

2021

2020/2021 ANNUAL REPORT

UMfolozi Local Municipality



Contents

CHAPTER 1 - MAYOR'S FOREWORD AND EXECUTIVE SUMMARY	6
Component A: Mayor's Foreword	6
1.1. Municipal Manager's Overview	8
1.2. Municipal functions, population and environment overview	10
1.3. Service delivery overview.....	32
Financial health overview	33
1.4. Organisational development overview	33
1.5. Statutory Annual Report process	34
CHAPTER 2 - GOVERNANCE	38
Component A: Political and Administrative Governance	38
2.1. Political Governance.....	39
2.2. Administrative Governance	42
Component B: Intergovernmental Relations	43
2.1. Intergovernmental Relations.....	44
Component C: Public Accountability and Participation	45
2.2. Public Meetings.....	45
2.3. IDP Participation and Alignment	47
Component D: Corporate Governance	47
2.4. Risk Management	48
2.5. Anti-Corruption and Fraud.....	48
2.6. Supply Chain Management.....	49
2.7. By-Laws.....	49
2.8. Websites	50
2.9. Public Satisfaction on Municipal Services.....	51
CHAPTER 3 - SERVICE DELIVERY PERFORMANCE	51
Component A: Basic Services	52

3.1.	Water Provision.....	52
3.2.	Waste Water (Sanitation) Provision	54
3.3.	Electricity.....	54
3.4.	Waste Management	55
3.5.	Housing	65
3.6.	Free Basic Services and Indigent Support	65
	Component B: Road Transport.....	66
3.7.	Roads	66
	Component C: Planning AND Development	67
3.8.	Planning	67
	Component D: Community and Social Services	71
3.9.	Libraries and Community Facilities.....	71
3.10.	Child Care, Aged Care, Social Programmes	76
	Component E: Environmental Protection.....	78
3.11.	Pollution Control.....	78
3.12.	Bio-diversity and Landscape.....	78
	Component F: Security and Safety.....	87
3.15.	Police.....	88
3.16.	Fire	89
	Fire and Disaster Management	89
3.17.	Disaster Management, Animal Licensing and Control, Control of Public Nuisance	92
	COMPONENT G: CORPORATE POLICY OFFICES AND OTHER SERVICES	102
	Human Resource Services.....	102
	Component G: Sport and Recreation.....	106
	Sport and Recreation	106
	Component H: Corporate Policy Offices and Other Services.....	107
3.18.	Executive and Council.....	107
3.19.	Finance.....	108

3.20. Human Resources Services.....	109
3.21. Information and Communication Technology (ICT) Services	110
3.22. Administration	111
Component I: Organisational Performance Scorecard.....	116
1. INTRODUCTION.....	116
2. LEGISLATIVE REQUIREMENT	117
2.1. MUNICIPAL SYSTEMS ACT, 32 OF 2000.....	117
2.2. MUNICIPAL PLANNING AND PERFORMANCE MANAGEMENT REGULATIONS (NO.796, 24 AUGUST 2001)	118
3. SUMMARY OF PERFORMANCE FOR THE 2020/2021 FINANCIAL YEAR.	118
3.1. OVERALL PERFORMANCE.....	119
4. PERFORMANCE MANAGEMENT PROCESS	120
5. PERFORMANCE ASSESSMENT PER KEY PERFORMANCE AREA-2020/2021	122
6. PERFORMANCE ASSESSMENT PER DEPARTMENT FOR 2020/2021.....	123
7. PERFORMANCE AND SUPPORTING INFORMATION	123
8. GENERAL KEY PERFORMANCE INDICATORS.....	125
9. ASSESSMENT OF THE PERFORMANCE OF EXTERNAL SERVICE PROVIDER	126
10. ANNUAL PERFORMANCE SCORECARD	131
11. MEASURES TO IMPROVE PERFORMANCE	169
Opinion.....	170
Basis for opinion.....	170
Emphasis of matters.....	170
Material impairments – Statutory receivables	171
Other matter	171
Unaudited disclosure notes	171
Responsibilities of the accounting officer for the financial statements.....	171
Auditor-general’s responsibilities for the audit of the financial statements	171
Introduction and scope.....	172

Other matter	173
Achievement of planned targets	173
Introduction and scope.....	173
Financial statements.....	173
Asset management.....	174
Expenditure management	174
Procurement and contract management	174
Consequence management	174
Annexure – Auditor-general’s responsibility for the audit.....	176
Financial statements.....	176
Communication with those charged with governance.....	176
CHAPTER 4 - ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II)	177
Component A: Introduction to the Municipal Personnel.....	178
4.1. Employee Total, Turnover and Vacancies.....	178
Component B: Managing the Workforce	181
4.2. Policies	181
4.3. Injuries, sickness and suspensions.....	183
4.4. Performance Rewards	185
Component C: Capacitating the Municipal Workforce	187
4.5. Skills Development and Training	187
4.6. Employee Expenditure.....	192
CHAPTER 5 - FINANCIAL PERFORMANCE	195
Component A: Statements of Financial Performance	195
5.1. Statements of Financial Performance.....	195
5.2. Grants.....	196
5.3. Asset Management	196
5.4. Financial Ratios Based on Key Performance Indicators.....	196

Component B: Spending Against Capital Budget	197
5.5. Capital Expenditure	198
5.6. Sources of Finance	198
5.7. Capital Spending on 5 Largest Projects	200
5.8. Basic Service and Infrastructure Backlogs	204
Component C: Cash Flow Management and Investments	207
5.9. Cash Flow	207
5.10. Public Private Partnerships	207
Component D: Other Financial Matters	207
5.11. Supply Chain Management	207
5.12. GRAP Compliance	207
CHAPTER 6 - AUDITOR GENERAL AUDIT FINDINGS	208
Component A: Auditor General Opinion of Financial Statements	209
6.1. Auditor General Reports (Previous Year)	209
Component B: Auditor General Opinion (Current Year)	210
6.2. Auditor General Report (Current Year)	210
APPENDICES	222
APPENDIX A: COUNCILLORS, COMMITTEE ALLOCATION, AND COUNCIL ATTENDANCE.....	222
APPENDIX B: COMMITTEES AND COMMITTEE PURPOSES.....	224
APPENDIX C: THIRD TIER ADMINISTRATIVE STRUCTURE	229
APPENDIX D: FUNCTIONS OF THE MUNICIPALITY.....	230
APPENDIX E: WARD INFORMATION.....	233
APPENDIX F: PERFORMANCE AUDIT COMMITTEE	235
ACRONYMS/ABBREVIATIONS	243

CHAPTER 1 - MAYOR'S FOREWORD AND EXECUTIVE SUMMARY

Component A: Mayor's Foreword



The Annual Report of uMfolozi Municipality is a significant instrument for accountability, as it enables us to assess the wellbeing and performance of the Municipality. Most importantly, the report highlights progress achieved and shortcomings that may need intervention in the fulfilment of the municipality's mandate. The Municipality derives from Chapter 7 of the constitution of the Republic of South Africa, subsequent legislative measures and the National Development Plan.

During 2020/2021 financial year, the whole world was grappled with the issue of Coronavirus (COVID-19) pandemic. The pandemic was spreading like wildfire in some parts of the world and unfortunately South Africa is not exempted. As a municipality, 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 and Lockdown regulations is a move that clearly demonstrates that we are a government that is compassionate and prioritises the lives of the people. With the coronavirus outbreak and lockdown restrictions, the municipality was still able to accelerate service delivery to the people. This includes the following:

- ❖ Electrification Projects: a total of 280 connections made in Ward 01, 07, 09 and 17.
- ❖ Human Settlement: implementation of Sibululwane and Hlanzeni Housing projects which are both still in the implementation stage.
- ❖ A total of 18.5km of access roads were constructed and completed
- ❖ The Community Services Centre was completed in 2019/2020 financial year, and the following stakeholders are currently using the Centre:
 - South African Social Services Agency (SASSA),
 - Department of Social Development (DSD),
 - Community Safety and Liaison (CSL),
 - Moses Kotane Institute,

- Independent Electoral Commission (IEC); and
- Department of Health for vaccination programme.

The milestones we have achieved draw us back to the teachings and leadership of Inkosi Luthuli who taught us that at all costs we must fight to improve the lives of the people. To his legacy, we promise to continue to work hard to ensure that the lives of the people are improved and that they participate in all available opportunities.

It is an honour for me to present the 2020/2021 Annual Report.

His Worship the Mayor of uMfolozi Municipality
Clr SW Mgenge

1.1. Municipal Manager's Overview



In terms of Section 121 of The Local Government: Municipal Finance Management Act 56 of 2003, the municipality is required to compile an annual report. As the Accounting Officer of uMfolozi Municipality, I present to you the 2020/2021 Annual Report. This report records the performance and progress made by uMfolozi Municipality in fulfilling its strategic objectives contained in the Integrated Development Plan (IDP) and Service Delivery and Budget Implementation Plan as approved by Council for the 2020/2021 financial year.

It also provides a record of the activities of the municipality during the financial year under review. The Annual Report provides a report on the Annual Performance (APR) of the municipality concerning the approved targets and Key Performance Areas (KPA's), and a financial analysis of the Annual Financial Statements (AFS).

In the previous 3 years, we have received 3 consecutive unqualified audit opinion with matters of emphasis. The municipality governance structures continue to be very strong and highly functional. The structures include:

- Council
- Executive Committee
- Portfolio Committees
- Municipal Public Accounts Committee (MPAC)
- Audit Committee
- Risk Management Committee
- Management Committee (MANCO)

We are fully aware that our core function is delivering outstanding services to the people of uMfolozi. It is for that reason we prioritised IDP/Budget road shows to ensure public participation as per the provisions of the Municipal Systems Act and Municipal Finance Management Act. This gave us an idea of what people need and we started to deliver accordingly. All our departments and commended for doing well in accomplishing our strategic objectives with regards to infrastructure development, we were able to speed our Municipal Infrastructure Grant (MIG) and INEP grant successfully in the implementation of planned projects.

Revenue generation has been a major and on-going 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 uMfolozi. The municipality received an unqualified audit opinion from the Auditor General during the 2019/2020 financial year which means the municipality is having the room of improvement.

Further, it is imperative as a municipality that we promote good governance and management, analyse strategic challenges facing the municipality and encourage shared learning partnerships among spheres of government to enhance good governance of the municipality. The Municipality that adopts 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 uMfolozi and its surrounds to cope with the demands of future growth and to ensure that all citizens share in the municipal prosperity.

Mr KE Gamede
Municipal Manager

1.2. Municipal functions, population and environment overview

INTRODUCTION TO BACKGROUND DATA

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

WATER ACCESSIBILITY

UMfolozi local municipality is not a Water Service Authority. Water and sanitation provision are part of the competencies of the King Cetshwayo District Municipality (KCDM) and uMfolozi local municipality forms part of its family municipalities. King Cetshwayo District Municipality, in terms of the Water Services Act, is the Water Services Authority (WSA) for its jurisdiction area. This excludes the City of uMhlatuze.

The WSA has a duty to all consumers, or potential consumers within its area of jurisdiction to progressively ensure efficient, affordable, economical and sustainable access to water supply and sanitation (collectively referred to as water services). As such, the King Cetshwayo District Municipality focuses on water services including sanitation.

King Cetshwayo District Municipality as WSA has a number of initiatives underway, notably:

- Water loss management strategy;
- Water meter installation; and
- Water quality improvement interventions

In order for the district to efficiently deliver on water services, a Water Services Development Plan (WSDP) was developed as an important tool that should assist towards achieving the set objectives and feed information into the Integrated Development Plan (IDP). This plan was last reviewed on the 6th of April 2016 (**kindly refer from Annexure-D**).

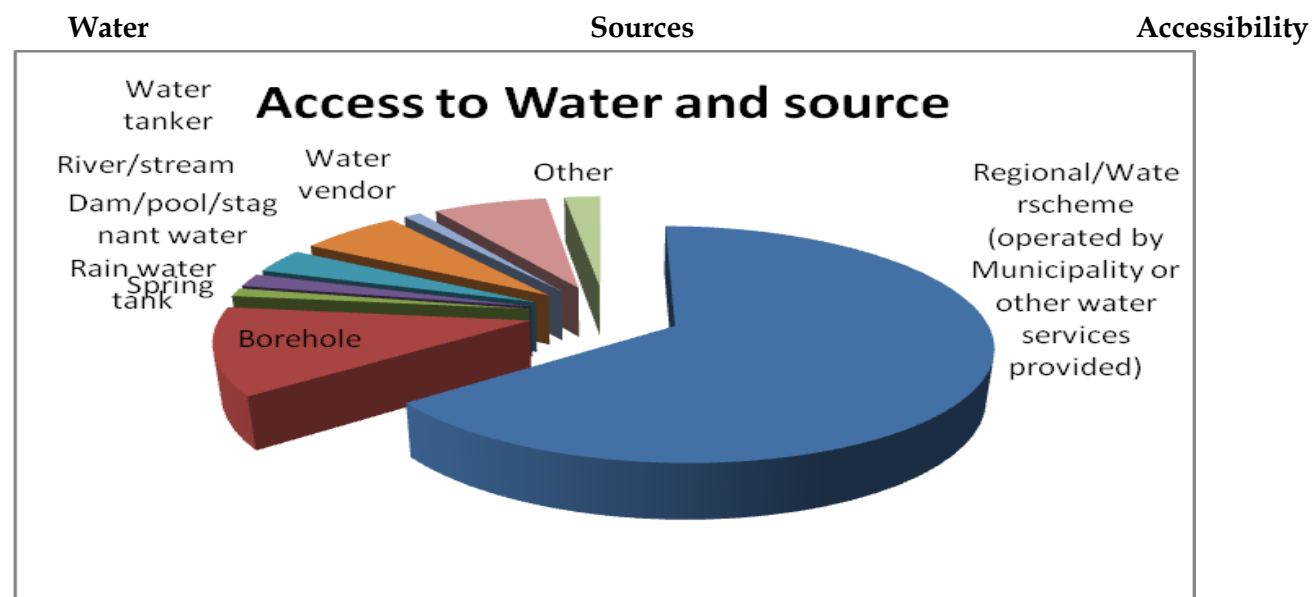
According to the 2011 census, there has been an increase in the number of households with water inside their yards and well as access to communal stands. The following table comparing the 2001 and 2011 census results is provided:

Water Sources Accessibility

Below is the presentation of water accessibility rate and the sources through which the uMfolozi citizens access water

Water Sources Accessibility

SOURCE	HOUSEHOLD NUMBERS	%
Regional/Waterscheme (operated by Municipality or other water services provided)	23 537	67.4%
Borehole	1 007	2.9%
Spring	298	0.9%
Rainwater tank	638	1.8%
Dam/pool/stagnant water	880	2.5%
River/stream	1 073	3.1%
Water vendor	2 143	6.1%
Water tanker	5 181	14.8%
Other	185	0.5%
Not applicable	-	
Total	34 942	100%



The roll-out of free basic services (i.e. 6kl of free water per household per month) is closely linked to the roll-out of the KCDM Water Services Development Plan. In the areas of the Municipality which

are covered by water schemes and reticulation, free water is made available to households at 6kl per household per month.

According to the 2016 Census, a total number of 30 470 households were able to access piped water.

Household Access to Piped Water

Household Access to Piped Water	
Census 2016	30 470

Source: Census 2016: Access to water

Boreholes and water schemes are the major sources of water as they provide water to about 368 households. A substantially larger number of households (378) still use rivers/streams as source of water. Water from these rivers is not purified and thus exposes the community to a range of water borne diseases.

Water Supply Backlog within King Cetshwayo District

The table below presents water supply backlog within the King Cetshwayo District Municipality, which is inclusive of uMfolozi Municipality.

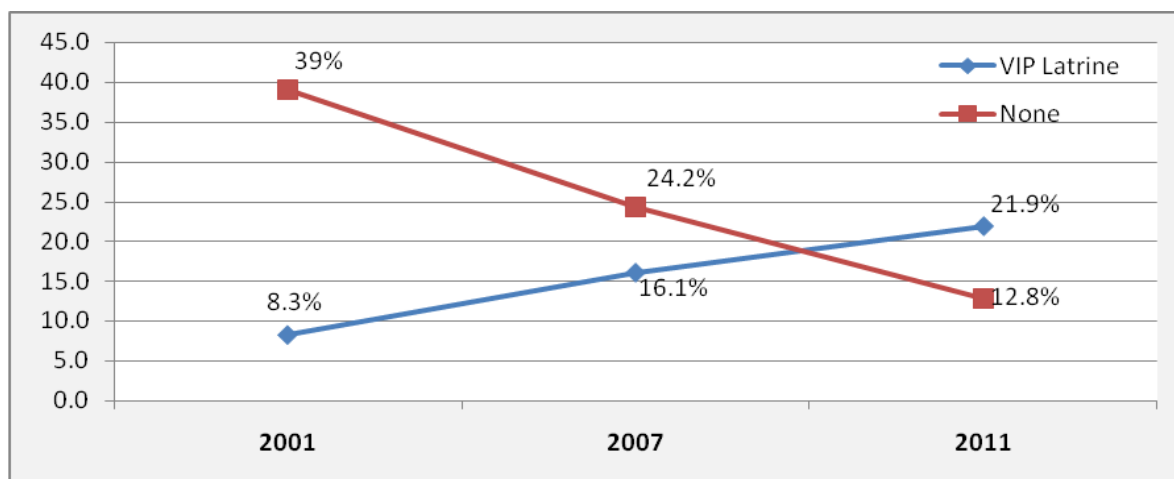
King Cetshwayo District Municipality Water Supply Backlog

	2001 / 2002 Households	2001/2002 % Backlog	2011 Households	Households with Water	Household without Water	2015/2016 % Backlog
uMfolozi (KZ281)	12664	97%	25584	17744	7 840	34%
Ntambanana (KZ283)	9528	81%	12826	9 822	3004	De-established
uMlalazi (KZ284)	34484	82%	45062	25 034	20 028	44%
Mthonjaneni (KZ285)	6056	78%	10433	7407	3026	29%
Nkandla (KZ286)	21085	72%	22463	15499	6964	31%
Total	82817	81%	116 367	74494	41874	34.5 %

SANITATION

Pit latrines are the most common form of sanitation in uMfolozi Municipality 276 households use pit latrines with ventilation while 316 households use pit latrines without ventilation. The latter are self-built and varies in quality and safety. Low representation of households who makes use of septic tanks and water borne sewer confirms the rural character of the Municipality. 147 households do not have sanitation facilities at all.

Household Access to Sanitation



As indicated on the figure above, although the situation has improved, the rate of improvement in sanitation is very slow. The population that have access to VIP sanitation increased by 13.6%, while the population that have no access to any sanitation facility decreased by 26.2% during this period.

ELECTRICITY ACCESS

Eskom is the main supplier of electricity within the municipal area. According to Census 2016 statistics, access to electricity in the Municipality is relatively good, and the situation has improved dramatically over the last decade since it indicated that, 83.7% of the uMfolozi population does have an access to electricity for lighting purposes, while the use of electricity for cooking is estimated at 64.3% and for heating at 54.4% respectively.

The use of candles for lighting has decreased by 30.2% between 2011 and 2016, while the use of electricity for lighting increased by 31.8%. In addition, the use of electricity for cooking increased by 8.2% from 56.1% to 64.3% between 2007 and 2011. The table below indicates growth in electricity accessibility and usage.

Electricity accessibility and usage rate CS 2016 Household Access to Sanitation

Lighting	Electricity- 29 247 Other energy sources- 1 085 None- 54
Cooking	Electricity- 25 327 Other energy sources- 4 991 None- 137
Water heating	Electricity- 25 566 Other energy sources- 4 436 None-383
Space heating	Electricity- 20 088 Other energy sources- 2 881 None- 7 452

High generation of waste and litter around taxi rank and informal trading area, Undeveloped lots are used as dumping grounds as well as illegal dumping of waste and garden refuse on vacant lots, stream courses and other inappropriate places in the CBD and suburbs is a real challenge.

The municipality is predominantly a rural municipality, with many waste disposal challenges, particularly in the Mzingazi area and surroundings. The municipality has a transfer station which is well managed, the waste is then transferred to the King Cetshwayo Regional Land fill site managed by the District, even though there is a transfer station & waste collection trucks, waste is still a challenge that needs to be addressed. The municipality has previously partaken in clean up campaigns to address this, furthermore the municipality plans to have education and awareness campaigns to further address the issue, and this will be done in partnership with other stakeholders.

High generation of waste and litter around taxi ranks and informal trading areas is unacceptable. Illegal dumping of waste and garden refuse on vacant lots, stream courses and other inappropriate places in the CBD and suburbs is a real problem. A thorough investigation of the condition, suitability and service provision of the landfill site and sewerage treatment works should be undertaken.

The key competencies of the Local Economic Development key performance area include the following:

- Community Skills development;
- Business development;
- Job creation;
- Tourism; Heritage and Culture; and agriculture development; and
- SMME's and Cooperatives development.

SWOT Analysis

STRENGTHS	OPPORTUNITIES
Location of the Municipality at a proximity to the Richards Bay Port	uMfolozi Municipal coastline is reach for tourism purposes
N2 (Corridor Development), which easily links uMfolozi to Richards Bay and Durban	Relatively young population which could be skilled
Existing Public Private Partnership	Land identification for commercial and investment opportunities
Availability of the Thusong Service Center	Sustained timber manufacturing
Huge land portion is occupied by timber plantations	Extended local business opportunities
Existence of LED Structures	Sustained education
Early Childhood Development Centers (ECD's) and schools are well distributed throughout the municipal area	GDP Growth
Valued Cultural Tourism	Expanded industrial investments
WEAKNESSES	THREATS
Lack of sufficient institutional capacity to implement LED	Strained and gradual Economic Development
Settlements are scattered across the Municipality, making it highly challenging to deliver basic services	Unstable relations between the municipality and its surrounding citizens
Health facilities and community halls are not sufficiently distributed	Community conflict
Poor water quality in the Western side of the Municipality	Damaged land quality and compromised agricultural practices
The coastline is highly inaccessible from the N2	Decreased statistics due to the community movements towards easily accessible spots

LED Strategy

uMfolozi Municipality has an existing LED Strategy that was adopted by Council during the 2016/17 financial year. The strategy is currently under review with the intention of ensuring that it

considers the changing economic landscape of the municipality, influenced by external factors such as the fourth industrial revolution, possibility of extension of the RBIDZ status to uMfolozi.

The revised strategy will further consider the economic renewal programme implemented by the Honourable President Ramaphosa, in particular, the resolutions of Presidential Investment Summit and Presidential Job Summit. The revision of the LED Strategy will also consider the alignment of the newly launched District Development Model that seeks to stimulate economic growth and benefit local entrepreneurs.

The role of LED Strategy towards addressing the identified threats and constraints

uMfolozi Municipality advocates that the final LED Plan shall be pragmatic, disruptive and adaptive to the current economic policy changes. It will focus on ensuring that it addresses the plight of the unemployed youth and unlock opportunities for the new players. It is expected that the reviewed strategy be adopted by Council during 2020/2021 financial year.

Development of the Business Investment and Retention Policy

The LED business unit is still engaging with Trade and Investment KZN regarding to this document. The entity is mandated to facilitate Investment promotion in the province, the municipality mostly rely on their programme called Business Retention and Expansion (BRE) that drives investment programmes in municipal areas.

LED Strategy Background and its alignment with the National Framework on Local Economic Development (NFLED)

As means to accelerate Local Economic Development through optimizing available resources and enhancing linkages, the uMfolozi Local Municipality developed the institution's Local Economic Development Strategy. During this process the municipality appointed Cwaninga Development Consulting to perform this specialized task. The LED strategy was last reviewed in 2015.

The Municipality seeks to ensure that economic opportunities are sufficiently harnessed and translated into improvement of the livelihoods of local populations, those within the municipal borders. The Municipality also seeks to align its economic objectives with those of the King Cetshwayo District, the province and the National Growth Path. This LED strategy accounts for these kinds of alignments.

Budget for Research and growth in Economic Development

The budget allocation of **R200 000, 00** for the 2021/22 financial year has been proposed for a research study on LED feasibility within the jurisdiction of uMfolozi.

LED Projects

The major LED initiatives/project includes the following:

- Toilet paper project in ward 05;
- Mushroom project in ward 12;
- Bakery project in ward 17;
- Chicken project in ward 07;
- Amakha essential Oils in ward 17; and
- Boats Manufacturing project

HOUSING

The development in most of the area, particularly the traditional council areas, is typical traditional i.e. a scattered settlement pattern with an absence of a strong nodal hierarchy. The location of these settlements in space is highly influenced by the livelihood strategies such as access to arable land, reliable sources of water, grazing land, etc. Factors such as access to public facilities (schools, clinics, etc.), public transport routes and bulk services are fast emerging as critical factors in the growth and expansion of rural settlements.

Key Challenges that relates to the implementation of the Housing Programme:

- The community members might not have followed any predetermined spatial planning requirement, or would have previously benefitted from 'formal' They are scattered in an unsystematic manner;
- Land distribution is informally practiced where members of the community informally agree that a piece of land is earmarked for a particular use or belongs to someone;
- Movement crisscrosses in a manner that it becomes to facilitate the programme

The nature of rural settlements poses a major challenge for the Municipality and other service delivery agencies. Communities have articulated need for services such as access roads, water and electricity. While the government has made significant progress in this regard, the process has proved to be frustratingly expensive. The spatial structure or lack thereof causes inefficiency and accounts for relatively high service delivery costs.

Some households and/or public facilities are located on land that is not suitable for settlement purposes. These include unfavourable geotechnical conditions, floodplains and wetlands. None of

these form part of the factors taken into account when allocating land. The key challenge is to direct the location of these settlements and manage their expansion.

The Municipality should work together with the respective traditional councils in this regard. Mbonambi Town is the only urban centre. The town is properly laid out, and there is provision for future expansion towards the N2. In fact, there is a major development project that is proposed to take place along the N2. It includes commercial, mixed residential uses and some industrial sites. Land allocation is undertaken in terms of the traditional land allocation system which is not based on any verifiable standards. As a result, site sizes for different land uses vary significantly.

Housing Demand

According to the 2011 census data, **16 689** households within the jurisdiction of uMfolozi need formal houses. Informal housing units and informal settlements counted for **5851** and **394** households each respectively, **1204** households reside in informal houses. The census data does not, however, provide information on the type and quality of houses and demographics per family.

It is certain that a large number of people in the Municipality reside in houses that are substandard. With a total number of households in the Municipality being **25 582**, it shows that households who are assumed to be in need of housing based on the dwelling type is **5 851** households for rural housing, **1204** is linked to low income housing programme, and **1444** are tenants. In total, uMfolozi has **25 584** households of which **19 650** qualify for low cost housing (76%). According to Stats SA (2011) there are **5 554** who are in need of adequate housing. This accounts for approximately **21%** of the total number of households.

The communities from electoral wards 8, 10, 11, 13, 14 and 15 have, through the ward councillors, indicated need for housing. Some wards mentioned do not have any projects in progress and some have projects that have been completed, but because of the increasing housing demand the Municipality has had to propose phase 2 of certain housing projects. From the table above there are 8 new projects that have been proposed.

Majority of these housing projects are expected to yield 1000 houses each and they are to be of a rural housing type. There is one mixed residential housing project that has been proposed. It is expected to yield 1504 houses, which will be RDP, rental and gap housing. The mixed residential

housing projects will include low cost housing for households that are earning below R3 183 per month, Rental housing for households earning >R3183 <R15 000 and gap housing. The Municipality will apply to the Department of Human Settlements for funding to undertake comprehensive planning for the area.

WASTE REMOVAL



The Municipality has one transfer station that is located within kwaMbonambi town. In line with the recycling process, the municipal waste transfer station serves as a buy back center. It is used for processing of garden waste and refuse. The garden waste is transported to the district land fill site that is located at eMpangeni. In terms of the municipal assets that are utilized for waste management purposes, the institution has a TLB, compactor truck, skip loader truck and a flat-bed truck servicing the households.

It is concerning that the percentage of households who has their own refuse dumps have increased from 71% to 76.1%. However, it is encouraging to note there has been a decrease within rubbish retention from 15.8% to 8.2%, meaning that uMfolozi citizens have realized that the disposal of rubbish is of importance. This might also explain the increase in households who have their own refuse dumps. Around 1837 households are serviced by the Municipality on a weekly basis for waste removal. The Municipality provides central point collection at ward 17 and ward 02 (Slovo Township) at least once a month.

Method of waste collection

Waste Type	Collection Method
Domestic	Kerb Site Collection and Central point collection
Business	Kerb Site Collection
Industrial	Kerb Site Collection
Garden Waste	Kerb Site Collection
Building Waste	Kerb Site Collection
Street Sweepings	Kerb Site Collection
Medical Waste	-
Hazardous Waste	-

Waste Quantities and Characteristics

Waste Types Produced	Volumes (in m ³)	Waste Storage
Domestic	 9m³ per day	No
Business		No
Industrial		No
Garden Waste	 16m³ per week	No
Building Waste		No
Street Sweepings		No
Medical	Not produced in the municipality	-
Hazardous Waste	Not produced in the municipality	-

Recycling Facilities

Recycling Facility	Principal Material Recycled	Location of Recycling Facility
Mbonambi Transfer Station	Paper; Glass; Metal; Plastic	At Mbonambi Transfer Station

Waste Treatment Facilities and Transfer Stations

Name of Transfer Station	Size of Station (capacity in m ³)	Type of Transfer Station	Waste Measured per Month at the Station (in Kg or m ³)	Weighing Systems used?
uMfolozi	2x 30m ³ Bins 4x 12m ² Skips for waste recycling purposes	General Solid Waste	Not yet Measured	To measure in m ³

UMfolozi Local Municipality, Community Services Department has identified the programme to be a successful and a powerful Back to Basics initiative to engage schools in Environmental Management. The Programme will be named “Sustaining My Schools’ Cleanliness” at uMfolozi Local Municipality. The mission is

“To better sustain the Schools’ Environment”.

The primary objective of the programme is to encourage school children within uMfolozi to clean up and take pride of their surroundings, ensuring that their environment remains unpolluted and to instill a sense of ownership and responsibility for their community and facilities

The programmed is aimed at encouraging School Beautification and Cleanliness; Promoting Hygiene in schools; keeping schools clean and environmental friend; Encouraging a shared environment; and enforcing recycling in schools

In terms of location, the programme is spread out in all three Tribal Councils:

- Sokhulu Tribal in wards 1, and 4;
- Mhlana Tribal in wards 2,7, 8, 9,10,11,12,13, and 15;
- Mbonambi Tribal in wards 3,5, 6,14 and 16;
- Somopho Tribal ward 17;
- Mambuka Tribal ward 17; and
- All schools within uMfolozi Jurisdiction will be given an opportunity to apply and enter the competition.

The Programme will be implemented in a form of a competition. The competition will run for six months. All participating schools will be invited to a workshop which will clearly outline the programme and what is expected from the schools. Each school will be randomly accessed three times within the six months of the competition.

The programme expectations include the following:

- The programme will access the following;
- School cleanliness;
- School vegetation and gardening;
- School hygiene- kitchen and ablution facilities; and
- School recycling projects.

The programme potential stakeholders include:

- uMfolozi Local Municipality;
- King Cetshwayo District Municipality
- Richards Bay Minerals
- Mondi- Zimele
- Mpact
- Department of Economic Development, Tourism and Environmental Affairs
- Ezemvelo Wild life

The Municipality is responsible for the maintenance of access roads within the wards. The Municipality might not have a maintenance plan for the roads however has a grader schedule which is adopted and progress of which is tabled to Council. The Municipality has maintained an estimate of 400km of access roads within the uMfolozi Municipality. The Municipality currently maintains an average of 120km of access roads per annum.

STORM_WATER AND DRAINAGE

Storm water management must be undertaken for existing developments and all new developments must have storm water management plans approved by the local municipalities. It is the responsibility of the District Municipality to provide comments on the storm water management plans and to ensure that the local municipalities request plans when necessary.

The storm water system in some areas is not adequate for the current level of development and that could result to negative impacts.

Land Tenure & Ownership depicts the land ownership in uMfolozi Municipality. The hatched orange areas indicate traditional authority area which makes up more than half of the total area and the white area is under the ownership of the Municipality. Traditional authority areas are where most of the settlements are located (see settlement pattern map) while on the hand the area under municipality is where most of the forest land is which is mainly managed by private organizations such as Mondi and SAPPI South Africa.

KwaMbonambi	Proclaimed Urban Settlement within the centre of the Municipality
Sobukwe	Informal Settlement
Lake Teza	Formal conservation area
Ingonyama Trust Land	East and West of the privately owned land
Coastal areas	Proclaimed mine lease

uMfolozi Local Municipality also functions as an important service centre for a substantial rural hinterland which lies to the west of KwaMthethwa Tribal Authority. There are no other service centres in the tribal areas, and therefore the urban centre of Mbonambi serves as an important sub-regional service centre.

