUNU: INFRASTRUCTURE SERVICES: ROADS AND TRANSPORTATION</b></p> <p><b>AGREED</b></p> <p>That the report dated 24 December 2019 by the Chief Audit Executive considering the Report on the Forensic Investigation into Alleged Irregular Expenditure for 2015/2016 and 2016/2017 Financial Years (Amount of R 150 103 360), be STOOD DOWN to the next meeting of the Audit Committee.</p> <p><b>REPORT ON THE FORENSIC INVESTIGATION INTO ALLEGED SOLICITING OF CORRUPT PAYMENTS FOR PLACEMENT OF JOB SEEKERS AT MSUNDUZI MUNICIPALITY AND ILLEGAL SALE OF MUNICIPAL LAND BY MUNICIPAL OFFICIAL MRS BONGIWE NXUMALO: GENERAL WORKER AT CITY HALL: PAY NUMBER 0201920: CITY MANAGERS BUSINESS UNIT</b></p> <p><b>AGREED</b></p> <p>That the report dated 3 February 2020 by the Chief Audit Executive on the Forensic Report into Alleged Soliciting of Corrupt Payments for Placement of Job Seekers at Msunduzi Municipality and Illegal Sale of Municipal Land, be STOOD DOWN to the next meeting of the Audit Committee.</p> <p><b>FORENSIC INVESTIGATION INTO ALLEGED IRREGULARITIES IN THE ALLOCATION OF PROJECTS RELATED TO ENGINEERING CONTRACT SS66 OF 2014/2015 – SS66 2016/2017</b></p> <p><b>AGREED</b></p> <p>That the report dated 13 February 2020 by the Chief Audit Executive considering the Forensic Investigation into Alleged Irregularities in the Allocation of Projects related to Engineering Contract SS66 of 2014/2015 to SS66 2016/2017, be STOOD DOWN to the next meeting of the Audit Committee.</p>



# SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 FINANCIAL YEAR

## SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020

### ANNEXURE A

ANNEXURE A: MONTHLY PROJECTION OF REVENUE BY EACH SOURCE - BUDGET YEAR 2019 / 2020					
DESCRIPTION	JUNE PROJECTED	JUNE ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	SOURCE DOCUMENT
<b>Property rates</b>					
Property rates - penalties & collection charges	R1,200,772	R1,162,918	Variance within acceptable norm		S71 report
Service charges - electricity revenue	R2,417,938	R2,156,555	Billings were less than plan, COVID-19 may have negative impact	2020/21 should be used to recover from lockdown disaster	S71 report
Service charges - water revenue	R662,966	R661,026	Variance within acceptable norm		S71 report
Service charges - sanitation revenue	R145,475	R171,710	Billings exceeded plan revenue		S71 report
Service charges - refuse revenue	R111,324	R109,484	Variance within acceptable norm		S71 report
Service charges - other	-	-			
Rental of facilities and equipment	R27,827	R43,625	Revenue exceeded budget due to high usage of facilities more especially during lockdown		S71 report
Interest earned - external investments	R14,603	R14,116	Variance within acceptable norm		S71 report
Interest earned - outstanding debtors	R193,740	R304,091	Interest exceeded budget due to increasing debtors more so during lockdown	Intensify debt collection in 2020/21 so that less interest is accrued on outstanding debt	S71 report
Dividends received	-	-			
Fines	R16,064	R13,273	Lockdown severely impacted negatively the revenue hopefully in 2020/21 will recover revenue lost	2020/21 should be used to recover from lockdown disaster	S71 report
Licenses and permits	R1,071	R604	Lockdown severely impacted negatively the revenue hopefully in 2020/21 will recover revenue lost	2020/21 should be used to recover from lockdown disaster	S71 report
Agency services	R576	R1,090	Actual revenue surpass budget		S71 report
Transfers recognized - operational	R672,023	R637,128	Some grants were spent in full hence less recognition of the same on statement of financial performance	Hopefully in 2020/21 project roll out will not be interrupted if lockdown is no longer in place	S71 report
Other revenue	R140,145	R117,053	Lockdown severely impacted negatively the revenue hopefully in 2020/21 will recover revenue lost	2020/21 should be used to recover from lockdown disaster	S71 report
Gains on disposal of PPE					
<b>Total Revenue (excluding capital transfers and contributions)</b>	<b>R5,604,523</b>	<b>R5,392,673</b>			

### ANNEXURE B

ANNEXURE B: MONTHLY PROJECTION OF REVENUE COLLECTED BY EACH VOTE - BUDGET YEAR 2019 / 2020					
DESCRIPTION	JUNE PROJECTED	JUNE ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	SOURCE DOCUMENT
<b>Revenue by Vote</b>					
City Manager	R 57	-	Lockdown effect impacted on anticipated revenue	2020/21 should be used to recover from lockdown disaster	S71 Report
City Finance	R 1,777,146	R 1,630,842	Actual revenue surpass budget		S71 Report
Community Services and Social Equity	R 210,737	R 199,768	Lockdown effect impacted on anticipated revenue	2020/21 should be used to recover from lockdown disaster	S71 Report
Corporate Services	R 6,542	R 7,632			S71 Report
Infrastructure Services	R 4,173,277	R 3,829,667	Lockdown effect impacted on anticipated revenue	2020/21 should be used to recover from lockdown disaster	S71 Report
Sustainable Development and City Enterprises	R 184,080	R 156,311	Lockdown effect impacted on anticipated revenue	2020/21 should be used to recover from lockdown disaster	S71 Report
<b>TOTAL</b>	<b>R 6,351,838</b>	<b>R 5,824,221</b>			

## ANNEXURE C

ANNEXURE C: MONTHLY PROJECTION OF OPERATIONAL EXPENDITURE BY VOTE - BUDGET YEAR 2019 / 2020					
DESCRIPTION	JUNE PROJECTED	JUNE ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	SOURCE DOCUMENT
<b>Employee related costs</b>	R1,445,368	R1,242,291	Variance within acceptable norm		S71 report
<b>Remuneration of Councillors</b>	R51,488	R43,759	Anticipated annual increase was not effected before budget year end	Annual increase only paid at the beginning of 2020/21 budget year	S71 report
Debt impairment	R116,891	R20,930	More debt impairment mainly due to lockdown challenge	Thorough analysis shall be undertaken during mid-year of 2020/21 when lockdown is no longer in place	S71 report
Depreciation & asset impairment	R491,076	R417,339	Variance within acceptable norm		S71 report
Finance charges	R41,660	R43,717	Variance within acceptable norm		S71 report
<b>Bulk purchases</b>	R2,282,600	R2,491,127	Variance within acceptable norm		S71 report
Other materials	R55,714	R58,741	Variance within acceptable norm		S71 report
Contracted services	R586,347	R475,123	Expenditure curtailed due to lockdown which resulted into cash flow crisis	2020/21 should be used to recover from lockdown disaster	S71 report
Transfers and grants	R58,900	R25,307	Expenditure curtailed due to lockdown which resulted into cash flow crisis	2020/21 should be used to recover from lockdown disaster	S71 report
Other expenditure	R196,905	R219,402	Expenditure curtailed due to lockdown which resulted into cash flow crisis	2020/21 should be used to recover from lockdown disaster	S71 report
Loss on disposal of PPE	R43	-	No disposal was undertaken due to lockdown crisis	2020/21 should be used to recover from lockdown disaster	
<b>Total Expenditure</b>	<b>R5,326,992</b>	<b>R5,037,736</b>		-	

## ANNEXURE D

ANNEXURE D: MONTHLY PROJECTION OF CAPITAL EXPENDITURE BY VOTE - BUDGET YEAR 2019 / 2020					
DESCRIPTION	JUNE PROJECTED	JUNE ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	SOURCE DOCUMENT
<b>Multi-year expenditure to be appropriated</b>					
City Manager	R177,602	R448	Capex expenditure curtailed due to cashflow crisis as a results of lockdown	Hopefully cash flow will improve in 2020/21 and thus improve performance	S71 Report
City Finance	R691,436	R5,658	Capex expenditure curtailed due to cashflow crisis as a results of lockdown	Hopefully cash flow will improve in 2020/21 and thus improve performance	S71 Report
Community Services and Social Equity	R742,913	R503	Grant funded projects were severely affected due to lockdown	A recovery plan after COVID lockdown will be in place to ensure 100% on grant funded projects	S71 Report
Corporate Services	R289,335	R1,779	Capex expenditure curtailed due to cashflow crisis as a results of lockdown	Hopefully cash flow will improve in 2020/21 and thus improve performance	S71 Report
Infrastructure Services	R3,451,918	R316,084	Grant funded projects were severely affected due to lockdown	A recovery plan after COVID lockdown will be in place to ensure 100% on grant funded projects	S71 Report
Sustainable Development and City Enterprises	R281,761	R95,549	Grant funded projects were severely affected due to lockdown	A recovery plan after COVID lockdown will be in place to ensure 100% on grant funded projects	S71 Report
<b>Total Capital Expenditure</b>	<b>R5,634,965</b>	<b>R420,021</b>			



## ANNEXURE E

### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PERFORMANCE REPORT - REGULATED PERFORMANCE INDICATORS

#### REGULATED KEY PERFORMANCE INDICATORS OVERVIEW

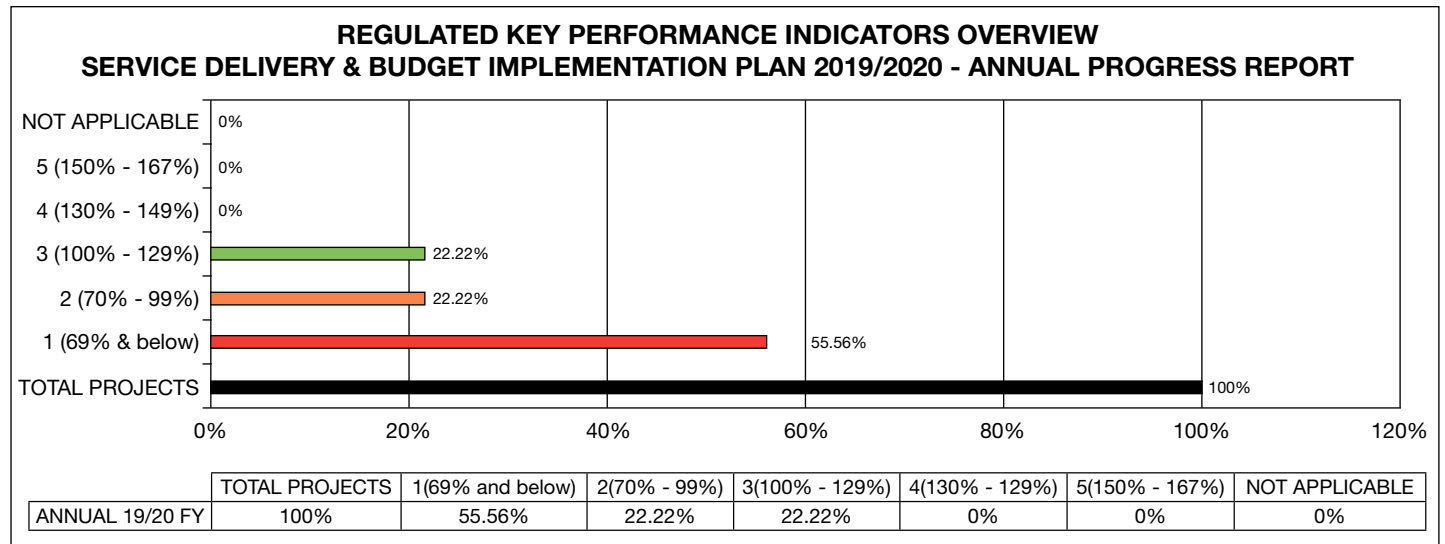
#### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

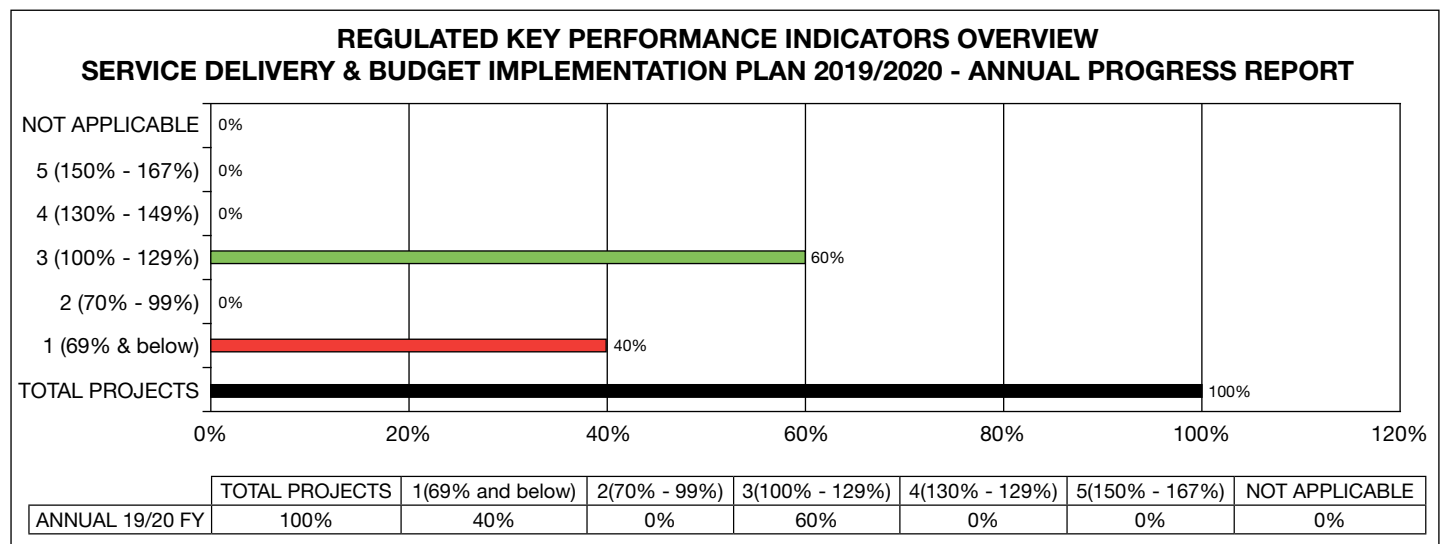
#### 1 REGULATED KEY PERFORMANCE INDICATORS OVERVIEW

1.1	TOTAL PROJECTS:	14
1.1.1	OPERATING PROJECTS	9
1.1.2	CAPITAL PROJECTS	5

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



#### 2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS



INDEX	IDP REFERENCE	ODS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE INDICATOR & OUTCOME	RESPONSIBLE MANAGERS	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
													ANNUAL ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	ANNUAL 2019/2020 FY PROGRESS REPORT	
																		ANNUAL ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	RPI 01	NKPA 1 - MUNICIPAL TRANSFORMATION AND ORGANIZATIONAL DEVELOPMENT	GM: CORPORATE SERVICES / SM: HUMAN RESOURCES	Workplace skills development	Budget spent on Work Skills Plan	N/A	R 7 942 421,48 was spent during the 2018/2019 Financial year to implement the WSP.	12 x Reports prepared & submitted to OMC on the budget spent on the implementation of the Workplace Skills Plan in the 19/20 FY by the 30th of June 2020	12 x Reports prepared & submitted to OMC on the budget spent on the implementation of the Workplace Skills Plan in the 19/20 FY by the 30th of June 2020	Number of Reports prepared & submitted to OMC on the budget spent on the implementation of the Workplace Skills Plan in the 19/20 FY	9 x Reports prepared & submitted to OMC on the budget spent on the implementation of the Workplace Skills Plan in the 19/20 FY by the 30th of June 2020	2 (70% - 99%)	The National Lockdown severely impacted the submission of the last three reports relating to the budget spent in the implementation of the 2019/2020 WSP.	SMC to be advised on the budget spent for the last quarter in the form of one report	Report to be submitted at the end of November 2020	9 x Reports on the budget spent on the implementation of the Workplace Skills Plan	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	RPI 02	NKPA 1 - MUNICIPAL TRANSFORMATION AND ORGANIZATIONAL DEVELOPMENT	GM: CORPORATE SERVICES / SM: HUMAN RESOURCES	Employment equity	Number of people from employment equity target groups employed in the three highest levels of management	N/A	NIL	3 x Females targeted as per the employment Equity plan for Senior Managerial Positions advertised at Msunduzi Municipality in the 19/20 FY	3 x Females targeted as per the employment Equity plan for Senior Managerial Positions advertised at Msunduzi Municipality in the 19/20 FY by the 31st of December 2019	Number of Females Employed	3 Senior Manager Posts filled 19/20 - 3 x African Males	1 (69% & below)	The Senior Manager posts that were advertised, recommended due to their performance in the interview.	SM: Revenue to be appointed by 31 June 2021.	Jun-21	Staff Establishment	
B	B1	2 - BACK TO BASICS	RPI 03	NKPA 2 - BASIC SERVICE DELIVERY	GM: INFRA-STRUCTURE / SM: WATER & SANITATION	Improved access to basic services	Number of households with access to potable (drinkable) water	Various, as this is Application Driven	92,9% have access to drinking water by the 30 June 2019.	60 x New Water connections completed (Application Driven) by the 30th of June 2020	60 x New Water connections completed (Application Driven) by the 30th of June 2020	Number of New Water connections completed (Application Driven)	37 x New Water Connections Completed by 30th June 2020	3 (100% - 129%)	N/A	N/A	N/A	Water Connection monitoring spread-sheet for June 2020	
B	B1	2 - BACK TO BASICS	RPI 04	NKPA 2 - BASIC SERVICE DELIVERY	GM: INFRA-STRUCTURE / SM: WATER & SANITATION	Improved access to basic services	Number of households with access to sanitation	Application Driven, Basic Sanitation Program	54,71 % have access to sanitation by the 30 June 2019	1530 x New consumers have access to sanitation by the 30th of June 2020	1530 x New consumers have access to sanitation by the 30th of June 2020	Number of New consumers that have access to sanitation	1548 x New consumers have access to sanitation by 30th June 2020	3 (100% - 129%)	N/A	N/A	N/A	Sewer Connection monitoring sheet for June 2020, Invoices and Progress Report.	
B	B1	2 - BACK TO BASICS	RPI 05	NKPA 2 - BASIC SERVICE DELIVERY	GM: INFRA-STRUCTURE / SM: ELECTRICITY	Improved access to basic services	Number of households with access to electricity	1,2,13,18, 23,24,25,2 6,27,28,29 30,31, 32, 33,34,35,3 6,37,38	179 new electricity connections completed in various ward (Application based) by the 30th of June 2019	100% of new electricity connections completed (Application based)	100% of new electricity connections completed by the 30th of June 2020 (Application based)	% of new electricity connections completed (Application based)	54/215) 25% of new electricity connections completed by the 30th of June 2020 (Application based)	1 (69% & below)	54 out of 215 installations were completed due to the late arrival material for the prepaid installation	early procurement of material	31-Oct-20	Memos application forms	





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR

INDEX	IDP REFERENCE	ODS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA & OUTCOME 9	RESPONSIBLE MANAGERS	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				SOURCE DOCUMENT	
													ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION		CORRECTIVE MEASURE
B	B1	2 - BACK TO BASICS	RPI 06	NKPA 2 - BASIC SERVICE DELIVERY	GM INFRA-STRUCTURE / SM: PROJECT MANAGEMENT OFFICE	Improved access to basic services	Kilometres of MIG Projects municipal roads constructed	19.08km = 1km - ward 5 // 1km - ward 2 // 0.95km - ward 2 // 5.3km - ward 26 // 1km - ward 39 // 0.5km - ward 23 // 0.5km - ward 18 // 0.5km - ward 14 // 1.2km - ward 3 // 1.9km - ward 1 // 1.1km - ward 9 // 0.5km - ward 12 // 1km - ward 11 // 0.7km - ward 4 // 0.5km - ward 13 // 0.5km - ward 21 // 0.3km - ward 20 // 0.63km - ward 20	250m2 (Equivalent to 2.5km) of municipal roads not constructed	19.08km of MIG Projects municipal roads constructed in the 19/20 FY	km of MIG Projects municipal roads constructed in the 19/20 FY	19.08km of MIG Projects municipal roads constructed in the 19/20 FY by the 30th of June 2020	6.06km of MIG Projects municipal roads constructed in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Disparity between operations across the Infrastructure Services Business Unit.	Proper plan and direction in implementation of Roads Projects	31-Jul-20	Payment Certificates
B	B1	2 - BACK TO BASICS	RPI 07	NKPA 2 - BASIC SERVICE DELIVERY	GM: COMMUNITY SERVICES / SM: WASTE MANAGEMENT	Waste Management	SMME's Refuse Collection	10 to 38	NIL	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY by the 30th of June 2020	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY by the 30th of June 2020	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Weekly Schedule
B	B3	2 - BACK TO BASICS	RPI 06	NKPA 2 - BASIC SERVICE DELIVERY	CFO / SM: REVENUE MANAGEMENT	Improved access to Free Basic Services	Number of households earning less than R3500 per month (application based) with access to free basic services	All Wards (application based)	4210 households earning less than R3500 per month (application based) with access to free basic services by the 30th of June 2019	6000 households earning less than R3500 per month (application based) with access to free basic services	6000 households earning less than R3500 per month (application based) with access to free basic services by the 30th of June 2020	6000 households earning less than R3500 per month (application based) with access to free basic services by the 30th of June 2020	2 (70% - 99%)	The National Lockdown severely impacted on the mobility of indigent applicants. Applicants were not able to get support letters from SASSA & Dept. of Labour respectively.	Renewed Indigent Registration	SMC Resolution		
D	D3	4 - BUILDING FINANCIAL SUSTAINABILITY	RPI 09	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	CFO / SM: BUDGET PLANNING, IMPLEMENTATION & MONITORING	Improved Audit Opinion	Percentage of municipality's capital budget actually spent on capital projects identified in the IDP	N/A	82% of the municipality's capital budget actually spent on capital projects identified in the IDP by the 30th of June 2019 (Percentage: Total spending on capital projects divided by total capital budget x 100)	100% of the municipality's capital budget actually spent on capital projects identified in the IDP by the 30th of June 2020 (Percentage: Total spending on capital projects divided by total capital budget x 100)	100% of the municipality's capital budget actually spent on capital projects identified in the IDP by the 30th of June 2020 (Percentage: Total spending on capital projects divided by total capital budget x 100)	100% of the municipality's capital budget actually spent on capital projects identified in the IDP by the 30th of June 2020 (Percentage: Total spending on capital projects divided by total capital budget x 100)	54%	A recovery plan will be in place to ensure 100% on grant funded projects severely affected due to cashflow crisis as a result of lockdown	A recovery plan will be in place to ensure 100% on grant funded projects	2021 FY	S71 report	



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																	
INDEX	IDP REFERENCE	GDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA & OUTCOME 9	RESPONSIBLE MANAGERS	PROGRAMME PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
											ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	COHERENT MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
D	D1	4 - BUILDING FINANCIAL SUSTAINABILITY	RPI 10	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	CFO / SM: FINANCIAL GOVERNANCE & PERFORMANCE MANAGEMENT	Improved Audit Opinion	N/A	17,66 achieved in 2018/2019	9.78 Financial viability in terms of debt coverage achieved by the 30th of June 2020 (Ratio: Total operating revenue received minus operating grants divided by debt service payments (i.e., interests plus redemption))	Ratio of Financial viability in terms of debt coverage achieved. (Ratio: Total operating revenue received minus operating grants divided by debt service payments (i.e., interests plus redemption))	9.78 Financial viability in terms of debt coverage achieved by the 30th of June 2020 (Ratio: Total operating revenue received minus operating grants divided by debt service payments (i.e., interests plus redemption))	-2.78	1 (69% & below)	Inadequate revenue collection	Intensify revenue collection as per the Revenue Enhancement Plan	30/12/2020	Reports from the financial system
D	D3	4 - BUILDING FINANCIAL SUSTAINABILITY	RPI 11	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	CFO / SM: FINANCIAL GOVERNANCE & PERFORMANCE MANAGEMENT	Improved Audit Opinion	N/A	0.28 achieved in 2018/2019	3.43 Financial viability in terms of cost coverage achieved. (Ratio: Available cash plus investments divided by monthly fixed operating expenditure)	Ratio of Financial viability in terms of cost coverage achieved. (Ratio: Available cash plus investments divided by monthly fixed operating expenditure)	3.43 Financial viability in terms of cost coverage achieved by the 30th of June 2020 (Ratio: Available cash plus investments divided by monthly fixed operating expenditure)	0.22	1 (69% & below)	Inadequate revenue collection	Intensify revenue collection as per the Revenue Enhancement Plan	30/12/2020	Reports from the financial system
D	D3	2 - BACK TO BASICS	RPI 12	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	CFO / SM: FINANCIAL GOVERNANCE & PERFORMANCE MANAGEMENT	Improved Audit Opinion	N/A	11.26 achieved in 2018/2019	1.8 Financial viability in terms of outstanding service debtors to revenue achieved by the 30th of June 2020 (Ratio: Outstanding service debtors divided by annual revenue actually received for services)	Ratio of Financial viability in terms of outstanding service debtors to revenue achieved. (Ratio: Outstanding service debtors divided by annual revenue actually received for services)	1.8 Financial viability in terms of outstanding service debtors to revenue achieved by the 30th of June 2020 (Ratio: Outstanding service debtors divided by annual revenue actually received for services)	-14.20	1 (69% & below)	Inadequate revenue collection	Intensify revenue collection as per the Revenue Enhancement Plan	30/12/2020	Reports from the financial system
C	C1	2 - BACK TO BASICS	RPI 13	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	GM: SUSTAINABLE DEVELOPMENT & CITY DEVELOPMENT SERVICES	Community Work programme implemented and cooperatives supported	4, 5, 6, 7, 8, 9, 11, 13, 14, 15, 16, 17, 18, 20, 2, 22, 23, 29, 31, 32, 33, 35& 39	1202 work opportunities created through CWP and infrastructure sector.	1000 x work opportunities created through LED development initiatives including Capital Projects by the 30th June 2020	Number of work opportunities created through LED development initiatives including Capital Projects	1000 x work opportunities created through LED development initiatives including Capital Projects by the 30th June 2020	1000 x work opportunities created through CWP initiative	3 (100% - 129%)	N/A	N/A	N/A	CWP Monthly Report
B	B1	2 - BACK TO BASICS	RPI 14	NKPA 2 - BASIC SERVICE DELIVERY	GM: SUSTAINABLE DEVELOPMENT & CITY DEVELOPMENT SERVICES	Improved access to basic services	1-9=1000 Mulindele Phase 8 Extension Lot 182 17=480 (EE Phase 1 & Unit N)	1-9= 1000 10=17 17=129 11=58	1585 x new housing units constructed utilising external funding by the 30th of June 2020	Number of new housing units constructed utilising external funding	1585 new housing units constructed by the 30th of June 2020	1755 new housing units constructed by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	D6 and Inspection Forms



## ANNEXURE F

### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PERFORMANCE REPORT - ORGANIZATIONAL OVERVIEW

#### SDBIP ORGANISATIONAL OVERVIEW

#### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

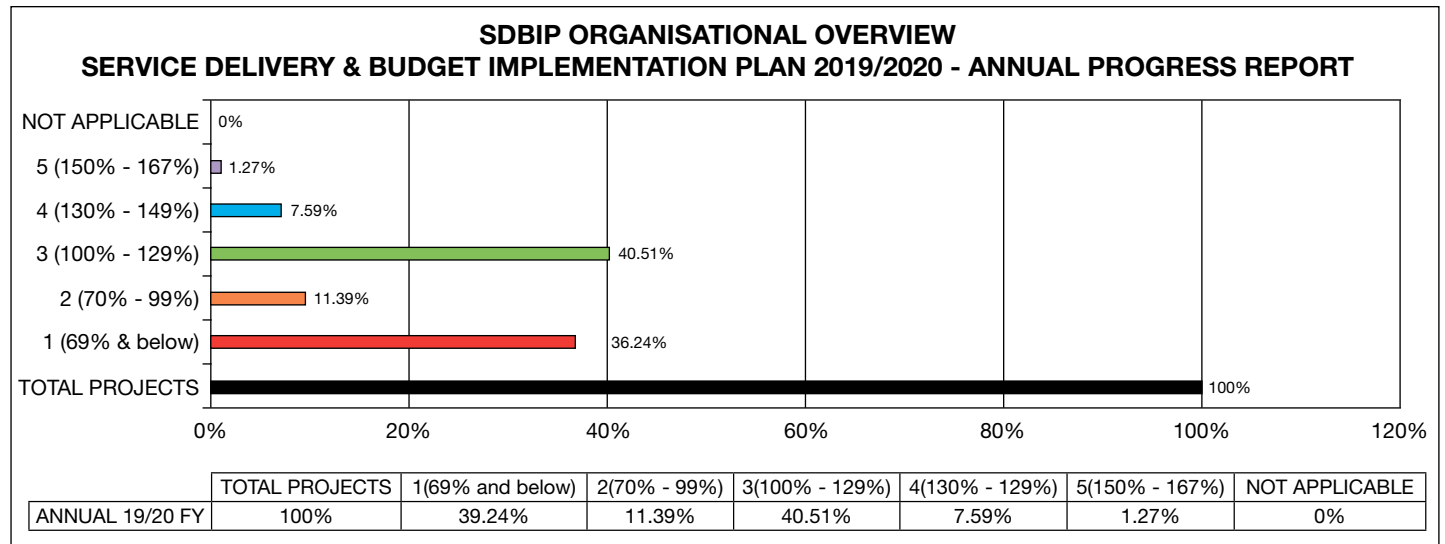
#### 1 SDBIP ORGANISATIONAL OVERVIEW

1.1 TOTAL PROJECTS: 148

1.1.1 OPERATING PROJECTS 79

1.1.2 CAPITAL PROJECTS 69

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



1.2.1 A total of 79 Operating Projects were reported on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

1.2.2 35.44% of the projects were reported as having achieved a 1 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

1.2.3 10.13% of the projects were reported as having achieved a 2 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

1.2.4 45.57% of the projects were reported as having achieved a 3 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

1.2.5 7.59% of the projects were reported as having achieved a 4 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

1.2.6 1.27% of the projects were reported as having achieved a 5 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

1.2.7 0% of the projects were reported as not applicable on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR												
ORGANISATIONAL OVERVIEW NARRATIVE												
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	ANNUAL TARGET		CORRECTIVE MEASURE			
							PROJECT	ANNUAL ACTUAL				
							ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION				
2	COMMUNITY SERVICES	PUBLIC SAFETY, EMERGENCY SERVICES & ENFORCEMENT (TRAFFIC, SECURITY, FIRE & DISASTER)	12	1	13	5	PSDM 02	Fire arm audit	0 x Fire arm audits conducted in Compliance with Fire Arms Controls Act by the 30th of June 2020	1 (69% & below)	No Fire arm audits were conducted in Compliance with Fire Arms Controls Act by the 30 June 2020 due to the firearm take by the National Task Team	N/A
							PSDM 03	Physical Fire arm verification	2 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 31st of March 2020	1 (69% & below)	No Physical Fire arm verifications were conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 30 June 2020 due to the firearm take by the National Task Team	N/A
							PSDM 04	Fire Arm Training for all municipal fire arm holders	2 x Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30th of June 2020	1 (69% & below)	No Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30 June 2020 due to the firearm take by the National task team	N/A
							PSDM 08	Disaster management Review of Disaster Management Plan as per the national disaster management centre	Reviewed Disaster Management Plan prepared and submitted to SMC for approval by Council by the 31st of March 2020	1 (69% & below)	LOCKDOWN FOR COVID-19 DELAYED THE PRINTING OF THE PLAN, COUNCILS PRINTING DEPARTMENT CLOSED	ORDER GIVEN TO PRINTING. REPORT DONE FOR S.M.C. GENERAL MANAGER TO APPROVE AND FORWARD TO S.M.C.
							PSDM 10	Major Hazards Premises Visitations by PSDM	46 x Major Hazard Visitations conducted in the 19/20 FY by the 30th of June 2020	1 (69% & below)	The COVID-19 Pandemic prevented the unit from completing their outstanding site visits	The Municipality will undertake the plan for the 2021 FY
		AREA BASED MANAGEMENT (ABM - HIV/AIDS & HALLS)	8	0	8	4	ABM 03	Strengthening formal linkage with LAC (Local Aids Council)	0 x OSS functionality reports for the 19/20 FY produced and submitted to The Office of the Mayor and District Council by the 30th of June 2020	1 (69% & below)	The LAC committee functionality collapsed due to non-attendance by councillors. Therefore no meetings were scheduled by the Office of the Mayor for the LAC.	ABM in conjunction with the Office of the Mayor has prepared a plan to resuscitate the LAC committee. All political parties have been requested to submit the names of councillors for membership to the LAC committee. The LAC meetings to resume by approximately the second quarter of the 2021 FY
							ABM 05	Ward Audits	0 x quarterly ward audit reports for the 19/20 FY prepared and submitted to OMC on Audits conducted in each of the 39 wards on Service Delivery Challenges by the 30th of June 2020	1 (69% & below)	ABM respected the National lockdown Level 5 & 4 that had high restrictions hence had to change the pattern of acquiring information to adhere to COVID19 & OMC is not sitting	Awaiting sitting of the OMC to submit
							ABM 06	Support Established war rooms	0 x quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	1 (69% & below)	ABM respected the National lockdown Level 5 & 4 that had high restrictions hence had to change the pattern of acquiring information to adhere to COVID19 & OMC is not sitting	Awaiting sitting of the OMC to submit
							ABM 07	Ward visits to be conducted to support HIV/AIDS groups	172 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	2 (70% - 99%)	Group meetings minimised due to level 3 to National Lockdown	More Groups meetings will be conducted when National Lockdown is uplifted
		RECREATION & FACILITIES (SPORTS, PARKS, SERVICES, RECREATION, CENTRIES, LIBRARIES, BUILDINGS & FACILITIES)	4	3	7	7	R & F 01	Grass cutting on verges, open spaces and parks	Grass cut once per month in 29 wards a season (September 2019 - May 2020) as per grass cutting schedule by the 31st of May 2020	1 (69% & below)	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
							R & F 02	Grass cutting and landscaping of islands, municipal gardens and main entrances	10 islands and 11 main entrances into CBD maintained monthly as per maintenance schedule by the 30th of June 2020	1 (69% & below)	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
							R & F 03	Grass cutting at municipal libraries	Grass cut at 11 libraries every month as per the grass cutting schedule by the 30th of June 2020	1 (69% & below)	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
							R & F 04	Purchase of Library Books	5000 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	1 (69% & below)	No books were purchased due to the non-appointment of a service provider. Tender was suppose to close on the 2nd of April 2020. However due to the national Lockdown the process could not be completed to appoint a panel for the provision of books.	Appointment of Service Provider as soon as the National Lockdown is lifted

SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR													
ORGANISATIONAL OVERVIEW NARRATIVE													
ANNUAL PROGRESS REPORT													
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPIS	NUMBER OF CAPITAL KPIS	TOTAL NUMBER OF KPIS	NUMBER OF KPIS - TARGET NOT MET OR PARTIALLY MET	SQBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
2	COMMUNITY SERVICES	RECREATION & FACILITIES (SPORTS, PARKS, RECREATION, CEMETERIES, LIBRARIES & BUILDINGS & FACILITIES)					R & F 05	Purchase of 100 Brush cutters and 9 slashers	50 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	0 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	1 (69% & below)	No brush cutters were purchased due to the non-appointment of a service provider due to the COVID-19 Lockdown.	Appointment of Service Provider as soon as the National Lockdown is lifted
							R & F 06	Purchase new machinery	100% of new machinery (Tricking mower and Amazon mower) purchased & delivered in the 19/20 FY by the 31st of January 2020	0% of new machinery (Tricking mower and Amazon mower) purchased & delivered in the 19/20 FY by the 31st of January 2020	1 (69% & below)	Tender closed. No tenders submitted. Section 36 Deviation referred to BAC.	Create the order and fast track delivery.
							R & F 07	Purchase new machinery	4 x new Slasher Mowers purchased & delivered in the 19/20 FY by the 30th of June 2020	0 x new Slasher Mowers purchased & delivered in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Tender advertised, report now sent to BEC, Awaiting recommendations	Fast track the process
		WASTE MANAGEMENT	2	4	3	3	WM 02	SMWE's Refuse Collection	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 completed by the 31st of December 2019	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 NOT completed by the 31st of December 2019	1 (69% & below)	No funding for the Project	To follow section 78 of the MSA to review and decide on mechanism to provide municipal service in terms of public private partnership
							WM 03	Repairs completed on skip bins	7 x 25m3 garden site containers purchased and delivered by the 29th of February 2020	7 x 25m3 garden site containers Not purchased and delivered by the 29th of February 2020	1 (69% & below)	No funding for the Project	To Purchase in 2021
							WM 04	Compliance with Landfill site License	100% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	45% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	1 (69% & below)	1. Action plan for the immediate removal of the significant volume of waste 2. Landfill plant is functioning and serviced 3. Technical assessment report specialist/engineer 4. Appoint a suitably qualified specialist 5. Submit specialist stormwater report 6. Detailed comprehensive action plan 7. Appoint an independent and suitably qualified Landfill site specialist 8. Written submission on decommissioning and rehabilitating New England Rd Landfill site	A letter was written to EDTEA to vary and extend the period
	TOTAL		26	6	32	19							
3	INFRASTRUCTURE SERVICES	WATER & SANITATION	4	5	9	2	W&S 1	MIG-REDUCTION OF NON REVENUE WATER	Reduced Total Water Losses to 28.3% in Wards 1 to 38 (in total) based on International Water Association Balance by the 30th of June 2020	Total Water Losses = 29.9% (TYD) based on International Water Association Balance by the 30th of June 2020	2 (70% - 99%)	Incorrect figures received from income unit resulting in estimations been taken into account for December 19, Jan 20, Feb 20 and to date for the current FY Refer to IWA Water Balance for detailed explanation	Correct estimations moving forward
							W&S 8	OPR- REHAB OF WATER INFRASTRUCTURE	1.6 km of water pipe installed by the 30th of June 2020	1.341 km of Water Pipe installed by the 30th of June 2020	2 (70% - 99%)	Continuation of works on site post-lockdown (L3) has not commenced due to budget constraints as the project is CNL funded.	Awaiting funding confirmation
		ROADS & TRANSPORTATION	0	2	2	0	N/A	N/A	N/A	N/A	N/A	N/A	N/A
		ELECTRICITY	0	6	6	2	ELEC 05	PURCHASE OF VEHICLES	2 X VEHICLES PURCHASED AND DELIVERED BY THE 30TH JUNE 2020	0 X VEHICLES PURCHASED AND DELIVERED BY THE 30TH JUNE 2020	1 (69% & below)	Purchase order created on 10 March 2020, Vehicles not delivered as projected by 30 June 2020. The Supplier has not been paid for previous outstanding invoices.	Outstanding payment arrangement be made with finance.
							ELEC 08	FAULTY METER REPLACEMENT	100% OF FAULTY/ DEFECTIVE ELECTRICITY METERS REPLACED AS PER TECHNICAL EXCEPTION TABLE by the 30th of June 2020	(515/558)92% OF FAULTY/ DEFECTIVE ELECTRICITY METERS REPLACED AS PER TECHNICAL EXCEPTION TABLE by the 30th of June 2020	2 (70% - 99%)	515 fault meters out of 558 were changed, availability of meters and capacity in the section	Capacitate the sections
		PROJECT MANAGEMENT OFFICE (MIG PROJECTS)	0	43	43	21	PWO 04	MIGZ1:UPGR GRV ROADS-VUL-WARD 5 - Malala road	0.5 km of Gravel roads upgraded by the 30th of June 2020	0 km of Gravel roads upgraded by the 30th of June 2020. Only formation, layerworks, Kerbs, Stormwater and Guardrails achieved by 30 June 2020.	1 (69% & below)	Cash flow challenges from the appointed Contractor	The Contractor has done session to the sub-contractor to do remain work
							PWO 05	MIGZ1:UPGR VULIN-DLELA-D2069 PH3	1 km of gravel road upgraded to black top surface with associated stormwater by the 30 June 2020.	0 km of gravel road upgraded to black top surface with associated stormwater by the 30 June 2020. Only 1km of G5 layer (subbase) is complete by 30 June 2020.	1 (69% & below)	Cash flow challenges from the appointed Contractor	The Contractor has done session to the sub-contractor to do remain work
							PWO 07	Jika Joe Community Residential Unit	150m construction of pipe-jacking services in Jika Joe CRU completed by 31st of December 2019	0m construction of pipe-jacking services in Jika Joe CRU completed by 31st of December 2019	1 (69% & below)	Delay in approval from the Sanral to do the pipe-jacking under the N3	Set up meeting with Sanral consultants (RHDHV) to speed up the process
							PWO 08	MIG - UPGRADING OF ROADS IN PEACEVALE	Construction of retaining walls commenced by the 30th of June 2020	Construction of retaining walls did NOT commence by the 30th of June 2020	1 (69% & below)	Budget restrictions in the vote. The funds were used to pay the Professional fees	The construction of retaining wall will be part of Phase 2.





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																				
ORGANISATIONAL OVERVIEW NARRATIVE																				
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT		CORRECTIVE MEASURE											
							ANNUAL TARGET	ANNUAL ACTUAL												
SBIP REFERENCE	PROJECT	PROGRESS REPORT	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	REASON FOR DEVIATION	REASON FOR DEVIATION	REASON FOR DEVIATION	REASON FOR DEVIATION	REASON FOR DEVIATION											
3	INFRA-STRUCTURE SERVICES	PROJECT MANAGEMENT OFFICE (MIG PROJECTS)																		
PMO 09	MIG - UP-GRADING OF GRAVEL ROADS - VULINDLELA - WARD 39 ROADS	Detailed designs for 1km length of road completed by 31st of March 2020	1 (69% & below)	WULA approval pending	Pressure has been put on the engineers to complete the designs. The application for WULA is awaiting for approval															
PMO 10	MIG - WARD 38 COMMUNITY HALL	Final design for Ward 38 Community Hall completed by 30 June 2020	2 (70% - 99%)	WULA approval pending	The application for WULA is awaiting for approval															
PMO 11	MIG/Zz:Rehab of roads in Ashdown	Design and construction of 0.5 km road from gravel to asphalt with associated stormwater is 30% completed by the 30th of June 2020.	2 (70% - 99%)	Budget restrictions in the vote.	Utilize the 2020/21 Budget															
PMO 14	MIG/Zz:Up-grade of gravel roads - Willow-tounlein	Draft Road Design and WULA completed and submitted by the 30 June 2020.	1 (69% & below)	Lockdown affected the application	Extension of time															
PMO 16	MIG/Zz:WARD 29 COMMUNITY HALL	Final design for Ward 29 Community Hall completed by the 30th of June 2020. The rezoning and subdivision has been approved by SMC.	2 (70% - 99%)	Delays with regards to the relocation of the illegal invaders that have occupied the same area that would be required to build the Copesville reservoir	Land Survey Department in a process to appoint the Consultant to do rezoning and subdivision.															
PMO 17	MIG/ZALAND-FILL UPGRADE	Redesign and construction scope adjustment completed by 30 June 2020.	1 (69% & below)	Impacts & delays attributable to COVID-19 lockdown. Delays due to fire in Landfill site. Delays attributable lack of sufficient works Site Access due to landfill site operating difficulties. Revised Operating plan developed by waste.	Revision of scope of works to meet revised operating works specification- 40000m <sup>3</sup> additional waste filling & levelling.															
PMO 19	MIG: Rehabilitation of Station Road Bridge	0.25km of roadway, stormwater attenuation basin commissioned by the 30th of September 2019	2 (70% - 99%)	Outstanding Compliance on Design could not allow the commissioned of the Road in September	Submission of compliance was approved by the Engineer in November 2020 for final practical completion															
PMO 20	MIG - UP-GRADING OF GRAVEL ROADS - VULINDLELA - WARD 3 ROADS (Mpanza Road)	0 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019. Only G7 (sub base) associated with bulk Earth-works, Stormwater pipe and gabions complete by November 2019.	1 (69% & below)	The appointed Service Provider failed to meet the conditions of the contract and carry out works due as per tender awarded.	Contractor to complete outstanding works as per award, in failing to do so council will rescind the contract and appoint another Service Provider															
PMO 21	MIG - UP-GRADING OF GRAVEL ROADS - VULINDLELA - WARD 1 ROADS (Shayamoya Road)	1.9 km of gravel roads not upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) was complete by the 31st September 2019	1 (69% & below)	Delays was due to the floods in September 2019	The section affected was re-constructed															
PMO 22	MIG - UP-GRADING OF GRAVEL ROADS - VULINDLELA - WARD 6 ROADS	Design of 1.5 km of gravel road for Vulindlela ward 6 completed by the 31st of March 2020	2 (70% - 99%)	Delays due to EIA approval	Pressure has been put on the engineers to complete the designs															
PMO 28	Upgrading Gravel Roads: Vulindlela Ward 4	300m Gravel roads upgraded to concrete surface in Vulindlela Ward 4 by the 30 June 2020.	1 (69% & below)	Announcement of President on Lockdown, subsequently the site was closed	Amend works programme															
PMO 31	MIG/Zz:SEWER PIPES - AZALEA - PH 2	0.5km of new sewer pipeline installed by 30 June 2020	1 (69% & below)	Delays in procuring material due to Lockdown resulting in engineer and contractor commencing with road crossings on the project	FastTrack progress on site															
PMO 32	MIG/Zz:SEWER PIPES - UNIT H	0.7 km of new sewer pipe installed by the 30th of June 2020	1 (69% & below)	Existing services and space constraints along pipeline routes has been proving challenging	FastTrack progress on site															
PMO 33	MIG/Zz:SHAMBLETON SANIT SYSTEM	0.75km of new sewer pipeline installed by the 30th of June 2020	1 (69% & below)	Social Delays on site	Contractor to FastTrack progress on site															
PMO 36	MIG/Zz:SERVICEMID ERAD SOB	0.8 km of new water pipe installed by the 30th of June 2020	1 (69% & below)	Delays due to social issues regarding subcontractors & National Lockdown. Payment issues resulting in suspension of works on site	FastTrack progress once contractors return to site															



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR													
ORGANISATIONAL OVERVIEW NARRATIVE													
ANNUAL ACTUAL													
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SOBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
3	INFRA-STRUCTURE SERVICES	PROJECT MANAGEMENT OFFICE (MIG PROJECTS)					PMO 39	MIG:Z3:WARD 34 MADIBA COMMUNITY HALL	Design and site establishment for Madiba Community Hall completed by the 30th of June 2020. Only the preliminary Design was completed by the 30th of June 2020	Design and site establishment for Madiba Community Hall NOT completed by the 30th of June 2020. Final letter of appointment issued by 31st March 2020.	2 (70% - 99%)	WULA approval pending.	The application for WULA is awaiting for approval
		MECHANICAL WORKSHOPS	3	0	3	2	PMO 40	MIG:ZA: Copesville Reservoir	Commencement of bulk excavations for reservoir by the 30th of June 2020.	Commencement of bulk excavations for reservoir NOT completed by the 30th of June 2020.	1 (69% & below)	Delays regarding land issues on site due to the National lockdown in April 2020. Social delays on site resulting in suspension of works on site	In the process of finalising an alternative solution to resolve land issue i.e reposition the reservoir
							MW 02		30 days turnaround time in the 19/20 FY achieved on council plant repairs not completed by the 30th of June 2020	30 days turnaround time in the 19/20 FY achieved on council plant repairs not completed	2 (70% - 99%)	Lack of Funds and suppliers who have not been working for more than a year.	Increase budget for mechanical workshops, develop a standard operating procedure
							MW 03		60 days turnaround time in the 19/20 FY achieved on council plant repairs completed by the 30th of June 2020	60 days turnaround time in the 19/20 FY achieved on council plant repairs not completed	2 (70% - 99%)	Lack of Funds and suppliers who have not been working for more than a year.	Increase budget for mechanical workshops, develop a standard operating procedure
		TOTAL	7	56	63	27							
4	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES	TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI)	8	1	9	3	TP&EM 4	Water Quality Control (raw water)	800 water samples taken & analysed for Water Quality Control in the 19/20 FY by the 30th of June 2020	758 water samples taken & analysed for Water Quality Control in the 19/20 FY by the 30th of June 2020	2 (70% - 99%)	Shortage of consumables due to COVID-19 pandemic	Consumables to be purchased
							TPEM 7	Edendale Corridor Development Framework and Implementation Plan	1 x Progress report on The Edendale Corridor Development Framework and Implementation Plan prepared and submitted to SMC in the 19/20 FY by 30th of June 2020	1 x Progress report on The Edendale Corridor Development Framework and Implementation Plan not prepared and submitted to SMC in the 19/20 FY by 30th of June 2020	1 (69% & below)	The Appointment of a Service provider could not be completed on time as Supply Chain unit is still waiting for quotations from the service providers, hence we are still in the appointment phase of the project. The project was merged with the Arch Gumele CBD corridor Project with Spatial Planning Unit in which the project costs were shared.	The project has been budget and planned properly with the Spatial Planning on how both these units can share costs as well as co-manage the project
							TPEM 10	Spatial Development Framework (SDF) Review	100% completion of the Scottsville Local Area Plan completed as per the SDF Review Work Programme and submitted to SMC in the 19/20FY by the 30th of June 2020	80% completion of the Scottsville Local Area Plan completed as per the SDF Review Work Programme and submitted to SMC in the 19/20FY by the 30th of June 2020	2 (70% - 99%)	As a result of the COVID-19 regulations, the process of public consultation, was delayed and the document could not be subjected to public comments	Consultation is currently being undertaken through various social media platforms
		HUMAN SETTLEMENTS	13	1	14	12	HS 01	Implementation of the National Housing Needs Register (NHNR)	Capturing of 3000 housing needs on the National Housing Needs Register (NHNR) completed in the 2019/2020 FY by the 29th of February 2020	Capturing of 0 housing needs on the National Housing Needs Register (NHNR) completed in the 2019/2020 FY by the 29th of February 2020	1 (69% & below)	The recruitment process was disrupted by HR & Cllrs. HR was non-responsive in terms of re-initiating the process. An alternative approach utilising internal staff was not supported by Cllrs.	HR to open the database for Unemployed graduates and transfer the recruitment process to internal Appointed graduates to undergo DQHS training and then commence with capturing of housing needs
							HS 02	Human Settlements Sector Plan	Final Housing Sector Plan prepared and submitted to SMC for onwards transmission to council for approval by the 29th of February 2020	Final Housing Sector Plan not prepared and submitted to SMC for onwards transmission to council for approval by the 29th of February 2020	1 (69% & below)	Delays in the Public Participation Input Process. Input from the IDP Forum is being taken into consideration and amendments are currently being undertaken to the Final Housing Sector Plan. The SAP contract also expanded and needed to be extended.	Extension of SAP contract has been done. Final Sector Plan will be submitted to the Municipality by the 31st of August 2020
							HS 03	Maintenance of Rental Units for paying tenants.	100% of all reported maintenance complaints for rental housing units processed & completed by the 30th of June 2020	Complaints Received - 21 Complaints Assessed - 21 (100%) Quotation Sourced - 21 (100%) Work Completed - 0 (0%) Approval - N/A Invoice Received - 0	2 (70% - 99%)	Due to the National Lockdown, assessments where conducted in March 2020. No work was done during level 5 lockdown. The Contractor only returned to work in May 2020. A quotation was sourced and order issued.	The return to work of the contractor as Lockdown is eased.
							HS 04	Edendale S Phase 8 Extension	44 x new houses completed in the 19/20 FY for Edendale Unit S Phase 8 Ext by the 30th of June 2020	4 x new houses completed in the 19/20 FY for Edendale Unit S Phase 8 Ext by the 30th of June 2020	1 (69% & below)	IA is slow on site and not building enough houses. Community outcry and grievances affecting the project	IA to do a revised work programme 1. IA to appoint a new sub contractor to assist with the production of new houses
							HS 06	Wirewall Rectification Project	180 x new houses completed for Wirewall Rectification Project in the 19/20 FY by the 30th of June 2020	155 x new houses completed for Wirewall Rectification Project in the 19/20 FY by the 30th of June 2020	2 (70% - 99%)	The Site was closed during lockdown level 5. No work was done since April - June 2020, due to lockdown regulations.	The IA is now back on site, the work has commenced.
							HS 07	Wirewall Rectification Project	300 x Houses Renovated in the 19/20 FY for the Wirewall Rectification Project by the 30th of June 2020	189 x Houses Renovated in the 19/20 FY for the Wirewall Rectification Project by the 30th of June 2020.	1 (69% & below)	Delays on approval of BoQ for renovations.	Include the remaining work on the work program for 2020/2021 Financial year.
							HS 08	Happy Valley Housing project	120 x new housing units completed in the 19/20 FY for the Happy Valley Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for the Happy Valley Housing Project by the 30th of June 2020	1 (69% & below)	Implementing Agent delaying to sign the contract and also proposed a withdrawal in the contract.	Arrange a meeting with the legal department to discuss the issues concerning the contract.
							HS 09	Site 11 Housing project	120 x new housing units completed in the 19/20 FY for the Site 11 Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for the Site 11 Housing Project by the 30th of June 2020	1 (69% & below)	Delays with the approval of building plans	Trying to facilitate the requirements for water and sanitation



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR															
ORGANISATIONAL OVERVIEW NARRATIVE															
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT		ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE				
							SDBIP REFERENCE	PROJECT				ANNUAL TARGET	ANNUAL ACTUAL		
4	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES	HUMAN SETTLEMENTS						HS 10 Thamboville Housing project	120 x new housing units completed in the 19/20 FY for Thamboville Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for Thamboville Housing Project by the 30th of June 2020.	Delays with the approval of building plans,  One show-house has been constructed, beneficiary administration and demolition of 24 informal structures has taken place  Bilateral drafted and awaits the Implementing agent to sign	Tying to facilitate the requirements for water and sanitation   Facilitate with NHBRC			
								HS 11 Glenwood O-Section Housing project	120 x new housing units completed in the 19/20 FY for Glenwood O section Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for Glenwood O section Housing Project by the 30th of June 2020.	Contract has been signed and site establishment is in the process.  NHBRC has yet to enrol the project, the IA submitted the business studies last week Friday (28/02/2020)	Facilitate with NHBRC			
								HS 12 Thembalithe Housing project	120 x new housing units completed in the 19/20 FY for Thembalithe Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for Thembalithe Housing Project by the 30th of June 2020.	The Provincial Department of Human Settlements are taking too long to approve the escalation needed by the Implementing Agent.	Provincial Department of Human Settlements to speed up the process of approving the escalation. They promised that by the end of March 2020 they would have resolved the issue.			
								HS 13 Lot 182	71 x new housing units completed in the 19/20 FY for Lot 182 Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for Lot 182 Housing Project by the 30th of June 2020.	Due to the Lockdown construction could not commence. However all materials have been delivered to site	Construction to commence asap			
								CE 02 Airport Fence	1.5km clearav parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020	0 km clearav parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020					
								CE 16 Silviculture (planting, fire management, weeding, thinning, tendering, conservation and road maintenance)	100% Provision of forestry management as per the approved Annual plan of operations for the 2019/20 FY by the 30th of June 2020	70% Provision of forestry management as per the approved Annual plan of operations for the 2019/20 FY by the 31st May 2020		A forestry management company to be appointed with immediate effect			
								CITY ENTITIES (SAFE CITY, TOURISM, AGRICULTURE (MARKET & FORESTRY), ART GALLERY & THEATRES & AIRPORT)	10	2	12	2	1 (69% & below)		
								TOTAL	31	4	35	17	1 (69% & below)		

## ANNEXURE G

### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PERFORMANCE REPORT - OFFICE OF THE CITY MANAGER

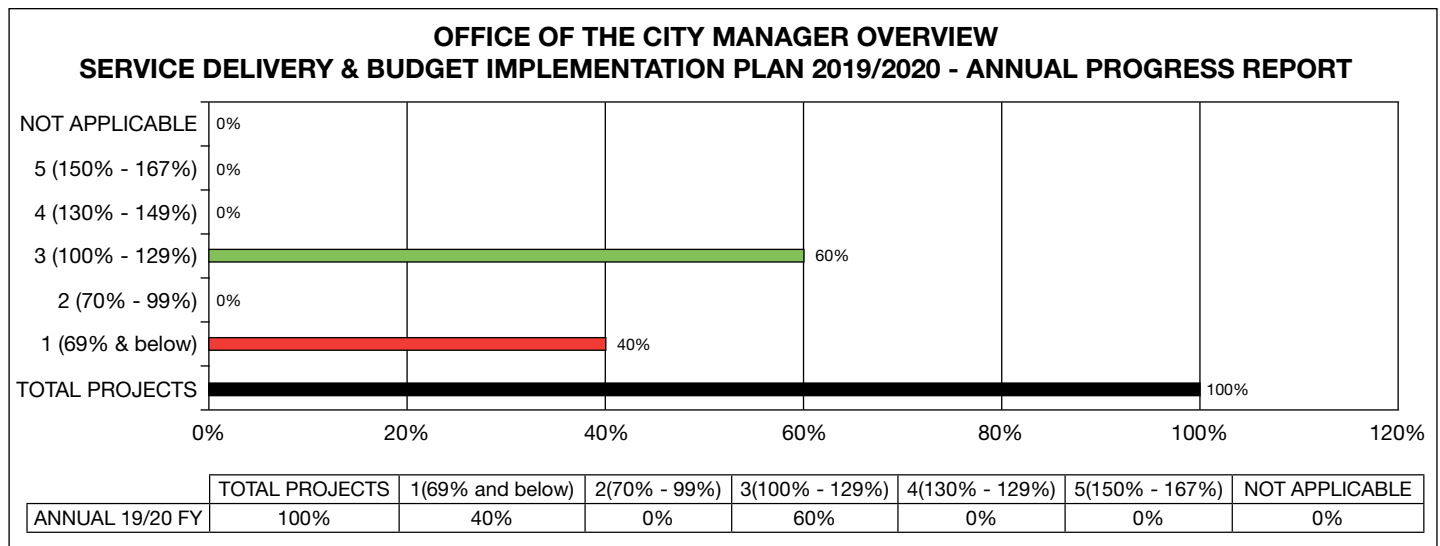
**OFFICE OF THE CITY MANAGER OVERVIEW**  
**SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

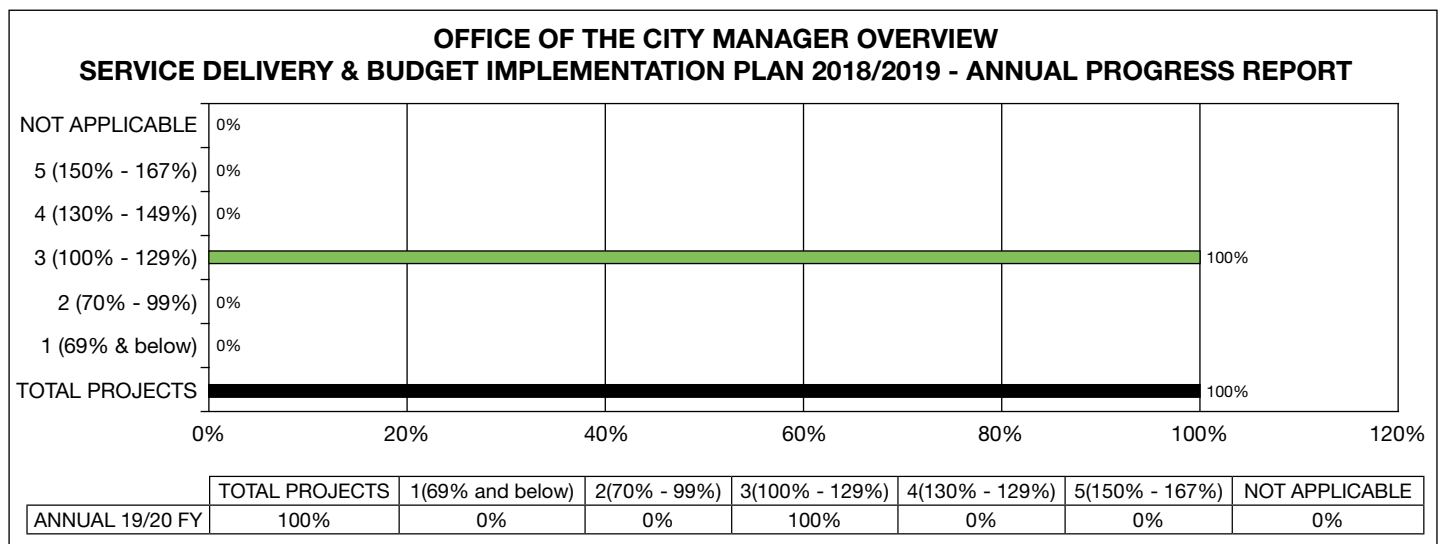
**1 OFFICE OF THE CITY MANAGER OVERVIEW**

- 1.1 TOTAL PROJECTS: 18**
- 1.1.1 OPERATING PROJECTS 15**
- 1.1.2 CAPITAL PROJECTS 3**

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR												
OFFICE OF THE CITY MANAGER OVERVIEW NARRATIVE												
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE	ANNUAL TARGET		ANNUAL ACTUAL		CORRECTIVE MEASURE
								PROJECT	PROJECT	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	
1	OFFICE OF THE CITY MANAGER	POLITICAL SUP-PORT OFFICE OF THE MAYOR, OFFICE OF THE SPEAKER & MPAC)	15	0	15	4	PS 02	100% implementation of All Mayoral Special Programmes for 2019/2020 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2020	100% implementation of All Mayoral Special Programmes for 2019/2020 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2020	N/A	100% implementation of all Mayoral Special Programmes for 2020/2021 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2021	
							PS 06	468 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2020	150 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2020	Reports not being submitted timely	Meeting with ward assistances facilitated to outline procedures. Monitoring template developed	
							PS 07	Minutes of community meetings from each of the 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	Minutes of community meetings from 15 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	Meeting are not being facilitated timely	Meeting to address challenges to be facilitated by the Speakers office	
							PS 08	Minutes of ward committee meetings from each of the 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	Minutes of ward committee meetings from the 15 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	Meeting are not being facilitated timely	Meeting to address challenges to be facilitated by the Speakers office	
							PS 14	12 x MPAC Monthly Reports 19/20 FY prepared and submitted to Full Council by the 30th of June 2020	7 x MPAC Monthly Reports 19/20 FY prepared and submitted to Full Council by the 30th of June 2020	Report where not prepared on time to form part of the actual agenda to avoid tabling it at Full Council	Reports to be prepared on time so as to allow for inclusion on the Agenda for Full Council meetings	
		IRPTN	0	3	3	0	N/A	N/A	N/A	N/A	N/A	
		TOTAL	15	3	18	4						

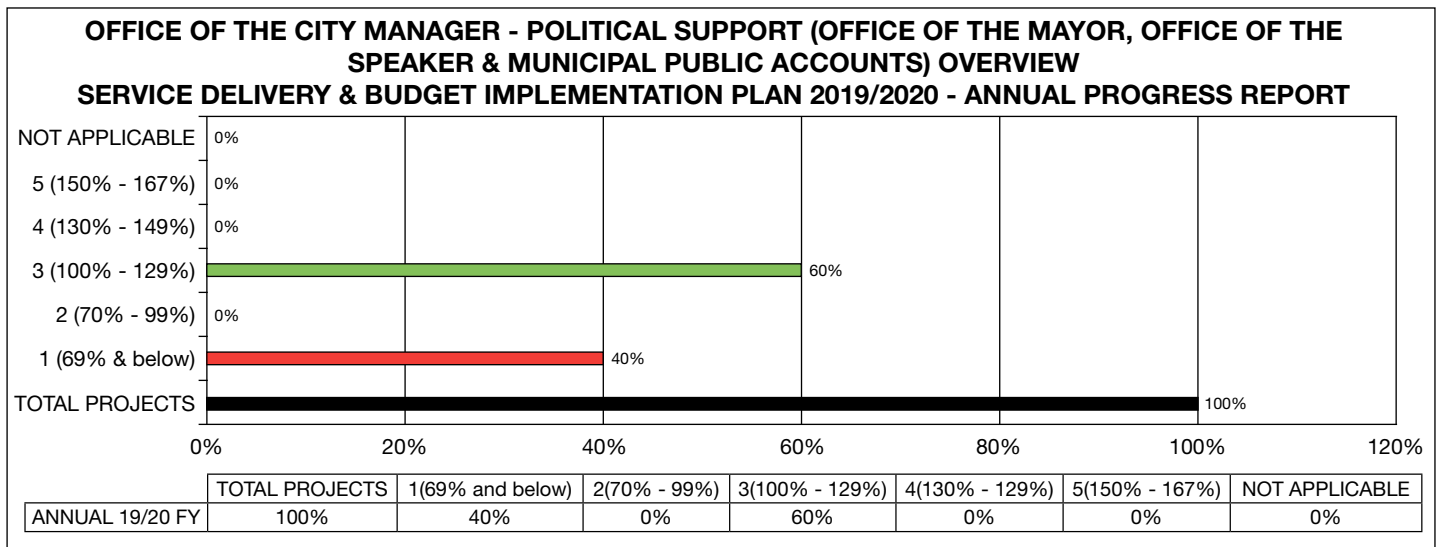
**OFFICE OF THE CITY MANAGER - POLITICAL SUPPORT (OFFICE OF THE MAYOR, OFFICE OF THE SPEAKER & MUNICIPAL PUBLIC ACCOUNTS) OVERVIEW  
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 OFFICE OF THE CITY MANAGER - POLITICAL SUPPORT (OFFICE OF THE MAYOR, OFFICE OF THE SPEAKER & MUNICIPAL PUBLIC ACCOUNTS) OVERVIEW**