SPATIAL PLANNING

The Municipality is located on the Northern coastal plain of KwaZulu Natal. Mtubatuba and Hlabisa LM are located towards the Northern boundary of the municipality while Mthonjaneni LM borders the western boundary and lastly uMhlathuze LM towards the southern boundary, which is home to one of the largest harbours, Richards Bay Harbour. The N2 traverses the municipality on a north-south direction which leads to iLembe District Municipality and eThekweni Metropolitan Municipality (which is the second largest manufacturing hub after Johannesburg). The landscape of uMfolozi Municipality is predominantly rural, consisting of impoverished population which depends on traditional forms of living such as subsistence farming to make ends meet. This strategic location is also acknowledged in the Provincial Spatial Development Framework which has identified uMfolozi Municipality as the growth node in the north coast corridor.

Spatial Development Framework (SDF)

The municipal Spatial Development Framework (SDF) was finalized and tabled to Council on the 26th of June 2019. The level of its compliance with the Spatial Planning and Land Use Management Act (SPLUMA) has been strongly enhanced through addressing the comments from the MEC: Department of Cooperative Governance and Traditional Affairs (DCoGTA).

The municipality is in the process of drafting its Single Land-Use Scheme which is regarded as an implementation tool of the SDF. Through these two plans, the municipality will be in a better position to legally advise, spatially plan, and manage the spatial planning and development issues within the uMfolozi jurisdiction.

Settlement Pattern

This indicates the settlement patterns in uMfolozi Municipality. An overlay of the previous Land Tenure and settlement map would show that the settlements are mostly located on traditional authority land; reason being most of the land within wards 2,3,4 is forest land which has to be preserved for economic development within the municipality and province as a whole.

uMfolozi is different from municipalities such as Nongoma Municipality because the settlements are not located along the roads; they are dispersed as clusters throughout the municipal wards namely 17, 9, 10, 13, 15, 11, 8, 7, 6, 14, 16, 5 and 1. When settlements are scattered as opposed to being orderly situated it raises concerns with regards to providing services because it's more

expensive. uMfolozi municipality has limited funds, therefore, its essential that people are located in places that will make it more feasible to provide basic services.

Existing Nodes and Corridors

Type of Node	Nodal Area
Primary	KwaMbonambi
Secondary Node	Dondotha Edwaleni Mambuka
Economic Development Node	Hlaweni Mabhuyeni Nzalabantu
Rural Service Node	Dumisane Fuyeni Makhwezini Novundla Ntuthunga 1 Ntuthunga 2 Sabokwe

Resultant from field surveys across the uMfolozi Municipal Area and specifically the identification of all non-agricultural or residential / homestead land uses, nodes have been identified where land uses already dictated the existence or growth of such nodes. Nodes are classified in hierarchical order to signify their level of importance, role and function within a particular region. The uMfolozi SDF attempts to find synergies between all proposed nodes, in order to maximize spatial opportunities in a holistic manner for the betterment of all people.

Primary Development Node/Large Convenient Centre (KwaMbonambi)

KwaMbonambi town is the only town which comprise of urban characteristics within uMfolozi Municipality. KwaMbonambi although a primary node has high poverty and unemployment rates, as well as underdevelopment with regards to infrastructure, however people are still attempting to migrate as close as possible to the town. Therefore, it is imperative for the Municipality to be proactive in proposing and implementing interventions to redress the aforementioned issues in order for the town to carry out its functions as a primary node.

KwaMbonambi requires strategies of attracting public and private investment to improve infrastructure development:

- To prepare facilitate and document meetings; and
- Facilities such as a Petroport can attract tourists along the N2 as well as reducing the inconvenience of travelling to neighboring towns for such facilities.

Secondary Development Node/Service Centre (Dondotha)

Dondotha is a rural town located in ward 9 North West of KwaMbonambi town. The area enjoys linkages from the P405 route coming from the N2, leading to Mthonjaneni LM and the P494 route which provides access to Empangeni on the South Western portion of the municipality.

The area shows great potential in strengthening the corridor which connects to the N2 and Mthonjaneni LM. Currently the areas consist of existing infrastructure, however it's dilapidated and requires extensive renovations to continue operations, especially the petrol filling station. The municipality should prioritise the provision of social and economic amenities, to mitigate the migration of people along the uMhlathuze border as well as for the provision of job opportunities. This will ensure the growth of the municipalities' secondary node through attracting private investment and allowing people to spend the money they make within the municipality.

Dondotha is central to most settlements within Mhlana T.A land; hence the revitalisation of the node is highly essential. Dondotha's location is more accessible to the mass of uMfolozi Municipality as opposed to KwaMbonambi, which entails that once proper infrastructure and social services have been proposed and implemented, this node can be proclaimed as a primary node.

Secondary Development Node/Service Centre (Mabhuyeni)

Mabhuyeni is located along the proposed P425 tertiary corridor which connects to Zonza on the northern boundary of the Municipality. Its close proximity to major surrounding towns such as Empangeni and Richards Bay, as well as KwaMbonambi has promoted the formation of uncontrolled densification, which can have major developmental constraints if not mitigated soon. The area currently allows access to educational and social facilities, while economic opportunities are characterized by small informal shops in households.

Mabhuyeni is located in close proximity to a train station which passes through Dondotha and Mthonjaneni towards the west, as well as Nseleni and Richards Bay towards the east. This provides an opportunity to increase public transportation in the area, to accommodate a variety of typologies through a multimodal transportation Hub. Furthermore the intensification of infrastructural projects will allow people to spend within the municipality, find jobs in close proximity to their homes and promote densification in a formal manner. An expansion area has been demarcated for the transportation hub, which will then allow for a cybernated growth of residential and developments around it.

Tertiary Development Nodes (Nzalabantu)

The Nzalabantu-Mzingazi area is located along the coast in Mbonambi traditional authority land. The landscape and natural topography is under immense pressure due to increasing densities. The strategic location along the coast, in close proximity to Richards Bay minerals as well as uMhlathuze LM, has attracted high population migration for better job opportunities. The rural-urban sprawl development has resulted in informal and formal housing developments on unsuitable land which is either prone to flooding or soil erosion.

Tertiary Development Node-Agri Village (Zonza)

Zonza is located in between KwaMbonambi Town and Dondotha along the P232 West route. Recently the population threshold of the area has increased radically, with people coming in from all directions seeking for better job opportunities. Furthermore, the location of KwaMbonambi Town proves to be desirable due to the N2, which provides easy access to Richards Bay and Empangeni.

Rural Settlement Clusters (Nthuthunga, Novunula, Cinci, Magwetshana, Makhwezini, and Bhiliya)

The aforementioned rural settlement clusters are located within the North-Western portions of the Municipality within Mhlana, Mambuka and Somopho Traditional Authority land. During the public participation meetings, issues of inefficient public transportations systems, lack of economic and social facilities, and backlog in water and sanitation infrastructure as well as the inefficient provision of dams for watering communal gardens and providing water for their livestock were highlighted by the communities.

Primary Corridor (National Road 2-N2)

The most prominent and strategic route within uMfolozi Municipality is the N2. It traverses the Municipality on a North-South direction, heading towards KwaDukuza Local Municipality and Durban in the South, as well as Mtubatuba and Zululand District Municipality towards the North. The National road is a major tourism route for tourists traveling to areas such as Lake St. Lucia, Richards Bay harbour, Durban and Margate towards the South. The Municipality should attempt to exploit the tourism opportunities it has, through providing the most appropriate infrastructure that can attract tourists to uMfolozi. The above mentioned Petro Port is a feasible starting point, if placed just off the N2, to provide brochures about uMfolozi and market the area as a suitable tourist destination. That being said, a tourism plan is also essential to unravel tourism opportunities within uMfolozi.

Secondary Corridor (P232West, P232West, P499, D312/P700)

One secondary Mixed Use Corridor, an Agri-Secondary Corridor and two secondary Movement Corridors have been identified in uMfolozi Municipality. These routes have been defined according to the core roles they play in the municipal space. They act as connectors between a number of hinterland settlements whilst a Movement Corridor on the other hand, provides for high accessibility and constant flow of movement between nodes and areas situated some distance from each other.

Agri-Secondary Corridor (P232 West)

The P232 West route links KwaMbonambi town with the proposed tertiary node (Zonza) and Dondotha. The SDF has proposed an Agri-Corridor along this route (from KwaMbonambi to Zonza), to preserve the Irreplaceable Agricultural land from Rural Sprawl development. The Agri-Corridor will complement the Irreplaceable Agricultural land along the corridor; prevent any form

of ad hoc development, while providing job opportunities for small scale farmers attempting to expand their business. This route will also play a support role to the proposed Agri-Hub in Zonza, which will consist of Agri-villages that promote sustainable rural human settlements as stipulated in the Draft Land reform Green Paper and the Draft Land Tenure Security Bill (LTSB).

Secondary Movement Corridors (P499, D312/P700)

The P499 connects from the P232 acting as a link between the Primary Node(KwaMbonambi Town), Proposed Agri-Hub (Zonza) and the Secondary Node(Dondotha). This movement corridor serves as the public transport route by which these inland settlements are able to access services in towns such as KwaMbonambi and Richards bay. In terms of maintaining this important relationship between these settlement areas and activity areas, these routes would require upgrading to road surfaces to facilitate better public transport movement whilst promoting a fair level of spatial equity.

The D312 links uMfolozi Municipality and the P700 corridor which links Mthonjaneni and uMhlathuze. As per the proposed SDF, this route passes two proposed Rural settlement Clusters (Makhwezeni & Bhiliya). Eco-Tourism opportunities are apparent along this corridor, due to its close proximity to Hluhluwe-uMfolozi Game Reserve. These Rural Settlement Clusters should be integrated with the proposed secondary movement corridor, through intensifying eco-tourism opportunities which will provide job opportunities and improve socio-economic well-being.

Secondary Mixed Use Corridor (P232 East)

The P232 intercepts the N2 along KwaMbonambi town. It extends towards Sokhulu T. A. on the Eastern portion of the municipality towards the coast, as well as on the border of Zonza and KwaMbonambi Town on the Western portion of the municipality.

DEMOGRAPHICS

UMfolozi Municipality is one of the poor municipalities in the province, with more than 90 % of the population being dependent on subsistence farming for survival. As such, in order to understand the challenges that affect effect richness of the municipal environment; effective basic services delivery and facilitation process; and the resources' lifespan, it remains critical to acknowledge that these are highly dependent on the population size and settlement pattern. Global economic

recession and high food prices have caused led to a bigger portion of the uMfolozi growing population to suffer from diverse chronic diseases and social ills resulting from the growing level of unaffordability.

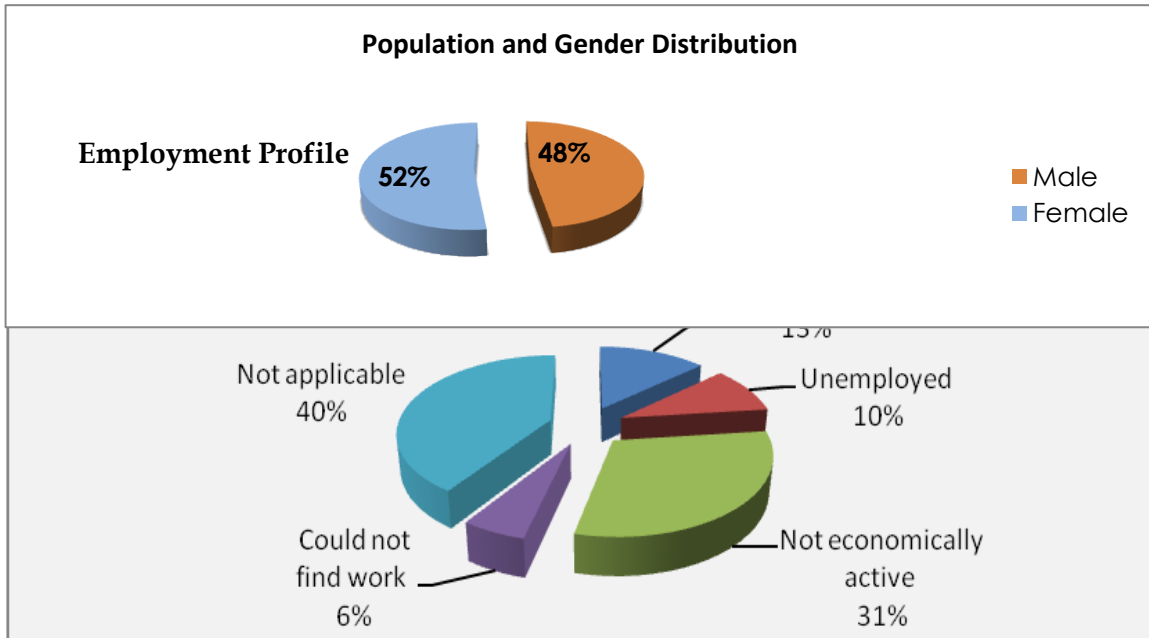
The population statistics that is presented on this section allows both government and non-government institutions to strategize on how to efficiently implement and facilitate service delivery within the jurisdiction of uMfolozi in an integrated manner.

Distribution of Population by Household Density

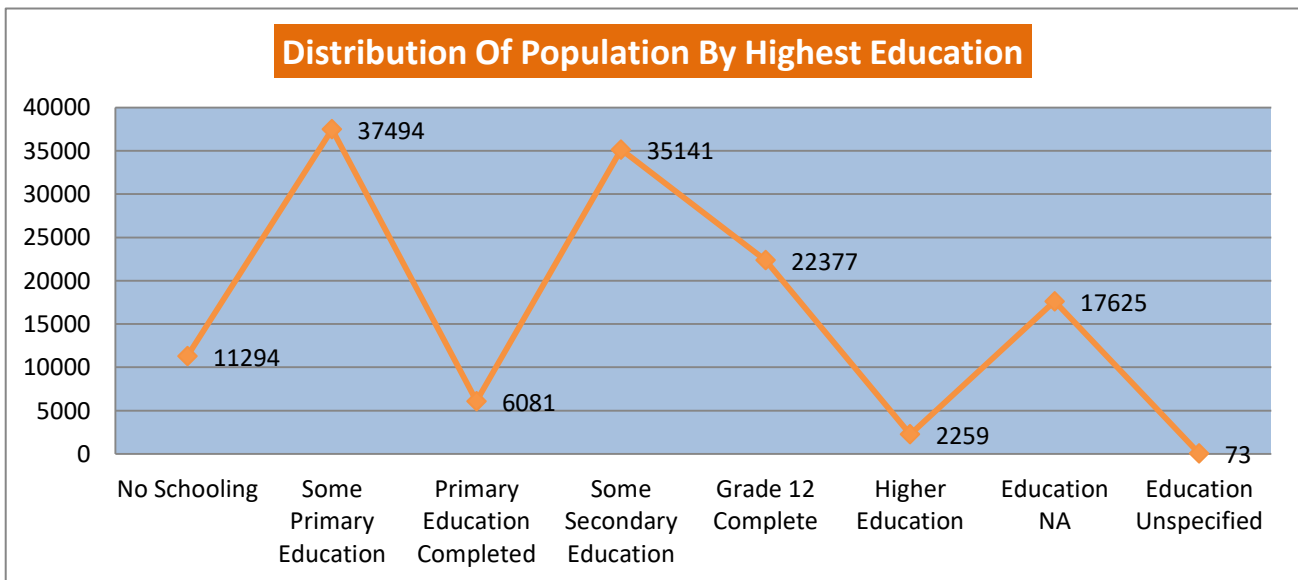
Ward No	Number of Households(HH)	Extent (Ha)	Density(HH/Ha)
1	1015	8486.01	0.12
2	1434	17159.48	0.08
3	1321	9357.24	0.14
4	2146	32136.97	0.07
5	836	1785.83	0.47
6	340	255.61	1.33
7	1395	4352.21	0.32
8	1526	2723.93	0.56
9	2231	6975.49	0.32
10	1469	6939.6	0.21
11	1082	3665.37	0.30

12	1484	8215.01	0.18
13	1563	9441.38	0.17
14	342	659.76	0.52
15	1698	8160.53	0.21
16	338	714.45	0.47
17	1870	8988.05	0.21

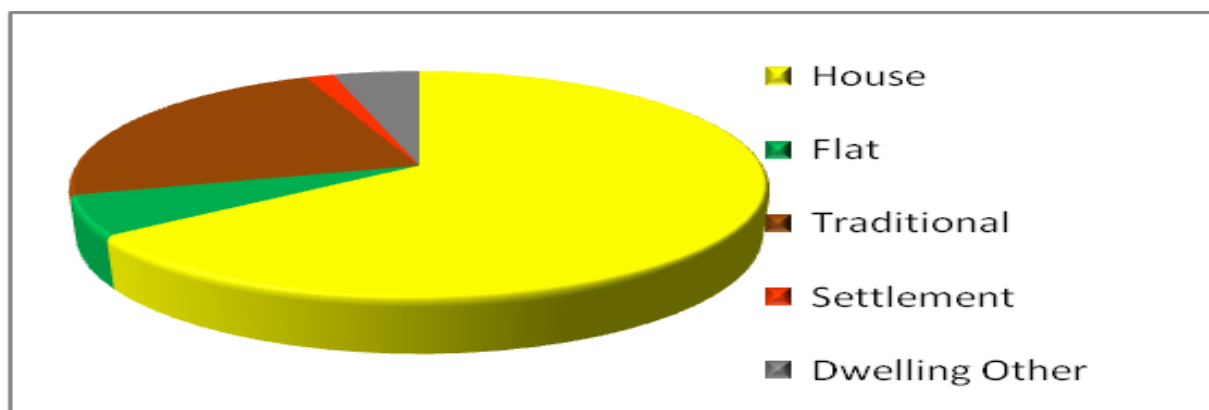
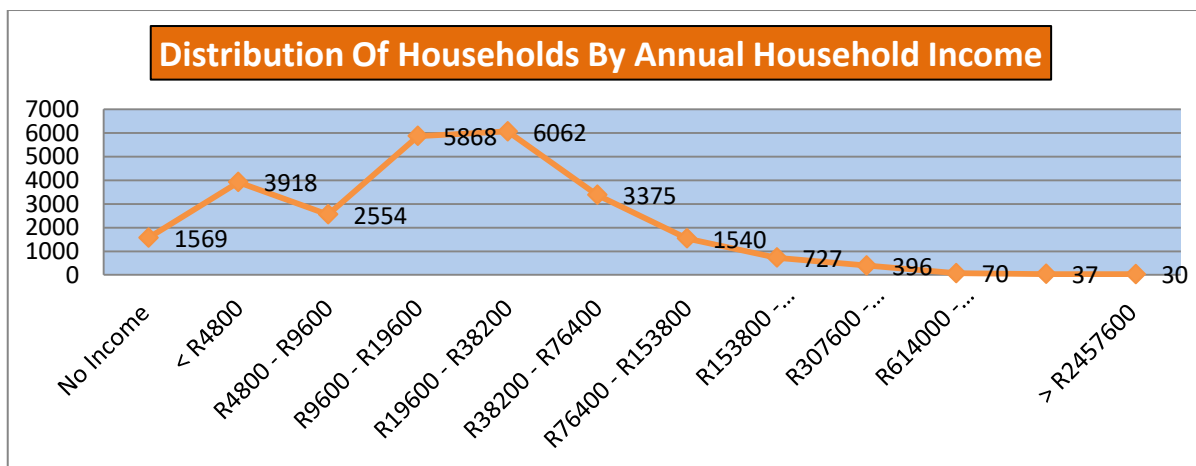
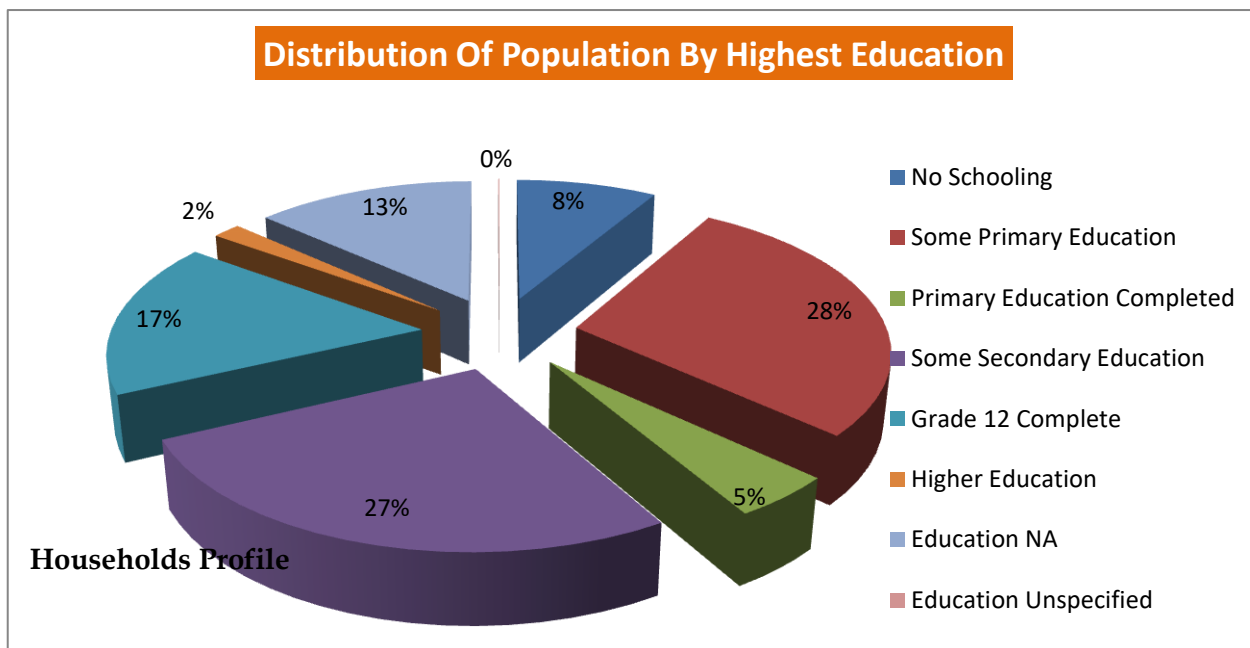
Population Distribution by Gender



Education Profile



Percentage of population by Highest Education



Distribution of households by type of main dwelling and municipality, CS 2016

DWELLING TYPE	
Formal dwelling	20 197
Traditional dwelling	8 395
Informal dwelling	1 823
Other	56
Total	30 471

COVID-19 CONSEQUENCES ACROSS THE SECTORS

The whole country is highly experiencing negative outcomes, especially, on Economic, Education, and Social Sectors. Shutting down of manufacturing, retail, and wholesale economic segments has resulted in huge number of job- loses which has further impacted the social well-being of the citizens. Precise updated statistics will be presented after its receipt from the author (Stats SA).

1.3. Service delivery overview

Technical Services has achieved 100 % MIG expenditure target for the infrastructure service delivery projects allocated by council for 2020/2021.

The projects we were able to complete successfully were;

Sbululwane Access Road

Esikhaleni Access Road

Cwaka Access Road

Thunukandabazabantu Access Road

Zilahle Access Road Phase 1

Maduna Access Road

Clover Access Road

Phikaqedede Access Road

Rose Mthethwa Access Road.

We have achieved the service delivery objective of decreasing the infrastructure backlog within our Jurisdiction.

Financial health overview

FINANCIAL OVERVIEW			
The financial health of uMfolozi Municipality has been included as a volume 2 of the Annual Report (Annual Financial Statements).			
Total Capital Expenditure: 2018/19-2020/21			
R'000			
Details	2018/19	2019/20	2020/21
Original Budget			52 831
Adjustment Budget			65 256
Actual	68 319	34 011	53 058

COMMENT ON CAPITAL EXPENDITURE:
 Capital Expenditure is well defined on volume 2 of the Annual Report, the Annual Financial Statements

1.4. Organisational development overview

Organizational development is a planned, comprehensive and systematic process aimed at improving the overall effectiveness of an organization. It involves intervening in its processes, structure and culture. A strong emphasis is on organizational behaviour, human resource development and organizational change.

The organizational structure of the Municipality is aligned to the powers, functions and the municipal Integrated Development Plan (IDP) to ensure direct impact on service delivery. The alignment of the organizational structure with the municipal objectives was informed by a detailed

organizational design with an intention of improving the effectiveness and the efficiency of the municipal business processes.

Organizational design also includes understanding the imperative for change and the environment, understanding the business processes, workflows, roles and responsibilities, volumes of work, activity analysis and resources, designing and testing new models, planning and managing the transition from the old structure to the new structure, and implementing and monitoring the change.

1.5. Statutory Annual Report process

The most important documents tabled for any municipality or entity are its Integrated Development Plan (IDP), budget and annual report. The IDP and budget are forward-looking, they set out what the municipality intends to do and the funds it will raise and spend. The annual report, on the other hand, is backward-looking as it reports on actual performance at the end of the financial year, reporting on how the IDP and budget were implemented.

The annual report requires the collection and consolidation of a range of financial and non-financial information about the municipality. It provides an authorized record of the activities and performance of the municipality for each financial year. Annual reports must be aligned with the planning documents and municipal budget for the year reported on. This means that the IDP, budget, service delivery and budget implementation plan (SDBIP), in-year reports and annual report should have similar and consistent structures to facilitate understanding and to enable the linkage between plans and actual performance.

The Annual Report of a municipality and every municipal entity must be tabled in the municipal council on or before 31 January each year (MFMA S127). In order to enhance oversight functions of Councils, this must be interpreted as an outer deadline; hence municipalities must submit the Annual Reports as soon as possible after year end, namely, August. The entire process is concluded in the first or second week of December for all municipalities, the same year in which the financial year ends and not a year later. The activities, implications, process/role-player and timeframes are described below for ease of reference and implementation.

Activity	Legislation and Guidance	Process Owner Role Player	Timeframe
Consideration of next financial year's Budget and IDP process plan. In-year reporting formats should ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the beginning of the Budget / IDP implementation period.	MSA S41(1)(e)	MM Assisted by other s56 managers & the CFO	July
Implementation and monitoring of approved Budget and IDP through the approved SDBIP commences (In-year financial reporting and quarterly performance reports).	MSA S41(1)(e)	MM Assisted by other s56 managers & the CFO	July
Finalise 4th quarter report of previous financial year	MFMA S52(d)	MM Assisted by other s56 managers & the CFO	July
Submit draft previous financial year Annual Report and evidence to Internal and the Auditor General including annual financial statements and financial and non-financial information.	Submission of annual financial statements as per section 126(1) of the MFMA. Additional step, a draft Annual Report is prepared. Annual Performance report needs to be included as per section 46 of the MSA.	MM & CFO	July
Submit Annual Report including annual financial statements and Annual Performance Report to the Combined Audit/Performance Committee.	Joint Committee assessing both financial and non-financial performance advances accountability and expedites corrective measures	MM & CFO	July/August
Combined Audit/Performance committee considers unaudited Annual Report of municipality and entities (where relevant).		Audit and Performance Audit Committee	August

Activity	Legislation and Guidance	Process Owner Role Player	Timeframe
Mayor tables the unaudited Annual Report in Council.	The Annual Report submitted complies with the requirements of Section 121(3) (a-k).	Mayor	August
Municipality submits Annual Report including final annual financial statements and annual performance report to Auditor-General for auditing purposes – due 31 August. Council to submit unaudited tabled annual report to MPAC for vetting and verification of councils’ directive on service delivery & the committee to evaluate senior managers’ performance against agreement entered into.	Information on pre-determined objectives to be included. Note that it is unaudited and will not include any of the Auditor-Generals reports as the auditing thereof will still be in progress. (Municipalities with Municipal entities to submit a consolidated Unaudited Annual Report by September)	CFO	August
Commencement of IDP analysis of institutional, services and infrastructure provision, backlogs and priorities. Unaudited Annual Report as submitted to Auditor General to be used as input into the IDP strategic phase process and community verification & input by MPAC on reported performance. Such information includes that of various entities incorporated into the information of the parent entity.	If the above process is followed, the unaudited Annual Report can add value to the IDP/Budget planning process for the next year as well as oversight by MPAC on the reported deliverables by communities and achievements targets reached.	Council	August
Auditor-General audits the unaudited Annual Report and submit an audit report to the accounting officer for the municipality / municipal entity.	Section 126(3) (b) require the Auditor- General to submit an audit report within three months after receipt of statements from the municipality.	Auditor-General	November for municipalities without entities & December for municipalities with entities
Annual Report and oversight report process for adoption to be used as input into public participating meetings for	Section 127,128,129 and 130	Council	September November

Activity	Legislation and Guidance	Process Owner Role Player	Timeframe
the IDP review process.			
The Auditor-General's reports are issued during the period of Oct/Nov. Once the AG audit reports have been issued no further changes are allowed as the audit process is completed	Section 129, 130 and 131. Tabling the audited Annual Report within 5 or 6 months after the end of the financial year. Section 75 for publication on website.	MM	November/December
Mayor tables audited Annual Report and financial statements to Council		Mayor	November/December
Audited Annual Report is made public, e.g. posted on municipality's website		IT Director Accounting officer	November/December
Oversight committee finalises assessment on Annual Report. This must be concluded within 7 days of receipt of AGs report. Council is expected to conclude on this matter before going on recess in December		Oversight Committee	November/December
Council adopts Oversight report.	The entire process, including oversight reporting and submission to provincial legislators is completed in December and not in March the following year.	Council	December
Oversight report is made public.		MM	December
Oversight report is submitted to Legislators, Treasuries and DCoG		Mayor	December

Due to the National Pandemic that affected the operations of the municipalities, the National Treasury issued a 2months extension for the submission of the Annual Performance Report and the unaudited Annual Financial Statements. The initial legislated date is 31st of August there was extended to 30 September 2020 due to the effects of the Covid 19. This extension also affected the Annual Report process and the tabling of the Annual Report in the municipal council on or before 31 January each year, which was then tabled on the 26th of May 2021. The uMfolozi Municipality adheres to all the legislative requirements.

CHAPTER 2 – GOVERNANCE

INTRODUCTION TO GOVERNANCE

Political leaders and Senior Managers of administration have a leadership responsibility and are accountable for ensuring good governance in the municipality. Some of the good governance that the municipality should demonstrate compliance with are: Accountability, Transparency, Rule of Law, Responsiveness, Participation, Effective and Efficiency.

The MFMA, section 52 (a) states that the Mayor must provide general political guidance over the fiscal and financial affairs of the municipality. Adequate provision is made in the system of delegations and sub delegations to ensure the effective, efficient and accountable functioning of Council, the Political Executive of Council, and the Municipal Manager as Chief Accounting Officer as well as the General Managers as executors of policy and service delivery. The office of the Speaker who is responsible to ensure smooth functioning of Council and its committees underpins the functioning of Council.

Component A: Political and Administrative Governance

INTRODUCTION TO POLITICAL AND ADMINISTRATIVE GOVERNANCE

uMfolozi Local Municipality has five departments namely: Executive Department, Corporate Services Department, Community Services Department, Financial Services Department and Technical Services Department.

Each department is led by a Section 56 manager reporting directly to the Municipal Manager with the exception of the Chief Operations Officer whose appointment falls within the Main Collective Agreement (MCA).

The Municipal Manager reports directly to Executive Committee via the Mayor who is the chairperson of the Executive Committee.

The Municipal Manager is assisted by the Senior Managers, Internal Auditors and the Audit Committee in meeting his accountability requirements in terms of the Municipal Finance Management Act and other pieces of legislation.

2.1. Political Governance

INTRODUCTION TO POLITICAL GOVERNANCE

uMfolozi Local Municipality consists of 33 Councillors which form part of the Municipal Council. The Executive Committee (ExCo) in the municipality reports directly to Council. In terms of Section 12 of the Local Government: Municipal Systems Act, four (4) Portfolio Committees have been established reporting directly to the Executive Committee. The chairperson for each Portfolio Committee is nominated by Council. Each Portfolio Committee has its own Terms of Reference; which includes oversight functions and recommending decisions to Executive Committee. None have delegated authority. The Portfolio Committees deliberate issues and make recommendations to the Executive Committee to take decisions, if Executive Committee is delegated to take decisions, and/or to consider when recommending to Council to take decisions. The Council meets on quarter basis and the Executive Committee meets on monthly.

The following Portfolio Committees have been established: Financial Services Portfolio Committee, Corporate Services Portfolio Committee, Community Services Portfolio Committee and Technical Services Portfolio Committee. In terms of section 166 of the MFMA, the Audit Committee exists within the Council. MPAC performs the responsibilities of the Oversight Committee by reviewing Auditor General's reports, annual reports, internal audit reports and on own initiative on instruction by Council, investigates and advises council on unauthorised, irregular, fruitless and/or wasteful expenditure in terms of section 32(2) of the MFMA. The Audit Committee and MPAC are working closely and they both report to Council at least quarterly. The Oversight Report is published separately in accordance with MFMA guidelines.

Senior Political Leadership



H.W-the Mayor, Cllr S. W.



Deputy Mayor, Cllr S. R.



Speaker of Council, Cllr Z. D.

EXECUTIVE COMMITTEE



ExCo Members: Cllr S. R. Thabethe, Cllr S. T. Kfumalo, Cllr N. T. Mthiyane, Cllr M.B

COUNCILLORS

uMfolozi Municipal Council comprises 33 Councillors (1 EFF; 15 IFP & 17 ANC), 17 Ward Councillors and 16 are PR Councillors. The Municipal Council does not have a Chief Whip due to the total numbers of Municipal Council that is below 40 Councillors as per the requirements to qualify for the Chief Whip.

POLITICAL DECISION-TAKING

Political decision-making is guided by the governance model consisting of:

- Section 79 committees recommend matters directly to council for approval; and

- Section 80 committees, which are advisory committees to the Mayor, who has been delegated certain decision-making powers. The Mayor can either note matters or report such to council or to recommend matters to council for approval. Council is the highest decision making body in the municipality.

2.2. Administrative Governance

Introduction to Administrative Governance

In accordance with municipal legislation, uMfolozi Local Municipality has developed an organizational structure which has been adopted by Council. The managerial structure has been developed in a manner that would enable the Municipality to deliver on its priorities and objectives, as set out in the Municipal Integrated Development Plan (IDP).

uMfolozi Local Municipality consists of five (5) administrative departments led by the following senior managers appointed in terms of Section 54 and 56 of the Local Government Municipal Systems Act, 32 of 2000:

No.	Position	Appointment Status
1.	Municipal Manager	Filled
2.	SM: Corporate Services	Filled
3.	Chief Financial Officer	Filled
4.	SM: Technical Services	Filled
5.	SM: Community Services	Vacant

The top management of the Municipality understand their individual role within the overall administrative spectrum of the Municipality and they complement each other in the execution of the roles and responsibilities. They have been entrusted a great responsibility of leading the Municipality to greater heights and thereby making a significant impact to service delivery

<u>TOP ADMINISTRATIVE STRUCTURE</u>
--

MUNICIPAL MANAGER

Mr K. E. Gamede

SENIOR MANAGER: Technical Services

Mr.S.G Hlatshwayo

CHIEF FINANCIAL OFFICER

Mr Z.J Ndlovu

SENIOR MANAGER: Corporate Services

Miss AS Shandu

SENIOR MANAGER: Community Services

Vacant

CHIEF OPERATIONS OFFICER

Mr T.L Mfusi

Component B: Intergovernmental Relations

INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

Section 41 of the Constitution emphasizes the importance of co-operative governance as one of the key initiatives to address service delivery challenges. uMfolozi Municipality has established Operation Sukuma Sakhe structures where all stakeholders sit together and plan on how to address service delivery challenges. Operation Sukuma Sakhe is the vehicle for service delivery hence ensures the avoidance of duplicating resources. The Municipality has been recognised at a Provincial level as one of the Municipalities with effective Operation Sukuma Sakhe programmes. Through Operation Sukuma Sakhe initiatives, houses have been built for destitute households as

part of responding to outcome nine of government priorities. Structures of Operation Sukuma Sakhe have been established in all wards under the jurisdiction of uMfolozi Municipality with the purpose of having accurate information about challenges that are encountered at a ward level and ensuring the realisation of an integrated Service Delivery Model.

2.1. Intergovernmental Relations

NATIONAL INTERGOVERNMENTAL STRUCTURES

The municipality is a participant in some national forum. 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 Municipal Manager participates in the National Municipal Managers Forum convened by the South African Local Government Association (SALGA). Both Councillors and management also participate in the SALGA National Members Assembly. 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.

PROVINCIAL INTERGOVERNMENTAL STRUCTURE

The Municipal 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.

DISTRICT INTERGOVERNMENTAL STRUCTURES

The Municipality participates in the District Municipal Managers, Speakers and Mayors Forum. Following the establishment of the District Command Council during the COVID-19 Disaster, the Municipality is the co-convenor of the Social Cohesion Cluster. The Communications Unit participates in the District Communicators forum which helps by benchmarking on the best practices from other municipalities.

Component C: Public Accountability and Participation

OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

During the 2020/2021 financial year, the municipality had 170 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 to provide feedback to the community the implementation of projects in the current financial year and to illicit the needs of the community to provide input for the new financial year. A second Izimbizo is held once the draft budget has been developed 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.

2.2. 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 Council. The process plan outlines the activities to be undertaken leading up to the adoption of the 2021-2022 IDP review and budget at the end of May 2021. 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 Izimbizo an IDP & Budget workshop was held with ward committee members to sensitize them in terms of what the IDP and budget entail. For the municipality to comply fully with the MSA and MFMA the municipality needs to facilitate the IDP/Budget consultation process.

Traditional Leadership

Traditional authorities that have traditionally observed customary law in the area of the municipality may participate through their leaders in the proceedings of the municipality and must be allowed to attend and participate in any meeting of the Council. iNkosi Mthiyane from Mambuka Tribunal Authority and the Administrator from the Mbonambi Tribunal Authority have a seat in uMfolozi Municipal Council, and the Municipality does allow all five traditional leaders to express their views on any matter affecting their traditional Authority as stated by Municipal Section 81 of the Structures Act, No.117 of 1998. Traditional leaders are also taking part in preparing, presenting and implementing IDP processes and in resolving any other matters that arise or affect their traditional authority.

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 uMfolozi 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; and
- 8) 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.

2.3. IDP Participation and Alignment

IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 56 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes
Were the four quarter aligned reports submitted within stipulated time frames?	Yes
* Section 26 Municipal Systems Act 2000	T 2.5.1

Component D: Corporate Governance

OVERVIEW OF CORPORATE GOVERNANCE

Political leaders and Senior Managers of administration have a leadership responsibility and are accountable for ensuring good governance in the municipality. Some of the good governance that the municipality should demonstrate compliance with are: Accountability, Transparency, Rule of Law, Responsiveness, Participation, Effective and Efficiency.

The MFMA, section 52 (a) states that the Mayor must provide general political guidance over the fiscal and financial affairs of the municipality. Adequate provision is made in the system of delegations and sub delegations to ensure the effective, efficient and accountable functioning of Council, the Political Executive of Council, and the Municipal Manager as Chief Accounting Officer as well as the General Managers as executors of policy and service delivery. The office of the

Speaker, who is responsible to ensure the smooth functioning of Council and its committees, underpins the functioning of Council.

2.4. Risk Management

The Municipality has established the Risk Management Committee, which sits monthly, the Risk Management Framework has been developed. The reports of this committee are tabled to the Senior Management, Municipal Public Accounts Committee, Audit Committee and Council for oversight purposes.

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 most 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.

2.5. Anti-Corruption and Fraud

FRAUD AND ANTI-CORRUPTION STRATEGY

The Municipal Council has the Anti-Fraud and Corruption Policy, Whistle Blowing Policy, and Anti-Fraud and Corruption strategy that was adopted in by Council. The Municipality is using the provincial and National 'Mpimpa' hotline which continued to play a significant role in ensuring that the members of the uMfolozi 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 municipality has received allegations through social media. The contribution of the community in reporting the above-mentioned allegations is much appreciated. Some investigations were done on request by the Municipal Manager.

The uMfolozi 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 uMfolozi 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.

2.6. Supply Chain Management

SCM is included in the Volume 2 of the Annual Report, Annual Financial Statements

2.7. By-Laws

By-laws Introduced during 2020/21					
Newly Developed	Revised	Public Participation conducted prior to adoption of By-law (Yes/No)	Dates of Public Participation	By-law Gazetted (Yes/No)	Date of Publication
-	Solid Waste By-laws	No	N/A	No	N/A

COMMENT ON SOLID WASTE BY-LAWS:

The solid waste bylaws were developed and adopted by council in 2016/2017 financial year, however, the By-law was not gazetted over the past years due to lack of funds for the Government

Printers. During the 2020/2021 financial year, the budget was allocated for the gazette of Solid Waste By-laws and were reviewed internally. However, the Public Participation could not be conducted prior to adoption due to the Global Pandemic. The By-Laws are planned to be gazetted in 2021/2022 financial year.

2.8. Websites

Municipal Website: Content and Currency of Material		
Documents Published on the Municipality's Website	Yes/No	Publishing Date
Current annual and adjustment budgets and all budget-related documents		
All current budget-related policies		
The previous annual report (2019/20)		
The annual report (2020/21) published/to be published		
All performance agreements required in terms of section 57 (1)(b) of the Municipal Systems Act (2020/21) and resulting scorecards		
All service delivery agreements (2020/21)		
All long-term borrowing contracts (2020/21)		
All supply chain management contracts above a prescribed value for 2020/21		
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 2020/21		
Contracts agreed in 2020/21 to which subsection (1) of section 33 apply, subject to subsection (3) of that section		
Public-private partnership agreements referred to in section 120 made in 2020/21		
All quarterly reports tabled in the Council in terms of section 52 (d) during 2020/21		
T 2.10.1		

COMMENT MUNICIPAL WEBSITE CONTENT AND ACCESS:

Websites: the Municipal website contains information regarding all matters and process running in the municipality in terms Section 75 of the Municipal Finance Management Act 56 of 2003, it is accessible to all who are interested at www.umfolozi.gov.za.

2.9. Public Satisfaction on Municipal Services

PUBLIC SATISFCATION LEVELS

Community meetings and road shows have been held to communicate Municipal challenges and programmes with the community of uMfolozi Municipality, presentations have been also made to Traditional Councils to ensure that the Traditional leadership is aware of Municipal programmes in each financial year. The community is given an opportunity during the Budget/IDP roadshows to raise their comments in respect of municipal plans, and such comments are consolidated in the form of a report to ensure that there are interventions by stakeholders. There are quarterly radio slots which are done by the Mayor for a purpose of affording the community with an opportunity to comment on municipal programmes or plans, such has then assisted much in ensuring that the community is given an opportunity when it comes to the provision of services. The Municipality is also in a process of using social media platforms to engage with the public.

COMMENT ON SATISFACTION LEVELS:

Measuring the level of satisfaction of the community with the service rendered by the Municipality is important; suggestion boxes have been placed at strategic points in the municipal buildings and some municipal hall at ward level with little response. A similar situation pertains to the facility of customer satisfaction registers. The Municipality will need to undertake a structured customer satisfaction survey to determine the status quo regarding satisfaction with present service delivery levels.

CHAPTER 3 - SERVICE DELIVERY PERFORMANCE

Component A: Basic Services

INTRODUCTION

The Technical Services Department comprises of the following sections:

1. Project Management Unit Section which renders the following services;

- Building Infrastructure Services
- Implementation of Electrification Projects
- Construction of Roads

2. Operation and Maintenance Sections which renders the following services;

- Transport, Roads and Storm water Services
- Streetlight Maintenance
- Operations and general building maintenance

The municipality implements or maintain its infrastructure through government grants such as Municipal Infrastructure Grant, Small Town Rehabilitation Programme and Integrated National Electrification Programme. In other instances, maintenance of roads and storm water services is also implemented through repairs and maintenance budget using municipal equipment.

This component includes: water; waste water (sanitation); electricity; waste management; and housing services; and a summary of free basic services.

3.1. Water Provision

INTRODUCTION TO WATER PROVISION

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

The Municipality does not provide water and sanitation services however all backlogs information is collected by the Municipality through war rooms, IDP road shows and community meetings and sent to the District for implementation.

Water and sanitation provision is a competency of the King Cetshwayo District Municipality. Below is the presentation of water accessibility rate and the sources through which the uMfolozi citizens access water

Water Source Accessibility

Source	Household	%
Regional/Water scheme (operated by Municipality or other water services provided)	16549	64.7%
Borehole	3127	12.2%
Spring	298	1.2%
Rain water tank	472	1.8%
Dam	880	3.4%
River/ Stream	1607	6.3%
Water Vendor	276	1.1%
Water Tanker	1807	7.1%
Other	567	2.2%
Total	25583	100%

The Municipality does work towards efficient implementation and facilitation of the basic services delivery. Water access is facilitated through the King Cetshwayo District Municipality. King Cetshwayo implemented Mbonambi Water Supply Phase 2 which covers ward 2 and 3 and Mhlana Somopho Phase 3c which covers Ward 7, 8 & 11 during 2016/17 financial year to address backlogs under uMfolozi Local Municipality.

Project Name	Ward	Status Quo	Expenditure	Budget allocation 2018/19
Mbonambi Water Supply Phase 2	Partial 2, 3 and 4	Completed	55 240 404.00	20 000 000
Mhlana Somopho Phase 3c	Ward 8, Partial 2, 7,9 and 15	Completed	71 203 003.00	10 000 000

3.2. Waste Water (Sanitation) Provision

INTRODUCTION TO SANITATION PROVISION

The Municipality does not provide water and sanitation services however all backlogs information is collected by the Municipality through war rooms, IDP road shows and community meetings and sent to the District for implementation. The sanitation has been covered fully. The District Technical Services Department is busy with the planning for quantifying of the in-fills.

3.3. Electricity

INTRODUCTION TO ELECTRICITY

ote: Recent legislation includes the Electricity Amendment Acts 1989; 1994; 1995; and the Electricity Regulation Act 2006.

In terms of the electricity provision, our municipality has achieved universal access in terms of backlog eradication/ reduction with 96% of the households has access to electricity. The municipality addresses its backlog through funds received from Department of Energy i.e Eskom funded connections and Integrated National Electrification Programme (INEP).

ELECTRICITY SERVICES PERFORMANCE OVERALL:

Integrated National Electrification (Grant):

In terms of the electricity provision, our municipality has achieved universal access in terms of backlog eradication/ reduction with 96% of the households has access to electricity. The municipality addresses its backlog through funds received from Department of Energy i.e Eskom funded connections and Integrated National Electrification Programme (INEP).

Under Integrated National Electrification Programme (INEP), the Municipality intended to install electrical works infrastructure in order to connect 593 households to national grid in a form of infills. The planned electrification projects for 2018/19 are as follows:

- Mbabe Electrification (298 connections)
- Ocilwane Electrification (99 connections)
- Nhlabane Electrification (196 connections)

The typical scope of works involved in these projects is as detailed below:

- Bush Clearing
- Bulk Earthworks/Excavations
- Building of 2C 35mmsq ABC XLPE LV Conductor in km
- Building of 3C 35mmsq ABC XLPE LV conductor in km
- Upgrading of 16 kVA a to 32 kVA, 16kVA to 64 kVA and 50kVA to 100 kVA
- Installation of airdac to total of 298 connections in km
- Installation of ICU meters with ready board

As at 30 June 2019, out of 593 connections, only 365 connections have been completed in terms of the infrastructure and also energized. Hence the overall progress on Mbabe Electrification & Ocilwane Electrification is up to 90% in terms of the infrastructure installed. With Nhlabane Electrification the contractor has successfully completed 72% of project scope of works. The expenditure incurred on all three projects is R 7 960 474.89 as at 30 June 2018.

3.4. Waste Management

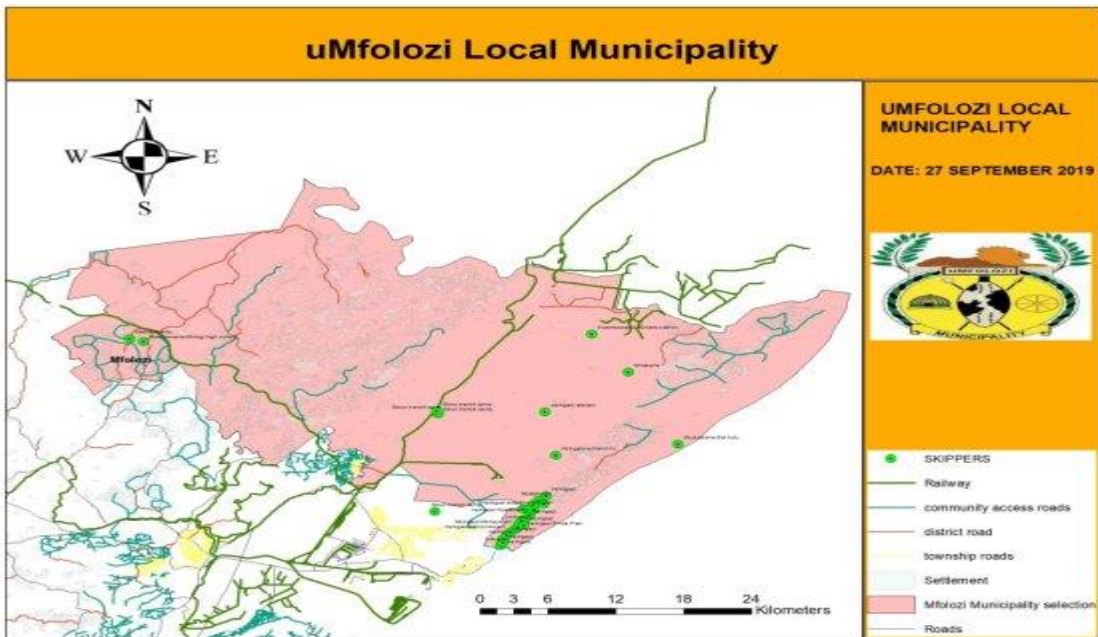
INTRODUCTION TO WASTE MANAGEMENT

uMfolozi Waste Management Business Unit has 1 Waste Management Officer; a Youth Environmental Coordinator; an intern; 2 Operators, a Driver, 7 General Workers and 10 EPWP participants. The Waste Management unit functions in line with the cradle to grave approach which talks to the generation of waste to the last resort of disposal. The Municipality has kerbside and central point collection and disposes waste at the King Cetshwayo Regional Landfill Site. The Municipality has a functional and licensed transfer station. A number of educational programmes on waste management take place to eliminate illegal dumps and reduce littering.



Waste/Environmental Management Team

Refuse removal is rendered in 7 wards (namely: ward 02, 03, 05, 06, 14, 16 and 17). This collection is done through kerbside and central point collection.



Waste

Collection Map

The Municipality has auctioned a compactor truck (NRB 6314). Therefore, the Municipality has one compactor truck, one skip loader truck and one flatbed truck. King Cetshwayo District Municipality has leased a flatbed truck to the Municipality in accordance to the SLA.



Flatbed truck leased to uMfolozi Local Municipality

The Municipality therefore has a total of 4 waste trucks. A truck schedule is used to monitor waste collection and disposal.

COMPACTOR TRUCK- NRB 91185	
Monday	KwaMbonambi Town
Tuesday	Mzingazi
Wednesday	Slovo Township, Mposa and Amangwe Village
Thursday	Mzingazi
Friday	Mzingazi
Sunday	Mzingazi
FLAT BED TRUCK- NRB 82097	
Monday	KwaMbo Town
Tuesday	Mzingazi
Wednesday	Mzingazi
Thursday	Transfer Station
Friday	Transfer Station
FLAT BED TRUCK- NRB 22313	
Monday	KwaMbo Town
Tuesday	KwaMbo Town
Wednesday	Mzingazi
Thursday	KwaMbo Town
Friday	Mzingazi
SKIP LOADER TRUCK- NRB 40912	
Monday	Ntambanana
Tuesday	Ntambanana

Wednesday	Slovo Township
Thursday	Transfer Station
Friday	Transfer Station

After collection, waste is disposed at the King Cetshwayo Landfill site (permit number 16/2/7/W122/D1/Z1/P485). All waste disposal is reported under SAWIS- registration D00169-01.

The Municipality purchased 10 (2m³) skips and 6 (9m³) with the Municipal equitable share.

The Municipality won the R375 000 from the Greenest Municipality Competition in 2020/2021. The Municipality won position 5 of in the Province of KwaZulu Natal under the category of Rural Municipalities. With these funds, the Municipality purchased a further 6 (9m³) skip bins for effective waste collection.



Delivery of Skip bins

Street cleaning and waste collection at KwaMbo Town and Slovo Township is done by 3 General Workers and 9 EPWP participants. Ward based cleaning is done by 51 EPWP participants and 600 CWP participants. Due to the Global pandemic in March 2020, Covid 19, the 600 CWP participants only resumed duties in June 2021. Since the national lockdown, the population that visits KwaMbonambi town has grown since people from different locations (including Mtubatuba, Skawini and Nseleni etc.) utilise the Post Office for social grants. People from various areas even sleep at the taxi rank which results to uncontrollable waste accumulated in that area.

The Municipality has a transfer station, license number- KZN/DC28/020/UMF/REG/2020 that is utilised by the residence for the temporal disposal of garden refuse. In 2020/2021 financial year, the Transfer Station generated a revenue of R 29,295.67.



Waste Transfer Station

The Municipal Integrated Waste Management Plan was adopted by Council in March 2020 and endorsed by the MEC of Economic Development, Tourism and Environmental Affairs.

The Municipality received a letter of recommendation by the MEC to purchase a compactor truck, utilising 5% from the 2021/22 MIG funds for 2021/2022 financial year.

Due to the Nation Lockdown in 2020, recycling activities could not take place which affected the recyclers. The Department of Economic Development, Tourism and Environmental Affairs granted 20 recyclers from uMfolozi Municipality Covid relief grants of R950.00 each.

Employees: Solid Waste Management Services					
Job Level	2019/20	2020/21			
	Employees No.	Posts No.	Employees No.	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)

0-3	6	0	6	0	0%
4-6	1	0	1	0	0%
7-9	2	0	2	0	0%
10-12	1	0	1	0	0%
Total	10	0	10	0	0%

Financial Performance 2020/21: Solid Waste Management Services	
Details	Budget (R)
Employees	2 743 024.55
Repairs and Maintenance	490 000.00
Clean-up Campaign	50 000.00
Arbor Day	50 000.00
Sustaining My Schools Cleanliness	100 000.00
Water Week	50 000.00
TOTAL	<u>3 483 024,55</u>

WASTE MANAGEMENT AWARENESS CAMPAIGNS

Waste Management is one of the back to basics initiative to educate our communities on best practices to manage waste. Waste handling is one very vital aspect as it requires attention from the point of generation to storage, transportation to the last resort of disposal to avoid exposing people to health hazards and protecting the environment.

COMMUNITY AWARENESS CAMPAIGNS

Communities within uMfolozi jurisdiction still have challenges of waste management and require a lot of attention and awareness to ensure a safe and healthy environment for all.

Cradle to Grave

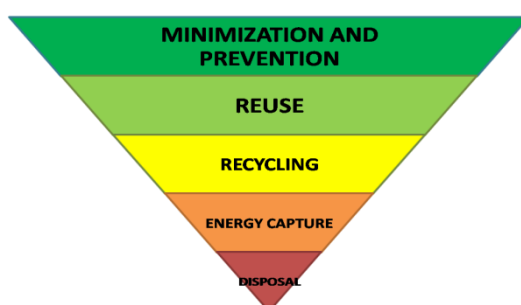
In 2020/21, a number of door-to-door awareness campaigns took place with an intention to educate communities about the Cradle-to-Grave approach where they were made aware of waste treatment or handling from the point of generation and that the generators of waste are each

individual therefore it is everyone's responsibility to clean the environment. The community needs to securely store waste as proper storage may prohibit any bacteria or illness or flies. Emphasis was put on the storage as the community needs to understand that some infections or illness are not caused by health-related issues but rather the mismanagement or poor storage of waste. The communities were encouraged to ensure that their bins are closed at all times to avoid bad odour and the spillage of waste. The burning of waste is discouraged as it has climate change implications and affects the ozone layer.

Emphasis was made on the importance of living in a healthy, clean and unpolluted environment, in order to avoid waste related diseases such as vermis (pest) and bacteria. The Corona virus is anticipated to last for almost 72 hours in waste material. Therefore, proper storage of waste is important to curb the spread of the virus.

Waste hierarchy

Furthermore, the waste hierarchy was educated to community members.



The disposal of waste should be the last resort as we are striving towards the Polokwane Declaration that talks to 0% waste to landfills by 2022. Almost all waste that is produced in our households is reusable or recyclable (paper, cardboard, food cans). Organic waste can be used to fertilize the soil for gardening purposes.

The use of the buy-back centre was further emphasized as it can assist lift the local economy and the tariffs were shared thereof.



Community Awareness Campaigns

SCHOOL AWARENESS CAMPAIGNS

School campaigns aim at grooming the fresh minds from schools about living and learning in a clean and a healthy environment and educate the learners about recycling opportunities. Awareness also aims at discouraging burning of used materials (books, office papers, cardboard boxes, magazines etc.) in schools which is a negative contribution to climate change and global warming. Learners were educated about the importance of Environmental well-being and recycling opportunities that are available in the waste industry. Proper storage of waste and that bins must be kept closed at all the times to avoid flies and bad odour for hygienic purposes. Clarity was made to the learners about the disadvantages of litter or of an unhealthy environment that it results in the following: pollution, healthy hazards, harm people, harm animals and the environment and it makes the school looks untidy.

Learners were educated that good waste management follows 4Rs: Reduce, Reuse, Recycle and Recover, as well as avoiding illegal dumping and littering. Elaboration was made that waste harms the environment and human beings. Learners were made aware about the types of waste the schools produce, such waste include food waste/leftovers, recyclable papers (books, cardboards, white office paper and mixed paper) plastics and water bottles. Almost all waste that is produced in

schools is reusable or recyclable and organic waste can be used to fertilise the soil for garden related purposes.

Learners were made aware about the vitality of recycling and clean-up campaigns that it results in human healthy, environmental well-being and potential job opportunities that are available. Illegal dumping of waste within households and community members burning waste, were identified as the major problems within the communities.



School

Awareness Campaigns

WASTE MANAGEMENT SIGNAGE

Waste Management Signage was put in illegal dump sites and visible areas where the communities were educated about the negative impacts of dumping in non-designated areas and encourage the community members to report any illegal dumping activities taking place in their area. This serves as an initiative to involve the community in waste minimisation and the eradication of illegal dumps within their community. The members of the public must understand that the management of waste is not the sole responsibility of the municipality hence they should also be part of the solution towards a ensuring a clean and healthy environment for all.



Illegal

Dumping Signage

CLEAN-UP CAMPAIGNS

Clean-up campaigns are a back to basics initiative as the Bill of Rights states that: Everyone has the right to a Clean and Healthy Environment. In terms of the National Environmental Management: Waste Act, 2008 (Act No.59 of 2008) states that the Municipality must make provision of waste collection services to improve the quality of life of the entire community and ensures a clean and more acceptable place to live and work in. More than 4 Clean-up Campaigns were conducted in 2020/2021.

The objectives of clean-up campaigns are as follows:

- To minimize illegal dumps
- To create a clean and healthy environment
- To have a joint initiative to clean the communities
- To attract tourism
- To attract new businesses



Clean-

up Campaigns

3.5. Housing

INTRODUCTION TO HOUSING

The Municipality had only 1 housing project due to non-availability of funds. The Department Human Settlement promised to fund 2 housing projects in the municipality in 2020-2021 financial year. The Municipality is not yet accredited to provide human settlements hence there is no internal budget set aside for housing section or for the provision of housing.

3.6. Free Basic Services and Indigent Support

INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

The Municipality currently provides the free basic service in a form of Electricity and Refuse Removal. The indigents for electricity are managed through the indigent register which is reviewed annually and the indigents for refuse are accessed through the skip bins.

Component B: Road Transport

This component includes: roads; transport; and waste water (storm water drainage).

INTRODUCTION TO ROAD TRANSPORT

The Municipality has developed a road and Infrastructure maintenance plan using a backlog study done in the 2020/21 financial year and was adopted by Council . The maintenance plan is focusing on rural roads, which involves grading of access roads under uMfolozi Local Municipality rural areas.

3.7. Roads

INTRODUCTION TO ROADS

The Municipality own a total of 625km of gravel road. The Municipality maintained a total of 400 km of gravel road in the 2018/2019 Financial Year.

Gravel Road Infrastructure				
	Total gravel roads	New gravel roads constructed	Gravel roads upgraded to tar	Gravel roads graded/maintained
2018/19	504.5km	3.4km	Nil	501.5km
2019/20	625km	13.8km	Nil	280km
2020/21	625km	12.6km	Nil	476.1km

Capital Expenditure 2020/21: Road Services					
					R'000
Details	2020/21				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original	Vacancies to Budget %
Total All				%	
Rose Mthethwa Access Road (1.4 km)	3 600 000.00				
Thunuka Ndabazabantu Access Road (2.5km)	2 800 000.00			%	
Sbululwane Access Road (2.8km)	5 600 000.00			%	
Zilahle Access Road (3 km)	3 100 000.00			%	

PERFORMANCE OF ROADS OVERALL:

For the 2020/21 financial year - 1.4 km Rose Mthethwa Access Road (Ward 14) was constructed which had a budget of R 3.6 million, 2.5km of Thunuka Ndabazabantu Access Road (Ward 8) was constructed which had a budget of R 2.8million, 2.8km Sbululwane Access Road (Ward 4) was constructed which had a budget of R 5.6million, 3km Zilahle Access Road (Ward 10) was constructed which had a budget of R 3.1million. Financial assistance is required to procure road maintenance equipment in order to carry out sufficient road maintenance.

Component C: Planning AND Development

3.8. Planning

INTRODUCTION TO PLANNING

Town Planning is a unit within the Executive and Council Department 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. The unit specialises in developing long term development framework plans for the municipality, 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. To strengthen the effectiveness of the unit, targets set include increasing the number of development applications received and processed within legislated timeframes and also attend the Municipal Planning Tribunal Meetings to ensure that decisions are made on land development applications.

Local Economic Development

INTRODUCTION TO ECONOMIC DEVELOPMENT

The uMfolozi Municipality has identified the need to review the existing LED strategy that was adopted by Council in 2016, solely with the intention of producing a plan that is credible, implementable and which identifies projects of a catalytic nature, therefore, Municipality has taken an initiative to appointing a service provider during 2019/2020 financial year. The Consultant failed to deliver up to the expectations (drafting an LED Strategy) which led to the Strategy not approved by Council.

The Municipality has experienced significant growth and a number of new development opportunities have arisen. Accordingly, there are projects that will have a meaningful impact on the local economy of uMfolozi and subsequently address the nation-wide triple challenges of unemployment, inequalities, and poverty.

It is noted with concern that, the municipality has not yet managed to package and implement high impact programmes with a capacity to create to attract strategic investments thereby create local employment and empower local entrepreneurs.

In the main, we seek to draft a strategy which provides a clear path for urban development, rural industrialization, tourism promotion, agricultural development, services sector improvement as well as trade and industry growth.

As the municipality we take cognizance of our immediate economic challenges ranging from the lack of ownership of suitable land for town and urban expansion, congested informal trading space in KwaMbonambi, lack of packaged industrial oriented projects, minimal agro-processing of local produced vegetables as well as our failure to take advantage of local natural resources. The Municipality is cognizant and appreciative of other developments and initiatives from various departments that are concerned about socio-economic ills of uMfolozi. Hence, the compilation of this strategy is meant to serve as a tool of strategic integration and alignment of programmes and resources between the stakeholders thereby improve both public and private investments impact in uMfolozi.

The municipality is one of the poverty-stricken rural municipalities in the province and as a way of reducing its effect; local economic development (LED) initiatives are a priority for Council. The main aim of LED is to create jobs by making the local economy grow through attracting more businesses (trading and investment) in the municipal area and providing capacity to the active population in the area.

OPPORTUNITIES

- ❖ The location of Owen Sithole College of Agricultural within our jurisdiction for the provision of technical training to local farmers.
- ❖ Financial Support from RBM.
- ❖ Infrastructure development in CBD (i.e. building of SMME facility creates opportunities to young people and upcoming service providers).
- ❖ Commercialisation of essential oil production.

- ❖ Space for economic development in secondary nodes
- ❖ Partnering with Higher Education Institutions for both research and skills training purposes.
- ❖ Proposed SMME Market Centre along N2

CHALLENGES

- ❖ Improving the prominence of Local Economic Development in the Municipality
- ❖ Creating the balance between the responsibilities of Local Economic Development and
- ❖ Regulation of economic activity
- ❖ Facilitating interactions and collaborations amongst LED stakeholders
- ❖ The unfavourable Economic Conditions: Globally, Nationally and Locally
- ❖ High unemployment rate
- ❖ Low educational and skills levels
- ❖ Insufficient Local Economic Development Funding
- ❖ land Availability for the economic development catalytic projects

Agriculture

The agricultural sector is currently the major economic sector in uMfolozi Municipality. Agriculture is regarded as one of the key drivers of the local economy growth. The adopted agricultural sector plan serves as the guiding document on agricultural development and is envisaged to contribute towards reduction of unemployment and poverty particularly in the rural areas through its implementation and sustainability. The Municipality in collaboration with the KZN Department of Agriculture and Rural Development (DARD) are working hand in hand to strengthen and promoting local economic growth. The municipality was able to assist to 1 Agricultural project by providing the agricultural material during quarter 2 and has made as assessment to procure another agricultural material (seedling, garden tools & watering cans) for all wards to implement the 2 Agricultural projects planned for the 2020/2021 financial year and by the Municipality and DARD. The agricultural material was successfully procured in April and May 2021 but was not delivered to the Community due to the National Lock-Down restrictions that restricted the gatherings. The material is stored within the Municipality and will be delivered to the community in December 2021 subject to the easing of lockdown restrictions.

Tourism

The sector has been severely affected by the Covid 19 pandemic, the municipality has seen few tourism businesses closing down and some are currently on sale (e.g. Marob Lodge). The development of the Tourism Development Plan which was adopted by the Council in September 2017 is slightly yielding good results. The Community Tourism Organisation (CTO) as the tourism marketing structure within the municipality is functional and pushing the marketing even during the pandemic by trying the marketing initiatives. The closing down of Marob Lodge has resulted in the establishment of the new Committee which will be established in the next financial year. The municipality currently has limited tourism products and services. However, based on the natural and cultural resources available in the area, the municipality does possess potential to develop tourism. The municipality initiated the programme of developing the tourism marketing brochure as envisaged by the plan.