- 1.1 TOTAL PROJECTS: 15
- 1.1.1 OPERATING PROJECTS 15
- 1.1.2 CAPITAL PROJECTS 0

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																											
BUSINESS UNIT: OFFICE OF THE CITY MANAGER - POLITICAL SUPPORT																											
SUB UNIT: POLITICAL SUPPORT (OFFICE OF THE MAYOR, OFFICE OF THE SPEAKER & MUNICIPAL PUBLIC ACCOUNTS)																											
INDEX	IDP REFERENCE	ODS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				PERFORMANCE REPORTING 2019/2020 FY PROGRESS REPORT							
												CAPEX	VOTE	REVENUE	FUNDING SOURCE	ANNUAL ACTUAL	ANNUAL TARGET	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT					
E	E1	2 - BACK TO BASICS	PS 01	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Mayoral Special Programmes	Annual Calendar of Events	All	Annual calendar of events for Mayoral Special Projects 2019/2020 financial year submitted to SMC for approval by the 31st of May 2020	Annual calendar of events for Mayoral Special Projects 2020/2021 financial year submitted to SMC for approval	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Annual calendar of Events		
E	E1	2 - BACK TO BASICS	PS 02	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Mayoral Special Programmes	Implementation of annual calendar of events	All	100% implementation of All Mayoral Special Programmes for 2019/2020 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2019	100% implementation of All Mayoral Special Programmes for 2019/2020 FY within available budget and stipulated timeframes as per the approved calendar of events	10,600,000	N/A	N/A	Council	100% implementation of All Mayoral Special Programmes for 2019/2020 FY within available budget and stipulated timeframes as per the approved calendar of events by the 30th of June 2020	10,600,000	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Programme reports	
E	E1	2 - BACK TO BASICS	PS 03	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Mayoral Special Programmes	Reports	All	11 x monthly reports on Mayoral Special Projects submitted to the Operational Management Committee by the 30th of June 2019	12 x monthly reports on Mayoral Special Projects for the 2019/2020 FY submitted to the Operational Management Committee by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Reports and OMC minutes	
E	E1	2 - BACK TO BASICS	PS 04	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Back to Basics N/A	Reporting	All	12 x Monthly Reports on the Back to Basics National CoGTA Template prepared and submitted to Council in 18/19	12 x Monthly Reports on the Back to Basics National CoGTA Template prepared and submitted to Council by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Reports and council minutes	
E	E1	2 - BACK TO BASICS	PS 05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Functioning of Ward Committees	Annual Schedule of meetings	All	8 Councillors have submitted their Annual schedule of meetings for the 2019/2020 FY	Annual schedule of meetings 2020/2021 FY (ward committees & community meetings) submitted to CoGTA by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Annual Schedule of meetings



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	SUB-LIMIT: POLITICAL SUPPORT (OFFICE OF THE MAYOR, OFFICE OF THE SPEAKER & MUNICIPAL PUBLIC ACCOUNTS)				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT										
								BASELINE STATUS	MEASURABLE OBJECTIVE	ANNUAL TARGET OUTPUT	PERFORMANCE MEASURE	OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1.2.3.4.5. Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
E	E1	2 - BACK TO BASICS	PS 06	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Functioning of Ward Committees	Reports	All	144 X Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2019	468 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 21st of every month by the 30th of June 2020	488 x Monthly Reports on the functioning/status of ward committees received by the Office of the Speaker from Ward Assistants before the 30th of June 2020	N/A	N/A	N/A	N/A	1 (69% & below)	Reports not being submitted timely	Meeting with ward assistances facilitated to outline procedures. Monitoring template developed	Jun-20	Monthly Reports			
E	E1	2 - BACK TO BASICS	PS 07	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Functioning of Ward Committees	Reports	All	235x Minutes of community meetings from each of the 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2019	Minutes of community meetings from each of the 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting	Minutes of community meetings from each of the 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	N/A	N/A	N/A	1 (69% & below)	Meeting are not being facilitated timely	Meeting to address challenges to be facilitated by the Speakers office	Sep-20	Minutes				
E	E1	2 - BACK TO BASICS	PS 08	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Functioning of Ward Committees	Reports	All	393 x Minutes of ward committee meetings from each of the 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2019	Minutes of ward committee meetings from each of the 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting	Minutes of ward committee meetings from each of the 39 Ward assistants submitted to the Office of the Speaker within 5 days after date of meeting by the 30th of June 2020	N/A	N/A	N/A	1 (69% & below)	Meeting are not being facilitated timely	Meeting to address challenges to be facilitated by the Speakers office	Sep-20	Minutes				
E	E1	2 - BACK TO BASICS	PS 09	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Functioning of Ward Committees	Reports	All	9 x monthly reports on functioning of the Speaker's Office submitted to the Operational Management Committee by the 30th of June 2019	Monthly reports on functioning of the Speaker's Office submitted to the Operational Management Committee by the 30th of June 2020	12 x monthly reports on functioning of the Speaker's Office submitted to the Operational Management Committee by the 30th of June 2020	N/A	N/A	N/A	3 (100% - 129%)				N/A	Reports and council minutes			



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
BUSINESS UNIT: OFFICE OF THE CITY MANAGER - POLITICAL SUPPORT																					
SUB UNIT: POLITICAL SUPPORT (OFFICE OF THE MAYOR, OFFICE OF THE SPEAKER & MUNICIPAL PUBLIC ACCOUNTS)																					
INDEX	IDP REFERENCE	ODS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE STATUS/ QUO	MEASURABLE ANNUAL TARGET/ OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
											VOPE	CAPEX	VOPE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES
E	E1	2 - BACK TO BASICS	PS 10	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Back to Basics N/A	Reporting N/A	All N/A	11 x Monthly Reports on the Back to Basics to the Speaker prepared and submitted to Council by the 30th of June 2019	12 x Monthly Reports on the Back to Basics National CoGTA Template 19/20 FY prepared and submitted to Council by the 30th of June 2020	Number of Monthly Reports on the Back to Basics National CoGTA Template 19/20 FY prepared and submitted to Council	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Reports and council minutes
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNCIPALITY	PS 11	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	MPAC	Oversight process plan	N/A	1 x Oversight Process plan submitted to Council by the 31st of January 2019	1 x Oversight Process plan for the 2018/2019 FY prepared & submitted to Council by the 31st of January 2020	Date Oversight process plan prepared & submitted to Council	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Oversight Process plan, Full Council Resolution
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNCIPALITY	PS 12	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	MPAC	Oversight Report	N/A	1 x Oversight Report 17/18 tabled and adopted by Council by the 31st March 2019	1 x Oversight Report 18/19 tabled and adopted by Council by the 31st March 2020	Date Oversight Report 18/19 tabled and adopted by Council	55 321. 00	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Oversight Report, Full Council Resolution
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNCIPALITY	PS 13	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	MPAC	Oversight Report	N/A	Approved Oversight Report 17/18 made public on municipal website within seven days of approval of report by the 7th of April 2019	Approved Oversight Report 18/19 made public on municipal website within seven days of approval of report by the 7th of April 2020	Date Approved Oversight Report 18/19 made public on municipal website within seven days of approval of report	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Website link of the uploaded report & email sent to ICT
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNCIPALITY	PS 14	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	MPAC	Oversight Report	N/A	3 x MPAC Monthly Reports prepared and submitted to Full Council by the 30th of June 2019	12 x MPAC Monthly Reports 19/20 FY prepared and submitted to Full Council by the 30th of June 2020	Number of MPAC Monthly Reports 19/20 FY prepared and submitted to Full Council	N/A	N/A	N/A	N/A	N/A	N/A	1 (69% & below)	Report prepared where not time to form part of actual agenda to avoid tabling it at Full Council	Reports to be prepared on time so as to allow for inclusion on the Agenda for Full Council meetings	15 days	MPAC Report and resolution of Full Council
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNCIPALITY	PS 15	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	MPAC	Oversight Report	N/A	100% of adhoc reports prepared and submitted to Full Council by the 30th of June 2019	100% of Adhoc MPAC reports for the 19/20 FY prepared and submitted to Full Council by the 30th of June 2020	% of Adhoc MPAC reports for the 19/20 FY prepared and submitted to Full Council	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Adhoc reports for the 19/20 FY & Full Council Resolution

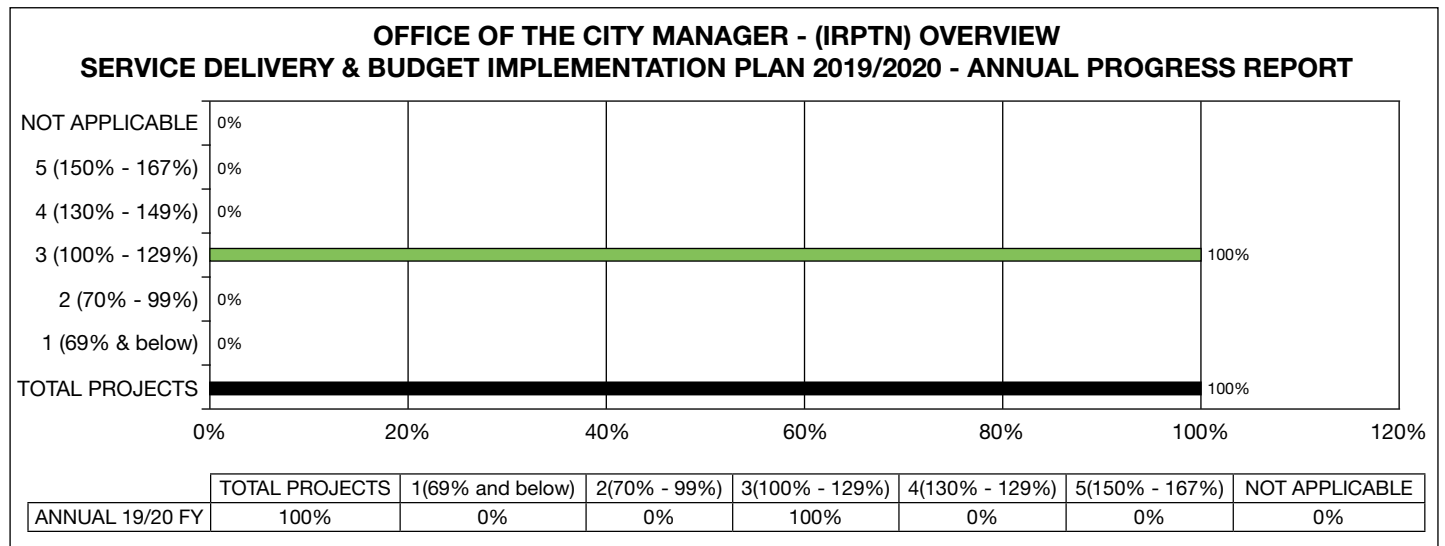
**OFFICE OF THE CITY MANAGER - (IRPTN) OVERVIEW  
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 OFFICE OF THE CITY MANAGER - (IRPTN) OVERVIEW**

- 1.1 TOTAL PROJECTS: 3
- 1.1.1 OPERATING PROJECTS 0
- 1.1.2 CAPITAL PROJECTS 3

**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																	
SUB UNIT: INTEGRATED RAPID PUBLIC TRANSPORT NETWORK (IRPTN)		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT															
INDEX	IDP REFERENCE	OBS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURE / TARGET / OUTPUT	ANNUAL BUDGET INFORMATION			ANNUAL 2019/2020 FY PROGRESS REPORT				
										MEASURE	CAPEX	REVENUE	ANNUAL ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B2	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	IRPTN 01	NKPA 2 - BASIC SERVICE DELIVERY	IRPTN	Infrastructure Implementation	24	NIL	26% of the project completed (Ongoing earthworks and layerworks and layerworks rehabilitation in Moses Mabhidha Road between 4.4 km to 5.5km) (Work Package 0) by the 30th of June 2020	R 9,600,000.00	N/A	N/A	0% of the project completed (Traffic accommodation and layerworks) by the 31st of December 2019	Project is affected by suspension from PTNG, as per letter from NDOT and National Treasury removed at Covid Adjustment SDBIP	N/A	N/A	Signed cancellation letter
B	B2	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	IRPTN 02	NKPA 2 - BASIC SERVICE DELIVERY	IRPTN	Infrastructure Implementation	24	Target not met. 0% of the project completed.	12% of the project completed. Ongoing earthworks and layerworks and layerworks widening in Moses Mabhidha Road between 6.5 to 7.5 (Work Package 2) by the 30th of June 2020	1/504143.001 GL:4600000000	N/A	PTIG	12% of the project completed. Ongoing earthworks and layerworks widening in Moses Mabhidha Road between 6.5 to 7.5 in progress by the 30th of June 2020	N/A	N/A	N/A	Project Progress Monthly report.
B	B2	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	IRPTN 03	NKPA 2 - BASIC SERVICE DELIVERY	IRPTN	Infrastructure Implementation	24 & 27	40% of the project completed, which is proceeding with construction of retaining wall, earthworks and layerworks by 30 June 2019.	(12%) of the project completed. Proceed with construction of retaining wall, earthworks and layerworks widening in Moses Mabhidha Road between 7.5 to 8.8 (Work Package 3) by the 30th of June 2020	1/504143.001 GL:4600000000	N/A	PTIG	12% of the project completed. Proceed with retaining wall, earthworks and layerworks widening in Moses Mabhidha Road between 7.5 to 8.8 (Work Package 3) by the 30th of June 2020	N/A	N/A	N/A	Project Progress Monthly report.
B	B2	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	IRPTN 04	NKPA 2 - BASIC SERVICE DELIVERY	IRPTN	Infrastructure Implementation	27	53% of the project completed, which is construction of earthworks and layerworks in progress for road widening in Moses Mabhidha Road between 8.8 to 10.3 (Work Package 3) by the 30 June 2019.	(20%) of the project completed. Construction of earthworks and layerworks in progress for road widening in Moses Mabhidha Road between 8.8 to 10.3 (Work Package 4) by the 30th of June 2020	1/504143.001 GL:4600000000	N/A	PTIG	(20%) of the project completed. Construction of earthworks and layerworks in progress in Moses Mabhidha Road between 8.8 to 10.3 (Work Package 4) by the 30th of June 2020	N/A	N/A	N/A	Project Progress Monthly report.

## ANNEXURE H

### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PERFORMANCE REPORT - COMMUNITY SERVICES

#### COMMUNITY SERVICES OVERVIEW

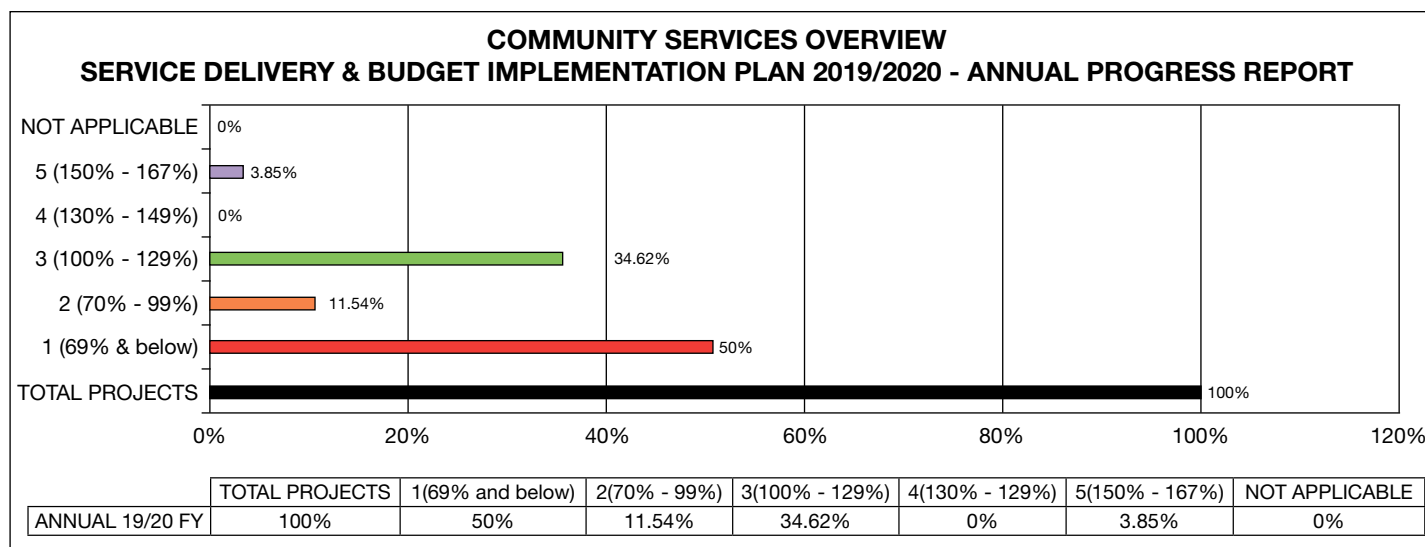
#### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

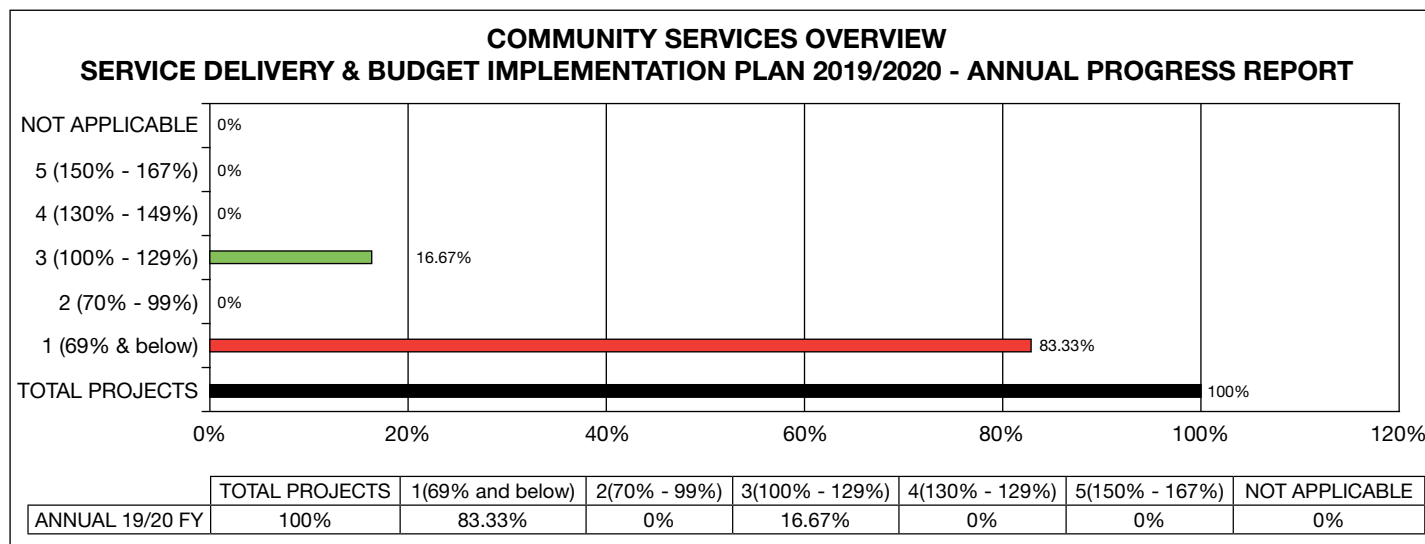
#### 1 COMMUNITY SERVICES OVERVIEW

- 1.1 TOTAL PROJECTS: 32
- 1.1.1 OPERATING PROJECTS 26
- 1.1.2 CAPITAL PROJECTS 6

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



#### 2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR												
COMMUNITY SERVICES OVERVIEW NARRATIVE												
NO	BUSINESS UNIT	SUB UNIT	NUM-BER OF OPERATING KPI'S	NUM-BER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	ANNUAL ACTUAL		CORRECTIVE MEASURE			
							PRO-JECT	ACTUAL (1,2,3,4,5, Not Appli-cable)				
2	COMMUNITY SERVICES	PUBLIC SAFETY, EMERGENCY SERVICES & ENFORCEMENT (TRAFFIC, SECURITY, FIRE & DISASTER)	12	1	13	5	0	4 x Fire arm audits conducted in Compliance with Fire Arms Controls Act by the 30th of June 2020	1 (69% & below)	No Fire arm audits were conducted in Compliance with Fire Arms Controls Act by the 30 June 2020 due to the firearm take by the National Task Team	N/A	
								2 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 30 June 2020	1 (69% & below)	No Physical Fire arm verifications were conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 30 June 2020 due to the firearm take by the National Task Team	N/A	
								2 x Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30th of June 2020	1 (69% & below)	No Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30 June 2020 due to the firearm take by the National Task Team	N/A	
								Reviewed Disaster Management Plan not prepared and submitted to SMC for approval by the 31st of March 2020	1 (69% & below)	LOCK DOWN FOR COVID-19 DELAYED THE PRINTING OF THE PLAN. COUNCILS PRINTING DEPARTMENT CLOSED	ORDER GIVEN TO PRINTING. REPORT DONE FOR S.M.C. GENERAL MANGER TO APPROVE AND FORWARD TO S.M.C.	
								46 x Major Hazard Visitations conducted in the 19/20 FY by the 30th of June 2020	1 (69% & below)	32 x Major Hazard Visitations conducted in the 19/20 FY by the 30th of June 2020	The Municipality will undertake the outstanding site visits as part of the plan for the 20/21 FY	
								4 x OSS functionality reports for the 19/20 FY produced and submitted to The Office of the Mayor and District Council by the 30th of June 2020	1 (69% & below)	0 x OSS functionality reports for the 19/20 FY produced and submitted to The Office of the Mayor and District Council by the 30th of June 2020	The LAC committee functionality collapsed due to non-attendance by councilors. Therefore no meetings were scheduled by the Office of the Mayor for the LAC.	ABM in conjunction with the Office of the Mayor have prepared a plan to resuscitate the LAC committee. All political parties have been requested to submit the names of councilors for membership to the LAC committee. The LAC meetings to resume by approximately the second quarter of the 20/21 FY
								4 x quarterly ward audit reports for the 19/20 FY prepared and submitted to OMC on Audits conducted in each of the 39 wards on Service Delivery Challenges by the 30th of June 2020	1 (69% & below)	0 x quarterly ward audit reports for the 19/20 FY prepared and submitted to OMC on Audits conducted in each of the 39 wards on Service Delivery Challenges by the 30th of June 2020	ABM respected the National lockdown Level 5 & 4 that had high restrictions hence had to change the pattern of acquiring information to adhere to COVID19 & OMC is not sitting	Awaiting sitting of the OMC to submit
								4 x quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	1 (69% & below)	0 x quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	ABM respected the National lockdown Level 5 & 4 that had high restrictions hence had to change the pattern of acquiring information to adhere to COVID19 & OMC is not sitting	Awaiting sitting of the OMC to submit
								216 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	2 (70% - 99%)	172 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	Group meetings minimised due level 3 to National Lockdown	More Groups meetings will be conducted when National Lockdown is uplifted
								Grass cut once per month in 29 wards a season (September 2019 - May 2020) as per grass cutting schedule by the 31st of May 2020	1 (69% & below)	Grass not cut once per month in 29 wards	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
								10 Islands and 11 main entrances into CBD maintained monthly as per maintenance schedule by the 30th of June 2020	1 (69% & below)	5 islands 5 main entrances into CBD maintained	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
								Grass cut at 11 libraries every month as per the grass cutting schedule by the 30th of June 2020	1 (69% & below)	Grass cut at 3 libraries every month as per the grass cutting schedule by the 30th of June 2020	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance
								5000 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	1 (69% & below)	0 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	No books were purchased due to the non-appointment of a service provider. Tender was suppose to close on the 2nd of April 2020. However due to the national Lockdown the process could not be completed to appoint a panel for the provision of books.	Appointment of Service Provider as soon as the National Lockdown is lifted



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR														
COMMUNITY SERVICES OVERVIEW NARRATIVE														
NO	BUSINESS UNIT	SUB UNIT	NUM- BER OF OPERATING KPIS	NUM- BER OF CAPITAL KPIS	TOTAL NUMBER OF KPIS	NUMBER OF KPIS - TARGET NOT MET OR PARTIALLY MET	SDBIIP REF-ERENCE	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL TARGET		ANNUAL ACTUAL		REASON FOR DEVIATION	CORRECTIVE MEASURE	
								PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, No. Appli- No. Appli- No. Appli-)			
2	COMMUNITY SERVICES	RECREATION & FACILITIES (SPORTS; PARKS, SERVICED, RECREATION, CEMETERIES, LIBRARIES, BUILDINGS & FACILITIES)					R & F 05	50 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	0 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020		1 (69% & below)	No brush cutters were purchased due to the non-appointment of a service provider due to the COV- ID-19 Lockdown.	Appointment of Service Provider as soon as the National Lockdown is lifted	
							R & F 06	100% of new machinery (Tricking mower and Ama- zon mower) purchased & delivered in the 19/20 FY by the 31st of January 2020	0% of new machinery (Tricking mower and Ama- zon mower) purchased & delivered in the 19/20 FY by the 31st of January 2020		1 (69% & below)	Tender closed. No tenders received. Section 36 Deviation submitted to BAC.	Create the order and fast track delivery.	
							R & F 07	Purchase new machinery	0 x new Slasher Mowers purchased & delivered in the 19/20 FY by the 30th of June 2020		1 (69% & below)	Tender advertised, report now sent to BEC, Awaiting recommendations	Fast track the process	
		WASTE MANAGE- 2	2	4	3	3	WM 02	SMME's Refuse Collection	Appointment of service providers for the Refuse collection in wards 1, to 9 & 39 NOT completed by the 31st of December 2019		1 (69% & below)	No funding for the Project	To follow section 78 of the MSA to review and decide on mechanism to provide municipal service in terms of public private partnership	
							WM 03	Repairs completed on skip bins	7 x 25m3 garden site containers purchased and delivered by the 29th of February 2020		1 (69% & below)	No funding for the Project	To Purchase in 2021	
							WM 04	Compliance with Landfill site License	100% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	45% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020		1 (69% & below)	1. Action plan for the immediate removal of the significant volume of waste 2. Landfill plant is functioning and serviced 3. Technical assessment report specialist/engineer 4. Appoint a suitably qualified specialist/engineer 5. Submit specialist stormwater report 6. Detailed comprehensive action plan 7. Appoint an independent and suit- ably qualified Landfill site specialist 8. Written submission on decom- missioning and rehabilitating New England Rd Landfill site	A letter was written to EDTEA to vary and extend the period
		TOTAL	26	6	32	19								



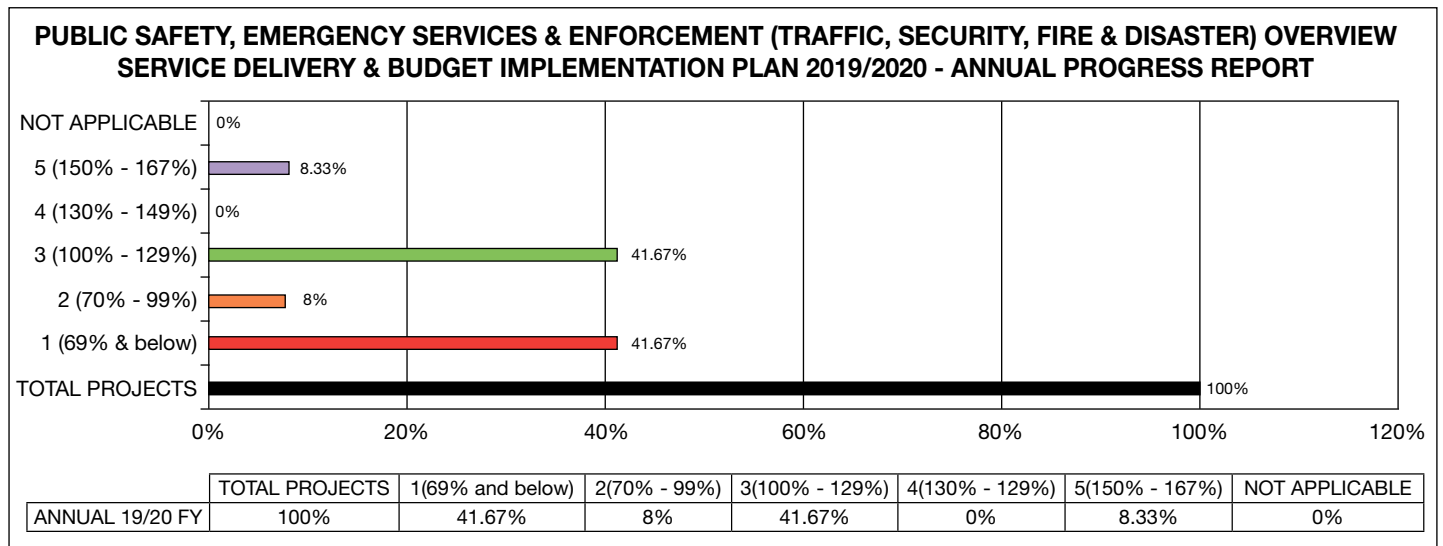
**PUBLIC SAFETY, EMERGENCY SERVICES & ENFORCEMENT (TRAFFIC, SECURITY, FIRE & DISASTER) OVERVIEW  
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

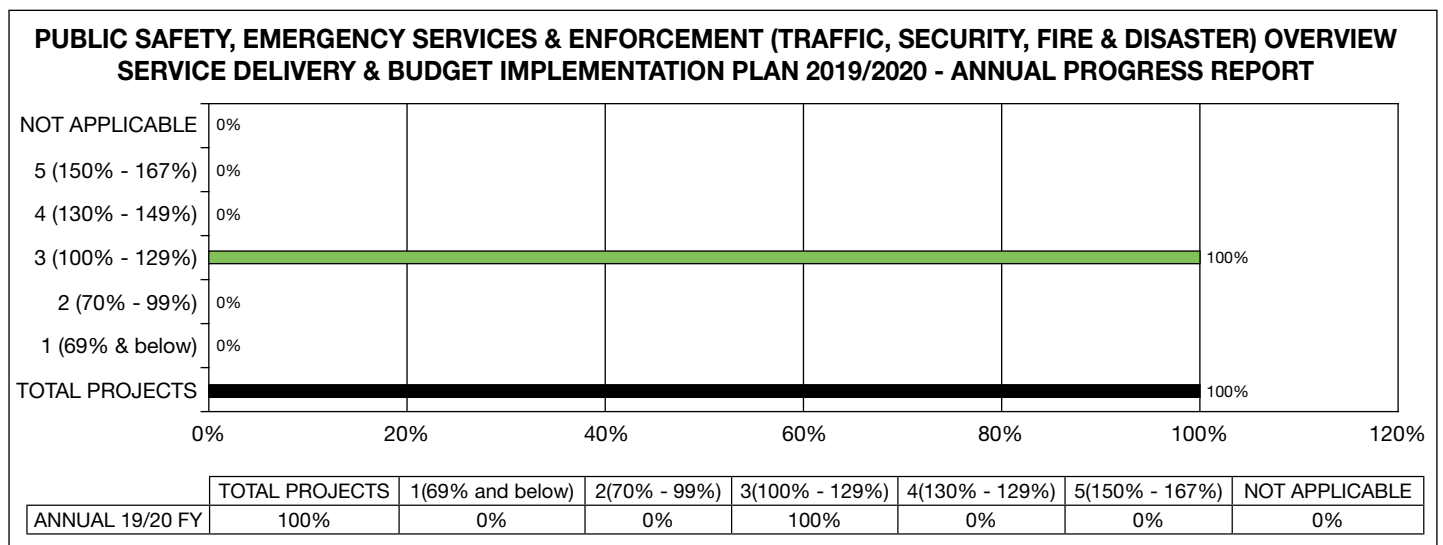
**1 PUBLIC SAFETY, EMERGENCY SERVICES & ENFORCEMENT (TRAFFIC, SECURITY, FIRE & DISASTER) OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>13</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>13</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>1</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
BUSINESS UNIT: COMMUNITY SERVICES																			
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE STATUS/GOO	MEASURABLE OBJECTIVE	ANNUAL TARGET/OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
												CAPEX	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES
E	E3	7 - ORIENTING A LEARNING CITY OF LEARNING	PSDM 01	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Public Safety & Law Enforcement	Road safety, Alcohol, Drug and Substance abuse campaigns	All	232 x Number of road safety awareness sessions conducted by the 30th of June 2019	156 x road safety awareness sessions conducted in the 19/20 FY by the 30th of June 2020	4 x Quarterly Reports on the fire arm verification conducted in Compliance with Fire Arms Act by the 30th of June 2019	Number of road safety awareness sessions conducted in the 19/20 FY	N/A	N/A	N/A	N/A	N/A	N/A	N/A	ATTENDANCE REGISTERS
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 02	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Public Safety & Law Enforcement	Fire arm audit	All	4 x Fire arm audits conducted in Compliance with Fire Arms Act by the 30th of June 2019	4 x Quarterly Reports on the fire arm verification conducted in Compliance with Fire Arms Act by the 30th of June 2020	Number of Quarterly Reports on the fire arm verification conducted in Compliance with Fire Arms Act submitted to SMC by the 30th of June 2020	0 x Fire arm audits conducted in Compliance with Fire Arms Act by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	All fire arms were taken by The South African Police National Task Team
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 03	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Public Safety & Law Enforcement	Physical Fire arm verification	All	N/A	2 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 31st of March 2020	Number of Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 31st of March 2020	2 x Physical Fire arm verifications conducted on all arms and ammunition issued to Msunduzi Municipality staff by the 31st of March 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	All fire arms were taken by The South African Police National Task Team
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 04	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Public Safety & Law Enforcement	Fire Arm Training for all municipal fire arm holders	N/A	Fire Arm Training/ Refresher Course for all municipal fire arm holders in 18/19 FY	2 x Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30th of June 2020	Number of Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30th of June 2020	0 x Fire Arm Training / Fire Arm Refresher Courses for all municipal fire arm holders conducted by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	All fire arms were taken by The South African Police National Task Team
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Public Safety & Law Enforcement	Fire Arm Training for all municipal fire arm holders	25	N/A	1 x Report on the Construction and licensing of the Misunduzi shooting range prepared and submitted to SMC	Date Report on the Construction and licensing of the Misunduzi shooting range prepared and submitted to SMC by the 30th of June 2020	1 x Report on the Construction and licensing of the Misunduzi shooting range prepared and submitted to SMC by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	SMC and Full Council resolution



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																									
BUSINESS UNIT: COMMUNITY SERVICES																									
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURE / OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT									
												CAPEX	REVENUE	FUNDING SOURCE	VOPEX	VOPEX	VOPEX	VOPEX	ANNUAL ACTUAL	ANNUAL TARGET	ANNUAL ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 06	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	DISASTER MANAGEMENT	Implementation of the Approved Disaster management plan/strategy	All	4 x quarterly Disaster Management Advisory Forums meetings facilitated by the 30th of June 2020	4 x quarterly Disaster Management Advisory Forums meetings facilitated by the 30th of June 2020	Number of quarterly Disaster Management Advisory Forums meetings facilitated	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P.O.E MINUTES OF MEETING, AT-TENDANCE REGIS-TER, AGEN-DA		
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 07	NKPA 2 - BASIC SERVICE DELIVERY	DISASTER MANAGEMENT	Implementation of the Approved Disaster management plan/strategy	All	45 Hours turn around time to respond to disaster related incidents reported according to the Approved DM plan/strategy by the 30th of June 2019	24 Hours turn around time to respond to disaster related incidents reported according to the Approved DM plan/strategy by the 30th of June 2020	Turn around time to respond to disaster related incidents reported according to the Approved DM plan/strategy	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	P.O.E AS-SESSMENT FORMS, RECORDS OF RELIEF ITEMS DIS-TRIBUTED		
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	DISASTER MANAGEMENT	Disaster man-agement Review of Disaster Management Plan as per the national disaster management centre	All	Reviewed Disaster Management Plan prepared and submitted to SMC for approval by Council by the 31st of March 2020	Reviewed Disaster Management Plan prepared and submitted to SMC for approval by Council by the 31st of March 2020	Date Reviewed Disaster Management Plan prepared and submitted to SMC for approval by Council	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	COPIES OF REQUEST TO PRINT-ING COPIES OF REPORT FOR S.M.C.	
E	E3	7 - CREATING A LEARNING AND CITY OF LEARNING	PSDM 09	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	DISASTER MANAGEMENT	Awareness Campaigns	All	12 x Disaster awareness Campaigns (1 campaign per high risk areas) conducted by the 31st of June 2019	24 x Disaster awareness Campaigns (1 campaign per high risk areas, 1 public education campaign) conducted by the 30th of June 2020	Number of Disaster awareness Campaigns (1 campaign per high risk areas, 1 public education campaign) conducted by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	
E	E3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 10	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	FIRE & RESCUE	Major Hazards Premises Visitations by PSDM	All	45 Major Hazard Visitations conducted by the 30th of June 2019	46 x Major Hazard Visitations conducted in the 19/20 FY by the 30th of June 2020	Number of Major Hazard Visitations conducted in the 19/20 FY by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	ATTEN-DANCE REGISTERS
E	F2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	PSDM 11	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	FIRE & RESCUE	Fire & Rescue fire prevention inspections	All	834 fire inspections conducted by the 30th of June 2019	800 x fire prevention inspections conducted in the 19/20FY by the 30th of June 2020	Number of fire prevention inspections conducted in the 19/20FY by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	DAILY SCHEDULES

SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
BUSINESS UNIT: COMMUNITY SERVICES																					
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QOQ	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL REASON FOR DEVIATION	CORRECTIVE MEASURE	TIMEFRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B1	2 - BACK TO BASICS	PSDM 12	NKPA 2 - BASIC SERVICE DELIVERY	FIRE & RESCUE	Purchase Airport fire engine from King Shaka International Airport	All	0 x AIRPORT fire engine purchased in accordance to SACAAA standard by the 31st of May 2019	1 x fire engine for the Msunduzi Airport purchased in the 19/20 FY	1 x fire engine for the Msunduzi Airport purchased in the 19/20 FY by the 31st of May 2020	Date fire engine for the Msunduzi Airport purchased in the 19/20 FY	N/A	A/404292/BZA-A61	N/A	Council N/A	1 x fire engine for the Msunduzi Airport purchased in the 19/20 FY by the 31st of May 2020	3 (100% - 129%)	N/A	N/A	N/A	Invoice and GRS
E	E3	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	PSDM 13	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	FIRE & RESCUE	Fire & Rescue Public awareness presentations facilitated by PSDM	All	124 Fire & Rescue public awareness presentations conducted by the 30th of June 2019	60 x Fire & Rescue public awareness presentations conducted in the 19/20FY	60 x Fire & Rescue public awareness presentations conducted in the 19/20FY by the 30th of June 2020	Number of Fire & Rescue public awareness presentations conducted in the 19/20FY	N/A	N/A	N/A	60 x Fire & Rescue public awareness presentations conducted in the 19/20FY by the 30th of June 2020	5 (150% - 167%)	N/A	N/A	N/A	ATTENDANCE REGISTERS	



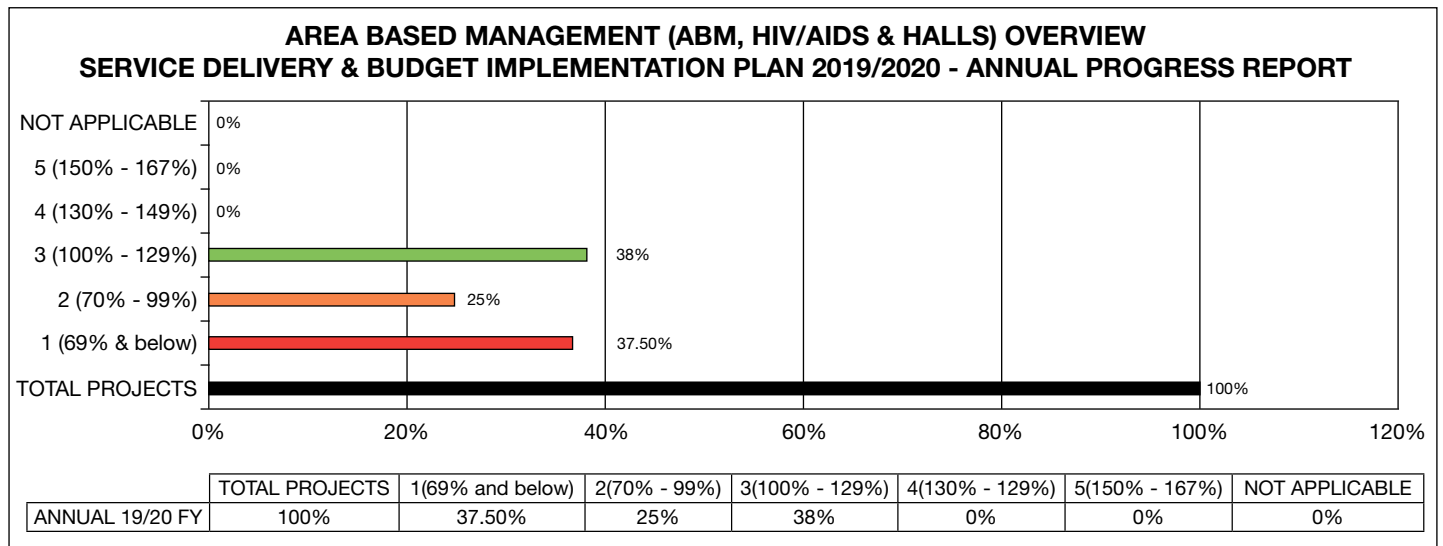
**AREA BASED MANAGEMENT (ABM, HIV/AIDS & HALLS) OVERVIEW  
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 AREA BASED MANAGEMENT (ABM, HIV/AIDS & HALLS) OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>8</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>8</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**









SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
BUSINESS UNIT: COMMUNITY SERVICES																			
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: AREA BASED MANAGEMENT (ABM, HIV/AIDS & HALLS)				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT			
												ANNUAL ACTUAL	REVENUE	CAPEX	OPERATIONAL	ANNUAL ACTUAL	REVENUE	CAPEX	OPERATIONAL
E	E1	2 - BACK TO BASICS	ABM 05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Public Participation	Ward Audits: All	4 x quarterly ward audit reports prepared and submitted to OMC on each of the 39 wards in order to identify ward service delivery challenges and forwarded to relevant business units for actioning by the 30th of June 2019	4 x quarterly ward audit reports prepared and submitted to OMC on each of the 39 wards on Service Delivery Challenges by the 30th of June 2020	Number of quarterly ward audit reports for the 19/20 FY prepared and submitted to OMC on Audits conducted in each of the 39 wards on Service Delivery Challenges	N/A	N/A	N/A	4 x quarterly ward audit reports for the 19/20 FY prepared and submitted to OMC on Audits conducted in each of the 39 wards on Service Delivery Challenges by the 30th of June 2020	0 x quarterly ward audit reports for the 19/20 FY prepared and submitted to OMC on Audits conducted in each of the 39 wards on Service Delivery Challenges by the 30th of June 2020	1 (69% & below)	ABM respected the National Level 5 and 4 that had high restrictions hence had to change the pattern of acquiring information to adhere to COVID-19 & OMC is not sitting	Awaiting sitting of the OMC to submit	N/A	Ward Audit File
E	E1	2 - BACK TO BASICS	ABM 06	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	War Rooms	Support Established war rooms	12 x monthly report produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2019	4 x quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	Number of quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	N/A	N/A	N/A	4 x quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	0 x quarterly reports produced and submitted to OMC on the functioning of OSS & established war rooms by the 30th of June 2020	1 (69% & below)	ABM respected the National Level 5 and 4 that had high restrictions hence had to change the pattern of acquiring information to adhere to COVID-19 & OMC is not sitting	Awaiting sitting of the OMC to submit	N/A	OSS Report File
E	E3	2 - BACK TO BASICS	ABM 07	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	HIV/AIDS & SOCIAL SERVICES	Ward visits to be conducted to support HIV/AIDS groups	218 Ward visits conducted to support HIV/AIDS Groups by the 30th of June 2019	216 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups	Number of Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups	N/A	N/A	N/A	216 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	172 x Ward visits conducted in the 19/20 FY to support HIV/AIDS Groups by the 30th of June 2020	2 (70% - 99%)	Group meetings will be conducted when National Lockdown is uplifted	More Groups meetings will be conducted when National Lockdown is uplifted	N/A	HIV/AIDS & Social Services Register
E	E3	2 - BACK TO BASICS	ABM 08	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	HIV/AIDS & SOCIAL SERVICES	HIV/AIDS and Social Support programmes	605 HIV/AIDS and Social Support Programmes coordinated by the 30th of June 2019	420 x HIV/AIDS and Social support programmes in the 19/20 FY to be coordinated by the 30th of June 2020	Number of HIV/AIDS and Social support programmes in the 19/20 FY to be coordinated by the 30th of June 2020	N/A	N/A	N/A	420 x HIV/AIDS and Social support programmes in the 19/20 FY to be coordinated by the 30th of June 2020	411 x HIV/AIDS and Social support programmes in the 19/20 FY to be coordinated by the 30th of June 2020	2 (70% - 99%)	Could not complete programmes due to Covid-19	N/A	N/A	HIV/AIDS & Social Services Register

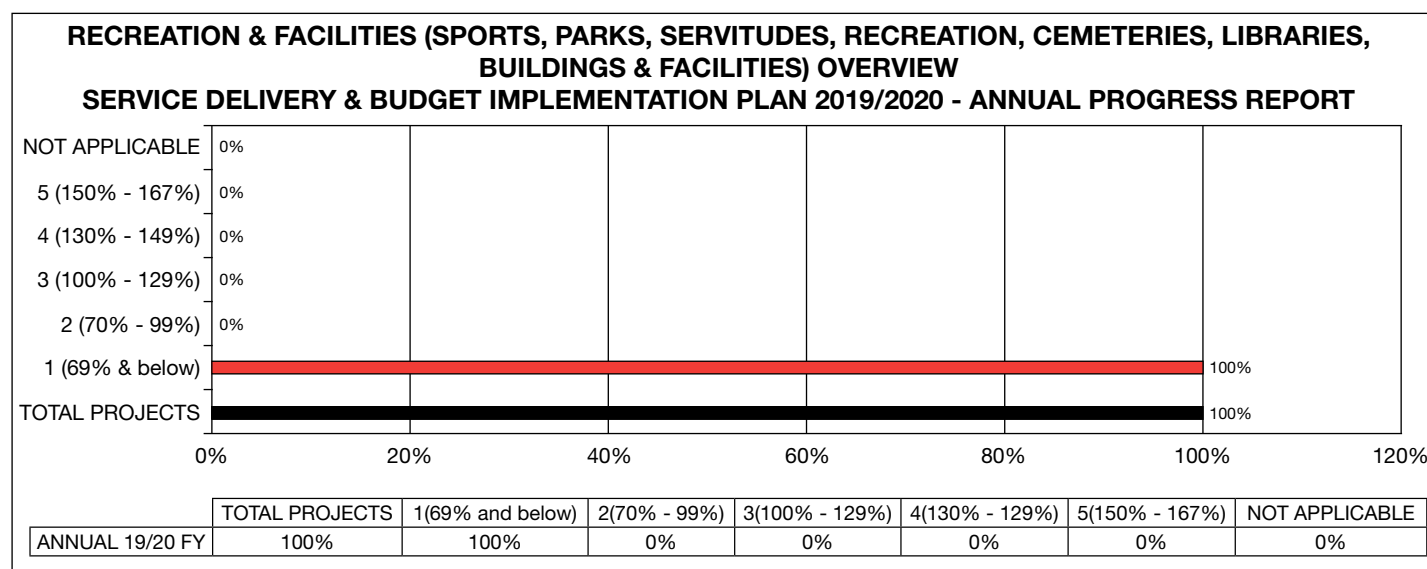
## RECREATION & FACILITIES (SPORTS, PARKS, SERVITUDES, RECREATION, CEMETERIES, LIBRARIES, BUILDINGS & FACILITIES) OVERVIEW SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

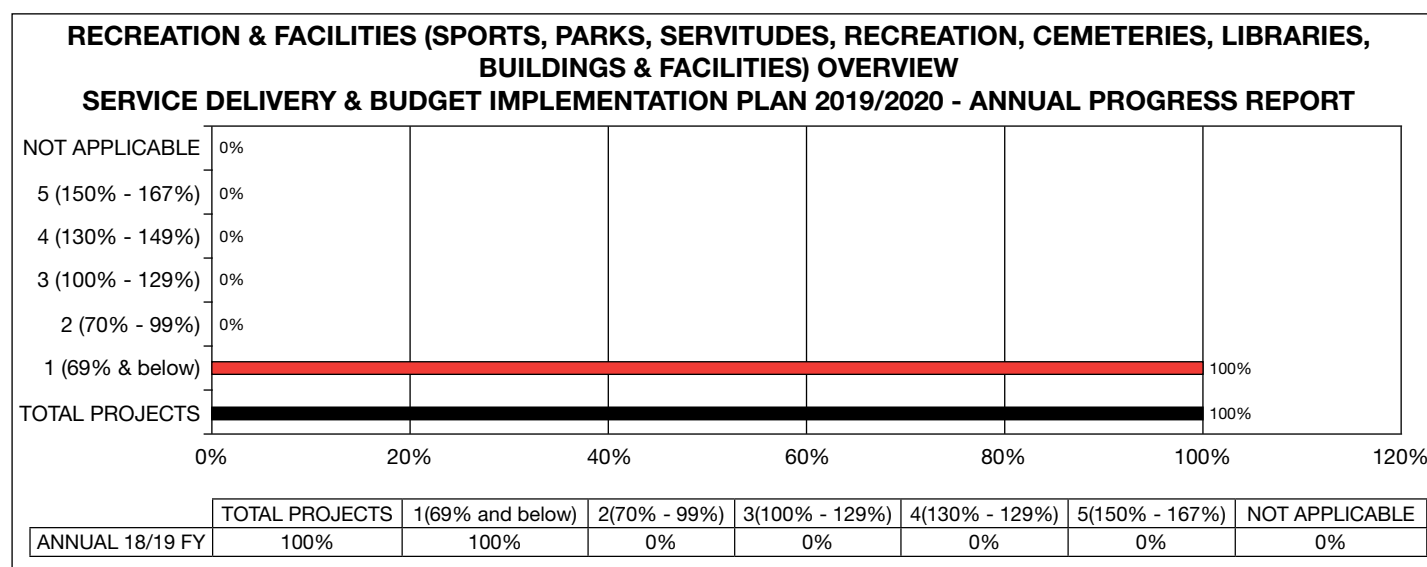
### 1 RECREATION & FACILITIES (SPORTS, PARKS, SERVITUDES, RECREATION, CEMETERIES, LIBRARIES, BUILDINGS & FACILITIES) OVERVIEW

- 1.1 TOTAL PROJECTS: 7
- 1.1.1 OPERATING PROJECTS 4
- 1.1.2 CAPITAL PROJECTS 3

### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



### 2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
INDEX	IDP REFERENCE	ODS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	SUB UNIT: RECREATION & FACILITIES (SPORTS, PARKS, SERVICEDUES, RECREATION, CEMETERIES, LIBRARIES, BUILDINGS & FACILITIES)			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT			SOURCE DOCUMENT							
								BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	OPEX VOTE	CAPEX VOTE		REVENUE	FUNDING SOURCE	ANNUAL ACTUAL	ANNUAL 2019/2020 FY PROGRESS (1,2,3,4,5, Not Applicable)	CORRECTIVE MEASURE	TIME-TO-IMPLEMENT CORRECTIVE MEASURES	
																					REASON FOR DEVIATION
B	B1	2 - BACK TO BASICS	R & F 01	NKPA 2 - BASIC SERVICE DELIVERY	Grass Cutting - Municipal Wards	Grass cutting on verges, open spaces and parks	10 to 38	Grass cut in 29 Wards utilising a slash mower with minor challenges	Grass cut once per month in 29 wards (September 2019 - May 2020) as per grass cutting schedule	Grass cut once per month in 29 wards (September 2019 - May 2020) as per grass cutting schedule by the 31st of May 2020	Number of times Grass cut in 29 wards a season (September 2019 - May 2020) as per grass cutting schedule	190 000	N/A	N/A	Council	Grass cut once per month in 29 wards (September 2019 - May 2020) as per grass cutting schedule by the 31st of May 2020	Grass not cut once per month in 29 wards	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to be adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance	New financial during winter maintenance program depending on the impact of lockdown.	Grass cutting stats
B	B1	3 - BACK TO BASICS	R & F 02	NKPA 2 - BASIC SERVICE DELIVERY	Grass Cutting - Municipal Gardens	Grass cutting and landscaping of islands, municipal gardens and main entrances	ALL	5 islands and 5 main entrances into CBD maintained monthly	10 islands and 11 main entrances into CBD maintained monthly as per maintenance schedule	10 islands and 11 main entrances into CBD maintained monthly as per maintenance schedule by the 30th of June 2020	Number of islands and main entrances into CBD maintained monthly as per maintenance schedule	0/404412/AH.000 190 000	N/A	N/A	Council	10 islands and 11 main entrances into CBD maintained monthly as per maintenance schedule by the 30th of June 2020	5 islands main entrance maintained	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to be adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance	July during winter maintenance program depending on the impact of lockdown.	Grass cutting stats
B	B1	4 - BACK TO BASICS	R & F 03	NKPA 2 - BASIC SERVICE DELIVERY	Grass Cutting - Municipal Libraries	Grass cutting at municipal libraries	7, 12, 13, 23, 27, 31, 32, 34, 35, 36, 37	Grass cut at 3 libraries every month as per the grass cutting schedule by the 30th of June 2019	Grass cut at 11 libraries every month as per the grass cutting schedule by the 30th of June 2020	Grass cut at 3 libraries every month as per the grass cutting schedule by the 30th of June 2020	Number and times Grass cut at libraries as per the grass cutting schedule	190 000	N/A	N/A	Council	Grass cut at 11 libraries every month as per the grass cutting schedule by the 30th of June 2020	Grass cut at 3 libraries every month as per the grass cutting schedule by the 30th of June 2020	Slasher mowers still not repaired. Still awaiting the replacement brush cutters from insurance and acquisition of new brush cutters and slashers	Once the slasher mower and brushcutter tender closes it needs to be adjudicated ASAP. Use the same tender to purchase and replace the stolen brushcutters from insurance	July winter maintenance program depending on the impact of lockdown.	Grass cutting stats
B	B1	5 - BACK TO BASICS	R & F 04	NKPA 2 - BASIC SERVICE DELIVERY	LIBRARIES	Purchase of Library Books	7, 12, 13, 23, 27, 31, 32, 34, 35, 36, 37	12 745 books purchased in June 2019 and 24 668 purchased for the year.	5000 x Books purchased as per book buying policy from Provincial Arts and Culture	5000 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	Number of Books purchased as per book buying policy from Provincial Arts and Culture	0/404412/AH.000 1 000 000	N/A	N/A	Provincial Department of Arts & Culture	5000 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	0 x Books purchased as per book buying policy from Provincial Arts and Culture by the 31st of May 2020	No books were purchased due to the non-appointment of a service provider. Tender was supposed to close on the 2nd of April 2020. However due to the national Lockdown the process could not be completed to appoint a panel for the provision of books.	Appointment of Service Provider as the National Lockdown is lifted	20/21 FY	BSC Report and resolution.

SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
BUSINESS UNIT: COMMUNITY SERVICES																					
SUB UNIT: RECREATION & FACILITIES (SPORTS, PARKS, SERVICES, RECREATION, CEMETERIES, LIBRARIES, BUILDINGS & FACILITIES)																					
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
												CAPEX	VOTE	REVENUE	VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL REASON FOR DEVIATION (1,2,3,4,5, Not Applicable)	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES
B	B1	6 - BACK TO BASICS	R & F 05	NKPA 2 - BASIC SERVICE DELIVERY	LIBRARIES	Purchase of 100 Brush cutters and 9 Slashers	ALL	NIL	50 x new Brush Cutters purchased & delivered in the 19/20 FY	50 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	Number of new Brush Cutters purchased & delivered in the 19/20 FY	5000 000	N/A	Council	50 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	0 x new Brush Cutters purchased & delivered in the 19/20 FY by the 30th of June 2020	1 (69% & below)	No brush cutters were purchased as soon as the National Lockdown is lifted of a service provider due to the COVID-19 Lockdown.	Appointment of Service Provider as soon as the National Lockdown is lifted	2021 FY	Adjudication report and tender documents
B	B1	7 - BACK TO BASICS	R & F 06	NKPA 2 - BASIC SERVICE DELIVERY	PARKS	Purchase new machinery	ALL	NIL	100% of new machinery (Tricking mowder and Amazon mowder) purchased & delivered in the 19/20 FY	100% of new machinery (Tricking mowder and Amazon mowder) purchased & delivered in the 19/20 FY by the 31st of January 2020	% of new machinery (Tricking mowder and Amazon mowder) purchased & delivered in the 19/20 FY	A/404390BZA.A60 500 000	N/A	Council	5000 000	0% of new machinery (Tricking mowder and Amazon mowder) purchased & delivered in the 19/20 FY by the 31st of January 2020	1 (69% & below)	Tender closed. No tenders received. Section 36 Deviation submitted to BAC.	Create the order and fast track delivery.	30th June 2020	Adjudication report and tender documents
B	B1	8 - BACK TO BASICS	R & F 07	NKPA 2 - BASIC SERVICE DELIVERY	PARKS	Purchase new machinery	ALL	NIL	4 x new Slasher Mowers purchased & delivered in the 19/20 FY	4 x new Slasher Mowers purchased & delivered in the 19/20 FY by the 30th of June 2020	Number of new Slasher Mowers purchased & delivered in the 19/20 FY	A/404390BZA.A60 500 000	N/A	Council	4 x new Slasher Mowers purchased & delivered in the 19/20 FY by the 30th of June 2020	0 x new Slasher Mowers purchased & delivered in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Tender advertised, report now sent to BEC, Awaiting recommendations	Fast track the process once the 3 year contract is approved.	Next financial year contract is approved.	Adjudication report and tender documents



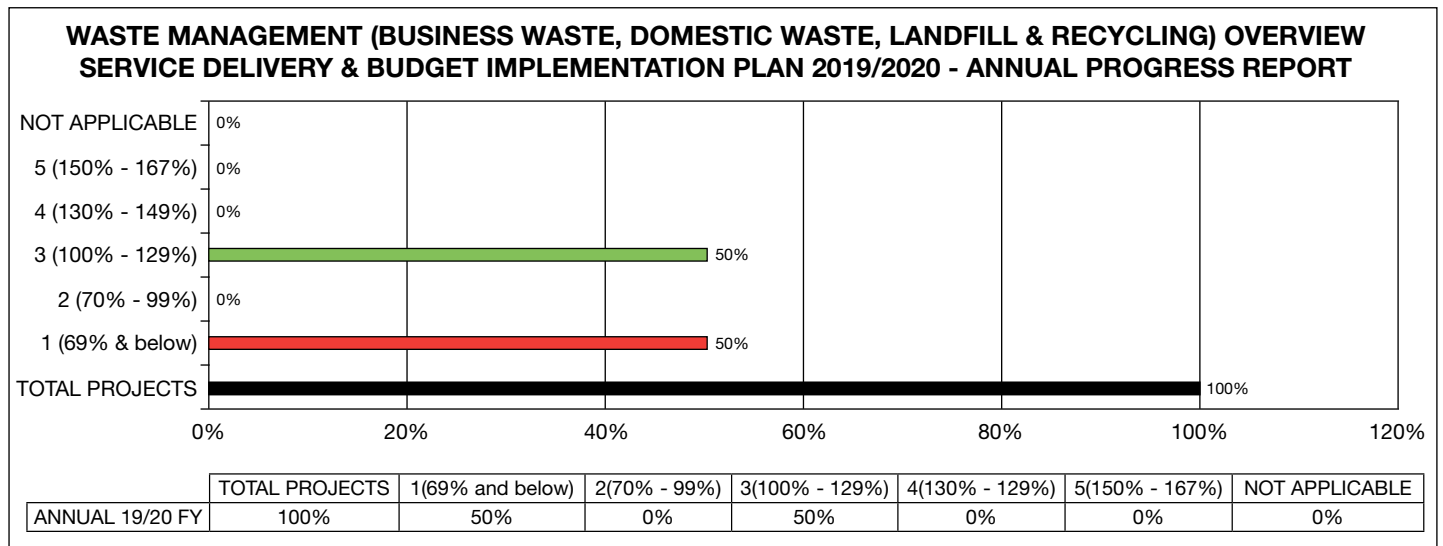
**WASTE MANAGEMENT (BUSINESS WASTE, DOMESTIC WASTE, LANDFILL & RECYCLING) OVERVIEW  
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

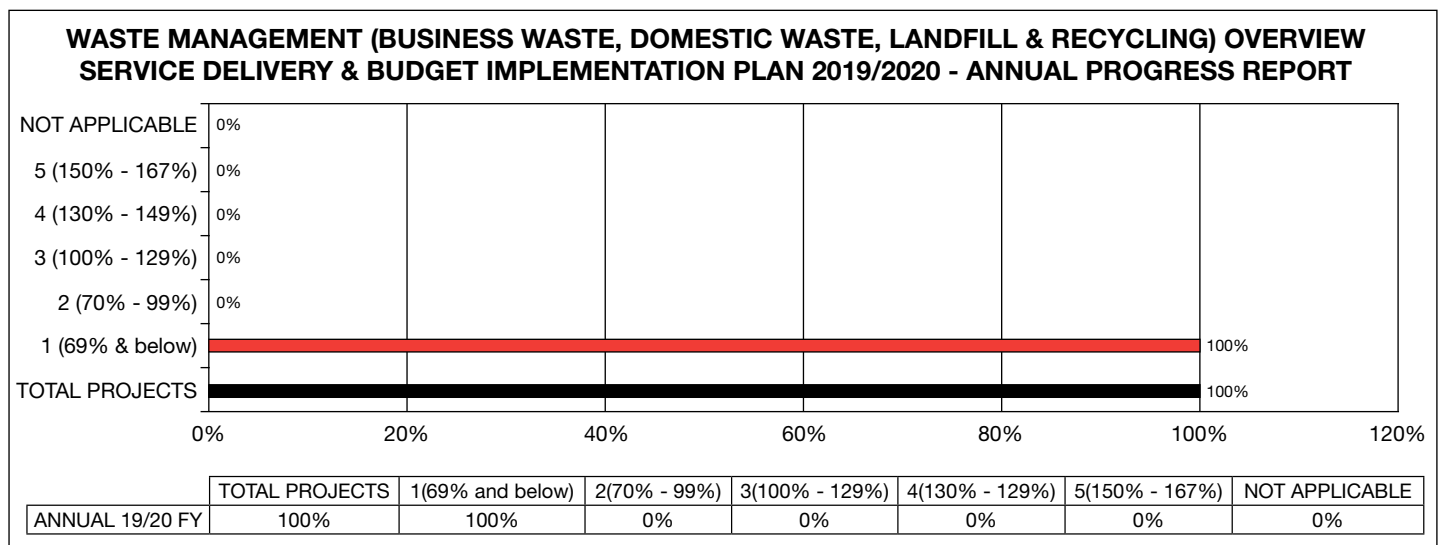
**1 WASTE MANAGEMENT (BUSINESS WASTE, DOMESTIC WASTE, LANDFILL & RECYCLING) OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>4</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>2</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>2</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP RECEPTION	CDS RECEPTION	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY – ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B1	2 - BACK TO BASICS	WM 01	NKPA 2 - BASIC SERVICE DELIVERY	Waste Management	SMME's Refuse Collection	10 to 38	NIL	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY by the 30th of June 2020	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY by the 30th of June 2020	100 000 000.00	N/A	N/A	Council	Refuse collection completed once a week for all households within Msunduzi Municipality for the 19/20 FY by the 30th of June 2020	1 (69% & below)	N/A	N/A	N/A	Weekly Schedule	
B	B1	2 - BACK TO BASICS	WM 02	NKPA 2 - BASIC SERVICE DELIVERY	Waste Management	SMME's Refuse Collection	1 to 9 & 39	Refuse collection once a week	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 completed by the 31st of December 2019	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 completed by the 31st of December 2019	Appointment of service providers for the Refuse collection in wards 1 to 9 & 39 NOT completed by the 31st of December 2019	182 100 1071	N/A	N/A	Council	100 000 000.00	1 (69% & below)	No funding for the Project	To follow section 78 of the MSA to review and decide on mechanism to provide municipal service in terms of public private partnership	N/A	N/A	Re-allocation form
B	B1	2 - BACK TO BASICS	WM 03	NKPA 2 - BASIC SERVICE DELIVERY	Waste Management	Repairs completed on skip bins	ALL	0 skip bins repaired (various sizes) and replaced by the 30th of June 2019	7 x 25m3 garden site containers purchased and delivered by the 29th of February 2020	7 x 25m3 garden site containers purchased and delivered by the 29th of February 2020	7 x 25m3 garden site containers purchased and delivered by the 29th of February 2020	182 100 1071	N/A	N/A	Council	N/A	1 (69% & below)	No funding for the Project	To Purchase in 2021	N/A	N/A	Re-allocation form
B	B1	2 - BACK TO BASICS	WM 04	NKPA 2 - BASIC SERVICE DELIVERY	Landfill Site	Compliance with Landfill site License	35	License has not been complied with in the 18/19 FY	100% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	100% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	100% compliance with the Landfill Site License maintained for the 19/20 FY by the 30th of June 2020	N/A	N/A	N/A	Council	N/A	1 (69% & below)	1. Action plan for the immediate removal of the significant volume of waste 2. Landfill facilities functioning and serviced 3. Technical assessment report 4. Appoint a suitably qualified specialist/engineer 5. Submit specialist stormwater report 6. Detailed comprehensive action plan 7. Appoint an independent and suitably qualified Landfill site specialist 8. Written submission on decommissioning and rehabilitating New England Rd Landfill site	A letter was written to EDTEA to vary and extend the period	N/A	N/A	Weekly Progress Report



## ANNEXURE I

### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PERFORMANCE REPORT - INFRASTRUCTURE SERVICES

#### INFRASTRUCTURE SERVICES OVERVIEW

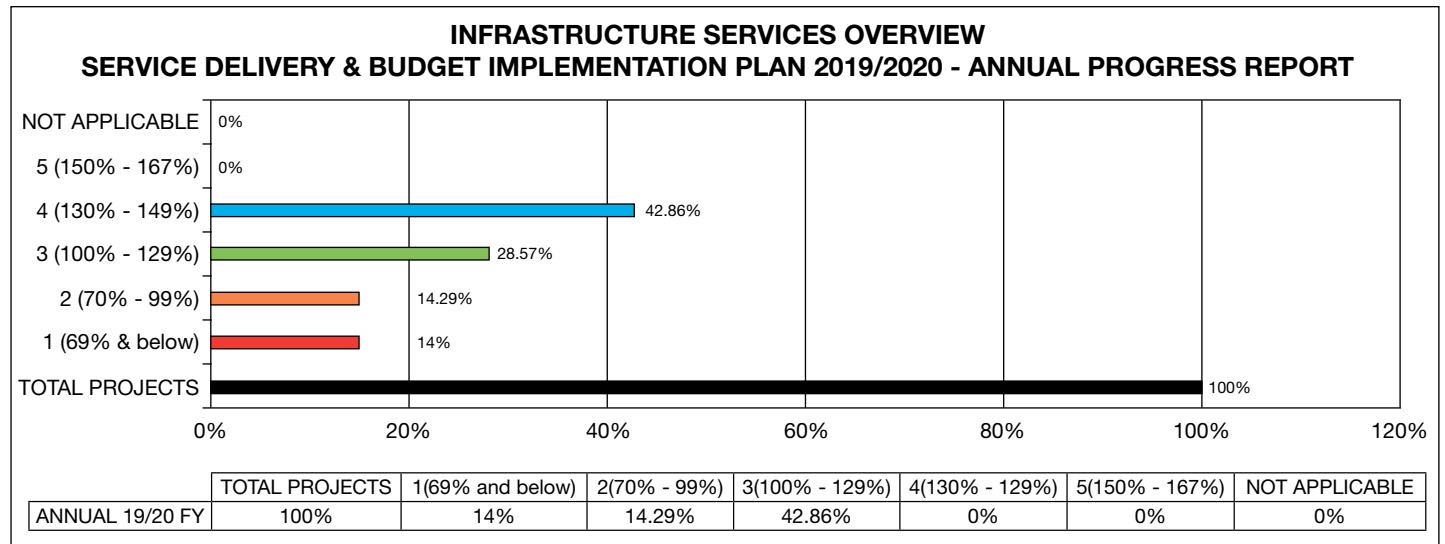
#### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

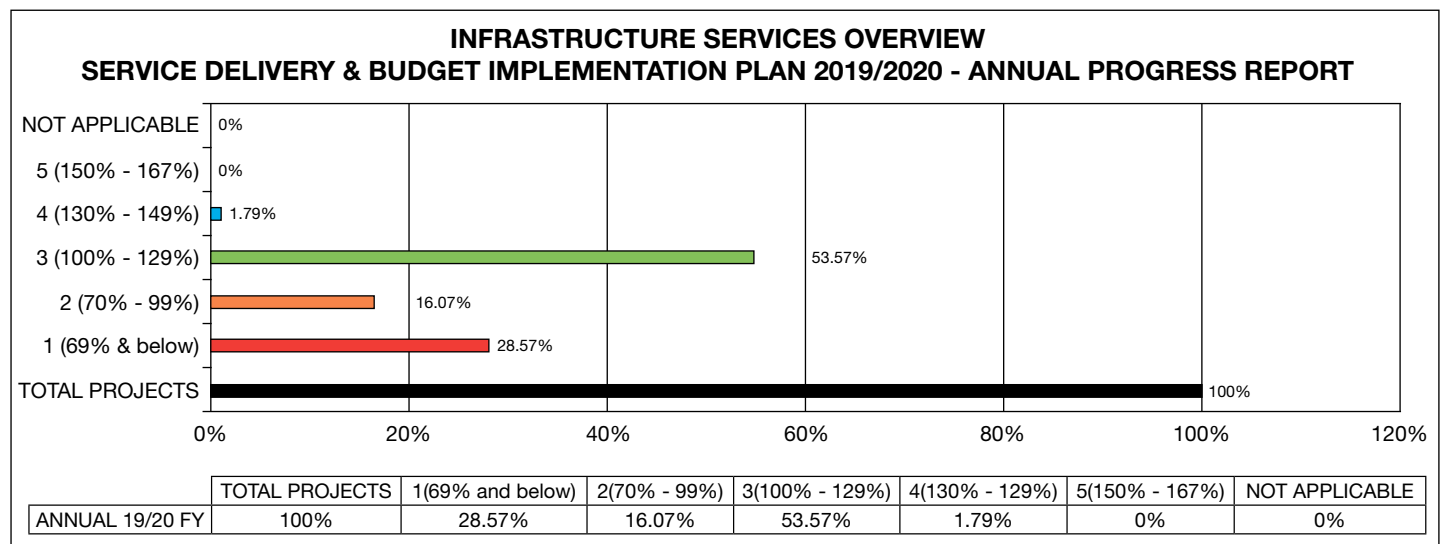
#### 1 INFRASTRUCTURE SERVICES OVERVIEW

1.1	TOTAL PROJECTS:	63
1.1.1	OPERATING PROJECTS	7
1.1.2	CAPITAL PROJECTS	56

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



#### 2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR											
NO	BUSINESS UNIT	SUB UNIT	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT				ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, No. & Appl-able)	REASON FOR DEVIATION	CORRECTIVE MEASURE
			NUM-BER OF OPERATING KPI'S	NUM-BER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET					
3	INFRA-STRUCTURE SERVICES	WATER & SANITATION	4	5	9	2	<p>W&amp;S 1</p> <p>Reduced Total Water Losses to 28.3% in Wards 1 to 38 (in total) based on International Water Association Balance by the 30th of June 2020</p>	<p>2 (70% - 99%)</p> <p>Income unit resulting in estimations December 19, Jan 20, Feb 20 and to date for the current FY. Refer to IWA Water Balance for detailed explanation.</p>	Correct estimations moving forward		
		ROADS & TRANSPORTATION	0	2	2	0	<p>W&amp;S 8</p> <p>1.341 km of Water Pipe installed by the 30th of June 2020</p>	<p>2 (70% - 99%)</p> <p>Continuation of works on site post-lockdown (L5) has not commenced due to budget constraints as the project is CNL funded.</p>	Awaiting funding confirmation		
		ELECTRICITY	0	6	6	2	<p>N/A</p> <p>2 X VEHICLES PURCHASED AND DELIVERED BY THE 30TH JUNE 2020</p>	<p>NOT APPLICABLE</p> <p>1 (68% &amp; below)</p>	N/A		
		PROJECT MANAGEMENT OFFICE (MIG PROJECTS)	0	43	43	21	<p>ELEC 08</p> <p>100% OF FAULTY/ DEFECTIVE ELECTRICITY METERS REPLACED AS PER TECHNICAL EXCEPTION TABLE BY THE 30th of June 2020</p> <p>PMO 04</p> <p>0.5 km of Gravel roads upgraded by the 30th of June 2020</p> <p>PMO 05</p> <p>1 km of gravel road upgraded to black top surface with associated stormwater by the 30 June 2020.</p> <p>PMO 07</p> <p>150m construction of pipe-jacking services in Jika Joe CRU completed by 31st of December 2019</p>	<p>2 (70% - 99%)</p> <p>515 fault meters out of 558 were changed, availability of meters and capacity in the section</p> <p>1 (69% &amp; below)</p> <p>Cash flow challenges from the appointed Contractor</p> <p>1 (69% &amp; below)</p> <p>Cash flow challenges from the appointed Contractor</p> <p>1 (69% &amp; below)</p> <p>Delay in approval from the Sanral to do the pipe-jacking under the N3</p>	<p>Capacitate the sections</p> <p>The Contractor has done session to the sub-contractor to do remain work</p> <p>The Contractor has done session to the sub-contractor to do remain work</p> <p>Set up meeting with Sanral consultants (RHDHV) to speed up the process</p>		
							<p>PMO 08</p> <p>Construction of retaining walls commenced by the 30th of June 2020</p>	<p>1 (69% &amp; below)</p> <p>The funds were used to pay the Professional fees</p>	The construction of retaining wall will be part of Phase 2.		
							<p>PMO 09</p> <p>Detailed designs for 1km length of road completed by 31st of March 2020</p>	<p>1 (69% &amp; below)</p> <p>WULA approval pending</p>	Pressure has been put on the engineers to complete the designs. The application for WULA is awaiting for approval		
							<p>PMO 10</p> <p>Final design for Ward 38 Community Hall completed by the 30 June 2020</p>	<p>2 (70% - 99%)</p> <p>WULA approval pending</p>	The application for WULA is awaiting for approval		
							<p>PMO 11</p> <p>Design and construction of 0.5km road from gravel to black top asphalt with associated stormwater completed by the 30th of April 2020</p>	<p>2 (70% - 99%)</p> <p>Budget restrictions in the vote.</p>	Utilize the 2020/21 Budget		
							<p>PMO 14</p> <p>Draft Road Design and WULA completed and submitted by the 30 June 2020.</p>	<p>1 (69% &amp; below)</p> <p>Lockdown affected the application</p>	Extension of time		
							<p>PMO 16</p> <p>Final design for Ward 29 Community Hall completed by the 30th of June 2020</p>	<p>2 (70% - 99%)</p> <p>Delays with regards to the relocation of the illegal invaders that have occupied the same area that would be required to build the Copesville reservoir</p>	Land Survey Department in a process to appoint the Consultant to do rezoning and subdivision.		
							<p>PMO 17</p> <p>Redesign and construction scope adjustment completed by 30 June 2020.</p>	<p>1 (69% &amp; below)</p> <p>Impacts &amp; delays attributable to COVID-19 lockdown. Delays due to revised operating works specification-40000m3 additional waste filling &amp; levelling.</p>	Revision of scope of works to meet revised operating works specification-40000m3 additional waste filling & levelling.		
							<p>PMO 19</p> <p>0.25km of roadway, stormwater attenuation basin commissioned by the 30th of September 2019</p>	<p>2 (70% - 99%)</p> <p>Outstanding Compliance on Design could not allow the commissioned of the Road in September</p>	Submission of compliance was approved by the Engineer in November 2020 for final practical completion		



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																				
INFRASTRUCTURE SERVICES OVERVIEW NARRATIVE																				
NO	BUSINESS UNIT	SUB UNIT	NUM-BER OF OPERATING KPI'S	NUM-BER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	ANNUAL TARGET		CORRECTIVE MEASURE											
							PROJECT REFERENCE	ANNUAL ACTUAL												
							ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION												
3	INFRA-STRUCTURE SERVICES	PROJECT MANAGEMENT OFFICE (MIG PROJECTS)																		
			PMO 20					1,2 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019	0 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019. Only G7 (sub base) associated with bulk Earth-works. Stormwater pipe and gabions complete by November 2019.	1 (69% & below)	The appointed Service Provider failed to meet the conditions of the contract and carry out works due as per tender awarded.	Contractor to complete outstanding works as per award. In failing to do so council will rescind the contract and appoint another Service Provider								
			PMO 21					1,9 km of gravel roads upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) by the 30th of September 2019	1,9 km of gravel roads not upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) was completed by the 31st March 2020.	1 (69% & below)	Delays due to the floods in September 2019	The section affected was re-constructed								
			PMO 22					Design of 1,5 km of gravel road for Vullindlela ward 6 completed by the 31st of March 2020	Design of 1,5 km of gravel road for Vullindlela ward 6 was completed by the 30 June 2020	2 (70% - 99%)	Delays due to EIA approval	Pressure has been put on the engineers to complete the designs								
			PMO 28					300m Gravel roads upgraded to concrete surface in Vullindlela Ward 4 by the 30 June 2020.	200m Gravel roads upgraded to concrete surface in Vullindlela Ward 4 by the 30 June 2020.	1 (69% & below)	Announcement of President on site Lockdown, subsequently the site was closed	Amend works programme								
			PMO 31					0,5km of new sewer pipeline installed by 30 June 2020	0km of new sewer pipeline installed. 100% of Site Establishment complete by 30th June 2020. Site clearance and pegging out of line commenced by 30th June 2020.	1 (69% & below)	Delays in procuring material due to Lockdown resulting in engineer and contractor commencing with road crossings on the project	Fasttrack progress on site								
			PMO 32					0,7 km of new sewer pipe installed by the 30th of June 2020	0km of new sewer pipe installed. 100% of Site Establishment complete and 0,143 km of pipeline installed by 30th June 2020	1 (69% & below)	Existing services and space constraints along pipeline routes has been proving challenging	Fasttrack progress on site								
			PMO 33					0,75km of new sewer pipeline installed by the 30th of June 2020	0 km of new sewer pipeline installed. 100% of Site Establishment complete by 30th June 2020	1 (69% & below)	Social Delays on site	Contractor to fasttrack progress on site								
			PMO 36					0,8 km of new water pipe installed by the 30th of June 2020	0km of new water pipe installed. Site Establishment complete, site clearance and exposing of existing services complete by 30th June 2020	1 (69% & below)	Delays due to social issues regarding subcontractors & National Lockdown. Payment issues resulting in suspension of works on site	Fasttrack progress once contractors return to site								
			PMO 39					Design and site establishment for Madiba Community Hall completed by the 30th of June 2020	Design and site establishment for Madiba Community Hall NOT completed by the 30th of June 2020. Only the preliminary Design was completed by the 30th of June 2020	2 (70% - 99%)	WULA approval pending.	The application for WULA is awaiting for approval								
			PMO 40					Commencement of bulk excavations for reservoir by the 30th of June 2020.	Commencement of bulk excavations for reservoir NOT completed by the 30th of June 2020. Final letter of appointment issued by 31st March 2020.	1 (69% & below)	Delays regarding land issues on site due to the National lockdown in April 2020. Social delays on site resulting in suspension of works on site	In the process of finalising an alternative solution to resolve land issue i.e reposition the reservoir								
		MECHANICAL WORKSHOPS	MW 02	0	3	2		Average turnaround time on repairs completed by the 30th of June 2020	30 days turnaround time in the 19/20 FY achieved on council plant repairs not completed by the 30th of June 2020	1 (69% & below)	Lack of Funds and suppliers who have not been working for more than a year.	Increase budget for mechanical workshops, develop a standard operating procedure								
			MW 03					Average turnaround time on repairs completed by the 30th of June 2020	60 days turnaround time in the 19/20 FY achieved on council plant repairs not completed by the 30th of June 2020	1 (69% & below)	Lack of Funds and suppliers who have not been working for more than a year.	Increase budget for mechanical workshops, develop a standard operating procedure								
		TOTAL	7	56	63	27														

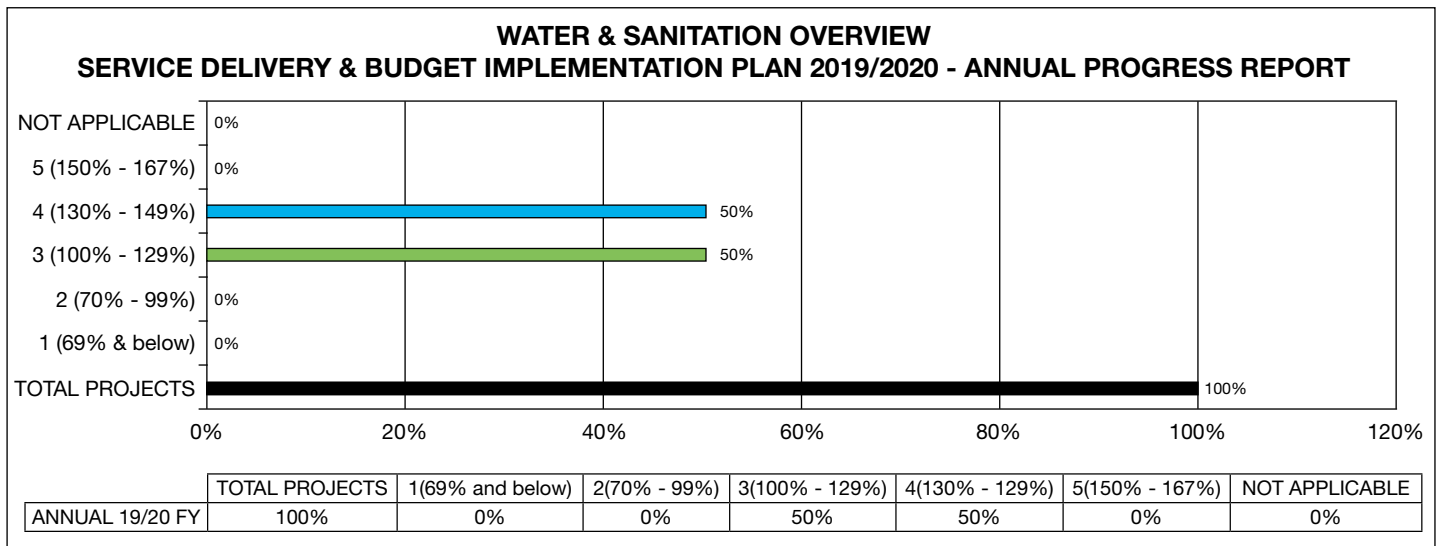
**WATER & SANITATION OVERVIEW**  
**SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

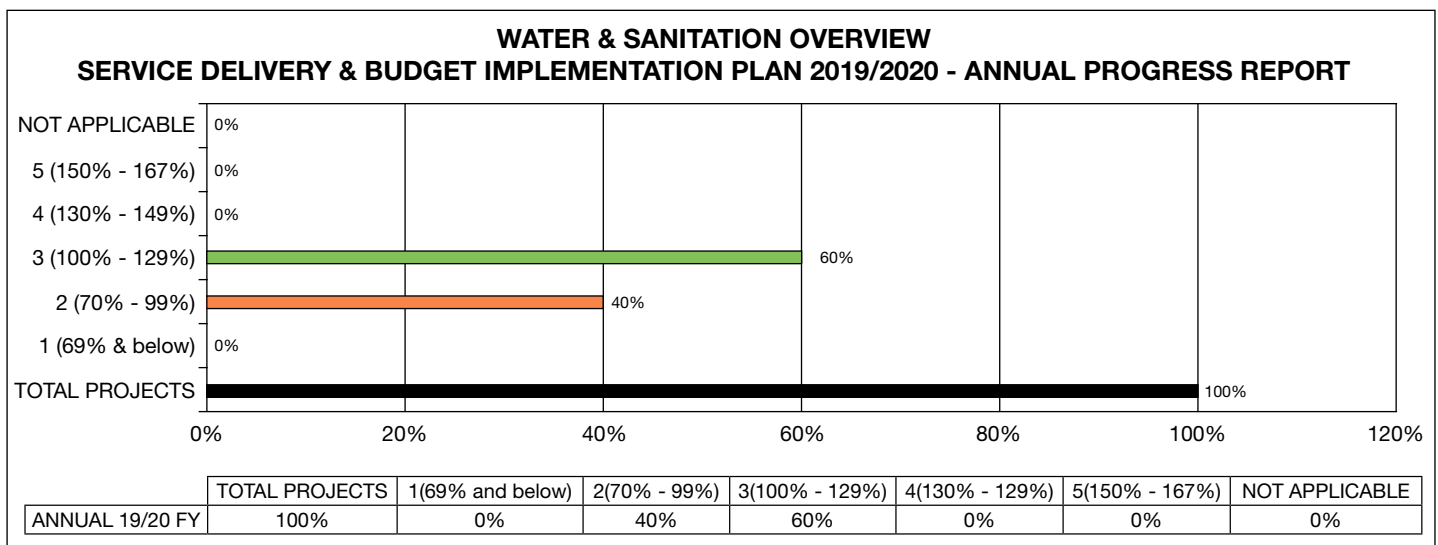
**1 WATER & SANITATION OVERVIEW**

- 1.1 TOTAL PROJECTS: 9**
- 1.1.1 OPERATING PROJECTS 4**
- 1.1.2 CAPITAL PROJECTS 5**

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**







SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																										
SUB UNIT: WATER & SANITATION																										
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT											
												OPEX VOTE	CAPEX VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1-2,3,4,5, For Deviation Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT				
B	B2	2-BACK TO BASICS	W&S 1	NKPA 2 - BASIC SERVICE DELIVERY	WATER	MIG-REDUCTION OF NON REVENUE WATER	10 to 37	Reduced Total Water Losses to 28.3% in Wards 1 to 38 (in total) based on Initial Water Association Balance by the 30th of June 2020	Reduced Total Water Losses to 28.3% in Wards 1 to 38 (in total) based on Initial Water Association Balance by the 30th of June 2020	% Reduced Total Water Losses in Wards 1 to 38 (in total) based on Initial Water Association Balance by the 30th of June 2020	N/A	R10,000,000	N/A	N/A	MIG	Reduced Total Water Losses to 28.3% in Wards 1 to 38 (in total) based on Initial Water Association Balance by the 30th of June 2020	Total Water Losses = 29.9% (TYD) based on Inter-Regional Water Association Balance by the 30th of June 2020	2 (79% - 99%)	Incorrect figures derived from income unit estimating in estimations taken into account for December 19, Jan 20, Feb 20 and to date for the current FY. Refer to IWA Water Balance for detailed explanation.	Correct estimations moving forward	1 month	IWA Water Balance				
B	B1	2-BACK TO BASICS	W&S 2	NKPA 2 - BASIC SERVICE DELIVERY	WATER	MWIG - BASICS WATER SUPPLY	7, 2, 3	Lay underground rain pipe for reservoir	Pump station and Telemetry works to commence by 30 June 2020	Date Pump station and Telemetry works to commence by 30 June 2020	N/A	R54,787,008	N/A	N/A	WSG	Pump station and Telemetry works to commence by 30 June 2020	Commencement of pump station and Telemetry works completed by 30 June 2020 as well as pegging and earthworks for rising main to reservoir.	12:101,809,777	N/A	N/A	N/A	N/A	N/A	N/A	Progress Report	
B	B1	2-BACK TO BASICS	W&S 3	NKPA 2 - BASIC SERVICE DELIVERY	SANITATION	CNL - SANITATION PUMP STATIONS	35,25,36	Pump Stations currently working in poor condition	3 x sanitation pumpstation upgrades completed by the 31st of December 2019	Number of sanitation pumpstation upgrades completed by the 31st of December 2019	N/A	R504,787,010	N/A	N/A	N/A	R 53,000,000	3 x sanitation pumpstation upgrades completed by the 31st of December 2019	46,084,091,877	N/A	No compliance resolution confirming cancellation of tender by 30 November 2019.	N/A	N/A	N/A	N/A	BAC Resolution	
B	B1	2-BACK TO BASICS	W&S 4	NKPA 2 - BASIC SERVICE DELIVERY	WATER	CNL - TELEMETRY AND CONTROL UPGRADES	14,19,24	3 New Telemetry Sites upgraded by the 30th of June 2019.	2 x sites to have 100% telemetry installed by the 30th of June 2020	Number of sites to have 100% telemetry installed by the 30th of June 2020	N/A	N/A	N/A	CNL	R 500,000	2 x sites to have 100% telemetry installed by the 30th of June 2020	2 x sites to have 100% telemetry installed by the 31st of March 2020	R 93,263	N/A	N/A	N/A	N/A	N/A	N/A	Progress Report	
B	B1	2-BACK TO BASICS	W&S 5	NKPA 2 - BASIC SERVICE DELIVERY	VEHICLES	CNL - TRANSPORT ASSETS	N/A	Reduce hiring charges.	3 X 1 Ton vehicles purchased by the 31st of May 2020	Number of 1 Ton vans purchased	N/A	R500,633	N/A	CNL	R109,148	3 X 1 Ton vehicles purchased by the 31st of May 2020	3 X 1 Ton vehicles purchased and delivered by 31st of March 2020.	R 413,556	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Delivery Notes and Invoices
B	B1	2-BACK TO BASICS	W&S 6	NKPA 2 - BASIC SERVICE DELIVERY	PLANT	CNL - MAINTENANCE EQUIPMENT	N/A	1 x Jack Hammers, 2 x generators, 2 x power saws, 1 x Chain-saw and 2 x Brush-cutters purchased by the 28 February 2019.	100% of equipment (2 x generators, 3 x power saws, 40 x power saw blades, 2 x brush-cutters and 1 x chainsaw) procured and delivered by the 31st of March 2020	% of equipment (2 x generators, 3 x power saws, 40 x power saw blades, 2 x brush-cutters and 1 x chainsaw) procured and delivered by the 31st of March 2020	N/A	A/504,787,52A, A60	N/A	CNL	R100,000	100% of equipment (2 x generators, 3 x power saws, 40 x power saw blades, 2 x brush-cutters and 1 x chainsaw) procured and delivered by the 31st of March 2020	100% of equipment (2 x generators, 3 x power saws, 40 x power saw blades, 2 x brush-cutters and 1 x chainsaw) procured and delivered by the 31st of March 2020	R 413,556	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Delivery Notes and Invoices



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	SDRIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORM-ANCE MEASURE	SUB UNIT: INFRASTRUCTURE SERVICES				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B1	2-BACK TO BASICS	W&S 7	NKPA 2 - BASIC SERVICE DELIVERY	COMPUTERS EQUIPMENT	CNL-COMPUTER EQUIPMENT	N/A	N/A	6 x New Laptops procured and delivered by the 29th of February 2020	6 x New Laptops procured and delivered by the 29th of February 2020	R150,000	N/A	CNL	6 x New Laptops procured and delivered by the 29th of February 2020	R 96,714	3 (100% - 129%)	N/A	N/A	N/A	Delivery Note from ICT. Email confirming deployment of Laptops		
B	B1	2-BACK TO BASICS	W&S 8	NKPA 2 - BASIC SERVICE DELIVERY	WATER	CRR-REHAB OF WATER INFRA-STRUCTURE	12, 17, 18, 22, 20, 28, 31, 11	0.7 km of water pipe replaced. 3 water pump stations have been refurbished by 30th June 2019.	1.6 km of water pipe installed	1.6 km of water pipe installed by the 30th of June 2020	R4,500,000	N/A	CRR	1.6 km of water pipe installed by the 30th of June 2020	R 3,523,735	2 (70% - 98%)	N/A	N/A	3 months	Continuation of works on site post-lockdown (L5) has not commenced due to budget constraints as the project is CNL funded.	Awaiting funding confirmation	Progress Report
B	B1	2-BACK TO BASICS	W&S 9	NKPA 2 - BASIC SERVICE DELIVERY	WATER	RESTRICTIONS AND DISCONNECTIONS	Various	N/A	100% of all disconnections and restrictions received from Credit control completed by the 30th of June 2020	100% of all disconnections and restrictions received from Credit control completed by the 30th of June 2020	R 504,787,015	N/A	CNL	100% of all disconnections and restrictions received from Credit control completed by the 30th of June 2020	R 3,523,735	3 (100% - 129%)	N/A	N/A	N/A	N/A	Restriction Monitoring Spreadsheet	
B	B1	2-BACK TO BASICS	W&S 10	NKPA 2 - BASIC SERVICE DELIVERY	WATER	CNL-REPLACEMENT OF METERS	Various	N/A	100% of meters replaced for technical exceptions as received from Revenue Section by the 30th of June 2020	100% of meters replaced for technical exceptions as received from Revenue Section by the 30th of June 2020	R 7,500,000	N/A	CNL	100% of meters replaced for technical exceptions as received from Revenue Section by the 30th of June 2020	12,101,899,77	NOT APPLICABLE	N/A	N/A	N/A	Finance has taken over the project from Water and Sanitation - Removed from Water Section at Mid year	Water Connection Monitoring Spreadsheet for December 2019.	
B	B1	2-BACK TO BASICS	W&S 11	NKPA 2 - BASIC SERVICE DELIVERY	WATER	MWIG-REDUCTION OF NON REVENUE WATER	Various	Total Water losses for the 2017-2018 FY projected at 29.5%.	Reduced Total Water Losses to 28.3% in Wards 1 to 38 (in total) based on International Water Association Balance by the 30th of June 2020	Reduced Total Water Losses = 28% based on International Water Association Balance by the 30th of December 2019	R 7,500,000	N/A	CNL	Total Water Losses = 28% based on International Water Association Balance by the 30th of December 2019	R 7,500,000	NOT APPLICABLE	N/A	N/A	N/A	Funding reallocated to cover MWIG basic Water Supply Project - Removed at Mid Year	N/A Water Balance	
B	B2	2-BACK TO BASICS	W&S 12	NKPA 2 - BASIC SERVICE DELIVERY	SANITATION INFRA-STRUCTURE	MIG-REHAB OF SANITATION INFRA-STRUCTURE	Various	80% of 10 stream crossings completed	Final payment certificate for the 100% of 10 stream crossings completed by the 30th of September 2019	Final payment certificate for the 100% of 10 stream crossings completed by the 30th of September 2019	R5,000,000	N/A	CNL	Final payment certificate for the 100% of 10 stream crossings completed by the 30th of September 2019	R 2,000,000	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Final Payment Certificate



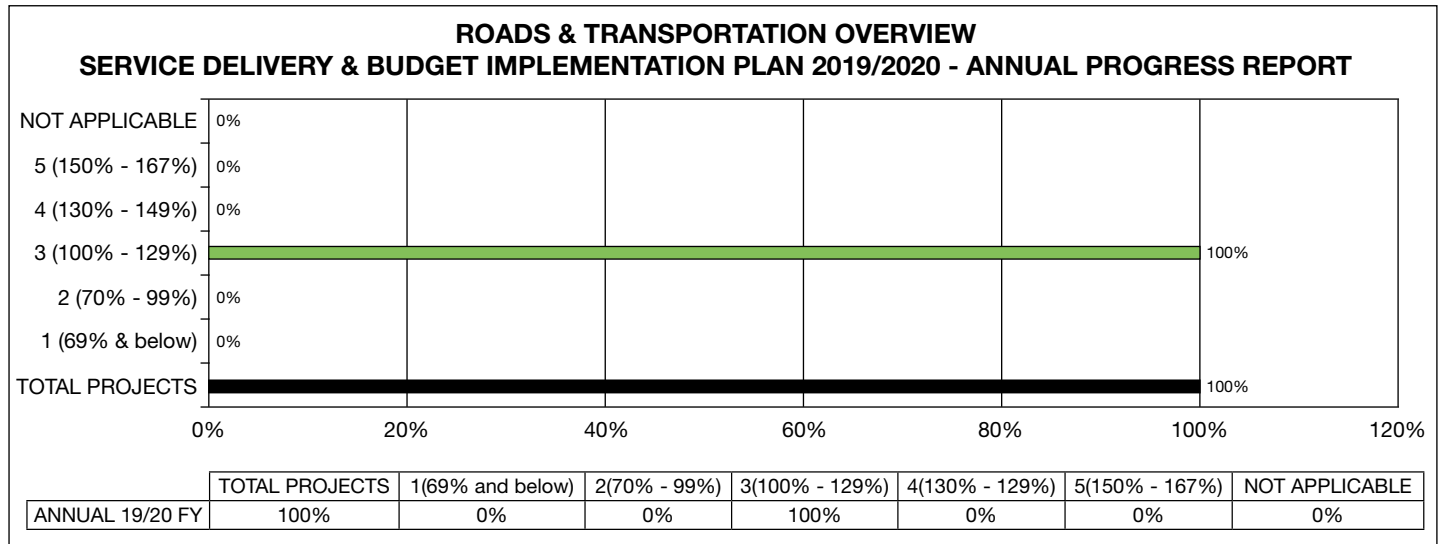
**ROADS & TRANSPORTATION OVERVIEW**  
**SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 ROADS & TRANSPORTATION OVERVIEW**

<b>1.1 TOTAL PROJECTS:</b>	<b>2</b>
<b>1.1.1 OPERATING PROJECTS</b>	<b>0</b>
<b>1.1.2 CAPITAL PROJECTS</b>	<b>2</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
SUB-UNIT: INFRASTRUCTURE SERVICES																						
INDEX	IDP REFERENCE	CDS REFERENCE	SDRIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORM-ANCE MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT		PERFORMANCE REPORTING 2019/2020 FY PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B2	2 - BACK TO BASICS	R & T 04	NKPA 2 - BASIC SERVICE DELIVERY	ROAD SAFETY	EQUIPMENT (TIPPER TRUCKS WITH BINS AND TOOLS)	26	Old plant and equipment	3 x new Tipper Trucks and 1 x Bakkie procured and delivered by the 30 June 2020	3 x new Tipper Trucks and 1 x Bakkie procured and delivered by the 30 June 2020	Number & Date of new Tipper Trucks and Bakkie procured and delivered	N/A	N/A	N/A	3 x new Tipper Trucks and 1 x Bakkie procured and delivered by the 30 June 2020	Target/Not Met. No Orders issued.	NOT APPLICABLE	Funding was removed from the project - No Orders were issued - Project Removed at Mid Year	N/A	N/A	Email correspondence.	
B	B2	2 - BACK TO BASICS	R & T 02	NKPA 2 - BASIC SERVICE DELIVERY	Construction new change room	NEW CONCRETE CASTING YARD CHANGE ROOMS	27	Construct new Change Room to accommodate female staff	1 x new female change room (with showers and ablution facility) approximately 55m2 constructed by the 30th of June 2020	1 x new female change room (with showers and ablution facility) approximately 55m2 constructed by the 30th of June 2020	m2 of new female change room (with showers and ablution facility) approximately 55m2 constructed by the 30th of June 2020	N/A	R 2,000,000	WBS: /504162.001 GL: 46000000000	Council	R 2,000,000	1 x new female change room (with showers and ablution facility) approximately 55m2 constructed by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	COMPLETION CERTIFICATE
B	B2	2 - BACK TO BASICS	R & T 03	NKPA 2 - BASIC SERVICE DELIVERY	ROAD SAFETY	TRAFFIC CALMING	VARIOUS SITES WITHIN Msunduzi	1.3x traffic calming measures installed in various sites as per approved schedule by the 30th of June 2019	42 x traffic calming measure installed in various sites as per approved traffic calming implementation schedule by the 30th of June 2020	42 x traffic calming measure installed in various sites as per approved traffic calming implementation schedule by the 30th of June 2020	Number of traffic calming measure installed in various sites as per approved traffic calming implementation schedule by the 30th of June 2020	N/A	R 300,000	WBS: /504131.006	Council	R 300,000	42 x traffic calming measure installed in various sites as per approved traffic calming implementation schedule by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	COMPLETION CERTIFICATE



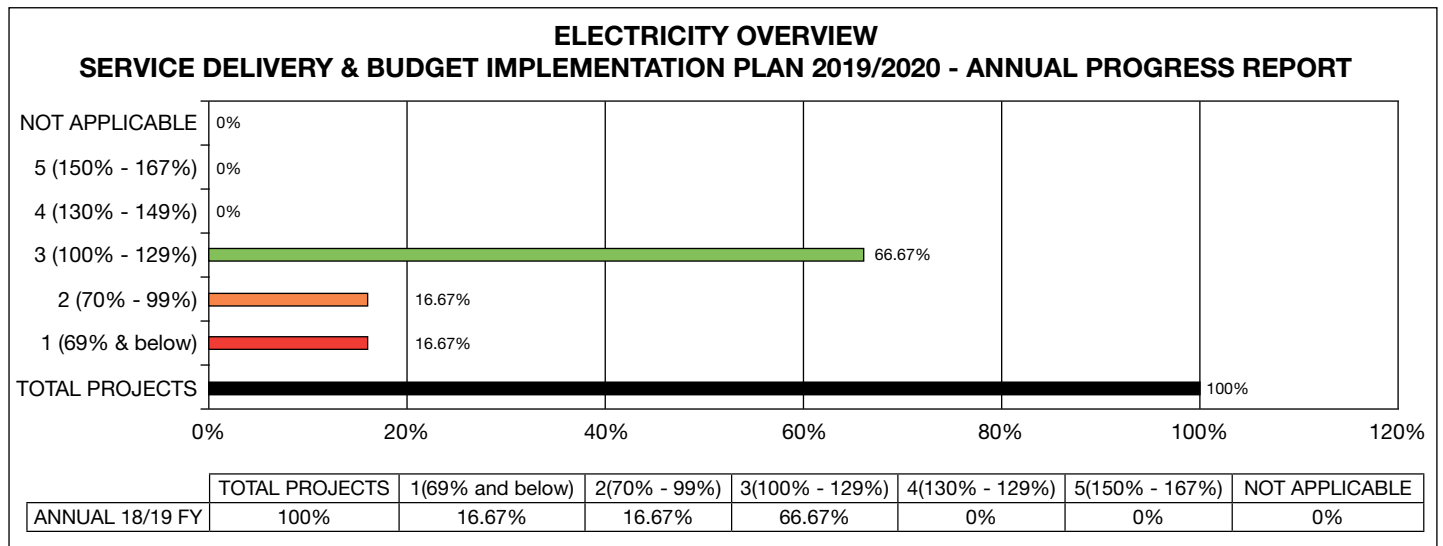
**ELECTRICITY OVERVIEW**  
**SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 ELECTRICITY OVERVIEW**

<b>1.1 TOTAL PROJECTS:</b>	<b>6</b>
<b>1.1.1 OPERATING PROJECTS</b>	<b>0</b>
<b>1.1.2 CAPITAL PROJECTS</b>	<b>6</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	SDRIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: ELECTRICITY				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B 1	2 - BACK TO BASICS	ELEC 01	NKPA 2 - BASIC SERVICE DELIVERY	PUBLIC LIGHTING	HIGH MAST INSTALLATION	VARIOUS WARDS WITHIN MSUNDUZI MUNICIPALITY	20x HIGH MASTS INSTALLED IN THE PREVIOUS FINANCIAL YEAR	20x HIGH MASTS LIGHTS TO BE RE-ERECTED AND COMMISSIONED by the 30th of June 2020	20x HIGH MASTS LIGHTS TO BE RE-ERECTED AND COMMISSIONED by the 30th of June 2020	NUMBER OF HIGH MASTS LIGHTS TO BE RE-ERECTED AND COMMISSIONED by the 30th of June 2020	N/A	MIG: WBS - /504713.008 GL - 4600000000	N/A	N/A	20x HIGH MASTS LIGHTS TO BE RE-ERECTED AND COMMISSIONED by the 30th of June 2020	NOT AVAILABLE	Available budget used for payment CPA and retention for the previous project - project removed at Mid Year	N/A	N/A	CANCELLATION LETTER	
B	B2	3 - IMPROVING INFRA-STRUCTURE EFFICIENCY	ELEC 02	NKPA 2 - BASIC SERVICE DELIVERY	NETWORK 132kv REHABILITATION PLAN	CONSTRUCTION OF 132kv POWERLINE	34	NIL	100% OF STRINGING OF OVERHEAD CONDUCTOR IN ORDER TO COMMISSION THE 132kv CIRCUIT	100% OF STRINGING OF OVERHEAD CONDUCTOR IN ORDER TO COMMISSION THE 132kv CIRCUIT BY THE 30th JUNE 2020	% OF STRINGING OF OVERHEAD CONDUCTOR IN ORDER TO COMMISSION THE 132kv CIRCUIT BY THE 30th JUNE 2020	N/A	R 1,865,793.73	N/A	N/A	100% OF STRINGING OF OVERHEAD CONDUCTOR IN ORDER TO COMMISSION THE 30th JUNE 2020	NOT AVAILABLE	AVAILABLE BUDGET USED FOR PAYMENT OF CPA'S AND RETENTIONS FOR THE PREVIOUS PROJECTS - Removed At Mid Year	N/A	N/A	CANCELLATION LETTER	
B	B2	3 - IMPROVING INFRA-STRUCTURE EFFICIENCY	ELEC 03	NKPA 2 - BASIC SERVICE DELIVERY	NETWORK 132kv REHABILITATION PLAN	PURCHASE CAPITAL EQUIPMENT	VARIOUS	NIL	2 X 11KV EQUIPMENT TO BE PURCHASED AND DELIVERED by the 30th of June 2020	2 X 11KV EQUIPMENT TO BE PURCHASED AND DELIVERED by the 30th of June 2020	NUMBER OF 11KV EQUIPMENT PURCHASED AND DELIVERED by the 30th of June 2020	N/A	R 5,200,000.00	N/A	R 1,500,000.00	2 X 11KV EQUIPMENT PURCHASED AND DELIVERED by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	PURCHASE ORDER, DELIVERY NOTES AND INVOICES		
B	B 1	3 - IMPROVING INFRA-STRUCTURE EFFICIENCY	ELEC 04	NKPA 2 - BASIC SERVICE DELIVERY	PUBLIC LIGHTING	RETROFITTING OF CONVENTIONAL STREET LIGHTS WITH LED	VARIOUS	NIL	2105 CONVENTIONAL STREET LIGHTS TO BE REPLACED (RETROFITTED) WITH NEW LED FITTINGS BY THE 30th JUNE 2020	2105 CONVENTIONAL STREET LIGHTS TO BE REPLACED (RETROFITTED) WITH NEW LED FITTINGS BY THE 30th JUNE 2020	Number of CONVENTIONAL STREET LIGHTS TO BE REPLACED (RETROFITTED) WITH NEW LED FITTINGS BY THE 30th JUNE 2020	N/A	R 1,491,517	N/A	R 1,268,202	2105 CONVENTIONAL STREET LIGHTS TO BE REPLACED (RETROFITTED) WITH NEW LED FITTINGS BY THE 30th JUNE 2020	3 (100% - 129%)	N/A	N/A	N/A	CLOSE-OUT REPORT	
B	B 1	3 - IMPROVING INFRA-STRUCTURE EFFICIENCY	ELEC 05	NKPA 2 - BASIC SERVICE DELIVERY	VEHICLES	PURCHASE OF VEHICLES	N/A	N/A	2 X VEHICLES PURCHASED AND DELIVERED BY THE 30th JUNE 2020	2 X VEHICLES PURCHASED AND DELIVERED BY THE 30th JUNE 2020	Number of VEHICLES PURCHASED AND DELIVERED BY THE 30th JUNE 2020	N/A	R 6,000,000	N/A	R 7,999,337	2 X VEHICLES PURCHASED AND DELIVERED BY THE 30th JUNE 2020	1 (69% & below)	Purchase order created on 10 March 2020. Vehicles not delivered as projected by 30 June 2020. The Supplier has not been paid for previous outstanding invoices.	N/A	N/A	Communication between the service provider and Fleet management.	



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
BUSINESS UNIT: INFRASTRUCTURE SERVICES																					
SUB UNIT: ELECTRICITY																					
INDEX	IDP REF.	GDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OEPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES
B	B2	3 - IMPROVING INFRASTRUCTURE EFFICIENCY	ELEC 06	NKPA 2 - BASIC SERVICE DELIVERY	DISCONNECTIONS AND RECONNECTIONS	DISCONNECTIONS AND RECONNECTIONS	VARIOUS	NIL	36% OF ELECTRICITY DISCONNECTIONS COMPLETED AS PER DIRECTIVE FROM FINANCE UNIT BY THE 30TH OF JUNE 2020	36% OF ELECTRICITY DISCONNECTIONS COMPLETED AS PER DIRECTIVE FROM FINANCE UNIT BY THE 30TH OF JUNE 2020	% OF ELECTRICITY DISCONNECTIONS COMPLETED AS PER DIRECTIVE FROM FINANCE UNIT	N/A	WBS-05/504701, JAH.00, G/L4100054000	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Disconnection list, Monthly reports and instruction from COGTA not to disconnect
B	B2	3 - IMPROVING INFRASTRUCTURE EFFICIENCY	ELEC 07	NKPA 2 - BASIC SERVICE DELIVERY	DISCONNECTIONS AND RECONNECTIONS	DISCONNECTIONS AND RECONNECTIONS	VARIOUS	NIL	52% OF ELECTRICITY RECONNECTIONS COMPLETED AS PER DIRECTIVE FROM FINANCE UNIT BY THE 30TH OF JUNE 2020	52% OF ELECTRICITY RECONNECTIONS COMPLETED AS PER DIRECTIVE FROM FINANCE UNIT BY THE 30TH OF JUNE 2020	% OF ELECTRICITY RECONNECTIONS COMPLETED AS PER DIRECTIVE FROM FINANCE UNIT	N/A	R 2,458,459 WBS-05/504701, JAH.00, G/L4100054000	N/A	R 4,946,008 (5974/7472)	3 (100% - 129%)	N/A	N/A	N/A	N/A	Reconnection list, Monthly reports
B	B2	3 - IMPROVING INFRASTRUCTURE EFFICIENCY	ELEC 08	NKPA 2 - BASIC SERVICE DELIVERY	FAULTY METER REPLACEMENT	FAULTY METER REPLACEMENT	VARIOUS	N/A	100% OF FAULTY/DEFECTIVE ELECTRICITY METERS REPLACED AS PER TECHNICAL EXCEPTION TABLE by the 30th of June 2020	100% OF FAULTY/DEFECTIVE ELECTRICITY METERS REPLACED AS PER TECHNICAL EXCEPTION TABLE by the 30th of June 2020	100% OF FAULTY/DEFECTIVE ELECTRICITY METERS REPLACED AS PER TECHNICAL EXCEPTION TABLE by the 30th of June 2020	N/A	R 2,458,459 WBS-05/504704, JAH.D19, G/L4120106000	N/A	R 1,039,606 (523/558)	2 (70% - 99%)	N/A	N/A	Capacitate the sections	N/A	Memos and monthly reports



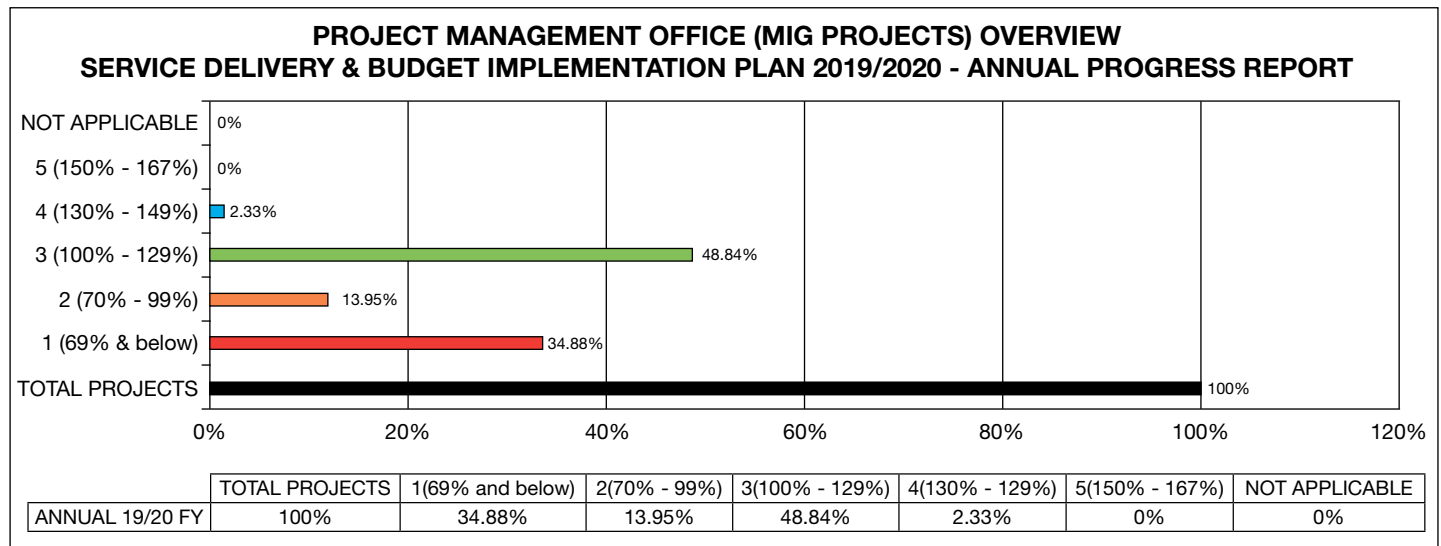
**PROJECT MANAGEMENT OFFICE (MIG PROJECTS) OVERVIEW  
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 PROJECT MANAGEMENT OFFICE (MIG PROJECTS) OVERVIEW**

- 1.1 TOTAL PROJECTS: 43
- 1.1.1 OPERATING PROJECTS 0
- 1.1.2 CAPITAL PROJECTS 43

**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
BUSINESS UNIT: INFRASTRUCTURE SERVICES																						
INDEX	IDP REFERENCE	GDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: PROJECT MANAGEMENT OFFICE (MIG PROJECTS)		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT								
												ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	FUNDING SOURCE	REVENUE	VOTE	CAPEX
B	B1	2 - BACK TO BASICS	PMO 01	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF PUBLIC STOP TRANSPORT SHELTERS SYSTEM	MIG - BUS STOP SHELTERS	1, 6, 8, 9, 25, 26, 28, 29, 30, 31, 32, 35	Lack of bus shelters	43 x bus shelters installed as per approved bus shelter implementation plan	43 x bus shelters installed as per approved bus shelter implementation plan by the 30th of April 2020	Number of bus shelters installed as per approved bus shelter implementation plan	N/A	R 1,500,000	N/A	N/A	N/A	4 (100% -149%)	N/A	N/A	N/A	N/A	Payment Certificate
B	B3	2 - BACK TO BASICS	PMO 02	NKPA 2 - BASIC SERVICE DELIVERY	PUBLIC FACILITY HALL	COMMUNITY HALL	8	NIL	Final design for Ward 8 Community Hall Completed	Final design for Ward 8 Community Hall Completed by the 30th of June 2020	Date of Final design for Ward 8 Community Hall Completed	MIG	R 150413.1008 // 4600000000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Detailed drawings, BOC, Detailed Specification
B	B2	2 - BACK TO BASICS	PMO 03	NKPA 2 - BASIC SERVICE DELIVERY	PUBLIC FACILITY HALL	COMMUNITY HALL	24	NIL	Final design for Ward 24 Community Hall Completed	Final design for Ward 24 Community Hall Completed by the 30th of June 2020	Date of Final design for Ward 24 Community Hall Completed	MIG	R 1403243.011 // 4600000000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Detailed drawings, BOC, Detailed Specification
B	B1	2 - BACK TO BASICS	PMO 04	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG:Z1: UPRGR GRV ROADS-VUL-WARD 5 - Malala road	5	NIL	0.5 km of Gravel roads upgraded	0.5 km of Gravel roads upgraded by the 30th of June 2020	km of Gravel roads upgraded	MIG	R 7,000,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Technical meeting, Site inspection
B	B1	2 - BACK TO BASICS	PMO 05	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG:Z1: UPRGR GRV RD-VULINDLELA-DLE-LA-D2069 PH3	2	NIL	1 km of gravel road upgraded to black top surface with associated stormwater	1 km of gravel road upgraded to black top surface with associated stormwater by the 30 June 2020.	km of gravel road upgraded to black top surface with associated stormwater	MIG	R 10,000,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Technical meeting, Site inspection
B	B1	2 - BACK TO BASICS	PMO 06	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG:Z1: UPRGR GRV RD-WARD 2	2	NIL	Construction of 0.95km of Gravel roads to black top surface in Vulindlela ward 2 with associated stormwater completed	Construction of 0.95km of Gravel roads to black top surface in Vulindlela ward 2 with associated stormwater completed by the 31st of January 2020	km of Gravel roads constructed to black top surface in Vulindlela ward 2 with associated stormwater completed	MIG	R 2,300,000	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Completion Certificate





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																				
BUSINESS UNIT: INFRASTRUCTURE SERVICES																				
SUB UNIT: PROJECT MANAGEMENT OFFICE (MIG PROJECTS)																				
INDEX	IDP REFERENCE	GDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DIVERSION	CORRECTIVE MEASURE
B	B2	8 - BACK TO BASICS	PMO 14	NKPA 2 - Basic Service Delivery	UPGRADING OF ROADS INTO BLACK TOP	MIG:Z2: Upgrade of gravel roads - Wil-low mountain	14	NIL	Draft Road Design and WULA completed and submitted by the 30 June 2020.	Draft Road Design and WULA completed and submitted by the 30 June 2020.	R 2,300,000.00	N/A	R 2,300,000.00	N/A	1 (69% & below)	Lockdown affected the application	Extension of time	4months	WULA detailed designs and documentation	
B	B1	8 - BACK TO BASICS	PMO 15	NKPA 2 - BASIC SERVICE DELIVERY	PUBLIC FACILITY	MIG:Z3: WARD 13 COMMUNITY HALL - MIG - SEWER PIPES UNIT H	13	NIL	Final Design for Ward 13 Community Hall completed by the 30th of June 2020	Final Design for Ward 13 Community Hall completed by the 30th of June 2020	1/504125.037 // 4600000000	N/A	R 2,000,000	N/A	3 (100% - 129%)	N/A	N/A	N/A	Detailed drawings, BOC, Detailed Specification	
B	B1	8 - BACK TO BASICS	PMO 16	NKPA 2 - BASIC SERVICE DELIVERY	PUBLIC FACILITY	MIG:Z5: WARD 29 COMMUNITY HALL - MIG - SEWER PIPES UNIT H	29	NIL	Final design for Ward 29 Community Hall completed by the 30th of June 2020	Final design for Ward 29 Community Hall completed by the 30th of June 2020	1/403243.012 // 4600000000	N/A	R 300,000	N/A	2 (70% - 99%)	Delays with regards to the relocation of the illegal invaders that have occupied the same area that would be required to build the Copesville reservoir	Land Survey Department in a process to appoint the Consultant to do rezoning and subdivision.	31-Aug-20	Completion Certificate	
B	B1	8 - BACK TO BASICS	PMO 17	NKPA 2 - BASIC SERVICE DELIVERY	WASTE MANAGEMENT	MIG:ZA: LANDFILL UPGRADE	35	NIL	Redesign and construction scope adjustment completed by 30 June 2020.	Redesign and construction scope adjustment completed by 30 June 2020.	1/403243.009 // 4600000000	N/A	R 7,225,307	N/A	1 (69% & below)	Impacts & delays attributable to COVID-19 lockdown. Delays due to fires in Landfill site. Delays attributable lack of sufficient works Site Access due to landfill site operating difficulties. Revised Operating plan developed by waste.	Revision of scope of works to meet revised operating works specification-dated 17 Feb. 2020 Correspondence.	2 months	Report to BAC dated 15 May 2019, Report to BAC dated 17 Feb. 2020 Correspondence.	
B	B1	8 - BACK TO BASICS	PMO 18	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS TO BLACK TOP	MIG:ZA: WOODHOUSE PEDESTRIAN BRIDGE	33:35	NIL	0.4km of paved roadway and bridge commissioned by the 31st of March 2020	0.4km of paved roadway and bridge commissioned by the 31st of March 2020	1/404185.001 // 4600000000	N/A	R 2,400,000	N/A	3 (100% - 129%)	N/A	N/A	N/A	0.4km of paved roadway and bridge commissioned by the 31st of March 2020	Completion Certificate.

SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	SDIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ANNUAL ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B1	8 - BACK TO BASICS	PMO 19	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - Rehabilitation of Station Road Bridge	11;12	NIL	0.25km of roadway, stormwater attenuation basin commissioned by the 30th of September 2019	0.25km of roadway, stormwater attenuation basin commissioned by the 30th of September 2019	0.25km of roadway, stormwater attenuation basin commissioned by the 30th of September 2019	R3,000,000	N/A	N/A	MIG	0.25km of roadway, stormwater attenuation basin commissioned by the 30th of September 2019	2 (70% - 99%)	Out-standing Compliance was approved by the Engineer in November 2020 for allow the final practical completion of the Road in September	N/A	Submission of compliance was approved by the Engineer in November 2020 for final practical completion of the Road in September	30-Jun-20	Completion Certificate
B	B1	2 - BACK TO BASICS	PMO 20	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 3 ROADS (Mpanza Road)	3	NIL	1.2 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019	1.2 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019	1.2 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019	R4,800,000	N/A	N/A	MIG	0 km of gravel roads to black top surface with associated stormwater completed in Ward 3 (Mpanza Road) by the 30th of November 2019	1 (69% & below)	The appointed Service Provider failed to meet the conditions of the contract and carry out works due as per tender awarded.	N/A	Contractor to complete outstanding works as per award, in failing to do so council will rescind the contract and appoint another Service Provider	20/21 FY	Progress report
B	B1	2 - BACK TO BASICS	PMO 21	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 1 ROADS (Shayamoya Road)	1	NIL	1.9 km of gravel roads upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) by the 30th of September 2019	1.9 km of gravel roads upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) by the 30th of September 2019	1.9 km of gravel roads not upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) was completed by the 31st of March 2020	R3,800,000	N/A	N/A	MIG	1.9 km of gravel roads not upgraded to black top surface with associated stormwater in Ward 01 (Shayamoya Road) was completed by the 31st of March 2020	1 (69% & below)	Delays was due to the floods in September 2019	N/A	The section affected was re-constructed	30-Sep-20	Completion Certificate
B	B1	2 - BACK TO BASICS	PMO 22	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 6 ROADS	6	NIL	Design of 1.5 km of gravel road for Vulindlela ward 6 completed by the 31st of March 2020	Design of 1.5 km of gravel road for Vulindlela ward 6 completed by the 31st of March 2020	Design of 1.5 km of gravel road for Vulindlela ward 6 completed by the 30 June 2020	R2,300,000	N/A	N/A	MIG	Design of 1.5 km of gravel road for Vulindlela ward 6 completed by the 30 June 2020	2 (70% - 99%)	Delays due to EA approval	N/A	Pressure has been put on the engineers to complete the designs	30-Jul-20	Progress report
B	B1	2 - BACK TO BASICS	PMO 23	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 7 ROADS	7	NIL	Design of 1.5 km of gravel road for Vulindlela ward 7 completed by the 31st of March 2020	Design of 1.5 km of gravel road for Vulindlela ward 7 completed by the 31st of March 2020	Design of 1.5 km of gravel road for Vulindlela ward 7 completed by the 31st of March 2020	R2,300,000	N/A	N/A	MIG	Design of 1.5 km of gravel road for Vulindlela ward 7 completed by the 31st of March 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Completion Certificate



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
INDEX	IDP REFERENCE	GDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: PROJECT MANAGEMENT OFFICE (MIG PROJECTS)			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												VOTE	CAPEX	REVENUE	FUNDING SOURCE	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B1	2 - BACK TO BASICS	PMO 24	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 8 ROADS.	8	NIL	Design of 1.5 km of gravel road for Vulindlela ward 8 completed by the 31st of March 2020	Date Design of 1.5 km of gravel road for Vulindlela ward 8 completed by the 31st of March 2020	N/A	R2,300,000	N/A	MIG	Design of 1.5 km of gravel road for Vulindlela ward 8 completed by the 31st of March 2020	3 (100% - 129%)	N/A	N/A	N/A	Completion Certificate	
B	B1	2 - BACK TO BASICS	PMO 25	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	MIG - UPGRADING OF GRAVEL ROADS - VULINDLELA - WARD 9 ROADS (Duma Road)	9	NIL	1.1km of gravel roads upgraded to black top surface with associated stormwater completed by the 30th of November 2019	1.1km of gravel roads upgraded to black top surface with associated stormwater completed by the 30th of November 2019	N/A	R4,800,000	N/A	MIG	1.1km of gravel roads upgraded to black top surface with associated stormwater completed by the 30th of November 2019	3 (100% - 129%)	N/A	N/A	N/A	Completion Certificate	
B	B2	2 - BACK TO BASICS	PMO 26	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	UPGRADING OF GRAVEL ROADS - ACCESS ROADS - GEORGETOWN	12	NIL	Submission of all Environmental assessment information requested by EDTEA by the 30th of June 2020	Date Submission of all Environmental assessment information requested by EDTEA by the 30th of June 2020	N/A	R2,300,000.00	N/A	MIG	Submission of all Environmental assessment information requested by the EDTEA by the 30th of June 2020.	3 (100% - 129%)	N/A	N/A	N/A	Basic Assessment Report	
B	B2	8 - BACK TO BASICS	PMO 27	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	UPGRADING OF GRAVEL ROADS - SNATHING	11	NIL	550m of gravel road upgraded to concrete surface with storm water and kerbs and G5 by the 30 June 2020	550m of gravel road Upgraded to concrete surface with storm water and kerbs and G5 by the 30 June 2020	N/A	R2,300,000.00	N/A	MIG	550m of gravel road upgraded to concrete surface with storm water and kerbs and G5 by the 30 June 2020	3 (100% - 129%)	N/A	N/A	N/A	Practical Completion	
B	B2	8 - BACK TO BASICS	PMO 28	NKPA 2 - BASIC SERVICE DELIVERY	UPGRADING OF ROADS INTO BLACK TOP	UPGRADING OF GRAVEL ROADS - VULINDLELA WARD 4	4	NIL	300m Gravel roads upgraded to concrete surface in Vulindlela Ward 4 by the 30 June 2020.	300m Gravel roads upgraded to concrete surface in Vulindlela Ward 4 by the 30 June 2020.	N/A	R2,300,000.00	N/A	MIG	300m Gravel roads upgraded to concrete surface in Vulindlela Ward 4 by the 30 June 2020.	1 (69% & below)	Announcement of President on Lock-down, subsequently the site was closed	Amend works programme	1-Sep-20	payment Certificate 1	
B	B1	8 - BACK TO BASICS	PMO 29	NKPA 2 - BASIC SERVICE DELIVERY	Road Safety	MIG - Non Motorized Transport	34	NIL	1.2 km of Sidewalks constructed in ward 34 by the 30 June 2020.	1.2 km of Sidewalks constructed in ward 34 by the 30 June 2020.	N/A	R1,543,500	N/A	MIG	1.2 km of Sidewalks constructed in ward 34 by the 30 June 2020.	3 (100% - 129%)	N/A	N/A	N/A	Practical Completion certificate	
B	B1	8 - BACK TO BASICS	PMO 30	NKPA 2 - BASIC SERVICE DELIVERY	Sanitation	MIG-ZAR-EHAB OF SANITATION INFR-ASTR	35	Sanitation pipeline replaced	0.75 km of Sewer pipeline replaced by the 30th of June 2020	0.75 km of Sewer pipeline replaced by the 30th of June 2020	N/A	R420,000.00	N/A	N/A	Target not met. NO funding to continue this Financial Year. Funds were used to pay final invoices for last phase of the project.	NOT APPLICABLE	No Budget to continue the Project - Removed at Covid Adjustment SDBIP	N/A	N/A	Completion Certificate, Design Drawings, Award letter, Invoice	







SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
BUSINESS UNIT: INFRASTRUCTURE SERVICES																						
INDEX	IDP REFERENCE	CDS REFERENCE	SDRIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B2	8 - BACK TO BASICS	PMO 43	Basic Service Delivery	UPGRADING OF ROADS INTO BLACK TOP	MIG:ZZ: UPG GRV RD-EDN-DAMBUZA MJ SWD UPG	21	NIL	Contractor appointed for Dambuza Gravel road by the 30th of June 2020	Contractor appointed for Dambuza Gravel road by the 30th of June 2020	Date Contractor appointed for Dambuza Gravel road	N/A	R 2,300,000	N/A	MIG	Contractor appointed for Dambuza Gravel road by the 30th of June 2020	R 2,300,000	3 (100% - 129%)	N/A	N/A	N/A	Appointment Letter
B	B2	8 - BACK TO BASICS	PMO 44	Basic Service Delivery	UPGRADING OF ROADS INTO BLACK TOP	MIG:ZZ: UPG GRV RD-GREATER EDN-CALLIZA	20	NIL	Detailed design with documentation completed by the 30th of June 2020	Detailed design with documentation completed by the 30th of June 2020	Date of detailed design with documentation completed	N/A	R 1,300,000	N/A	MIG	Detailed design with documentation completed by the 30th of June 2020	R 1,300,000	3 (100% - 129%)	N/A	N/A	N/A	Design Report
B	B2	8 - BACK TO BASICS	PMO 45	Basic Service Delivery	UPGRADING OF ROADS INTO BLACK TOP	MIG:ZZ: UPG GRV RD-GREATER EDN-HARE-WOOD	20	Upgrading of gravel roads with stormwater drainage and Asphalt surfacing	0.63 km Gravel road to be upgraded to black top surface with stormwater drainage and Asphalt surfacing	0.63 km Gravel road to be upgraded to black top surface with stormwater drainage and Asphalt surfacing by the 30th of June 2020	0.63 km Gravel road to be upgraded to black top surface with stormwater drainage and Asphalt surfacing	N/A	R 2,300,000	N/A	MIG	0.63 km Gravel road to be upgraded to black top surface with stormwater drainage and Asphalt surfacing by the 30th of June 2020	R 2,300,000	3 (100% - 129%)	N/A	N/A	N/A	Payment Certificate



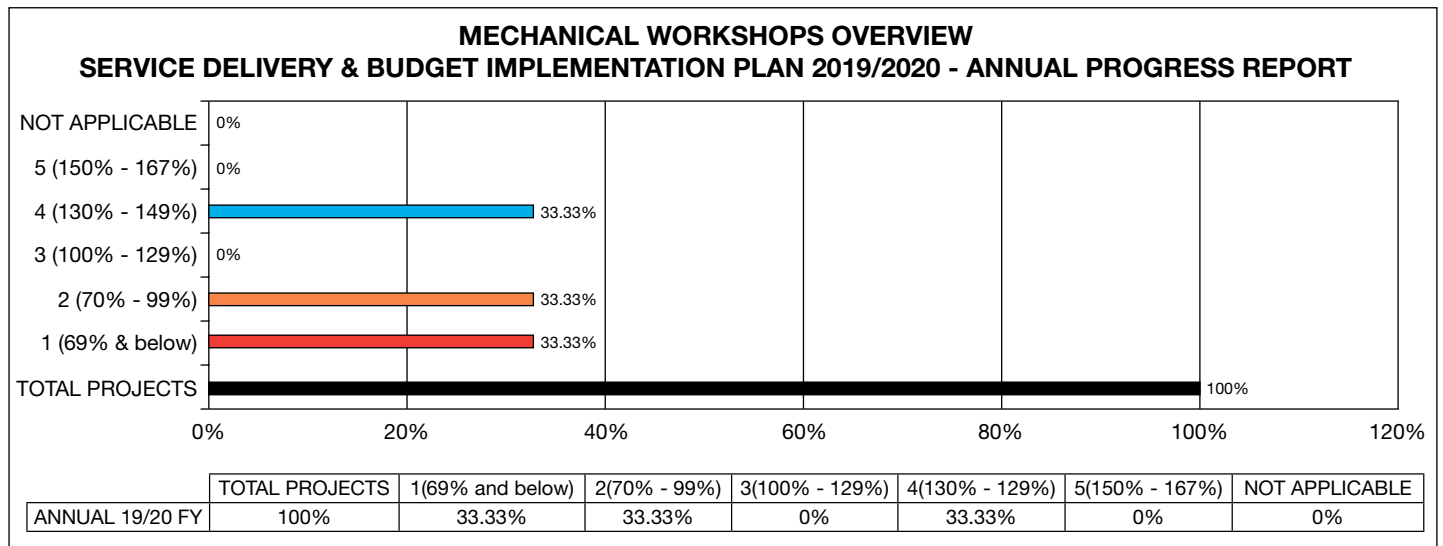
**MECHANICAL WORKSHOPS OVERVIEW**  
**SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 MECHANICAL WORKSHOPS OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>3</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>3</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
SUB-UNIT: MECHANICAL WORKSHOPS																					
INDEX	IDP REFERENCE	CDS REFERENCE	SDIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL REASON FOR DEVIATION (1,2,3,4,5; Not Applicable)	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MW 01	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Preventative maintenance	Vehicle and plant service	ALL	503 x Council vehicles and plant serviced by the 30th of June 2019	75 x Council vehicles and plant serviced	75 x Council vehicles and plant serviced by the 30th of June 2020	Number of Council vehicles and plant serviced	11,700,000	N/A	Council	75 x Council vehicles and plant serviced by the 30th of June 2020	194 x Council vehicles and plant serviced by the 30th of June 2020	130% -149%	N/A	N/A	N/A	Job Cards
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MW 02	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Enhance infrastructure services processes	Average turnaround time on repairs (in days)	ALL	30 days turnaround time not achieved	30 days turnaround time in the 19/20 FY achieved on council vehicles repairs completed	30 days turnaround time in the 19/20 FY achieved on council vehicles repairs completed by the 30th of June 2020	Number of days turnaround time in the 19/20 FY achieved on council vehicles repairs completed	This KPI will be also be paid from the R12 366 239, 00 listed for MW 01	N/A	Council	30 days turnaround time in the 19/20 FY achieved on council vehicles repairs completed by the 30th of June 2020	30 days turnaround time in the 19/20 FY achieved on council plant repairs not completed	1 0% - 69%	Increase budget for mechanical workshops, develop a standard operating procedure	1-Dec-20	Monthly reports and Job Cards	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	MW 03	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Enhance infrastructure services processes	Average turnaround time on repairs (in days)	ALL	NIL	60 days turnaround time in the 19/20 FY achieved on council plant repairs completed	60 days turnaround time in the 19/20 FY achieved on council plant repairs completed by the 30th of June 2020	Number of days turnaround time in the 19/20 FY achieved on council plant repairs completed	This KPI will be also be paid from the R12 366 239, 00 listed for MW 01	N/A	Council	60 days turnaround time in the 19/20 FY achieved on council plant repairs completed by the 30th of June 2020	60 days turnaround time in the 19/20 FY achieved on council plant repairs not completed	1 0% - 69%	Increase budget for mechanical workshops, develop a standard operating procedure	1-Dec-20	Monthly reports and Job Cards	



## ANNEXURE J

### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PERFORMANCE REPORT - SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES

#### SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW

#### SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

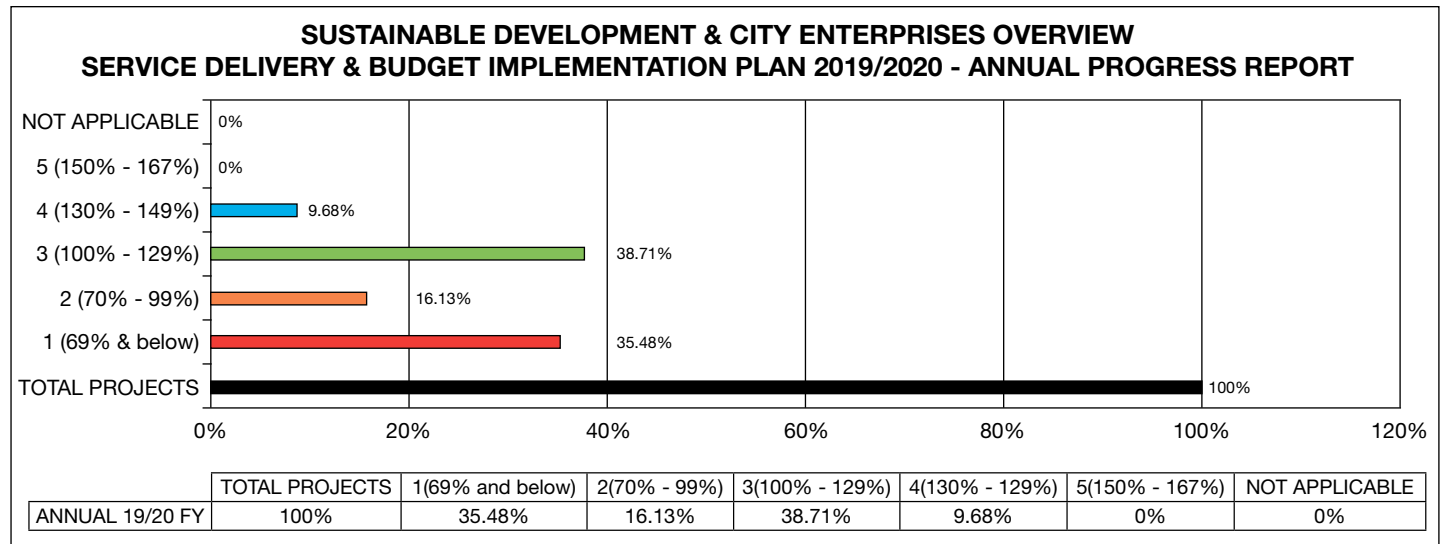
#### 1 SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW

1.1 TOTAL PROJECTS: 35

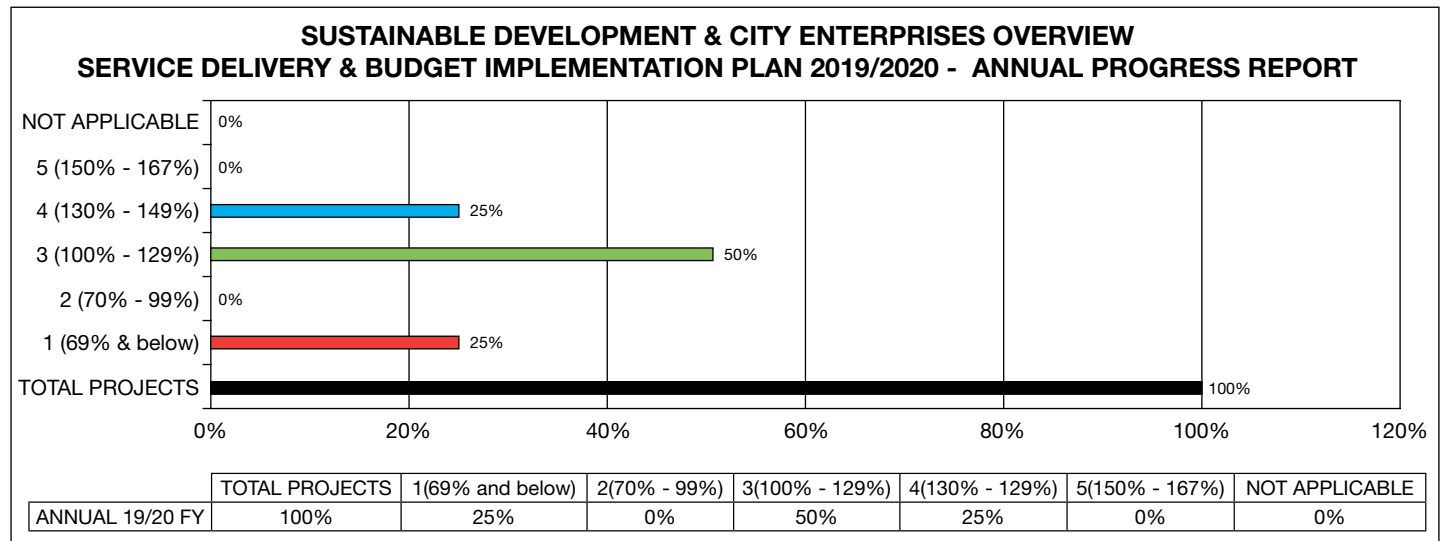
1.1.1 OPERATING PROJECTS 31

1.1.2 CAPITAL PROJECTS 4

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



#### 2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR														
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPIS	NUM-BER OF CAPITAL KPIS	TOTAL NUMBER OF KPIS	NUMBER OF KPIS - TARGET NOT MET OR PARTIALLY MET	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT		ANNUAL ACTUAL	ACTUAL (12, 3, 4, 5, No. of App. - 100%)	REASON FOR DEVIATION	CORRECTIVE MEASURE		
							PROJECT REFERENCE	ANNUAL TARGET						
4	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES	TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI)	8	1	9	3		TPREM 4	Water Quality Control (raw water)	800 water samples taken & analysed for Water Quality Control in the 19/20 FY by the 30th of June 2020	758 water samples taken & analysed for Water Quality Control in the 19/20 FY by the 30th of June 2020	2 (70% - 99%)	Shortage of consumables due to COVID-19 pandemic	Consumables to be purchased
								TPEM 7	Edendale Corridor Development Framework and Implementation Plan prepared and submitted to SMC in the 19/20 FY by 30th of June 2020	1 x Progress report on The Edendale Corridor Development Framework and Implementation Plan prepared and submitted to SMC in the 19/20 FY by 30th of June 2020	Supply Chain unit is still waiting for quotations from the service providers, we are still in the appointment phase of the project	1 (69% & below)	The Appointment of a Service Provider could not be completed on time as Supply Chain unit is still waiting for quotations from the service providers, hence we are still in the appointment phase of the project. The project was merged with the Ach Gurnede CBD corridor Project with Spatial Planning Unit in which the project costs were shared.	The project has been budget and planned properly with the Spatial Planning on how both these units can share costs as well as co-manage the project
								TPEM 10	Spatial Development Framework (SDF) Review	100% completion of the Scottsville Local Area Plan completed as per the SDF Review Work Programme and submitted to SMC in the 19/20FY by the 30th of June 2020	80% completion of the Scottsville Local Area Plan completed as per the SDF Review Work Programme and submitted to SMC in the 19/20FY by the 30th of June 2020	2 (70% - 99%)	As a result of the COVID-19 regulations, the process of public consultation was delayed and the document could not be subjected to public comments	Consultation is currently being undertaken through various social media platforms
								HS 01	Implementation of the National Housing Needs Register (NHNR)	Capturing of 3000 housing needs on the National Housing Needs Register (NHNR) completed in the 2019/2020 FY by the 29th of February 2020	1 (69% & below)	The recruitment process was disputed by HR & Cliffs. HR was non-responsive in terms of re-initiating the process. An alternative approach utilising internal staff was not supported by Cliffs.	HRT to open the database for Unemployed graduates and thereafter the recruitment process to unfold. Appointed graduates to undergo DoHS training and then commence with capturing of housing needs.	
								HS 02	Human Settlements Sector Plan	Final Housing Sector Plan prepared and submitted to SMC for onwards transmission to council for approval by the 28th of February 2020	Final Housing Sector Plan not prepared and submitted to SMC for onwards transmission to council for approval by the 28th of February 2020	1 (69% & below)	Delays in the Public Participation Input Process. Input from the IDP Forum is being taking into consideration and amendments are currently being undertaken to the Final Housing Sector Plan. The SAP contract also expanded and needed to be extended.	Extension of SAP contract has been done. Final Sector Plan will be submitted to the Municipality by the 31st of August 2020
								HS 03	Maintenance of Rental Units for paying tenants.	100% of all reported maintenance complaints for rental housing units processed & completed by the 30th of June 2020	Complaints Received - 21 Complaints Assessed - 21 (100%) Quotation Sourced - 21 (100%) Work Completed - 0 (0%) Order Issued - 21 (10%) EC Approval - N/A Invoice Received - 0 20 Flats complaints and 1 Grass Cutting.	2 (70% - 99%)	Due to the National Lockdown, assessments where conducted in March 2020. No work was done during level 5 lockdown. The Contractor only returned to work in May 2020. A quotation was sourced and order issued.	The return to work of the contractor as Lockdown is eased.
								HS 04	Edendale S Phase 8 Extension	44 x new houses completed in the 19/20 FY for Edendale Unit S Phase 8 Ext by the 30th of June 2020	4 x new houses completed in the 19/20 FY for Edendale Unit S Phase 8 Ext by the 30th of June 2020	1 (69% & below)	IA is slow on site and not building enough houses. Community outcry and grievances affecting the project	IA to do a revised work programme, IA to appoint a new sub contractor to assist with the production of new houses
								HS 07	Wirewall Rectification Project	300 x Houses Renovated in the 19/20 FY for the Wirewall Rectification Project by the 30th of June 2020	189 x Houses Renovated in the 19/20 FY for the Wirewall Rectification Project by the 30th of June 2020.	1 (69% & below)	Delays on approval of BoQ for renovations.	Include the remaining work on the work program for 2020/2021 Financial year.
								HS 08	Happy Valley Housing Project	120 x new housing units completed in the 19/20 FY for the Happy Valley Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for the Happy Valley Housing Project by the 30th of June 2020	1 (69% & below)	Implementing Agent delaying to sign the contract and also proposed a withdrawal in the contract.	Arrange a meeting with the legal department to discuss the issues concerning the contract.
								HS 09	Site 11 Housing project	120 x new housing units completed in the 19/20 FY for the Site 11 Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for the Site 11 Housing Project by the 30th of June 2020	1 (69% & below)	Delays with the approval of building plans	Trying to facilitate the requirements for water and sanitation
								HS 10	Thamboville Housing project	120 x new housing units completed in the 19/20 FY for Thamboville Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for Thamboville Housing Project by the 30th of June 2020.	1 (69% & below)	Delays with the approval of building plans.	Trying to facilitate the requirements for water and sanitation
								HS 11	Glenwood Q-Section Housing project	120 x new housing units completed in the 19/20 FY for Glenwood Q section Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for Glenwood Q section Housing Project by the 30th of June 2020.	1 (69% & below)	One show-house has been constructed, beneficiary administration and demolition of 24 informal structures has taken place	Facilitate with NHBRC
								HS 12	Thembalille Housing project	120 x new housing units completed in the 19/20 FY for Thembalille Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for Thembalille Housing Project by the 30th of June 2020.	1 (69% & below)	Contract has been signed and site establishment is in the process.	Facilitate with NHBRC
HS 13	Lot 182	71 x new housing units completed in the 19/20 FY for Lot 182 Housing Project by the 30th of June 2020	0 x new housing units completed in the 19/20 FY for Lot 182 Housing Project by the 30th of June 2020.	1 (69% & below)	NHBRC has yet to enrol the project, the IA submitted the floodlines studies last week Friday (28/02/2020)	Provincial Department of Human Settlements to speed up the process of approving the escalation. They promised that by the end of March 2020 they would have resolved the issue.								



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR													
SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES													
ANNUAL ACTUAL													
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPIS	NUMBER OF CAPITAL KPIS	TOTAL NUMBER OF KPIS	NUMBER OF KPIS - TARGET NOT MET OR PARTIALLY MET	SD/BI REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
4	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES	CITY ENTITIES (SAFE CITY, TOURISM, AGRICULTURE (MARKET & FORESTRY), ART GALLERY & THEATRES & AIRPORT)	10	2	12	2	CE 02	Airport Fence	1,5km clearavu parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020	0 km clearavu parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020	1 (89% & below)	Due to the Lockdown construction could not commence. However, all materials have been delivered to site	Construction to commence asap
							CE 16	Silviculture (planting, fire management, weeding, thinning, tendering, conservation and road maintenance)	100% Provision of forestry management as per the approved Annual plan of operations for the 2019/20 FY by the 30th of June 2020	70% Provision of forestry management as per the approved Annual plan of operations for the 2019/20 FY by the 31st May 2020	2 (70% - 99%)	Silviculture activity not carried out	A forestry management company to be appointed with immediate effect
	TOTAL		31	4	35	17							

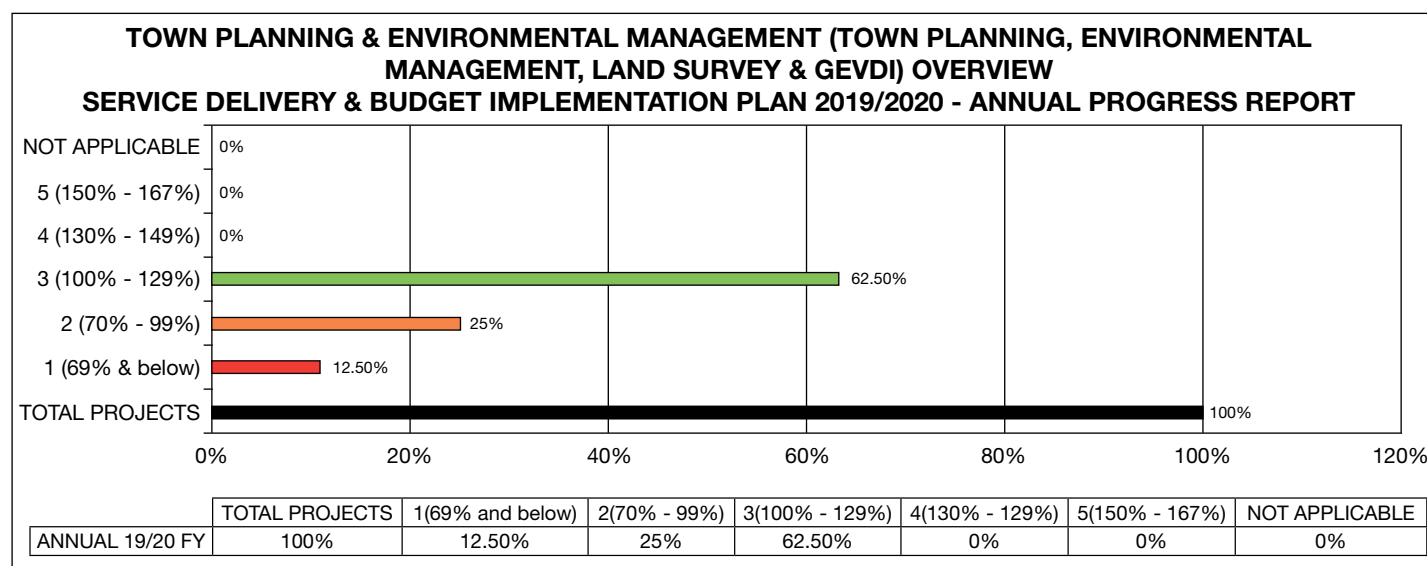
**SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW  
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

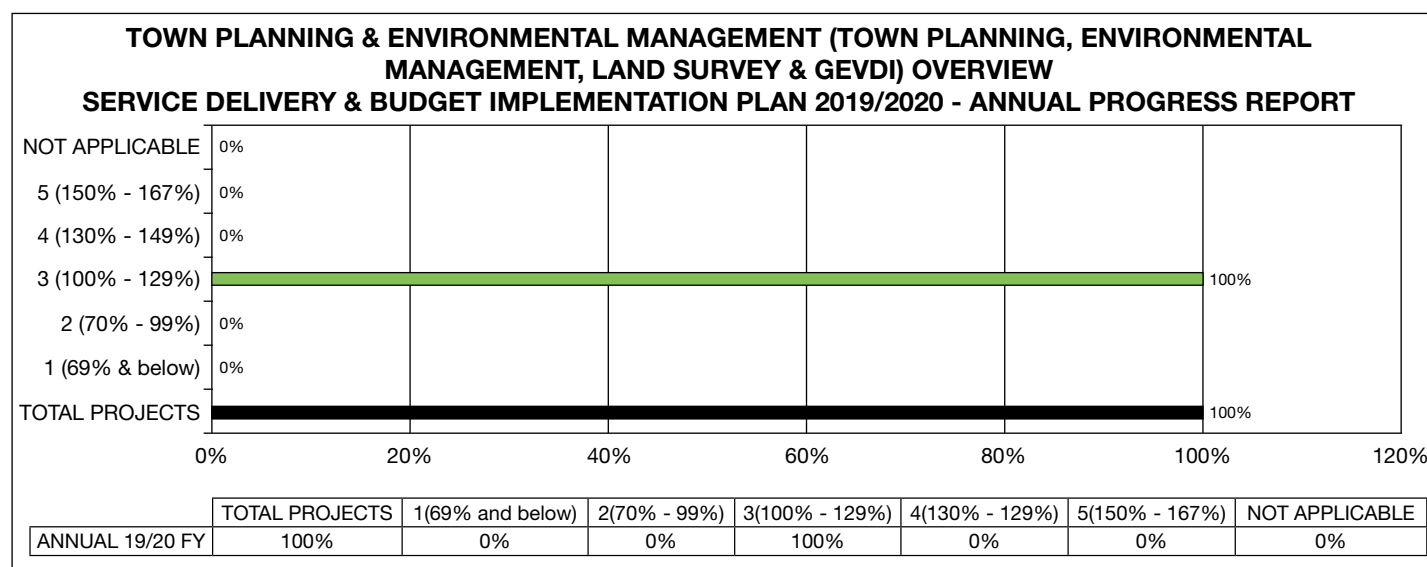
**1 TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI) OVERVIEW**

- 1.1 TOTAL PROJECTS: 9
- 1.1.1 OPERATING PROJECTS 8
- 1.1.2 CAPITAL PROJECTS 1

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																											
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																											
SUB UNIT: TOWN PLANNING & ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEWI																											
INDEX	IDP REFERENCE	CDS REFERENCE	SDEIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT												
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT					
C	C2	8 - SPATIAL EFFECTIVENESS & JUSTICE	TPEM 7	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Edendale Corridor Development Framework and Implementation Plan	Edendale Corridor Development Framework and Implementation Plan	10 to 24	Approved Urban Network Strategy and Network Elements.	1 x Progress report on The Edendale Corridor Development Framework and Implementation Plan prepared and submitted to SMC in the 19/20 FY	1 x Progress report on The Edendale Corridor Development Framework and Implementation Plan submitted to SMC in the 19/20 FY by 30th of June 2020	Date Progress report on The Edendale Corridor Development Framework and Implementation Plan prepared and submitted to SMC in the 19/20 FY	R600,000	N/A	N/A	Council	1 x Progress report on The Edendale Corridor Development Framework and Implementation Plan submitted to SMC in the 19/20 FY by 30th of June 2020	1 (69% & below)	The Appointment of a Service Provider could not be completed on time as Supply Chain unit is still waiting for quotations from the service providers, hence we are still in the appointment phase of the project. The project was merged with the Arch Gumsede CBD corridor Project with Spatial Planning Unit in which the project costs were shared.	The project has been budgeted properly with the Spatial Planning on how both these units can share costs as well as concluded in the 20/21 FY project	Initially this project was scheduled to be a multi-year project, in terms of its timeframe its still can be concluded in the 20/21 FY	BEC Reso-lution						
C	C2	8 - SPATIAL EFFECTIVENESS & JUSTICE	TPEM 8	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Edendale Town Centre: Old Edendale Road Upgrade (Design)	Edendale Town Centre: Old Edendale Road Upgrade (Design)	22	Approved Urban Network Strategy and Planning	Old Edendale Road Upgrade Designs prepared and submitted to National Treasury for funding approval by the 30th of June 2020	Old Edendale Road Upgrade Designs prepared and submitted to National Treasury for funding approval by the 30th of June 2020	Date Old Edendale Road Upgrade Designs prepared and submitted to National Treasury for funding approval by the 30th of June 2020	O/604285. JAH.000 GL 4110005000	N/A	N/A	Council	600000	N/A	N/A	N/A	N/A	N/A	N/A	Inception report. An email dated 02 July 2020 with the Inception report was send to the National Treasury together with the Inception report				
F	F1	8 - SPATIAL EFFECTIVENESS & JUSTICE	TPEM 10	NKPA 6 - CROSS CUTTING	Local Area Plans	Spatial Development Framework (SDF) Review	ALL	'Draft Status Quo Report was submitted to SMC on 25 June 2019	100% completion of the Scottsville Local Area Plan completed as per the SDF Review and submitted to SMC in the 19/20FY by the 30th of June 2020	100% completion of the Scottsville Local Area Plan completed as per the SDF Review and submitted to SMC in the 19/20FY by the 30th of June 2020	% completion of the Scottsville Local Area Plan completed as per the SDF Review Work Programme and submitted to SMC in the 19/20FY	O/604285. JAH.000 R 1, 429,217	N/A	N/A	Council	500000	R234,595.99	N/A	N/A	N/A	N/A	N/A	2 (70% - 99%)	As a result of the COVID-19 regulations, the process of public consultation was delayed and the document could not be subject to public comments	Consultation is currently being undertaken through various social media platforms	2 months	Draft Framework Plan and Implementation document



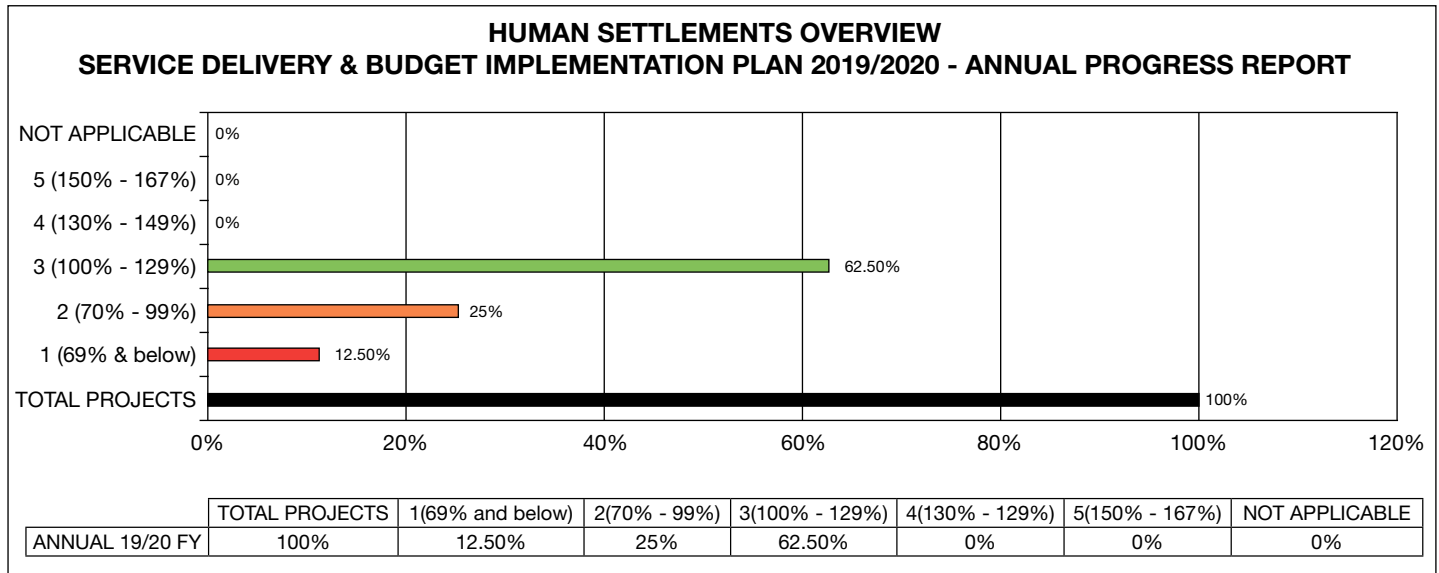
**HUMAN SETTLEMENTS OVERVIEW**  
**SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

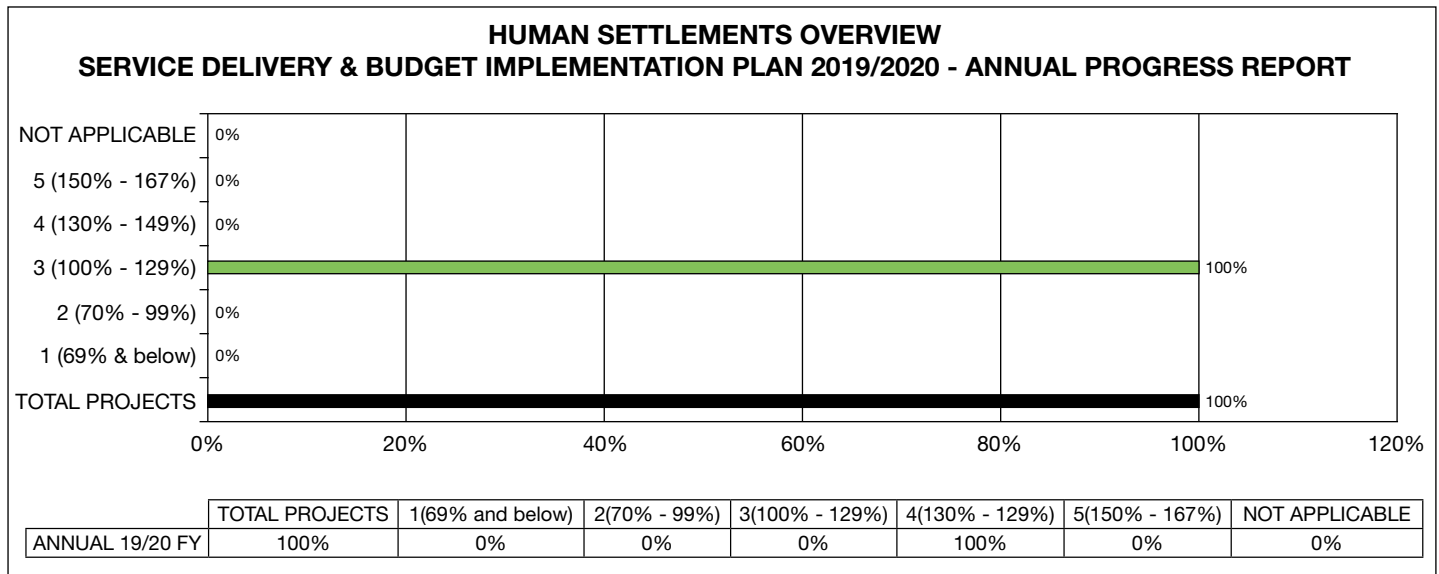
**1 HUMAN SETTLEMENTS OVERVIEW**

- 1.1 TOTAL PROJECTS: 14
- 1.1.1 OPERATING PROJECTS 13
- 1.1.2 CAPITAL PROJECTS 1

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**









SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																								
BUSINESS UNIT: HUMAN SETTLEMENTS & CITY ENTERPRISES																								
SUB UNIT: HUMAN SETTLEMENTS																								
INDEX	IDP REFERENCE	GDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT									
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME-TO-IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT		
B	B3	2 - BACK TO BASICS	HS 04	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Etdendale S Phase 8 Extension	10	17 units completed 112 slabs, 7 Roofs, 2 wallpanels	44 x new houses completed in the 19/20 FY for Etdendale Unit S Phase 8 Ext	44 x new houses completed in the 19/20 FY for Etdendale Unit S Phase 8 Ext by the 30th of June 2020	Number of new houses completed in the 19/20 FY for Etdendale Unit S Phase 8 Ext	N/A	N/A	N/A	N/A	4 x new houses completed in the 19/20 FY for Etdendale Unit S Phase 8 Ext by the 30th of June 2020	1 (69% & below)	IA is slow on site and not building enough houses. Community council to assist with the production of new houses affecting the project	IA to do a revised work programme, IA to support a new sub-contractor to assist with the production of new houses	3 months	D6			
B	B3	2 - BACK TO BASICS	HS 05	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Jlka Joe Community Residential Unit	33	52 units completed the brick work, platform, 2 sewer is 100% completed and the storm water platform is 30%, On 7 and 8 installation of geogrid (earth reinforcement) 90% competition, • Installation of deck on block 4A,5C,8A and 9D, • On block 7A deck the concrete has been casted, building on the first floor start on 1/07/2019, • Block 3A, foundation has been casted the building is starting on 1/07/2019	Construction of top structures to a value of R65 000 000.00 in ward 33 (Jlka Joe Community Residential Unit) completed by the 30th of June 2020	Construction of top structures to a value of R65 000 000.00 in ward 33 (Jlka Joe Community Residential Unit) completed by the 30th of June 2020	Construction of top structures to a value of R65 000 000.00 in ward 33 (Jlka Joe Community Residential Unit) completed by the 30th of June 2020	DoHS/ COUNCIL	N/A	R65 000 000.00	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	INVOICE NUMBER 14 UP TO NO 21 FOR PROFESSIONAL FEES. PAYMENT CERTIFICATE NUMBER J/DOHS-08 UP TO J/DOHS-15 FOR CONSTRUCTION. N/A		
B	B3	2 - BACK TO BASICS	HS 06	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Wirewall Rectification Project	10, 15, 17, 23, 16, 14	20 units have been completed and 18 units are at practical completion	180 x new houses completed for Wirewall Rectification Project in the 19/20 FY	180 x new houses completed for Wirewall Rectification Project in the 19/20 FY by the 30th of June 2020	Number of new houses completed for Wirewall Rectification Project in the 19/20 FY	N/A	N/A	1/604560.006 GL 4600000000	N/A	N/A	N/A	N/A	N/A	N/A	The Site was closed during lock-down level 5. No work was done since April - June 2020, due to lockdown regulations.	The IA is now back on site, the work has commenced.	3 months	Inspection Sheets
B	B3	2 - BACK TO BASICS	HS 07	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Wirewall Rectification Project	10, 15, 17, 23, 16, 14	144 x Units Renovated for Wirewall Rectification Project by the 30th of June 2019	300 x Houses Renovated in the 19/20 FY for the Wirewall Rectification Project	300 x Houses Renovated in the 19/20 FY for the Wirewall Rectification Project by the 30th of June 2020	Number of Houses Renovated in the 19/20 FY for the Wirewall Rectification Project	N/A	N/A	N/A	N/A	189 x Houses Renovated in the 19/20 FY for the Wirewall Rectification Project by the 30th of June 2020.	1 (69% & below)	Delays on approval for BoQ for renovations. 3 Months of work lost due to COVID-19 National Lockdown	Include the remaining work on the program for 2020/2021 Financial year.	6 Months	N/A	D6 Certificates		

SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																					
SUB UNIT: HUMAN SETTLEMENTS																					
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL REASON FOR DEVIATION (1,2,3,4,5, Not Applicable)	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B3	2 - BACK TO BASICS	HS 08	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Happy Valley Housing project	32	Tripartite agreement for (Happy Valley Housing project) concluded awaiting signing by the IA	120 x new housing units completed in the 19/20 FY for the Happy Valley Housing Project	120 x new housing units completed in the 19/20 FY for the Happy Valley Housing Project by the 30th of June 2020	Number of new housing units completed in the 19/20 FY for the Happy Valley Housing Project	N/A	N/A	N/A	DOHS	120 x new housing units completed in the 19/20 FY for the Happy Valley Housing Project by the 30th of June 2020	1 (69% & below)	Implementing Agent delaying to sign the contract and also proposed a withdrawal in the contract.	N/A	3 Months	Letter of withdrawal from the IA
B	B3	2 - BACK TO BASICS	HS 09	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Site 11 Housing project	32	Tripartite agreement for (Site 11 Housing project) concluded and signed	120 x new housing units completed in the 19/20 FY for the Site 11 Housing Project	120 x new housing units completed in the 19/20 FY for the Site 11 Housing Project by the 30th of June 2020	Number of new housing units completed in the 19/20 FY for the Site 11 Housing Project	N/A	N/A	DOHS	120 x new housing units completed in the 19/20 FY for the Site 11 Housing Project by the 30th of June 2020	1 (69% & below)	Delays with the approval of building plans	N/A	3 Months	Letter of withdrawal from the IA	
B	B3	2 - BACK TO BASICS	HS 10	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Thamboville Housing project	38	Tripartite agreement for (Thamboville Housing project) concluded and signed	120 x new housing units completed in the 19/20 FY for the Thamboville Housing Project	120 x new housing units completed in the 19/20 FY for the Thamboville Housing Project by the 30th of June 2020	Number of new housing units completed in the 19/20 FY for the Thamboville Housing Project	N/A	N/A	DOHS	120 x new housing units completed in the 19/20 FY for the Thamboville Housing Project by the 30th of June 2020	1 (69% & below)	Delays with the approval of building plans, One show-house has been constructed, beneficiary administration and demolition of 24 informal structures has taken place	N/A	3 Months	Email correspondence	
B	B3	2 - BACK TO BASICS	HS 11	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Glenwood O-Section Housing project	38	Tripartite agreement for (Glenwood O-Section Housing Project) concluded and awaiting signing by the IA	120 x new housing units completed in the 19/20 FY for the Glenwood O-Section Housing Project	120 x new housing units completed in the 19/20 FY for the Glenwood O-Section Housing Project by the 30th of June 2020	Number of new housing units completed in the 19/20 FY for the Glenwood O-Section Housing Project by the 30th of June 2020	N/A	N/A	DOHS	120 x new housing units completed in the 19/20 FY for the Glenwood O-Section Housing Project by the 30th of June 2020	1 (69% & below)	Bilateral drafted and awaits the implementation of the implementing agent to sign	N/A	3 Months	Email correspondence	
B	B3	2 - BACK TO BASICS	HS 12	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Thembalille Housing project	38	Tripartite agreement for (Thembalille Housing project) concluded and signed	120 x new housing units completed in the 19/20 FY for the Thembalille Housing Project	120 x new housing units completed in the 19/20 FY for the Thembalille Housing Project by the 30th of June 2020	Number of new housing units completed in the 19/20 FY for the Thembalille Housing Project	N/A	N/A	DOHS	120 x new housing units completed in the 19/20 FY for the Thembalille Housing Project by the 30th of June 2020	1 (69% & below)	Contract has been signed and site establishment is in the process. NHBC has yet to enrol the project, the IA submitted the floodlines studies last week (28/02/2020)	N/A	3 Months	Email correspondence	



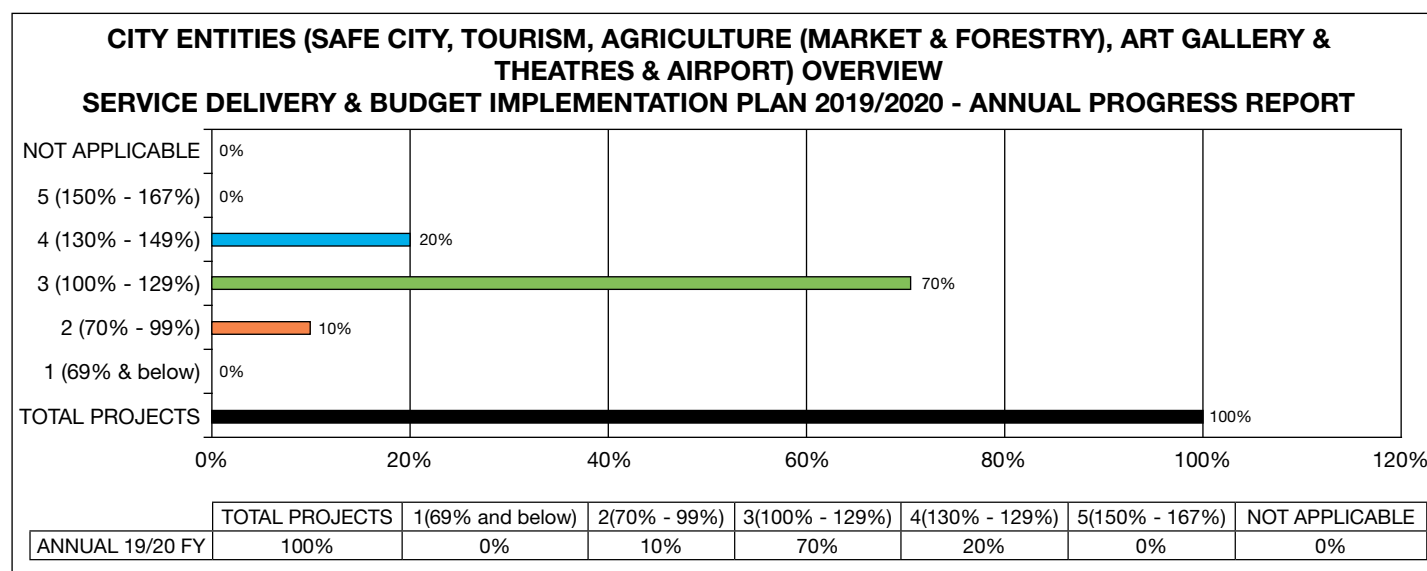
## CITY ENTITIES (SAFE CITY, TOURISM, AGRICULTURE (MARKET & FORESTRY), ART GALLERY & THEATRES & AIRPORT) OVERVIEW SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

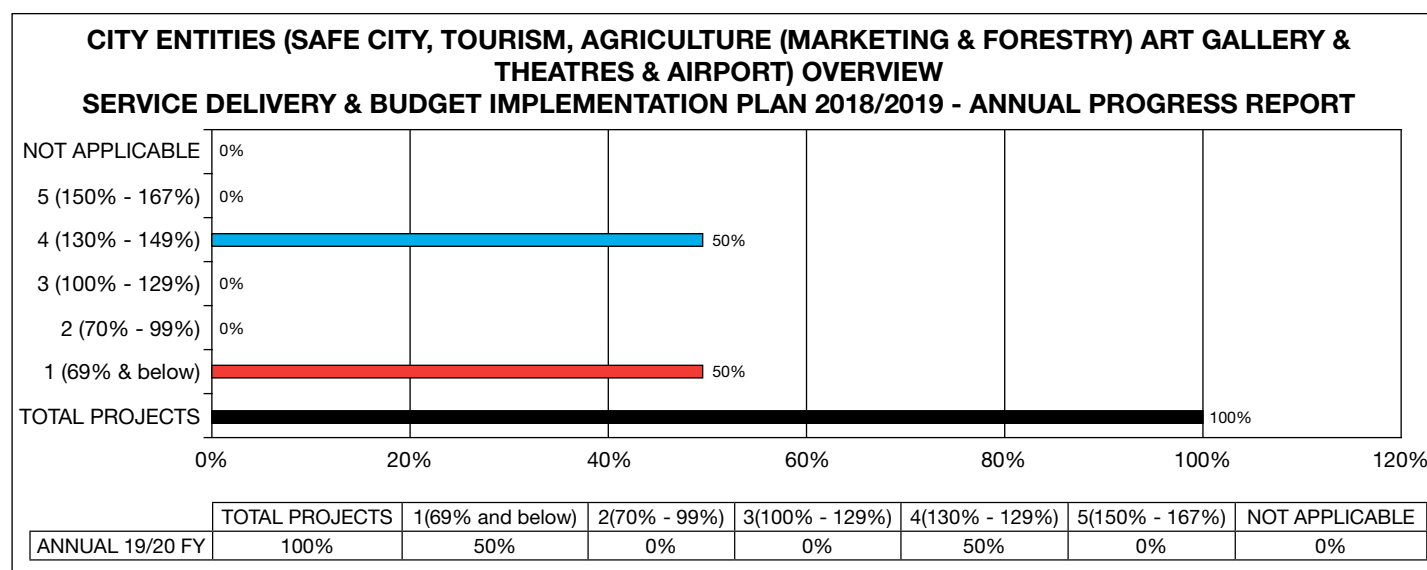
### 1 CITY ENTITIES (SAFE CITY, TOURISM, AGRICULTURE (MARKET & FORESTRY), ART GALLERY & THEATRES & AIRPORT) OVERVIEW

- 1.1 TOTAL PROJECTS: 12
- 1.1.1 OPERATING PROJECTS 10
- 1.1.2 CAPITAL PROJECTS 2

### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



### 2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS





SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																					
SUB UNIT: CITY ENTITIES (SAFE CITY, TOURISM, AGRICULTURE (MARKET & FORESTRY), ART GALLERY & THEATRES & AIRPORT)																					
INDEX	IDP REFERENCE	GDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	SUB UNIT / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
											CAPEX	VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
B	B1	5 - GROWING THE REGIONAL ECONOMY	CE 01	NKPA 2 - BASIC SERVICE DELIVERY	Community Outreach Programme	Art Exhibitions: Tatham Art Gallery	ALL	10 Art Exhibitions	7 x Msunduzi Art Exhibitions held by the 30th of June 2020	Number of Msunduzi Art Exhibitions held by the 30th of June 2020	1,600,000	N/A	N/A	CNL	7 x Msunduzi Art Exhibitions held by the 30th of June 2020	1,600,000	3 (100% - 129%)	N/A	POEs, Gallery Outline		
B	B2	3 - IMPROVED INFRA-STRUCTURE EFFICIENCY	CE 02	NKPA 2 - BASIC SERVICE DELIVERY	Airport Fence	Airport Fence	24	750m fencing installed at the PMB Airport by 31 January 2019	1.5km clearvu parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020	KM of clearvu parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020	1,600,000	N/A	N/A	CNL	1.5km clearvu parameter fencing installed at the PMB Airport in the 19/20 FY by the 30th of June 2020	1,600,000	1 (69% & below)	Due to the Lockdown construction could not commence. However all materials have been delivered to site	Construction to commence asap	30-Sep-20	Invoice for materials on site
B	B2	3 - IMPROVED INFRA-STRUCTURE EFFICIENCY	CE 03	NKPA 2 - BASIC SERVICE DELIVERY	Municipal market refurbishment	cold rooms refurbishment	24	None	3 x cold-rooms at the Municipal Market to be refurbished in the 19/20 FY by the 30th of April 2020	Number of cold-rooms at the Municipal Market to be refurbished in the 19/20 FY by the 30th of April 2020	R3,200,000	N/A	N/A	CNL	3 x cold-rooms at the Municipal Market to be refurbished in the 19/20 FY by the 31st of December 2019	R3,200,000	4 (130% - 149%)	N/A	N/A	N/A	Completion Certificate
F	F2	6 - SERVING AS A PROVINCIAL CAPITAL	CE 05	NKPA 6 - CROSS CUTTING	Crime, Bylaw, Sub Station and Monitoring through CCTV Cameras	24 Hour crime watch through CCTV Cameras in areas with CCTV coverage	24, 27, 30, 32, 33, 35, 36, 37	169 CCTV Cameras monitored in all areas with CCTV coverage by the 30th of June 2019	169 x CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2020	Number of CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2020	R3 271 519	N/A	N/A	Council	169 CCTV Cameras to be monitored 24 hours in all areas with CCTV coverage by the 30th of June 2020	1 500 000	3 (100% - 129%)	N/A	N/A	N/A	Monthly report to SM City Entities
F	F2	NKPA 6 - CROSS CUTTING	CE 06	NKPA 6 - CROSS CUTTING	Crime, Bylaw, Sub Station and Monitoring through CCTV Cameras	Reporting	24, 27, 30, 32, 33, 35, 36, 37	Monthly Reports of criminal incidents detected by CCTV cameras submitted to SM City Entities.	12 x Monthly Reports of criminal incidents detected by CCTV cameras prepared and submitted to the SM City Entities within 7 days after month end by the 30th of June 2020	Number of Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the SM City Entities within 7 days after month end by the 30th of June 2020	R2 267 121	N/A	N/A	N/A	12 x Monthly Reports of criminal incidents detected by CCTV Cameras prepared and submitted to the SM City Entities within 7 days after month end by the 30th of June 2020	R2 267 121	3 (100% - 129%)	N/A	N/A	N/A	Monthly report to SM City Entities



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	SUB UNIT: CITY ENTITIES (SAFE CITY, TOURISM, AGRICULTURE (MARKET & FORESTRY), ART GALLERY & THEATRES & AIRPORT)				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT										
								BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	OPEX VOTE	ANNUAL BUDGET INFORMATION		FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
													CAPEX	VOTE								
F	F2	NKPA 6 - CROSS CUTTING	CE 07	NKPA 6 - CROSS CUTTING	Crime, Bylaw, Sub Station and Monitoring through CCTV Camera	Reporting to SAPS, Municipal Traffic or Security Dept. of every criminal or suspicious incidents or bylaws violation	24, 27, 30, 32, 33, 35, 36, 37	2 Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place with CCTV camera coverage	2 Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place with CCTV camera coverage by the 30th of June 2020	2 Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place with CCTV camera coverage by the 30th of June 2020	Average Minutes Turn-around time of reporting to SAPS or Municipal Traffic Dept. Or Security of every criminal or suspicious incidents & Bylaws violations taking place in all areas with CCTV with Camera coverage by the 30th of June 2020	N/A	N/A	N/A	N/A	4 (100% -149%)	N/A	N/A	N/A	N/A	Safe City Occurrence Book	
F	F2	NKPA 6 - CROSS CUTTING	CE 08	NKPA 6 - CROSS CUTTING	Crime, Bylaw, Sub Station and Monitoring through CCTV Camera	Inspection of CCTV equipment's	24, 27, 30, 32, 33, 35, 36, 37	240 x CCTV inspections conducted as per the maintenance schedule by Safe City Technicians by the 30th of June 2020	240 x CCTV inspections conducted as per the maintenance schedule by Safe City Technicians by the 30th of June 2020	240 x CCTV inspections conducted as per the maintenance schedule by Safe City Technicians by the 30th of June 2020	245 x CCTV inspections conducted as per the maintenance schedule by Safe City Technicians by the 30th of June 2020	N/A	N/A	N/A	3 (100% -129%)	N/A	N/A	N/A	N/A	N/A	Safe City Maintenance Schedules	
F	F2	NKPA 6 - CROSS CUTTING	CE 09	NKPA 6 - CROSS CUTTING	Crime, Bylaw, Sub Station and Monitoring through CCTV Camera	Turn-around to repair CCTV equipment's as per the Faults Register/Book	24, 27, 30, 32, 33, 35, 36, 37	Average 3 days turn-around time to repair faulty CCTV equipment's as per the Faults Register/Book by the 30th of June 2020	Average 3 days turn-around time to repair faulty CCTV equipment's as per the Faults Register/Book by the 30th of June 2020	Average 3 days turn-around time to repair faulty CCTV equipment's as per the Faults Register/Book by the 30th of June 2020	Average 1 day turn-around time to repair faulty CCTV equipment's as per the Faults Register/Book by the 30th of June 2020	N/A	N/A	N/A	4 (100% -149%)	N/A	N/A	N/A	N/A	N/A	Safe City Technical Task forms.	
F	F2	NKPA 6 - CROSS CUTTING	CE 10	NKPA 6 - CROSS CUTTING	Crime, Bylaw, Sub Station and Monitoring through CCTV Camera	Reporting on Safe camera downtime	24, 27, 30, 32, 33, 35, 36, 37	To ensure that minimal cameras under control of Safe City be off line	100% Monitoring of Camera Downtime in order to ensure no less than 90% of Cameras are operational in all CCTV cameras under control of Safe City by the 30th of June 2020	100% Monitoring of Camera Downtime in order to ensure no less than 90% of Cameras are operational in all CCTV cameras under control of Safe City by the 30th of June 2020	100% Monitoring of Camera Downtime ensured 99% of Cameras were operational in all CCTV cameras under control of Safe City by the 30th of June 2020	N/A	N/A	N/A	3 (100% -129%)	N/A	N/A	N/A	N/A	N/A	Safe City Technical Fault Register.	
F	F2	NKPA 6 - CROSS CUTTING	CE 11	NKPA 6 - CROSS CUTTING	Crime, Bylaw, Sub Station and Monitoring through CCTV Camera	Reporting on Safe City ISO accreditation status	24, 27, 30, 32, 33, 35, 36, 37	To ensure that Safe City maintains its ISO accreditation status at all times	100% Safe City ISO 9001 accreditation to be valid and maintained during the 19/20 FY	100% Safe City ISO 9001 accreditation to be valid and maintained during the 19/20 FY by the 30th of June 2020	100% Safe City ISO 9001 accreditation to be valid and maintained during the 19/20 FY by the 30th of June 2020	N/A	N/A	N/A	3 (100% -129%)	N/A	N/A	N/A	N/A	N/A	Safe City ISO 9001:2015 certification	



SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN FOR THE 2019/2020 FINANCIAL YEAR																											
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																											
SUB UNIT: CITY ENTITIES (SAFE CITY, TOURISM, AGRICULTURE (MARKET & FORESTRY), ART GALLERY & THEATRES & AIRPORT)																											
INDEX	IDP REFERENCE	GDS REFERENCE	SDBIP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT												
												CAPEX	VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME - FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT					
F	F2	NKPA 6 - CROSS CUTTING	CE 12	NKPA 6 - CROSS CUTTING	Crime, Bylaw, Sub Station and Monitoring through CCTV, Camera	Report on missed confirmed reports within camera visual area	24, 27, 30, 32, 33, 35, 36, 37	To ensure that Safe City operators detect all confirmed crime within camera visual area	Average of 90% of all confirmed reported crime within camera visual area detected by Safe City operators	Average of 90% of all confirmed reported crime within camera visual area detected by Safe City operators by the 30th of June 2020	Average of 95% of all confirmed reported crime within camera visual area detected by Safe City operators by the 30th of June 2020	Average of 95% of all confirmed reported crime within camera visual area detected by Safe City operators by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Daily SAPS Crime Report										
C	C3	5 - GROWING THE REGIONAL ECONOMY	CE 16	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Forestry Management	Silviculture (planting, fire management, weeding, thinning, tendering, conservation and road maintenance)	01,23; 26 and 34	100% Forestry (Msunduzi) Management as per approved Forestry Business Plan by the 30th of June 2019	100% Provision of forestry management as per the approved Annual plan of operations for the 2019/20 FY	100% Provision of forestry management as per the approved Annual plan of operations for the 30th of June 2020	70% Provision of forestry management as per the approved Annual plan of operations for the 30th of June 2020	70% Provision of forestry management as per the approved Annual plan of operations for the 30th of June 2020	2 (70% - 99%)	N/A	N/A	468453	468453	4110057300	N/A	CNL	100% Provision of forestry management as per the approved Annual plan of operations for the 30th of June 2020	70% Provision of forestry management as per the approved Annual plan of operations for the 30th of June 2020	2 (70% - 99%)	Silviculture activity not carried out	A forestry management company to be appointed with immediate effect	Jul-20	Monthly Report to SM City Entities

## ANNEXURE 2

### ANNUAL PERFORMANCE REPORT - OPERATIONAL PLAN 2019/2020 FY

## ANNEXURE A

### OPERATIONAL PLAN 2019/2020 FY - ANNUAL PERFORMANCE REPORT - ORGANIZATIONAL OVERVIEW

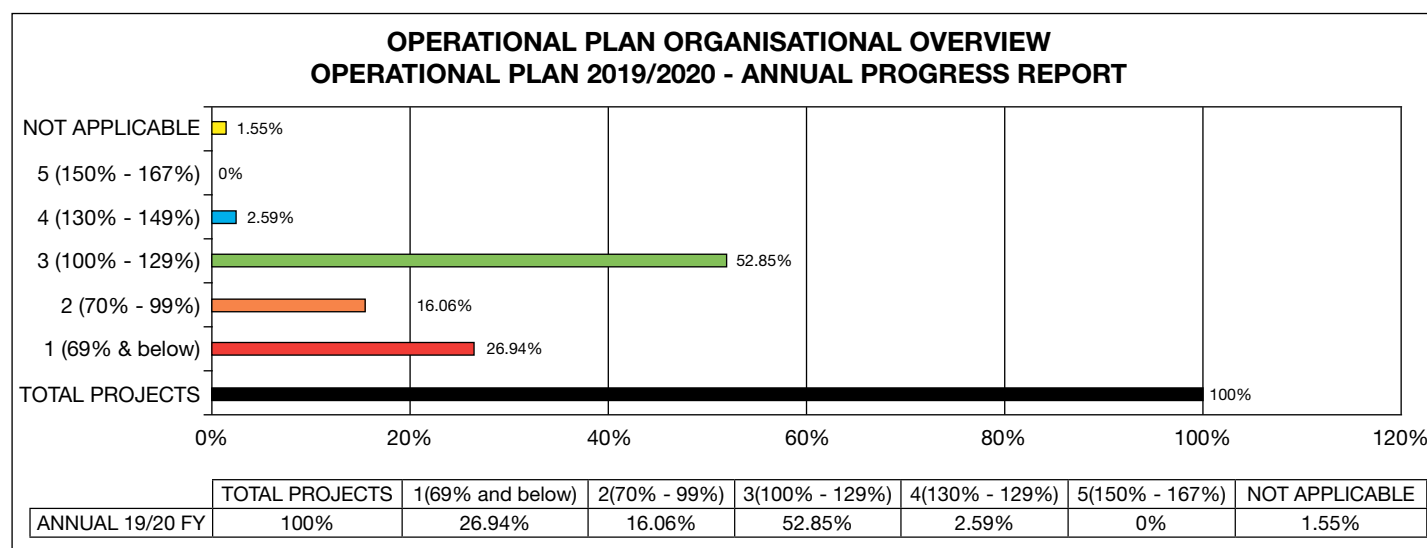
#### OPERATIONAL PLAN ORGANISATIONAL OVERVIEW OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

#### 1 OPERATIONAL PLAN ORGANISATIONAL OVERVIEW

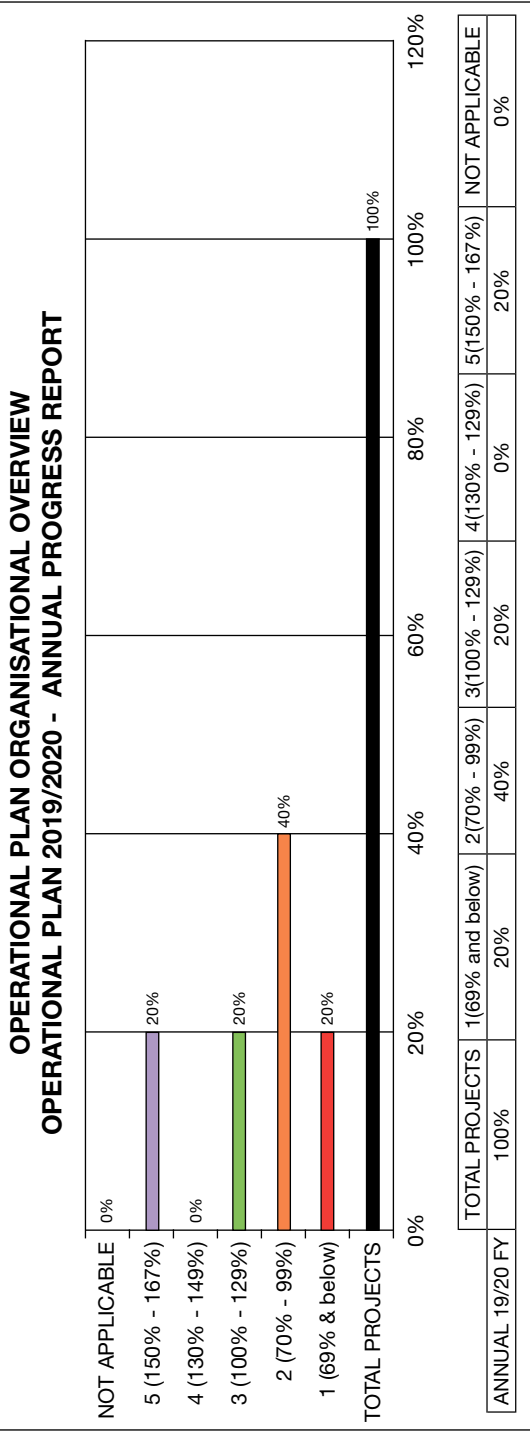
- 1.1 TOTAL PROJECTS: 198
- 1.1.1 OPERATING PROJECTS 193
- 1.1.2 CAPITAL PROJECTS 5

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



- 1.2.1 A total of 193 Operating Projects were reported on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
- 1.2.2 23.83% of the projects were reported as having achieved a 1 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
- 1.2.3 13.99% of the projects were reported as having achieved a 2 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
- 1.2.4 58.03% of the projects were reported as having achieved a 3 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
- 1.2.5 2.59% of the projects were reported as having achieved a 4 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
- 1.2.6 0% of the projects were reported as having achieved a 5 on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT
- 1.2.7 1.55% of the projects were reported as not applicable due to not having any targets on the Operational Plan for the ANNUAL 19/20 FY PROGRESS REPORT

2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS



- 2.1.1 A total of 5 Capital Projects were reported on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 2.1.2 20% of the projects were reported as having achieved a 1 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 2.1.3 40% of the projects were reported as having achieved a 2 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 2.1.4 20% of the projects were reported as having achieved a 3 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 2.1.5 0% of the projects were reported as having achieved a 4 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 2.1.6 20% of the projects were reported as having achieved a 5 on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT
- 2.1.7 0% of the projects were reported as not applicable due to not having any targets on the SDBIP for the ANNUAL 19/20 FY PROGRESS REPORT

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR ORGANISATIONAL OVERVIEW NARRATIVE SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT													
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
1	OFFICE OF THE CITY MANAGER	OFFICE OF THE CITY MANAGER (ORGANISATIONAL COMPLIANCE, PERFORMANCE & KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR)	21	0	21	5	OCM 16	External newsletter	12 x Monthly Msunduzi Newspapers developed, published and distributed by the 30th of June 2020	8 x Monthly Msunduzi Newspapers developed, published and distributed by the 30th of June 2020	2 (70% - 99%)	Due to late payment to the service provider and state of disaster due to COVID-19 pandemic	N/A
							OCM 18	Implementation of the approved communications activity plan	100% implementation of the approved communications activity plan by the 30th of June 2020	70% implementation of the approved communications activity plan by the 30th of June 2020	2 (70% - 99%)	The Activity Plan had 15 targets to be undertaken. The implementation of nine (9) targets was achieved and six (6) targets were not approved by the Expenditure Committee due to Cost Containment and the targets were affected by the COVID-19 pandemic.	The targets that were affected by the COVID-19 pandemic will be included in the Communication Activity plan for the 2020/2021 financial year.
							OCM 19	Business Unit Service Charter	11 x Workshops on Customer Service Charter and Batho Pele Principles (GBU, Corporate Services, Infrastructure Services, Economic Development, Community Services, Financial Services) conducted by the Msunduzi Batho Pele Unit by the 31st of May 2020	7 x Customer Care Workshops were done on the following units: Community Services, Sustainable Development & City Enterprises, Secretariat, Info Centre, Printing, Human Settlement, Licensing & Informal Settlement as well as Call Centre Sub-Unit.	1 (69% & below)	4 Workshops that were meant to take place during the month of April & May 2020 had to be put on hold because of the COVID-19 (stay at home) as well as the Lockdown that started in March 2020	The Batho Pele Sub-Unit is still in the process of meeting with the ICT Sub-Unit in order to discuss measures to assist in proceeding with the Workshops & Meetings.
							OCM 20	Implementation of Batho Pele Principles	6 x bi-monthly meetings of the Msunduzi Batho Pele forum to monitor the implementation of Batho Pele Principles and Customer Service Charter by the 30th of May 2020	4 x Bi-Monthly Forum meetings were done during the month of July, September & November & January 2020. The 5th Forum Meeting will be taking place on the 30th of March 2020.	1 (69% & below)	Meeting that were meant to take place during the month of March & May 2020 had to be put on hold because of the COVID-19 (stay at home) as well as the Lockdown that started in March 2020	The Batho Pele Sub-Unit is still making some means to meet with the ICT Sub-Unit in order to discuss measures to assist in proceeding with the Workshops & Meetings.