Informal Economy

The Municipality has organized informal actors/traders in order to minimize the number of illegal street trading activities and enforce by-laws in KwaMbonambi town by issuing annual trading permits. The municipality completed the project of refurbishment of Mbonambi taxi rank market stalls with the financial assistance from KZN CoGTA and further procured padlocks for all the market stalls. The market stalls are allocated to compliant trader annually.

SMME & Co-operatives

The municipality recognise the importance of supporting and strengthen SMME & Co-operatives development as one of the mechanisms that can yield to job creation and poverty reduction. The red-tapes encountered by Small, Medium and Micro-sized Enterprises and Co-operatives continue to limit the participation of SMMEs and cooperatives in the mainstream economy. The municipality in trying to resolve those challenges encountered by SMME's often coordinate workshops and trainings in partnerships with external stakeholders.

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

- Availing business space/premises at the Bus & Taxi Rank in KwaMbonambi town.
- Training and development of SMME's.
- Business Marketing.
- Market Linkage

COMMENT ON LOCAL JOB OPPORTUNITIES:

uMfolozi Municipality is still experiencing a minimal growth due to the limited economic spinoff/activities. The Forestry sector plays a reasonable role in employing the local communities. The presence of the mining company within our jurisdiction also adds to job creation both short and long term. The Tourism sector also plays their part in job creation. The Small, Medium and Macro Enterprises including the Informal sector has seen the improvements with the economic spinoffs that are undertaken.

COMMENT ON LOCAL ECONOMIC DEVELOPMENT PERFORMANCE OVERALL:

As at the end of 2020 the economy of the uMfolozi Municipality still experienced a minimal growth due to the lessened economic spinoff/activities. There is a definite general broad base slowdown in economic activity in the municipal economy similar than the national scenario. The Municipality possesses a number of economic advantages, including Locational Advantages. The RBIDZ expansion opportunity and the fact that the Municipality is located along the N2 corridor, which connects it to major towns such as Richards Bay and Durban, Natural/ Geographic Advantages: Highly fertile coastal area close proximity of Owen Sithole Agricultural College. The LED unit cannot implement capital project through its internal budget however external funding should be sourced in order to implement catalytic projects that will stimulate job creation.

Component D: Community and Social Services

3.9. Libraries and Community Facilities

Public libraries are considered essential to the development of communities. Access to libraries creates and sustains a reading culture. The value of libraries in terms of support of literacy, education, and the principle of lifelong learning forms an integral part of our modern democracy. To ensure the provision of these services, the KwaZulu-Natal Provincial Service is committed to improving public library access in all communities, developing and sustaining a culture of reading and the provision of access to information for all. The mandate of library services is to develop, promote and preserve information. The information is accessible by the community the library serves and at large, to the broader society. The Department of Arts and Culture affiliated libraries which are based in municipalities provides Library material in all formats (books, music,

audiobooks, DVDs, videos, posters, gaming, toys and magazines), ICT and Information services and promotional items and projects.

uMfolozi Local Municipalities has three libraries. The libraries are Mzingazi Public Library which serves the community from coastal uMfolozi Municipality boundaries ruled by Mbuyazi tribal authority. The library was built in 2014 and was officially opened by the former MEC of the Department of Arts and Culture in the province of KwaZulu Natal in 2016. Since the library was opened, it has managed to attract the members of the community as it has registered 1101 library membership stats. The library is one of the busiest among those other libraries from uMfolozi Municipality as it is allocated in the heart of the community of the Mzingazi area. Then KwaMbonambi public library serving the inland community under Mhlana tribal authority. The library also serves the community in the urban area of KwaMbonambi. KwaMbonambi public library has been the only library that has been operating for the past two decades. The library is not busy but for the past eleven months, the library statistics has increased considerably and convincingly. KwaMbonambi public library is the main library allocated within uMfolozi local municipality.

KwaMthethwa Modular Library Kwa-Mthethwa Modular Library was officially unveiled in Zonza area, Kwa-Mthethwa under uMfolozi Municipality on 09th March 2018 by the Hon Minister of Art and Culture, E.N Mthethwa, together with his then counterpart, the KwaZulu Natal Art, Culture, Sports and Recreation Hon MEC, B.N Sithole-Moloi and uMfolozi Municipality Mayor His Worship SW Mgenge. The library was just twenty months when on Sunday evening 17th November 2019 at approximately 20h00 they heard gunshots from nearby the main road and they went out to inspect and saw about four allege assailants/arsonist approaching the Zonza Multipurpose Centre and they fled to nearby bushes for safety. After a while, they returned to the centre to discover that there was smouldering smoke emanating from the modular library. A night-shift security alerted the ward Councillor TM Biyela who activated fire and emergency services and Kwa-Mbonambi SAPS. To its successes, Kwa-Mthethwa Modular Library was pronounced as one of the beautiful modern build modular libraries, and have recorded several successful community outreach Programmes (mainstreaming of library services through OSS and Traditional Structures) by the KwaZulu-Natal Department of Art and Culture. Further, in its limited life span, it has been able to make easy access to information technology to the deep rural households and students' alike thus bridging the digital gap between urban and rural areas as many students had close access to

information technology to do their academic work without travelling long distances to access such services.

Among the services that these libraries provide to the community includes library material in all formats (books, music, audiobooks, DVDs, videos, posters, gaming, toys and magazines), ICT and Information services and promotional items and projects.

Free public internet access is available in most libraries, funded and installed by the Department of Arts and culture. The Department also funds the employment of “cyber-cadets” (library computer assistants) to develop ICT skills in computer users and to manage the internet facilities in libraries. Toys are made available in many affiliated libraries as a contribution by the Department to Early Childhood Development and to nurture future library users in KwaZulu- Natal. As part of an inter-departmental initiative, tubs of toys are also provided directly to ECD centres in disadvantaged communities.

Gaming facilities have recently been introduced into our community libraries, mainly targeting the youth. This is part of the Department’s aim to address social ills and provide facilities for the constructive use of leisure time among young people in the safe and stimulating environment of the library. Mobile library units [MLU’s] are provided to rural areas where there is an urgent need to access resources prior to the establishment of a formal library structure. These MLUs are manned by a volunteer funded by the Department, responsible for assisting community members. Each MLU site consists of 2 book trolleys holding over 1000 books. MLUs are linked to local libraries where they can refresh their stock.

“Mini libraries for the Blind” is another initiative that has been introduced in allocated areas in several community libraries. This project is aimed at assisting the visually impaired citizens of KwaZulu-Natal. Libraries are provided with computers, document readers, JAWS software, headsets and other equipment to facilitate access to information. This service is provided in collaboration with the South African Library for the Blind. This initiative will be introduced to our libraries in a mere future

In promoting the culture of reading and supporting initiatives by the Department in communities each Regional Library Depot operates a mobile library truck service. These trucks carry a collection

of books, CDs, DVDs and Toys. Available services include photocopying facilities, printing and access to the internet and DVD shows through built-in television screens.

The 20th century was a time of rapid changes both in society and in the use of information, it was a time of both construction and destruction. While libraries blossomed in many cities, many rural areas and small towns were still without library services. Local groups, government agencies, and philanthropists all worked to bring libraries and to increase access to libraries in rural areas and small towns. South African government works tirelessly to build and handover public libraries in rural areas so that the culture of lifelong learning and reading can be fulfilled.

Programmes conducted in 2019/2020 financial year

Library awareness campaigns (school visits)

Library user studies (Schools were invited to the library for library orientation).

Literacy Week/National book week (Conducted at Mzingazi Library, main aim to educate them about the importance of reading).

Storytelling (early childhood schools visit)

Community outreach programs (Orphanage, old age, pay points visits)

Back to school awareness campaign (school visits)

International mother tongue day (uMfolozi local Municipality host the event)

A 'World Read Aloud Day' (early childhood school visit)

Library week (Conducted at KwaMbo town)

Career day

Zululand Interest Group meetings (rotates around libraries under Zululand region and King Cetshwayo District Municipality)

COMMUNITY OUTREACH WITH ELDERS

Community outreach refers to efforts that connect an organisation's ideas or practices to the public. Unlike marketing, which is focused on products or strategies that increase market share, outreach takes on an educational component that engages the community. Outreach strategies are linked to the organisation's mission.

At Library Services, it is important to be engaged and relevant to the community that the library serves. Public Libraries officials should be active in the society they serve to increase the recognition of the community and that of the institution they are working for.

Programs that integrate community outreach strategies are much more likely to get recognition from the community. Two community outreach programs were conducted during the financial year 2019/2020 as stipulated in the Service Delivery Implementation Plan. The community elders were invited to Zonza Modular Library, the community outreach aimed to encourage the elders of the community to read and write. The attendance of the community elders was convincing, and they seem to have enjoyed the meeting and reschedule the other meeting during March 2020 but with the rise of the pandemic, the meeting could not go through.

OUTREACH CONDUCTED WITH SCHOOL LEARNERS

Having discussions with a wide range of school learners allowed library officials to find the gaps and opportunities that align with what they said and what matters to them. This led to deeper relationships with them as learners.

It also raised awareness, provided a face for the organisation and allowed a unit to share takeaway content to help people remember the institution and the services they render.

The main aim for inviting school learners on the 13 of December 2019 was to highlight to them the importance of the public library, how it operates and to make them aware that they can benefit a lot from the library. Some of the activities that took place during the outreach were:

Storytelling - learners were taught to read with meaning/understanding. Learners were also taught how to review and summarise a book.

Read and Play - this was a very interesting session, children were able to read and demonstrate what they have been reading in a form of a stage play/drama.

Find Book- learners and community children were able to find the book in the library after they had a tutor from the library officials especially the ones who were at high school.

The activities mentioned above were part of the community outreach programme activities that were conducted.

It is appreciated that the learners allowed library officials to practice their pitches and teach them about what they do best. The learners were excited and enjoyed every session, they suggested that sessions like that one must be often conducted.

COMMUNITY OUTREACH AT KWAMBO TOWN

This year was a very successful event because members of the community were delighted to see some of the government services brought closer to them. The mandate of the library officials was

very clear. Market and promote the services the library offers to the community, During the outreach, the library officials managed to convince the members of the community to open membership cards and ten community members were recruited as members of KwaMbonambi library.

INTERNATIONAL MOTHER TONGUE DAY

The Department of Arts and Culture hosted an International Mother Language Day celebration, in the King Cetshwayo District Municipality in uMfolozi Local Municipality at Amangwe Village. The event was one of the tools for the promotion, preservation, and development of the language, as it contributes immensely towards the enhancement of Social Cohesion and National identity, by encouraging people to take pride in their mother language and raising awareness of the importance of recognized cultural and linguistic diversity.

There was a turnout of one thousand five hundred (1 500) people who attended the International Mother Language Day Celebration, and during the event, there were several activities that took place such as exhibitions, performances, food tasting, and competitions. Catering was provided to all those present in the celebration. The keynote address speaker was Honourable Minister of Arts and Culture Nathi Mthethwa. Other dignitaries attended the event, such as Mayor of the district Her Worship N Mkhulisi, His Worship Mayor of the uMfolozi Local Municipality Cllr SW Mgenge, and other top officials from various stakeholders, traditional leaders and community members from around the uMfolozi Local Municipality jurisdiction

3.10. Child Care, Aged Care, Social Programmes

INTRODUCTION TO CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

The Municipality has established a Special Programmes Coordinating structures with the responsibility of initiating programmes that address the needs of vulnerable groups. The following coordinating structures have established:

Widows Forum

Women Forum

Disability Forum

Traditional Health Practitioners Forum
Ministers Forum
Men Forum
Arts and Culture Forum
Sports Council
Senior Citizens Forum

The Special Programme unit initiates and manages a variety of projects and programmes to empower and uplift the communities, particularly the needy, vulnerable and disadvantaged groups. Its primary focus is to establish and maintain social progress to ensure that the social needs of communities within the municipal areas are addressed.

This is one of the most important sector which cater for the lives and rights of the children as the Constitution of the Republic of South Africa stipulate in Section 28 (1) every child has a right to family care of parental care, or to appropriate alternative care when removed from the family environment. Subsection (c) and (d) a child has a right to basic nutrition, shelter, basic health care services and social services, it further say a child has a right to be protected from the maltreatment, neglect, abuse or degradation. According to the Constitution of the Republic of South Africa a child is someone who is between the age of 1 up to 18.

uMfolozi Municipality through Special Programmes Unit is partnering with different stakeholders like Children's forum, Social Development, Early Childhood Development, Civil Societies, Department of Art and Culture, Non Profit Organisation, Provincial and National government. All these stakeholders work as a unit to ensure that the lives of children are safe, their rights are not violated and they are not exposed to any abuse whether it is physical or emotional abuse. First priority is ensuring that every child live under good conditions and is well taken care of, if there are any challenges uMfolozi Municipal officials do profiling, contact a department concern draft a clear programme which must speak direct to those challenges and come up with proper solutions at the end of the day.

The Children's Forum was allocated R80 000.00 in 2019/20 financial year. There was no budget allocation for Children's Forum in 2020/21 financial year. The budget allocated for 2021/2022 financial year is R100 000.00. Under Children there are various programmes that are conducted

with a purpose of unlocking the minds of the children to become direct participants in our democracy. Following are the programmes that falls under Children's Forum:

1. Children's Parliament
2. Boys Parliament
3. Children's Right Dialogue
4. There are quarterly meetings from local up to the national level
5. Behavioural Change Programme (Morale Regeneration)
6. HIV/AIDS Awareness programmes
7. Male Medical Circumcision where young boys are targeted.

uMfolozi Municipality has also developed a culture of writing to private companies so that they can assist when necessary especially in the Early Childhood Development necessities to strengthen the our programmes and enhance the level of service delivery.

Component E: Environmental Protection

This component includes: pollution control; biodiversity and landscape

3.11. Pollution Control

INTRODUCTION TO POLLUTION CONTROL

This function is currently practised by King Cetshwayo District Municipality through the Air Quality Division. Pollution control that is controlled by Community Services is dislodging of septic tanks. This procedure is done by Abaphumeleli Pollution Control.

3.12. Bio-diversity and Landscape

INTRODUCTION BIO-DIVERSITY AND LANDSCAPE

Open spaces are converted to parks and are being maintained through landscaping to eliminate their use as illegal dumping sites.

Alien plants are being removed and rehabilitation takes place through the EPWP programme.



Landscaping

ENVIRONMENTAL/BIODIVERSITY WEEK

World Environmental Day was established by the United Nation General Assembly in 1972 on the first day of the Stockholm Conference on the Human Environment. Discussions were on the integration of human interactions and the environment. The first World Environmental Day was held in 1974 in Spokane, USA with the theme 'Only One Earth'. Consequently, the UN World Environmental Day celebration has become an annual event hosted in a different country with events focusing on a central theme.

Theme for 2021 WED: **"Ecosystem Restoration"** Ecosystem restoration can take many forms;(Growing trees, greening cities, rewilding gardens, changing diets or cleaning up rivers and coasts) and will see the launch of the UN Decade on Ecosystem Restoration. The issue of climate change makes the celebration much more serious. The celebration is also concerned with the creation of green cities and reforestation.

The communities/schools were given seedlings, working tools and trees to embrace the environment. With the Global Pandemic, many residence lost their jobs therefore the distribution of seedlings to the community members was to ensure food security in the households.



Environmental Month Celebration with community members

One School One Garden was introduced in Mzingazi Primary School to assist the school nutrition programme and also motivate harvesting nutritious food fresh from the garden. The establishment of the garden hopes to assist surrounding families that do not have food.



Environmental Month Celebration at Mzingazi Primary School

ARBOR MONTH CELEBRATION

National Arbor Month is an annual celebration of the environment where indigenous trees are planted as a practical and symbolic gesture of sustainable environmental management. Arbor Day aims at rehabilitating an area to attract birds and butterflies.

South Africa celebrates Arbor Week in the first week of September annually. The Department of Agriculture, Forestry and Fisheries (DAFF), as the custodian of forestry in South Africa, is responsible for the campaign. The country's champion including some of the oldest, largest and culturally significant trees.

During the course of National Arbor Month 2020, uMfolozi Municipality in partnership with the Department of Agriculture as well as the Department of Economic Development, Tourism and Environmental Affairs planted fruit trees in Mhlana and Mambuka Traditional Court in order to embrace nature and beautify these structures.

The Arbor Month affords the government, the private sector, non-governmental and community-based organisations and the public to be involved in "greening" their communities. Planting trees and greening human settlements takes place in communities. It is therefore important for the public to join hands with partners in local government and community-based organisations. Therefore, it was important to involve the Tradition council in tree planting in order to share knowledge on the importance of planting trees and the importance of sustaining the environment at large. Sharing indigenous knowledge about trees amongst government officials and the Traditional Council was a

good gesture in the 2020 arbor month roadshows as more information was brainstormed and sustainable environmental solutions on nature conservation were shared.



Tree planting at Mambuka Traditional Court



Tree planting at Mhlana Traditional Court

2020 TREE OF THE YEAR:

Scientific name: *Ekebergia capensis*

Common name: Cape ash/ Umngwenya

Cape Ash makes a good shade in the garden. The light and soft wood is easy to work with, and with its straw colour, it makes attractive furniture. The bark is used as an emetic, and for treating

dysentery and tanning. Decoctions from roots are used to treat headaches, heartburn and for chronic coughs. Further to that, the leaves of the tree are used as a remedy for intestinal worms.

2020 RARE TREE

Scientific name: *Adasonia digitate*

Common name: Baobab/ Isimuku

Large baobab trees with hollow stems have been used by people for centuries for various purposes. The leaves are said to be rich in vitamin C, sugar, potassium tartrate, and calcium. The seeds are also edible and can also be roasted for use as a coffee substitute. Caterpillars, which feed on the leaves, are collected and eaten by African people as an important source of protein. When the wood is chewed, it provides vital moisture to relieve thirst.

uMfolozi Municipality in partnership with the Department of Economic Development, Tourism and Environmental Affairs and the Department of Agriculture, Forestry and Fisheries hosted an Arbor Month Celebration on the 28th of September 2020 in Dondotha (ward 09) under the theme “Forests and Biodiversity”.

During the celebration, 100 fruit trees donated by the Department of Agriculture; 50 indigenous trees were donated by uMfolozi Municipality and 100 seedlings from the Department of Economic Development, Tourism and Environmental Affairs were shared with the community of Dondotha to embrace Arbor Month. Garden tools such as forks and watering cans were donated to the community to instill the concept of the one-home-one garden National Programme and ensure food security with the area.

The Arbor Month Celebration aimed to instill the following principles:

- ❖ To promote a better knowledge of trees particularly indigenous trees.
- ❖ To stress the necessity for everyone to plant trees and care for them.
- ❖ To highlight the vital role of trees in our lives.



Arbor Month Awareness



Distribution of trees, seeds and garden tools to the community

WATER WEEK

The South African water resources are managed by the Department of Water and Sanitation to improve the quality of life of all South Africans. Since 1994, the government has been hard at work in ensuring that all South Africans have access to water.

In 1993, the United Nations designated 22 March as the World Water Day with a focus on the importance of fresh water and to raise awareness of the billion people living without access to clean

and safe water. This day is about taking action to decisively deal with water challenges facing the globe. The Department of Water and Sanitation takes this opportunity of the United Nations' World Water Day to embark on a month-long awareness campaign annually on activities that seek to educate the general public and stakeholders about the importance of water and conservation. The Department does have a special focus for a week on the National Water Week activities from 15 – 22 March with activities that build up to the World Water Day. The focus is about taking action to tackle the global water crisis and achieving Sustainable Development Goal 6: water and sanitation for all by 2030.

The National Theme for 2021 water month is “**Valuing Water**” with an aim of understanding how people value water whether it is economically, socially, culturally or in other ways as well as how it plays a role in their lives. Water Week Roadshows took place in Schools to instil the importance of water to the learners especially since the washing of hands is vital to curb the spread of Covid 19. It was also clarified to learners that water can result to illnesses, by drinking contaminated water which can cause infections or waterborne disease such as cholera, diarrhea, hepatitis and son on. Harvesting of rainwater with water tanks was encouraged. After harvesting of rainwater learners were encouraged to disinfect water by boiling water or pouring a teaspoon of jik in a 5L container in order to prevent water related diseases.

Furthermore, Clear emphases was made that South Africa is a water scarce country with a rapidly increasing population and common periods of drought that limit water resources even further. Learners were encouraged to turn-off taps after washing their hands and putting of “Save Water” signages near water tanks and taps to remind other learners to also save water. It was stated that the demand for water might exceed the amount of available water in our country and this means that we must use and share our water more effectively.



Water

Week Roadshows

The Water Week celebration was held at Cinci because the community faces water shortage. The community was also encouraged to use water sufficiently since in South Africa water is a scarce resource. Washing of hands from the taps/tanks was discouraged, because that results in water being wasted and emphasis was made on the provision or development of tippy taps in the community. With the global pandemic, hand washing is vital therefore tippy taps need to be installed for hand washing.



Water Week Celebration at Cinci

Component F: Security and Safety

INTRODUCTION TO SECURITY & SAFETY

Section 152(1) (d) of the Constitution of the Republic of South Africa requires local government to “promote a safe and healthy environment”. This creates a broad Community safety mandate for local governments, although municipalities have often limited their safety responsibilities to traffic control and disaster management. One may argue that safety is the exclusive responsibility of the South African Police Service (SAPS). This is a popular view, but it does not consider the legal obligation of local government through this constitutional mandate.

Furthermore The Constitution of the Republic of South Africa mandates municipalities to structure and manage their administration, including budgeting and planning processes, to give priority to the basic needs of the community (section 153(b)). Health and safety are basic needs and priorities for all South Africans. Their fulfilment is essential to improving the quality of life of residents of the municipality. Without it, the socio-economic rights of residents cannot be realised.

The risk that crime poses to the stability of municipalities requires a focused and dedicated approach to managing safety.

In addition, the Constitution compels municipalities to provide the essential financial and human resources for the promotion of safety and health. Section 152(2) requires municipalities to meet all the objectives of local government, including the promotion of safe and healthy environments, using their own financial and administrative capacity.

Therefore, uMfolozi Municipality has taken an obligation to ensure a safe, reliable, affordable and efficient road transport system within the broader vision which is “to improve the quality of life for all people of uMfolozi local municipality by creating an economically viable and sustainable development.

3.15. Police

INTRODUCTION TO POLICE

UMfolozi has develop virious community structure including CPF, with an aim of improving the safety of the Community. Their role is to develop and implement multidisciplinary initiatives that improve the local quality of life by improving the levels and perceptions of citizens' safety.

(a) Crime awareness: 5 awareneses conducted

This programme targeted schools, and the rest of the community, uMfolozi municipality collaborated with saps and CPF has been visiting communities addressing matters of crime prevention. Crime prevention education and awareness campaigns suggest that reducing the rates of targeted crimes can be achieved through activities that promote behaviour change and increase the uptake of relatively simple crime prevention measures, particularly when delivered alongside other crime prevention interventions.

(b) Multidisciplinary roadblocks :16 roadblocks conducted

The National road safety strategy expresses on integration that will lead multi-sectoral efforts within the private and public sectors to reduce road carnage through concentration on the highest risk factors: alcohol (driver and pedestrian); seat belt compliance; moving violations including speed; creation of a safe environment for pedestrians; education in schools; public relations concentrated on achievements to gain the support of the public, and creating an awareness of risks, as well as improvement in the vehicle and road environment (including reduction in fraud and corruption) and improvement of after-crash care to reduce the number of deaths and disabling injuries.

(c) Vehicles stopped and checked: 18948

The high number of Road Traffic crashes and its associated consequences has a significant impact on the South African society which continues to hamper socio-economic development and impact on the well-being of all South Africans. This impact is measured in terms of human lives lost, pain, grief and suffering, as well as an increasing cost to the economy. The extent of the problem is exacerbated when road fatalities and serious injuries are seen in the context of contributing to a significant economic loss for South Africa. People injured or killed on our roads are often the

breadwinners of their families and thus vital contributors to the economy at large, therefore uMfolozi Municipality takes an initiative to fight against road carnages, through multidisciplinary roadblocks

(d) Road safety awareness: 15 awarenesses conducted

This is the educational Programme related road safety issues and is provided to the public. It seeks to develop the behaviors and attitudes for road users. Education develops knowledge, skills, attitudes and even more importantly - values that enable pedestrians, cyclists, drivers and passengers to use the road safely. It supports traffic officer's role of law enforcement.

3.16. Fire

Fire and Disaster Management

uMfolozi Local Municipality faces increasing levels of disaster risk. It is exposed to a wide range of natural hazards, including severe storms that can trigger widespread hardship and devastation. The Municipality's extensive agriculture industry coupled with the major transportation routes, inside the municipality as well as those leading to other major centres presents numerous catastrophic and hazardous materials threats. In addition, natural and human-induced threats and despite on-going progress to extend essential services to poor urban and rural communities, large numbers of people live in conditions of chronic disaster vulnerability - in underdeveloped, ecologically fragile or marginal areas - where they face recurrent natural and other threats that range from flooding to informal settlement fires. The uMfolozi Disaster Management Policy Framework is the legal instrument specified by the Act to address such needs for consistency across multiple interest groups, by providing a coherent, transparent and inclusive policy on disaster management appropriate for the Municipality of uMfolozi as a whole. In this context, the Disaster Risk Management Framework of uMfolozi Local Municipality recognizes a diversity of risks and disasters that occur or may occur in its Municipal area of responsibility and gives priority to developmental measures that reduce the vulnerability of disaster-prone areas, communities and households.

Also, in keeping with international and national best practice, the uMfolozi disaster risk management framework places explicit emphasis on the risk reduction concepts of disaster prevention and mitigation, as the core principles to guide disaster risk management in the area.

In terms of Section 53 of the Disaster Management Act of 2002 (Act 57 of 2002), each municipality (Metropolitan, District and Local) must prepare a Disaster Risk Management Plan for its area of responsibility. To develop a Disaster Risk Management Plan, it is necessary to conduct a Risk Analysis that will identify and priorities potential hazards and threats that are likely to occur within the area of responsibility of the Municipality. For this process to be effective, detailed indigenous knowledge is to be sought from the local people in each ward. Physical inspections of each ward are also required to be acquainted with the physical characteristics of each ward, the terrain, the altitude, environmental features and any other aspects that could have (positive or negative) implications on disasters.

The figure below indicates the common risks associated with each ward.

Umfolozi Local Municipality		
No.	Prevalent Hazards and Threats	Risk
		High Priority
1	Drought	
2	Road Accidents	
3	House Fires	
4	Veld/Forest Fires	
5	Severe Storms (Lightning)	
6	Severe Storms (Strong Winds)	
7	Lack of (Adequate) Water	
8	Lack of (Adequate) Sanitation	
9	Disease: Human (HIV/AIDS)	

Figure 1: uMfolozi Hazards and Threats profile

The most common risks identified community are drought, fire, flooding, storm/tornadoes and epidemics. The risk profiling enables the municipality to efficiently plan its resources to prevent, contain and mitigate any identified risks, hazards, and vulnerabilities.

FUNCTIONALITY OF uMFOLOZI DISASTER MANAGEMENT CENTRE

Disaster Management Policy Framework

Disaster Management Plan
 Seasonal Contingency Plans
 Risk Assessment per Ward
 Develop Risk Reduction programmes
 Awareness Campaigns
 Fire Season pre-burning
 Lightning Conductors
 Volunteer Recruitment and Training
 By-Laws for fire services
 DRM Training – mainstreaming to community structures
 Specific community drills
 The capacity assessment conducted by COGTA/PDMC shows that the UMfolozi Local Municipality has a limited Disaster Management, Fire and Rescue Service’s capacity

Fire Service Data					
No.	Details	2018/19	2019/20		2020/21
		Actual No.	Estimated No.	Actual No.	Estimated No.
1	Total fires attended in the year	100	110	56	100
2	Total of other incidents attended in the year	15	24	178	15
3	Average turnout time – urban areas	3min	3min	2min	3min
4	Average turnout time – rural areas	8min	10min	8mins	8min
5	Fire fighters in post at year end	16	15	15	16
6	Total fire appliances at year end	15	10	15	15
7	Average number of appliance off the road during the year	19	25	33	19

3.17. Disaster Management, Animal Licensing and Control, Control of Public Nuisance

Assessment

INSTITUTIONAL INDICATORS	STATUS	REMARKS
1. Disaster Management Plan	Approved 07/2017	Review-SCM processes
2. Disaster Management Policy Framework	Approved 07/2017	Review -SCM processes
3. Disaster Management Portfolio Committee	In place	Monthly
4. Disaster Management Advisory Forum	Provide briefs through OSS structures	Ongoing
5. Disaster Management Personnel	Disaster Manager	No post approved. However, the function is interwoven with fire and rescue services
6. Disaster Management Volunteers	80 community volunteers: Ward 01, 03, 04, 06, 08, and 09.	All have been trained and activated.

Table 1. uMfolozi Disaster Management compliance Status Quo

KEY STAKEHOLDER ENGAGEMENTS

- South African Weather Service (SAWS)
- Working on Fire (WoF)
- Transnet

- Red Cross
- ZFPA
- RBM
- Mondi
- SAPPI
- NSRI
- SAMSA
- SAPS
- SANDF
- Provincial Disaster Centre (PDMC)
- Traditional Leadership Council
- Sector Departments
- Ward Committees
- OSS Structures
- CDW'S
- Relief agencies
- Farmers Associations

FIRE FIGHTING EMERGENCY AND RESCUE SERVICES

Firefighting emergency and rescue falls within the disaster management unit, it derives its constitutional mandates from the Fire Brigade Act, (Act 99 of 1987) and National Veld and Forestry Act (Act 101 of 1998).

FIRE AND RESCUE SERVICE FUNCTIONS

- Fire Calls e.g. House, Bush, Vehicle, Chemical Fires, etc.
- Motor Vehicle Accidents, with or without entrapments
- Rescue people from Building and Sewers
- Medical rescue
- Hazmat Calls
- Disaster Management Incidents
- Humanitarian Services
- Conducts public educational outreach programmes
- Conducts safety inspections
- Community disaster management fire volunteer activation



Figure 2: Public health facilities awareness and evacuation assimilation drill

THE FIRE BRIGADE MISSION

- Save Lives
- Reduce injuries
- Save Property and
- Environment

PERSONNEL STATUS QUO

Disaster management fire and rescue unit comprises of disaster management centre head and fifteen Fire Fighters. The unit organogram is as follows: -

Table 2. Personnel Status Quo

NAME	GEN DER	DESIGNAT ION
Db Mtshali	Male	Manager
TI Mpanza	Male	Fire Fighter -Shift Leader
PE Zondi	Male	Fire Fighter -Shift Leader
SS Mchwango	Male	Fire Fighter - Shift Leader
LO Mthethwa	Male	Fire Fighter- Shift Leader
FB Mthethwa	Male	Fire Fighter
XB Ntombela	Male	Fire Fighter

BB Mohlakoana	Male	Fire Fighter
BP Ndwandwe	Male	Fire Fighter
SP Shandu	Male	Fire Fighter
SA Zikhali	Male	Fire Fighter
KS Myeni	Male	Fire Fighter
GS Mcwango	Female	Fire Fighter
LF Mbuyazi	Female	Fire Fighter
PP Mthiyane	Female	Fire Fighter
NP Nxumalo	Female	Fire Fighter

EXISTING PLATOON/SHIFT SYSTEM

The fire and rescue service comprised of fifteen firefighters and they work four days and four nights sleepover shift systems. Fire and rescue services are a 24-hour service with a four-shift system.

EXISTING FIRE RESCUE EQUIPMENT

Table 3. Existing Fire Rescue Equipment

DESCRIPTION	QUANTITY	CONDITION
Fire engine	1	Need a brand new
Bakkie Sakkie	2	Operational
Jaws of life	1	Operational

BA	7	Operational
Hydraulic ramp	1	Operational
Hydrant wheel	1	Operational
Pry axe	1	Operational
Hooligan bar	2	Operational
DCP Extinguisher	6	Operational
Generator	1	Operational
Flood light	1	Operational

FIRE STATION STATUS QUO

uMfolozi fire and rescue service fire station is situated at No 1 Killarney Place in Kwa-Mbonambi Suburbs. The firebase consists of a four-bedroom, kitchen and equipment storage facility. The station emergency calls are received from King Cetshwayo District Disaster Management centre through has two-way radio communication.



Figure 3. uMfolozi Disaster Management Fire and Rescue base in Kwa-Mbonambi

ANNUAL INCIDENT STATISTICS

Table 4. Annual Incidents

INCIDENT TYPE	Q1	Q2	Q3	Q4	TOTAL
Plantation fires	02	05	03	06	16

Structural Fires	03	07	05	07	22
Veld fire	9	03	04	12	28
Fire awareness	06	07	04	08	25
Fire inspection	07	05	05	07	24
MVA	07	17	08	09	41
Strong rains	05	00	02	01	08
Strong winds	03	01	02	00	06
Lightning strikes	05	02	03	00	10



Figure 4. School awareness and emergency evacuation assimilation drill

HUMANITARIAN RELIEFS ISSUED

Table 5. Humanitarian Reliefs Issued

Relief issued	1	2	3	4	Total
Emergency shelter	5	5	5	5	20
Emergency tents	5	6	9	2	32
Blankets	5	0	4	2	11
Sponges	5	3	9	3	20

Food parcels	0	6	2	5	3	4
Plastic sheeting	1	0	7	3	1	5



Figure 5. Emergency Shelters

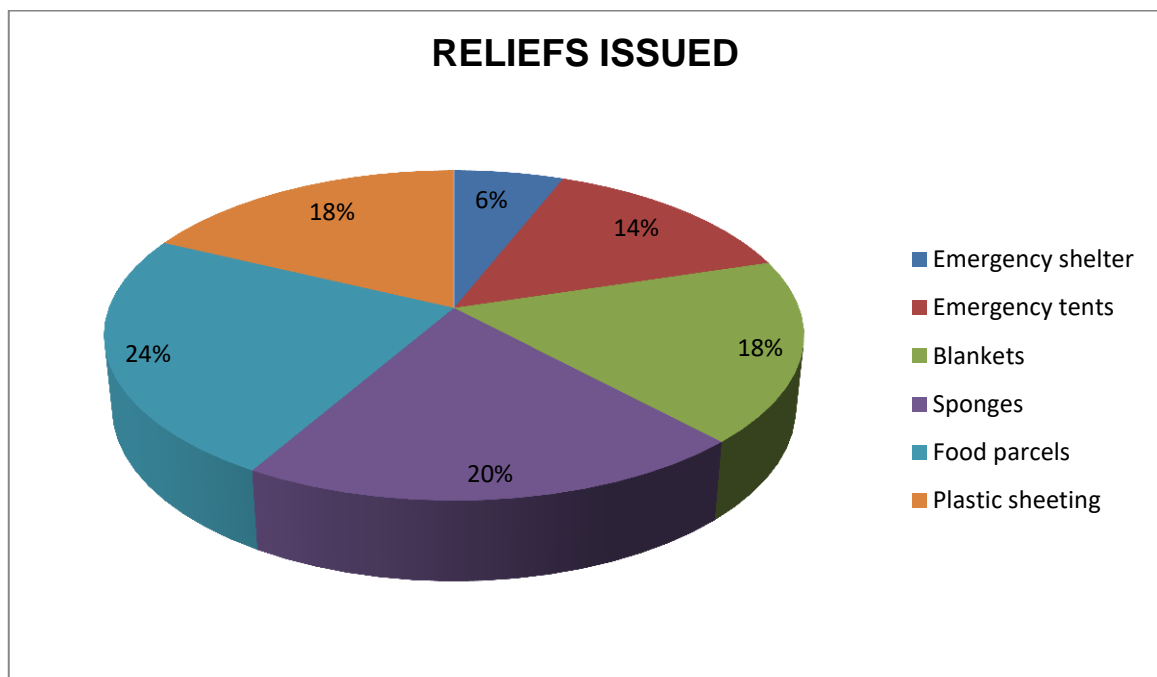


Figure 6. Reliefs Issued



Figure 7. Delivery of humanitarian relief to victims

FATALITIES

Table 6. Fatalities

Incident	Q1	Q2			TO TAL
		2	3	4	
Structural fire	01	0	0	1	02
Drowning	00	5	0	0	05
MVA	08	7	7	9	41



Figure 8. Motor vehicle accident scene

INJURIES

Table 7. Injuries

Incident	1	2	3	4	Total
MVA	8	7	6	8	29

RESCUED

Table 8. Rescued

Incident	1	2	3	4	Total
Structural fire	2	6	7	1	16
Plantation	9	2	5	8	24
MVA	4	2	8	5	19

FIRE INSPECTIONS

The objective for inspections is to enforce building regulations, compliance with relevant legislative prescripts namely:-Fire Brigade Service Act, Act NO 83 OF 1990, South African Building Regulations on Fire Protection -SABS-SANS10400, Fire Service Act, Act No 99 of 1987 in community facilities and business premises under uMfolozi Municipality servicing area as well as educate them about measures on fire safety and about different hazards which can cause fires. Fire inspections are conducted to mitigate the risks associated primarily with fires, namely structural, veld and forestry. And once the risks are identified, mitigating measures are done using various mechanisms including educational campaigns to either reduce or eliminate the identified risks.



Figure 9. Fire Inspections

DISASTER MANAGEMENT FIRE SAFETY VOLUNTEERS ACTIVATION

The Disaster Management Act, 57 of 2002, specifically Chapter 7 makes provision for the recruitment or engagement of volunteers at a provincial, district and local level when and if it is necessary to assist in different disaster responses such as firefighting, evacuations, distribution of assistance, etc.

The year under the review the forty disaster management fire safety community volunteers were activated in five identified wards namely, ward 01, 02, 03, 04, 08 and 09 Through this initiative, the uMfolozi Municipality actively engage patriotic and philanthropic members of the society to use their noble time, expertise and energy in protecting and supporting the vulnerable members of our communities.

Disaster management educated the forty fire volunteers within the uMfolozi servicing area. The training covered measures to control veld fires, structural fires, and forestry fires. The volunteers were also educated about different mechanisms that can cause fires such as fuel, heat, and oxygen. The disaster management fire safety volunteers were taught the usage of fire apparatus such as how to utilize a fire extinguisher and various other safety apparatus.

Table 9. Service Data

1 o.	Details	2017/18		2018/19		2019/20	
		Actual No.	Estimated No.	Actual No.	Estimated No.		
1	Total fires attended in the year		100	110		56	
2	Total other incidents attended to		15	24		178	
3	Average turnout time - urban areas		3min	3min		2min	

4	Average turnout time - rural areas		8min	10min	8mins
5	Firefighters in post at year-end		16	15	15
6	Total fire appliances at year-end		15	10	15
7	Average number of appliances off the road during the year		19	25	33

COMPONENT G: CORPORATE POLICY OFFICES AND OTHER SERVICES

Human Resource Services

Human resources are the most important, and the most expensive resource that the Municipality has. Hence, it must make optimum use of this resource. The Municipality needs to have the right number, the right competencies and the most appropriate organisational and functional spread of human resources, as well as functioning systems and structures that allow it to be effective and efficient.

The Municipality should manage its human capital by:

Planning the municipal workforce in totality,

Developing a capable and skilled workforce that is striving towards service excellence, and

Setting guidelines to strengthen leadership and develop human capital by attracting, retaining scarce, valued and critically required skills for the Municipality.

Information and Communication Technology (ICT)

Information and Communication Technology (ICT) provides IT infrastructure and systems to help the organisation realize its goals and objectives by aligning IT services with the Integrated Development Plan (IDP). The Key Performance Areas include Email, Internet, Intranet and Document Management Systems (DMS), Help-Desk Services, Provision of hardware and software, Disaster Recovery Systems (DRP), Business Continuity Planning (BCP), IT Strategy and Master Systems Planning (MSP).

The ICT function is outsourced to service providers due to a lack of skills and capacity within the Municipality. However, the service provider exit strategy has been documented which includes the establishment of a fully-fledged ICT Business Unit.

During the 2019/2020 financial year, the Municipality undertook the following ICT projects/initiatives in an attempt to improve municipal business process performance and efficiency executed through ICT systems and infrastructure:

Installation of Office 365,

Installation of New Server Room in the CSC,

Upgrading of New Network Infrastructure,

Installation of Telkom Fibre Line,

Reviewed and updated all ICT policies and implemented outstanding ICT Policies,

Developed the supporting ICT standards and procedures,

Developed a comprehensive ICT Project governance framework,

Implementation of cloud-based services, hosting and disaster recovery,

Assessment of the infrastructure to cater for broadband rollout,

Redesigning of the ICT network to optimize performance,

Deployment of new firewall devices and configuration,

External and Internal Vulnerability testing.

Administration, Records Management, Fleet Services and Auxiliary Services

Administration is an essential component in the municipality. The Administration Unit is administratively located at Directorate: Corporate Services. The Administration component is comprised of Administration, Auxiliary Services, Asset Maintenance, Records Management, Fleet Section and Customer Care. The Administration component is geared toward ensuring an enabling environment for the service delivery to the customer, stakeholders and community of uMfolozi Local Municipality and a conducive environment to the employees.

Administration and Auxiliary Services

The Administration and Auxiliary Services is charged with the creation of an enabling environment by ensuring that there is adequate and secure office space. It consists of safety and security, cleaning services, printing solutions, corporate image and customer care

The sub-unit aims to ensure that there is:

Identification of municipal immovable assets for maintenance and safeguarding

Development and the implementation of the Maintenance and Security Management Plans

Development of the Security Management Policy and Standard Operating Procedures

The administration has ensured that the following projects are in place and engagements meetings with services providers are conducted on monthly basis to monitor the services rendered.

Batho Pele

Eleven principles were developed to serve as an acceptable policy and legislative framework regarding services delivery. These principles are aligned with Constitutional ideals of:

Promoting and maintaining high standards of professional ethics,

Providing service impartially, fairly, equitably and without bias,

Utilising resources efficiently and effectively,

Responding to people's needs, citizens are encouraged to participate in policymaking,

Rendering an accountable, transparent and development-oriented public administration

The Batho Pele Forum meets quarterly to address the issues of Customer Care and implementation of the Municipal Complaints Management System within the organisation.

Batho Pele Champions represent all departments within the municipality.

Batho Pele Awareness Programmes were conducted to the staff on Customer Care.

Fleet Services

The Fleet Management sub-unit is the backbone of the municipality; without municipal vehicles or vehicle operators, the municipality cannot render service delivery. Fleet Management is the function that oversees, coordinates and facilitates various transport and transport-related activities.

The service delivery revolves around the availability of fleet and vehicle operators. Fleet Services are designed to minimize vehicle investments risks, reduce transportation and staff costs, improve transport efficiency and increase productivity. Fleet Management improves productivity by saving time not only to drivers but also to administrators and managers.

The sub-unit aims to ensure that there is:

Development and implementation of the Fleet Management Policy and Standard Operating Procedures

Effective and efficient fleet management aimed at reducing and minimising overall costs through maximum, cost-effective utilisation of resources.

Identification of fleet needs depending on the nature of emergency and operations.

Ensure time management improvement, fuel management, better customer services, employee satisfaction, savings on maintenance costs and insurance costs reduction.

In the 2019/20 financial year, the municipality embarked on leasing options to enable service delivery and customer satisfaction. Fleet Management Committee meet every quarter to monitor and assess the usage of vehicles in the municipality. Vehicles are valuable assets and critical for business continuity.

Records Management Services

This sub-unit is responsible for the safeguarding of the Municipality's information. It is guided by both the National Archives and Records of South Africa Act (NARSA) and the Provincial Archives and Records of South Africa Act (PARSA) the implementation of which is the responsibility of the Department of Arts and Culture (Archives and Records Management Services) and the Auditor-General continue to be a crucial stakeholder to the municipality's Records Management sub-unit. This unit is responsible for the development and the implementation of the Records Management Policy, Procedure Manual and File Plan. The unit is also tasked to ensure the transition from manual records management system into an electronic document management system.

The sub-unit is also responsible for ensuring the development and implementation of the Promotion of Access to Information (PAIA) and Protection of Personal Information Act (POPIA). The municipality appointed Information Officer being the Municipal Manager, 1st Deputy Information Officer (DIO) and 2nd Deputy Information Officer (2nd DIO) to ensure that all requests received are properly administered and compliance with PAIA and POPIA are adhered to. The Workshop on PAIA and POPIA was conducted with staff members and POPIA Awareness was conducted to the communities in October 2019.

In the 2019/2020 financial year staff members were capacitated in document archiving and tracking of the documents, File Plan and Records Management Policy.

The sub-unit is also responsible for ensuring that annual records are disposed of on receipt of disposal authorities from the Provincial Archivist, the disposal of records was conducted in December 2019. An appraisal of records was conducted in November 2019 with the assistance of the KwaZulu-Natal Registry and Records Services.

The quarterly fumigation of offices was conducted to ensure that the records are safe. Records Management Forum represented by all departments meet every quarter to discuss and address the records management issues and champions are playing a crucial role in ensuring that all departments adhere to the legislative prescripts required.

The representation of the municipality in the KwaZulu-Natal Records Managers and Deputy Information Officers Forum (KRMDIOF) has played a huge role in capacitating the municipality on the importance of records management and the strides taken by both Records Management Services and Information Regulators.

uMfolozi Local Municipality participated in the KRMDIOF Annual General Conference where uMfolozi was requested to address the KRMDIOF on Municipal Account of good practices for Records Keeping and PAIA Compliance. uMfolozi emphasized on the following initiatives played a vital role in the records management, Buy-in of the management, effective Records Management Forum, inclusion of Records Management in the SBDIP, Turnaround Strategy and Risk Management strategies. uMfolozi Local Municipality was applauded with the strides that have been taken in ensuring efficient and effective records management within the organisation and requested to be used as a benchmark for other departments and municipalities.

Component G: Sport and Recreation

Sport and Recreation

Sports remains the only relevant tool that can be used to unite the nation, restore discipline, and encourage the youth to stand up against the abuse of liquor and substance abuse. Sports brings together different stakeholders with an intention of promoting social stability and healthy lifestyle, under sport this is where the future of the country is well taken care of. Sports brings about different opportunities for the youth to showcase their talent.

Sport is a powerful way of reaching and engaging with people from various social, economic, and cultural backgrounds. It fosters participation social inclusion and sense of belonging, bringing individuals and communities together. Sports for development is an approach based on the belief that play or sport is not just an end but also an effective way to help achieve larger development goals. There is a concrete evidence that sports programmes which are explicitly designed to address the need of particular section of the population have the potential to prevent disease, increase alcohol attendance but improve learning levels and foster gender equity.

Under uMfolozi Municipality under Sports we had the following:

1. Indigenous Games
2. SALGA Games
3. Golden Games
4. Siyabonga Sangweni Youth
5. Tournament
6. Dlala Nathi

During 2020/2021 financial year, there were no games that took place because of the Corona Virus pandemics which affected the world, most of the 90% Sports activities did not take place due to Covid 19 pandemic. The uMfolozi Municipality received a communique that indicated that there would be no SALGA Games for 2021/2022 financial year, the municipality has taken an initiative of introducing its own games that will start from the ward level, cluster level up to local level.

Component H: Corporate Policy Offices and Other Services

3.18. Executive and Council

INTRODUCTION TO EXECUTIVE AND COUNCIL

uMfolozi Local Municipality has five departments namely: Executive Department, Corporate Services Department, Community Services Department, Financial Services Department and Technical Services Department. Each department is led by a Section 56 manager reporting directly to the Municipal Manager except for the Chief Operations Officer, whose appointment falls within the Main Collective Agreement (MCA). The Municipal Manager reports directly to the Executive Committee via the Mayor who is the chairperson of the Executive Committee. The Municipal Manager is assisted by the Senior Managers, Internal Auditors and the Audit Committee in meeting

his accountability requirements in terms of the Municipal Finance Management Act and other pieces of legislation.

3.19. Finance

Debt Recovery							
R'000							
Details of the type of accounts raised and recovered	2018/19		2019/20			2020/21	
	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 (%)	Estimated outturn for accounts billed in year	Estimated Proportion of accounts billed that were collected in the year (%)
Property Rates							
Electricity - Basic							
Electricity - Consumption							
Water - Basic							
Water - Consumption							
Sanitation							
Refuse							
Other							

Concerning T 3.25.2

Employees for 2020/21: Finance Services					
Job Level	2016/17	2020/21			
	No. of Employees	No. of Posts	No. of Employees	No. of Vacancies	Vacancy rate (%)
0-3	0	0	0	0	0
4-6	3	2	2	0	0
7-9	1	2	2	0	0
10-12	13	13	13	0	0
13-15	2	1	1	0	0

16-18	0	1	1	0	0
19-20	0	0	0	0	0
Total	19	19	19	0	0

Financial Performance for 2020/21: Finance Services						
Details	2019/20	2020/21				
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget (%)	
Total Operational Revenue	175 258	193 371	216 518	201 202	7%	
Expenditure:						
Employees	62 456	66 982	72 045	69 573	3%	
Repairs & Maintenance	7 299	9 497	9 930	2 543	74.4%	
Other	109 091	109 966	105 523	84 489	19.9%	
Total Operational Expenditure	178 846	186 445	187 498	156 605	16%	
Net Operational Expenditure	(3 588)	6 926	29 020	44 597		

Capital Expenditure for 2019/20: Finance Services					
R'000					
Capital Projects	2020/21				
	Budget	Adjustment Budget	Actual Expenditure	Variance from Original Budget	Total Project Value
Total	52 831	65 256	53 058	18.7%	
Project A					
Project B					
Project C					
Project D					

3.20. Human Resources Services

INTRODUCTION TO HUMAN RESOURCE SERVICES

Human resources are the most important, and the most expensive resource that the Municipality has. Hence; it is vital it makes optimum use of this resource. The Municipality needs to have the right number, the right competencies and the most appropriate organizational and functional spread of human resources, as well as functioning systems and structures that allow it to be effective and efficient.

The Municipality should manage its human capital by:

- Planning the municipal workforce in totality;
- Developing a capable and skilled workforce that is striving towards service excellence; and
- Setting guidelines to strengthen leadership and develop human capital by attracting, retaining scarce, valued and critically required skills for the Municipality.

During the 2020/2021 financial year; the Municipality undertook the following human resources projects in an attempt to improve performance and efficiency by human resource:

- 100% filling of all senior management positions;
- 90% achievement in the filling of budgeted vacant positions;
- Thirteen (13) policies were reviewed and will be work shopped to councillors and staff members in 2021/2022 financial year.
- Policies will be reviewed on quarterly basis for 2021/2022 financial year
- Training of Local Labour Forum members, Senior Management, Extended Management and councillor conducted by SALGA New Service Level Agreement and Code of Conduct.
- Training of (15) employees as First Aiders and sixteen (16) staff members as Health and Safety representatives and 12 Fire Mashals
- Training of three (03) Financial Services employees on Certificate Programme in Municipal Development (CPMD);
- Training of six (06) employees on Labour Intensive Construction
- Training of five (05) staff member on Registry Management Course provided by Arts and Culture (Records Management and Archives Section)
- Provided financial assistance in a form of bursaries to staff members.

3.21. Information and Communication Technology (ICT) Services

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

Information and Communication Technology (ICT) provides IT infrastructure and systems to help the organization realize its goals and objectives by aligning IT services with the Integrated Development Plan (IDP). The Key Performance Areas include: Email, Internet, Intranet and

Document Management System (DMS), Help-desk Services, Provision of hardware and software, Disaster Recovery Systems (DRP), Business Continuity Planning (BCP), IT Strategy and Master Systems Planning (MSP).

The ICT function is outsourced to service providers due to lack of skills and capacity within the Municipality. However; the service provider exit strategy has been documented which includes the establishment of a fully-fledged ICT Business Unit.

During the 2019/2020 financial year; the Municipality undertook the following ICT projects/initiatives in an attempt to improve municipal business process performance and efficiency executed through ICT systems and infrastructure:

- Installation of Office 365;
- Installation of New Server Room in the CSC;
- Upgrading of New Network Infrastructure;
- Installation of Telkom Fibre Line;
- Reviewed and updated all ICT policies and implemented outstanding ICT Policies;
- Developed the supporting ICT standards and procedures;
- Developed a comprehensive ICT Project governance framework;
- Implementation of cloud-based services, hosting and disaster recovery;
- Assessment of the infrastructure to cater for broadband rollout;
- Redesigning of the ICT network to optimize performance;
- Deployment of new firewall devices and configuration;
- External and Internal Vulnerability testing.

3.22. Administration

INTRODUCTION TO ADMINISTRATION, RECORDS MANAGEMENT, FLEET SERVICES AND AUXILLIARY SERVICES

Administration is the most important component in the municipality. The administration Unit is administratively located at Directorate: Corporate Services. The Administration component comprises of Administration, Auxiliary Services, Asset Maintenance, Records Management, Fleet Section and Customer Care. The administration component is geared toward ensuring an enabling

environment for the service delivery to the customer, stakeholders and community of uMfolozi Local Municipality and a conducive environment to the employees.

Administration and Auxiliary Services

The Administration and Auxiliary Services is charged with the creation of an enabling environment by ensuring that there is adequate and secure office space. It consists of safety and security, cleaning services, printing solutions, corporate image and customer care

The sub-unit aims to ensure that there is: -

- Identification of municipal immovable assets for maintenance and safe-guard
 - Development and the implementation of the Maintenance and Security Management Plans
 - Development of the Security Management Policy and Standard Operating Procedures

The administration has ensured that the following projects are in place and engagements meetings with services providers are conducted on monthly basis to monitor the services rendered

- Appointment of Cleaning Services to ensure that the municipal building and other municipal sites are clean and in line with Occupational Health and Safety Act and engagements meetings are conducted on monthly basis to assess the performance of the service provider.
- Appointment of Safety and Security Services to ensure to safeguard the municipal assets and engagements meetings are conducted on monthly basis to assess the performance of the service provider
- Appointment of Printing Management Solutions to ensure the smooth running of printing services within the municipality and libraries.

Batho Pele

Eleven Principles were developed to serve as acceptable policy and legislative framework regarding services delivery. These principles are aligned with Constitutional ideals of:

- Promoting and maintaining high standards of professional ethics;
- Providing service impartially, fairly, equitably and without bias;
- Utilising resources efficiently and effectively;

- Responding to people’s needs; the citizens are encouraged to participate in policy making;
- Rendering an accountable, transparent and development- oriented public administration
- Batho Pele Forum meets on quarterly basis to address the issues of Customer Care and implementation of Municipal Complaints Management System within the organization. All Departments in the municipality are represented by Batho Pele Champions that act as an Agent of Change.
- The number of (08) Batho Pele Policies were adopted to by Council ensure the functionality of Batho Pele
 - a) Batho Pele Framework Policy adopted in 2018
 - b) Batho Pele Service Charter adopted in 2018
 - c) Batho Pele Service Commitment Charter adopted in 2018
 - d) Batho Pele Service Standard adopted in 2018
 - e) Batho Pele Customer Care adopted in 2018
 - f) Integrated Municipal Complains Management Policy adopted September 2018
 - g) Draft Land-Line Telephone Usage Policy adopted 31 March 2021
 - h) Reviewed Draft BP – Customer Service Standards adopted 31 March 2021

Fleet Services

Fleet Management sub-unit is the backbone of the municipality, without municipal vehicles or vehicle operators the municipality cannot be able to render service delivery. Fleet Management is the function that oversees, coordinates and facilitate various transport and transport related activities. The service delivery revolves around the availability of fleet and vehicle operators. Fleet Services are designed in order to minimize vehicle investments risks, reduce transportation and staff costs, improve transport efficiency and increase productivity. Fleet Management improves productivity by saving time not only to drivers but also to administrators and managers. This component is government by the following policies

The sub -unit aims to ensure that there is:-

- Development and the implementation of the Fleet Management Policy and Standard Operating Procedures
- Effective and Efficient fleet management aims at reducing and minimizing overall costs through maximum, cost effective utilization of resources

- Identification of fleet needs depending on the nature of emergency and operations
- Ensure Time Management Improvement, Fuel Management, Better Customer Services, Employee Satisfaction, Savings on maintenance Costs and Insurance Costs Reduction.

In 2020/2021 financial year the municipality embarked on a leasing options to enable service delivery and customer satisfaction. Fleet Management Committee meets on quarterly basis to monitor and assess the usage of vehicles in the municipality. Vehicles are valuable assets and critical for business continuity. In 2020/2021 financial year the municipality was able to add more vehicles and plant to the fleet operation to improve the service delivery for the people of uMfolozi

- a) Three Toyota Fortuner's procured in September 2020 - Executive
- b) Bell Grader 60 new acquisition
- b) Isuzu Truck received from King Cetshwayo for the period of three years
- c) Grader received from King Cetshwayo for the period of three years
- d) TLB received from King Cetshwayo for the period of three years

Records Management & Registry Services

This sub-unit is responsible for the safeguarding of the Municipality's information. It is guided by both the National Archives and Records of South Africa Act (NARSA) and the Provincial Archives and Records of South Africa Act (PARSA) the implementation of which is the responsibility of the Department of Arts and Culture (Archives and Records Management Services) and the Auditor-General continue to be a crucial stakeholder to the municipality's Records Management sub-unit. This unit is responsible for the development and the implementation of Records Management Policy, Registry Procedure Manual and File Plan. The unit is also tasked to ensure transition from manual records management system into electronic document management system. The number of 3 quarterly in-house inspection and 01 Appraisal of Records inspection were conducted. The total number 5 workshops on Records Management, PAIA and POPIA were conducted to staff members.

The sub-unit is also responsible in ensuring that annual records are disposed on receipt of disposal authorities from the Provincial Archivist which is conducted annually. The Disposal of Records was conducted in December 2020 and Destruction Certificate was issued.

Four (04) quarterly fumigation of offices were conducted to ensure that the records are safe and not expose to perils. Records Management Forum represented by all departments meets on quarterly

basis to discuss and address the records management issues and champions are playing a crucial role in ensuring that all department adhere to the legislative prescripts required.

The representation of the municipality in the KwaZulu-Natal Records Managers and Deputy Information Officers Forum (KRMDIOF) has played a huge role in capacitating the municipality on the importance of records management and the strides taken by both Records Management Services and Information Regulators.

The sub-unit is also responsible in ensuring the development and implementation of Promotion of Access to Information (PAIA) and Protection of Personal Information Act (POPIA). The municipality appointed Information Officer being the Municipal Manager, 1st Deputy Information Officer (DIO) and 2nd Deputy Information Officer (2nd DIO) to ensure that all request received are properly administered and compliance to PAIA and POPIA are adhered to.

As a response to Compliance to POPIA the municipality has engaged to the proper process to gear up with Compliance of PoPIA. The key-role players attended a workshop on the 15th of June 2021 on Compliance necessary engagements are in progress.

Capital Expenditure for 2020/2021 Administration Unit					
R'000					
Capital Projects	2020/21				
	Budget	Adjustment Budget	Actual Expenditure	Variance from Original Budget	Total Project Value
Total					
Safety & Security	R 5 000 000.00	R4 500000.00	R4 265 035.26		
Cleaning Services	R 2 100 000.00	R2 100 000.00	R1 638.691.00	R 461 000.00	
Printing Solutions	R 680 000.00	R 699 000.00	R 584 997.00	R114 002.00	
Vehicle Acquisitions	R2 500 000.00	R2 500 000.00	R 2 263 655.00	R236 345.00	

Component I: Organisational Performance Scorecard

This component includes: Annual Performance Scorecard Report for the current year.

1. INTRODUCTION

The uMfolozi Local Municipality's 2020/2021 Annual performance report reflects the institution's service delivery and developmental achievements, as well as challenges, in recognition of the Municipality's obligation to be an accountable, transparent and efficient organization, and the municipality's financial position. The compilation of this report is done in compliance to various pieces of legislation (outlined in no.2 of this report). **This annual performance report is a reflection of the municipality's actual performance against the goals and objectives reflected in the IDP. It is therefore** aligned to the Municipal IDP, Budget, Service Delivery and Budget Implementation Plan and in-year reports for the 2020/2021 financial year.

The Municipality for each quarter aligns the performance of the municipality against the set targets on the Municipal SDBIP. This performance seeks to attain the following:

- ❖ Indicating progress against the goals and objectives
- ❖ prompting an external focus by public institutions on transparency, accountability, and progress on service delivery;
- ❖ ensuring the best results for citizens
- ❖ identifying gaps between policy formulation and policy implementation; enhancing strategic planning processes; and

❖ reflecting the level of institutional capacity to actually deliver services to citizens

This performance report is per key performance areas and indicates the performance the organization against the organizational planned annual targets and objectives. This report will also entail the corrective measures to variations on planned targets and the challenges thereof.

2. LEGISLATIVE REQUIREMENT

Legislation that governs performance management in local government includes the Municipal Systems Act, 32 of 2000 (MSA), the Municipal Planning and Performance Management Regulations, 2001 (MPPMR), the Municipal Finance Management Act, 56 of 2003 (MFMA) and the Municipal Performance Regulations for Municipal Managers and Managers Directly Accountable to Municipal Managers, 2006

2.1. MUNICIPAL SYSTEMS ACT, 32 OF 2000

The MSA requires all municipalities to promote a culture of performance through the establishment of a PMS, which must set key performance indicators and targets, as well as monitor, review and report on municipal performance, based on indicators linked to the Integrated Development Plan (IDP), including the national indicators prescribed by the Minister responsible for Local Government.

Section 46 of the Municipal Systems Act states that:

- (1) A municipality must prepare for each financial year a performance report reflecting-
 - (a) The performance of the municipality and of each external service provider during the financial year;
 - (b) A comparison of the performances referred to in paragraph (a) with targets and performances in the previous financial year, and
 - (c) Measures taken to improve performance

(2) An Annual Performance Report must form part of the municipality's Annual Report in terms of Chapter 12 of the Municipal Finance Management Act.

2.2. MUNICIPAL PLANNING AND PERFORMANCE MANAGEMENT REGULATIONS (NO.796, 24 AUGUST 2001)

The regulations deal with provisions for the following aspects of the PMS:

- The framework that describes and represents the municipality's cycle and processes for the PMS and other criteria and stipulations (Reg. 7), and the adoption of the Performance Management System (Reg. 8);
- The setting and review of Key Performance Indicators (Reg. 9 & 11);
- The General KPIs which municipalities have to report on (Reg. 10); and
- Reporting of performance information (Reg. 13)

3. SUMMARY OF PERFORMANCE FOR THE 2020/2021 FINANCIAL YEAR.

The uMfolozi Municipality had 5 departments, including the office of the Municipal Manager, during the period under review. Those Departments were Budget and Treasury; Corporate Services; Community Services, Technical Services; and Office of the Municipal Manager. All the 5 departments contributed to the annual performance report of the Municipality for the period under review. The SDBIP and Annual Performance Report 2020/2021 are arranged in terms of the six Key Performance Areas of Local Government:

1. Municipal Transformation and Institutional Development
2. Basic Service Delivery
3. Local Economic Development
4. Financial Viability
5. Good Governance and Public participation
6. Cross-Cutting

These priority measures (Key Performance Areas) constitute the Municipal Scorecard for 2020/2021 financial year and presents the year-end performance results for the 2020/2021 financial year which are assessed using traffic light criteria, according to their performance against improvement targets. A graph which summarizes performance for the municipality's scorecard is shown in Figure1.

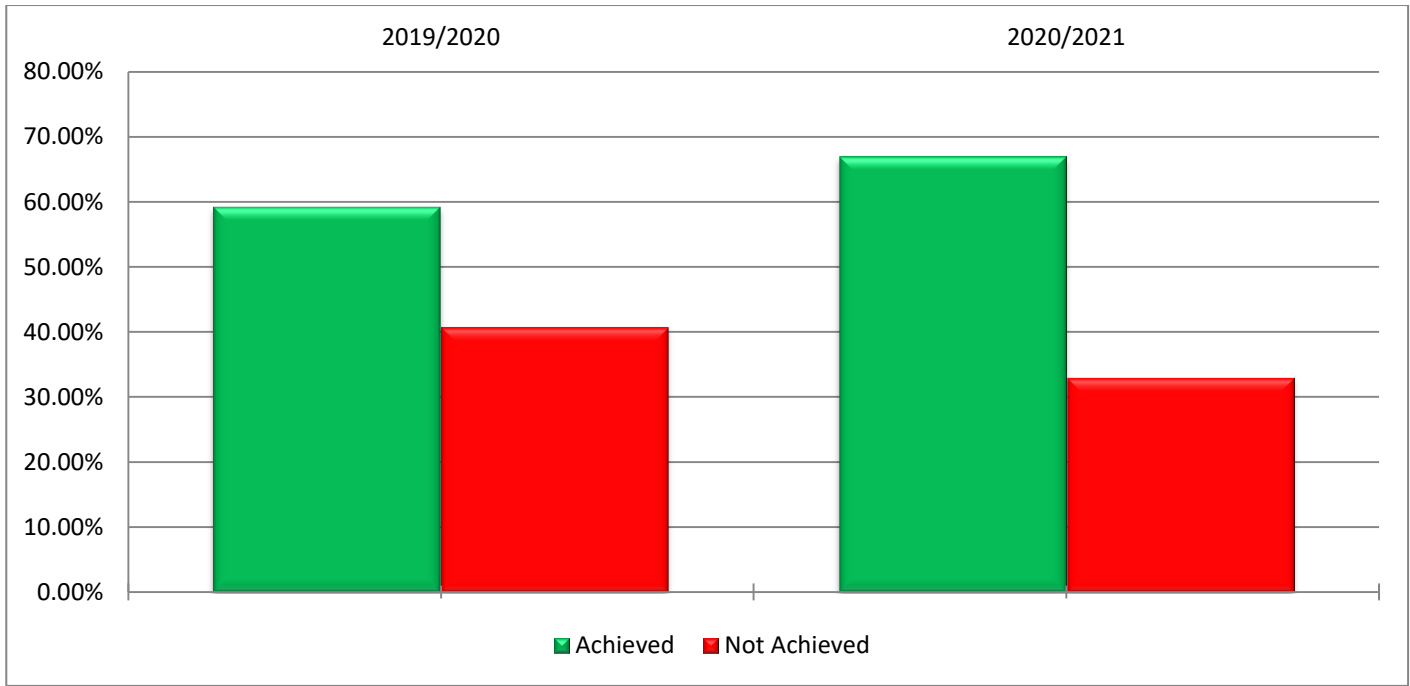
Performance Monitoring underpins the Municipality’s IDP in terms of reviewing progress regularly in achieving our priorities and delivering value for money. Early investigation of variances enables remedial action to be taken where appropriate.