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR										
ORGANISATIONAL OVERVIEW NARRATIVE										
NO	BUSINESS UNIT	SUB UNIT	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT			ANNUAL ACTUAL	ACTUAL (1 to 3, 4, 5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	
			PROJECT	ANNUAL TARGET	ANNUAL ACTUAL					
			NUMBER OF OPERATING KPIS	NUMBER OF CAPITAL KPIS	TOTAL NUMBER OF KPIS	NUMBER OF KPIS - TARGET NOT MET OR PARTIALLY MET				
1	OFFICE OF THE CITY MANAGER	OFFICE OF THE CITY MANAGER (ORGANISATIONAL COMPLIANCE, PERFORMANCE & KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR)	14	0	14	8				
		INTERNAL AUDIT								
		OCM 21	Implementation of Bano Pele Principles	12 x Report on the reviewed Monitoring tool for implementation of Bano Pele Principles developed and submitted to SMC for approval by the 30th of June 2020	8 x Reports on the reviewed Monitoring tool for the month of July, August September, November, December, January & February for implementation of Bano Pele Principles were submitted for approval to the SMC	1 (69% & below)	4 x Reports on the reviewed Monitoring tool for implementation of Bano Pele Principles developed and submitted to SMC for approval had to be put on hold because of the COVID-19 (stay at home) as well as the Lockdown that started in March 2020	March & April 2020 reports not developed due to COVID-19 Stay-at-Home during this period however, May & June report includes all the activities that took place during the month of March & April		
		IA04	Prepare and submit monthly internal audit report on its activities	3 x Quarterly reports prepared and submitted OMC on the Activities of the Internal Audit unit for the 19/20 FY by the 30th of June 2020	1 x Quarterly reports prepared and submitted OMC on the Activities of the Internal Audit unit for the 19/20 FY by the 30th of June 2020	1 (69% & below)	OMC Collapsed	N/A		
		IA06	Anti-Fraud & Corruption	1 x Annual workshop awareness presentations facilitated by the internal audit unit by the 30th of June 2020	0 x Annual workshop awareness presentations facilitated by the internal audit unit by the 30th of June 2020	1 (69% & below)	Due to the National Lockdown the workshop could not be facilitated.	Other alternative means to be used in future, eg - Microsoft Teams to be used to facilitate virtual workshops		
		IA07	Develop & submit a Risk Management Plan to the Risk Management Committee	Annual Risk Management Plan produced & submitted to the Risk Management Committee by the 30th June 2020	Annual Risk Management Plan not produced & not submitted to the Risk Management Committee by the 30th June 2020	1 (69% & below)	Lack capacity due to vacant position of the Chief Risk Officer	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled		
		IA08	Implementation of Risk Management Activities as per the Plan	Number of risk management reports as per approved Annual Risk Management Plan prepared and submitted to Risk Management Committee by the 30th of June 2020	0 of risk management reports as per approved Annual Risk Management Plan prepared and submitted to Risk Management Committee by the 30th of June 2020	1 (69% & below)	Lack capacity due to vacant position of the Chief Risk Officer	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled		
		IA11	Comprehensive Risk Register of the municipality	Updated Risk consolidated register submitted to the Risk Management Committee by the 30th of June 2020	No Updated Risk consolidated register submitted to the Risk Management Committee by the 30th of June 2020	1 (69% & below)	Lockdown prevented the preparation of the updated consolidated register	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 20/21 FY		
		IA12	Effective Risk Management Strategy	1 x report on the updated Consolidated Risk Management Strategy submitted to the Risk Management Committee by the 30th of June 2020	0 x report on the updated Consolidated Risk Management Strategy submitted to the Risk Management Committee by the 30th of June 2020	1 (69% & below)	Lockdown prevented the preparation of the updated consolidated risk management strategy	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 20/21 FY		
		IA13	Effective Risk Management Strategy	1 x Workshops with management to update Consolidated Risk Register & Risk Management Strategy conducted 30th of June 2020	0 x Workshops with management to update Consolidated Risk Register & Risk Management Strategy conducted 30th of June 2020	1 (69% & below)	Lockdown prevented the workshop	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 20/21 FY		
		IA14	Facilitate Risk Management Committee meetings	1 x of Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2020	0 x of Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2020	1 (69% & below)	Lockdown prevented the meetings	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 20/21 FY		
	STRATEGIC PLANNING (INTEGRATED DEVELOPMENT PLAN)			0	11	6				
		SP 02	Inspections conducted for by-law infringements within the CBD	4 x Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD by the 30th of June 2020	2 x Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD by the 30th of June 2020	1 (69% & below)	The nature of by law enforcement requires face to face contact and as a result of COVID regulations, such was not possible	This are ongoing activities and will be taken through to the 20/21 financial year		
		SP 03	Project Packaging and Fundraising	4 x reports prepared & submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020	2 x reports prepared & submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020	1 (69% & below)	As per COVID-19, national priorities are all on providing relief on the impact of COVID on the economy and as a result, funding submission become a secondary issue to government departments	Project will be taken into the next financial year 20/21 so as the unit does not lose site of the initiative.		
		SP 04	Develop and review the IDP	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of May 2020	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval on the 24th of June 2020	2 (70% - 99%)	As a result of COVID Regulations, the procurement Councilors laptops needed to be finalised prior to any meetings being scheduled	report has already been considered by council within on the 24 June 2020		
		SP 07	IDP representatives forum	3 x IDP Representatives forum meetings facilitated for sector departments by the 31st of May 2020	2 x IDP Representatives forum meetings facilitated for sector departments by the 31st of May 2020	1 (69% & below)	Planning process was affected by COVID regulation and the need to adopt to a different way of working	Virtual meetings are to be coordinated in the new financial year to address the gaps		







OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR													
ORGANISATIONAL OVERVIEW NARRATIVE													
ANNUAL PROGRESS REPORT													
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
3	INFRA-STRUCTURE SERVICES	PROJECT MANAGEMENT OFFICE	5	0	5	2	PMO 46	Monthly programme / project monitoring reports for MIG and OGF Budget	12 x Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager; Infrastructure Services by the 15th of June 2020	9 x Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager; Infrastructure Services by the 15th of June 2020	2 (70% - 99%)	After Announcement of President for Lockdown, there were no permits allocated for start and the report could not be generated.	A consolidated June monthly report was sent to the General Manager by the 15th July 2020
		TOTAL	5	0	5	2	PMO 47	Project Management support	12 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020	7 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020	1 (69% & below)	The Suspension of Senior Manager; PMO. The meeting were no longer held, or individually by user department	Reinstate the monthly progress meetings
4	CORPORATE SERVICES	LEGAL SERVICES	8	0	8	1	LGL02	BYLAWS REVIEW	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA) by the 30th of June 2020	1 X SPECIFIED BYLAWS PREPARED but NOT SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA) by the 30th of June 2020	2 (70% - 99%)	1. Awaited comments from Rural Development and Cogta so that the changes could be incorporated; 2. The Bylaws were advertised without consulting Rural Development as a result Bylaws had to be re-advertised after consultation with Rural Development. 3. Lockdown due to COVID-19 exacerbated delays	Fast track the reviewing of the Bylaws and the submission of report to SMC
		SECRETARIAT & AUXILIARY SERVICES	6	0	6	6	SAS 01	Minute Taking in Meetings	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	2 (70% - 99%)	Bottleneck because 18 Committee Officers submit work to one manager for quality check	Review of the organisation structure is underway
							SAS 02	Making public Council and Council Committee	44 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020	34 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, weekly schedules for April and May were not published on Corporate Communication	It cannot be corrected
							SAS 03	Making public Council and Council Committee	12 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication in the last week of every month by the 30th of June 2020	10 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication in the first week every month by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, April and May monthly schedules were not published on Corporate Communication	It cannot be corrected
							SAS 04	Printing of documents	All document requests printed within 2 days of receipt of the request by the 30th of June 2020	Not All document requests were printed within 2 days of receipt of the request by the 30th of June 2020	2 (70% - 99%)	Due to the electricity outages, breakdown of printers and corona positive case, resulting in the closure of the printing unit	N/A
							SAS 05	Resolution Tracking	2 x Bi-Annual Reports on the Implementation of EXCO & Full Council Resolution prepared & submitted to SMC for onward transmission to Full Council by the 30th of June 2020	1 x Bi-Annual Reports on the Implementation of EXCO & Full Council Resolution prepared & submitted to SMC for onward transmission to Full Council by the 30th of June 2020	1 (69% & below)	Tracker is done only after the period in which it relates has lapsed	Report on Tracker will be submitted by the 31st of July 2020
							SAS 06	Letter and Memo Template	1 x Standardized Report Template for Letter developed and submitted to SMC by the 31st of October 2019	Report Prepared for SMC	2 (70% - 99%)	N/A	N/A
	ICT	TEKOM	4	9	13	8	ICT01	TEKOM COPPER DATA LINES REPLACED WITH FIBRE	3 X Sites (Cemetery, Forestry, Galloway) replaced with Fibre Data Line by the 28th of February 2020	1 X Sites (Galloway) replaced with Fibre Data Line by the 28th of February 2020 2 x sites (Cemetery & Forestry) connected via LTE due to budget constraints.	1 (69% & below)	Due to budget constraints.	Funding needs to be allocated to allow for the Fibre upgrade in the outer financial years
							ICT02	MKHONDENI UPS (UNINTERRUPTED POWER SUPPLY) UPGRADE	NEW UPS CONFIGURED AND CONNECTED at Mkhondeni site by the 31st of January 2020	NEW UPS CONFIGURED AND CONNECTED at Mkhondeni site NOT completed by the 31st of January 2020	2 (70% - 99%)	The Delivery of the UPS took longer than anticipated due to manufacturer logistics beyond our control	To engage the supplier to fast track the delivery of the UPS. The annual target has been missed by 2 months but the equipment has been delivered and fully operational.
							ICT03	DATA ARCHIVING STORAGE IMPLEMENTATION & POLICY DEVELOPMENT	100% DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality by the 30th of November 2019	100% DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality NOT completed by the 30th of November 2019	2 (70% - 99%)	Delivery logistics have been the major cause of delays of equipment as they are all sourced from China.	To engage the supplier to fast track the delivery of the Archiving storage equipment. The annual target has been missed 6 weeks but the equipment delivered and operational
							ICT05	Msunduzi Website Revamp - User Interface & Functionality	Msunduzi Municipality Website User Interface & Functionality updated and fully functional by the 31st of March 2020	Msunduzi Municipality Website User Interface & Functionality NOT updated and fully functional by the 31st of March 2020	1 (69% & below)	The Website could not be updated/ upgraded due to the old programming language that was used to develop it.	ICT needs to start from scratch in order to have the website upgraded and be modernized to the latest functionality and capabilities currently available in the market. The development work will need to be done on the side while keeping the current website and once it is done, the old website will be replaced.
							ICT06	Msunduzi Intranet Revamp - User Interface & Functionality	Msunduzi Municipality Intranet User Interface & Functionality updated and fully functional by the 31st of May 2020	The Intranet User interface and functionality have been updated and new features added. This is not complete work as it is an ongoing project.	2 (70% - 99%)	Due to the past 4 months of disruption, ICT couldn't finish all the planned work for the Intranet.	The Intranet User interface and functionality have been updated and new features added. This is not complete work as it is an ongoing project.



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR													
ORGANISATIONAL OVERVIEW NARRATIVE													
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL TARGET		ANNUAL ACTUAL		REASON FOR DEVIATION	CORRECTIVE MEASURE
								PROJECT	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)			
4	CORPORATE SERVICES	ICT					ICT07	Disaster Recovery Plan	Msunduzi Municipality ICT Disaster Recovery Plan developed and submitted to SMC in the 19/20 FY by the 30th of June 2020	Msunduzi Municipality ICT Disaster Recovery Plan developed but not submitted to SMC in the 19/20 FY by the 30th of June 2020	1 (69% & below)	The delays were caused by non payment of the Service Provider and as the result, DRP was withdrawn from Municipality.	The payment has since been sorted and the DRP made available to the Municipality
							ICT08	Establishment of the ICT Steering Committee	2 x ICT Steering Committee meetings Facilitated in the 19/20 FY by the 31st of May 2020	No ICT Steering Committee sitting during the FY 19/20 but the Terms of reference were approved and members appointed.	1 (69% & below)	Due to being over taken by other events over our control, the Steering Committee couldn't sit especially during the past 4 months	The Steering Committee meetings will be scheduled to the next FY 2021. The one Steering committee meeting that was schedule in this year couldn't sit due to quorum issues.
							ICT09	ICT RETENTION POLICY DEVELOPMENT	Msunduzi Municipality ICT RETENTION POLICY DEVELOPED & SUBMITTED TO SMC Forwards transmitted to Full Council for approval by the 30th March 2020	Msunduzi Municipality ICT RETENTION POLICY NOT DEVELOPED & SUBMITTED TO SMC Forwards transmitted to Full Council for approval by the 30th March 2020	1 (69% & below)	The Policy couldn't be finalised due to non compliance to the National Ais and Culture Archiving & Retention Framework	The Policy is being amended to comply with the National Framework. Currently considering the National Dept. in this regard
					8		HR 02	Implementation of Workplace Skills Plan 19/20 – Employees per BU	Facilitate the training of 625 employees by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	336 Employees were trained by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	1 (69% & below)	Due to Cost containment and the National Lockdown the implementation of training programmes were hampered.	Due to funding constraints within the Municipality, a number of budget cuts occurred in the FY, of which skills budget was also cut. The skills unit can only plan to train according to the approved budget. The skills development unit has no control over the budget, or the reduction thereof. Process is out of the control of the Skills Development Unit.
							HR 03	Awarding of Study Assistance Bursaries to employees	35 x of all level employees awarded Bursaries in the 19/20 FY by the 30th of June 2020	0 x of all level employees awarded Bursaries in the 19/20 FY by the 30th of June 2020	1 (69% & below)	A report dated 04 March 2020 to SMC informing the Committee that the respective Business Units do not have funding to implement Study Assistance.	A report dated 04 March 2020 to SMC informing the Committee that the respective Business Units do not have funding to implement Study Assistance.
							HR 04	Awarding of external bursaries	12 x External bursaries awarded in the 19/20 FY by the 30th of June 2020	0 x External bursaries awarded in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Due to Cost containment the implementation of the study assistance programme is being hampered.	A report dated 04 March 2020 to SMC informing the Committee of the non-awarding of External Bursaries.
							HR 05	Appointment & Placement of Interns Organizationally and per BU	110 x Interns requested by Business Units Organizationally and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	106 x Interns requested by Business Units Organizationally and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	2 (70% - 99%)	Due to internal processes the implementation of the external bursary programme has been hampered as most of the shortlisted candidates did not meet the entry requirements of the institutions.	The total needs received from Business Units was 106 Interns as some SBU's did not budget for Interns.
							HR 06	Implementation of Learnerships	2 x Learnerships Implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	0 x Learnerships Implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	2 (70% - 99%)	Due to internal processes the implementation of the external bursary programme has been hampered as most of the shortlisted candidates did not meet the entry requirements of the institutions.	The Bid Evaluation Report for the learnerships have been submitted to the Supply Chain Unit and the unit is now waiting for an invitation by Secretariat to go and present the report at Bid Evaluation Committee. No Meetings have been held since February 2020 and thereafter the National Lockdown took place.
							HR 08	Capacity Building: Legal Compliance for safe working environment	6 x Institutional Occupational Health and Safety Compliance Presentations facilitated for prioritized Business Unit Branch meetings by the 30th of June 2020	5 x Institutional Occupational Health and Safety Compliance Presentations done on the 26 July 2019, 12 September 2019, 10 October 2019, 28 November 2019 and 19 March 2020	2 (70% - 99%)	Due to COVID-19 Lockdown Regulations, Branch meetings could not convene, therefore the presentations could not be held.	Due to the National Lockdown this was beyond the control of the Business Unit
							HR 09	Employee Wellness Programme	2 x Employee Wellness Events (health investigation / assessments) facilitated by the 31st of May 2020	1 x Employee Wellness Events (health investigation / assessments) facilitated by the 31st of May 2020 (held on the 26, 27 and 28 November 2019 at Traffic Unit)	1 (69% & below)	Due to COVID-19 Lockdown Regulations, Branch meetings could not convene, therefore the presentations could not be held.	Due to the National Lockdown this was beyond the control of the Business Unit
				HR 10	Employee Satisfaction Survey	1 x report on the Msunduzi Employee Satisfaction Survey submitted to SMC for onward transmission to Full Council by the 30th of June 2020	0 x report on the Msunduzi Employee Satisfaction Survey submitted to SMC for onward transmission to Full Council by the 30th of June 2020	1 (69% & below)	Due to COVID-19 and implementation of lock down, the satisfaction survey was inconveniently affected hence the delay	Once the National Lockdown has been lifted, the project will resume and plans put in place to ensure that the satisfaction survey is completed and the results reported to Council.			
		TOTAL	29	4	33	23							

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR												
ORGANISATIONAL OVERVIEW NARRATIVE												
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPIS	NUMBER OF CAPITAL KPIS	TOTAL NUMBER OF KPIS	NUMBER OF KPIS - TARGET NOT MET OR PARTIALLY MET	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT		ANNUAL ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	
							PROJECT	ANNUAL TARGET				
5	SUSTAINABLE DEVELOPMENT & BUSINESS CITY ENTERPRISES OVERVIEW NARRATIVE	DEVELOPMENT SERVICES (LICENSING, BUSINESS DEVELOPMENT & ECONOMIC DEVELOPMENT)	20	0	20	7	DS 2	4 x reports prepared and submitted to SMC on 60 previously assisted Cooperatives and SMMEs visited by the 30th of June 2020	3 x reports were prepared and submitted to SMC on 60 previously assisted Cooperatives and SMMEs visited by the 30th of June 2020	2 (70% - 99%)	The 4th quarterly report was submitted late due to COVID-19 lock down and were not considered	In future reports will be submitted in time
							DS 3	4 x SMC Progress reports on the number of SMME's and Co-ops assisted in mentorship programme by the 30th of June 2020	3 x SMC Progress reports on the number of SMME's and Co-ops assisted in mentorship programme by the 30th of June 2020	2 (70% - 99%)	The 4th quarterly report was submitted late due to COVID-19 lock down and were not considered	In future reports will be submitted in time
							DS 13	Revised Informal Economy Policy for the 2020/21 FY financial year prepared and submitted to SMC for onwards transmission to Council for approval by the 31st of May 2020	Revised Informal Economy Policy for the 2020/21 FY financial year prepared due to COVID-19/lockdown	1 (69% & below)	Revised Informal Economy Policy for the 2020/21 FY financial not prepared due to COVID-19/lockdown	To prepare a deviation report to SMC
							DS 14	CBD: Access to funding towards the Establishment of Informal Trade Stalls	1 x Report prepared and submitted to SMC on the progress of submitting the Funding Application: Informal Market Stalls by the 31st of September 2019	1 (69% & below)	No Funding available	Budget for 2020/2021 financial year
							DS 18	Etdendale Town Centre: Feasibility report on Civic Building	1 x Progress Report on The Etdendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	1 (69% & below)	The progress report on the implementation plan was not submitted due to Lockdown period and delays on SCM finalising the appointment process.	Inception meeting with the appointed Service Provider to be held on 24 July 2020 which will result on the implementation
							DS 19	Liaison between Informal Chamber and Sub Committee	4 x Informal Economy Sub Committee meetings June 2020	1 (69% & below)	Changes in the Councilors who sit in the Sub-Committee and due to COVID-19 Sub committee meeting was cancelled	Liaising with Chief Whip for the appointment of the Councilors who will stand in the Subcommittee
							DS 20	Ezinketheni Social Development Planning Programme	SPLUMA application with all the studies completed and submitted to the Municipal Planning Tribunal (MPT) by the 30th of June 2020	1 (69% & below)	Experienced delays in obtaining Water Use License Authorisation as well as obtaining Department of Transportation Comments. We still await DOT additional required comments & COVID-19	Municipal Mayor intervention has been sought to source additional comments from Department of Transport
							TP&EM 16	Places of Care (POC)	500 POC premises (crèches, old age homes, nursing facilities) inspected annually for Environmental Health compliance by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, this target could not be achieved. Only COVID-19 related work conducted during pandemic.	As soon as the Lockdown is lifted, inspections pertaining to POC will resume as this target is a yearly KPI and will be carried out in 2021.
							TP&EM 20	Inspection of Air Pollution Industries	200 Air Pollution Industries/institutions inspected for air pollution compliance by the 30th of June 2020	2 (70% - 99%)	Due to the National Lockdown, this target could not be achieved. Only COVID-19 related work conducted during pandemic.	As soon as the Lockdown is lifted, inspections pertaining to Air Pollution Industries/institutions will resume as this target is a yearly KPI and will be carried out in 2021.
							TP&EM 24	Permitting of premises	960 permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 30th of June 2020	2 (70% - 99%)	Only COVID-19 related work conducted during pandemic -	Workflow to commence once the National Lockdown has been lifted
							TP&EM 25	Review of the Municipal Spatial Planning and Land Use Management Bylaws	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to SMC for onwards transmission to Council for approval by the 31st of March 2020	1 (69% & below)	Target was affected by the National Lockdown.	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to SMC for onwards transmission to Council for approval by the 31st of July 2020
							TP&EM 26	Facilitating Municipal Planning Tribunal Meetings	18 x Municipal Planning Tribunal Meetings facilitated in the 19/20 FY by the 31st of May 2020	2 (70% - 99%)	Set target not met due to the National Lockdown and suspension of meetings	Virtual meetings are being facilitated to adhere to COVID-19 Regulations
							TP&EM 27	Assessment of building plans	100% of building plans in the 19/20 FY assessed within 3 working days by the 30th of June 2020	1 (69% & below)	Set target not met due to COVID-19 regulations and Occupational Safety requirements of physical distancing. Staff works on rotational basis	Plans are being accepted physical and electronically to fasttrack assessments. Workplan will be revised when it is safe to do.
							TP&EM 32	Development of a Strategic Environmental Assessment (SEA) for the Vulindlela Area (wards 1-9 and ward 39) prepared & submitted to SMC by 30th of the June 2020	1 x report on the Final Strategic Environmental Assessment (SEA) for the Vulindlela Area (wards 1-9 and ward 39) not prepared & submitted to SMC by 30th of the June 2020	1 (69% & below)	Due to the national lockdown the consultants did not have sufficient time to complete project tasks and were only able to submit on the 26 June 2020. Environmental Management Unit requires time to review the final SEA prior to SMC submission.	The Environmental Management Unit will fast track reviewing the Final SEA and will draft a report to SMC
							TP&EM 33	Review of the adopted Environmental Management Framework (EMF) by 31 March 2020	1 x report on the Review of the Environmental Management Framework (EMF) prepared & submitted to SMC by the 30th of June 2020	1 (69% & below)	Delay in obtaining biodiversity layer from provincial conservation authority, as well as delay in extension of contract of service provider due to lockdown	Re-appoint service provider in order to complete biodiversity layer and complete project



## ANNEXURE B

### OPERATIONAL PLAN 2019/2020 FY - ANNUAL PERFORMANCE REPORT - OFFICE OF THE CITY MANAGER

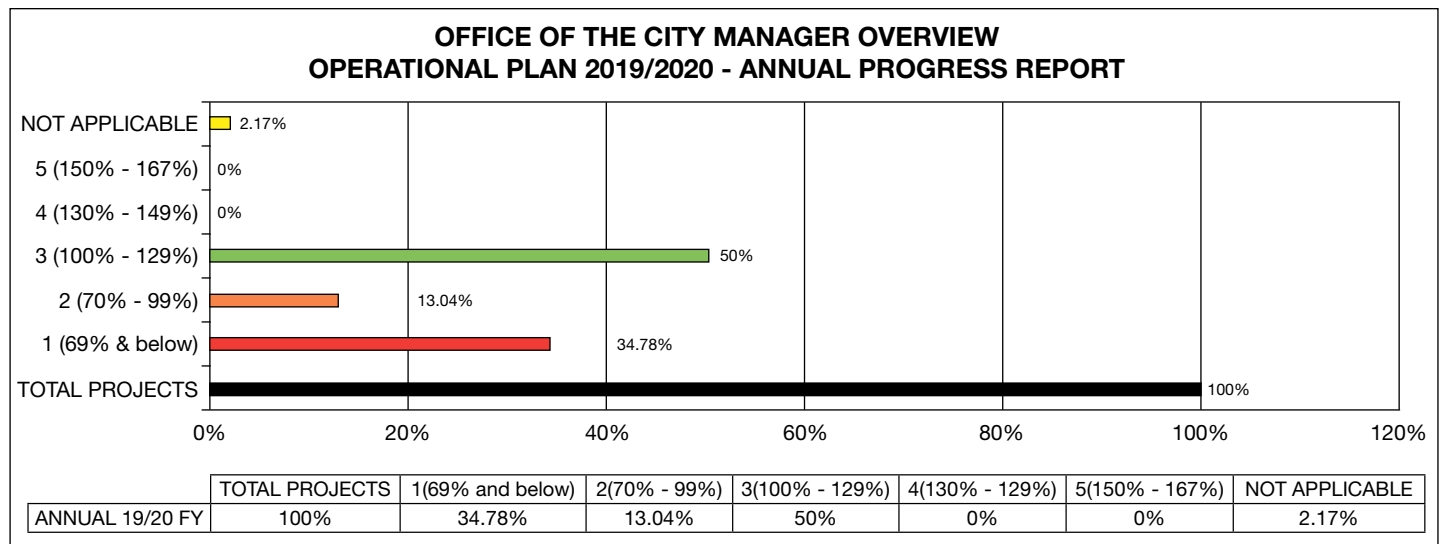
**OFFICE OF THE CITY MANAGER OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 OFFICE OF THE CITY MANAGER OVERVIEW**

- 1.1 TOTAL PROJECTS: 46**
- 1.1.1 OPERATING PROJECTS 46**
- 1.1.2 CAPITAL PROJECTS 0**

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**









OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR											
OFFICE OF THE CITY MANAGER OVERVIEW NARRATIVE											
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL ACTUAL		REASON FOR DEVIATION	CORRECTIVE MEASURE	
							ANNUAL TARGET	ANNUAL ACTUAL			
		SD/BIP REFERENCE	PROJECT					ACTUAL (1,2,3,4,5, Not Applicable)			
1	OFFICE OF THE CITY MANAGER	INTERNAL AUDIT									
		IA14	Facilitate Risk Management Committee meetings					0 x of Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2020		Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 20/21 FY	
	STRATEGIC PLANNING (PURP, IDP & CDS)	SP 02	Inspections conducted for by-law infringements within the CBD		11	6		2 x Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD by the 30th of June 2020		The nature of by law enforcement requires face to face contact and as a result of COVID regulations, such was not possible	This are ongoing activities and will be taken through to the 20/21 Financial year
		SP 03	Project Packaging and Fundraising		0			4 x reports prepared & submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020		As per COVID-19, national priorities are all on providing relief on the impact of COVID on the economy and as a result, funding submission become a secondary issue to government departments	Project will be taken into the next financial year 20/21 so as the unit does not lose site of the initiative.
		SP 04	Develop and review the IDP					1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of May 2020		As a result of COVID Regulations, the procurement Councilors laptops needed to be finalised prior to any meetings being scheduled	Report has already been considered by council within on the 24, June 2020
		SP 07	IDP representatives forum					2 x IDP Representatives forum meetings facilitated for sector departments by the 31st of May 2020		Planning process was affected by COVID regulation and the need to adopt to a different way of working	Virtual meetings are to be coordinated in the new financial year to address the gaps
		SP 09	Community needs					4 x Community needs analysis circulated to sector departments by the 31st of May 2020		Due to the Covid-19 Lockdown	N/A
		SP 10	IDP/Mayoral Roadshows					6 x IDP/Mayoral Roadshows facilitated by the 30th of April 2020		Due to cost lockdown and the Covid-19 regulations	No corrective measure, work was done differently as result of COVID-19
		SP 12	IDP/Mayoral Roadshows					3 x IDP Pilot Activations Roadshows facilitated for public members by the 30th of April 2020		Process was hindered by the COVID regulation where face to face contact was not allowed	Project moved to the 20/21 Financial year
	TOTAL				46	19					



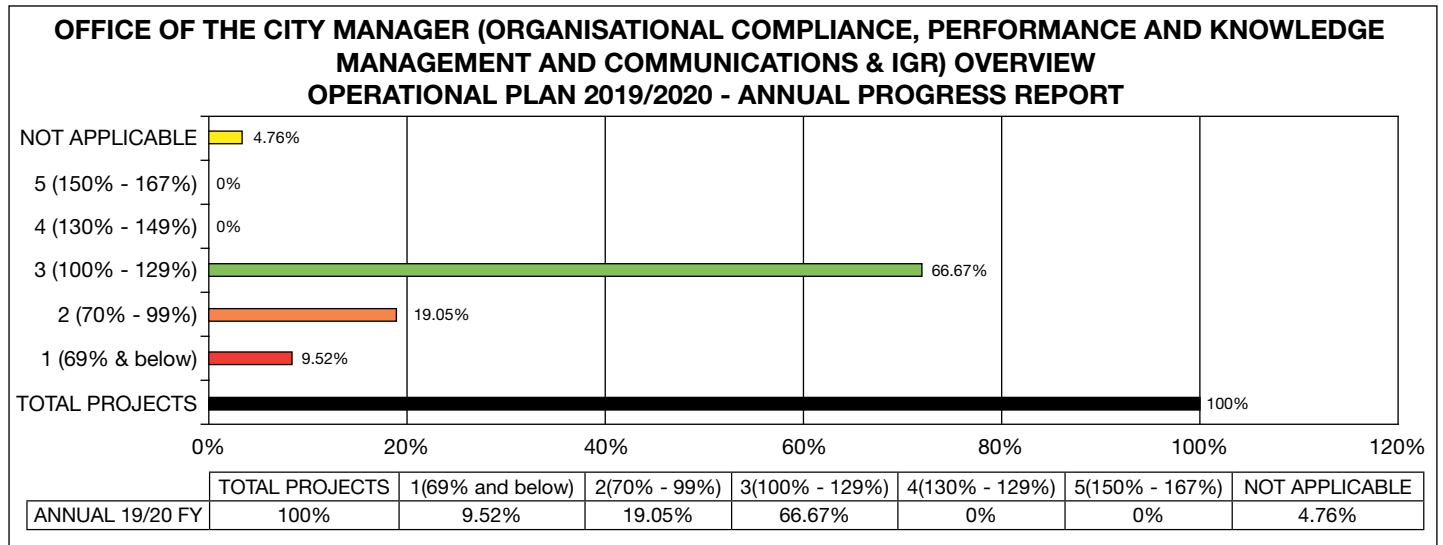
**OFFICE OF THE CITY MANAGER (ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR) OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 OFFICE OF THE CITY MANAGER (ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR) OVERVIEW**

1.1	<b>TOTAL PROJECTS:</b>	21
1.1.1	<b>OPERATING PROJECTS</b>	21
1.1.2	<b>CAPITAL PROJECTS</b>	0

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																								
BUSINESS UNIT: OFFICE OF THE CITY MANAGER: (ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR)																								
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT									
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5) (Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME- FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT		
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 01	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Organizational Performance Management	SDBIP	N/A	SDBIP 2019/2020 submitted to the Mayor for approval within 28 days after the approval of the budget	SDBIP 2020/2021 submitted to the Mayor for approval within 28 days after the approval of the budget	SDBIP 2020/2021 submitted to the Mayor for approval within 28 days after the approval of the budget	Date of submission of Draft SDBIP 2020/2021 to the Mayor for Approval	N/A	N/A	N/A	N/A	N/A	N/A	Annual Budget FY only approved on the 29th of June 2020, therefore the SDBIP & OP 20/21 is to be approved on the 27th of July 2020 and therefore outside of this reporting period of 19/20 FY	N/A	N/A	N/A	OPMS Framework 20/21FY, SMC Minutes & Resolution		
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 02	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Organizational Performance Management	Organizational performance management review	N/A	Organizational performance management framework for the 19/20 financial year was approved	Annual organizational performance management framework 2020/2021 reviewed and submitted to SMC	Annual organizational performance management framework 2020/2021 reviewed and submitted to SMC by the 31st of May 2020	Date organizational performance management framework submitted to SMC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	OPMS Framework 20/21FY, SMC Minutes & Resolution	
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 03	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Individual Performance Management	Individual performance management framework review	N/A	Individual performance management framework for the 19/20 financial year was approved	Annual individual performance management framework 2020/2021 reviewed and submitted to SMC	Annual individual performance management framework 2020/2021 reviewed and submitted to SMC by the 31st of May 2020	Date individual performance management framework submitted to SMC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	IPMS Framework 20/21 FY, SMC Minutes & Resolution	
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 04	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Organizational Performance Management	SDBIP	N/A	SDBIP 2018/2019 made public on municipal website within 14 days after the approval of the budget	Approved SDBIP 2019/2020 made public on municipal website within 14 days after the approval of the budget	Approved SDBIP 2019/2020 made public on municipal website within 14 days after the approval of the budget	Turnaround time for Approved SDBIP 2019/2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Approved SDBIP 2019/2020, Email from Internal ICT unit indicating publication on the Website
A	A3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 05	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Organizational Performance Management	Monthly Reports	N/A	SDBIP & OP 2019/2020 monthly reports submitted to the OMC (End July, August, October, November, January, February, April, May)	SDBIP & OP 2019/2020 monthly reports submitted to the OMC (End July, August, October, November, January, February, April, May)	SDBIP & OP 2019/2020 monthly reports submitted to the OMC (End July, August, October, November, January, February, April, May)	Number of SDBIP & OP 2019/2020 monthly reports submitted to the OMC (End July, August, October, November, January, February, April, May)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	8 X SDBIP & OP 2019/2020 monthly reports submitted to the OMC/ SMC (End July, August, October, November, January, February, April, May) by the 30th of June 2020

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OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
BUSINESS UNIT: OFFICE OF THE CITY MANAGER																			
INDEX	IDP REFERENCE	GDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	SUB UNIT: OFFICE OF THE CITY MANAGER: (ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR)			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT			SOURCE DOCUMENT					
								BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	OEPEX	CAPEX		REVENUE	FUNDING SOURCE	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION
A	A3	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 06	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Organizational Performance Management	SDBIP Quarterly Reports	N/A	4 X SDBIP & OP quarterly reports submitted to the OMC	4 X SDBIP & OP quarterly reports submitted to the OMC (Annual of 18/19 FY & O1, O2, O3 of 19/20 FY)	Number of SDBIP & OP quarterly reports submitted to the OMC (Annual of 18/19 FY & O1, O2, O3 of 19/20 FY) by the 30th of April 2020	190 000	N/A	N/A	Council	4 X SDBIP & OP quarterly reports submitted to the OMC (Annual of 18/19 FY & O1, O2, O3 of 19/20 FY) by the 30th of April 2020	3 (100% - 129%)	N/A	N/A	4 X SDBIP & OP quarterly reports submitted to the OMC (Annual of 18/19 FY & O1, O2, O3 of 19/20 FY), OMC/SMC minutes and resolutions
A	A1	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 07	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Performance Management Reporting	Annual Performance Report	N/A	Completed Annual Performance Report 2018/2019 submitted to the Auditor General on the 31st August 2019	Annual Performance Report 2018/2019 submitted to the Auditor General by the 31st August 2019	Date Annual Performance Report submitted to the Auditor General	N/A	N/A	N/A	N/A	Annual Performance Report 2018/2019 submitted to the Auditor General by the 31st August 2019	3 (100% - 129%)	N/A	N/A	AG signed acknowledgment of receipt letter date stamped 30 August 2019
A	A3	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Performance Management Reporting	Mid-Year Performance Review	N/A	Mid-Year Performance Review 2019/2020 submitted to Council on the 25th of January 2020	Mid-Year Performance Review 2019/2020 submitted to Council by the 25th of January 2020	Date Mid-Year Performance Review submitted to Council	N/A	N/A	N/A	N/A	Mid-Year Performance Review submitted to Council by the 25th of January 2020	3 (100% - 129%)	N/A	N/A	Mid-Year Performance Review 2019/2020, FC resolution
A	A3	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 09	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Performance Management Reporting	Annual Report	N/A	Annual Report 2017/2018 tabled in Council on the 31st of January 2019	Annual Report 2018/2019 tabled in Council by the 31st of January 2020	Date Annual Report tabled in Council	R 421 600.00	N/A	Council	Annual Report 2018/2019 tabled in Council by the 31st of January 2020	3 (100% - 129%)	N/A	N/A	N/A	Annual Report 2018/2019, FC resolution
A	A3	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 10	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Individual Performance Management	Level 3 Performance Agreements	N/A	23 out of 27 signed performance agreements for Managers up to level 3 by the 31st of July 2018	All 2019/2020 performance agreements for Managers up to level 3 signed by the 31st of July 2019	Number of signed performance agreements for Managers up to level 3	N/A	N/A	N/A	N/A	All 2019/2020 performance agreements for Managers up to level 3 signed by the 31st of July 2019	3 (100% - 129%)	N/A	N/A	28 x performance agreements for Managers up to level 3 signed
A	A3	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 11	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Individual Performance Management	S57 performance agreements	N/A	5 x signed performance agreements for Managers on the 6th of July 2018	6 x signed performance agreements for Managers by the 12th of July 2019	Number of signed performance agreements for Managers by the 12th of July 2019	N/A	N/A	N/A	N/A	6 x signed performance agreements for S56/57 Managers by the 12th of July 2019	2 (70% - 99%)	N/A	N/A	6 x signed performance agreements for S56/57 Managers

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																		
BUSINESS UNIT: OFFICE OF THE CITY MANAGER: (ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR)																		
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
												OPEX VOTE	CAPEX VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5) (Not Applicable)
A	A3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 12	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Individual Performance Management	Development of an individual Performance Assessment Schedule	N/A	Individual Performance Assessment schedule for the 2020/2021 FY developed and submitted to SMC for approval in the 31st of May 2020	An Individual Performance Assessment schedule for the 2020/2021 FY developed and submitted to SMC for approval by the 31st of May 2020	Date of monthly MFMA Legislative compliance checklist reports produced and submitted to OMC for the 2019/2020 FY by the 30th of June 2020	Number of monthly MFMA Legislative compliance checklist reports produced and submitted to OMC for the 2019/2020 FY by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	An Individual Performance Assessment schedule for the 2020/2021 FY, SMC minutes and resolution
A	A3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 13	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Compliance Checklist	Development of a compliance checklist	N/A	12 x monthly MFMA Legislative compliance checklist reports produced and submitted to OMC for the 2019/2020 FY	12 x monthly MFMA Legislative compliance checklist reports produced and submitted to OMC for the 2019/2020 FY by the 30th of June 2020	Number of monthly MFMA Legislative compliance checklist reports produced and submitted to OMC for the 2019/2020 FY by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	12 x monthly MFMA Legislative compliance checklist reports produced and submitted to OMC/ SMC for the 2019/2020 FY, SMC minutes and resolution
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 14	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Performance Management	Performance Management newsletter submissions	N/A	NIL	12 x monthly Performance Management articles prepared and submitted to the Communications and IGR unit for inclusion in the monthly Msunduzi newsletter	12 x monthly Performance Management articles prepared and submitted to the Communications and IGR unit for inclusion in the monthly Msunduzi newsletter by the 30th of June 2020	Number of monthly Performance Management articles prepared and submitted to the Communications and IGR unit for inclusion in the monthly Msunduzi newsletter by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	12 x monthly Performance Management articles, 12 x emails to Communications and IGR unit indicating submission
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 15	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Municipal Publications	Internal Newsletter	N/A	12 x internal newsletters developed and published on Corporate Communication by the 30th of June 2019	12 x internal newsletters developed and published in the 19/20 FY on Corporate Communications by the 30th of June 2020	Number of internal newsletters developed and published in the 19/20 FY on Corporate Communications by the 30th of June 2020	Number of internal newsletters developed and published in the 19/20 FY on Corporate Communications by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Internal Newsletter/Corporate comm's email
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 16	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Municipal Publications	External newsletter	N/A	8 x monthly External newsletters published in 2018/2019	12 x Monthly Msunduzi Newspapers developed, published and distributed by the 30th of June 2020	Number of Monthly Msunduzi Newspapers developed, published and distributed by the 30th of June 2020	Number of Monthly Msunduzi Newspapers developed, published and distributed by the 30th of June 2020	2 (70% - 99%)	N/A	N/A	N/A	N/A	N/A	External Newsletter/Corporate Comm's and email





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																										
BUSINESS UNIT: OFFICE OF THE CITY MANAGER																										
SUB UNIT: OFFICE OF THE CITY MANAGER: (ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & IGR)																										
INDEX	IDP REFERENCE	GDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT											
												OPEX	CAPEX	VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT				
A	A1	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 17	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Communications and Marketing programme	Communications Activity Plan	N/A	Msunduzi Communications Strategy	Development and submission of Communications Activity Plan to the Strategic Management Committee for approval by the 31st of July 2019	Development and submission of Communications Activity Plan to the Strategic Management Committee for approval by the 31st of July 2019	Date of approval of the Communications Activity Plan by the Strategic Management Committee	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Activity Plan, Close out report						
A	A1	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 18	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Communications and Marketing programme	Implementation of the approved communications activity plan	N/A	Approved communication activity plan	100% Implementation of the approved communications activity plan by the 30th of June 2020	100% Implementation of the approved communications activity plan by the 30th of June 2020	100% Implementation of the approved communications activity plan by the 30th of June 2020	N/A	N/A	N/A	N/A	The Activity Plan had 15 targets to be undertaken. The implementation included in the Communication targets was achieved and six (6) targets were not achieved; one of those was not approved by the Expenditure Committee due to Cost Containment and five targets were affected by the COVID-19 pandemic.	N/A	N/A	N/A	Report to SMC and resolution						
A	A2	1 - BUILDING A CAPABLE & DEVELOPING MENTAL MUNICIPALITY	OCM 19	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase Performance and Efficiency of Corporate Services	Business Unit Service Charter	ALL	11 x Workshops on Customer Service Charters and Batho Pele Principles (CUBU, Corporate Services, Infrastructure, Economic Development, Internal Services, Audit, Bessie Head Library, Georgetown)	11 x Workshops on Customer Service Charters and Batho Pele Principles (CUBU, Corporate Services, Infrastructure, Economic Development, Internal Services, Audit, Bessie Head Library, Georgetown)	7 x Customer Care Workshops were done on the following units: Community Services, Sustainable Development, City Enterprises, Secretariat, Info Centre, Printing, Human Settlement, Licensing & Informal Settlement as well as Call Centre Sub-Unit.	7 x Customer Care Workshops were done on the following units: Community Services, Sustainable Development, City Enterprises, Secretariat, Info Centre, Printing, Human Settlement, Licensing & Informal Settlement as well as Call Centre Sub-Unit.	2 700% - 99%	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	4 Workshops that were meant to take place during the month of April & May 2020 had to be put on hold because of the COVID-19 (stay at home) as well as the Lockdown that started in March 2020	N/A	N/A	N/A	N/A	Invitation & Attendance Register



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
BUSINESS UNIT: OFFICE OF THE CITY MANAGER: (ORGANIZATIONAL COMPLIANCE, PERFORMANCE AND KNOWLEDGE MANAGEMENT & COMMUNICATIONS & I&G)																			
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL 2019/2020 FY (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION
A	A3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 20	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase Performance and Efficiency Levels of Corporate Services	Implementation of Batho Pele Principles	N/A	6 x bi-monthly meetings of the Msunduzi Batho Pele forum CONVENED to monitor the implementation of Batho Pele Principles and Customer Service Charter by the 30th of June 2019	6 x bi-monthly meetings of the Msunduzi Batho Pele forum to monitor the implementation of Batho Pele Principles and Customer Service Charter by the 30th of May 2020	6 x bi-monthly meetings of the Msunduzi Batho Pele forum to monitor the implementation of Batho Pele Principles and Customer Service Charter by the 30th of May 2020	4 x Bi-Monthly Forum meetings were done during the month of July, September & November & January 2020. The 5th Forum Meeting will be taking place on the 30th of March 2020.	1 (69% & below)	2 Bi-Monthly Batho Pele Forum Meeting that means to meet with the ICT Sub-Unit in order to discuss the month measures to assist in proceeding with the Workshops & Meetings.	N/A	N/A	N/A	The Batho Pele Sub-Unit is still making some means to meet with the ICT Sub-Unit in order to discuss the month measures to assist in proceeding with the Workshops & Meetings.	N/A	Invitation, Minutes, Agenda & Attendance Register
A	A3	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	OCM 21	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase Performance and Efficiency Levels of Corporate Services	Implementation of Batho Pele Principles	ALL	Monitoring tool for implementation of Batho Pele Principles has been developed	12 x Report on the reviewed Monitoring tool for implementation of Batho Pele Principles developed and submitted to SMC for approval	12 x Report on the reviewed Monitoring tool for implementation of Batho Pele Principles developed and submitted by the 30th of June 2020	8 X Reports on the reviewed Monitoring tool for the month of July, August, September, November, December, January & February for Implementation of Batho Pele Principles were submitted for approval to the SMC	1 (69% & below)	4 x Reports on the reviewed Monitoring Tool for COVID-19 Stay-at-Home period however, Batho Pele Principles developed and submitted to SMC for approval had to be put on hold because of the COV-ID-19 (stay at home) as well as the Lockdown that started in March 2020	N/A	N/A	March & April 2020 reports not developed due to COVID-19 Stay-at-Home period however, Batho Pele Principles developed and submitted to SMC for approval had to be put on hold because of the COV-ID-19 (stay at home) as well as the Lockdown that started in March 2020	N/A	SMC Resolution	



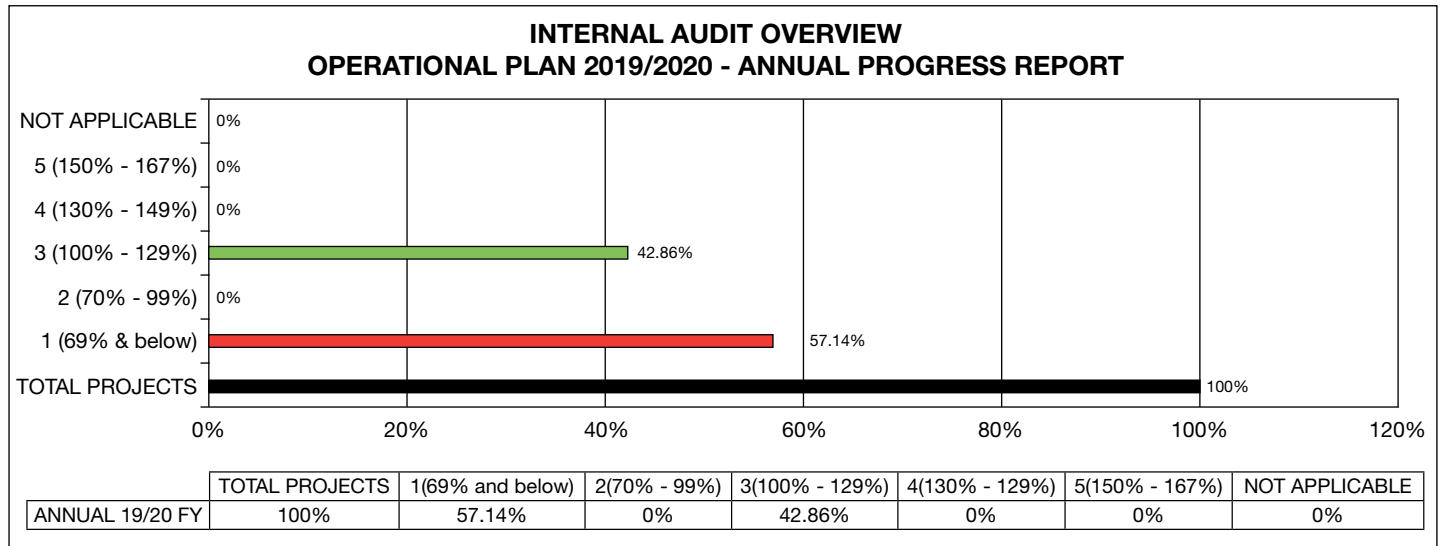
**INTERNAL AUDIT OVERVIEW**  
**OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 INTERNAL AUDIT OVERVIEW**

<b>1</b>	<b>TOTAL PROJECTS:</b>	<b>14</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>14</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE			ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT			
											OPEx	CAPEX	VOTE	VOTE	REVENUE	FOUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5) Not Applicable	REASON FOR DEVIATION	CORRECTIVE MEASURE
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA01	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Assurance Services	Implementation of the Annual Audit Plan each year	N/A	Annual Audit plan for 2019/20 FY developed & submitted to the Audit Committee for approval by the 30th of June 2020 by providing independent and objective assurance of system of internal control, governance and the management of risk.	To ensure completion of internal audit assignments as per approved Annual Audit Plan 2019/20 by the 30th of June 2020	Completion of internal audit assignments as per approved Annual Audit Plan 2019/20 by the 30th of June 2020	2,731,883	N/A	N/A	Council	Completion of internal audit assignments as per approved Annual Audit Plan 2019/20 by the 30th of June 2020	23 of the 42 planned audit assignments as approved Annual Audit Plan for 2019/20 were completed by the 30th of June 2020	3 (100% - 129%)	19 audit assignments were re-moved from the Audit Plan to 2021 FY due to lock down	They were moved to the Annual Plan meeting of the Audit Committee on the 25th of June 2020	N/A	Reports & AC agenda
E	E1	2 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA02	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Assurance Services	Development of a Three Year Rolling Audit Plan	N/A	Plan done before 30 June 2018	To ensure Development of internal audit Annual Audit Plan 2020/21 by the 30th of June 2020 by providing independent and objective assurance of system of internal control, governance and the management of risk.	Development & submission of the Three Year Audit Rolling Plan for 2020/21, 2021/22 & 2022/23 to the Audit Committee for approval by the 30th of June 2020	N/A	N/A	Council	Development & submission of the Three Year Audit Rolling Plan for 2020/21, 2021/22 & 2022/23 to the Audit Committee for approval by the 30th of June 2020	N/A	3 (100% - 129%)	N/A	N/A	N/A	Report and minutes of the Audit Committee	
E	E1	4 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA03	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Audit Committee	Facilitate Audit Committee meetings	N/A	8 Audit Committee meetings facilitated by the Internal Audit Unit with its work plan/calendar & timeframes thereon	To ensure effective Oversight by the Audit Committee in compliance with its work plan/calendar & timeframes thereon	Number of Audit Committee meetings for the 19/20FY facilitated by the Internal Audit Unit as per the approved work plan/calendar of the Audit Committee by the 30th of June 2020	N/A	N/A	Council	Number of Audit Committee meetings for the 19/20FY facilitated by the Internal Audit Unit as per the approved work plan/calendar of the Audit Committee by the 30th of June 2020	6 meetings of Audit Committee were facilitated by the Internal Audit Unit as per the approved work plan/calendar of the Audit Committee by the 30th of June 2020. One meeting scheduled for April 2020 could not take place due to lockdown	3 (100% - 129%)	N/A	N/A	N/A	Attendance registers & agenda	
E	E1	5 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA04	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Assurance Services	Prepare and submit monthly internal audit report on its activities	N/A	12 X monthly report submitted to the OMC	To ensure monitoring of internal audit activities by the OMC and Audit Committee on monthly basis	3 X Quarterly reports prepared and submitted to the OMC on the Activities of the Internal Audit Unit for the 19/20 FY by the 30th of June 2020	N/A	N/A	N/A	N/A	3 X Quarterly reports prepared and submitted to the OMC on the Activities of the Internal Audit Unit for the 19/20 FY by the 30th of June 2020	1 X Quarterly reports prepared and submitted to the OMC on the Activities of the Internal Audit Unit for the 19/20 FY by the 30th of June 2020	1 (69% & below)	OMC Collapsed	N/A	Report	



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																				
BUSINESS UNIT: OFFICE OF THE CITY MANAGER																				
SUB UNIT: INTERNAL AUDIT																				
INDEX	IDP REFERENCE	GDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE			ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT			
											OPEx	CAPEX	VOTE	VOTE	REVENUE	SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION
E	E1	8 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Forensic Investigation Services	Forensic Investigations	N/A	3 reports submitted in 2018/19	To ensure that the Audit Committee and Council is kept up to date on serious cases of fraud & corruption & cases of serious high value fraud & submitted to the Audit Committee within 30 working days after the end of each quarter by the 30th of April 2020	3 x report on the status of selected cases of fraud & corruption of serious & high value prepared & submitted to the Audit Committee within 30 working days after the end of each quarter by the 30th of April 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Reports & AC agenda	
A	A1	9 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA06	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Anti-Fraud & Corruption	Anti-Fraud & Corruption	N/A	Nil in 2016/17, 2017/18 & 2018/19	To ensure that the officials joining the municipality are workshoped on Anti-Fraud & Corruption framework of the municipality awareness presentations with a view to reduce incidents of fraud and corruption in the municipality	1 x Annual workshop presentations facilitated by the internal audit unit by the 30th of June 2020	N/A	N/A	N/A	N/A	1 (69% & below)	Due to the National Look-down workshop could not be facilitated.	Other alternative means to be used in future, eg -Microsoft Teams to be used to facilitate virtual workshops	N/A	N/A	
A	A1	8 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA07	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Risk Management	Develop & submit a Risk Management Plan to the Risk Management Committee	N/A	Annual Risk Management Plan produced & submitted to the RMC/ SMC/ Audit Committee by the 30th of June 2019	To ensure effective risk management within the municipality by providing risk management strategy to monitor implementation of the control activities by 30 June 2019/20	Annual Risk Management Plan produced & submitted to the Risk Management Committee by the 30th of June 2020	N/A	N/A	N/A	N/A	1 (69% & below)	Lack capacity due to vacant position of the Chief Risk Officer	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled	N/A	N/A	
A	A1	9 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Risk Management	Implementation of Risk Management Plan	N/A	Nil in 2018/19	To ensure effective risk management within the municipality by providing feedback of risk management strategy	Number of risk management reports as per approved Annual Risk Management Plan prepared and submitted to Risk Management Committee by the 30th of June 2020	N/A	N/A	N/A	N/A	1 (69% & below)	Lack capacity due to vacant position of the Chief Risk Officer	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled	N/A	N/A	
A	A1	10 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA09	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Risk Management	Review of Risk Management Policy	N/A	Nil in 2018/19	To ensure that the risk management policy is updated with changes in legislation, National Treasury Risk Management Framework and Best practice	Risk Management Policy reviewed & submitted to the Risk Management Committee for approval by the 30th of June 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Policy & resolution of AC

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE			ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
											OP EX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5) (Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
A	A1	11 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA10	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Risk Management	Review of Risk Management Charter	N/A	Nil in 2018/19	To ensure that the Risk Management Charter is updated with changes in legislation, National Treasury Risk Management Framework or Best practice	Risk Management Committee Charter reviewed & updated with changes in legislation, National Treasury Risk Management Framework or Best practice and submitted to the RMC by the 30th of June 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Charters & resolution of AC	
A	A1	12 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA11	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Risk Management	Comprehensive Risk Register of the municipality	N/A	Nil in 2018/19	To ensure that the Consolidated Risk Management Committee by 31 March 2020 Risk register (For ALL Business Units of the Municipality) submitted to RMC & SMC/ Audit Committee 15 working days after the end of Q3 of 2017/18	Updated Risk consolidated register submitted to the Risk Management Committee by 30th of June 2020	2 401,915	N/A	N/A	N/A	1 (69% & below)	N/A	Lockdown prevented the preparation of the updated consolidated register	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 2021 FY	20/21 FY	N/A	N/A
A	A1	13 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	IA12	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Risk Management	Effective Risk Management Strategy	N/A	Nil in 2018/19	To ensure that effective Consolidated Risk Management Strategy for the Municipality 2 updates of the Consolidated Risk Management Strategy for the Municipality as a whole.	1 x report on the updated Consolidated Risk Management Strategy submitted to the Risk Management Committee by the 30th of June 2020	2 401,915	N/A	N/A	N/A	1 (69% & below)	N/A	Lockdown prevented the preparation of the updated consolidated risk management strategy	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled. Going forward in the absence of the post an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 2021 FY	2021 FY	N/A	N/A



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
BUSINESS UNIT: OFFICE OF THE CITY MANAGER																					
SUB UNIT: INTERNAL AUDIT																					
INDEX	IDP REFERENCE	GDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE			ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
											MEASURE	REVENUE	FUNDING SOURCE	CAPEX VOTE	REVENUE VOTE	ANNUAL ACTUAL	ANNUAL TARGET	ANNUAL ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES
A	A1	14 - BUILDING A CAPABLE & DEVELOPING A MENTAL MUNICIPALITY	IA13	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Risk Management Strategy	Effective Risk Management Strategy	N/A	Nil in 2018/20	To ensure that effective Consolidated Risk Management Strategy for the Municipality is updated 2 consolidated Risk Management Strategy for the Municipality as a whole.	1 x Workshops with management to update Consolidated Risk Register & Risk Management Strategy conducted 30th June 2020	Number of Workshops with management to update Consolidated Risk Register & Risk Management Strategy conducted by the 30th of June 2020	N/A	N/A	N/A	N/A	1 (69% & below)	0 x Workshops with management to update Consolidated Risk Register & Risk Management Strategy conducted 30th of June 2020	Lockdown prevented the workshop	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled, going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 20/21 FY	20/21 FY	N/A
A	A1	8 - BUILDING A CAPABLE & DEVELOPING A MENTAL MUNICIPALITY	IA14	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Risk Management Strategy	Facilitate Risk Management Committee meetings Risk Management Plan	N/A	1 plan was approved	To ensure effective risk management within the municipality by Facilitate Risk Management Committee meetings on quarterly basis in 2019/20	1 x of Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2020	Number of Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2019	N/A	N/A	N/A	N/A	1 (69% & below)	0 x of Risk Management Committee meetings facilitated by the Internal Audit Unit as per the approved work plan by the 30th of June 2020	Lockdown prevented the meetings	Risk Officer post to be submitted to the Office of the City Manager as a priority post to be filled, going forward in the absence of the filling of the post, an acting appointment will be submitted for approval to the City Manager in order to ensure that these targets are met in the 20/21 FY	20/21 FY	N/A



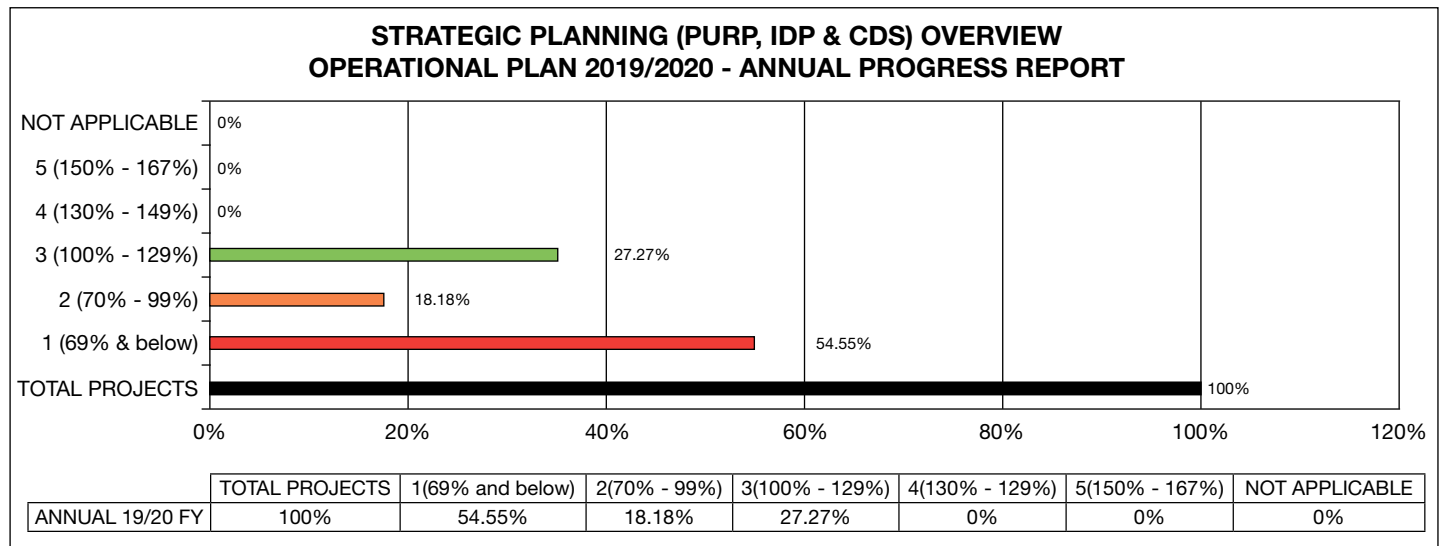
**STRATEGIC PLANNING (PURP, IDP & CDS) OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 STRATEGIC PLANNING (PURP, IDP & CDS) OVERVIEW**

- 1.1 TOTAL PROJECTS: 11
- 1.1.1 OPERATING PROJECTS 11
- 1.1.2 CAPITAL PROJECTS 0

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**





INDEX	OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
	SUB UNIT: STRATEGIC PLANNING (PIETERMARITZBURG URBAN RENEWAL PROGRAMME - INTEGRATED DEVELOPMENT PLAN & CITY DEVELOPMENT STRATEGY)										BUSINESS UNIT: OFFICE OF THE CITY MANAGER											
	IDP REFERENCE	CDP REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE /STATUS/ QUO	MEASUR-ABLE OB-JECTIVE	ANNUAL TARGET/ OUTPUT	PERFOR-MANCE TARGET/ MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT								
												OPEX	REVENUE	ANNUAL ACTUAL	ANNUAL TARGET	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME-TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT		
	REFERENCE	REFERENCE	REFERENCE									VOTE	CAPEX	VOTE	ANNUAL ACTUAL	ANNUAL TARGET	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME-TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	
E	E1	5 - GROWING THE REGIONAL ECONOMY	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	City Development Strategy	Review of the City Development Strategy	All	Approved CDS 2015	Signing of MOA between Meuruzi Municipality & SACN facilitated	Signing of MOA between Meuruzi Municipality & SACN facilitated by the 31st of December 2019	Date Signing of MOA between Meuruzi Municipality & SACN facilitated	N/A	N/A	N/A	N/A	Signing of MOA between Meuruzi Municipality & SACN facilitated by the 31st of December 2019	N/A	3 (100% - 129%)	N/A	N/A	N/A	Signed MOA	
F	F2	8 - SPATIAL EFFECTIVENESS & JUSTICE	NKPA 6 - CROSS CUTTING	Pietermaritzburg Urban Renewal Program	Inspections conducted for by-law infringements within the CBD	27,32 and 33	CBD Local Area Plan, CBD Regeneration Plan and various complaints on the lack of urban management in the CBD	4 x Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD	Number of Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD by the 30th of June 2020	4 x Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD by the 30th of June 2020	N/A	N/A	N/A	N/A	4 x Quarterly reports prepared and submitted to SMC on the inspections conducted in the 19/20 FY for by-law infringements within the CBD by the 30th of June 2020	N/A	1 (69% & below)	The nature of or by law enforcement requires face to face contact and/or COVID regulations, such as was not possible	This are ongoing activities and will be taken through to the 2021 financial year	12 month period	COVID-19 regulations	
C	C2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Rapid Delivery Response Project Team	Project Packaging and Fund-raising	ALL	Shortage of funding for strategic and catalytic Projects	4 x reports prepared and submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020	4 x reports prepared and submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020	4 x reports prepared and submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020	N/A	N/A	N/A	N/A	4 x reports prepared and submitted to SMC on the outcomes of engagements with potential funders by the 30th of June 2020	N/A	1 (69% & below)	As per COVID-19, national priorities are all on providing relief on the impact of COVID on the economy and as a result, funding submission become a secondary issue to government departments	Project will be taken into the next financial year 2021 so as the unit does not lose site of the initiative.	12 months period	Resolutions and funding submissions	
E	E2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Integrated Development Planning	Develop and review the IDP	N/A	1 x IDP Review conducted in 2019/2020	1 x IDP Review completed and submitted to Council for Approval	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of May 2020	Date DP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of May 2020	N/A	N/A	N/A	45000009000 /10401445000090000	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of May 2020	N/A	2 (79% - 99%)	As a result of COVID Regulations, the procurement on the 24th of June 2020	Report has already been considered by council within the 24th of June 2020	1 months	IDP Document and resolutions	
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Integrated Development Planning	Develop and review the IDP	N/A	1 x IDP Review conducted in 2019/2020	1 x IDP Review completed and submitted to Council for Approval	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of August 2019	Date Draft IDP/Budget/PMS Process plan 2020/2021 FY developed and submitted to SMC for approval and onwards submission to CoGTA in 2019/2020	N/A	N/A	4000000	1 x IDP Review 2020/2021 FY completed and submitted to Council for Approval by the 31st of August 2019	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Draft IDP/Budget/PMS Process plan 2020/2021 FY developed and submitted to SMC for approval and onwards submission to CoGTA by the 31st of August 2019	Draft IDP/Budget/PMS Process plan 2020/2021 FY & Submission letter to CoGTA

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																				
BUSINESS UNIT: OFFICE OF THE INTEGRATED DEVELOPMENT PLAN & CITY DEVELOPMENT STRATEGY																				
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE /STATUS /QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT					
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5) Not Applicable	REASON FOR DEVIATION	CORRECTIVE MEASURE
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	SP 06	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Integrated Development Planning	Internal alignment session	N/A	4 x Internal Alignment working group sessions facilitated in 2018/2019	4 x Internal Alignment working group sessions facilitated for internal stakeholders by the 31st of May 2020	4 x Internal Alignment working group sessions facilitated for internal stakeholders by the 31st of May 2020	4 x Internal Alignment working group sessions facilitated for internal stakeholders by the 31st of May 2020	4500009000 -O/ 10401445000090000	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Minutes and attendance registers
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	SP 07	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Integrated Development Planning	IDP representatives forum	N/A	1 x IDP Representatives forum meetings facilitated in 2018/19	3 x IDP Representatives forum meetings facilitated for sector departments by the 31st of May 2020	3 x IDP Representatives forum meetings facilitated for sector departments by the 31st of May 2020	3 x IDP Representatives forum meetings facilitated for sector departments by the 31st of May 2020	80000	N/A	N/A	N/A	1 (69% & below)	N/A	N/A	N/A	Virtual meetings are to be coordinated in the new financial year to address the gaps
E	E1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	SP 08	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Integrated Development Planning	IDP/Mayoral Roadshows	All	1 x cross boarder alignment meetings facilitated in 2018/2019	2 x cross boarder alignment meetings facilitated for external stakeholders (district family of municipalities) by the 31st of March 2020	2 x cross boarder alignment meetings facilitated for external stakeholders (district family of municipalities) by the 31st of March 2020	2 x cross boarder alignment meetings facilitated for external stakeholders (district family of municipalities) by the 31st of March 2020	100000	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Minutes and attendance registers
E	E3	2 - BACK TO BASICS	SP 09	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Integrated Development Planning	IDP/Mayoral Roadshows	All	4 x Community needs analysis circulated to sector departments in 2018/2019	4 x Community needs analysis circulated to sector departments by the 31st of May 2020	4 x Community needs analysis circulated to sector departments by the 31st of May 2020	4 x Community needs analysis circulated to sector departments by the 31st of May 2020	100000	N/A	N/A	N/A	1 (69% & below)	N/A	N/A	N/A	Due to the Covid-19 Lockdown
E	E3	2 - BACK TO BASICS	SP 10	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Integrated Development Planning	IDP/Mayoral Roadshows	All	5 x IDP/Mayoral Roadshows facilitated in 2018/2019	6 x IDP/Mayoral Roadshows facilitated by the 30th of April 2020	6 x IDP/Mayoral Roadshows facilitated by the 30th of April 2020	6 x IDP/Mayoral Roadshows facilitated by the 30th of April 2020	4500009000 -O/ 10401445000090000	N/A	N/A	N/A	1 (69% & below)	N/A	N/A	N/A	Due to cost lockdown and the Covid-19 regulations
E	E3	2 - BACK TO BASICS	SP 12	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Integrated Development Planning	IDP/Mayoral Roadshows	All	0 IDP Activations in 2018/2019	3 x IDP Activations facilitated for public members by the 30th of April 2020	3 x IDP Activations facilitated for public members by the 30th of April 2020	3 x IDP Activations facilitated for public members by the 30th of April 2020	4000000	N/A	N/A	N/A	1 (69% & below)	N/A	N/A	N/A	Project moved to the 2021 Financial year



## ANNEXURE C

### OPERATIONAL PLAN 2019/2020 FY - ANNUAL PERFORMANCE REPORT - BUDGET & TREASURY

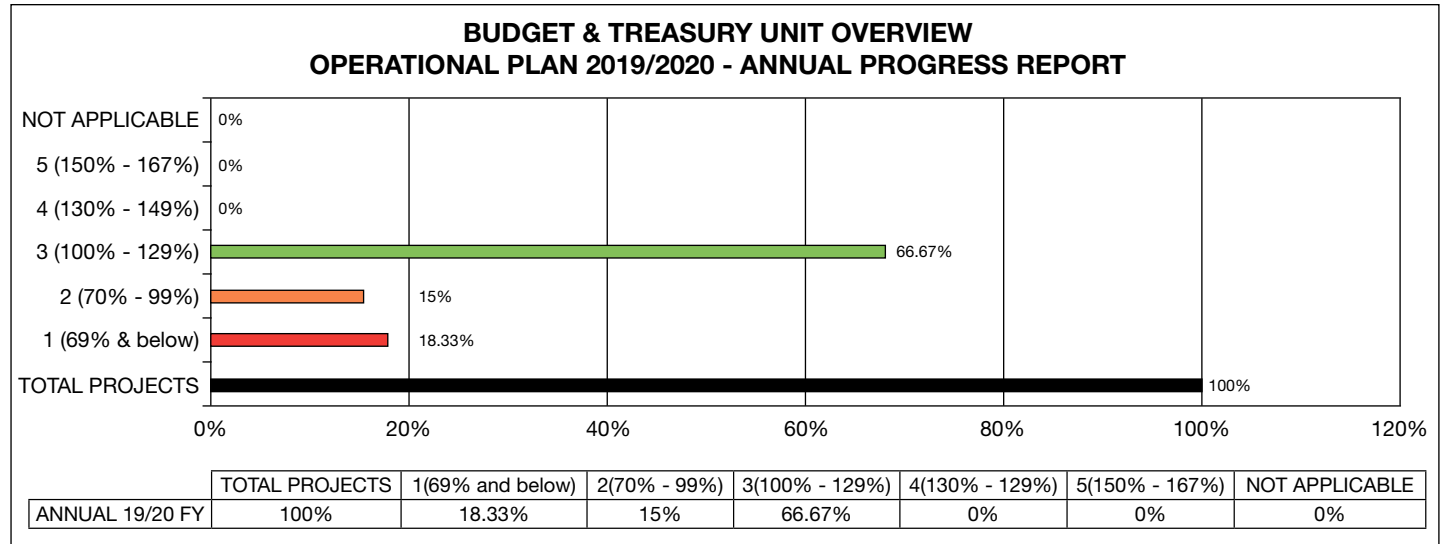
#### BUDGET & TREASURY UNIT OVERVIEW OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

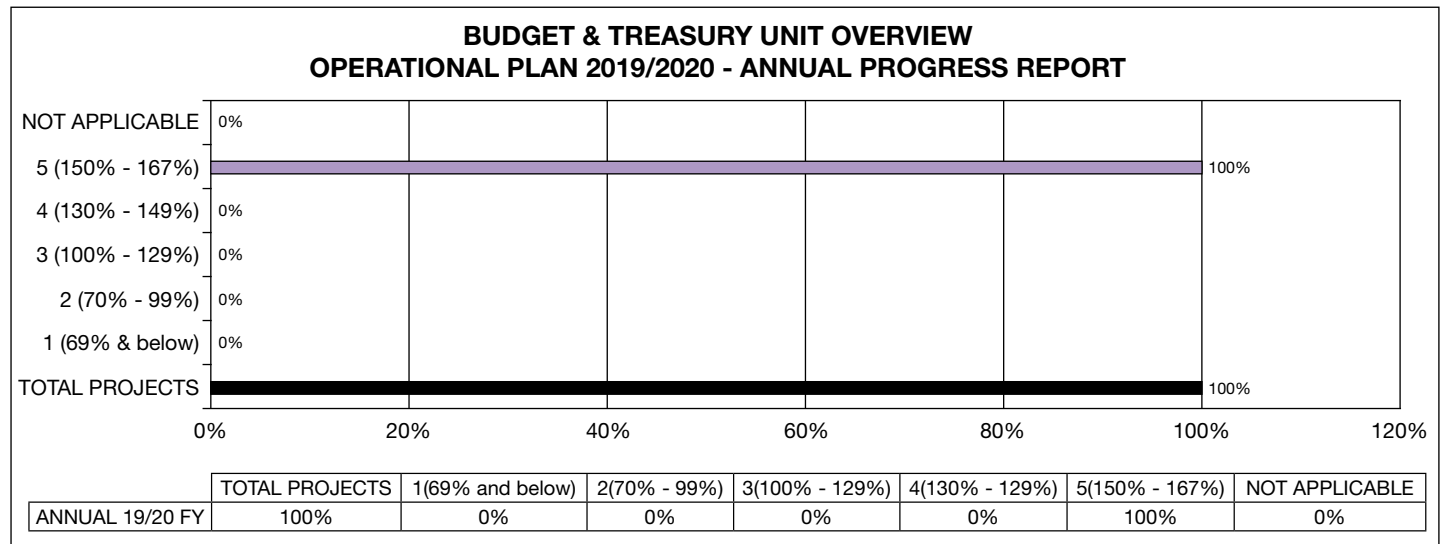
#### 1 BUDGET & TREASURY UNIT OVERVIEW

1.1	TOTAL PROJECTS:	61
1.1.1	OPERATING PROJECTS	60
1.1.2	CAPITAL PROJECTS	1

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



#### 2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR													
BUDGET & TREASURY UNIT OVERVIEW NARRATIVE - ANNUAL PROGRESS REPORT													
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET MET OR PARTIALLY MET	SDEIP REFERENCE	PROJECT	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, No. Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
2	BUDGET & TREASURY UNIT	BUDGET PLANNING, IMPLEMENTATION & MONITORING	10	0	10	3	B & T 04	Compliance	12 x S71 reports produced and submitted to SMC by the 30th of June 2020	11 x S71 reports produced and submitted to SMC by the 30th of June 2020	2 (70% - 99%)	Month-end report could not balance with main system	SAP configuration issues to be addressed
							B & T 08	Compliance	12 x Monthly S66 reports produced and submitted to SMC by the 30th of June 2020	11 x Monthly S66 reports produced and submitted to SMC by the 30th of June 2020	2 (70% - 99%)	Month-end report could not balance with main system	SAP configuration issues to be addressed
							B & T 09	Ensure compliance to MFMA and Treasury regulations	100% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 28th of February 2020	100% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 12th of March 2020	2 (70% - 99%)	The target is deliverable in March, the sub unit was trying to fast track the process by targeting February 2020.	Completed as per legislative timeframe
		EXPENDITURE MANAGEMENT	4	0	4	1	EXP 01	UIF Reporting	11 x monthly reports on Fruilless and Wasteful Expenditure for 19/20 FY prepared submitted to SMC by the 30th of June 2020	11 x monthly reports on Fruilless and Wasteful Expenditure for 19/20 FY prepared submitted to SMC by the 30th of June 2020	2 (70% - 99%)	N/A	12 x monthly progress reports for the 20/21 FY on Fruilless and Wasteful Expenditure prepared & submitted by the 10th of the new month to SMC by the 30th of June 2021
							EXP 03	Payment of council creditors within 30 days from date of receipt of invoice by the creditors department	95% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2020	85% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2020	2 (70% - 99%)	Lack of Cash Flow	Improve cash collection.
							EXP 04	Reviewed Procedure Manual	Annual Review of Procedures Manuals (Payment of Creditors & Payroll Manual) completed and submitted to Council for approval by the 30th of June 2020	Annual Review of Procedures Manuals (Payment of Creditors & Payroll Manual) completed and submitted to Council for approval by the 30th of June 2020	2 (70% - 99%)	N/A	Review of Procedures Manuals (Payment of Creditors & Payroll Manual) for the 21/22 FY completed and submitted to SMC for onward transmission to Council for approval by the 31st of March 2021
		REVENUE MANAGEMENT	9	0	9	5	REV 03	Debt collection	90% Monthly collection rate of current debt by the 30th of June 2020	68% Monthly collection rate of current debt by the 30th of June 2020	2 (70% - 99%)	COVID-19 has negatively impacted on collection levels. The closing of the cash office for deep sanitizing has reduced the cash collected.	Calling Debtors to remind them to pay, disconnecting for non payment and issuing of reminders
							REV 04	Debt collection	10% Monthly collection rate of arrear debt by the 30th of June 2020	0% Monthly collection rate of arrear debt by the 30th of June 2020	1 (69% & below)	COVID-19 has negatively impacted on collection levels. The closing of the cash office for deep sanitizing has reduced the cash collected.	Calling Debtors to remind them to pay, disconnecting for non payment and issuing of reminders
							REV 05	Accurate Billing	85% of all electricity and water meters read on a monthly basis by the 30th of June 2020	75% of all electricity and water meters read on a monthly basis by the 30th of June 2020	2 (70% - 99%)	COVID-19 has negatively impacted on meter reading rate. The closing of the office for deep sanitizing has impacted on the billing cycle.	Obtaining meter readings from debtors
							REV 07	Data cleansing	4 x Quarterly reports on Consumer account data accurately updated (data cleansing) (consumer data is exactly as data on Billing System) prepared and submitted to SMC by the 30th of June 2020	0 x Quarterly reports on Consumer account data accurately updated (data cleansing) (consumer data is exactly as data on Billing System) prepared and submitted to SMC by the 30th of June 2020	1 (69% & below)	During the evaluation of returned mail postage process, a number of discrepancies were found and it was then decided that it would be unnecessary to produce quarterly reports. Were the data contained was invalid	To ensure that the data cleansing process is completed and finalised as soon as possible.
							REV 09	Implement the Revenue Enhancement Strategy	4 x Quarterly reports on the implementation of the revenue enhancement strategy produced and submitted to SMC within 10 days after the end of the Quarter by the 30th of April 2020	1 x Quarterly reports on the implementation of the revenue enhancement strategy produced and submitted to SMC within 10 days after the end of the Quarter by the 30th of April 2020	1 (69% & below)	Revenue Enhancement Project was reconstituted with the City Manager as the Chair. Reports will be submitted going forward	Quarterly reports will be submitted
		SUPPLY CHAIN MANAGEMENT	8	0	8	2	SCM 01	Council resolution	Supply chain management Policy 2019/20 reviewed and submitted to SMC for approval by Council by the 29th of February 2020	Supply chain management Policy 2019/20 reviewed and submitted to SMC for approval by Council by the 29th of February 2020	1 (69% & below)	N/A	Supply chain management Policy 2021/2022 reviewed and submitted to SMC for approval by Council by the 31st of March 2021
							SCM 02	Procurement plan submission	2020/2021 financial year Procurement Plan prepared and submitted to SMC by the 30th of June 2020	2020/2021 financial year Procurement Plan not prepared and submitted to SMC by the 30th of June 2020	1 (69% & below)	Delay due to lockdown	One on one per business unit are conducted
							SCM 04	SMC resolution	12 x reports on Tenders awarded, deviations and inventory management for the 19/20 FY prepared and submitted towards a consolidated Budget and Treasury Business Unit monthly report to SMC by the 30th of June 2020	12 x reports on Tenders awarded, deviations and inventory management for the 19/20 FY prepared and submitted towards a consolidated Budget and Treasury Business Unit monthly report to SMC by the 30th of June 2020	1 (69% & below)	N/A	12 x Monthly progress reports on Tenders awarded, deviations and inventory management for the 20/21 FY prepared and submitted to SMC by the 30th of June 2021
							SCM 05	SMC resolution	12 x contract management monthly reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	8 x contract management monthly reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	1 (69% & below)	N/A	12 x contract management monthly progress reports for the 20/21 FY prepared and submitted to SMC by the 30th of June 2021
							SCM 06	SMC resolution	4 x quarterly reports on Irregular Expenditure in the 19/20 FY prepared and submitted to SMC by the 30th of June 2020 (as and when identified)	4 x quarterly reports on Irregular Expenditure in the 19/20 FY prepared and submitted to SMC by the 30th of June 2020 (as and when identified)	2 (70% - 99%)	N/A	4 x quarterly SCM progress reports on Irregular Expenditure in the 20/21 FY prepared and submitted to SMC by the 30th of June 2021 (as and when identified)
							SCM 07	Monitoring of tender award timeframe	Average of 90 days taken to award tenders as the approved procurement plan by the 30th of June 2020	Average of 165 days taken to award tenders as the approved procurement plan by the 30th of June 2020	1 (69% & below)	Poor report by business units, delay in submit technical reports, Committees not sitting	Weekly reports to SMC





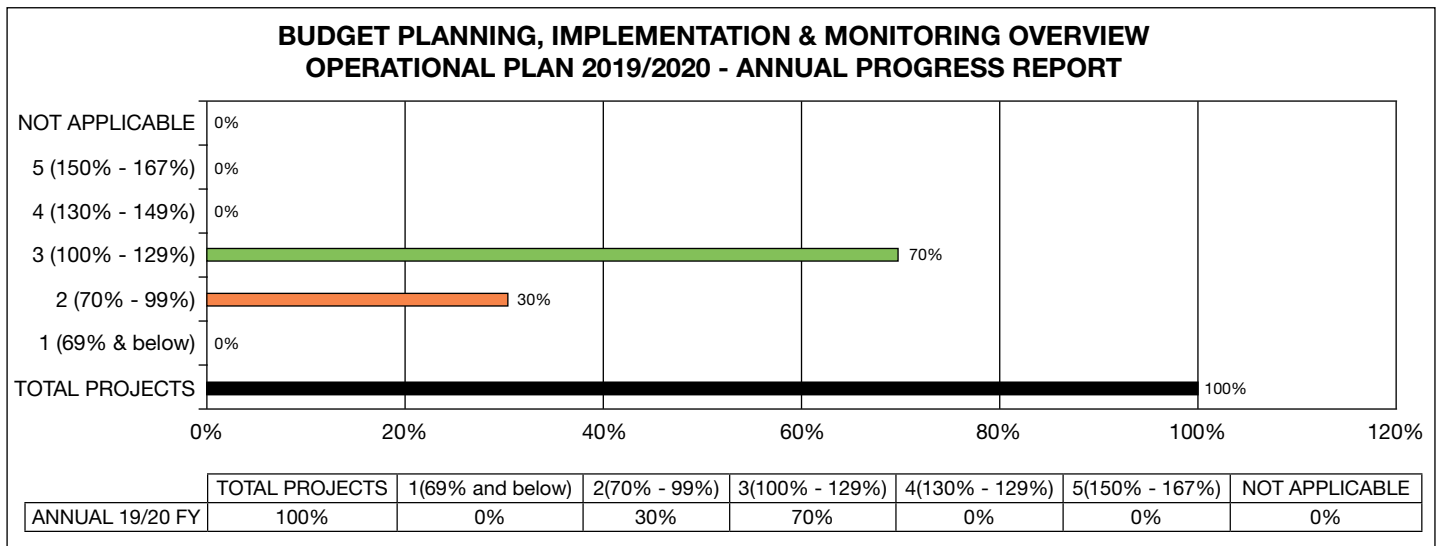
**BUDGET PLANNING, IMPLEMENTATION & MONITORING OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 BUDGET PLANNING, IMPLEMENTATION & MONITORING OVERVIEW**

- 1.1 TOTAL PROJECTS: 10
- 1.1.1 OPERATING PROJECTS 10
- 1.1.2 CAPITAL PROJECTS 0

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																									
BUSINESS UNIT: BUDGET & TREASURY																									
SUB UNIT: BUDGET PLANNING, IMPLEMENTATION & MONITORING																									
IN-DEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEAS-URABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORM-ANCE MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT											
												OPEX	CAPEX	VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME- FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT		
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 01	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	IDP/Budget process plan	Implementation of process plan	N/A	Final Draft budget for 2019/2020 FY and two outer years prepared & submitted to SMC by the 31st of March 2020	Final Draft budget for 2020/21 FY and two outer years prepared & submitted to SMC by the 31st of March 2020	N/A	N/A	N/A	N/A	N/A	Final Draft budget for 2020/21 FY and two outer years prepared & submitted to SMC by the 31st of March 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	SMC Reso- lution			
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 02	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	IDP/Budget process plan	Implementation of process plan	N/A	Uploading of MSCOA Budget data strings onto the NT portal for the 2020/21 FY completed by the 30th of June 2020	Uploading of MSCOA Budget data strings onto the NT portal for the 2020/21 FY completed by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	Uploading of MSCOA Budget data strings onto the NT portal for the 2020/21 FY completed by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	NT portals upload con- firmation		
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 03	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	IDP/Budget process plan	Implementation of process plan	N/A	Summary of the approved budget and tariff of charges for the 2019/2020 FY advertised by the 30th of June 2019	Summary of the approved budget and tariff of charges for the 2020/21 FY advertised by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	Summary of the approved budget and tariff of charges for the 2020/21 FY advertised by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	Newspaper clip		
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 04	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting	Compliance	N/A	12 x S71 reports produced and submitted to SMC within 10 working days after the end of each month by the 30th of June 2019	12 x S71 reports produced and submitted to SMC by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	11 x S71 reports produced and submitted to SMC by the 30th of June 2020	2 (100% - 99%)	N/A	N/A	Month-end report could not balance with main system	SAP configura- tion issues to be addressed	Ongoing	N/A	N/A	S71 report / SMC reso- lution	
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 05	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting	Compliance	N/A	4 x Quarterly reports on Section 52(d) produced and submitted to SMC within 10 working days after the end of each Quarter by the 30th of April 2019	4 x Quarterly reports on Section 52(d) produced and submitted to SMC by the 30th of April 2020	N/A	N/A	N/A	N/A	N/A	4 x Quarterly reports on Section 52(d) produced and submitted to SMC by the 30th of April 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	S71 report / SMC Reso- lution	
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 06	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting	Compliance	N/A	Section 72 (mid-year) performance report prepared and submitted to SMC by the 25th of January 2019	Section 72 (mid-year) performance report prepared and submitted to Full Council by the 25th of January 2020	N/A	N/A	N/A	N/A	N/A	Section 72 (mid-year) performance report for the 19/20 FY prepared and submitted to Full Council by the 25th of January 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	SMC Reso- lution

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
IN-DEX	IDP REFER-ENCE	CDS REFER-ENCE	OP REF-ERENCE	NATIONAL KEY PER-FORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEAS-URABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFOR-MANCE MEASURE	SUB UNIT, BUDGET PLANNING, IMPLEMENTATION & MONITORING			ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT			
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5) Not Applicable	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 07	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting	Compliance	N/A	12 x Monthly monitoring of grants prepared and submitted to SMC by the 15th of July 2019	12 x Monthly monitoring of grants prepared and submitted to SMC	12 x Monthly monitoring of grants prepared and submitted to SMC by the 30th of June 2020	Number of Monthly monitoring of grants prepared and submitted to SMC	N/A	N/A	N/A	N/A	12 x Monthly monitoring of grants reports prepared and submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	SMC reso-lution
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 08	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting	Compliance	N/A	12 x Monthly S66 reports produced and submitted to SMC within 10 working days after the end of each month by the 30th of June 2019	12 x Monthly S66 reports produced and submitted to SMC	12 x Monthly S66 reports produced and submitted to SMC by the 30th of June 2020	Number of Monthly S66 reports produced and submitted to SMC	N/A	N/A	N/A	12 x Monthly S66 reports produced and submitted to SMC by the 30th of June 2020	2 (70% - 99%)	N/A	Month-end report could not balance with main system	SAP configuration issues to be addressed	Ongoing	N/A	S71 report / SMC reso-lution
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 09	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Strengthen Governance	Ensure compliance to MFMA and Treasury regulations	N/A	100% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 28th of February 2019	100% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 28th of February 2020	100% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 28th of February 2020	% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 28th of February 2020	N/A	N/A	N/A	100% of Budget & Treasury policies reviewed and submitted to SMC along with standard operating procedures by the 28th of February 2020	2 (70% - 99%)	N/A	The target is deliverable in March, sub unit was trying to fast track the process by targeting February 2020.	Completed as per legislative timeframe	N/A	N/A	Budget & Treasury policies & SMC Resolutions
D	D3	4 - FINANCIAL SUSTAINABILITY	B & T 10	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting	Full implementation of mSCOA in terms of regulation as from 1 July 2017	N/A	Quarterly reports uploaded into LG Data Base in pipe delimited format directly from SAP system in the 18/19 FY	12 x monthly data strings produced & uploaded for the 19/20 FY onto the LG Data Base	12 x monthly data strings reports produced & uploaded for the 19/20 FY onto the LG Data Base by the 30th of June 2020	Number of monthly data strings reports produced & uploaded for the 19/20 FY onto the LG Data Base by the 30th of June 2020	N/A	N/A	N/A	12 x monthly data strings reports produced & uploaded for the 19/20 FY onto the LG Data Base by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	NT portal confirmation



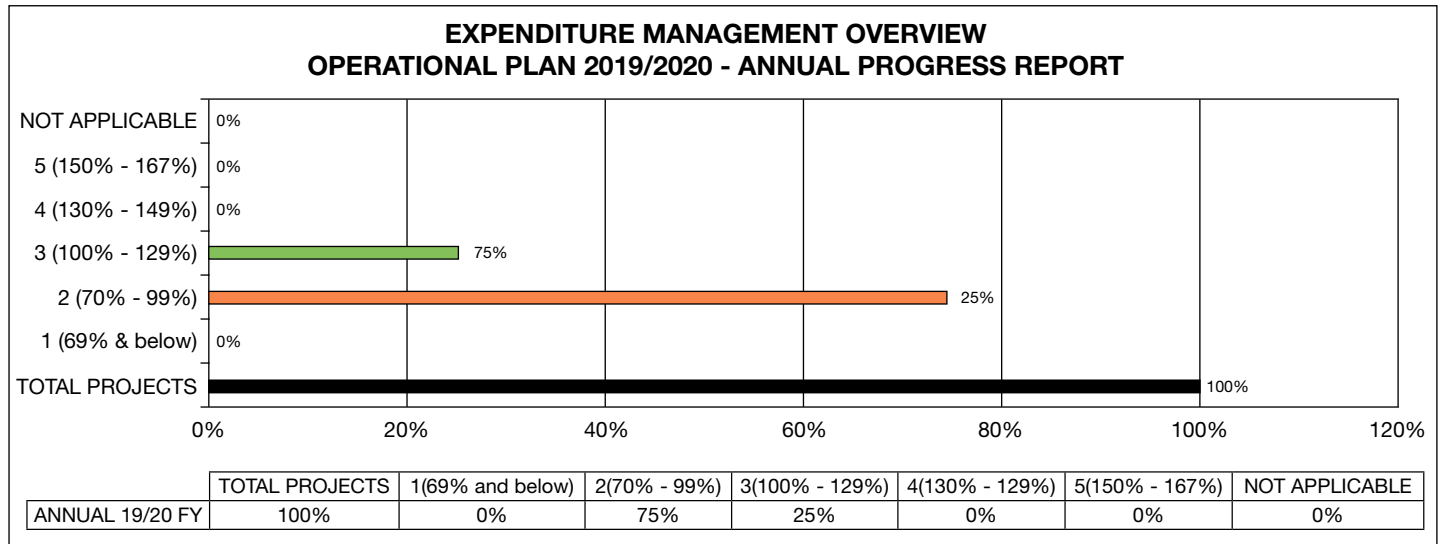
**EXPENDITURE MANAGEMENT OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 EXPENDITURE MANAGEMENT OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>4</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>4</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: EXPENDITURE MANAGEMENT				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5; Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
D	D2	4 - FINANCIAL SUSTAINABILITY	EXP 01	FINANCIAL VIABILITY & MANAGEMENT	Expenditure Management	Monthly reports on Fruitless and wasteful expenditure	N/A	12 x monthly reports on Fruitless and Wasteful Expenditure for 19/20 FY prepared and submitted to SMC by the 30th of June 2019	12 x monthly reports on Fruitless and Wasteful Expenditure for 19/20 FY prepared and submitted to SMC by the 30th of June 2020	Number of monthly reports on Fruitless and Wasteful Expenditure for 19/20 FY prepared and submitted to SMC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Report to SMC			
D	D2	4 - FINANCIAL SUSTAINABILITY	EXP 02	FINANCIAL VIABILITY & MANAGEMENT	Expenditure Management	Monthly reports on suppliers not paid within 30 days	N/A	12 x Monthly reports on suppliers not paid within 30 days for 19/20 FY prepared and submitted to SMC by the 30th of June 2019	12 x Monthly reports on suppliers not paid within 30 days for 19/20 FY prepared and submitted to SMC by the 30th of June 2020	Number of Monthly reports on suppliers not paid within 30 days for 19/20 FY prepared and submitted to SMC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Report to SMC		
D	D2	4 - FINANCIAL SUSTAINABILITY	EXP 03	FINANCIAL VIABILITY & MANAGEMENT	Expenditure Management	Payment of council creditors within 30 days from date of receipt of invoice by the creditors department	N/A	90 % of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2019	95% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers by the 30th of June 2020	% of all creditors must be paid within 30 days from date of receipt of invoice by Expenditure Management unit from suppliers	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Report to SMC		
D	A2	4 - FINANCIAL SUSTAINABILITY	EXP 04	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Expenditure Management	Annual Review of Procedures Manual (Payment of Creditors & Payroll Manual)	N/A	Procedures are reviewed once a year.	Annual Review of Procedures Manuals (Payment of Creditors & Payroll Manual) completed and submitted to Council for approval	Date Annual Review of Procedures Manuals (Payment of Creditors & Payroll Manual) completed and submitted to Council for approval by the 30th of June 2020	Annual Review of Procedures Manuals (Payment of Creditors & Payroll Manual) completed and submitted to Council for approval by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Reviewed Procedure Manual.		



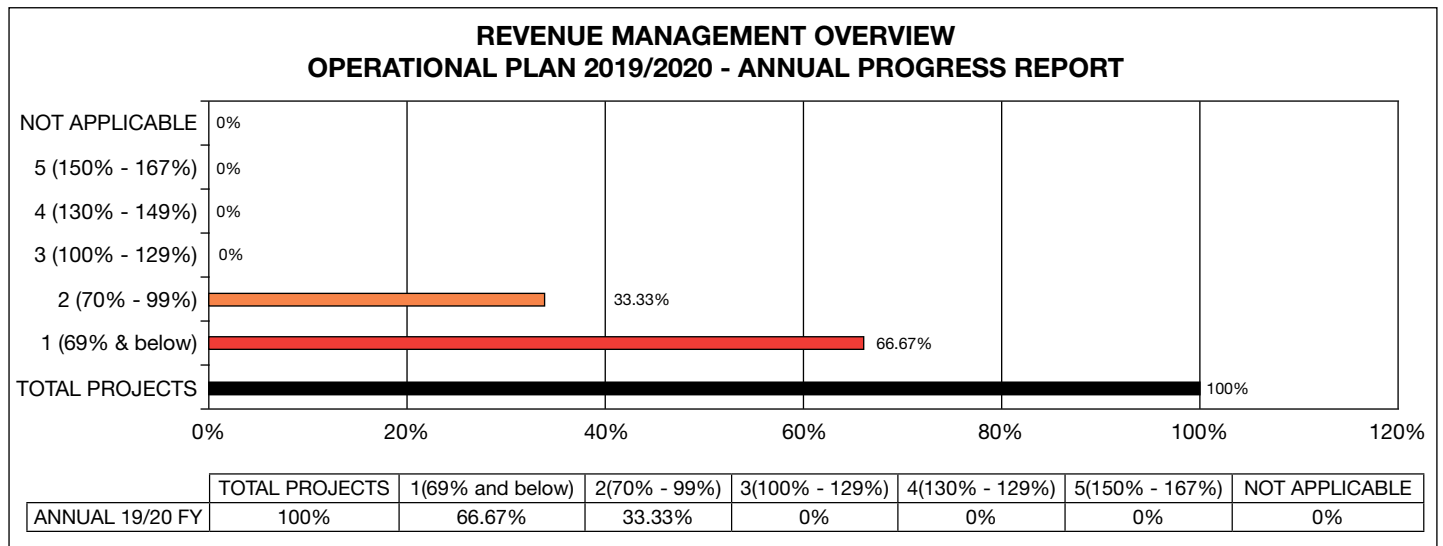
**REVENUE MANAGEMENT OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 REVENUE MANAGEMENT OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>9</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>9</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**









OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR

INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: REVENUE MANAGEMENT			ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												VOTE	CAPEX	REVENUE	VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
D	D3	4 - FINANCIAL SUSTAINABILITY	REV 06	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Billing management	Reports	N/A	12 x monthly disconnection and reconnection reports submitted to SMC by the 30th of June 2019	12 x monthly disconnection vs. reconnection rates submitted to SMC by the 30th of June 2020	12 x monthly reports on disconnection vs. reconnection rates submitted to SMC by the 30th of June 2020	Number of monthly reports on disconnection vs. reconnection rates submitted to SMC by the 30th of June SMC	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	SMC Resolution	
D	D1	4 - FINANCIAL SUSTAINABILITY	REV 07	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Billing management	Data cleansing	N/A	4 x Quarterly reports on Consumer account data accurately updated (data cleansing) (consumer data is exactly as data on billing system) prepared and submitted to SMC by the 30th of June 2019	4 x Quarterly reports on Consumer account data accurately updated (data cleansing) (consumer data is exactly as data on billing system) prepared and submitted to SMC by the 30th of June 2020	4 x Quarterly reports on Consumer account data accurately updated (data cleansing) (consumer data is exactly as data on billing system) prepared and submitted to SMC by the 30th of June 2020	Number of Quarterly reports on Consumer account data accurately updated (data cleansing) (consumer data is exactly as data on billing system) prepared and submitted to SMC by the 30th of June SMC	N/A	N/A	N/A	N/A	N/A	N/A	1 (69% & below)	N/A	N/A	N/A	N/A	SMC Resolution	
D	D3	4 - FINANCIAL SUSTAINABILITY	REV 08	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Financial Reporting	Rental stock	N/A	0 x monthly rental stock reports submitted to SMC by the 30th of June 2019	12 x monthly reports on Council rental stock submitted to SMC by the 30th of June 2020	12 x monthly reports on Council rental stock submitted to SMC by the 30th of June 2020	Number of monthly reports on Council rental stock submitted to SMC by the 30th of June SMC	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	
D	D3	4 - FINANCIAL SUSTAINABILITY	REV 09	NKPA 4 - MUNICIPAL FINANCIAL VIABILITY	Revenue Enhancement Strategy	Implement the Revenue Enhancement Strategy	N/A	4 x Quarterly reports on the implementation of the revenue enhancement strategy produced and submitted to SMC within 10 days after the end of the Quarter by the 30th of June 2019	4 x Quarterly reports on the implementation of the revenue enhancement strategy produced and submitted to SMC within 10 days after the end of the Quarter by the 30th of June 2020	1 x Quarterly reports on the implementation of the revenue enhancement strategy produced and submitted to SMC within 10 days after the end of the Quarter by the 30th of April 2020	Number of Quarterly reports on the implementation of the revenue enhancement strategy produced and submitted to SMC	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 (69% & below)	N/A	N/A	N/A	N/A	SMC Resolution

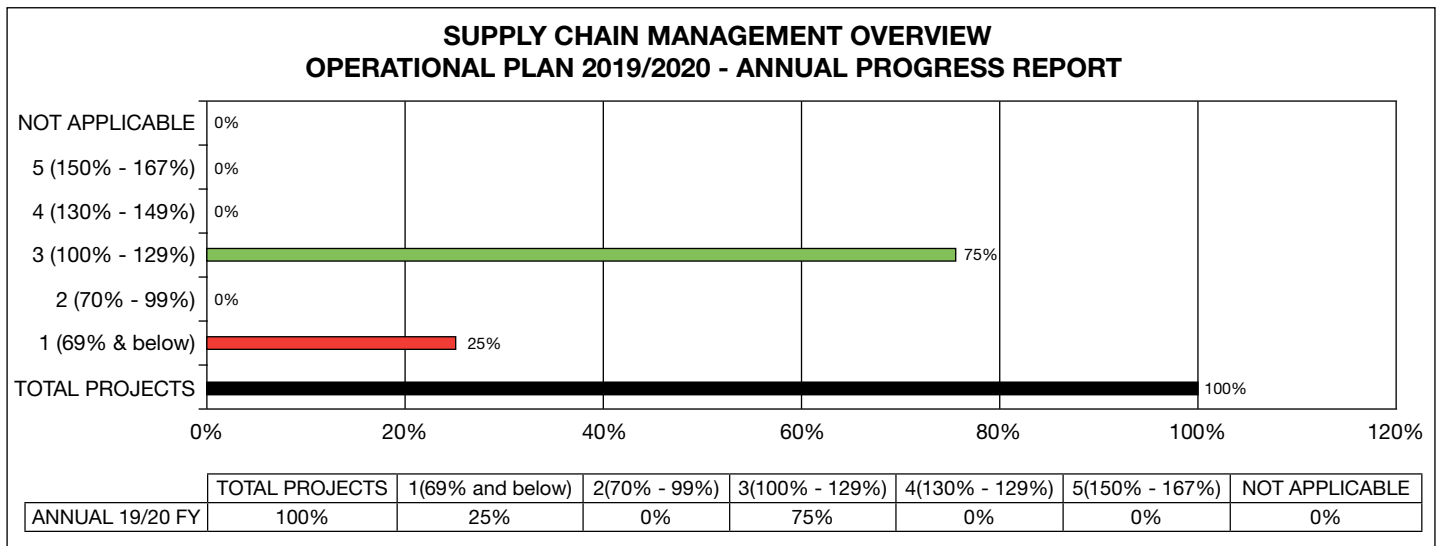
**SUPPLY CHAIN MANAGEMENT OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 SUPPLY CHAIN MANAGEMENT OVERVIEW**

- 1.1 TOTAL PROJECTS: 8
- 1.1.1 OPERATING PROJECTS 8
- 1.1.2 CAPITAL PROJECTS 0

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE /STATUS QUO	MEAS-URABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFOR-MANCE MEASURE	SUB UNIT: SUPPLY CHAIN MANAGEMENT				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
												VOTE	VOTE	VOTE								
D	D2	4 - FINANCIAL SUSTAINABILITY	SCM06	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Supply Chain Management	Monitoring of irregular expenditure	N/A	4 x irregular quarterly reports produced and submitted to SMC if there is any irregular expenditure identified by the 30th of June 2019	4 x quarterly reports on irregular Expenditure in the 19/20 FY prepared and submitted to SMC (as identified)	4 x quarterly reports on irregular Expenditure in the 19/20 FY prepared and submitted to SMC by the 30th of June 2020 (as and when identified)	Number of quarterly reports on irregular Expenditure in the 19/20 FY prepared and submitted to SMC (as identified)	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	SMC resolution		
D	D2	4 - FINANCIAL SUSTAINABILITY	SCM07	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Supply Chain Management	Monitoring of tender award timeframe	N/A	Average of 90 days taken to award tenders as per the approved procurement plan	Average of 90 days taken to award tenders as per the approved procurement plan by the 30th of June 2020	Average of 90 days taken to award tenders as per the approved procurement plan by the 30th of June 2020	Average of 90 days taken to award tenders as per the approved procurement plan by the 30th of June 2020	Average of 165 days taken to award tenders as the approved procurement plan by the 30th of June 2020	N/A	N/A	1 (69% & below)	Poor report by business units, delay in submit technical reports, Commit-tees not sitting	Weekly reports to SMC	Effective immediately	N/A	Tender Register		
D	D2	4 - FINANCIAL SUSTAINABILITY	SCM08	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Supply Chain Management	Monitoring of tender award timeframe	N/A	4 x quarterly reports produced and submitted to SMC on the average of 90 days taken to award tenders as per the approved procurement plan per the 30th of June 2020	4 x quarterly reports produced and submitted to SMC on the average of 90 days taken to award tenders as per the approved procurement plan per the 30th of June 2020	4 x quarterly reports produced and submitted to SMC on the average of 90 days taken to award tenders as per the approved procurement plan by the 30th of June 2020	Number of quarterly reports produced and submitted to SMC on the average of 90 days taken to award tenders as per the approved procurement plan per the 30th of June 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	SMC resolution		



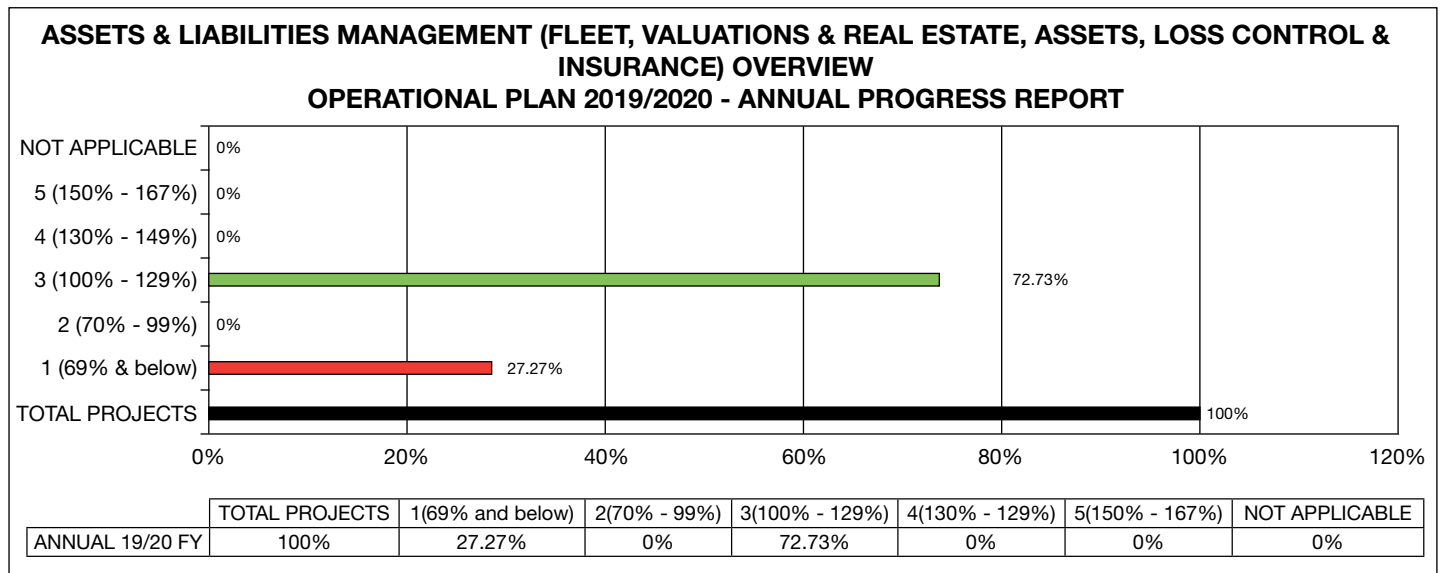
**ASSETS & LIABILITIES MANAGEMENT (FLEET, VALUATIONS & REAL ESTATE, ASSETS, LOSS CONTROL & INSURANCE) OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

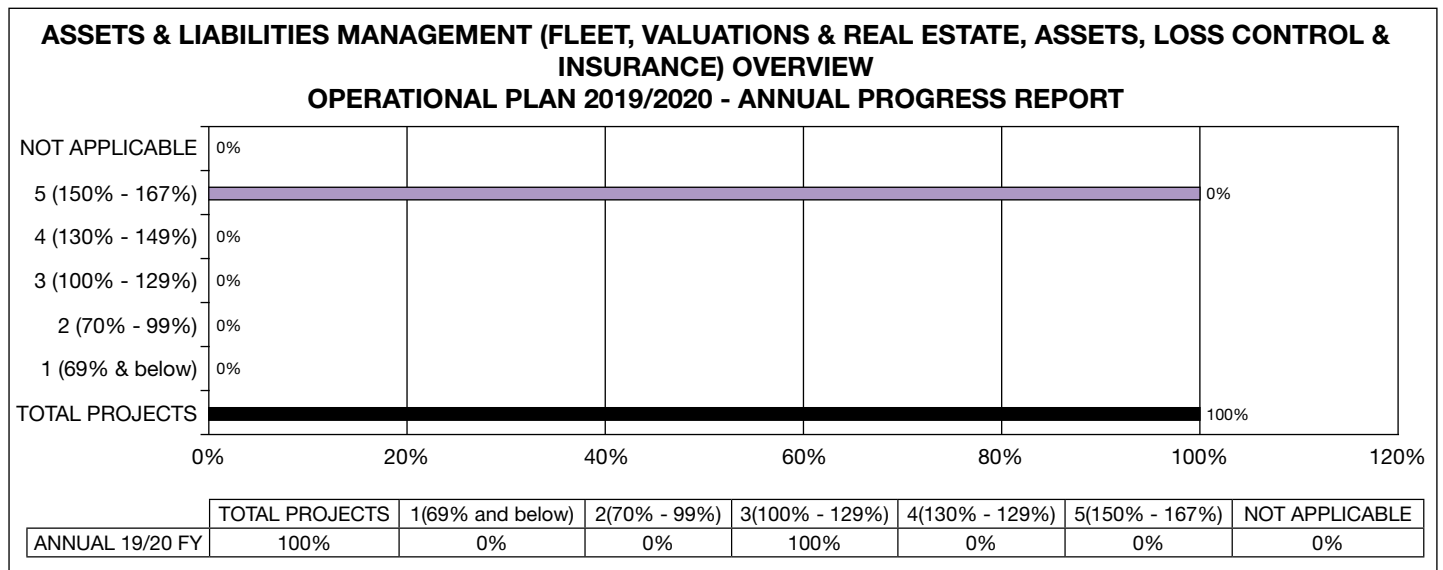
**1 ASSETS & LIABILITIES MANAGEMENT (FLEET, VALUATIONS & REAL ESTATE, ASSETS, LOSS CONTROL & INSURANCE) OVERVIEW**

<b>1.1 TOTAL PROJECTS:</b>	<b>12</b>
<b>1.1.1 OPERATING PROJECTS</b>	<b>11</b>
<b>1.1.2 CAPITAL PROJECTS</b>	<b>1</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE /STATUS /STABLE	UP-ABLE OBJECTIVE	ANNUAL TARGET /OUTPUT	PERFOR-MANCE MEASURE	ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OP-EX VOTE	CAPEX VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
												VOTE	VOTE	VOTE								
A	A2	1 - BUILDING A CAPABILITY & DEVELOPMENTAL MENTAL MUNICIPALITY	A & LM01	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase institutional capacity and promote transformation	Policy review	N/A	Asset management Policy reviewed and submitted to OMC for approval by Council by the 31st of March 2019	Asset management Policy reviewed and submitted to OMC for approval by Council by the 31st of March 2020	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2019	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Asset management policy, SMC resolution for approving draft budget and related policy.					
A	A2	1 - BUILDING A CAPABILITY & DEVELOPMENTAL MENTAL MUNICIPALITY	A & LM02	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase institutional capacity and promote transformation	Review Useful Lives of Assets at year end.	N/A	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2019	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2020	1 x report prepared and submitted to OMC on the 100% review of all Council assets' useful lives by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Schedule of revision of useful lives, SMC report for revision of useful lives.						
A	A2	1 - BUILDING A CAPABILITY & DEVELOPMENTAL MENTAL MUNICIPALITY	A & LM03	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase institutional capacity and promote transformation	Valuation of Investment Properties	N/A	1 x report prepared and submitted to OMC on the 100% valuation of all Council Investment Property Assets at year end by the 30th of June 2019	1 x report prepared and submitted to OMC on the 100% valuation of all Council Investment Property Assets at year end by the 30th of June 2020	1 x report prepared and submitted to SMC on the valuation of all Council Investment Property Assets at year end by the 30th of June 2020	1 x report prepared and submitted to SMC on the valuation of all Council Investment Property Assets at year end by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Investment property valuation report, SMC report.					
A	A2	1 - BUILDING A CAPABILITY & DEVELOPMENTAL MENTAL MUNICIPALITY	A & LM04	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase institutional capacity and promote transformation	Assess rehabilitation costs of Land fill site at year end.	N/A	1 x report prepared and submitted to OMC on the 100% assessment of the cost to rehabilitate the Land fill site at year end by the 30th of June 2019	1 x report prepared and submitted to OMC on the 100% assessment of the cost to rehabilitate the Land fill site at year end by the 30th of June 2020	1 x report prepared and submitted to SMC on the assessment of the cost to rehabilitate the Land fill site at year end by the 30th of June 2020	1 x report prepared and submitted to SMC on the assessment of the cost to rehabilitate the Land fill site at year end by the 30th of June 2020	1 (69% & below)	N/A	The community services department did not adhere to deadlines for appointment of the service provider to perform a valuation of the landfill site. The report was only submitted to SMC on the 23rd of July 2020.	The year-end report was received before end of July 2020.	23-Jul-20	Landfill valuation report, SMC report.					
A	A2	1 - BUILDING A CAPABILITY & DEVELOPMENTAL MENTAL MUNICIPALITY	A & LM05	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase institutional capacity and promote transformation	Undertake asset count	N/A	1 x report prepared and submitted to OMC on the 100% verification of all Council assets physically verified at year end by the 30th of June 2019	1 x report prepared and submitted to OMC on the 100% verification of all Council assets at year end by the 30th of June 2020	1 x report prepared and submitted to SMC on the physical verification of all Council assets at year end by the 30th of June 2020	1 x report prepared and submitted to SMC on the physical verification of all Council assets at year end by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Valuation closeout report, SMC report.					



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
BUSINESS UNIT: BUDGET & TREASURY																						
SUB UNIT: ASSETS & LIABILITIES MANAGEMENT (FLEET, VALUATIONS & REAL ESTATE, ASSETS, LOSS CONTROL & INSURANCE)																						
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	STATUS / BASELINE QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OEPE	CAPEX	VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL OPERATIONAL MUNICIPALITY	A & LM06	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Increase institutional capacity and promote transformation	Assess Impairment of Assets at year end.	N/A	1 x report prepared and submitted to OMC on the 100% assessment of all Council assets assessed for impairment at year end by the 30th of June 2020	1 x report prepared and submitted to SMC on the 100% assessment of all Council assets assessed for impairment at year end by the 30th of June 2020	Date report prepared and submitted to SMC on the 100% assessment of all Council assets assessed for impairment at year end by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	1 x report prepared and submitted to SMC on the 100% assessment of all Council assets assessed for impairment at year end by the 30th of June 2020	1 (69% & below)	N/A	N/A	Verification closeout report, SMC report.	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL OPERATIONAL MUNICIPALITY	A & LM07	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Improve Assets and Liabilities	Apply month end controls and procedures	N/A	4 x monthly reports prepared and submitted to OMC on depreciation processed monthly by the 30th of June 2020	4 x quarterly reports prepared and submitted to SMC on depreciation processed monthly by the 30th of June 2020	Number of monthly reports prepared and submitted to SMC on depreciation processed monthly by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	6 x reports prepared and submitted to SMC on depreciation processed monthly by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	Monthly SMC reports.	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL OPERATIONAL MUNICIPALITY	A & LM08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Improve Assets and Liabilities	Apply month end controls and procedures	N/A	4 x monthly reports prepared and submitted to OMC on reconciliations between Asset Register & General Ledger performed at month end by the 30th of June 2020	4 x quarterly reports prepared and submitted to SMC on reconciliations between Asset Register & General Ledger performed at month end by the 30th of June 2020	Number of monthly reports prepared and submitted to SMC on reconciliations between Asset Register & General Ledger performed at month end by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	6 x reports prepared and submitted to SMC on reconciliations between Asset Register & General Ledger performed at month end by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	Monthly SMC reports.	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL OPERATIONAL MUNICIPALITY	A & LM09	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Improve Assets and Liabilities	Submit monthly reports on management of insurance claims to OMC.	N/A	4 x quarterly reports on the management of insurance claims submitted to the Operational Management Committee by the end of June 2020	4 x quarterly reports on the management of insurance claims submitted to the Strategic Management Committee by the 30th of June 2020	Number of quarterly reports on the management of insurance claims submitted to the Strategic Management Committee by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	4 x quarterly reports on the management of insurance claims submitted to the Strategic Management Committee by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Monthly SMC reports.
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL OPERATIONAL MUNICIPALITY	A & LM10	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Expenditure Management	Annual Review of Policies and Procedures.	N/A	Msunduzi Municipality Insurance Policy reviewed and submitted to SMC for approval by Council by the 31st of March 2019	Msunduzi Municipality Insurance Policy reviewed and submitted to SMC for approval by Council by the 31st of March 2020	Date Councils Insurance Policy reviewed and submitted to SMC for approval by Council by the 31st of March 2020	N/A	N/A	N/A	N/A	N/A	N/A	Msunduzi Municipality Insurance Policy reviewed and submitted to SMC for approval by Council by the 31st of March 2020	3 (100% - 129%)	N/A	N/A	N/A	Insurance policy, SMC resolution for approving draft budget and related policy.

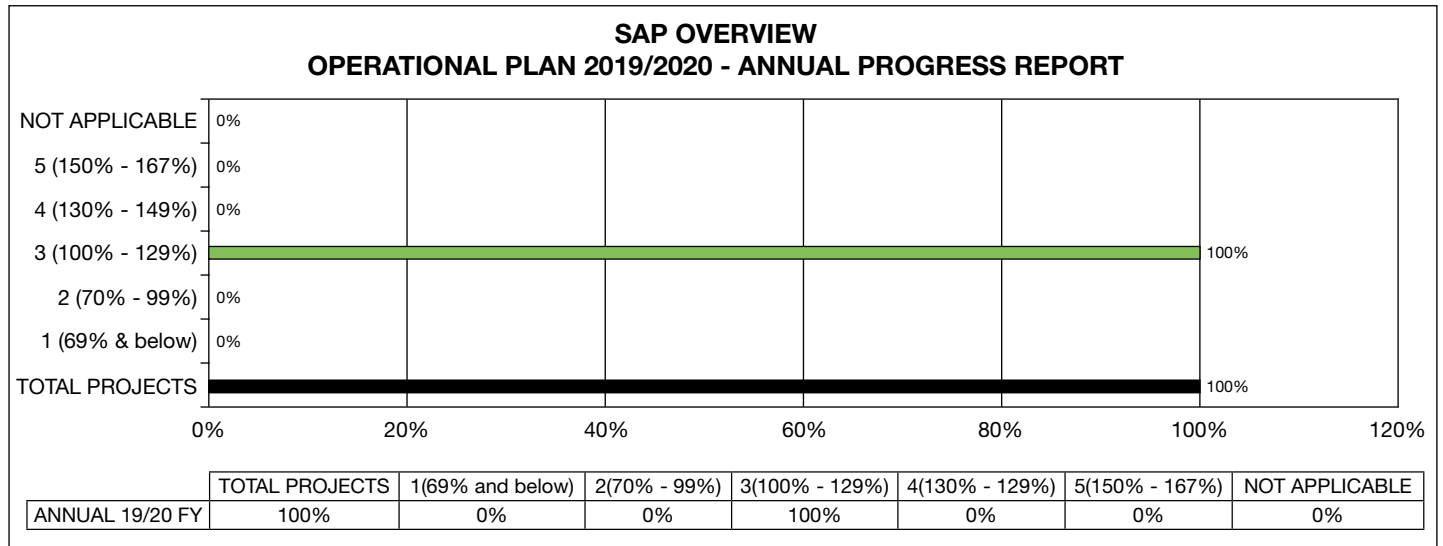
OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																								
BUSINESS UNIT: BUDGET & TREASURY																								
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT									
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT		
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MENTAL MUNICIPALITY	A & LM11	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Vehicle corporate branding	Branding of Council vehicles and plant	ALL	27 x Council vehicles and plant branded by the end of June 2019	50 x Council vehicles and plant to be branded	50 x Council vehicles and plant to be branded by the 30th of June 2020	Number of Council vehicles & plant branded	4110057160 O/204160.BAH.X08	N/A	N/A	N/A	COUNCIL	50 x Council vehicles and plant to be branded by the 30th of June 2020	14 x Council vehicles and plant to be branded by the 30th of June 2020	1 (69% & below)	The budget was cut in May and the vote left with no funds.	The vehicles will be branded in the 2020/21 year. Regular communication with budget Senior manager on budget issues.	30-Jun-21	Listing of purchased vehicles, copies of invoices.	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MENTAL MUNICIPALITY	A & LM12	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	New Plant and Vehicles	New Plant and Vehicles purchased	ALL	41 X Council vehicles and plant to be Purchased (15x sedans, 2x LWB LDVs and 6 x 7 seaters and 2x TLBs and 5x water tankers) by the 31st March 2019	33 x Council vehicles and plant to be Purchased	33 x Council vehicles and plant to be Purchased by 30 June 2020	Number of Council vehicles and plant to be Purchased	299,766 N/A	N/A	N/A	COUNCIL	299,766 33 x Council vehicles and plant to be Purchased by 30 June 2020	50 x Council vehicles and plant purchased by the 30th of June 2020	4 (130% -149%)	N/A	N/A	N/A	N/A	N/A	Listing of purchased vehicles, copies of invoices.