3.1. OVERALL PERFORMANCE

- The municipality had a total of 89 targets and managed to achieve 60, while 29 targets were recorded as not achieved due to various reasons highlighted on a detailed report in number 10.
- The overall performance of the Municipality was mostly affected by the ongoing pandemic in that the Municipality closed several times; there were also programmes that could not be facilitated due to their nature requiring gathering of many people.

NATIONAL KEY PERFORMANCE AREAS	PERFORMANCE TARGETS			PERFORMANCE RATING	
	TOTAL NUMBER OF TARGETS	TARGET ACHIEVED	TARGET NOT ACHIEVED	ACHIEVED RATE	NOT ACHIEVED RATE
Municipal Transformation & Institutional development	14	12	2	86%	14%
Basic Service Delivery	23	21	2	91%	9%
Local Economic Development	3	1	2	33%	67%
Municipal Financial Viability & Management	10	9	1	90%	10%
Good Governance & Public Participation	21	14	7	67%%	33%
Cross Cutting	18	3	15	17%	83%
TOTAL	89	60	29	67%	33%

Figure1



4. PERFORMANCE MANAGEMENT PROCESS

The Municipality recognizes the significance of having a Performance Management System not only as a legal requirement in terms of the applicable laws, but as an important instrument of corporate governance which aims at ensuring that a process of goal setting in the workplace is followed by a systematic success measuring process. The process is being summarized in the flow chart below:

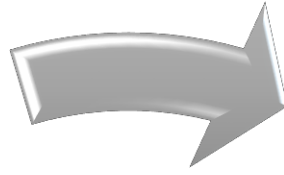
IDP
Formulation

MUNICIPAL
&
ORGANISATIONAL SCORECARDS
DEPARTMENTAL
SCORECARDS

Community and
stakeholder participation

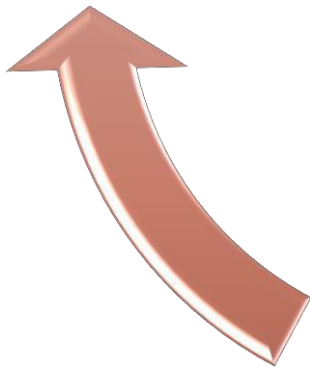
ALL GOVERNMENT
DEVELOPMENTS AND
SERVICES

IDP
Review



**Budget Allocation
and
Approval**

**Service Delivery and
Budget Implementation
Plan Development and
approval.**

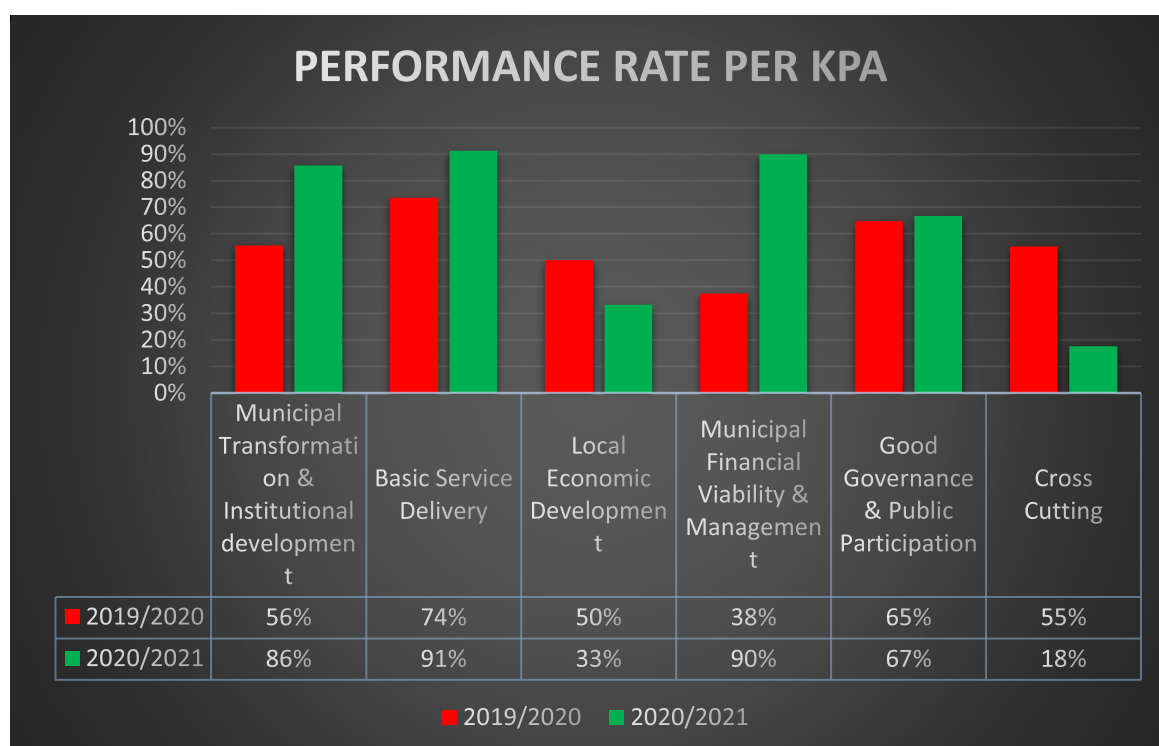


**Implementat
ion,
Monitoring,
evaluation, **reporting**
and accountability.**



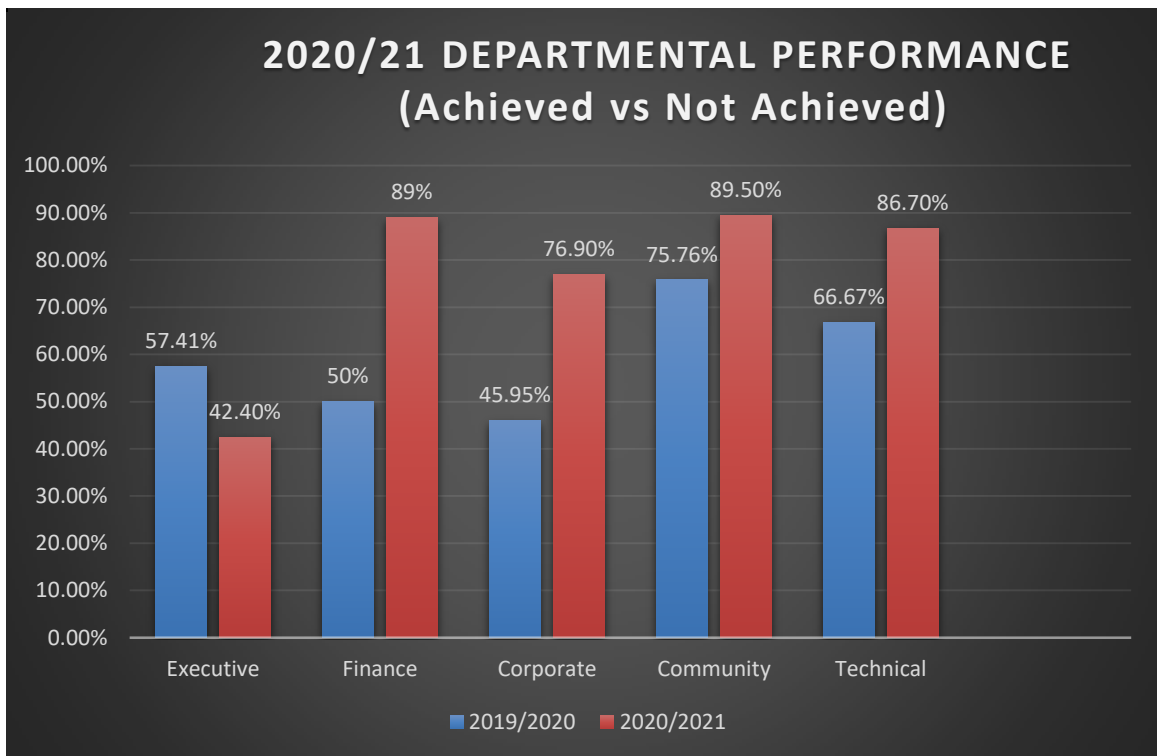
5. PERFORMANCE ASSESSMENT PER KEY PERFORMANCE AREA-2020/2021

NATIONAL KEY PERFORMANCE AREAS	PERFORMANCE TARGETS			PERFORMANCE RATING	
	TOTAL NUMBER OF TARGETS	TARGET ACHIEVED	TARGET NOT ACHIEVED	ACHIEVED RATE	NOT ACHIEVED RATE
Municipal Transformation & Institutional development	14	12	2	86%	14%
Basic Service Delivery	23	21	2	91%	9%
Local Economic Development	3	1	2	33%	67%
Municipal Financial Viability & Management	10	9	1	90%	10%
Good Governance & Public Participation	21	14	7	67%	33%
Cross Cutting	18	3	15	17%	83%
TOTAL	89	60	29	67%	33%



6. PERFORMANCE ASSESSMENT PER DEPARTMENT FOR 2020/2021

NATIONAL KEY PERFORMANCE AREAS	PERFORMANCE TARGETS			PERFORMANCE RATING %	
	TOTAL NUMBER OF TARGETS	TARGET NOT ACHIEVED	TARGET ACHIEVED	NOT ACHIEVED RATE %	ACHIEVED RATE %
Executive Department	33	21	12	64%	36%
Financial	9	1	8	11%	89%
Corporate	13	3	10	23%	77%
Community	19	2	17	11%	89%
Technical	15	2	13	13%	87%
Total	89	29	60	33%	67%



7. PERFORMANCE AND SUPPORTING INFORMATION

The performance reporting of the municipality is done in line with the 6 National Key Performance Areas (NKPA's) and is the focus of the MSA Section 46 requirements and therefore reflects the performance of the municipality for the financial year, comparisons to the performance of the previous financial year and measures taken to improve performance.

The supporting information that is provided in this report was verified by the Heads of Departments and was reviewed by the Internal Auditors. Performance was reported quarterly to Audit Committee and those reports tabled to Council to play oversight role.

8. GENERAL KEY PERFORMANCE INDICATORS

Regulation 10 of the Municipal Planning and Performance Regulation has set prescribed General Key Performance Indicators as stated in section 43 of the Municipal Systems Acts. Below is the list of the six (6) General Key Performance Indicators applicable to uMfolozi Municipality:

O.	Key Performance Indicator	Target	Actual	Status (Achieved/Not Achieved)	Reason for Variance	Corrective Measure
	The percentage of households with access to basic level of:					
	Water				District Function	
	Sanitation				District Function	
ii.	Electricity	369 households	369 households (95%)	Not Achieved	The Projects the department planned were not feasible due to constraint networks which resulted in delays in the appointment of Service Providers and the delay in the receipt of memorandum of understanding	The service provider was appointed and Memorandum of Understanding was received .The project will be completed in the first Quarter of 2021/2022 Financial Year due to the delays
v.	Solid Waste Removal	7 wards had access to weekly refuse removal	7 wards had access to weekly refuse	Achieved	N/A	N/A
.	The percentage of households earning less than R1100 per month with access to free basic services	100%	100%	Achieved	N/A	N/A
.	The percentage of a municipality's capital budget actually spent on capital projects identified for a particular financial year in terms of the municipality's integrated development plan	100%	100%	Achieved	N/A	N/A
.	The number of jobs created through municipality's local economic development initiatives including capital projects	0	0	N/A	N/A	N/A
.	The number of people from employment equity target groups employed in the three highest levels of management in compliance with a municipality's approved employment	2	2	Achieved	N/A	N/A

	The percentage of a municipality's budget actually spent on implementing its workplace skills plan	100%	100%	Achieved	N/A	N/A
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9. ASSESSMENT OF THE PERFORMANCE OF EXTERNAL SERVICE PROVIDER

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

Name of external Service Provider	Date of Contract	Service provided in terms of the SLA	Value of project	Comparison with previous year		Current Financial Year		Assessment of Service Providers Performance		
				Target	Actual	Target	Actual			
Protea Consulting Inc.	26 April 2021	Provision of Performance Management	R6301526	<ul style="list-style-type: none"> • Compiling the Service Delivery Budget and Implementation Plan • Compiling Monthly and Quarterly Reports • Compiling the Performance Agreements and Performance Plans 	<ul style="list-style-type: none"> • Compiled the Service Delivery Budget and Implementation Plan • Compiled Monthly and Quarterly Reports • Compiled the Performance Agreements and Performance Plans 	<ul style="list-style-type: none"> • Compiling the Service Delivery Budget and Implementation Plan • Compiling Monthly and Quarterly Reports • Compiling the Performance Agreements and Performance Plans 	<ul style="list-style-type: none"> • Compiled the Service Delivery Budget and Implementation Plan • Compiled Monthly and Quarterly Reports • Compiled the Performance Agreements and Performance Plans 			

Camelsa Consulting Group	20 Sept 2016	Implementation of MSCOA. Accounting System Drawing up of Financial Statements and FAR	Rate Based	Implementation of MSCOA. Accounting System Drawing up of Financial Statements and FAR	Implementation of MSCOA. Accounting System Drew up Financial Statements and FAR for 2019/2020	Implementation of MSCOA. Accounting System Drawing up of Financial Statements and FAR	Implementation of MSCOA. Accounting System Drew up Financial Statements and FAR for 2020/2021			
Mills Fitchet Natal PTY LTD	1 July 2020	Preparation of General Valuation Roll	R683 280	Preparation of General Valuation Roll	In progress	Preparation of General Valuation Roll	In Progress			
Nomandla	1 Jan 2018	To provide cleaning services to the administrative buildings of the Municipality	R 997 376.88	Providing Cleaning Services for the Municipal Offices	Provided Cleaning Services for Municipal Offices	Providing Cleaning Services for the Municipal Offices	Provided Cleaning Services for Municipal Offices			
Konica Minolta	01-Feb-018	Rental of Printing Machines	R 736 184.52	Providing 6 multi-function network photocopiers machine	Provided 6 multi-function network photocopiers machine	Providing 6 multi-function network photocopiers machine	Provided 6 multi-function network photocopiers machine			
AS&T Protection Services	1 May 18-	Provided security services for uMfolozi Local Municipal Offices	R 13 465 948.68	Providing Security Services for Umfolozi Municipal Offices	Provided security services for uMfolozi Local Municipal Offices	Providing Security Services for Umfolozi Municipal Offices	Provided security services for uMfolozi Local Municipal Offices			

Brand Partners pty ltd	28 Jan 2020	Proposal for the development and implementation of a municipal communications strategy	R 980 000.00	Proposal for the development and implementation of a municipal communications strategy	On going	Proposal for the development and implementation of a municipal communications strategy	On going			
Thuthukani Gardening Services	20 June 2019	Provision of dislodging of septic tanks services for a period of three 3 years	R 674 783.26	Provision of dislodging of septic tanks services for a period of three 3 years	Provided the dislodging septic tanks service	Provision of dislodging of septic tanks services for a period of three 3 years	Provided the dislodging septic tanks service			
Umnotho Business Consultants	20 Jun 2019	Table 4 Reports to the Audit Committee Reports	R 3 235 526.75	Table 4 Reports to the Audit Committee Reports	Tabled 4 Reports to the Audit Committee Reports	Table 4 Reports to the Audit Committee Reports	Tabled 4 Reports to the Audit Committee Reports			
Olix Invest	01-Jan-018	To provide IT advisory services to the administrative component of the Municipality	R 2 367 600.00	To provide IT advisory services to the administrative component of the Municipality	Provided IT advisory services to the administrative component of the Municipality	To provide IT advisory services to the administrative component of the Municipality	Provided IT advisory services to the administrative component of the Municipality			
RNT Consulting	28 August 2018	Support Maintenance, rental Software and Hardware	R2 760437.35	Support Maintenance, rental Software and Hardware	Support Maintenance, rental Software and Hardware	Support Maintenance, rental Software and Hardware	Support Maintenance, rental Software and Hardware			

Ilungelo Lami	1 December 2018	Preparation of Single Land Use Scheme for the Municipal Area	R500 000	Preparation of Single Land Use Scheme for the Municipal Area	Developed draft Scheme and Scheme Maps	Preparation of Single Land Use Scheme for the Municipal Area	Drafts developed were not up to standard, have to be restarted			
Green Door Environmental	April 2021	Application for water use license for the Municipal Area	R80 000	N/A	N/A	Application for water use license for the Municipal Area	Specialist Studies, Application with the Department of Water and Sanitation			
Geo Africa Surveys	December 2020	Develop Sub Division Application for the portion of the Municipal Land	+/-R100 000	N/A	N/A	Develop Sub Division Application for the portion of the Municipal Land	Draft application have been completed and is being circulated to relevant departments			
Kunene Risk Resolutions	1 Aug 2018	Provision of Short Term Risk Solutions	R12614 40.00	Provision of Short Term Risk Solutions	Provision of Short Term Risk Solutions	Provision of Short Term Risk Solutions	Provision of Short Term Risk Solutions			
Thuthukani Gardening	19 Dec 2020	Provision of dislodging of septic tank services	25200 0	Provision of dislodging of septic tank services	Dislodging of septic tank services	Provision of dislodging of septic tank services	Dislodging of septic tank services			

DlaminiNdlovu Consulting Engineers	30 July 2020	Construction of Zilahle Gravel Access Road	R2 163 23 2.22	Construction of Zilahle Gravel Access Road	Zilahle was completed 100%	N/A	N/A			
TPA Consulting cc.	30 July 2020	Construction of Sibululwane Access Road	R3 840 23 6.40	Construction of Sibululwane Access Road	Sibululwane was completed 100%	N/A	N/A			

10. ANNUAL PERFORMANCE SCORECARD

2020/2021 ANNUAL PERFORMANCE REPORT																	
IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
KPA 1: MUNICIPAL TRANSFORMATION & INSTITUTIONAL DEVELOPMENT																	
A1	A1.1	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Skills Development	1.1.1 A	WSP Submissions	Date by which the WSP and the ATR is submitted to LGSETA	Submission of the WSP and ATR to LGSETA by 30 April 2020	WSP and ATR was submitted to LGSETA on the 11th of May 2020	Submission of the WSP and ATR to LGSETA by 30 April 2021	WSP and ATR to LGSETA was submitted on the 23rd of April 2021	ACHIEVED	N/A	N/A	Proof of Receipt from LGSETA	Corporate Services	Institutional
A1	A1.1	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Skills Development	1.1.2 A	Training of Councillors	Number of training programmes for Councillors	Coordinate two training programmes for Councillors by 30 June 2020	6 Training programmes have been coordinated for Councillors	Coordinate 2 training programmes for Councillors by 30 June 2021	3 Training Programmes were coordinated for councillors	ACHIEVED	N/A	N/A	Reports Attendance Registers	Corporate Services	Institutional
A1	A1.1	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Skills Development	1.1.3 A	Training of employees	Number of training programmes for employees	Coordinate four training programmes for employees by 30 June 2020	11 Training programmes have been coordinated for employees	Coordinate 4 training programmes for employees by 30 June 2021	20 Training programmes were coordinated for employees	ACHIEVED	N/A	N/A	Reports and Attendance Registers	Corporate Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVES	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
A1	A1.1	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Skills Development	1.1.4 A	Awarding of community bursaries to matriculants	Number of matriculants awarded with community bursaries	Award 61 matriculants with bursaries in January 2020	79 matriculants were awarded bursaries	Award 51 matriculants with bursaries by 31 March 2021	65 Matriculants awarded bursaries	ACHIEVED	The Municipality managed to accommodate more students on the same budget.	N/A	List of beneficiaries and Proof of Payments	Corporate Services	Institutional
A1	A1.2	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Strengthen organisational capacity	1.2.1 A	Organogram Review	Date by which the reviewed 2021/2022 Organogram is submitted to Council for adoption	Submit Revised 2020/2021 Organogram to Council for Adoption by 30 June 2020	Final Organogram was submitted to council for adoption on the 29th June 2020	Submit Revised 2021/2022 Organogram to Council for Adoption by 30 June 2021	Revised 2021/2022 Organogram was submitted to Council for Adoption on the 30th of June 2021	ACHIEVED	N/A	N/A	Minutes and Attendance Registers for council meeting	Corporate Services	Institutional
A1	A1.2	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Strengthen organisational capacity	1.2.2 A	Submission of Employment Equity Report to Department of Labour	Date by which the Employment Equity Report is submitted to the Department of Labour	Submission of the Employment Equity Report to Department of Labour by 15 January 2020	Employment Equity Report was submitted to the Department of Labour on the 7th of January 2020	Submission of the Employment Equity Report to Department of Labour by 15 January 2021	The Employment Equity Report was submitted to the Department of Labour on the 14th of December 2020	ACHIEVED	N/A	N/A	Proof of receipt from DOL	Corporate Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVES	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
A1	A1.2	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Strengthen organisational capacity	1.2.3 A	Ensure sound Labour relations	Number of Local Labour Forum meetings held	Hold 4 Local Labour Forum meetings by 30 June 2020	3 Local Labour Forum meeting was held	Conduct 4 Local Labour Forum meetings by 30 June 2021	4 Local Labour Forum Meetings were conducted	ACHIEVED	N/A	N/A	Minutes of meeting Attendance Registers	Corporate Services	Institutional
A1	A1.3	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Implement Performance Management Framework & Policy	1.3.1 A	Quarterly Performance Reports	Number of Quarterly Performance Reports submitted to Council	Submit 4 Performance Reports to Council by 30 June 2020	5 Performance Reports were submitted to Council	Submit 4 Quarterly Performance Reports to Council by 30 June 2021	5 Quarterly Performance Reports were submitted to Council	ACHIEVED	Quarter 3 & 4 Performance Reports from 2019/2020 were submitted in the 1st Quarter of 2020/2021 Financial Year	N/A	Minutes of Council meeting Attendance Register	Executive Department	Institutional
A1	A1.3	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Implement Performance Management Framework & Policy	1.3.2 A	Performance Assessments	Number of Performance Assessments conducted for Section 54/56 Managers	Conduct 4 Performance Assessments for section 54/56 Managers by 30 June 2020	2 Performance Assessments were conducted	Conduct 4 Performance Assessments for section 54/56 Managers by 30 June 2021	0 Performance assessments were conducted	NOT ACHIEVED	The performance assessments were not conducted due to the unavailability of senior managers due to unplanned commitments that were caused by changes in day to day operations that were a result of COVID-19 pandemic	The performance assessments have been scheduled to take place in the Second Quarter (by 31 December 2021)	N/A	Executive Department	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVES	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
A1	A1.3	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Implement Performance Management Framework & Policy	1.3.3	Performance Contracts for Section 54/56 Managers	Number of Performance Agreements signed by Section 54/56 Managers	5 signed Performance Agreements of Senior Managers by 31 July 2019	5 Performance Agreements of Senior Manager were signed on the 1st of July 2019	5 signed Performance Agreements of Section 54/56 Managers by 31 July 2020	5 Performance Agreements of S54/56 Managers were signed	ACHIEVED	N/A	N/A	Signed Performance Agreements	Executive Department	Institutional
A1	A1.3	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Implement Performance Management Framework & Policy	1.3.4	Annual Report	Date by which 2019/2020 Annual Report and Oversight Report is submitted to Council for approval	Submission of 2018/2019 Annual report and Oversight report to Council for approval by 31 March 2020	The 2018/2019 Annual report and Oversight report were submitted to Council on the 25th of March 2020	Submission of 2019/2020 Annual report and Oversight report to Council for approval by 31 March 2021	Annual Report and Oversight Report was tabled to council on the 26th of May 2021	NOT ACHIEVED	As a result of the Global Pandemic, the National Treasury extended the submission date by 2 more months (to 31 Oct 2020). The Municipality was then able to comply with National Treasury compliance date, regardless of the Challenges resulted by the Pandemic. This means that the target was achieved in principle	The target was achieved in principle since the Audit Report was received late.	Council Resolution and Council Minutes and Register	Executive Department	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
A1	A1.3	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Implement Performance Management Framework & Policy	1.3.5 A	Annual Performance Report	Date 2019/2020 Annual Performance Report is submitted to Auditor General	Submission of 2018/2019 Annual Performance Report to Auditor-General by 31 August 2019	The Annual Performance Report was submitted to Auditor General on the 30th of August 2019	Submission of 2019/2020 Annual Performance Report to Auditor-General by 31 August 2020	The Annual Performance Report was submitted on the 31st of October 2020	NOT ACHIEVED	As a result of the Global Pandemic, the National Treasury extended the submission date by 2 more months (to 31 Oct 2020). The Municipality was then able to comply with National Treasury compliance date, regardless of the Challenges resulted by the Pandemic.	The Municipality submitted as per extension which means that the target was achieved in principle	Extension letter from NT; Acknowledgement of receipt from Auditor General	Executive Department	Institutional
A1	A1.3	Goal 1: To ensure internal municipal excellence	Increase performance & efficiency of Organisation	Implement Performance Management Framework & Policy	1.3.6 A	Performance Management Framework	Date PMS Framework is submitted to Council for approval	Submit PMS Framework to Council for approval by 30 June 2020	PMS Framework was not submitted to Council	Submit PMS Framework to Council for approval by 30 June 2021	PMS Framework and Policy was reviewed and was submitted for approval by Council on the 30th of June 2021	ACHIEVED	N/A	N/A	Council Minutes and Attendance Register	Executive Department	Institutional
A4	A4.3	Goal 1: To ensure internal municipal excellence	Optimise ICT systems, manual procedures and processes	Skills Development on ICT	4.3.1 A	ICT Security Awareness Training	Number of ICT Security Awareness Trainings held	Hold 2 ICT Security Awareness Training by 30 June 2020	1 ICT Security Awareness was held	Conduct 2 ICT Security Awareness Training by 30 June 2021	4 ICT Security Awareness Trainings were conducted	ACHIEVED	As a result of COVID 19 Restrictions, the trainings were conducted for smaller groups which resulted to the number	N/A	Report on ICT Training	Corporate Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVES	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
													being 4 ICT Security Awareness				
KPA 2: BASIC SERVICE DELIVERY																	
B1	B1.1	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Improve the state of Municipal Physical Infrastructure	Rehabilitation and Development of Roads Infrastructure	1.1.1 ^B	Zilahle Access Road	Percentage of Zilahle Gravel Access Road components completed	N/A	N/A	Complete 100% of Zilahle Gravel Access Road (3km) Components by 30 June 2021	The contractor has successfully completed 100% of Zilahle Gravel Access Road (3km) Components	ACHIEVED	N/A	N/A	Appointment letter Progress reports Completion Certificate	Technical Services	Ward 10
B1	B1.1	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Improve the state of Municipal Physical Infrastructure	Rehabilitation and Development of Roads Infrastructure	1.1.2 ^B	Sibululwane Access Road	Percentage of Sibululwane Gravel Access Road components completed	N/A	N/A	Complete 100% of Sibululwane Gravel Access Road (2.8km) by 30 June 2021	The contractor has successfully completed 100% of Sibululwane Gravel Access Road (2.8km) Components	ACHIEVED	N/A	N/A	Appointment letter Progress reports Completion Certificate	Technical Services	Ward 4

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
B1	B1.1	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Improve the state of Municipal Physical Infrastructure	Rehabilitation and Development of Roads Infrastructure	1.1.3 B	Thunuka Ndabazabantu Access Road	Percentage of Thunuka Ndabazabantu Gravel Access Road components completed	N/A	N/A	Complete 100% of Thunuka Ndabazabantu Gravel Access Road (2km) by 30 June 2021	The contractor has successfully completed 100 % of Thunuka Ndabazabantu Gravel Access road (2km) Components	ACHIEVED	N/A	N/A	Appointment letter Progress reports Completion Certificate	Technical Services	Ward 8
B1	B1.1	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Improve the state of Municipal Physical Infrastructure	Rehabilitation and Development of Roads Infrastructure	1.1.4 B	Lanjini Access Road	Percentage of Lanjini Gravel Access Road components completed	Complete 2.1km of Lanjini Access Road (ward 05) by 30 June 2020	The project is 85% completed.	Complete 100% of Lanjini Gravel Access Road (2.1km) by 30 June 2021	The contractor has completed 88 % of the project scope.	NOT ACHIEVED	The contractor abandoned site after his successful appeal stating that the funds were insufficient for the work that had to be done, an additional funding was needed. The session agreement was finalised on the 25th of May 2021 and the contractor resumed in the sites on the 22nd of June 2021	The project will be completed in the first Quarter of 2021/2022 Financial Year	Appointment letter Progress reports	Technical Services	Ward 5

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVES	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
B1	B1.1	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Improve the state of Municipal Physical Infrastructure	Rehabilitation and Development of Roads Infrastructure	B 1.1.6	Road Maintenance	Number of kilometres of access road maintained	Complete maintenance (Blading) of 280 kilometres of rural access roads by 30 June 2020	334.1km of rural access roads maintained	Complete maintenance (Blading) of 280 kilometres of rural access roads by 30 June 2021	474.4 km of rural access roads were maintained	ACHIEVED	There were additional graders provided by COGTA	N/A	Daily output report Grader schedule	Technical Services	All wards
B1	B1.2	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Improve the state of Municipal Physical Infrastructure	Building Maintenance	B 1.2.1	Thusong Centre Functionality Report	Number of Thusong Centre functionality reports submitted to Council	Submit 4 functionality reports of the Thusong Centre to Council by 30 June 2020	3 Functionality reports of the Thusong Centre were submitted to Council	Submit 4 functionality reports of the Thusong Centre to Council by 30 June 2021	4 Functionality Report of the Thusong Centre were submitted to Council	ACHIEVED	N/A	N/A	Functionality Report Minutes of Council meetings Attendance Register	Community Services	Institutional
B2	B2.1	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Water & Sanitation	B .2.1.1	Water Week	Date by which Water Week is hosted	Host Water week by 31 March 2020	Water week was held on the 19th and the 20th of March 2020	Host Water week by 31 March 2021	Water Week was held on the 23rd of March 2021	ACHIEVED	N/A	N/A	Report and Attendance Register	Community Services	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
B2	B2.2	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Waste Management	B 2.2.1	Biodiversity Day	Date by which Biodiversity Day is hosted	Host Biodiversity Day by 30 June 2020	02 Bio Diversity awareness campaigns were conducted on the 26th of May 2020 at Slovo in Ward 02 with Corporate and residents	Host Biodiversity Day by 30 June 2021	2 Biodiversity day Celebrations were hosted on the 25th and 26th of May 2021	ACHIEVED	N/A	N/A	Report and Attendance Register	Community Services	All wards
B2	B2.2	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Waste Management	B 2.2.2	Environmental Week	Date by which Environmental week is hosted	Host Environmental week by 30 June 2020	02 Environmental week were conducted on the 29th of June 2020 at Oshwashi in Ward 15 and on the 30th of June 2020 at Cinci in Ward 11	Host Environmental week by 30 June 2021	Environmental Week was held on the 15th of June 2021	ACHIEVED	N/A	N/A	Report and Attendance Register	Community Services	All wards
B2	B2.2	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Waste Management	B 2.2.3	Clean up campaigns	Number of Clean up campaigns conducted	Conduct 4 Clean up campaigns by 30 June 2020	6 Clean Up Campaigns have been conducted	Conduct 4 Clean up campaigns by 30 June 2021	6 Clean-Up Campaigns were conducted	ACHIEVED	N/A	N/A	Reports and Attendance Register	Community Services	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
B2	B2.2	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Waste Management	2.2.4 ^B	Arbour Week Celebration	Date by which Arbour week celebration is hosted	Host Arbour Week celebration by 30 September 2019	In celebration of Arbour Week, Greening Programme was held on the 11th and the 12th of September 2019. The celebration of Arbour Month was held on the 19th of September 2019 and on the 25th of September 2019 Arbour Indaba was hosted	Host Arbour Week celebration by 30 September 2020	Arbour Week Celebration was hosted on the 28th of September 2020	ACHIEVED	N/A	N/A	Reports and Attendance Register	Community Services	All wards
B2	B2.3	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Provide Indigent support	2.3.1 ^B	Free Basic Services	Number of households with access to free basic electricity on a monthly basis	4142 households with access to free basic electricity on a quarterly basis	4142 households have access to free basic electricity	4142 households with access to free basic electricity on a monthly basis	4142 households have access to free basic electricity on a monthly basis	ACHIEVED	N/A	N/A	Indigent Register, Monthly Eskom Billing Report	Finance Services	All Wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
B2	B2.4	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Electricity	2.4.1 B	Household Electrification	% of the installation of Electrification Network Infrastructure for 369 households completed	70% Completion of the Installation of Electrification Network Infrastructure for 527 households by 30 June 2020	Sokhulu Electrification project is 95% complete waiting for outages. Nhlabosini Infill's project is 100% completed. Nhlanzini Infill's the project is 95% waiting for outages. The overall project is 97% complete for the 527 households	100% Completion of the Installation of Electrification Network Infrastructure for 369 households by 30 June 2021	The contractor is on site and has successfully completed 95 % of the project scope.	NOT ACHIEVED	The Projects the department planned were not feasible due to constraint networks which resulted in delays in the appointment of Service Providers and the delay in the receipt of memorandum of understanding	The service provider was appointed and Memorandum of Understanding was received .The project will be completed in the first Quarter of 2021/2022 Financial Year due to the delays	Appointment letter Progress report	Technical Services	Ward 1,4,5,7,9,14,16,17
B2	B2.5	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Construction of Community facilities	2.5.1 B	Dondotha Community Sporting Complex	% of Dondotha Community Sporting Complex completed	Complete 20% construction of Dondotha Sport field by 30 June 2020	Contractor has been appointed and 20% completed	90% of Dondotha Community Sporting Complex by 30 June 2021	The contractor has successfully completed 90,5 % of the project scope	ACHIEVED	N/A	N/A	Progress Reports	Technical Services	Ward 9