**SAP OVERVIEW****OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 SAP OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>5</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>5</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: SAP IMPLEMENTATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
D	D3	4 - FINANCIAL SUSTAINABILITY	SAP 01	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Application Development and Support Service	Implementation of the SAP ERP System (DuzisAP 220)	N/A	4 x Quarterly Reports on the implementation of the SAP ERP system prepared and submitted to SMC by the 30th of June 2020	4 x Quarterly Reports on the implementation of the SAP ERP system prepared and submitted to SMC by the 30th of June 2020	4 x Quarterly Reports on the implementation of the SAP ERP system prepared and submitted to SMC by the 30th of June 2020	4 x Quarterly Reports on the implementation of the SAP ERP system prepared and submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Report to SMC						
D	D3	4 - FINANCIAL SUSTAINABILITY	SAP 02	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Application Development and Support Service	SAP ERP System Support and Maintenance	N/A	12 x Monthly reports on Support and Maintenance of the SAP ERP System submitted to SMC by the 30th of June 2020	12 x Monthly reports on Support and Maintenance of the SAP ERP System submitted to SMC by the 30th of June 2020	12 x Monthly reports on Support and Maintenance of the SAP ERP System submitted to SMC by the 30th of June 2020	12 x Monthly reports on Support and Maintenance of the SAP ERP System submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Report to SMC						
D	D3	4 - FINANCIAL SUSTAINABILITY	SAP 03	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Application Development and Support Service	SAP ERP System Patch Maintenance and Management.	N/A	4 x Monthly Reports prepared and submitted to OMC on the progress of the implementation of SAP ERP system patches by the 31st of January 2020	4 x Monthly Reports prepared and submitted to OMC on the progress of the implementation of SAP ERP system patches by the 31st of January 2020	4 x Monthly Reports prepared and submitted to OMC on the progress of the implementation of SAP ERP system patches by the 31st of January 2020	4 x Monthly Reports prepared and submitted to OMC on the progress of the implementation of SAP ERP system patches by the 31st of January 2020	3 (100% - 129%)	N/A	N/A	N/A	Report to OMC						
D	D3	4 - FINANCIAL SUSTAINABILITY	SAP 04	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Application Development and Support Service	Internal Audit Finding Tracking Tool on SAP ERP System.	N/A	12 x Monthly Reports on the review and update of the internal audit findings on SAP ERP system submitted to SMC by the 30th of June 2020	12 x Monthly Reports on the review and update of the internal audit findings on SAP ERP system submitted to SMC by the 30th of June 2020	12 x Monthly Reports on the review and update of the internal audit findings on SAP ERP system submitted to SMC by the 30th of June 2020	12 x Monthly Reports on the review and update of the internal audit findings on SAP ERP system submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Report to SMC						
D	D3	4 - FINANCIAL SUSTAINABILITY	SAP 05	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Application Development and Support Service	External Audit Finding Tracking Tool on SAP ERP System.	N/A	12 x Monthly Reports on the review and update of the external audit findings on SAP ERP system submitted to SMC by the 30th of June 2020	12 x Monthly Reports on the review and update of the external audit findings on SAP ERP system submitted to SMC by the 30th of June 2020	12 x Monthly Reports on the review and update of the external audit findings on SAP ERP system submitted to SMC by the 30th of June 2020	12 x Monthly Reports on the review and update of the external audit findings on SAP ERP system submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Report to SMC						



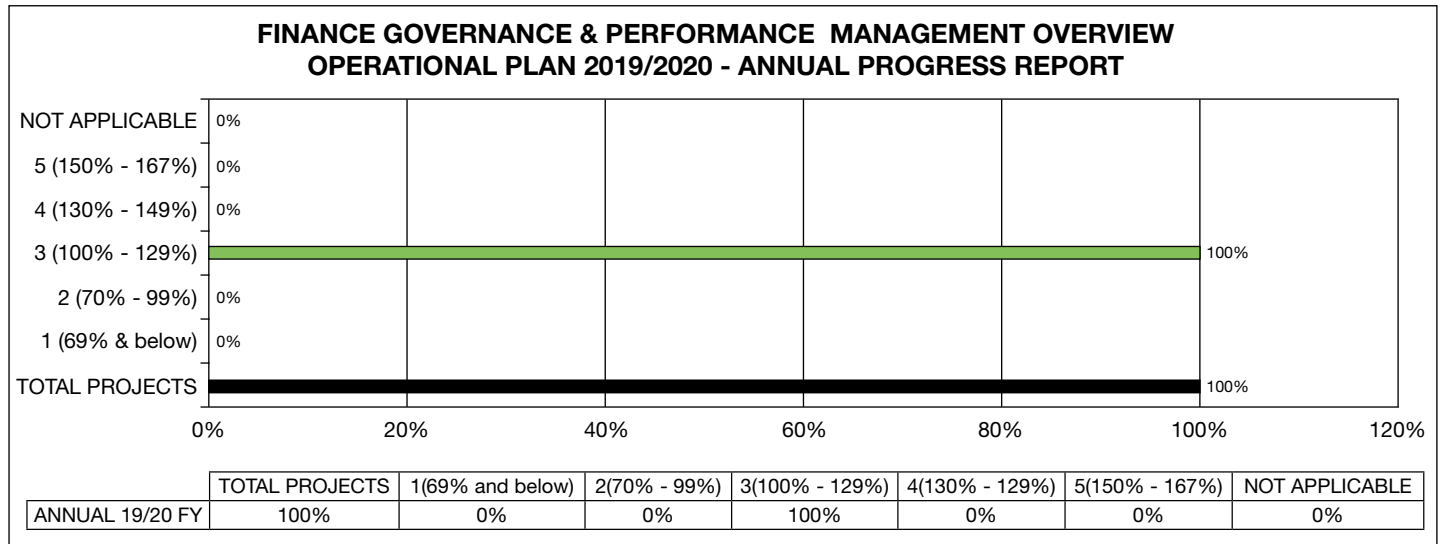
**FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>13</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>13</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**





INDEX	OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
	BUSINESS UNIT: BUDGET & TREASURY			SUB-LIMIT: FINANCE GOVERNANCE & PERFORMANCE MANAGEMENT			ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT													
	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT MEASURES	SOURCE DOCUMENT	
D	D3	4 - FINANCIAL SUSTAINABILITY	FG & PM 01	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting and auditing	Preparation of Municipality annual financial statements	N/A	Annual financial statements for the 17/18 FY prepared and submitted to AG by the 31st of August 2018	Municipality Annual financial statements for the 18/19 FY prepared and submitted to the AG by the 31st of August 2019	Date Municipality Annual financial statements for the 18/19 FY prepared and submitted to the AG by the 31st of August 2019	N/A	N/A	N/A	N/A	N/A	Municipality Annual financial statements for the 18/19 FY prepared and submitted to the AG by the 31st of August 2019	3 (100% - 129%)	N/A	N/A	N/A	N/A	Annual Financial Statements	
D	D3	4 - FINANCIAL SUSTAINABILITY	FG & PM 02	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting and auditing	Preparation of Municipality consolidated annual financial statements	N/A	Nil	Municipality Consolidated Annual financial statements for the 18/19 FY prepared and submitted to the AG by the 31st of August 2019	Date Municipality Consolidated Annual financial statements for the 18/19 FY prepared and submitted to the AG by the 31st of August 2019	N/A	N/A	N/A	N/A	Municipality Consolidated Annual financial statements for the 18/19 FY prepared and submitted to the AG by the 30th of September 2019	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Consolidated AFS	
D	D3	4 - FINANCIAL SUSTAINABILITY	FG & PM 03	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting and auditing	Preparation of interim financial statements	N/A	Nil	Interim financial statements for the 19/20 FY prepared and submitted to internal audit by the 31st of March 2020	Date interim financial statements for the 19/20 FY prepared and submitted to internal audit by the 31st of March 2020	N/A	N/A	N/A	N/A	Interim financial statements for the 19/20 FY prepared and submitted to internal audit by the 31st of March 2020	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Monthly financial Statements	
D	D3	4 - FINANCIAL SUSTAINABILITY	FG & PM 04	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting	Cash flow reports	N/A	12 x Monthly Cash flow reports prepared and submitted to SMC by the 15th of June 2019	12 x Monthly Cash flow reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	12 x Monthly Cash flow reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	Number of Monthly VAT returns for the 19/20 FY prepared and submitted to SARS by the 30th of June 2020	N/A	N/A	N/A	N/A	12 x Monthly Cash flow reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Cash flow report, SMC resolution	
D	D3	4 - FINANCIAL SUSTAINABILITY	FG & PM 05	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting	VAT Returns	N/A	Nil	12 x Monthly VAT returns for the 19/20 FY prepared and submitted to SARS by the 30th of June 2020	Number of Monthly VAT returns for the 19/20 FY prepared and submitted to SARS by the 30th of June 2020	N/A	N/A	N/A	N/A	12 x Monthly VAT returns for the 19/20 FY prepared and submitted to SARS by the 30th of June 2020	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	VAT return	
D	D3	4 - FINANCIAL SUSTAINABILITY	FG & PM 06	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting	Loans register	N/A	Nil	12 x Monthly loans register reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	Number of Monthly loans register reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	N/A	N/A	N/A	N/A	12 x Monthly loans register reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Loans report	
D	D3	4 - FINANCIAL SUSTAINABILITY	FG & PM 07	NKPA 4 - FINANCIAL VIABILITY & MANAGEMENT	Financial reporting	Review of financial delegations	N/A	Nil	1 x reviewed financial delegations report prepared and submitted to SMC by 31st of March 2020	1 x reviewed financial delegations report prepared and submitted to SMC by 31st of March 2020	Date financial delegations report prepared and submitted to SMC by 31st of March 2020	N/A	N/A	N/A	N/A	1 x reviewed financial delegations report prepared and submitted to SMC by 31st of March 2020	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Financial delegations



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
BUSINESS UNIT: BUDGET & TREASURY																			
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
												OEPE	CAPEX	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION
D	D3	4 - FINANCIAL SUS-TAINABILITY	FG & PM 08	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting	Review of policies (Cash management, reserves and funding, borrowings policy)	N/A	Nil	3 x Reviewed policies (Cash management, Reserves and funding, Borrowings policy) completed and submitted to Council for approval by the 31st of May 2020	3 x Reviewed policies (Cash management, Reserves and funding, Borrowings policy) completed and submitted to Council for approval by the 31st of May 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Cash Management, Reserves & Funding and Borrowing policies
D	D3	4 - FINANCIAL SUS-TAINABILITY	FG & PM 09	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting	Development and submission of the draft VAT policy	N/A	Nil	Development and submission of the draft VAT policy to SMC by 30th June 2020 for onwards transmission to Council for approval	Development and submission of the draft VAT policy to SMC by 30th June 2020 for onwards transmission to Council for approval	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	VAT Policy
D	D3	4 - FINANCIAL SUS-TAINABILITY	FG & PM 10	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting	Monthly ratios report	N/A	Nil	12 x Monthly ratios reports for the 19/20 FY prepared and submitted to SMC	12 x Monthly ratios reports for the 19/20 FY prepared and submitted to SMC by the 30th of June 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Ratios report
D	D3	4 - FINANCIAL SUS-TAINABILITY	FG & PM 11	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting	AG action plan monitoring	N/A	Nil	11 x Monthly AG audit action plan progress reports prepared and submitted to SMC	10 x Monthly AG audit action plan progress reports prepared and submitted to SMC by the 30th of June 2020	N/A	N/A	N/A	N/A	2 (70% - 99%)	N/A	N/A	N/A	Audit action plan report
D	D3	4 - FINANCIAL SUS-TAINABILITY	FG & PM 12	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting	Development and submission of an AG action plan	N/A	Nil	1 x AG audit action plan for 2018/19 FY prepared and submitted to SMC within 60 days after receiving signed AG reports by the 29th of February 2020	1 x AG audit action plan for 2019/20 FY prepared and submitted to SMC within 60 days after receiving signed AG reports by the 29th of February 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Audit action plan report
D	D3	4 - FINANCIAL SUS-TAINABILITY	FG & PM 13	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Financial reporting and auditing	Development of the financial reporting framework for new standards effective in 2019/20 year	N/A	Nil	1 x financial reporting framework effective in 2019/20	Development and submission of the financial reporting framework for new standards effective in 2019/20 to SMC by 31st March 2020 for onwards transmission to Council for approval	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	New standards - AFS Implementation Plan

## ANNEXURE D

### OPERATIONAL PLAN 2019/2020 FY - ANNUAL PERFORMANCE REPORT - INFRASTRUCTURE SERVICES

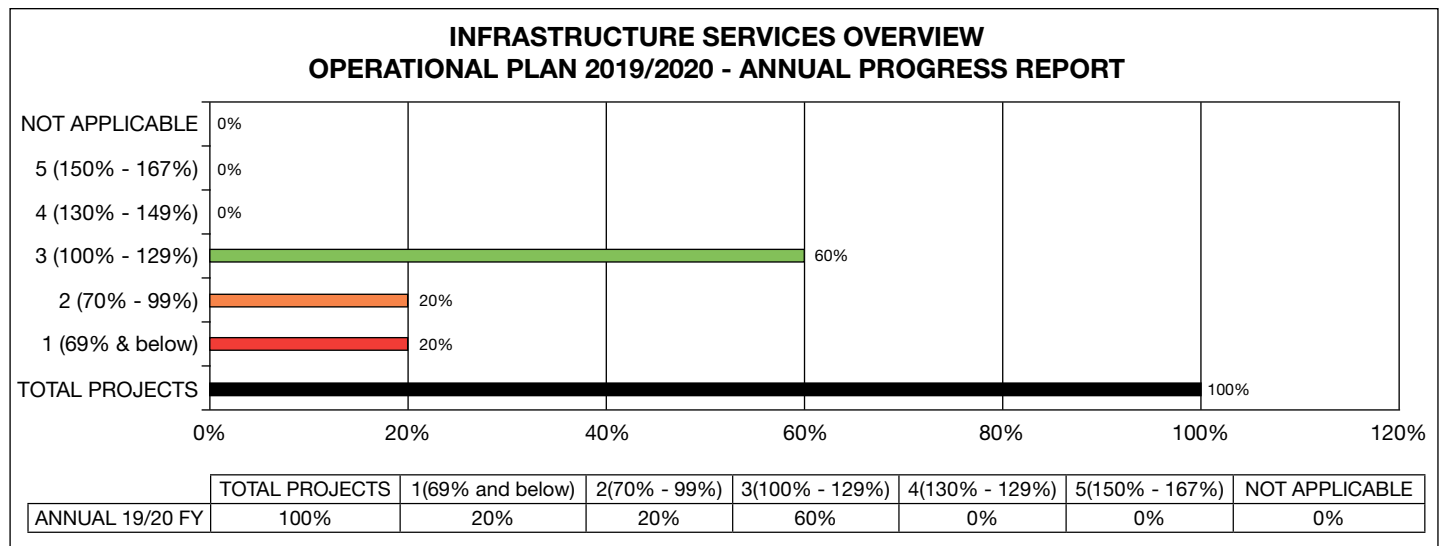
#### INFRASTRUCTURE SERVICES OVERVIEW OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

#### 1 INFRASTRUCTURE SERVICES OVERVIEW

- 1.1 TOTAL PROJECTS: 5
- 1.1.1 OPERATING PROJECTS 5
- 1.1.2 CAPITAL PROJECTS 0

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR													
INFRASTRUCTURE SERVICES OVERVIEW NARRATIVE													
NO	BUSINESS UNIT	SUB UNIT	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT					ANNUAL ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE			
			NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBIP REFERENCE						
3	INFRASTRUCTURE SERVICES	PROJECT MANAGEMENT OFFICE	5	0	5	2	PMO 46	<p>Monthly programme / project monitoring reports for MIG and OGF Budget</p> <p>Project Management support</p>	<p>12 X Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager: Infrastructure Services by the 15th of June 2020</p> <p>12 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020</p>	<p>9 x Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to General Manager: Infrastructure Services by the 15th of June 2020</p> <p>7 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020</p>	<p>2 (70% - 99%)</p> <p>1 (69% &amp; below)</p>	<p>After Announcement of President for Lockdown, there were no permits allocated for staff and the report could not be generated.</p> <p>The Suspension of Senior Manager: PMO. The meeting were no longer held or individually by user department</p>	<p>A consolidated June monthly report was sent to the General Manager by the 15th July 2020</p> <p>Reinstate the monthly progress meetings</p>
		TOTAL	5	0	5	2							

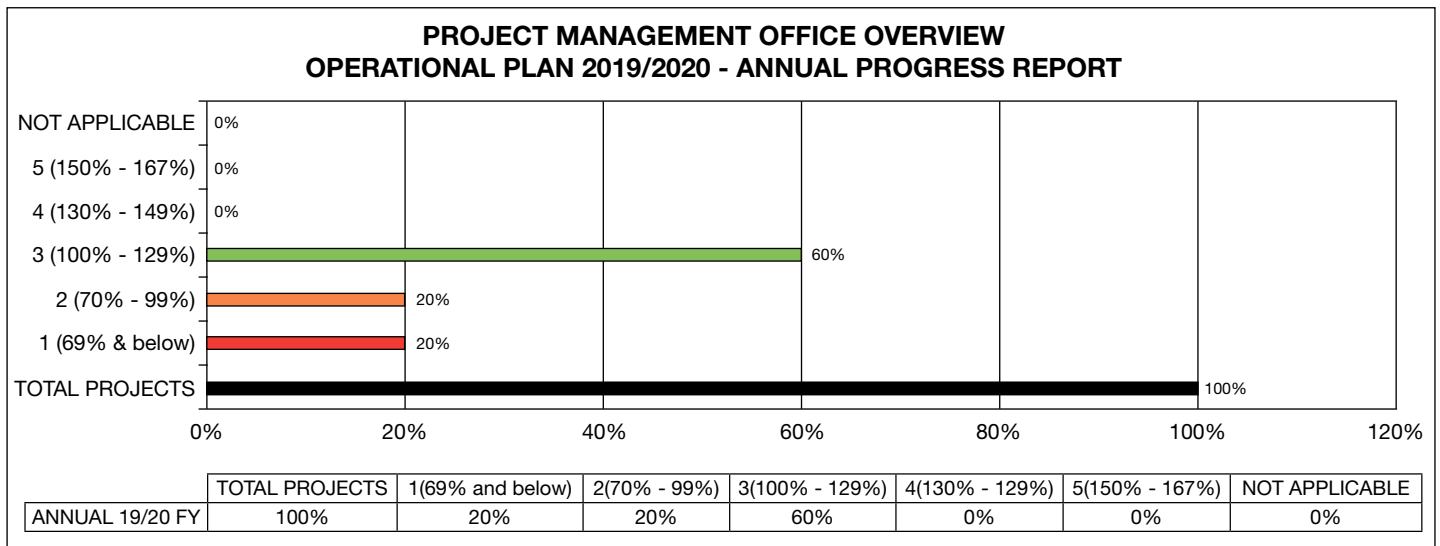
**PROJECT MANAGEMENT OFFICE OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 PROJECT MANAGEMENT OFFICE OVERVIEW**

- 1.1 TOTAL PROJECTS: 5
- 1.1.1 OPERATING PROJECTS 5
- 1.1.2 CAPITAL PROJECTS 0

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
SUBSIDIARY UNIT: INFRASTRUCTURE SERVICES																						
SUBSIDIARY UNIT: PROJECT MANAGEMENT OFFICE																						
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	ANNUAL MANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (4, 2, 3, 4, 5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
D	D2	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	PMO 46	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Project Management support	Monthly programme / project monitoring reports for MIG and OGF Budget	All	11 X Monthly reports on expenditure (MIG/ OGF/ CNL Budget) submitted by the 10th month to the General Manager. Infrastructure Services by the 30th of June 2019	12 X Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to the General Manager. Infrastructure Services by the 15th of June 2020	12 X Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to the General Manager. Infrastructure Services by the 15th of June 2020	MIG & WSG	N/A	N/A	N/A	9 x Monthly reports on expenditure (MIG and OGF Budget) submitted by the 15th of every month to the General Manager. Infrastructure Services by the 15th of June 2020	2 (70% - 99%)	After Announcement of President of Lockdown, there were no permits allocated for staff and the report could not be generated.	A consolidated June monthly report was sent to the General Manager by the 15th July 2020	15-Jul-20	Monthly reports		
D	D2	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	PMO 47	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Basic Service Delivery	Project Management support	All	12 X Monthly reports sent out once every month to project managers within business units on expenditure (MIG/ OGF/ CNL Budget) by the 30th of June 2019	12 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020	12 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020	MIG & WSG	N/A	N/A	N/A	7 x monthly progress meetings held once a month with project managers to discuss (MIG and OGF Budget) by the 30th of June 2020	1 (69% & below)	The Suspension of Senior Manager. The meeting was longer held, or individually by user department	Reinstate the monthly progress meetings	31-Jul-20	N/A	PMO meeting minutes	
D	D3	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	PMO 48	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Project Management Support	Administration and reporting to MIG (Provincial) and reporting to OGF/ EPWP	All	9 x Monthly reports for MIG & EPWP accurately prepared and submitted to the Funding Source by the 10th of every month by the 30th of June 2019	12 x Monthly DORA reports for MIG & EPWP accurately prepared and submitted to the City Manager by the 15th of every month by the 15th of June 2020	12 x Monthly DORA reports for MIG & EPWP accurately prepared and submitted to the City Manager by the 15th of every month by the 15th of June 2020	MIG & WSG	N/A	N/A	N/A	12 x monthly DORA reports for MIG & EPWP accurately prepared and submitted to the City Manager by the 15th of every month by the 15th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	MIG DORA report and EPWP report	
A	A1	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	PMO 49	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Year end procedures	Notes to the annual financial statements for MIG	All	Notes to the Annual financial statements compiled and submitted to Finance by the 15th of August 2018	Notes to the Annual financial statements compiled and submitted to the Budget & Treasury Business unit by the 31st of August 2019	Notes to the Annual financial statements compiled and submitted to the Budget & Treasury Business unit by the 31st of August 2020	MIG & WSG	N/A	N/A	N/A	Notes to the Annual financial statements compiled and submitted to the Budget & Treasury Business unit by the 31st of August 2019	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Notes to CFO
D	D3	3 - IMPROVED INFRASTRUCTURE EFFICIENCY	PMO 50	NKPA 4 - FINANCIAL VIABILITY & FINANCIAL MANAGEMENT	Project Management Support	Monthly programme / project monitoring reports for COGTA	All	7 x Monthly Expenditure and Revenue (E&R) reports verified and submitted by 10th of every month to COGTA by the 30th of June 2019	12 x Monthly Expenditure and Revenue (E&R) reports verified and submitted by 15th of every month to COGTA by the 15th of June 2020	12 x Monthly Expenditure and Revenue (E&R) reports verified and submitted by 15th of every month to COGTA by the 15th of June 2020	MIG & WSG	N/A	N/A	N/A	12 x Monthly Expenditure and Revenue (E&R) reports verified and submitted by the 15th of every month to COGTA by the 15th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Copies of verified expenditure and revenue reports



# ANNEXURE E

## OPERATIONAL PLAN 2019/2020 FY - ANNUAL PERFORMANCE REPORT - CORPORATE SERVICES

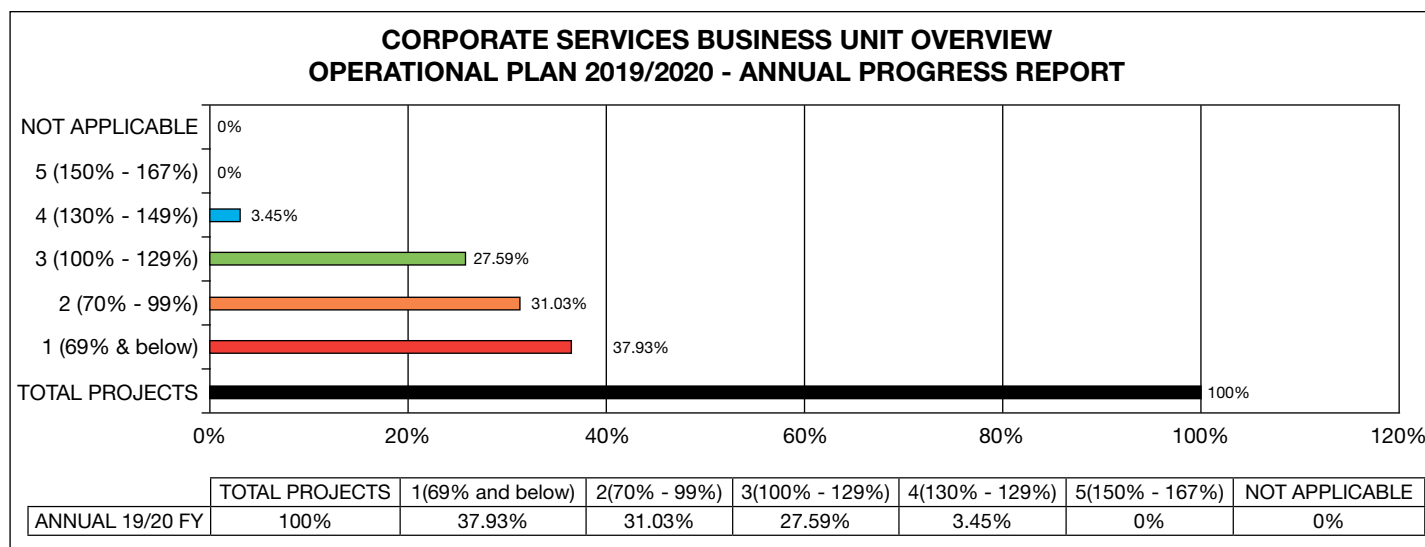
### CORPORATE SERVICES BUSINESS UNIT OVERVIEW OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

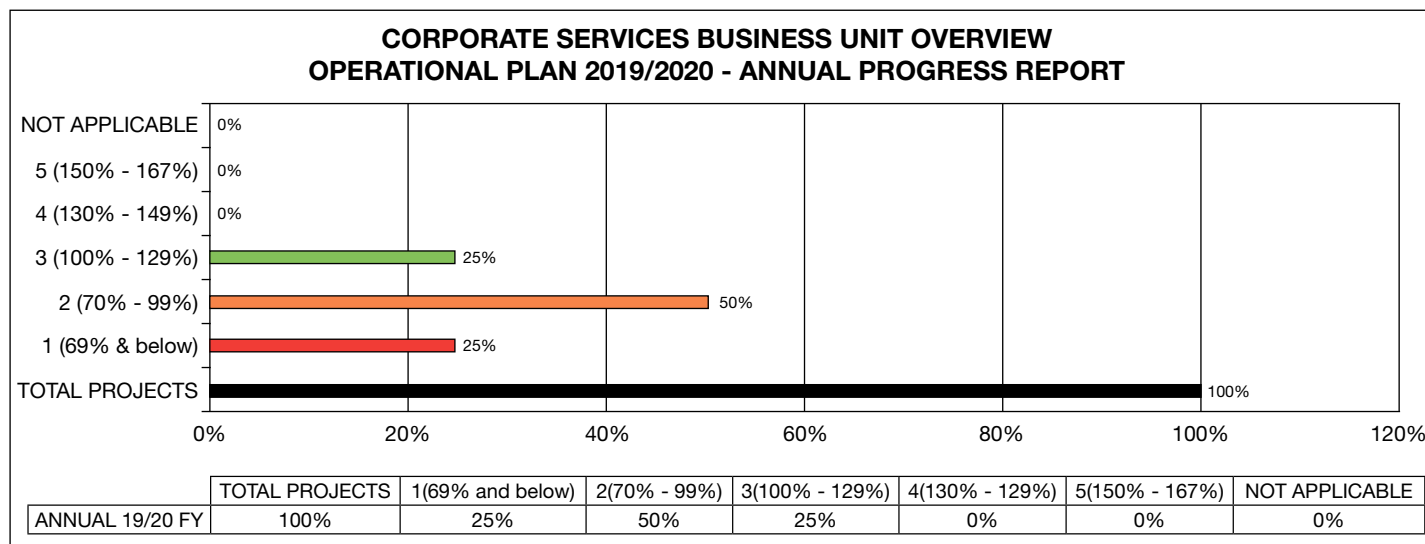
#### 1 CORPORATE SERVICES BUSINESS UNIT OVERVIEW

- 1 TOTAL PROJECTS: 33
- 1.1.1 OPERATING PROJECTS 29
- 1.1.2 CAPITAL PROJECTS 4

#### 1 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS



#### 2 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR												
CORPORATE SERVICES BUSINESS UNIT OVERVIEW NARRATIVE												
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDBP REFERENCE	ANNUAL ACTUAL		CORRECTIVE MEASURE		
								ANNUAL TARGET	ACTUAL (1,2,3,4,5, Not Applicable)			
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT												
CORPORATE SERVICES BUSINESS UNIT OVERVIEW NARRATIVE												
4	CORPORATE SERVICES	LEGAL SERVICES	8	0	8	1	LGL02	BYLAWS REVIEW	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA) by the 30th of June 2020	2 (70% - 99%)	1. Awaited comments from Rural Development and Cogta so that the changes could be incorporated; 2. The Bylaws were advertised without consulting Rural Development as a result Bylaws had to be re-advised after consultation with Rural Development. 3. Lockdown due to COVID-19 exacerbated delays 4. Committee Officers submit work to one manager for quality check 5. Due to the National Lockdown, weekly schedules for April and May were not published on Corporate Communication 6. Due to the National Lockdown, April and May monthly schedules were not published on Corporate Communication 7. N/A 8. Report on Tracker will be submitted by the 31st of July 2020	Fast track the reviewing of the Bylaws and submission of report to SMC
		SECRETARIAT & AUXILIARY SERVICES	6	0	6	6	SAS 01 SAS 02 SAS 03 SAS 04	Minutes Taking in Meetings Making public Council and Council Committee Making public Council and Council Committee Printing of documents	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020 34 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020 12 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication in the last week of every month by the 30th of June 2020 Not All document requests printed within 2 days of receipt of the request by the 30th of June 2020	2 (70% - 99%) 2 (70% - 99%) 2 (70% - 99%) 2 (70% - 99%)	Review of the organisation structure is underway It cannot be corrected It cannot be corrected N/A	
			5	4	9	8	ICT01 ICT02 ICT03 ICT05 ICT06 ICT07 ICT08 ICT09	Resolution Tracking Letter and Memo Template TELKOM COPPER DATA LINES REPLACED WITH FIBRE MKHONDENI UPS (UNINTERRUPTED POWER SUPPLY) UPGRADE DATA ARCHIVING STORAGE IMPLEMENTATION & RENTON POLICY DEVELOPMENT Municipality Website Revamp - User Interface & Functionality Municipality Intranet Revamp - User Interface & Functionality Disaster Recovery Plan Establishment of the ICT Steering Committee ICT RENTON POLICY DEVELOPMENT	1 x Bi-Annual Reports on the Implementation of EXCO & Full Council Resolution prepared & submitted to SMC for onward transmission to Full Council by the 30th of June 2020 1 x Standardized Report Template for Letter and Memo writing in Msunduzi Municipality developed and submitted to SMC by the 31st of October 2019 3 X Sites (Cemetery, Forestry, Galloway) replaced with Fibre Data Line by the 28th of February 2020 2 x sites (Cemetery & Forestry) connected via LTE due to budget constraints. NEW UPS CONFIGURED AND CONNECTED at Mkhondeni site by the 31st of January 2020 100% DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality by the 30th of November 2019 Municipality Website User Interface & Functionality updated and fully functional by the 31st of March 2020 Municipality Intranet User Interface & Functionality updated and fully functional by the 31st of May 2020 Municipality ICT Disaster Recovery Plan developed and submitted to SMC in the 19/20 FY by the 30th of June 2020 2 x ICT Steering Committee meetings Facilitated in the 19/20 FY by the 31st of May 2020 Municipality ICT RETENTION POLICY DEVELOPED & SUBMITTED TO SMC For approval by the 30th March 2020	1 (69% & below) 2 (70% - 99%) 2 (70% - 99%) 1 (69% & below) 2 (70% - 99%) 1 (69% & below) 1 (69% & below) 1 (69% & below)	Due to budget constraints. The Delivery of the UPS took longer than anticipated due to manufacturer logistics beyond our control Delivery delays have been the major cause of delays of equipment as they are all sourced from China. The Website could not be updated/ upgraded due to the old programming language that was used to develop it. Due to the past 4 months of disruption, ICT couldn't finish all the planned work for the Intranet. The delays were caused by non payment of the Service Provider and as the result, DPR was withdrawn from Municipality. Due to being overruled by other events over our control, the Steering Committee couldn't sit especially during the past 4 months The Policy couldn't be finalised due to non compliance to the National Arts and Culture Archiving & Retention Framework	Funding needs to be allocated to allow for the Fibre upgrade in the outer financial years To engage the supplier to fast track the delivery of the UPS. The annual target has been missed by 2 months but the equipment has been delivered and fully operational. ICT needs to start from scratch in order to have the website upgraded and be modernised to the latest functionality and capabilities currently available in the market. The development work will need to be done on the side while keeping the current website and once it is done, the old website will be replaced. The Intranet User interface and functionality has been updated and new features added. This is not complete work as it is an ongoing project. The payment has since been sorted and the DPR made available to the Municipality The Steering Committee meetings will be scheduled for the next FY 2021. The one Steering committee meeting that was scheduled in this year couldn't sit due to quorum issues. The Policy is being amended to comply with the National Framework. Currently consulting the National Dept. in this regard

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR												
CORPORATE SERVICES BUSINESS UNIT OVERVIEW NARRATIVE												
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S - TARGET NOT MET OR PARTIALLY MET	SDEIP REFERENCE	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL ACTUAL		CORRECTIVE MEASURE		
								ANNUAL TARGET	ANNUAL ACTUAL			
4	CORPORATE SERVICES	HUMAN RESOURCE	10	0	10	8	HR 02	Facilitate the training of 825 employees by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	338 Employees were trained by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	1 (69% & below)	Due to Cost containment and the National Lockdown the implementation of training programmes were hampered.	Due to funding constraints within the Municipality, a number of budget cuts occurred in the FY, of which skills budget was also cut. The skills unit can only plan to train according to the approved budget. The skills development unit has no control over the budget, or the reduction thereof.
							HR 03	Awarding of Study Assistance Bursaries to employees	35 x of all level employees awarded Bursaries in the 19/20 FY by the 30th of June 2020	1 (69% & below)	A report dated 04 March 2020 to SMC informing the Committee that the respective Business Units do not have funding to implement Study Assistance.	Process is out of the control of the Skills Development Unit.
							HR 04	Awarding of external bursaries	12 x External bursaries awarded in the 19/20 FY by the 30th of June 2020	1 (69% & below)	A report dated the 04 March 2020 to SMC informing the Committee of the non-awarding of External Bursaries.	Process is out of the control of the Skills Development Unit.
							HR 05	Appointment & Placement of Interns Organizationally and per BU	110 x Interns requested by Business Units Organizationally and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	2 (70% - 99%)	The total needs received from Business Units was 106 Interns as some SBU's did not budget for Interns.	Business Units need to ensure that Interns are Budgeted for in their annual Budget.
							HR 06	Implementation of Learnerships	2 x Learnerships Implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	1 (69% & below)	The Bid Evaluation Report for the learnerships have been submitted to the Supply Chain Unit and the unit is now waiting for an invitation by Secretariat to go and present the report at Bid Evaluation Committee. No Meetings have been held since February 2020 and thereafter the National Lockdown took place.	Upon the appointment of the Service Provider, the KPI will commence in the outer financial year.
							HR 08	Capacity Building: Legal Compliance environment	6 x Institutional Occupational Health and Safety Compliance Presentations facilitated for prior-itized Business Unit Branch meetings by the 30th of June 2020	2 (70% - 99%)	5x Institutional Occupational Health and Safety Compliance Presentations done on the 26 July 2019, 12 September 2019, 10 October 2019, 28 November 2019 and 19 March 2020	Due to the National Lockdown this was beyond the control of the Business Unit
							HR 09	Employee Wellness Programme	2 x Employee Wellness Events (health investigation / assessments) facilitated by the 31st of May 2020	1 (69% & below)	1 x Employee Wellness Events (health investigation / assessments) facilitated by the 31st of May 2020 (held on the 26,27 and 28 November 2019 at Traffic Unit)	Due to the National Lockdown this was beyond the control of the Business Unit
							HR 10	Employee Satisfaction Survey	1 x report on the Msunduzi Employee Satisfaction Survey submitted to SMC for onward transmission to Full Council by the 30th of June 2020	1 (69% & below)	Due to COVID-19 and implementation of lock down, the satisfaction survey was inconveniently affected hence the delay	Once the National Lockdown has been lifted, the project will resume and plans put in place to ensure that the satisfaction survey is completed and the results reported to Council.
		TOTAL	29	4	33	23						Draft questionnaire - report to SMC



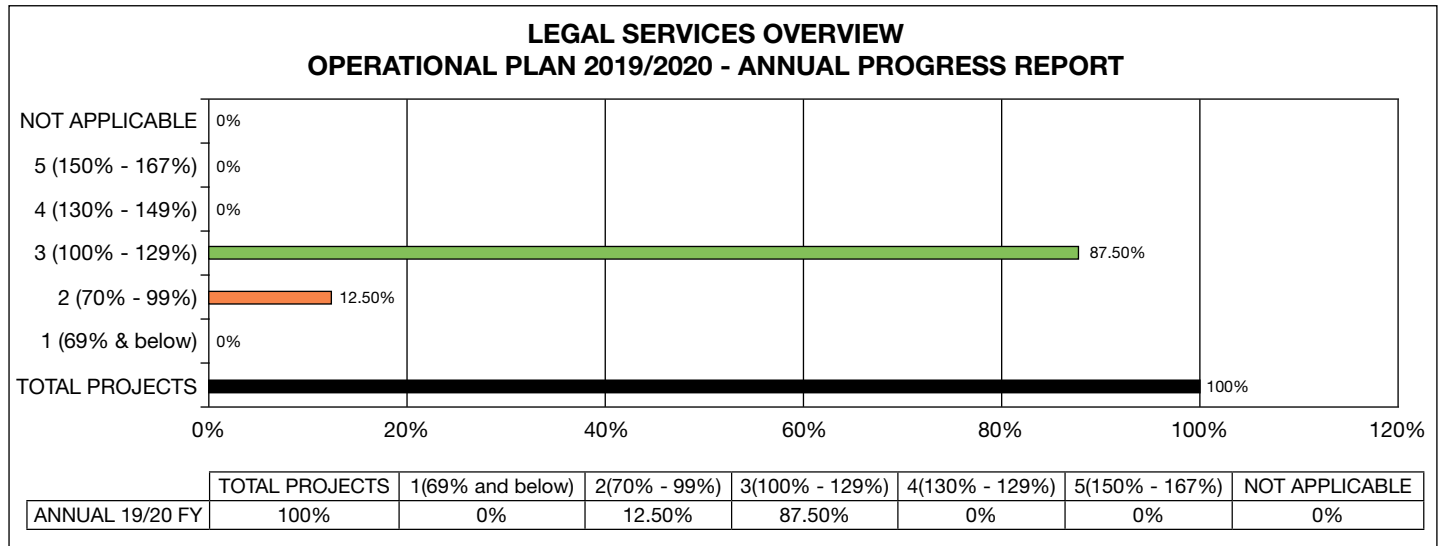
**LEGAL SERVICES OVERVIEW**  
**OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 LEGAL SERVICES OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>8</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>8</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
BUSINESS UNIT: LEGAL SERVICES																						
INDEX	IDP REFERENCE	CRS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENT-ORIENTED MUNICIPALITY	LGL01	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	GOVERNANCE	BYLAWS REVIEW	ALL	Not all 4X SPECIFIED BYLAWS WERE SUBMITTED TO SMC for approval by Council by the 30th of June 2019 (Keeping of Dogs: report has been considered and approved for public comment by the SMC Portfolio Collection and Credit Control; Bylaw report has been considered and approved by SMC for public comment.)	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (Rules of Order Bylaws)	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (Rules of Order Bylaws) by the 30th of June 2020	Date SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (Rules of Order Bylaws) by the 30th of June 2020	R3,600,000	N/A	N/A	Council	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (Rules of Order Bylaws) by the 30th of June 2020	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (Rules of Order Bylaws) by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	Draft Bylaws, SMC Resolution	
F	F1	1 - BUILDING A CAPABLE & DEVELOPMENT-ORIENTED MUNICIPALITY	LGL02	NKPA 6 - CROSS CUTTING	GOVERNANCE	BYLAWS REVIEW	ALL	Not all 4X SPECIFIED BYLAWS WERE SUBMITTED TO SMC for approval by Council by the 30th of June 2019 (Keeping of Dogs: report has been considered and approved for public comment by the SMC Portfolio Collection and Credit Control; Bylaw report has been considered and approved by SMC for public comment.)	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA ) by the 30th of June 2020	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA ) by the 30th of June 2020	Date SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA ) by the 30th of June 2020	(GL: 4110054000) (WBS: O/304502. BAH.000)	N/A	N/A	Council	R3,600,000	1 X SPECIFIED BYLAWS SUBMITTED TO SMC for approval and onward transmission to Full Council (SPLUMA ) by the 30th of June 2020	2 (70% - 99%)	1. Awaited comments from Rural Development and Cogta so changes could be incorporated; 2. The By-laws were advertised without consulting Rural Development as a result Bylaws had to be re-advertised after consultation with Rural Development. 3. Lockdown due to COVID-19 exacerbated delays	Fast track the review of the Bylaws and report to SMC	31/07/2020	Draft Bylaws, Advert



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																				
BUSINESS UNIT: CORPORATE SERVICES																				
SUB UNIT: LEGAL SERVICES																				
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT					
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	LGL03	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	LITIGATION	CIVIL LITIGATION	ALL	100% Provision of legal representation for all civil matters as and when required by the 30th of June 2020	100% Provision of legal representation for all civil matters as and when required by the 30th of June 2020	% of legal representation for all civil matters as and when required by the 30th of June 2020	N/A	N/A	N/A	N/A	100% Provision of legal representation for all civil matters as and when required by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Summons, Notices and Pleadings
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	LGL04	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	LEGAL REPRESENTATION	LEGAL REPRESENTATION	ALL	80% legal briefs dealt with by Legal Services within 10 working days of request and on receipt of all applicable information, save for complex matters where extensive legal research is required and/or Senior Counsel is involved as at end 18/19 FY	100% legal briefs dealt with by Legal Services within 10 working days of request with the approved legal briefing procedure by the 30th of June 2020	% of legal briefs dealt with by Legal Services within 10 working days of request with the approved legal briefing procedure by the 30th of June 2020	N/A	N/A	N/A	N/A	100% legal briefs dealt with by Legal Services within 10 working days of request with the approved legal briefing procedure by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Briefs, Legal Comments and Options
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	LGL05	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	LEGAL REPRESENTATION	CONTRACTS	ALL	80% of all contracts requiring legal drafting and/or inputs within 15 working days after the receipt of brief and all applicable information required by Legal Services as at end 18/19 FY	100% of all contracts requiring legal drafting and/or inputs within 15 working days after the receipt of brief and all applicable information required by Legal Services by the 30th of June 2020	% of all contracts requiring legal drafting and/or inputs within 15 working days after the receipt of brief and all applicable information required by Legal Services	N/A	N/A	N/A	N/A	100% of all contracts requiring legal drafting and/or inputs within 15 working days after the receipt of brief and all applicable information required by Legal Services by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Contracts
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	LGL06	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	LEGAL REPRESENTATION	POLICY INPUT	ALL	100% provision of legal inputs into policies finalized within 15 working days of receipt and all additional information requested by Legal Services by the 30th of June 2019	100% provision of legal inputs into policies finalized within 15 working days of receipt and all additional information requested by Legal Services by the 30th of June 2020	% provision of legal inputs into policies finalized within 15 working days of receipt and all additional information requested by Legal Services	N/A	N/A	N/A	N/A	100% provision of legal inputs into policies finalized within 15 working days of receipt and all additional information requested by Legal Services by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Reviewed Policy & Comments



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
BUSINESS UNIT: LEGAL SERVICES																						
INDEX	IDP REFERENCE	CRS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	LGL07	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	LEGAL REPRESENTATION	CRIMINAL LITIGATION	ALL	100% Provision of legal representation in Criminal Prosecutions relating to law enforcement as at end 18/19 FY	100% Provision of legal representation in Criminal Prosecutions relating to law enforcement by the 30th of June 2020	100% Provision of legal representation in all criminal and civil matters by the 30th of June 2020	% Provision of legal representation in Criminal Prosecutions relating to law enforcement	N/A	N/A	N/A	100% Provision of legal representation in all criminal and civil matters by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Court book and Summons	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	LGL08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	LEGAL REPRESENTATION	CRIMINAL LITIGATION	ALL	100% consideration and evaluation of the summonses provided by Peace officers as at end 18/19 FY	100% consideration and evaluation of the summonses provided by Peace officers by the 30th of June 2020	100% consideration and evaluation of the summonses provided by Peace officers by the 30th of June 2020	% consideration and evaluation of the summonses provided by Peace officers	N/A	N/A	N/A	100% consideration and evaluation of the summonses provided by the Peace Officers by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Court book and Summons



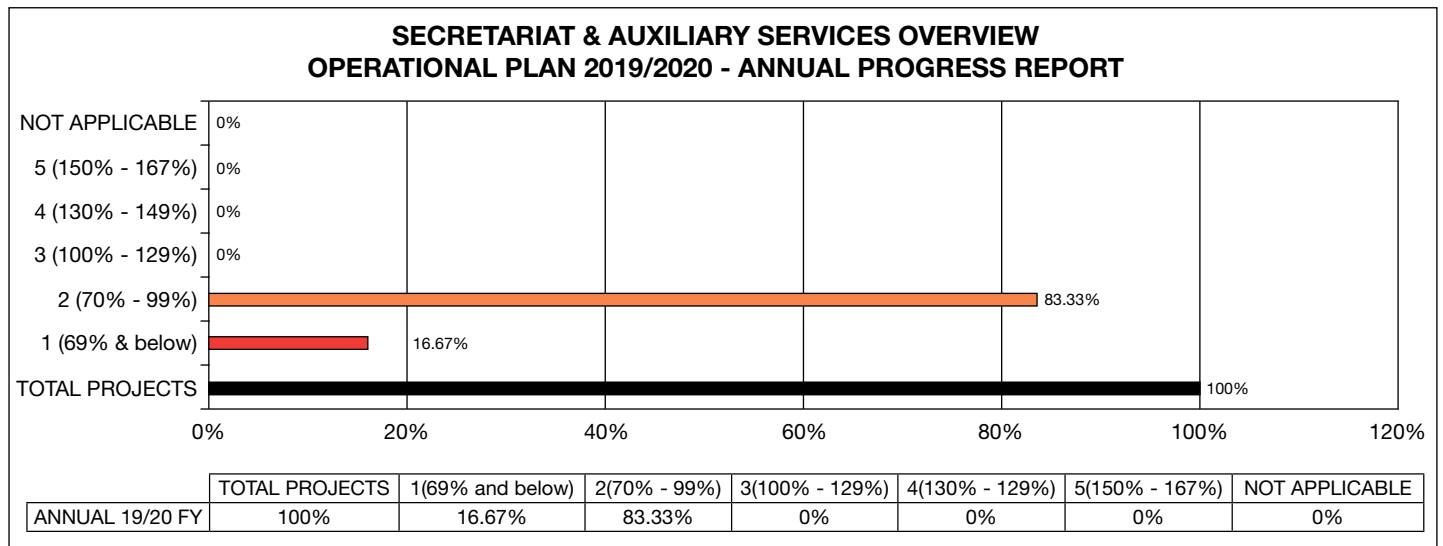
**SECRETARIAT & AUXILIARY SERVICES OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 SECRETARIAT & AUXILIARY SERVICES OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>6</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>6</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
SUB-UNIT: SECRETARIAT & AUXILIARY SERVICES																			
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE /STATUS QUO	MEAS-URABLE OBJECTIVE	ANNUAL TARGET/ OUTPUT	PERFOR-MANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION
E	E1	2 - BACK TO BASICS	SAS 01	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improving Corporate Services Compliance and Risk Reduction	Minute taking in Meetings	N/A	All minutes of Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2019	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	All minutes of Full Council and Council committee meetings compiled within seven (7) working days after the meetings by the 30th of June 2020	Council	N/A	N/A	N/A	2 (70% - 99%)	Bottleneck because 18 Officers submit work to one manager for quality check	Review of the organisation structure is underway	31-Dec-20	Minutes
E	E1	2 - BACK TO BASICS	SAS 02	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improving Corporate Services Compliance and Risk Reduction	Making public Council and Council Committee	N/A	43 x weekly schedules of Portfolio Committee meetings prepared and published on Corporate Communication every Friday by the 30th of June 2019	44 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020	44 x weekly schedules of Portfolio Committee and other committee meetings prepared and published in Corporate Communication every Friday by the 30th of June 2020	Council	N/A	N/A	N/A	2 (70% - 99%)	Due to the National Lockdown, weekly schedules for April and May were not published on Corporate Communication	It cannot be corrected	N/A	Weekly schedules
E	E1	2 - BACK TO BASICS	SAS 03	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improving Corporate Services Compliance and Risk Reduction	Making public Council and Council Committee	N/A	11 x monthly schedules of Portfolio Committee meetings prepared and published on Corporate Communication every last week of the month by the 30th of June 2019	12 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication published on Corporate Communication in the last week of every month by the 30th of June 2020	12 x monthly schedules of Portfolio Committee and other committee meetings prepared and published on Corporate Communication published on Corporate Communication in the last week of every month by the 30th of June 2020	Council	N/A	N/A	N/A	2 (70% - 99%)	Due to the National Lockdown, April and May monthly schedules were not published on Corporate Communication	It cannot be corrected	N/A	Monthly Schedules
E	E1	2 - BACK TO BASICS	SAS 04	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improving Corporate Services Compliance and Risk Reduction	Printing of documents	N/A	All document requests printed within 2 days of receipt of the request by the 30th of June 2019	All document requests printed within 2 days of receipt of the request by the 30th of June 2020	All document requests printed within 2 days of receipt of the request by the 30th of June 2020	Council	N/A	N/A	N/A	2 (70% - 99%)	Due to the electricity outages, breakdown of printers and corona positive case, resulting in the closure of the printing unit	N/A	N/A	Section of monthly report



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
BUSINESS UNIT: CORPORATE SERVICES																			
SUB UNIT: SECRETARIAT & AUXILIARY SERVICES																			
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ANNUAL ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION
E	E1	2 - BACK TO BASICS	SAS 05	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improving Corporate Services Compliance and Risk Reduction	Resolution Tracking	N/A	N/A	2 x Bi-Annual Reports on the Implementation of EXCO & Full Council Resolution prepared & submitted to SMC for onward transmission to Full Council by the 30th of June 2020	Number of Quarterly Reports on the Implementation of EXCO & Full Council Resolution prepared & submitted to SMC for onward transmission to Full Council by the 30th of June 2020	N/A	N/A	N/A	1 x Bi-Annual Reports on the Implementation of EXCO & Full Council Resolution prepared & submitted to SMC for onward transmission to Full Council by the 30th of June 2020	1 (69% & below)	Tracker is done only after the period in which it relates has lapsed	Report on Tracker will be submitted by the 31st of July 2020	N/A	Reports
E	E1	2 - BACK TO BASICS	SAS 06	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improving Corporate Services Compliance and Risk Reduction	Letter and Memo Template	N/A	N/A	1 x Standardized Report Template for Letter and Memo writing in Msunduzi Municipality developed and submitted to SMC by the 31st of October 2019	1 x Standardized Report Template for Letter and Memo writing in Msunduzi Municipality developed and submitted to SMC by the 31st of October 2019	N/A	N/A	N/A	2 (70% - 99%)	N/A	Report Prepared for SMC	N/A	N/A	Report

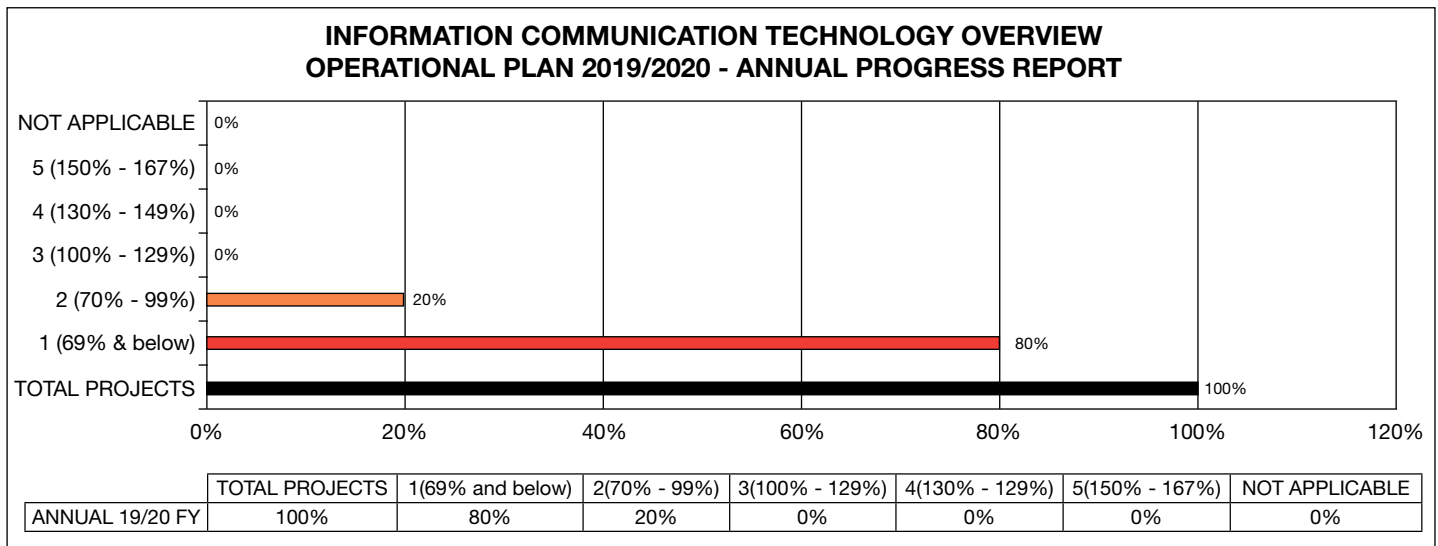
**INFORMATION COMMUNICATION TECHNOLOGY OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

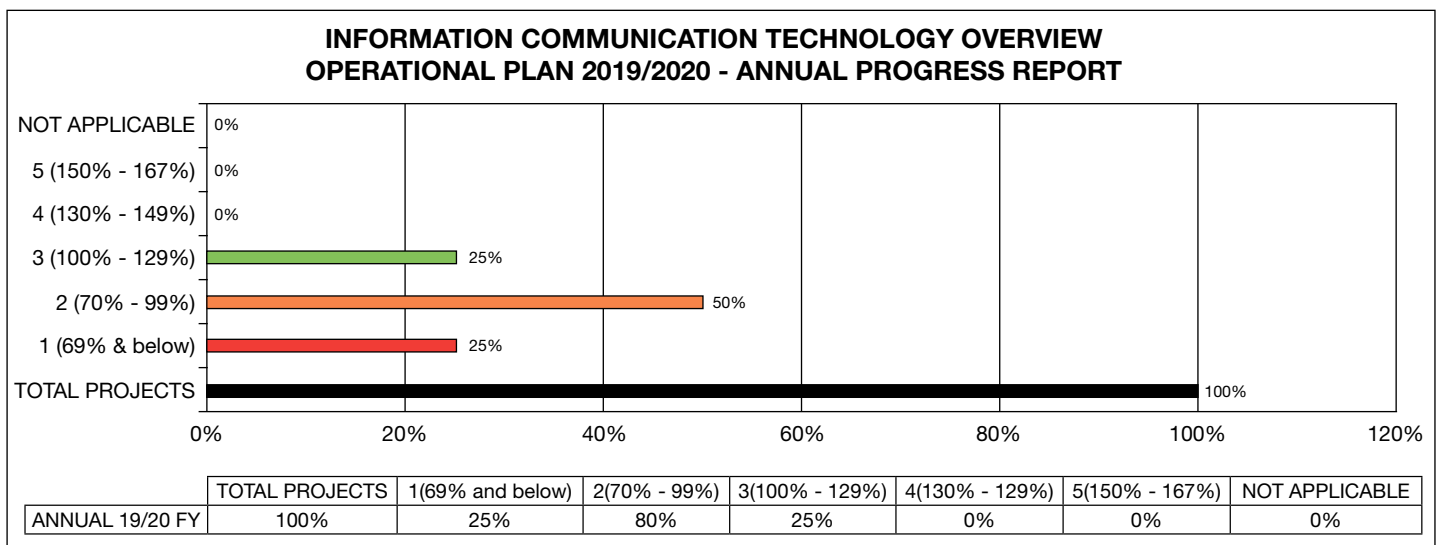
**1 INFORMATION COMMUNICATION TECHNOLOGY OVERVIEW**

- 1.1 TOTAL PROJECTS: 9
- 1.1.1 OPERATING PROJECTS 5
- 1.1.2 CAPITAL PROJECTS 4

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



**2.1 GRAPHICAL REPRESENTATION OF PERFORMANCE: CAPITAL PROJECTS**





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
BUSINESS UNIT: INFORMATION COMMUNICATION TECHNOLOGY																						
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFOMANCE MEASURE	SUB UNIT: INFORMATION COMMUNICATION TECHNOLOGY			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT01	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	FIBRECONNECTIVITY	TELKOM COPPER DATA LINES REPLACED WITH FIBRE	N/A	VARIOUS SITES CONNECTED WITH FIBRE DATA LINES	3 X Sites (Cemetery, Forestry, Galloway) replaced with Fibre Data Line by the 28th of February 2020	3 X Sites (Cemetery, Forestry, Galloway) replaced with Fibre Data Line by the 28th of February 2020	Number of Sites (Cemetery, Forestry, Galloway) replaced with Fibre Data Line by the 28th of February 2020	N/A	1/304526.003	N/A	N/A	N/A	Due to budget constraints.	Funding needs to be allocated to allow for the Fibre upgrade in the outer financial years	2021/22 Mid year	Fibre certificate (Galloway), Cemetery & Forestry - Online connectivity via Solarwinds		
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT02	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	ICT EQUIPMENT	MK-HONDENI UPS (UNinterrupted POWER SUPPLY) UPGRADE	N/A	CURRENT UPS NOT MEETING DATA-CENTRE CAPACITY	NEW UPS CONFIGURED AND CONNECTED at Mikhondeni site by the 31st of January 2020	NEW UPS CONFIGURED AND CONNECTED at Mikhondeni site by the 31st of January 2020	Date NEW UPS CONFIGURED AND CONNECTED at Mikhondeni site	N/A	1/304526.002	N/A	2 (70% - 99%)	N/A	The Delivery of the UPS took longer than anticipated due to manufacturer logistics equipment has been delivered beyond our control and fully operational.	To engage the supplier to fast track the delivery of the UPS. The annual target has been missed by 2 months but the equipment has been delivered and fully operational.	N/A	30-Mar	Delivery Note, Project Sign-off certificate	
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT03	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	ICT EQUIPMENT	DATA ARCHIVING STORAGE IMPLEMENTATION & POLICY DEVELOPMENT	N/A	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	100% DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality by the 30th of November 2019	100% DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality by the 30th of November 2019	% OF DATA ARCHIVING STORAGE FULLY IMPLEMENTED for Msunduzi Municipality by the 30th of November 2019	N/A	1/304526.002	N/A	2 (70% - 99%)	N/A	Delivery of the supplier to fast track the delivery of the major Archiving storage equipment. The annual target has been missed 6 weeks but the equipment delivered and operational	To engage the supplier to fast track the delivery of the major Archiving storage equipment. The annual target has been missed 6 weeks but the equipment delivered and operational	N/A	30-Jan	Delivery note and Project sign off report.	
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT04	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	ICT EQUIPMENT	Computer Purchasing & Deployment	N/A	Outdated Computers & Emergency Stock	20 x New Computers Purchased for the 2019/2020 FY	20 x New Computers Purchased for the 2019/2020 FY by the 31st of October 2019	Number of New Computers Purchased for the 2019/2020 FY	N/A	A/304526 BAH, A60	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Delivery Note	
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT05	NKPA 1 - MUNICIPAL TRANSFORMATION & NATIONAL DEVELOPMENT	ICT Governance	Msunduzi Website Revamp - User Interface & Functionality	N/A	Outdated Msunduzi Website	Msunduzi Municipality Website User Interface & Functionality updated and fully functional by the 31st of March 2020	Msunduzi Municipality Website User Interface & Functionality updated and fully functional by the 31st of March 2020	Date Msunduzi Municipality Website User Interface & Functionality updated and fully functional	N/A	404 000	N/A	N/A	N/A	The Website could not be updated/ upgraded due to the old programming language that was used to develop it.	ICT needs to start from scratch in order to have the website upgraded and be modernized to the latest programming language and capabilities currently available in the market. The development work will need to be done on the side while keeping the current website and once this done, the old website will be replaced.	N/A	30-Jun-20	N/A	N/A

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OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	SUB UNIT: INFORMATION COMMUNICATION TECHNOLOGY			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT					
											PERFORM- TARGET / MEASURE	OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT06	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	ICT Governance	Msunduzi Intranet Revamp - User Interface & Functionality	N/A	Outdated Msunduzi Intranet	Msunduzi Municipality Intranet User Interface & Functionality updated and Fully functional by the 31st of May 2020	Msunduzi Municipality Intranet User Interface & Functionality updated and Fully functional by the 31st of May 2020	N/A	N/A	N/A	N/A	2 (70% - 99%)	Due to the past 4 months of disruption, ICT new features couldn't finish. This is planned work as it is an ongoing project for the Intranet.	The Intranet User interface and functionality have been updated and new features added. This is not complete work as it is an ongoing project.	30-Jun	The Intranet User Interface and Functionality
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT07	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	ICT Governance	Disaster Recovery Plan	N/A	None	Msunduzi Municipality ICT Disaster Recovery Plan developed and submitted to SMC in the 19/20 FY by the 30th of June 2020	Msunduzi Municipality ICT Disaster Recovery Plan developed and submitted to SMC in the 19/20 FY by the 30th of June 2020	N/A	N/A	N/A	N/A	1 (69% & below)	The delays were caused by non payment of the Service Provider and as the result the DRP was withheld from Municipality.	The payment has since been sorted and the DRP made available to the Municipality	30-May-20	Draft Disaster Recovery Plan
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	ICT Governance	Establishment of the ICT Steering Committee	N/A	Non-Functioning ICT Steering Committee	2 x ICT Steering Committee meetings facilitated in the 19/20 FY	2 x ICT Steering Committee meetings facilitated in the 19/20 FY by the 31st of May 2020	N/A	N/A	N/A	N/A	1 (69% & below)	Due to being overtaken by other events over our control, the Steering Committee meeting couldn't sit during the past 4 months	The Steering Committee meetings will be scheduled to the next FY 20/21. The Steering committee meeting that couldn't sit especially in this year couldn't sit due to quorum issues.	30-Jun	Approved ICT Steering Committee Terms of Reference
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	ICT09	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	ICT EQUIPMENT	ICT RETENTION POLICY DEVELOPMENT	N/A	NIL	Msunduzi Municipality ICT RETENTION POLICY DEVELOPED & SUBMITTED TO SMC For onwards transmission to Full Council for approval	Msunduzi Municipality ICT RETENTION POLICY DEVELOPED & SUBMITTED TO SMC For onwards transmission to Full Council for approval by the 30th March 2020	N/A	N/A	N/A	N/A	1 (69% & below)	The Policy couldn't be finalised due to non compliance to the National Arts and Culture Act in this regard	The Policy is being amended to comply with the National Framework. Currently consulting the National Dept. in this regard	30-Jun	Draft Retention Policy

1/304526.002

1 000 000

N/A

N/A



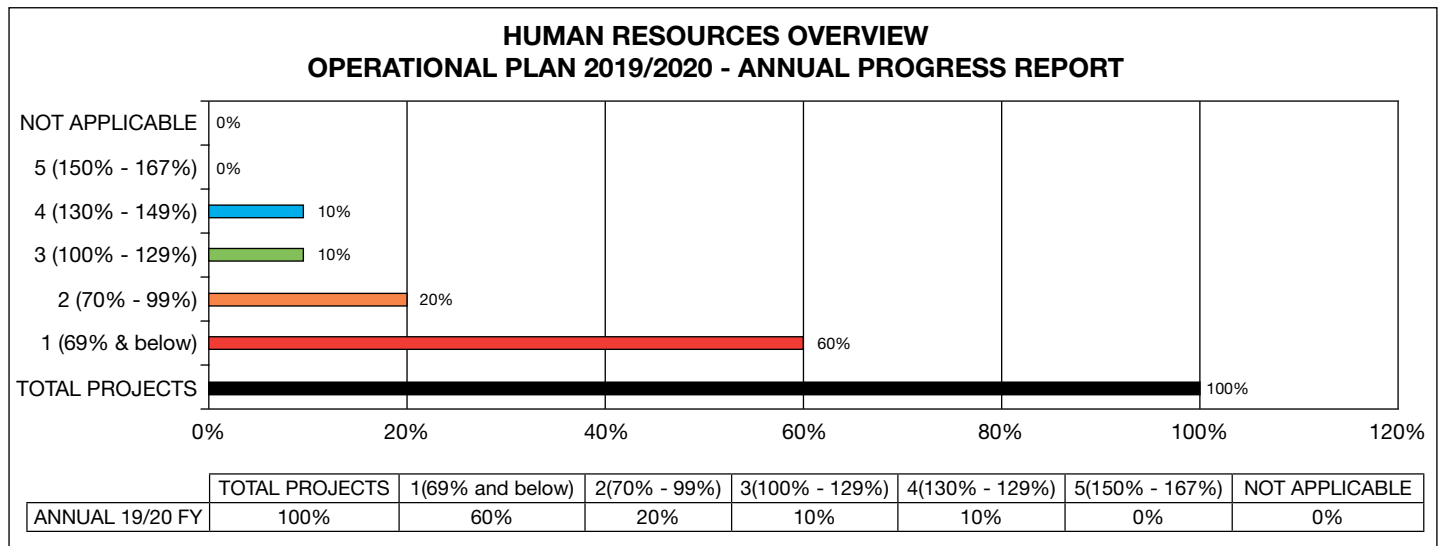
**HUMAN RESOURCES OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 HUMAN RESOURCES OVERVIEW**

<b>1.1</b>	<b>TOTAL PROJECTS:</b>	<b>10</b>
<b>1.1.1</b>	<b>OPERATING PROJECTS</b>	<b>10</b>
<b>1.1.2</b>	<b>CAPITAL PROJECTS</b>	<b>0</b>

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: HUMAN RESOURCES				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT					
												OPEX VOTE	CAPEX VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	HR 01	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Workplace Skills plan	Coordination of Drafting & Approval of Organizational Workplace Skills Plan 2021	N/A	A report dated 12 July 2019 has been submitted and approved to the SMC.	1 x Report on the Workplace Skills Plan 2021, prepared and submitted to LGSETA by the 31st of May 2020	1 x Report on the Workplace Skills Plan 2021, prepared and submitted to LGSETA by the 31st of May 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Letter of confirmation from the LGSETA	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	HR 02	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Workplace Skills plan	Implementation of Workplace Skills Plan 19/20 - Employees per BU	N/A	361 employees were trained according to the approved 18/19 FY Workplace Skills Plan	Facilitate the training of 825 employees by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan	Facilitate the training of 825 employees by Accredited training providers according to PDPs received from Business Units and in accordance to the approved 19/20 Workplace Skills Plan by the 30th of June 2020	N/A	1 (69% & below)	N/A	Due to Cost containment and the National Lockdown the implementation of training programmes were hampered.	N/A	Due to funding constraints within the Municipality, a number of budget cuts occurred in the FY, of which skills budget was also cut. The skills unit can only plan to train according to the approved budget. The skills development unit has no control over the budget, or the reduction thereof.	N/A	N/A	N/A	N/A	Attendance Registers, Expenditure Reports and National Lockdown Circular.
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	HR 03	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Employee Study Assistance Programme	Awarding of Study Assistance Bursaries to employees	N/A	38 x all level employees awarded Bursaries by the 30th of June 2019	35 x of all level employees awarded Bursaries in the 19/20 FY	35 x of all level employees awarded Bursaries in the 19/20 FY by the 30th of June 2020	15 047093	N/A	1 (69% & below)	N/A	A report dated 04 March 2020 to SMC informing the Committee that the respective Business Units do not have funding to implement Study Assistance.	N/A	N/A	N/A	N/A	N/A	SMC Report dated 04 March 2020 and SMC Resolution.