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
B2	B2.5	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Construction of Community facilities	2.5.3 ^B	Construction of Mankwathini Multi-Purpose Centre	Percentage of components of Mankwathini Multi-Purpose Centre completed	N/A	N/A	Complete 20% of Mankwathini Multi-Purpose Centre by 30 June 2021	The contractor has completed 21% of the project scope	ACHIEVED	N/A	N/A	Advertisement & Progress Report	Technical Services	Ward 3
B2	B2.5	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Construction of Community facilities	2.5.4 ^B	Ablution of community facilities	Percentage of components of Nhlabane Ablution Facility completed	N/A	N/A	Complete 20% of Nhlabane Ablution Facility by 30 June 2021	The contractor has completed 58% of the project scope	ACHIEVED	N/A	N/A	Progress reports Appointment letters	Technical Services	Ward 3
B2	B2.5	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Construction of Community facilities	2.5.5 ^B	Ablution of community facilities	Percentage of components of Mabuyeni Ablution Facilities completed	N/A	N/A	Complete 20% of Mabuyeni Ablution Facility by 30 June 2021	The contractor has completed 23% of the project scope	ACHIEVED	N/A	N/A	Progress reports Appointment letters	Technical Services	Ward 7

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
B2	B2.5	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Construction of Community facilities	2.5.6 ^B	Ablution of community facilities	Percentage of components of Dondotha Ablution Facilities completed	N/A	N/A	Complete 20% of Dondotha Ablution Facility by 30 June 2021	The contractor has completed 81% of the project scope	ACHIEVED	N/A	N/A	Progress reports Appointment letters	Technical Services	Ward 9
B2	B2.5	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Construction of Community facilities	2.5.7 ^B	Ablution of community facilities	Percentage of components of Nhlabosini Ablution Facilities completed	N/A	N/A	Complete 20% of Nhlabosini Ablution Facility by 30 June 2021	The contractor is on site and has completed 31% of the project scope	ACHIEVED	N/A	N/A	Progress reports Appointment letters	Technical Services	Ward 12
B2	B2.5	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Construction of Community facilities	2.5.8 ^B	Ablution of community facilities	Percentage of components of Fuyeni Ablution Facilities completed	N/A	N/A	Complete 20% of Fuyeni Ablution Facility by 30 June 2021	The contractor has completed 75% of the project scope	ACHIEVED	N/A	N/A	Progress reports Appointment letters	Technical Services	Ward 3

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
B2	B2.5	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase provision of municipal services	Construction of Community facilities	2.5.9	Construction of Bus Bays	Percentage of components of 1 Bus Bay completed	N/A	N/A	Construct and Complete 20% of Bus Bay by 30 June 2021	The contractor has completed 23% of the project scope	ACHIEVED	N/A	N/A	Appointment Letter, Progress Report	Technical Services	Ward 2
B3	B3.1	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Improve environmental management	Refuse Removal	3.1.1	Refuse collection and disposal	Number of wards with access to weekly refuse removal	7 wards with access to free weekly waste removal	Refuse is collected weekly in all 7 wards	7 wards with access to weekly waste removal	7 wards have access to weekly waste removal	ACHIEVED	N/A	N/A	Truck Schedules, KCDM Invoices, Reports	Community Services	Ward 2, 3, 5, 6, 14, 16 & 17
B4	B4.1	Goal 2: To ensure the provision of Basic Services and creation of safe and healthy environment to our communities	Increase Community Safety	Reduce Road Carnage	4.1.1	Multi-Disciplinary Roadblocks	Number of Multi-Disciplinary roadblocks	8 Multi-Disciplinary roadblocks by 30 June 2020	27 Multi-Disciplinary Roadblocks were conducted	8 Multi-Disciplinary roadblocks by 30 June 2021	18 Multi-Disciplinary Roadblocks were conducted	ACHIEVED	N/A	N/A	Reports and Attendance Register	Community Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
KPA 3: LOCAL ECONOMIC DEVELOPMENT																	
C1	C1.1	Goal 3: To promote Local economic and Social Development	Improve Entrepreneurship	Development of the Emerging Contractor Development Programme	1.1.1 ^C	Contractor Development programmes	Number of Contractor Development programmes held	Hold 4 Contractor Development programmes by 30 June 2020	4 Contractor Development programmes were held	Hold 4 Contractor Development programmes by 30 June 2021	4 Contractor Development Programme was held	ACHIEVED	N/A	N/A	Reports Attendance Register	Community Services	Institutional
C2	C2.1	Goal 3: To promote Local economic and Social Development	Promote Local Economic Development	Development and implementation of the Agricultural Development Plan	2.1.2 ^C	Small scale farmers assistance	Number of agricultural projects assisted	Assist 2 Agricultural projects by 31 March 2020	3 Agricultural Project were assisted	Assist 2 Agricultural projects by 31 March 2021	1 Agricultural Project was assisted	NOT ACHIEVED	Agricultural tools were procured and have been received by the Municipality but they were not delivered to the community for assistance, due to National Lockdown Restrictions	The Agricultural Tools will be delivered to the community by the 31st of December 2021, subject to the easing of Lockdown restrictions.	Delivery Notes	Community Services	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
													which restricted gatherings.				
C3	C3.1	Goal 3: To promote Local economic and Social Development	Strengthen the Local Businesses	SMME Development	C 3.1.1	SMME Seminar	Date by which Annual SMME Seminar is hosted	Host Annual SMME Fair event by 31 March 2020	SMME Fair was hosted on the 20th of February 2020	Host Annual SMME Seminar by 30 June 2021	SMME Seminar was not hosted	NOT ACHIEVED	The invitation letters were sent however the event could not take place due to Lockdown Restrictions	SMME Seminar has been included in the 2021/2022 Financial Year and the Event will be reprioritized in the 2021/2022 Financial Year	N/A	Community Services	Institutional
KPA 4: MUNICIPAL FINANCIAL VIABILITY																	
D2	D2.1	Goal 4: To ensure financially viable and sustainable municipality	Improve expenditure management and SCM	Capital Budget spending	D 2.1.1	Monitoring of Capital Expenditure	Percentage of Capital Expenditure spent	Spend 100% of Capital Expenditure (R26 224 000.00) by 30 June 2020	92% of the expenditure was spent	Spend 100% of Capital Expenditure (R39 071 000.00) by 30 June 2021	100% of Capital Expenditure was spent	ACHIEVED	N/A	N/A	MIG Expenditure report	Technical Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
D2	D2.3	Goal 4: To ensure financially viable and sustainable municipality	Improve expenditure management and SCM	Implementation of the Procurement Plan	D 2.3.1	Bids awarded from the value of R 100 000,00	Number of reports on bids awarded from the value of R100 000 submitted to Council	Submit 4 reports on bids awarded from the value of R 100 000,00 to council by 30 June 2020	3 Reports on bids awarded from the value of R100 000 were submitted to Council	Submit 4 reports on bids awarded from the value of R 100 000,00 to council by 30 June 2021	7 Reports on bids awarded from the value of R100000 were submitted to council	ACHIEVED	N/A	N/A	Minutes of Council meeting Attendance register	Finance Services	Institutional
D2	D2.3	Goal 4: To ensure financially viable and sustainable municipality	Improve expenditure management and SCM	Implementation of the Procurement Plan	D 2.3.2	Irregular Expenditure	Number of reports on irregular expenditure submitted to Council	Submit 4 reports on irregular expenditure to council by 30 June 2020	3 Reports on Irregular Expenditure were submitted to Council	Submit 4 reports on irregular expenditure to council by 30 June 2021	7 Reports on irregular expenditure were submitted to council	ACHIEVED	N/A	N/A	Minutes of Council meeting Attendance register	Finance Services	Institutional
D2	D2.3	Goal 4: To ensure financially viable and sustainable municipality	Improve expenditure management and SCM	Implementation of the Procurement Plan	D 2.3.3	SCM Deviation Report	Number of SCM Deviation reports submitted to Council	Submit 4 SCM Deviation Reports to Council by 30 June 2020	3 Reports on Deviations incurred were been submitted to Council	Submit 4 SCM Deviation Reports to Council by 30 June 2021	7 SCM Deviation Report were submitted to Council	ACHIEVED	N/A	N/A	Minutes of Council meeting Attendance register	Finance Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVES	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	WARD	Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS						
D3	D3.2	Goal 4: To ensure financially viable and sustainable municipality	Improve budget and strengthen financial governance	MFMA Compliance	3.2.1	Annual Financial Statements	Date by which Annual Financial Statements are submitted to Auditor General	Submit Annual Financial Statements to Audit Committee, EXCO, Council and Auditor-General by 31 August 2019	Annual Financial Statement Submitted to Finance Portfolio, EXCO, and Audit Committee and to Council. The AFS was also submitted to AG on the 30 August 2019	Submit Annual Financial Statements Auditor-General by 31 August 2020	The Annual Financial Statements were submitted to Auditor General on the 31st of October 2020	ACHIEVED	As a result if the Global Pandemic, the National Treasury extended the submission date by 2 more months (to 31 Oct 2020). The Municipality was then able to comply with National Treasury compliance date, regardless of the Challenges resulted by the Pandemic. This means that the target was achieved in principle	N/A	Acknowledgment of receipt from Auditor General. Amendment of s126 from National Treasury	Finance Services		Institutional
D3	D3.2	Goal 4: To ensure financially viable and sustainable municipality	Improve budget and strengthen financial governance	MFMA Compliance	3.2.2	Mid-term Budget	Date by which Midterm Budget & Performance Assessment Report is submitted to Council for approval	Submit Mid-term Budget & Performance Assessment Report to council to Approve by 25 January 2020	Mid-term Budget & Performance Report was submitted to Council for approval	Submit Midterm Budget & Performance Assessment Report to council to Approve by 25 January 2021	The Midterm Budget Performance Report was submitted to Council on the 27th of January 2021	NOT ACHIEVED	Due to COVID-19 restrictions the sitting of Council Meeting delayed and the report was submitted late	The 2021/2022 Mid-Term Reports report will be submitted on the 25th of January 2021 subject to COVID-19 Restrictions	Council Minutes and Attendance Register	Finance Services		Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
D3	D3.2	Goal 4: To ensure financially viable and sustainable municipality	Improve budget and strengthen financial governance	MFMA Compliance	D 3.2.3	Section 71 reports	Number of Section 71 reports submitted to Provincial Treasury within 10 working days after the end of each month	Submit 12 Section 71 Reports to Provincial Treasury within 10 working days after the end of each month	9 Section 71 Reports were submitted to Provincial Treasury within 10 working days, 3 Section 71 Reports were submitted to PT but not within 10 working days	Submit 12 Section 71 Reports to Provincial Treasury within 10 working days after the end of each month	12 Section 71 Reports were submitted to Provincial Treasury within 10 working days	ACHIEVED	N/A	N/A	Acknowledgment of receipt from Provincial Treasury	Finance Services	Institutional
D3	D3.2	Goal 4: To ensure financially viable and sustainable municipality	Improve budget and strengthen financial governance	MFMA Compliance	D 3.2.4	Annual Budget	Date by which the 2021/2022 Annual Budget is submitted to Council for approval	2020/21 Annual Budget to be approved by Council by 31 May 2020	2020/21 Annual Budget was submitted to council for approval	2021/20 22 Annual Budget to be approved by Council by 31 May 2021	The Final Budget for 2021/2022 financial year was approved by the Council on the 26th of May 2021	ACHIEVED	N/A	N/A	Minutes of Council meeting Attendance Register Council Resolution	Finance Services	Institutional
D3	D3.2	Goal 4: To ensure financially viable and sustainable municipality	Improve budget and strengthen financial governance	MFMA Compliance	D 3.2.6	Cash flow: Financial Position	Number of Cash Flow: Financial Position Reports submitted to the Finance Portfolio Committee and Council	Submit 12 Cash Flow: Financial Position Reports to Finance Portfolio Committee and Council by 30 June 2020	9 Cash Flow reports were submitted to Finance Portfolio Committee	Submit 12 Cash Flow: Financial Position Reports to Finance Portfolio Committee and Council by 30 June 2021	12 Cash Flow Reports were submitted to Portfolio and Council	ACHIEVED	N/A	N/A	Minutes of Portfolio meetings Attendance register	Finance Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF. NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
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D4	D4.1	Goal 4: To ensure financially viable and sustainable municipality	Improve Asset Management	Fleet Management	4.1.1	Fleet Management Reports	Number of Fleet Management Reports submitted to Council	Submit 4 Fleet Management Reports to Corporate Services Portfolio Committee by 30 June 2020	4 Fleet Management Report were submitted to MANCO and 2 Fleet Management Report was submitted to the Portfolio Committee	Submit 4 Fleet Management Reports to Council by 30 June 2021	4 Fleet Management Report was submitted to Council	ACHIEVED	N/A	N/A	Minutes of Council meetings Attendance register	Corporate Services	Institutional
KPA 5: GOOD GOVERNANCE & PUBLIC PARTICIPATION																	
E1	E1.1	Goal 5: To provide a democratic and accountable government for local communities	Promote broaden local democracy	Ward Committee Governance	1.1.1	Ward Committee meetings	Number of Ward Committee meetings coordinated	Coordination of 204 Ward Committee meetings by 30 June 2020	153 Ward Committee meetings were held	Coordination of 204 Ward Committee meetings by 30 June 2021	122 Ward Committee Meetings were held	NOT ACHIEVED	Ward Committee meetings could not take place in quarter 1 due to national lockdown restrictions	The ward committee meetings target has been included in the 2021/2022 SDBIP. The municipality is currently relying on the updates of the national lockdown regulations as it will determine social gatherings	Minutes of Ward Committee meetings Attendance Register	Executive Department	All Wards
E1	E1.1	Goal 5: To provide a democratic and accountable government for local communities	Promote broaden local democracy	Integrated Community Participation Plan	1.1.2	Community Engagement Programme	Number of community engagement programmes held	Two community engagement programmes held by 31 March 2020	2 Community Engagement Meetings were held	2 community engagement programmes held by 31 March 2021	1 Community Engagement was held	NOT ACHIEVED	Community Engagements were not held due to the restriction of gatherings	The community engagement will not be facilitated in the 2021/2022 Financial Year since its nature requires a huge number of people for it to be facilitated. Community will be engaged through IDP road shows.	N/A	Executive Department	All Wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E1	E1.1	Goal 5 : To provide a democratic and accountable government for local communities	Promote broaden local democracy	Ward Committee Governance	1.1.3	Public Participation Reports	Number of Public Participation reports tabled to Council	Table 4 Public Participation reports to Council by 30 June 2020	4 Public Participation Reports were tabled to Council	Table 4 Public Participation reports to Council by 30 June 2021	7 Public Participation Report were tabled to Council	ACHIEVED	N/A	N/A	Minutes of Council meeting Attendance Register	Executive Department	Institutional
E2	E2.1	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Improved Audit Opinion	2.1.1	Audit Committee Meetings	Number of Audit Committee meetings held	4 Audit Committee meetings held by 30 June 2020	3 Audit Committee meetings were held	4 Audit Committee meetings held by 30 June 2021	4 Audit Committee meetings were held	ACHIEVED	N/A	N/A	Minutes of meetings, Attendance register	Executive Department	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E2	E2.1	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Improved Audit Opinion	2.1.2 E	Submission of Audit Committee Reports to Council	Number of Audit Committee Reports submitted to Council	Submit 4 Audit Committee Reports to Council by 30 June 2020	2 Audit Committee Reports were submitted to Council	Submit 4 Audit Committee Reports to Council by 30 June 2021	2 Audit Committee Report was submitted to Council	NOT ACHIEVED	The Audit Committee Report could not be tabled to Council in quarter 1 as the Council resolved to discuss special items during Special Council meetings due to national lockdown	The ordinary council meetings are now sitting on a quarterly basis. The audit committee reports will be submitted in the Council meetings scheduled for the 2021/22 financial period	Minutes of Council meeting Attendance Register	Executive Department	Institutional
E2	E2.1	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Improved Audit Opinion	2.1.3 E	Risk Management Committee Meetings	Number of Risk Committee meetings held	4 Risk Management Committee Meetings held by 30 June 2020	3 Risk Management meetings were held	4 Risk Management Committee Meetings held by 30 June 2021	4 Risk Management Meeting were held	ACHIEVED	N/A	N/A	Minutes of meetings, attendance register	Executive Department	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E2	E2.1	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Improved Audit Opinion	2.1.4	Risk Management Framework	Date by which Risk Management Framework is submitted to Council for approval	Submit Risk Management Framework to Council for approval by 30 June 2020	Risk Management Framework was submitted to Council for noting on the 25th of March 2020, however it was not submitted to Council for approval	Submit 2021/2022 Risk Management Framework to Council for approval by 30 June 2021	Risk Management Framework was submitted to council for approval on the 30th June 2021	ACHIEVED	N/A	N/A	Council Minutes and Attendance Registers	Executive Department	Institutional
E2	E.2.2	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Revive Governance Structures	2.2.1	Executive Committee Meetings	Number of Executive Committee meetings held	Hold 12 Executive Committee (ExCo) meetings by 30 June 2020	9 Executive Committee Meetings were held	Hold 12 Executive Committee (ExCo) meetings by 30 June 2021	11 ExCo Meetings were held	NOT ACHIEVED	EXCO could not be held in the first 2 months of the First Quarter due to Lockdown Restrictions	EXCO meetings target has been included in the 2021/2022 Financial Year and will sit as per the SDBIP in 2021/2022 Financial Year	Minutes of Executive Committee meetings Attendance registers	Corporate Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E2	E.2.2	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Revive Governance Structures	2.2.2	Portfolio meetings	Number of Portfolio Committee meetings held	Hold 48 Portfolio Committee meetings by 30 June 2020	36 Portfolio Committee Meetings were held	Hold 48 Portfolio Committee meetings by 30 June 2021	38 Portfolio Committee Meetings were held	NOT ACHIEVED	Portfolio Committee could not be held in the first 2 months of the First Quarter due to Lockdown Restrictions	Portfolio Committee Meetings have been included in the 2021/2022 Financial Year and Portfolio Meetings will sit as planned in the SDBIP	Minutes of Portfolio Committee meetings Attendance registers	Corporate Services	Institutional
E2	E.2.2	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Revive Governance Structures	2.2.3	Municipal Public Account Committee meeting	Number of MPAC meetings held	Hold 4 MPAC meetings by 30 June 2020	2 MPAC meeting was held	Hold 4 MPAC meetings by 30 June 2021	3 MPAC meetings were held	NOT ACHIEVED	The MPAC Meeting did not take place because the committee is awaiting the Investigation Report regarding one of the items.	The matter was reported to Police and their investigation is still on-going (Sub Judge), therefore the MPAC cannot conduct an investigation.MPAC will only convene for special items as and when it is required throughout 2021/2022 FY	Minutes of MPAC meeting Attendance registers	Corporate Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E2	E.2.2	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Revive Governance Structures	E 2.2.4	Council Meetings	Number of Council meetings held	Hold 4 Council meetings by 30 June 2020	8 Council meetings were held	Hold 4 Council meetings by 30 June 2021	12 Council meetings were held	ACHIEVED	N/A	N/A	Minutes of Council meeting Attendance Register	Corporate Services	Institutional
E2	E.2.2	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Revive Governance Structures	E 2.2.5	MPAC Reports	Number of MPAC Reports submitted to Council	Submit 4 MPAC Reports to Council by 30 June 2020	1 MPAC Report was submitted to council	Submit 4 MPAC Reports to Council by 30 June 2021	2 MPAC Report was submitted to council	NOT ACHIEVED	The MPAC report could not be tabled to Council in quarter 1 as the Council resolved to discuss special items during Special Council meetings due to national lockdown restrictions	Council Meetings are now held quarterly and this target has been included in the SDBIP for 2020/2021 Financial Year.The MPAC Reports will be submitted in the 2021/2022 Financial year to the Council Meeting Quarterly.	Minutes of Council meeting Attendance Register	Executive Department	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E3	E3.1	Goal 5 : To provide a democratic and accountable government for local communities	Strengthen Corporate governance	Revive Governance Structures	3.1.3	Communication Reports	Number of Communications Unit Reports submitted to Council	Submit 4 Communications Unit Reports to Council by 30 June 2020	4 Communication Unit Reports was submitted to Council by 30 June 2020	Submit 4 Communications Unit Reports to Council by 30 June 2021	4 Communication Unit Reports was submitted to Council by 30 June 2021	ACHIEVED	N/A	N/A	Communications Report, Council Minutes and Attendance register	Executive Department	Institutional
E4	E4.1	Goal 5 : To provide a democratic and accountable government for local communities	Improve Municipal planning	Credible IDP	4.1.1	2021/2022 Integrated Development Plan (IDP)	Date by which the 2021/2022 IDP is submitted to Council for adoption	2020/2021 IDP adopted by Council by 30 June 2020	IDP was adopted by Council on the 29th of June 2020	2021/2022 IDP adopted by Council by 30 June 2021	2021/22 Final IDP to be submitted to council on the 26th of May 2021	ACHIEVED	N/A	N/A	Minutes of Council meeting Attendance Register Council Resolution Report on public participation	Executive Department	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E3	E4.3	Goal 5 : To provide a democratic and accountable government for local communities	Improve Organisational planning	SDBIP	4.3.1	Submission of 2021/2022 SDBIP	Turnaround time of approving the 2021/2022 SDBIP	Submit 2020/2021 SDBIP to the Mayor within 28 days after the approval of the final budget	Final SDBIP was submitted to Mayor for approval on the 22nd of June 2020 (within 28 days as the annual budget was approved on the 29th of May 2020)	Submit 2021/2022 SDBIP to the Mayor within 28 days after the approval of the final budget	2021/2022 SDBIP was approved by the Mayor on the 23rd of June 2021, 28 days after the approval of Budget	ACHIEVED	N/A	N/A	Proof of approval by Mayor Available on request and on the Municipal Website	Executive Department	Institutional
E5	E5.1	Goal 5 : To provide a democratic and accountable government for local communities	Enhance access to Library Services	Provision of efficient and effective Library Services	5.1.1	Library Week	Date by which Library week is conducted	Conduct Library week by 30 June 2020	Library week was conducted on the 16-20 March at Mzingazi area an Ndlabeylandula	Conduct Library week by 30 June 2021	2 Library Weeks were held on the 23rd of April 2021 and from the 16-20th of May 2021	ACHIEVED	N/A	N/A	Attendance Register and Reports	Community Services	Institutional

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E5	E5.1	Goal 5 : To provide a democratic and accountable government for local communities	Enhance access to Library Services	Provision of efficient and effective Library Services	5.1.2	Career Exhibition	Date by which Career Exhibition is conducted	Conduct Career exhibition by 31 March 2020	Career Exhibition was conducted on the 10th of March 2020	Conduct Career exhibition by 30 June 2021	Career Exhibition Awareness was held on the 23rd of April 2021	ACHIEVED	N/A	N/A	Attendance Register and Reports	Community Services	Institutional
E5	E5.1	Goal 5 : To provide a democratic and accountable government for local communities	Enhance access to Library Services	Provision of efficient and effective Library Services	5.1.3	Library Awareness campaign	Number of school visits and community outreach conducted	Conduct 12 school visits and 2 community outreaches by 31 December 2019	17 School visits and 2 Community Outreach programmes were held	Conduct 12 school visits and 2 community outreach by 31 December 2020	15 school visits and 2 Community Outreach were conducted	ACHIEVED	N/A	N/A	Reports & Attendance Register	Community Services	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
E5	E5.1	Goal 5 : To provide a democratic and accountable government for local communities	Enhance access to Library Services	Provision of efficient and effective Library Services	5.1.4	International mother tongue day	Date by which International Mother Tongue Day is hosted	Host International Mother tongue day by 31 March 2020	Mother tongue day was conducted on the 21st of February 2020 at Amangwe Village Sport ground	Host International Mother tongue day by 31 March 2021	International Mother Tongue Day was hosted on the 23rd of February 2021	ACHIEVED	N/A	N/A	Attendance Register and Reports	Community Services	All wards
E5	E5.1	Goal 5 : To provide a democratic and accountable government for local communities	Enhance access to Library Services	Provision of efficient and effective Library Services	5.1.5	World Read Aloud Day	Date by which World Read Day is hosted	Host World Read Day by 31 March 2020	World Read aloud day was conducted at eMbate Primary School-27th of February 2020 and Homeleigh Primary School- 28th February 2020, and at uMbonambi Primary School-06th of February 2020	Host World Read Day by 31 March 2021	World Read Aloud Day was hosted on the 24th of February 2021	ACHIEVED	N/A	N/A	Attendance Register and Reports	Community Services	All wards
E5	E5.1	Goal 5 : To provide a democratic and accountable government for local communities	Enhance access to Library Services	Provision of efficient and effective Library Services	5.1.6	Literacy Day	Date by which Literacy Day is hosted	Host Literacy Day by 30 September 2019	Literacy day was conducted on the 12th of September 2019	Host Literacy Day by 30 September 2020	Literacy Day was conducted on the 10th of September 2020	ACHIEVED	N/A	N/A	Reports & Attendance Register	Community Services	All wards

KPA 6: CROSS CUTTING INTERVENTIONS

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
F3	F3.1	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Operation on Sukuma Sakhe governance	F 3.1.1	OSS LTT Meetings	Number of LTT meetings held	Hold 11 LTT meetings by 30 June 2020	7 LTT meetings were held	Hold 9 LTT meetings by 30 June 2021	5 LTT Meeting were held	NOT ACHIEVED	The sitting of LTT Meetings was disturbed by the restriction of gatherings during the financial year, the meetings could not be facilitated where the restrictions prohibited meetings	The LTT target has been included in the SDBIP for 2021/2022 Financial Year and The municipality is currently relying on the updates of the national lockdown regulations as it will determine social gatherings	Minutes and Attendance Registers for LTT meeting	Executive Department	Institutional
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.1	Mayoral Cup Games	Date by which Mayoral Cup Games have been hosted	Host 1 Mayoral Cup games by 30 September 2019	1- Mayoral Cup games were held on the 21st of September 2019.	Host 1 Mayoral Cup games by 30 September 2020	Mayoral Cup was not hosted	NOT ACHIEVED	Mayoral Cup Games were cancelled due to the National Lockdown Regulations	Mayoral Cup games were included in the SDBIP for the 2021/2022 Financial Year and Mayoral Cup will be held in 2021/2022 Financial Year	N/A	Executive Department	All Wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	3.2.2 F	Participation on District Elimination Games	Date by which District Elimination games have been hosted	Participate on District Elimination Games by 30 September 2019	The District Indigenous Games were held on the 20th July 2019 in Nkandla Municipality and at Umhlathuze Sport Complex on the 28th of September 2019.	Participate on District Elimination Games by 30 September 2020	The Municipality did not participate on the District Elimination Games	NOT ACHIEVED	District Elimination Games were cancelled due to the National Lockdown Regulations	District Elimination Games target was included in the 2021/2022 SDBIP and will be held in 2021/2022 Financial Year provided it is permitted by the Lockdown Restrictions	N/A	Executive Department	All Wards
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	3.2.3 F	Sport Federation Skills Development Programme	Date by which the Sports Federation Programme is coordinated	Support Sport Federation Skills Development Programme (Registration of Coaches to Attain Accredited Certificates) by 31 December 2019	Capacity Building of Sport Federations was supported (Workshop of Technical Officials) on the 30th of November 2019	Co-ordinate Sport Federation Skills Development Programme by 31 December 2020	Sport Federation Skills Development Programme was not coordinated	NOT ACHIEVED	Sport Federation Skills Development Programme was cancelled due to National Lockdown Restrictions	This target has been included in the 2021/2022 SDBIP, Sport Federation Skills Development Programme will be held in the 2021/2022 Financial Year	N/A	Executive Department	All Wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	3.2.4 F	Siyabonga Sangweni Tournament	Date by which the Siyabonga Sangweni festival is hosted	Host Siyabonga Sangweni Youth Month Festival & Mayoral Sport Day by 30 June 2020	The Siyabonga Sangweni Tournaments did not take place	Host Siyabonga Sangweni Youth Month Festival & Mayoral Sport Day by 30 June 2021	Siyabonga Sangweni Youth Music Festival and Mayoral Sport Day was not hosted	NOT ACHIEVED	Siyabonga Sangweni Youth Month Festival and Mayoral Sport Day was cancelled due to National Lockdown Restrictions	Siyabonga Sangweni Youth Month Festival and Mayoral Sport Day was included in the SDBIP for the following Financial Year and will therefore be held in the 2021/2022 Financial Year	Concept Document	Executive Department	All wards
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	3.2.5 F	Cluster Elimination Games	Date by which the Cluster Elimination Games have been Hosted	Host Cluster Elimination games by 30 September 2019	Cluster Elimination Games were hosted on the 1st-15th of September 2019	Host Cluster Elimination games by 30 September 2020	Cluster Elimination games were not hosted	NOT ACHIEVED	Cluster Elimination Games was cancelled due to National Lockdown Restrictions	Cluster Elimination Games target was included in the SDBIP and will be hosted in 2021/2022 Financial Year	N/A	Executive Department	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
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F3	F3.3	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.6	Indigenous Games	Date by which Indigenous games has been hosted	Host Indigenous games by 30 September 2019	The Indigenous games were hosted on the 20th of July 2019.	Host Indigenous games by 30 September 2020	Indigenous Games were not hosted	NOT ACHIEVED	Indigenous Games were cancelled due to National Lockdown Restrictions	Indigenous Games was included in the SDBIP and will be hosted in 2021/2022 Financial Year	N/A	Executive Department	All wards
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.7	Hosting of Arts & Culture Programmes	Number of Arts & Culture programmes hosted	Host 2 Arts & Culture Programmes by 30 June 2020	2 Arts and Culture programmes were hosted	Host 2 Arts & Culture Programmes by 30 June 2021	No Arts and Culture Programme was hosted	NOT ACHIEVED	Arts and Culture Programmes were cancelled due to the passing of the Zulu King	Arts and Culture Programmes were included in the SDBIP and will be hosted in 2020/2021 Financial Year	N/A	Executive Department	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.8	Supporting of Arts & Culture Programmes	Number of Arts & Culture programmes supported	Support 1 Arts and Culture Programme by 30 September 2019	1 Arts and Culture programme was supported: The Reed Dance Ceremony was supported(Providing 13 buses and Food for maidens)on the 6-8 September 2019	Support 1 Arts and Culture Programme by 30 September 2020	No Arts and Culture Programme was supported	NOT ACHIEVED	Arts and Culture Programme (Reed Dance) was cancelled due to COVID-19 Restrictions since this programme gathers big numbers of maidens	Arts and Culture Programmes target was included in the 2021/2022 SDBIP and will be supported in 2020/2021 Financial Year subject to COVID-19 restrictions.	N/A	Executive Department	All wards
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.9	Supporting of Heritage Programmes	Number of Heritage programmes supported	Support 2 Heritage Programmes by 30 June 2020	2 Heritage programmes were supported: uMkhosi weLembe and uMkhosi wesivivane	Support 1 Heritage Programmes by 30 June 2021	No Heritage Programme was supported	NOT ACHIEVED	Heritage Programmes were cancelled due to the passing of the Zulu King	Heritage Programmes Target was included in the 2020/2021 SDBIP and will be supported in the 2021/2022 Financial Year	N/A	Executive Department	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.10	Hosting of Heritage Programmes	Number of Heritage programmes held	Host 1 Heritage programmes by 31 December 2019	1 Heritage Programme (Ingoma) was held on the 25th December 2019	Host 1 Heritage programmes by 31 December 2020	No Heritage Programme was hosted	NOT ACHIEVED	Heritage Programmes were cancelled due to the passing of the Zulu King	Heritage Programmes target was included in 2020/2021 SDBIP and will be hosted in the 2021/2022 Financial Year	N/A	Executive Department	All wards
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.11	Men's Programmes	Number of Men's Programmes held	Hold 2 Men's programmes by 30 June 2020	2 Men's programmes were held	Hold 4 Men's programmes by 30 June 2021	No Men's programme was held	NOT ACHIEVED	Men's Programmes were cancelled due to National Lockdown Regulations	Men's Programmes was cancelled however the target was included in the 2021/2022 SDBIP and will be hosted in 2021/2022	N/A	Executive Department	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.12	Hosting of Ministers Programmes	Number of Minister's programmes hosted	Hold 2 Minister's Programmes by 31 March 2020	1 Minister Programme	Hold 2 Minister's Programmes by 31 March 2021	No Minister's Programme was held	NOT ACHIEVED	Ministers were cancelled due to National Lockdown Regulations	Minister's Programmes was cancelled however the target was included in the 2021/2022 SDBIP and will be hosted in 2021/2022	N/A	Executive Department	All wards
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.13	Disability programmes	Number of Disability programmes held	Host 3 Disability programmes by 30 June 2020	1 Disability Programme (Dissa Games) was held on the 26th of September 2019	Host 3 Disability programmes by 30 June 2021	No Disability Programme was hosted	NOT ACHIEVED	Disability Programme were cancelled due to National Lockdown Regulations	The disability programmes was cancelled but the target was included in the 2021/2022 SDBIP will be held in the 2021/2022 financial year	N/A	Executive Department	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward / Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.14	Women Empowerment Programmes	Number of Women's programmes held	Hold 3 Women Empowerment programmes by 30 June 2020	2 Women Empowerment programmes were held	2 Women's Programmes held by 30 June 2021	2 Women's Programmes were held	ACHIEVED	N/A	N/A	Report Attendance register	Executive Department	All wards
F3	F3.2	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Improve implementation of Sukuma Sakhe programme	Implementation of Special Programmes initiatives	F 3.2.15	Senior Citizens Programmes	Number of Senior Citizens programmes held	Hold 2 Senior Citizens programmes by 30 June 2020	2 Senior Citizens programmes were held	Hold 1 Senior Citizens programme by 31 December 2020	No Senior Citizens Programmes were held	NOT ACHIEVED	Senior Citizen Programmes were cancelled due to National Lockdown Regulations	The Senior Citizen Programmes will be held in 2021/2022 financial year	N/A	Executive Department	All wards

2020/2021 ANNUAL PERFORMANCE REPORT

IDP REF. NO.	SDBIP REF NO.	GOALS	OBJECTIVE	STRATEGY	PROJECT NO.	PROJECT NAME	KEY PERFORMANCE INDICATOR	2019/2020 FINANCIAL YEAR		2020/2021 FINANCIAL YEAR			COMMENTS/ REASONS FOR NON-ACHIEVEMENT	CORRECTIVE MEASURE	MEANS OF VERIFICATION PROVIDED	DEPARTMENT	Ward Information / Institutional
								ANNUAL TARGET	ACTUAL PERFORMANCE	ANNUAL TARGET	ACTUAL PERFORMANCE	STATUS					
F4	F4.1	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Reduce impact of Natural and other disasters with Municipality	Implementation of the Disaster Management Plan	F 4.1.1	Disaster Management Awareness campaigns	Number of Disaster awareness campaigns conducted	Conduct 12 Disaster awareness campaigns by 30 June 2020	29 Disaster awareness campaigns have were conducted	Conduct 12 Disaster awareness campaigns by 30 June 2021	26 Disaster Awareness Campaigns were conducted	ACHIEVED	N/A	N/A	Reports and Attendance Register	Community Services	All wards
F4	F4.1	Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Reduce impact of Natural and other disasters with Municipality	Implementation of the Disaster Management Plan	F 4.1.2	Fire inspections	Number of fire inspections conducted	Conduct 12 fire inspections by 30 June 2020	51 Fire Inspections were conducted	Conduct 12 fire inspections by 30 June 2021	30 Fire Public Inspections were conducted	ACHIEVED	N/A	N/A	Reports, Attendance Register and Fire Inspection Checklist	Community Services	All wards

11. MEASURES TO IMPROVE PERFORMANCE

- The cascading of PMS to levels lower than Senior Managers will enable all managers involved in Performance to take accountability.
- The implementation of electronic Performance Management System will assist in ensuring in timeous submissions in a live platform.
- The PMS Unit to assist the Municipal Manager set Performance Assessments Schedule
- The PMS Unit will present the Quarterly Performance Reports on Departmental Meetings outlining all areas that need improvement for the performance

Auditor-General

uMfolozi Municipality Audit Report 2020-21

Report of the auditor-general to the KwaZulu-Natal Provincial Legislature and the council on uMfolozi Municipality

Report on the audit of the financial statements

Opinion

1. I have audited the financial statements of the uMfolozi Municipality set out on pages ... to ..., which comprise the statement of financial position as at 30 June 2021, the statement of financial performance, statement of changes in net assets, statement of cash flows 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, the financial statements present fairly, in all material respects, the financial position of the uMfolozi Municipality as at 30 June 2021, and its financial performance and cash flows for the year then ended in accordance with South African Standards of Generally Recognised Accounting Practice (SA Standards of GRAP) and 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, 2020 (Act No.4 of 2020) (Dora).