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
BUSINESS UNIT: CORPORATE SERVICES																					
SUB UNIT: HUMAN RESOURCES																					
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT						
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME-FRAME TO IMPLEMENT CORRECTIVE MEASURES
E	E3	7 - CREATING A LEARNING AND CITY OF LEARNING	HR 04	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	External Bursaries Programme	Awarding of external bursaries	N/A	No external Bursaries Awarded.	12 x External bursaries awarded in the 19/20 FY	12 x External bursaries awarded in the 19/20 FY by the 30th of June 2020	Number of External bursaries awarded in the 19/20 FY	N/A	N/A	N/A	0 x External bursaries awarded in the 19/20 FY by the 30th of June 2020	1 (69% & below)	A report dated the 04 March 2020 to SMC informing the Committee of the non-awarding of External Bursaries. Due to internal processes the implementation of the external bursary programme has been hampered as most of the shortlisted candidates did not meet the entry requirements of the institutions.	Process is out of the control of the Skills Development Unit.	N/A	SMC Report dated 04 March 2020 and SMC Resolution.	
E	E3	7 - CREATING A LEARNING AND CITY OF LEARNING	HR 05	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Internship Programme	Appointment & Placement of Interns Organizational and per BU	N/A	113 Interns were appointed and placed into various municipal units.	110 x Interns requested by Business Units Organizational and facilitated by Human resources for the 19/20 FY	110 x Interns requested by Business Units Organizational and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	Number of Interns requested by Business Units Organizational and facilitated by Human resources for the 19/20 FY	N/A	N/A	N/A	108 x Interns requested by Business Units Organizational and facilitated by Human resources for the 19/20 FY by the 31st of January 2020	2 (70% - 99%)	The total needs received from Business Units was 106 Interns as some SBU's did not budget for Interns.	Business Units need to ensure that Interns are Budgeted for in their annual Budget.	N/A	SMC 2020 Intern Report	
E	E3	7 - CREATING A LEARNING AND CITY OF LEARNING	HR 06	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Learnership Programme	Implementation of Learnerships	N/A	2 x learnerships are being implemented.	2 x Learnerships implemented as per LGSETA Sector Plan in the 19/20 FY	2 x Learnerships implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	Number of Learnerships implemented as per LGSETA Sector Plan in the 19/20 FY	N/A	N/A	N/A	0 x Learnerships implemented as per LGSETA Sector Plan in the 19/20 FY by the 30th of June 2020	1 (69% & below)	The Bid Evaluation Report for the learnerships submitted to the Supply Chain Unit and the unit is now waiting for an invitation to go and present the report at Bid Evaluation Committee. No Meetings have been held since February 2020 and thereafter the National Lockdown took place.	Upon the appointment of the Service Provider, the KPI will commence in the outer financial year.	N/A	Email from Mr Thami Vilakazi to The Chair of BEC.	
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	HR 07	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Municipal Finance Management Programme	Implementation of Municipal Finance Management Programme	N/A	1 x MFMA programme implemented in 2014/2015	1 x Municipal Finance Management Programme Facilitated by Accredited Service provider	1 x Municipal Finance Management Programme Facilitated by Accredited Service provider by the 31st of March 2020	Date Municipal Finance Management Programme Facilitated by Accredited Service provider	N/A	N/A	N/A	1 x Municipal Finance Management Programme Facilitated by Accredited Service provider by the 30th of November 2019	4 (130% - 149%)	N/A	N/A	N/A	N/A	SMC Report

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																				
BUSINESS UNIT: HUMAN RESOURCES																				
INDEX	IDP REFERENCE	CDP REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	SUB UNIT: BUDGET INFORMATION				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT				
												OPEX VOTE	CAPEX VOTE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	TIME TO IMPLEMENT CORRECTIVE MEASURES
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	HR 08	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Occupational Health & Safety	Capacity Building: Legal Compliance for site working environment	N/A	Nil	6 x Institutional Health and Safety Presentations facilitated for Business Unit Branch meetings	6 x Occupational Health and Safety Compliance Presentations done on the 26 July 2019, Branch meetings by the 30th of June 2020	Number of Occupational Health and Safety Presentations facilitated for Business Unit Branch meetings	N/A	N/A	N/A	N/A	2 (70% - 99%)	Due to COVID-19 Regulations, Branch meetings could not convene, therefore the presentations could not be held.	Due to the National Lockdown this was beyond the control of the Business Unit	N/A	Register
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	HR 09	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Occupational Health & Safety	Employee Wellness Programme	N/A	2 x Employee wellness day held on the 30 November 2018 and 31 May 2019	2 x Employee Wellness Events (health investigation / assessments) facilitated	2 x Employee Wellness Events (health investigation / assessments) facilitated by the 31st of May 2020	Number of Employee Wellness Events (health investigation / assessments) facilitated	N/A	N/A	N/A	N/A	1 (69% & below)	Due to COVID-19 Wellness event could not be held due to social distancing.	Due to the National Lockdown this was beyond the control of the Business Unit	N/A	Report
A	A2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	HR 10	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Organizational Development	Employee Satisfaction Survey	N/A	N/A	1 x report on the Msunduzi Employee Satisfaction Survey submitted to SMC	1 x report on the Msunduzi Employee Satisfaction Survey submitted to SMC for onward transmission to Full Council by the 30th of June 2020	Date report on the Msunduzi Employee Satisfaction Survey submitted to SMC	N/A	N/A	N/A	N/A	1 (69% & below)	Due to COVID-19 implementation of lock down, the satisfaction survey was inconveniently placed hence the delay	Once the National Lockdown has been lifted, the project will resume and plans put in place to ensure that the satisfaction survey is completed and the results reported to Council.	N/A	Questionnaires / Report to SMC



## ANNEXURE F

### OPERATIONAL PLAN 2019/2020 FY - ANNUAL PERFORMANCE REPORT - SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES

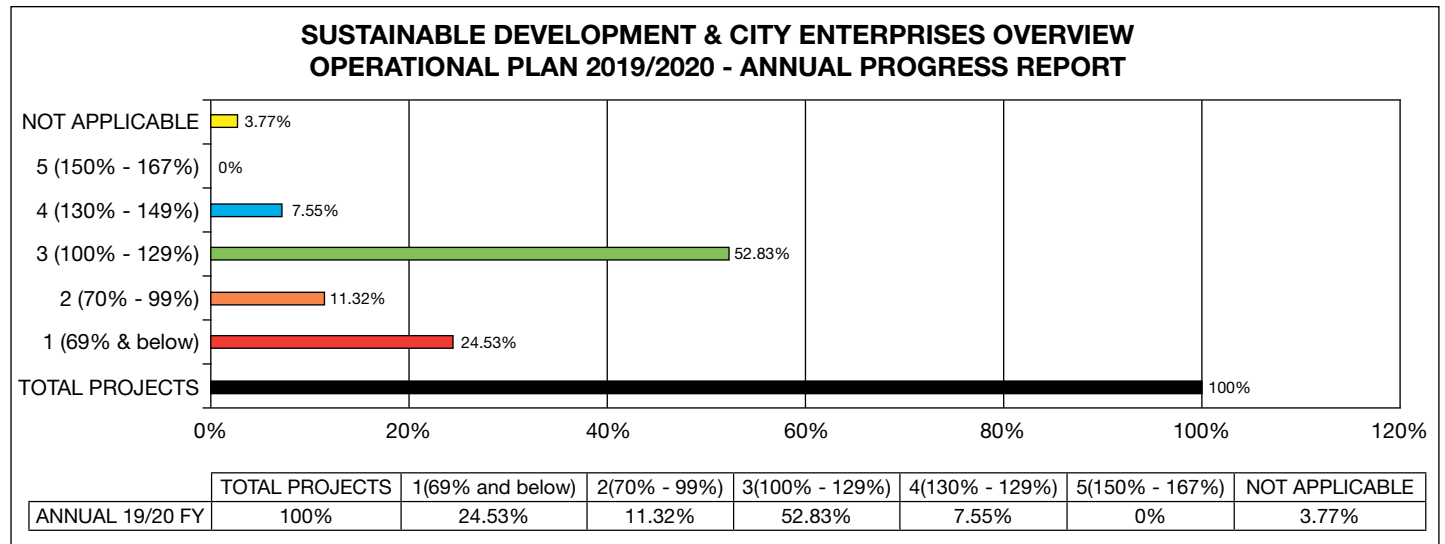
#### SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

#### 1 SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW

1.1	TOTAL PROJECTS:	53
1.1.1	OPERATING PROJECTS	53
1.1.2	CAPITAL PROJECTS	0

#### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR										
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPIS	NUMBER OF CAPITAL KPIS	TOTAL NUMBER OF KPIS	NUMBER OF KPIS - TARGET NOT MET OR PARTIALLY MET	SDIP REFERENCE	SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT		CORRECTIVE MEASURE
								ANNUAL TARGET	ANNUAL ACTUAL	
5	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW (LICENSING, BUSINESS DEVELOPMENT & ECONOMIC ENTERPRISES DEVELOPMENT) OVERVIEW NARRATIVE	DEVELOPMENT SERVICES (LICENSING, BUSINESS DEVELOPMENT & ECONOMIC ENTERPRISES DEVELOPMENT)	20	0	20	7	DS 2	4 x reports prepared and submitted to SMC on 60 previously assisted Cooperatives and SHIMES visited by the 30th of June 2020	3 x reports were prepared and submitted to SMC on 60 previously assisted Cooperatives and SHIMES visited by the 30th of June 2020	In future reports will be submitted in time
						DS 3	DS 3	4 x SMC Progress reports on the number of SHIMES and Co-ops assisted in mentorship programme by the 30th of June 2020	4 x SMC Progress reports on the number of SHIMES and Co-ops assisted in mentorship programme by the 30th of June 2020	In future reports will be submitted in time
						DS 13	DS 13	Revised Informal Economy Policy for the 2020/21 FY financial year prepared and submitted to SMC for onwards transmission to Council for approval by the 31st of May 2020	Revised Informal Economy Policy for the 2020/21 FY financial year prepared due to COVID-19/lockdown	To prepare a deviation report to SMC
						DS 14	DS 14	1 x Report prepared and submitted to SMC on the progress of submitting the Funding Application: Informal Market Stalls by the 31st of September 2019	0 x Report prepared and submitted to SMC on the progress of submitting the Funding Application: Informal Market Stalls by the 31st of September 2019	Budget for 2020/2021 financial year
						DS 18	DS 18	1 x Progress Report on The Edendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	0 x Progress Report on The Edendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	Inception meeting with the appointed Service Provider to be held on 24 July 2020 which will result on the implementation
						DS 19	DS 19	Liaison between Informal Chamber and Sub Committee	Changes in the Councillors who sit in the Sub-Committee and due to COVID-19 Sub committee meeting was cancelled	Liaising with Chief Whip for the appointment of the Councillors who will stand in the Subcommittee
						DS 20	DS 20	Ezinketheni Social Development Planning Programme	SPLUMA application with all the studies completed and submitted to the Municipal Planning Tribunal (MPT) by the 30th of June 2020	Municipal Mayor intervention has been sought to source additional comments from Department of Transport
	TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVD)	Places of Care (POC)	0	0	26	8	TP&EM 16	500 POC premises (cèches, old age homes, nursing facilities) inspected annually for Environmental Health compliance by the 30th of June 2020	466 POC premises (cèches, old age homes, nursing facilities) inspected annually for Environmental Health compliance by the 30th of June 2020	As soon as the Lockdown is lifted, inspections pertaining to POC will resume as this target is a yearly KPI and will be carried out in 2021.
		Inspection of Air Pollution Industries					TP&EM 20	200 Air Pollution Industries/Institutions inspected for air pollution compliance by the 30th of June 2020	192 Air Pollution Industries/Institutions inspected for air pollution compliance by the 30th of June 2020	As soon as the Lockdown is lifted, inspections pertaining to Air Pollution Industries/Institutions will resume as this target is a yearly KPI and will be carried out in 2021.
		Permitting of premises					TP&EM 24	960 permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 30th of June 2020	820 permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 30th of June 2020	Only COVID-19 related work conducted during pandemic - Lockdown has been lifted
		Review of the Municipal Spatial Planning and Land Use Management Bylaws					TP&EM 25	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to SMC for onwards transmission to Council for approval by the 31st of March 2020	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to Council for approval by the 31st of July 2020	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to Council for approval by the 31st of July 2020
		Facilitating Municipal Meetings					TP&EM 26	18 x Municipal Planning Tribunal Meetings facilitated in the 19/20 FY by the 31st of May 2020	17 x Municipal Planning Tribunal Meetings facilitated in the 19/20 FY by the 30th of June 2020	Virtual meetings are being facilitated to adhere to COVID-19 Regulations
		Assessment of building plans					TP&EM 27	100% of building plans in the 19/20 FY assessed within 3 working days by the 30th of June 2020	50% of building plans in the 19/20 FY assessed within 3 working days by the 30th of June 2020	Plans are being accepted physical and electronically to fast-track assessments. Workplan will be revised when it is safe to do.
		Development of a Strategic Environmental Assessment (SEA) for the Vulindlela Area being wards 1-9 and 39					TP&EM 32	1 x report on the Final Strategic Environmental Assessment (SEA) for the Vulindlela Area (wards 1-9 and ward 39) prepared & submitted to SMC by 30th of the June 2020	1 x report on the Final Strategic Environmental Assessment (SEA) for the Vulindlela Area (wards 1-9 and ward 39) prepared & submitted to SMC by 30th of the June 2020	The Environmental Management Unit will fast track reviewing the Final SEA and will draft a report to SMC
		Review of the adopted Maunduzi Environmental Management Framework (EMF) by 31 March 2020					TP&EM 33	1 x report on the Review of the Environmental Management Framework (EMF) prepared & submitted to SMC by the 30th of June 2020	1 x report on the Review of the Environmental Management Framework (EMF) not prepared & submitted to SMC by the 30th of June 2020	Re-appoint service provider in order to complete biodiversity layer and complete project
		Matrix of applications received on a monthly basis					TP&EM 40	Average of 3 days after receipt of application taken to process (approve or decline) all Poster, Banner or Flag applications by the 30th of June 2020	Average of 1 day after receipt of applications (5 taken to process (approve or decline) all Poster, Banner or Flag applications by 30th June 2020. 115 applications received in by 30th June 2020	N/A
	HUMAN SETTLEMENTS	Preparation and Finalization of Quarterly Performance Reports for submission to Provincial Human Settlement	7	0	7	4	HS 15	3 x Quarterly Accreditation Performance Reports prepared and submitted to Provincial Human Settlement within 10 days of the quarter ending by the 30th of April 2020	0 x Quarterly Accreditation Performance Reports prepared and submitted to Provincial Human Settlement within 10 days of the quarter ending by the 30th of April 2020	There have been discussions with DoHS, and the renewal of the implementation protocol has been submitted to the department



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR													
SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW NARRATIVE													
SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT													
NO	BUSINESS UNIT	SUB UNIT	NUMBER OF OPERATING KPI'S	NUMBER OF CAPITAL KPI'S	TOTAL NUMBER OF KPI'S	NUMBER OF KPI'S THAT GET NOT MET OR PARTIALLY MET	SDRIP REFERENCE	ANNUAL TARGET		ANNUAL ACTUAL		CORRECTIVE MEASURE	
								PROJECT	PROFILES	ACTUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION		
5	SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES OVERVIEW NARRATIVE	HUMAN SETTLEMENTS					HS 18	Updating of Informal Settlement profiles of those settlements that have not been moved to planning for upgrading, for the 19/20 FY updated by the 30th of June 2020	10 x Informal settlements profiles (those settlements that have not been moved to planning for upgrading) for the 19/20 FY updated by the 30th of June 2020	0 x Informal settlements profiles (those settlements that have not been moved to planning for upgrading) for the 19/20 FY updated by the 30th of June 2020	1 (69% & below)	Update of Profiles NOT been done due to National Lockdown Regulations. Update on Informal Settlements was done until March 2020 - 7 Informal Settlements Updated in a year 2020	Work to be completed as soon as Lockdown is lifted
							HS 19	Verification of Occupancy of Council Flats	300 x Council rental stock verified in the 19/20FY to have occupancy by the correct tenants by the 30th of June 2020	68 x Council rental stock verified in the 19/20FY to have occupancy by the correct tenants by the 30th of June 2020	1 (69% & below)	A large number of tenants have verified for the year 2019/20. No Verification have been undertaken due to the Nation Lockdown.	Re-issue the tenant Verification forms and follow up with tenants as soon as Lockdown is lifted.
							HS 20	Facilitation of the signing of 300 new Leases for all verified tenancies	100% of leases prepared for all verified occupancies in the 19/20 FY by the 30th of June 2020	59% of leases prepared for all verified occupancies in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Tenant assistance to compliance to Council Resolutions. No new leases have been completed due to the Nation Lockdown.	Work to be completed as soon as Lockdown is lifted
		TOTAL	53	0	53	19							

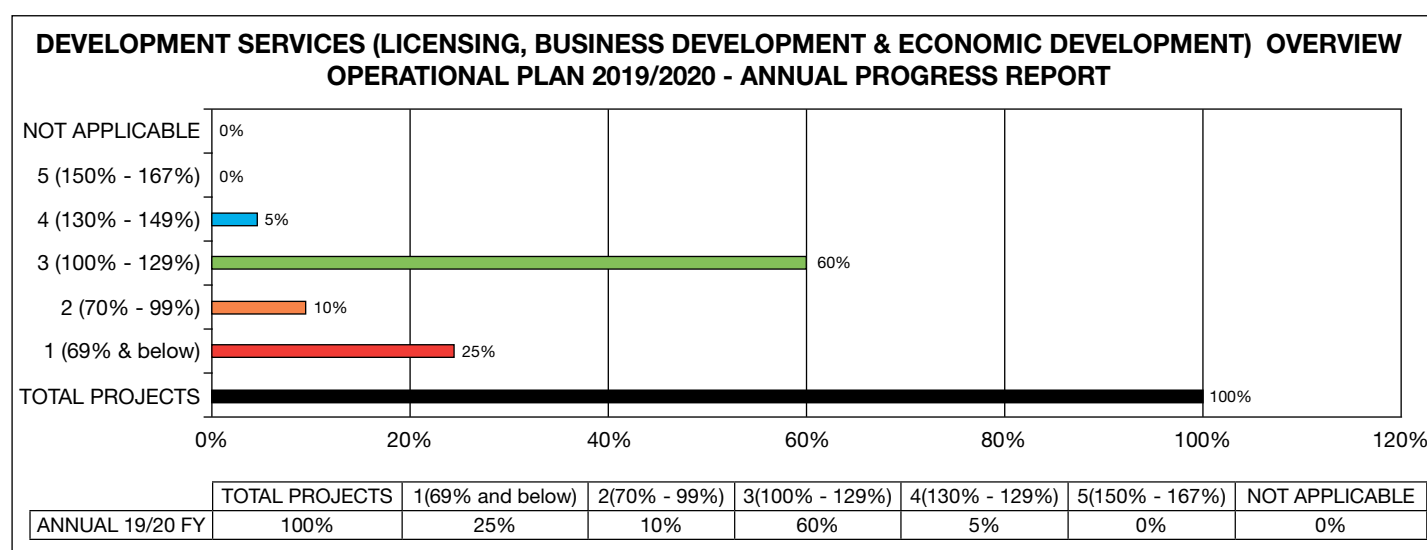
## DEVELOPMENT SERVICES (LICENSING, BUSINESS DEVELOPMENT & ECONOMIC DEVELOPMENT) OVERVIEW SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

### 1 DEVELOPMENT SERVICES (LICENSING, BUSINESS DEVELOPMENT & ECONOMIC DEVELOPMENT) OVERVIEW

- 1.1 TOTAL PROJECTS: 20
- 1.1.1 OPERATING PROJECTS 20
- 1.1.2 CAPITAL PROJECTS 0

### 1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																						
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																						
INDEX	IDP REFERENCE	CBS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE ANNUAL TARGET / OUTPUT	PERFORM-ANCE MEASURE	SUB UNIT: DEVELOPMENT LICENSING, BUSINESS DEVELOPMENT & ECONOMIC DEVELOPMENT				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
											OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Net Applicable)	FOR DEWA-TION	CORRECTIVE MEASURE	TIME-TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCU-MENT	
C	C2	5 - GROW-ING THE RE-GIONAL ECONO-MY	DS 1	NKPA 3 - LOCAL ECONOMIC DEVELOP-MENT	SMMEs and Cooperative development	Skills Development and Training for SMME and Co-ops	All wards	10x Training and Work-shops for SMMEs and Co-ops facilitated by the 30th June 2019.	8 x Skills Development and Training workshops facilitated for SMMEs and Co-ops by the 30th of June 2020	Number of Skills Development and Training workshops facilitated for SMMEs and Co-ops by the 30th of June 2020	N/A	N/A	N/A	Government Agencies covers the costs	8 x Skills Development and Training workshops facilitated for SMMEs and Co-ops by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Training content, attendance register and photos		
E	E1	5 - GROW-ING THE RE-GIONAL ECONO-MY	DS 2	NKPA 3 - LOCAL ECONOMIC DEVELOP-MENT	SMMEs and Cooperative development	SMMEs and Co-ops	All wards	4x Reports on the number of SMMEs and Co-ops assisted in mentorship programmes submitted to SMC by 30th June 2019.	4 x reports prepared and submitted to SMC on 60 previously assisted Co-operatives and SMMEs visited by the 30th of June 2020	Number of reports prepared and submitted to SMC on 60 previously assisted Co-operatives and SMMEs visited by the 30th of June 2020	N/A	N/A	N/A	R400,000.00	4 x reports prepared and submitted to SMC on 60 previously assisted Co-operatives and SMMEs visited by the 30th of June 2020	2 (70% - 99%)	N/A	The 4th quarterly report was submitted late due to COVID-19 lock down and were not considered	In future reports will be submitted in time	N/A	Copy of SMC report	
E	E1	5 - GROW-ING THE RE-GIONAL ECONO-MY	DS 3	NKPA 3 - LOCAL ECONOMIC DEVELOP-MENT	SMMEs and Cooperative development	SMMEs and Co-ops	All wards	60 Cooper-atives and SMMEs assisted in mentorship programme	4x SMC Pro-gress reports on the number of SMME's and Co-ops assisted in mentorship programme by the 30th of June 2020	Number of reports submitted to SMC on the number of SMME's and Co-ops assisted in mentorship programme and SMMEs assisted in mentorship programme by the 30th of June 2020	N/A	N/A	N/A	N/A	3 x SMC Pro-gress reports on the number of SMME's and Co-ops assisted in mentorship programme by the 30th of June 2020	2 (70% - 99%)	N/A	The 4th quarterly report was submitted late due to COVID-19 lock down and were not considered	In future reports will be submitted in time	N/A	Copy of SMC report	
E	E1	5 - GROW-ING THE RE-GIONAL ECONO-MY	DS 4	NKPA 3 - LOCAL ECONOMIC DEVELOP-MENT	Business retention and Expansion	Small Scale production and industrial workshop facilitated	all wards	LED Strate-gy adopted 30 May 2018	1 x report prepared and submitted to SMC on Small Scale production and industrial businesses workshop conducted by the 30th of June 2020	Date report prepared and submitted to SMC on Small Scale production and industrial businesses workshop conducted by the 30th of June 2020	1 x report prepared and submitted to SMC on Small Scale production and industrial businesses workshop conducted by the 30th of June 2020	N/A	N/A	Out-sourced funding (partnered with TIKZN)	1 x report prepared and submitted to SMC on Small Scale production and industrial businesses workshop conducted by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	report drafted and submitted by the end of June
E	E1	5 - GROW-ING THE RE-GIONAL ECONO-MY	DS 5	NKPA 3 - LOCAL ECONOMIC DEVELOP-MENT	Business retention and Expansion	Small Scale Production and industrial database conducted	all wards	LED Strate-gy adopted 30 May 2019	1 x report prepared and submitted to SMC on the Draft Database created for small scale production and industrial businesses by the 31st of December 2019	Date report prepared and submitted to SMC on the Draft Database created for small scale production and industrial businesses by the 31st of December 2019	1 x report prepared and submitted to SMC on the Draft Database created for small scale production and industrial businesses by the 31st of December 2019	N/A	N/A	Council (Database done in-house only advertising through Market-ing)	1 x report prepared and submitted to SMC on the Draft Database created for small scale production and industrial businesses by the 31st of December 2019	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Copy of dated report with the draft data base.
E	E1	5 - GROW-ING THE RE-GIONAL ECONO-MY	DS 6	NKPA 3 - LOCAL ECONOMIC DEVELOP-MENT	Development Facilitation	Development Facilitation Meetings	All	2 Devel-opment Facilitation Meetings conducted by June 2019	4 x reports prepared and submitted to SMC on the Quarterly Development Facilitation meetings conducted with Internal & External Stakehold-ers by the 30th of June 2020	Number of reports prepared and submitted to SMC on the Quarterly Development Facilitation meetings conducted with Internal & External Stakeholders by the 30th of June 2020	N/A	N/A	N/A	4 x reports prepared and submitted to SMC on the Quarterly Development Facilitation meetings conducted with Internal & External Stakeholders by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Attendance Registers	

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																					
INDEX	IDP REFERENCE	CDIS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	SUB UNIT: DEVELOPMENT SERVICES (LICENSING, BUSINESS DEVELOPMENT & ECONOMIC DEVELOPMENT)				PERFORMANCE REPORTING: 2019/2020 FY - ANNUAL PROGRESS REPORT								
									MEAS-URABLE OBJECTIVE	ANNUAL TARGET/ OUTPUT	PER-FORMANCE MEASURE	ANNUAL CAPEX	ANNUAL REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 7	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Business Retention and Expansion	Development of Msunduzi Business Incentive Policy	ALL	Draft Msunduzi Business Incentive Policy	Final Msunduzi Business Incentive Policy developed and submitted to SMC for approval	Final Msunduzi Business Incentive Policy developed and submitted to SMC for approval	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Copy of the Msunduzi Business Incentive Policy	
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 8	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Informal Economy	Informal economy database ward 3,4,5 & 6	3,4,5 & 6	Home Based Policy & Informal Economy Database for Ward 1&2 created by June 2019	1 x report prepared and submitted to SMC on the Informal Economy Database created for Msunduzi Municipality Zone 1 (wards 3,4,5 & 6) by 30th June 2020	1 x report prepared and submitted to SMC on the Informal Economy Database created for Msunduzi Municipality Zone 1 (wards 3,4,5 & 6) by 30th June 2020	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Copy of SMC report and Database list	
C	C2	5 - GROWING THE REGIONAL ECONOMY	DS 9	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Street Trading Support	Facilitating awareness campaigns for Street Traders within Msunduzi Municipality	All	4 x Awareness Campaigns for Street Traders conducted by 30 June 2019	4 x awareness campaigns conducted for Msunduzi Street Traders by the 30th of June 2020 (Financial literacy, Food safety & hygiene, Safety & hygiene on Hairdressing, Sensitize on Street Trading Laws Capacity Building; Meeting procedures)	4 x awareness campaigns conducted for Msunduzi Street Traders by the 30th of June 2020 (Financial literacy, Food safety & hygiene, Safety & hygiene on Hairdressing, Sensitize on Street Trading Laws Capacity Building; Meeting procedures)	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Attendance Registers and Training Manuals	
C	C2	5 - GROWING THE REGIONAL ECONOMY	DS 10	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	BUSINESS REGISTRATION	BUSINESS REGISTRATION DATABASE	ALL	585 Businesses visited to initiate Business Registration and inclusion in the database of all businesses by the 30th of June 2019	520 x Businesses visited to initiate Business Registration and inclusion in the database of all businesses by the 30th of June 2020	520 x Businesses visited to initiate Business Registration and inclusion in the database of all businesses by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Schedule of business registration forms	
C	C2	5 - GROWING THE REGIONAL ECONOMY	DS 11	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	BUSINESS LICENSING	Business applications received and processed	ALL	Average of 11 days taken to process Business Licence Applications after date of receipt by the 30th of June 2019	Average of 21 days taken to process Business Licence applications after date of receipt by the 30th of June 2020	Average of 21 days taken to process Business Licence applications after date of receipt by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Schedule of business Licence applications received and proof of applications





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																		
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																		
SUB UNIT: DEVELOPMENT SERVICES LICENSING, BUSINESS DEVELOPMENT & ECONOMIC DEVELOPMENT																		
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE ANNUAL TARGET / OUTPUT	PERFORM-ANCE MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT					
											CAPEX VOTE	REVENUE VOTE	ANNUAL ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME-TO-IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	
C	C2	5 - GROWING THE REGIONAL ECONOMY	DS 12	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	REGULATIONS/ ENFORCEMENT OF BUSINESS LICENSING	Enforcement of Business Regulations	ALL	347 Formal Businesses inspected for valid Licenses by 30th of June 2019	540 x Businesses inspected for valid Licenses by the 30th of June 2020	Number of Businesses inspected for valid Licenses	N/A	N/A	N/A	783 x formal Businesses inspected for valid Licenses by the 30th of June 2020	4 (190% -149%)	N/A	N/A	Schedule of Businesses visited
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 13	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Local Economic Development	Informal Economy Policy	All	Existing Informal Economy Policy adopted in 2014	Revised Informal Economy Policy for the 2020/21 FY prepared and submitted to SMC for approval by the 31st of May 2020	Date Revised Informal Economy Policy for the 2020/21 FY financial year prepared and submitted to SMC for approval by the 31st of May 2020	N/A	N/A	N/A	Revised Informal Economy Policy for the 2020/21 FY financial year prepared and submitted to SMC for approval by the 31st of May 2020	1 (69% & below)	N/A	To prepare a deviation report to SMC by 31st July 2020	Copy of deviation report
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 14	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Local Economic Development	CBD: Access to funding towards the Establishment of Informal Trade Stalls	All	30 Street Trading shelters (Church Street)	1 x Report prepared and submitted to SMC on the progress of submitting the Funding Application: Informal Market Stalls by the 31st of September 2019	Date Report prepared and submitted to SMC on the progress of submitting the Funding Application: Informal Market Stalls by the 31st of September 2019	N/A	N/A	R 1 000,000.00	R85 000	1 (69% & below)	N/A	Budget for 2020/2021 financial year	Draft Report
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 15	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Neighbourhood Development	Identification and Securing of Land & Buildings for Informal Economy	All Wards	NIL	1 x report prepared and submitted to SMC on land and buildings (assets) earmarked for the Informal Economy	Date Report prepared and submitted to SMC on land and buildings (assets) earmarked for the Informal Economy	N/A	N/A	R 1 100,000.00	0 x Report prepared and submitted to SMC on the progress of submitting the Funding Application: Informal Market Stalls by the 31st of September 2019	3 (100% - 129%)	N/A	N/A	Copy of SMC report
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 16	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Neighbourhood Development	Edendale Town Centre: Technical Assistance on Environmental Compliance (BAR submission) Phase Two	22	BAR approval Phase One WUJA approval phase one	The Edendale Town Centre Basic Assessment Report prepared and submitted to SMC by the 30th of June 2020	Date The Edendale Town Centre Basic Assessment Report prepared and submitted to SMC by the 30th of June 2020	N/A	N/A	R 1 100,000	The Edendale Town Centre Basic Assessment Report prepared and submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	Signed progress report submitted to SMC



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																							
BUSINESS SERVICES, LICENSING, BUSINESS DEVELOPMENT & ECONOMIC DEVELOPMENT																							
INDEX	IDP REFERENCE	CDIS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	SUB UNIT: DEVELOPMENT MEASURES			ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT								
									MEASURABLE TARGET / OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 17	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Neighbourhood Development	Enderdale Town Centre: Technical Assistance on Environmental Compliance (WULA submission)	22	WULA approval phase one Baseline Zero Document submitted to National Treasury	1 x Progress Report on The Enderdale Town Centre Water User License Application prepared & submitted to SMC by the 30th of June 2020	1 x Progress Report on the Edendale Town Centre Water User License Application prepared & submitted to National Treasury	N/A	N/A	N/A	N/A	NDPG (National Treasury payments direct to Service Providers)	1 x Progress Report on The Edendale Town Centre Water User License Application prepared & submitted to SMC by the 30th of June 2020	1 x Progress Report on The Edendale Town Centre Water User License Application prepared & submitted to SMC by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	Signed progress report submitted to SMC	
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 18	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Neighbourhood Development	Enderdale Town Centre: Feasibility report on Civic Building	22	Baseline Zero Document submitted to National Treasury approval Phase One	1 x Progress Report on the Edendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	1 x Progress Report on the Edendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	R 530,000	N/A	N/A	NDPG (National Treasury payments direct to Service Providers)	1 x Progress Report on The Edendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	0 x Progress Report on The Edendale Town Centre Feasibility Study and Implementation Plan on the Civic Building prepared & submitted to SMC by the 30th of June 2020	1 (69% & below)	N/A	The progress report on the implementation plan was not submitted due to Lock-down period and delays on SCM finalising the appointment process.	Inception meeting with the appointed Service Provider to be held on 24 July 2020 which will result on the implementation	1 month	N/A	BEC resolution on appointment of service provider
E	E1	5 - GROWING THE REGIONAL ECONOMY	DS 19	NKPA 3 - LOCAL ECONOMIC DEVELOPMENT	Informal Support Economy Support	Liaison between Informal Chamber and Sub Committee Liaison between Informal Chamber and Sub Committee	All	Informal Economy Sub Committee meetings in the 2019/20 FY facilitated 12x Sub Committee meetings facilitated by 30 June 2019	4 x Informal Economy Sub Committee meetings in the 2019/20 FY facilitated by the 30th of June 2020 12x Sub Committee meetings facilitated by 30 June 2019	All	N/A	N/A	N/A	N/A	R 8,000,000	2 x Informal Economy Sub Committee meetings in the 2019/20 FY facilitated by the 30th of June 2020	2 (69% & below)	N/A	Changes in the Councilors who sit in the Sub-Committee and due to COVID-19 Sub committee meeting was cancelled	Liaison with Chief Whip for the appointment of the Councilors who will stand in the Sub-committee	Immediately	N/A	Attendance Registers



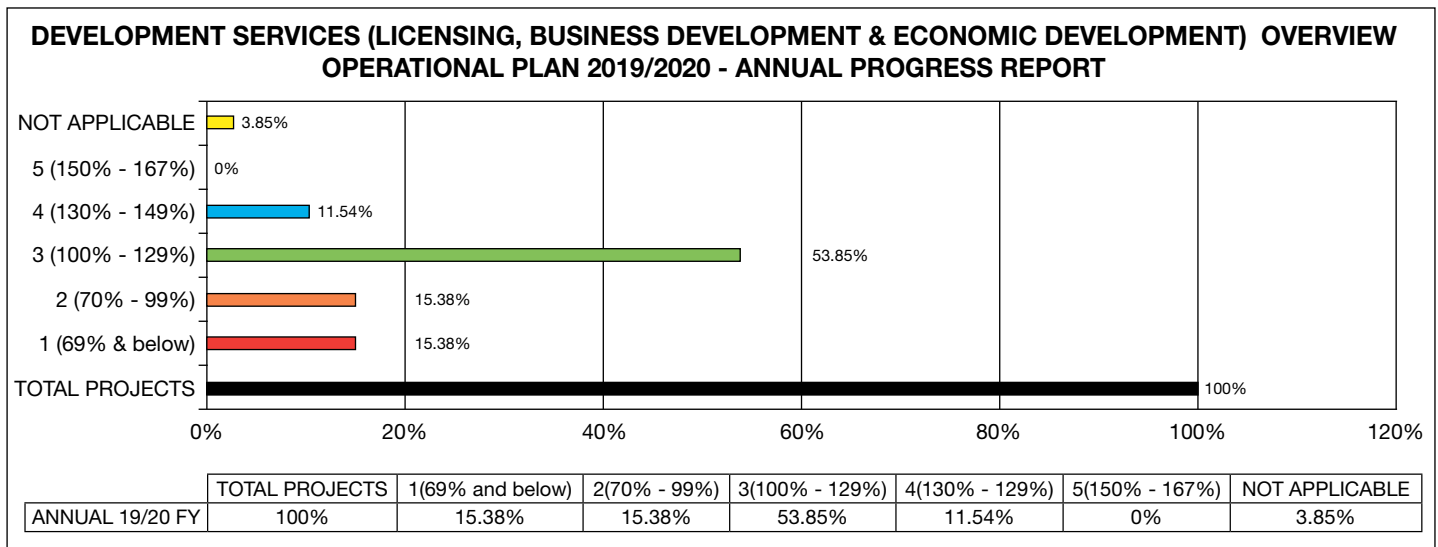
**TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI) OVERVIEW**  
**SERVICE DELIVERY & BUDGET IMPLEMENTATION PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% - 149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI) OVERVIEW**

- 1.1 TOTAL PROJECTS: 26
- 1.1.1 OPERATING PROJECTS 26
- 1.1.2 CAPITAL PROJECTS 0

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																								
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																								
SUB UNIT: TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI)																								
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORM. MEASURE	ANNUAL BUDGET INFORMATION					PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
												OPEx	CAPEX	VOLE	REVENUE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	
F	F2	1-BUILDING A-CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 13	NKPA 6-CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Health Surveillance Premises (HSP)	All	8 492 (commercial & residential) premises inspected annually for Environmental Health compliance by the 30th of June 2019	8 200 (commercial & residential) premises inspected annually for Environmental Health compliance by the 30th of June 2020	Number of (commercial & residential) premises inspected annually for Environmental Health compliance by the 30th of June 2020	N/A	N/A	N/A	N/A	8 200 (commercial & residential) premises inspected for Environmental Health compliance by the 30th of June 2020	8572 (commercial & residential) premises inspected for Environmental Health compliance by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Cyberfox EHIMS		
F	F2	1-BUILDING A-CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 14	NKPA 6-CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Food Premises (FP)	All	2 769 food premises inspected annually for Environmental Health compliance by the 30th of June 2019	2 600 food premises inspected annually for Environmental Health compliance by the 30th of June 2020	Number of food premises inspected annually for Environmental Health compliance by the 30th of June 2020	N/A	N/A	N/A	N/A	2 600 food premises inspected for Environmental Health compliance by the 30th of June 2020	2823 food premises inspected for Environmental Health compliance by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	Cyberfox EHIMS		
F	F2	1-BUILDING A-CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 15	NKPA 6-CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Health Care risk Waste (HCRW)	All	736 HCRW premises inspected annually for Environmental Health compliance by the 30th of June 2019	500 HCRW premises (pharmacies, surgeries, hospitals) inspected annually for Environmental Health compliance by the 30th of June 2020	Number of HCRW premises (pharmacies, surgeries, hospitals) inspected annually for Environmental Health compliance by the 30th of June 2020	N/A	N/A	N/A	N/A	500 HCRW premises (pharmacies, surgeries, hospitals) inspected for Environmental Health compliance by the 30th of June 2020	598 HCRW premises (pharmacies, surgeries, hospitals) inspected annually for Environmental Health compliance by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Cyberfox EHIMS	
F	F2	1-BUILDING A-CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 16	NKPA 6-CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Places of Care (POC)	All	625 POC premises inspected annually for Environmental Health compliance by the 30th of June 2019	500 POC premises (crèches, old age homes, nursing facilities) inspected annually for Environmental Health compliance by the 30th of June 2020	Number of POC premises (crèches, old age homes, nursing facilities) inspected annually for Environmental Health compliance by the 30th of June 2020	N/A	N/A	N/A	N/A	500 POC premises (crèches, old age homes, nursing facilities) inspected for Environmental Health compliance by the 30th of June 2020	466 POC premises (crèches, old age homes, nursing facilities) inspected annually for Environmental Health compliance by the 30th of June 2020	2 (70% - 99%)	N/A	N/A	N/A	As soon as the Lockdown is lifted, inspections pertaining to POC will resume as this target is a yearly KPI and will be carried out in 2021.	N/A	N/A	Cyberfox EHIMS
F	F2	1-BUILDING A-CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 17	NKPA 6-CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Tobacco Control (TOB)	All	3 387 TOB premises inspected annually for Environmental Health compliance by the 30th of June 2019	3 000 TOB premises inspected annually for Environmental Health compliance by the 30th of June 2020	Number of TOB premises inspected annually for Environmental Health compliance by the 30th of June 2020	N/A	N/A	N/A	N/A	3 000 TOB premises inspected for Environmental Health compliance by the 30th of June 2020	3958 TOB premises inspected for Environmental Health compliance by the 30th of June 2020	4 (100% - 149%)	N/A	N/A	N/A	N/A	N/A	Cyberfox EHIMS	
F	F2	1-BUILDING A-CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 18	NKPA 6-CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Public Complaints Investigations	All	100% (536) public complaints investigated/responded to within 5 working days of receipt of the complaint by the 30th of June 2019	100% public complaints investigated/responded to within 5 working days of receipt of the complaint by the 30th of June 2020	% & turnaround time for public complaints investigated/complaints responded to within 5 working days of receipt of the complaint by the 30th of June 2020	N/A	N/A	N/A	N/A	100% public complaints investigated/responded to within 5 working days of receipt of the complaint by the 30th of June 2020	100% (409) public complaints investigated/responded to within 5 working days of receipt of the complaint by the 30th of June 2020	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Complaints file	

OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																							
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PROGRAMME	PROJECT	WARD	SUB UNIT: TOWN PLANNING & ENVIRONMENTAL MANAGEMENT				BUSINESS UNIT: SUSTAINMENT DEVELOPMENT & CITY ENTERPRISES				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
								BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	OPEX VOTE	CAPEX VOTE	REVENUE	FUNDING SOURCE	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT		
F	F2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 19	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Improve adherence of Unit to Environmental Health Norms and Standards in terms of the National Health Act	All	80% Compliance with Environmental Norms and Standards maintained in the 19/20FY as prescribed by the National Health Act by the 30th of June 2020	80% Compliance with Environmental Norms and Standards maintained in the 19/20FY as prescribed by the National Health Act by the 30th of June 2020	% Compliance with Environmental Norms and Standards maintained in the 19/20FY as prescribed by the National Health Act (determined by the audit tool)	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	Norms and standards compliance file and tool		
F	F2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 20	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Inspection of Air Pollution Industries	All	228 Air Pollution Industries/Institutions inspected annually for air pollution compliance by the 31st of June 2019	200 Air Pollution Industries/Institutions inspected annually for air pollution compliance by the 30th of June 2020	Number of Air Pollution Industries/Institutions inspected annually for air pollution compliance by the 30th of June 2020	N/A	N/A	N/A	N/A	2 (70% - 99%)	N/A	Due to the National Lockdown, this target could not be achieved. Only COV-ID-19 related work conducted during pandemic.	As soon as the Lockdown is lifted, inspections pertaining to Air Pollution Industries/Institutions will resume as this target is a yearly KPI and will be carried out in 2021.	N/A	N/A	N/A	Cyberfox EHMS	
F	F2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 21	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Compliance and Enforcing	ALL	(100%) 403 compliance notices and 194 summons issued for environmental health contraventions by the 31st of June 2019	(100%) No. of compliance notices and summons issued for environmental health contraventions by the 30th of June 2020	Number of compliance notices and summons issued for environmental health contraventions by the 30th of June 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	Cyberfox EHMS	
F	F2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 22	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Health Education and Promotion	All	982 Health Education/Promotion sessions conducted annually by the 31st of June 2019	960 Health Education/Promotion sessions conducted annually for external stakeholders by the 30th of June 2020	Number of Health Education/Promotion sessions conducted annually for external stakeholders by the 30th of June 2020	N/A	N/A	N/A	N/A	4 (190% - 149%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Health education files
F	F2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 23	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Communicable disease control	All	(100%) 125 Notifiable diseases responded to and investigated within 5 working days by the 31st of June 2019	(100%) Notifiable diseases responded to and investigated within 5 working days by the 30th of June 2020	(100%) Number of turnaround time of Notifiable diseases responded to and investigated within 5 working days by the 30th of June 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	N/A	Notifications file



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																				
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																				
SUB UNIT: TOWN PLANNING & ENVIRONMENTAL MANAGEMENT, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI																				
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORM-ANCE MEASURE	ANNUAL 2019/2020 FY PROGRESS REPORT			ANNUAL 2019/2020 FY PROGRESS REPORT					
												ANNUAL ACTUAL	ANNUAL TARGET	ANNUAL ACTUAL (1,2,3,4,5 Not Applicable)	FOR DEVA-TION	CORRECTIVE MEASURE	TIME-FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT		
F	F2	1 - BUILDING A CAPABLE & DEVELOPMENTAL MENTAL MUNICIPALITY	TP&EM 24	NKPA 6 - CROSS CUTTING	Safeguarding the environment for the optimal health of the Community	Permitting of premises	All	1065 permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 31st of June 2019	960 permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 30th of June 2020	960 Number of permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 30th of June 2020	N/A	N/A	N/A	960 permit applications received and processed in terms of the Public Health Bylaws and other environmental health legislation by the 30th of June 2020	2 (70% - 99%)	Only COVID-19 related work conducted during National Lockdown has been lifted	20/21 FY	Cyberfox EHIMS		
E	E1	8 - SPATIAL EFFEC-TIVE-NESS & JUSTICE	TP&EM 25	NKPA 5 - GOOD GOV-ERNANCE & PUBLIC PARTICIPA-TION	Drafting By-Laws	Review of the Municipal Spatial Planning and Land Use Management Bylaws	All	Adopted Municipal Spatial Planning and Land Use Management Bylaws for approval by the Council for the 31st of March 2020	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to SMC for approval by the 31st of March 2020	Date the Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to SMC for approval by the Council for the 31st of March 2020	Council	N/A	N/A	Municipal Spatial Planning and Land Use Management Bylaws prepared and submitted to SMC for approval by the 31st of March 2020	1 (69% & below)	Target was affected by the National Lockdown.	1 month	N/A	copy of the bylaw adoption report	
E	E1	8 - SPATIAL EFFEC-TIVE-NESS & JUSTICE	TP&EM 26	NKPA 5 - GOOD GOV-ERNANCE & PUBLIC PARTICIPA-TION	Municipal Planning Tribunal Meetings	Facilitating Municipal Planning Tribunal Meetings	All	18 x Municipal Planning Tribunal Meetings facilitated in the 19/20 FY	17 x Municipal Planning Tribunal Meetings facilitated in the 19/20 FY by the 30th of June 2020	Number of Municipal Planning Tribunal Meetings facilitated in the 19/20 FY	N/A	N/A	N/A	18 x Municipal Planning Tribunal Meetings facilitated in the 19/20 FY by the 31st of May 2020	2 (70% - 99%)	Set target not met due to the National Lockdown and suspension of COVID-19 meetings	Bi-monthly	N/A	Virtual meetings are being facilitated to adhere to COVID-19 Regulations	Meeting Agendas and attendance registers
E	E1	8 - SPATIAL EFFEC-TIVE-NESS & JUSTICE	TP&EM 27	NKPA 5 - GOOD GOV-ERNANCE & PUBLIC PARTICIPA-TION	Building plans	Assess-ment of building plans	All	Existing system is in place to deal with the approval of building plans	100% of building plans in the 19/20 FY assessed within 3 working days	% and turnaround time of building plans in the 19/20 FY assessed within 3 working days by the 30th of June 2020	N/A	N/A	N/A	100% of building plans in the 19/20 FY assessed within 3 working days by the 30th of June 2020	1 (69% & below)	Set target not met due to COVID-19 regulations and Occupational Safety assessments. Workplan will be revised when it is safe to do.	N/A	N/A	Plans are being accepted electronically and fasttrack assessments. Workplan will be revised when it is safe to do.	Building Plan register
A	A1	8 - SPATIAL EFFEC-TIVE-NESS & JUSTICE	TP&EM 28	NKPA 1 - MUNICIPAL TRANSFOR-MATION & ORGANI-ZATIONAL DEVELOP-MENT	Optimize system pro-cedures and processes for Infrastructure Planning & Survey	Improve processes for development Applications (Sub-divisions & Consoli-dations of land).	All	It took an average of 22 days to process applications in terms of SPLUMA by June 2019	(80 days) Average number of days taken to process development applications for approval in terms of SPLUMA by the 30th of June 2020	Average number of days taken to process development applications for approval in terms of SPLUMA	N/A	N/A	N/A	(80 days) Average number of days taken to process development applications for approval in terms of SPLUMA by the 30th of June 2020	4 (130% - 149%)	It took an average of 7 days to process development applications in terms of SPLUMA by the Registrar by the 30th of June 2020	N/A	N/A	N/A	SPLUMA Tracking Register
A	A1	8 - SPATIAL EFFEC-TIVE-NESS & JUSTICE	TP&EM 29	NKPA 1 - MUNICIPAL TRANSFOR-MATION & ORGANI-ZATIONAL DEVELOP-MENT	Optimize system pro-cedures and processes for Infrastructure Planning & Survey	Improve processes for Building Plan Applications	All	98% of building plan applications were processed within one working day of receipt by June 2019	95% of Building Plan Applications to be cleared/declined by Land Survey Section within 1 working day of receipt of the application by 30th of June 2020	% of Building Plan Applications to be cleared/declined by Land Survey Section within 1 working day of receipt of the application by 30th of June 2020	N/A	N/A	N/A	95% of Building Plan Applications to be cleared/declined by Land Survey Section within 1 working day of receipt of the application by 30th of June 2020	3 (100% - 129%)	95% of Building Plan Applications to be cleared/declined by Land Survey Section within 1 working day of receipt of the application by 30th of June 2020	N/A	N/A	N/A	Building Plan Spreadsheet



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																											
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	SUB UNIT: TOWN PLANNING & ENVIRONMENTAL MANAGEMENT				BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES				LAND SURVEY & GEVDI				PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT							
								BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFOR-MANCE MEASURE	OPEX VOTE	CAPEX VOTE	REVENUE	FUNDING SOURCE	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT						
																						ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL ANNUAL (1,2,3,4,5, Not Applicable)	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES
A	A1	8 - SPATIAL EFFEC-TIVENESS & JUSTICE	TP&EM 30	NKPA 1 - MUNICIPAL TRANSFOR-MATION & ORGANI-ZATIONAL DEVELOP-MENT	Optimize infrastructure procedures and processes for Way-leaves, Infrastructure Planning & Survey	Improve processes for Way-leaves.	All	It took an average of 30 days taken to process new Wayleaves applications by the end of June 2019	Average of 30 days taken to process new way leave applications by the Wayleaves Panel from the date of receipt of the applica-tion.	Average of 30 days taken to process new way leave applications by the Wayleaves Panel from the date of receipt of the applica-tion by 30th June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Wayleaves Applications Register				
A	A1	8 - SPATIAL EFFEC-TIVENESS & JUSTICE	TP&EM 31	NKPA 1 - MUNICIPAL TRANSFOR-MATION & ORGANI-ZATIONAL DEVELOP-MENT	Improve Infrastructure Planning & Survey provision of information.	Provi-sion of cadastral information to public queries within timeframe.	All	All public queries (280) were responded to within 1 working day	95% of all public queries for cadastral information responded to within 1 working day of receipt of the query	95% of all public queries for cadastral information responded to within 1 working day of receipt of the query by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	Counter Query Register				
F	F1	8 - SPATIAL EFFEC-TIVENESS & JUSTICE	TP&EM 32	NKPA 6- CROSS CUTTING	Strategic Environmental Assessment (SEA) for the Vullindlela area	Develop-ment of a Strategic Environ-mental Assessment (SEA) for the Vullindlela Area	Ward 1-9 & 39	92% draft Strategic Environmental Assessment for the Vullindlela Area completed by the 30th June 2019	1 x report on the Final Strategic Environmental Assessment (SEA) for the Vullindlela Area (wards 1-9 and ward 39) prepared & submitted to SMC by the 30th of June 2020	1 x report on the Final Strategic Environmental Assessment (SEA) for the Vullindlela Area (wards 1-9 and ward 39) prepared & submitted to SMC by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 (69% & below)	N/A	N/A	N/A	N/A	Due to the national lockdown the Environmental Unit did not have sufficient time to complete project tasks and were only able to submit on the 26 June 2020. Environmental Unit requires time to review the final SEA prior to SMC submission.	The Envi-ronmental Management Unit will fast track reviewing the Final SEA and will draft a report to SMC	4 weeks	N/A	email and draft final SEA report
E	E1	8 - SPATIAL EFFEC-TIVENESS & JUSTICE	TP&EM 33	NKPA 5 - GOOD GOV-ERNANCE & PUBLIC PARTICIPA-TION	Environmental Framework (EMF)	Review of the adopted Muzundzi Environ-mental Framework Agreement (EMF) by 31 March 2020	All	All spatial layers com-pleted except for the biodiversity layer BAC approved contract ex-tension for 6 months	1 x report on the Review of the Environmental Management Framework (EMF) prepared & submitted to SMC by the 30th of June 2020	1 x report on the Review of the Environmental Management Framework (EMF) prepared & submitted to SMC by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	1 (69% & below)	N/A	N/A	N/A	N/A	N/A	Re-appoint ser-vice provider in order to complete bodi-versity layer proposal consultation and complete project	8 weeks	N/A	Bid Adjudication Report
A	A1	8 - SPATIAL EFFEC-TIVENESS & JUSTICE	TP&EM 38	NKPA 1 - MUNICIPAL TRANSFOR-MATION & ORGANI-ZATIONAL DEVELOP-MENT	Optimize infrastructure procedures and processes for Building Plan Applications	Improve processes for Building Plan Applications.	All	100% of (788) Building Plan Applications <500m2 processed for approval by the 30th of June 2019	95% of Building Plan Applications <500m2 to be processed for approval by the 30th of June 2020	100% of (488) Building Plan Applications processed for approval by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	N/A	N/A	N/A	PAC Matrix of Approval, Engage Soft-ware System as well as the PAC agenda		



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																			
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																			
SUB UNIT: TOWN PLANNING & ENVIRONMENTAL MANAGEMENT (TOWN PLANNING, ENVIRONMENTAL MANAGEMENT, LAND SURVEY & GEVDI)																			
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS / QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT					
												CAPEX	REVENUE	ANNUAL ACTUAL	REASON FOR DEVIATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	
E	E2	8 - SPATIAL EFFECTIVE-NESS & JUSTICE	TP&EM 39	NKPA 5 - GOOD GOVERNANCE & PUBLIC PARTICIPATION	Improve Infrastructure Planning & Survey compliance and reduce risk.	Implement Infrastructure Planning & Survey compliance and reduce risk management	All	851 building contraventions inspections conducted for illegal building works by the 30th of June 2019	600 building inspections conducted for illegal building works by the 30th of June 2020	Number of building inspections conducted for illegal building works	N/A	N/A	N/A	N/A	3 (100% - 129%) (1,2,3,4,5 Not Applicable)	N/A	N/A	Monthly Matrix of contravention notices	
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 40	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Optimize system, procedures and processes for Outdoor Advertising Signage	Improve processes for Signage Applications for all Posters, Banners & Flags	All	Average of 1 day after receipt of applications (11) taken to process (approve or decline) all Poster, Banner or Flag applications by 30th June 2019. 167 applications received in by 30th June 2019	Average of 3 days after receipt of application taken to process (approve or decline) all Poster, Banner or Flag applications by the 30th of June 2020	Average number of days after receipt of application taken to process (approve or decline) all Poster, Banner or Flag applications by the 30th of June 2020	N/A	N/A	N/A	N/A	2 (70% - 99%)	N/A	N/A	Matrix of applications received on a monthly basis	
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 41	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Optimize system, procedures and processes for Outdoor Advertising Signage	Improve processes for Signage Applications for all Billboard or Ground Sign Applications on Council owned property.	All	0% of all applications processed by 30th June 2019	95% of all Billboard or Ground Sign applications on Council owned property processed (approved or declined) within 60 days of receipt of applications by the 30th of June 2020	% of all Billboard or Ground Sign applications on Council owned property processed (approved or declined) within 60 days of receipt of applications by the 30th of June 2020	N/A	N/A	N/A	N/A	N/A	APPLICABLE	N/A	N/A	Signage Register
A	A1	1 - BUILDING A CAPABLE & DEVELOPMENTAL MUNICIPALITY	TP&EM 42	NKPA 1 - MUNICIPAL TRANSFORMATION & ORGANIZATIONAL DEVELOPMENT	Optimize system, procedures and processes for Outdoor Advertising Signage	Improve control of all Outdoor Advertising Signage displayed on Council owned property	All	12 x monthly reports prepared and submitted to SMC on the removal of all illegal advertising signage on Council property, detailing results of the appointed clean-up Co-operatives by 30th June 2019	12 x monthly reports prepared and submitted to SMC on the removal of all illegal advertising signage on Council property, detailing results of the appointed clean-up Co-operatives by 30th June 2020	Number of monthly reports prepared and submitted to SMC on the removal of all illegal advertising signage on Council property, detailing results of the appointed clean-up Co-operatives by 30th June 2020	N/A	N/A	N/A	N/A	3 (100% - 129%)	N/A	N/A	N/A	Copies of report sent to SMC

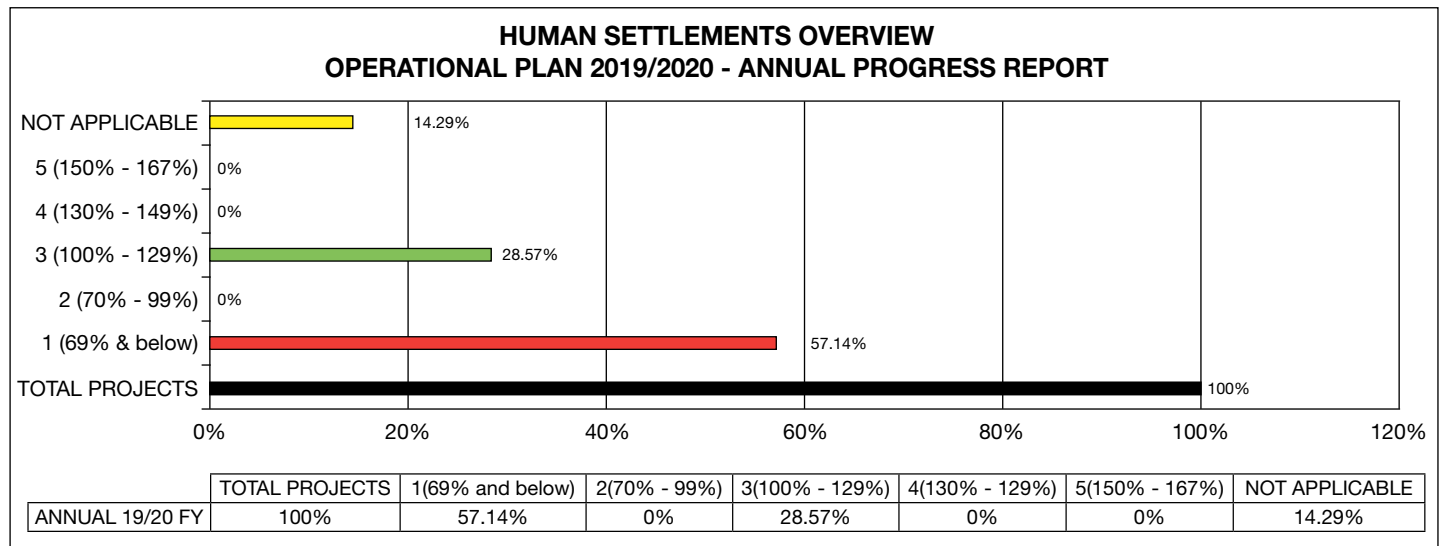
**HUMAN SETTLEMENTS OVERVIEW  
OPERATIONAL PLAN 2019/2020 - ANNUAL PROGRESS REPORT**

COLOUR	SCORE	DESCRIPTION	PERCENTAGE	KEY
	N/A	TOTAL PROJECTS	N/A	KEY
	1	NIL ACHIEVED	69% and below	
	2	TARGET PARTIALLY MET	70% - 99%	
	3	TARGET MET	100% - 129%	
	4	TARGET EXCEEDED	130% -149%	
	5	TARGET SIGNIFICANTLY EXCEEDED	150% - 167%	
	NOT APPLICABLE	N/A	N/A	

**1 HUMAN SETTLEMENTS OVERVIEW**

- 1.1 TOTAL PROJECTS: 7
- 1.1.1 OPERATING PROJECTS 7
- 1.1.2 CAPITAL PROJECTS 0

**1.2 GRAPHICAL REPRESENTATION OF PERFORMANCE: OPERATING PROJECTS**





OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR

BUSINESS UNIT: HUMAN SETTLEMENTS & CITY ENTERPRISES

SUB UNIT: HUMAN SETTLEMENTS

INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORM. MEASURE	ANNUAL BUDGET INFORMATION		PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT		FUNDING SOURCE	ANNUAL ACTUAL	ANNUAL ACTUAL (1,2,3,4,5 Not Applicable)	FOR DEWATION	CORRECTIVE MEASURE	TIME FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT
												REVENUE	CAPEX	REVENUE	VOTE							
B	B3	2 - BACK TO BASICS	HS 15	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Preparation and Finalization of Accreditation Quarterly Performance Reports for submission to Provincial Human Settlement	N/A	4 x Accreditation Quarterly Performance Reports submitted to DoHS by the 30th of June 2019	3 x Quarterly Accreditation Performance Reports prepared and submitted to Provincial Human Settlement within 10 days of the quarter ending April 2020	Number of Quarterly Accreditation Performance Reports prepared and submitted to Provincial Human Settlement within 10 days of the quarter ending April 2020	N/A	N/A	N/A	N/A	3 x Quarterly Accreditation Performance Reports prepared and submitted to Provincial Human Settlement within 10 days of the quarter ending April 2020	1 (69% & below)	The Accreditation Protocol revised in March 2019 and was not implemented by DoHS. As such no reporting is being done as there is no funding being received and agreement in place to date	N/A	There have been discussions with DoHS, and the renewal of the implementation protocol has been submitted to the department	3 months	Email correspondence/ Copy of Accreditation targets submitted to DoHS	
B	B3	2 - BACK TO BASICS	HS 16	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Housing Education beneficiary communication on housing policies, programmes and roles & responsibilities.	Various	6 x housing consumer education sessions conducted by the 30th of June 2019	4 x Consumer Education sessions conducted for new housing beneficiaries in the 19/20 FY of June 2020	Number of Consumer Education sessions conducted for new housing beneficiaries in the 19/20 FY	N/A	N/A	N/A	N/A	4 x Consumer Education sessions conducted for new housing beneficiaries in the 19/20 FY by the 30th of June 2020	3 (100% & 129%)	N/A	N/A	N/A	N/A	N/A	Copy of attendance register/s
B	B3	2 - BACK TO BASICS	HS 17	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Project Steering Committee (PSC) Meetings	Various	Established PSCs	20 x Human Settlements PSC meetings facilitated in the 19/20 FY	20 x Human Settlements PSC meetings facilitated in the 19/20 FY by the 30th of June 2020	Number of Human Settlements PSC meetings facilitated in the 19/20 FY	N/A	N/A	N/A	20 x Human Settlements PSC meetings facilitated in the 19/20 FY by the 30th of June 2020	3 (100% & 129%)	N/A	N/A	N/A	N/A	N/A	Copy of attendance register/s
B	B3	2 - BACK TO BASICS	HS 18	NKPA 2 - BASIC SERVICE DELIVERY	HUMAN SETTLEMENTS	Updating of Informal Settlement profiles of those settlements that have not been moved to planning for upgrading.	Various	10 x Informal settlements profiles updated by the 30th of June 2019	10 x Informal settlements profiles that have not been moved to planning for upgrading in the 19/20 FY updated by the 30th of June 2020	Number of Informal settlements profiles (those that have not been moved to planning for upgrading) for the 19/20 FY updated by the 30th of June 2020	N/A	N/A	N/A	N/A	0 x Informal settlements profiles (those that have not been moved to planning for upgrading) for the 19/20 FY updated by the 30th of June 2020	1 (69% & below)	Update of Profiles NOT done due to National Lockdown Regulations. Update on Informal Settlements was done until March 2020 - 7 Informal Settlements Updated in a year 2020	N/A	Work to be completed as soon as Lockdown is lifted	N/A	3 months	Email Correspondence and Corporate confirming Lockdown period
B	B3	2 - BACK TO BASICS	HS 19	NKPA 2 - BASIC SERVICE DELIVERY	Municipal Rental Stock	Verification of Occupancy of Council Flats	25 and 33	24 Tenant verified to have occupancy by the 30th of June 2019	300 x Council rental stock verified in the 19/20FY to have occupancy by the correct tenants by the 30th of June 2020	Number of Council rental stock verified in the 19/20FY to have occupancy by the correct tenants	N/A	N/A	N/A	68 x Council rental stock verified in the 19/20FY to have occupancy by the correct tenants by the 30th of June 2020	1 (69% & below)	A large number of tenants have been verified for the year 2019/20. No verification has been undertaken due to the Nation Lockdown.	N/A	Re-issue the verification forms and follow up with tenants as soon as Lockdown is lifted.	N/A	3 months	Copy of Verification forms	



OPERATIONAL PLAN FOR THE 2019/2020 FINANCIAL YEAR																							
BUSINESS UNIT: SUSTAINABLE DEVELOPMENT & CITY ENTERPRISES																							
SUB UNIT: HUMAN SETTLEMENTS																							
INDEX	IDP REFERENCE	CDS REFERENCE	OP REFERENCE	NATIONAL KEY PERFORMANCE AREA	PRO-GRAMME	PROJECT	WARD	BASELINE / STATUS QUO	MEASURABLE OBJECTIVE	ANNUAL TARGET / OUTPUT	PERFORMANCE MEASURE	ANNUAL BUDGET INFORMATION			PERFORMANCE REPORTING 2019/2020 FY - ANNUAL PROGRESS REPORT								
												OPEX VOTE	CAPEX VOTE	REVENUE VOTE	FUNDING SOURCE	ANNUAL TARGET	ANNUAL ACTUAL	ACTUAL (1,2,3,4,5 Not Applicable)	FOR DEWA-TION	CORRECTIVE MEASURE	TIME-FRAME TO IMPLEMENT CORRECTIVE MEASURES	SOURCE DOCUMENT	
B	B3	2 - BACK TO BASICS	HS 20	NKPA 2 - BA-SIC SERVICE DELIVERY	Municipal Rental Stock	Facilitation of the signing of 300 new Leases for all verified tenants	25 and 33	36 verified tenants to have signed leases by the 30th of June 2019	100% of leases prepared for all verified occupancies in the 19/20 FY	100% of leases prepared for all verified occupancies in the 19/20 FY by the 30th of June 2020	% of leases prepared for all verified occupancies in the 19/20 FY	N/A	N/A	N/A	N/A	59% of leases prepared for all verified occupancies in the 19/20 FY by the 30th of June 2020	1 (69% & below)	Tenant resistance to compliance with Council Resolutions. No new leases have been completed due to the Nation Lock-down.	Work to be completed as soon as Lockdown is lifted	3 months	Copy of Lease Agreements		
B	B3	2 - BACK TO BASICS	HS 21	NKPA 2 - BA-SIC SERVICE DELIVERY	Municipal Rental Stock	Handing over defaulting tenants for collection	25 and 33	2 defaulting tenants handed over to Attorneys to implement legal processes by the 30th of June 2019	100% of defaulting tenants in the 19/20 FY to be handed over to Attorneys to implement legal processes	100% of defaulting tenants in the 19/20 FY to be handed over to Attorneys to implement legal processes by the 30th of June 2020	% of defaulting tenants in the 19/20 FY to be handed over to Attorneys to implement legal processes	N/A	N/A	N/A	N/A	There were no defaulting tenants in the 19/20 FY to be handed over to Attorneys to implement legal processes by the 30th of June 2020	NOT APPLICABLE	N/A	N/A	N/A	N/A	N/A	Progress Report from Attorneys











**CITY OF CHOICE**



**PIETERMARITZBURG  
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