Basis for opinion

3. 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 financial statements section of this auditor's report.
4. I am independent of the municipality 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.
5. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

Emphasis of matters

6. I draw attention to the matters below. My opinion is not modified in respect of these matters:

Material impairments – Statutory receivables

7. As disclosed in note 4 to the financial statements, receivables from non-exchange transactions were impaired by a total of R11,55 million (2019-2020: R11,36 million) as a result of the annual review of the recoverability of the fines, which were considered doubtful.
8. As disclosed in note 4 to the financial statements, receivables from non-exchange debtors were impaired by a total of R5,22 million (2019-2020: R5,34 million) as a result of the annual review of the recoverability of the debt.

Other matter

9. I draw attention to the matter below. My opinion is not modified in respect of this matter.

Unaudited disclosure notes

10. In terms of section 125(2)(e) of the MFMA, the municipality is required to disclose particulars of non-compliance with the MFMA in the financial statements. This disclosure requirement did not form part of the audit of the financial statements and, accordingly, I do not express an opinion on it.

Responsibilities of the accounting officer for the financial statements

11. The accounting officer is responsible for the preparation and fair presentation of the financial statements in accordance with the SA Standards of 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 financial statements that are free from material misstatement, whether due to fraud or error.
12. In preparing the financial statements, the accounting officer is responsible for assessing the uMfolozi Municipality'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 municipality or to cease operations, or has no realistic alternative but to do so.

Auditor-general's responsibilities for the audit of the financial statements

13. My objectives are to obtain reasonable assurance about whether the 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 financial statements.
14. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

Introduction and scope

15. In accordance with the Public Audit Act of South Africa, 2004 (Act No. 25 of 2004) (PAA) and the general notice issued in terms thereof, I have a responsibility to report material findings on the reported performance information against predetermined objectives for selected key performance area presented in the annual performance report. I performed procedures to identify findings but not to gather evidence to express assurance.

16. My procedures address the reported performance information, which must be based on the approved performance planning documents of the municipality. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures also did 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.

17. 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 key performance area on pages XX to XX presented in the annual performance report of the municipality for the year ended 30 June 2021.
18. 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.
19. I did not raise any material findings on the usefulness and reliability of the reported performance information for the basic service delivery key performance area.

Other matter

20. I draw attention to the matter below.

Achievement of planned targets

21. The annual performance report on pages xx to xx includes information on the achievement of planned targets for the year.

Report on the audit of compliance with legislation

Introduction and scope

22. 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.
23. The material findings on compliance with specific matters in key legislation are as follows:

Financial statements

24. 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 receivables from exchange and non-exchange transactions, retentions, payables from exchangetransactions, property; plant and equipment and commitments identified by the auditors in the submitted financial statements were subsequently corrected resulting in the financial statements receiving an unqualified audit opinion.

Asset management

25. An effective system of internal control for assets including an asset register was not in place, asrequired by section 63(2)(c) of the MFMA.

Expenditure management

26. Reasonable steps were not taken to prevent irregular expenditure incurred in the current year of R45,00 million as disclosed in note 42 to the financial statements, as required by section 62(1)(d)of the MFMA. The majority of expenditure was incurred because of payments that were made oncontracts.

Procurement and contract management

27. Some of the goods and services with a transaction value of below R200 000 were procured withoutobtaining the required price quotations, in contravention of SCM Regulation 17(1)(a) and (c).

28. A construction contract was awarded to a contractor that was not registered with the CIDB but didnot qualify for the contract in accordance with section 18(1) of the CIDB Act and CIDB Regulation17.

29. Some of the commodities designated for local content and production, were procured fromsuppliers who did not submit a declaration on local production and content, as required byPreferential Procurement Regulation 8(5) of 2017.

Consequence management

30. Irregular expenditure, as well as fruitless and wasteful expenditure incurred by the municipality wasnot investigated to determine if any person is liable for the expenditure, as required by section 32(2)(b) of the MFMA.

Other information

31. The accounting officer of the municipality is responsible for the other information. The other information comprises the information included in the annual report. The other information does not include the financial statements, the auditor's report thereon and the selected key performance area presented in the annual performance report that have been specifically reported on in the auditor's report.
32. 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 thereon
33. 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 financial statements and the selected key performance area presented in the annual performance report, or my knowledge obtained in the audit or otherwise appears to be materially misstated.
34. I did not receive the other information prior to the date of this 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.

Internal control deficiencies

35. I considered internal control relevant to my audit of the 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 findings on compliance with legislation included in this report.
36. The accounting officer did not exercise adequate monitoring and checks over internal controls; in that, key supporting reconciliations relating to financial statement items were not diligently prepared by the finance team.
37. Senior management did not perform detailed reviews on supporting information for asset and supply chain management to prevent material non-compliance with legislation.

Auditor General

Pietermaritzburg 2 December 2021

Annexure – Auditor-general’s responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgment and maintain professional skepticism throughout my audit of the financial statements, and the procedures performed on reported performance information for selected key performance area 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 related to events or conditions that may cast significant doubt on the uMfolozi Municipality’s ability 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 the 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 continuing as a going concern
 - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation

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 provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

CHAPTER 4 - ORGANISATIONAL DEVELOPMENT PERFORMANCE (PERFORMANCE REPORT PART II)

INTRODUCTION

Organogram- the organogram is reviewed on an annual basis, a draft is prepared for Council approval later the final organogram is prepared for approval by Council.

Staff compliment- the municipality as at 30 June 2021 as per approved organogram including budgeted and non-budgeted posts has: one hundred and sixty filled positions (160) and eight vacancies (8)

Councillors- the municipality has a total of 33 Councillors appointed on a 5-year term effected 10 August 2016.

Job Description- positions within the organogram have job descriptions.

Job Evaluation- the municipality implemented the Job Evaluation Outcomes report in July 2020.

Leave- it is managed through the Leave policy in conjunction with the Main Collective Agreement, KZN Conditions of Services & Basic Conditions of Employment Act.

Labour Relations- there are HR policies in place which are reviewed annually or if there is a need for review. The municipality last reviewed 13 Human Resources Policies in the year 2020/2021.

Disciplinary actions are conducted through the Disciplinary Procedure Collective Agreement (SALGBC). The municipality as at 30 June 2021 had 1 internal Disciplinary matter and 1 External matter at South African Local Government Bargaining Council.

Component A: Introduction to the Municipal Personnel

4.1. Employee Total, Turnover and Vacancies

Employees		
Description	2019/20	2020/2021

	20				
	No. of Employees	Approved posts	No. of Employees	No. of Vacancies	Vacancy rate (%)
Section 54/56	5	0	4	1	25
Technical Services	22	2	20	1	5
Executive & Council	11	4	21	3	14.28
Waste Management	13	0	15	0	0
Financial Services	19	0	19	0	0
Planning	1	1	3	0	0
Local Economic Development	2	0	2	0	0
Community Services	39	3	32	1	3.12
Safety & Security(Traffic unit)	19	6	29	0	0
Sports & Recreation	1	0	1	0	0
Corporate Services	14	9	14	2	14.28
TOTAL	146	25	160	8	5

Vacancy Rate: 2019/			
Designation	No. of Approved Posts	No. of Vacant Posts	Vacancy Rate (%)
Municipal Manager	1	0	0
CFO	1	0	0
Other s56 Managers	4	3	75
Middle Managers (Excluding Finance Services)	11	2	18.18
Middle Managers (Finance Services)	2	0	0
Supervisors (Excluding Finance Services)	18	0	0

Supervisors (Finance Services)	6	0	0
Traffic Officers	14	0	0
Fire Fighters	15	0	0
Other positions	88	3	3.40
Total	160	8	5

Turn-over Rate			
Details	Total Appointments as of the beginning of Financial Year	Termination during the Financial Year	Turn-over Rate
2015/16			
2016/17	38	7	18
2017/18	23	13	56
2018/2019	9	7	77
2019/2020	2	3	150
2020/2021	20	4	2.5

As at 30 June 2021, the municipality had made a total of 20 employees which exclude the appointment of interns and EPWP. The municipality has 4 resignations for 2020/2021 financial year.

The position of the CFO was vacant in December 2020 and was filled in April 2021.

The position of the Senior Manager: Community Services became vacant on 1 May 2021 and the recruitment process is near its finalisation, interviews are scheduled for 6 August 2021 as per recruitment plan.

The position of the Chief Operations Officer became vacant on 9 January 2021 and it was only filled in June 2021.

The position of the ICT Officer was vacant due to a death which occurred in January 2021; currently the recruitment process is in progress to fill the position.

The municipality has experienced the exit of senior positions however the positions have been filled and some are being in the recruitment process. The municipality is a Category 1 level which makes even salaries being paid are not competitive to other municipalities

Component B: Managing the Workforce

INTRODUCTION TO MUNICIPAL WORKFORCE MANAGEMENT

Note: MSA 2000 S67 requires municipalities to develop and adopt appropriate systems and procedures to ensure fair; efficient; effective; and transparent personnel administration in accordance with the Employment Equity Act 1998.

4.2. Policies

HR Policies and Plans				
	Name of policy	Completed %	Reviewed %	Date adopted by council or comment on failure to adopt
1.	Acting Allowance Policy	100		18 Dec 2020
2.	Leave Policy	100		18 Dec 2020
3.	Occupational Health & Safety Policy	100		18 Dec 2020
4.	Advertising Policy		100	30 June 2021
5.	Benefits and Allowance Policy		100	30 June 2021
6.	General Conditions of Services Policy		100	30 June 2021
7.	Incapacity and medical		100	30 June 2021

	Boarding Policy			
8.	Remuneration Policy		100	30 June 2021
9.	Standby, Shift and Night Allowance Policy		100	30 June 2021
10.	Subsistence and Travelling Allowance Policy		100	30 June 2021
11.	TASK Job Evaluation Termination of Employment Policy		100	30 June 2021
12.	Training and Development Policy		100	30 June 2021
13.	Termination of Employment Policy		100	30 June 2021

The municipality is reviewing its HR policies internally on an annual basis and as and when there are changes to legislation. A plan is to review more policies in 2021/2022 and further conduct workshops on HR policies to employees and Councillors on quarterly basis

4.3. Injuries, sickness and suspensions

Number and Cost of Injuries on Duty						
Type of injury	Injury Leave Taken (Days)	Employees using injury leave (Number)	Proportion employees using injury leave (%)	Average Injury Leave per employee	Total Estimated Cost (Rands)	
Required basic medical attention	N/A	N/A	N/A	N/A	N/A	
Temporary total disablement	N/A	N/A	N/A	N/A	N/A	
Permanent disablement	N/A	N/A	N/A	N/A	N/A	
Fatalities	N/A	N/A	N/A	N/A	N/A	

There were no injuries reported for the year 2020/2021.

Number of days and cost of sick leave (excluding injuries on duty)						
Salary band	Total sick leave (Days)	Proportion of sick leave without medical certificate (%)	Employees using sick leave (Number)	Total employees in post (Number)	Average sick leave per employee (Days)	Estimated cost (Rands)
Lower skilled (Levels 1-2)	n/a	n/a	n/a	n/a	n/a	n/a
Skilled (Levels 3- 5)	260		20			T3=
Highly skilled	255		28			T6=

production(6- 8)						
Highly skilled supervision(levels 9-12)	590		44			T9=
Senior management(levels 13- 15)	179		15			T13=
MM and s56	42		4	5		
Total	132 6		111	5		
*Number of employees in post at the beginning of the year						
*Average is calculated by taking sick leave in column 2 divided by total employees in column 5						

Number and Period of Suspensions				
Position	Nature of Alleged Misconduct	Date of Suspension	Details of Disciplinary Action taken or Status of Case and Reason why not Finalised	Date Finalised
Programme Officer: Sports, Arts and Culture	<ol style="list-style-type: none"> Gross misconduct-insulting AG official. Gross misconduct-discrimination based on ethnic group. Insolence and intimidation 	11 November 2019	<p>The process started in December 2019 and was interrupted by the lockdown.</p> <p>The state witness refused to be part of the hearing and therefore the matter was withdrawn, the employee returned to work on 23 November 2020.</p>	24 February 2021
Controller: Revenue	<ol style="list-style-type: none"> Using employer's property without having authority to do so. Gross 	n/a	The employee pleaded guilty to both charges and the sanction was the final written warning valid for 12 months.	February 2021

	negligence			
Superintendent: Licensing	<ol style="list-style-type: none"> 1. Gross negligence 2. Rude 	n/a	The employee pleaded guilty to both charges and the sanction was the final written warning valid for 12 months.	December 2020

Disciplinary Action taken on cases of Financial Misconduct			
Position	Nature of Alleged Misconduct and Rand value of any loss to the Municipality	Disciplinary action taken	Date finalised
Chief Traffic Officer	Unfair Labour Practice	Matter was taken to SALGBC for Conciliation and Arbitration, both parties reached a settlement agreement to pay Mr Mthembu for his claims an amount of R20 000 subject to tax.	30 November 2020

The municipality relies on SALGA panellist when conducting the disciplinary processes internally in terms of prosecuting and presiding services.

4.4. Performance Rewards

The performance management system is applicable to the Senior Managers of the municipality, however performance assessments were not done for 2020/ 2021 financial year and currently the PMS is being cascaded to the middle management employees.

Performance Rewards by Gender					
Designations	Beneficiary Profile				
	Gender	Total Number of Employees in Group	Number of Beneficiaries	Expenditure on Rewards	Proportion of beneficiaries within group
Lower skilled (Levels 1-2)	Male	N/A	N/A	N/A	N/A
	Female	N/A	N/A	N/A	N/A
Skilled (Levels 3-5)	Male	N/A	N/A	N/A	N/A
	Female	N/A	N/A	N/A	N/A
Highly skilled (Levels 6-8)	Male	N/A	N/A	N/A	N/A
	Female	N/A	N/A	N/A	N/A
Highly skilled supervisors (Levels 9-12)	Male	N/A	N/A	N/A	N/A
	Female	N/A	N/A	N/A	N/A
Middle Managers (Levels 13-15)	Male	N/A	N/A	N/A	N/A
	Female	N/A	N/A	N/A	N/A
MM and s56 Managers	Male	N/A	N/A	N/A	N/A
	Female	N/A	N/A	N/A	N/A
Total		N/A	N/A	N/A	N/A

Component C: Capacitating the Municipal Workforce

INTRODUCTION TO WORKFORCE CAPACITY DEVELOPMENT

- The MSA 2000 S68 (1) requires municipalities to develop their human resource capacity to a level that enables them to perform their functions and exercise their powers in an economical, effective, efficient and accountable way.
- The municipality is capacitating its workforce through its WSP that is submitted to Local Government SETA annually on or before 30 April each year.
- SALGA has been assisting in conducting training on virtual

4.5. Skills Development and Training

	No. of Employee es in post as at 30 June Year 2021	Number of Skilled employees required and actual as at 30 June 2020											
		Learnerships			Skills programmes & other short Courses			Other forms of trainings Bursary			Total		
		A	A	2020/2	A	A	2020/2	A	A	2020/2	A	A	2020/2
		ctual:	ctual:	1Target	ctual:	ctual:	1Target	ctual:	ctual:	1Target	ctual:	ctual:	1Target
		E	E	E	E	E	E	E	E	E	E	E	
		nd of	nd of	nd of	nd of	nd of	nd of	nd of	nd of	nd of	nd of	nd of	
		2018/1	2019/2	2018/1	2019/2	2018/1	2019/2	2018/1	2019/2	2018/1	2019/2	2018/1	
		9	0	9	0	9	0	9	0	9	0	9	
	33	1	1	5	0	0	33	2	2	1	1	1	8

Legislators		1	1								3	3	
Top Management	5	1	0	0	0	1	0	1	0	0	1	1	1
Middle Managers	18	2	2	3	7	7	5	0	0	2	9	9	7
Professionally qualified and experienced	27	0	0	0	1	1	8	5	5	4	1	1	12
Skilled technical and academically qualified worker, junior management, supervisor, foreman and superintendent													
Semi-skilled and discretionary	46	0	0	0	1	1	10	0	2	3	2	2	13
					6	6					5	5	

making													
Unskilled and defined decision making	11	0	0	5	6	5	6	0	0	2	6	5	6
Temporary employees	30	0	0	0	6	6	5	0	0	0	6	6	5
Total	170	1	1	13	4	4	67	8	9	12	7	7	52
		4	3		8	8					8	7	

	Employees at the beginning of the financial year	Original Budget and Actual Expenditure on Skills Development: 2019/20							
		Learnership		Skills Programmes and other shorts courses		Other form of training		Total	
		Number	Original budget	Actual	Original budget	Actual	Original budget	Actual	Original budget
Legislators	33	N/A	N/A	R300 000	R0.00	0	0	R3 00 00	R30 000
Employees	168	N/A	N/A	R400 000	R52 000		R 137 000	R13 7 000	R23 7 000

Internal Bursary	14	0	0	0	0	R300 000	R168 000		
Community Bursary	68 Learners	0	0	0	0	R500 000	0	R50 000	0
Top Archivers	10	0	0	0	0	R170 000	0	R17 000	0
Total		0	0	R700 000	R52 000	R970 000	R 305 000	R13 7 000	R53 7 000

Financial Competency Development: Progress Report

n	Description	A. Total number of officials employed by municipality [(Reg. 14(4)(a) and (c)]	B. Total number of officials employed by municipal entities [(Reg. 14(4)(a) and (c)]	Consolidated: Total of A and B	Consolidated: Competency assessments completed for A and B [(Reg. 14(4)(f)]	Consolidated: Total number of officials whose performance agreements comply with Regulation 16 [(Reg. 14(4)(f)]	Consolidated: Total number of officials that meet prescribed competency levels [(Reg. 14(4)(f)]
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Financial Officials

Accounting Officer	1		1			
Chief Financial Officer	1		1			
Middle Managers	1		1			
Any other financial officials	17		17			
Supply Chain Management Officials						
Heads of Supply Chain Management unit	0					
Manager: Supply Chain Management	1		1			
Total	1		1			
Note: This is a statutory report under the National Treasury, Local Government: MFMA Competency Regulations (2007)						

4.6. Employee Expenditure

Number Of Employees Whose Salaries Were Increased Due To Their Positions Being Upgraded		
Beneficiaries	Gender	Total
Lower Skilled (Levels 1-2)		
Skilled (Levels 3-5)		
Highly Skilled (Levels 6-8)	F=2	6
	V= 2	
	M=2	
Highly Skilled supervision (Levels 9-11)	M=18	23
	F=5	

Management (Levels 12-16)	F=1	3
	M=2	
MM and s56 Managers		
Total		32

Employees Whose Salary Levels Exceed The Grade Determined By Job Evaluation				
Occupation	Number of employees	Job Evaluation Level	Remuneratio n Level	Reason for Deviation
Manager: Thusong Centre	1	12		
Licensing Officer	1	10		
Senior Clerk: Licensing	1	6		
Chief Traffic Officer	1	15		
Drivers	4	4		
Manager: Administration	1	13		

Records Officer	1	10		
Manager: Council Support	1	12		
ICT Officer	1	10		
Integrated Development Planning Officer	1	11		
Programme Officer: Sports, Arts and Culture	1	11		
Manager: Youth	1	11		
Financial Officer Reporting	1	10		
Financial Officer Budget	1	10		

Employees appointed to posts not approved				
Department	Level	Date of appointment	No. appointed	Reason for appointment when no established post exist
NONE	NON E	NONE	NONE	NONE

CHAPTER 5 - FINANCIAL PERFORMANCE

Component A: Statements of Financial Performance

5.1. Statements of Financial Performance

Financial Statements that includes the Statement of financial position which outlines the revenue and expenditure is attached as Annexure 2 to this Report

5.2. Grants

To attach a grant schedule

5.3. Asset Management

To attach Assets reconciliation

5.4. Financial Ratios Based on Key Performance Indicators

COMMENT ON FINANCIAL RATIOS

Liquidity Ratio - Measures the municipality's ability to pay its bills and is calculated by dividing the monetary assets (due within one year) by the municipality's current liabilities. A higher ratio is better. Data used from MBRR SA8

Cost Coverage- It explains how many months expenditure can be covered by the cash and other liquid assets available to the Municipality excluding utilisation of grants and is calculated Data used from MBRR SA8

Total Outstanding Service Debtors -Measures how much money is still owed by the community for water, electricity, waste removal and sanitation compared to how much money has been paid for these services. It is calculated by dividing the total outstanding debtors by the total annual revenue. A lower score is better. Data used from MBRR SA8

Debt Coverage- The number of times debt payments can be accommodated within Operating revenue (excluding grants). This in turn represents the ease with which debt payments can be accommodated by the municipality Data used from MBRR SA8

Creditor System Efficiency - The proportion of creditors paid within terms (i.e. 30 days). This ratio is calculated by outstanding trade creditors divided by credit purchases Data used from MBRR SA8

Capital Charges to Operating Expenditure ratio is calculated by dividing the sum of capital interest and principle paid by the total operating expenditure. Data used from MBRR SA8

Employee cost – Measures what portion of the revenue was spent on paying employee costs. It is calculated by dividing the total employee cost by the difference between total revenue and capital revenue. Data used from MBRR SA8

Repairs and Maintenance – This represents the proportion of operating expenditure spent and is calculated by dividing the total repairs and maintenance. Data used from MBRR SA8

Component B: Spending Against Capital Budget

INTRODUCTION TO SPENDING AGAINST CAPITAL BUDGET

Introduction to spending against capital budget

Capital expenditure relates mainly to construction projects that will have value lasting over many years. Capital expenditure is funded from grants, borrowings and operating expenditures and surpluses. Component B deals with capital spending indicating where the funding comes from and whether Municipalities are able to spend the available funding as planned. In this component it is important to indicate the different sources of funding as well as how these funds are spend. Highlight the 5 largest projects (see T5.7.1) and indicate what portion of the capital budget they use. In the introduction briefly refer to these key aspects of capital expenditure (usually relating to new works and renewal projects) and to **Appendices M** (relating to the new works and renewal programmes), **N** (relating to the full programme of full capital projects, and **O** (relating to the alignment of projects to wards).

5.5. Capital Expenditure

Total Capital Expenditure vs Total Operating Expenditure

5.6. Sources of Finance

Capital Expenditure - Funding Source: 2019/2020-2020/2021						
						R'000
Details	2019/20	2020/21				
	20	Actual	Original Budget (OB)	Adjusted Budget (AB)	Actual	Adjusted to OB Variance (%)
Source of finance						
External Loans	NA					
Public Contributions and Donations	NA					
Grants & Subsidies	MIG Grant					

Other						
Total						
Percentage of finance						
External Loans	N/A					
Public Contributions and Donations	N/A					
Grants & Subsidies	N/A					
Other						
Capital Expenditure						
Water & Sanitation	N/A					
Electricity	N/A					
Housing	N/A					
Roads & Storm water	N/A					
Other						
Total						
Percentage of						

expenditure						
Water & Sanitation	N/A					
Electricity	N/A					
Housing	N/A					
Roads & Storm water	N/A					
Other						
<i>T5.6.1</i>						

COMMENT ON SOURCES OF FUNDING:

Sources of funding from the Department of Corporate Governance and Traditional Affairs, a gazetted amount of **R28 046** for the year 2020/2021.

5.7. Capital Spending on 5 Largest Projects

Capital Expenditure of 5 Largest Projects					
Name of Project	Current: 2020/2021			Variance: 2019/2020	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment Variance (%)

A -	R 38 000 000.00	N/A	R32.6m	0	0
B -	R6 500 0 00.00	N/A	R855 117 .3	0	0
C -	R6 500 0 00.00	N/A	R2.04m	0	0
D -	R5 642 908,21	N/A	R3.8m	0	0
E -	R3 164 299,65	N/A	R2 .2m		

**Projects with the highest capital expenditure*

Name of Project - A	Dondotha Sports Field Complex
Objective of Project	Sports and Recreation Infrastructure
Delays	Covid 19
Future Challenges	None
Anticipated citizen benefits	Ward 09

Name of Project - B	Mankwathini MPCC
Objective of Project	Multi-Purpose Community Infrastructure
Delays	Covid 19
Future Challenges	None
Anticipated citizen benefits	Ward 03
Name of Project - C	Ward 14 MPCC
Objective of Project	Multi-Purpose Centre Infrastructure
Delays	Covid 19
Future Challenges	None
Anticipated citizen benefits	Ward 14
Name of Project - D	Sibululwane Access Road
Objective of Project	Access Road Infrastructure
Delays	Covid 19
Future Challenges	None

Anticipated citizen benefits	Ward 04
Name of Project - E	Zilahle Access Road
Objective of Project	Roads Infrastructure
Delays	Covid 19
Future Challenges	None
Anticipated citizen benefits	Ward 10
<i>T5.7.1</i>	

COMMENT ON CAPITAL PROJECTS:

The projects above were completed successfully; the workmanship and quality of works were up to the required standard. The lesson learnt is that we should always avoid appointment of contractor above the NO value as it has severe impact on or expenditure reporting system.

5.8. Basic Service and Infrastructure Backlogs

Service Backlogs as at 30 June 2018				
	Service Level above minimum standard		Service Level below minimum standard	
	No. of Households	% of Households	No. of Households	% of Households
Water	N/A			
Sanitation	N/A			
Electricity	N/A			%
Waste Management	N/A			%
Housing	N/A			
<p><i>% of Households are the service above/below minimum standard as a proportion of total Households. 'Housing' refers to formal and informal settlements</i></p> <p>T5.8.2</p>				

R'000						
Details	Budget	Adjustment Budget	Actual	Variance		Major conditions applied by donor
				Budget	Adjustment Budget	
Infrastructure - Road Transport	N/A			%	%	
Roads, Pavements & Bridges	N/A			%	%	
Storm water	N/A			%	%	
Infrastructure - Electricity				%	%	
Generation	N/A			%	%	
Transmission & Reticulation	N/A			%	%	
Street Lighting	N/A			%	%	
Infrastructure - Water				%	%	
Dams & Reservoirs	N/A			%	%	
Water purification	N/A			%	%	

Reticulation	N/A			%	%	
Infrastructure - Sanitation				%	%	
Reticulation	N/A			%	%	
Sewerage purification	N/A			%	%	
Infrastructure - Other				%	%	
Waste Management	N/A			%	%	
Transportation	N/A			%	%	
Gas	N/A			%	%	
Other - Specify:				%	%	
Total				%	%	
T5.8.3						

BACKLOGS:

The MIG grant has been utilised effectively to address the road infrastructure backlog that the community of uMfolozi Municipality is facing.

Component C: Cash Flow Management and Investments

5.9. Cash Flow

See Annexure 2 (page number for reference)

5.10. Public Private Partnerships

See Annual Financial Statements

Component D: Other Financial Matters

5.11. Supply Chain Management

See Annual Financial Statements

5.12. GRAP Compliance

GRAP COMPLIANCE

GRAP is the acronym for **Generally Recognized Accounting Practice** and it provides the rules by which municipalities are required to maintain their financial accounts. Successful GRAP compliance will ensure that municipal accounts are comparable and more informative for the municipality. It will also ensure that the municipality is more accountable to its citizens and other stakeholders. Information on GRAP compliance is needed to enable National Treasury to assess the pace of progress and consider the implications.

See Annual Financial Statements.

CHAPTER 6 - AUDITOR GENERAL AUDIT FINDINGS

Auditor General Audit Findings

INTRODUCTION

Note: The Constitution S188 (1) (b) states that the functions of the Auditor-General includes the auditing and reporting on the accounts, financial statements and financial management of all municipalities. MSA section 45 states that the results of performance measurement... must be audited annually by the Auditor-General.

- Refer to the Annual Financial Statements set out in Volume II and the timescale for the audit of these accounts and the audit of performance and the production of reports on these matters by the Auditor General as set out in this Chapter. If this is the version of the annual report presented to Council in September then the Auditor-Generals statements on this year's submissions will not be available for inclusion in this Chapter and this should be explained.

Component A: Auditor General Opinion of Financial Statements

6.1. Auditor General Reports (Previous Year)

Auditor General Report on Financial Performance: 2019/20	
Audit Report Status:	Unqualified with matters
Non-Compliance Issues	Remedial Action Taken

Auditor General Report on Service Delivery Performance: 2019/20	
Audit Report Status:	Unqualified with matters
Non-Compliance Issues	Remedial Action Taken

None	

Component B: Auditor General Opinion (Current Year)

6.2. Auditor General Report (Current Year)

Auditor General Report on Financial Performance: 2020/21	
Audit Report Status:	Unqualified Audit Opinion
Non-Compliance Issues	Remedial Action Taken
Auditor General Report on Service Delivery Performance: 2020/21	
Audit Report Status:	Unqualified Audit Opinion
Non-Compliance Issues	Remedial Action Taken
AUDITOR GENERAL REPORT ON THE FINANCIAL STATEMENTS: 2020/21	

Audit Report has been attached

COMMENTS ON MFMA SECTION 71 RESPONSIBILITIES:

Section 71 of the MFMA requires municipalities to return a series of financial performance data to the National Treasury at specified intervals throughout the year. The Chief Financial Officer states that these data sets have been returned according to the reporting requirements.

Signed (Chief Financial Officer)..... Dated

uMfolozi Municipality

Management Action Plan to address Auditor General findings for the year ended 30 June 2021

Reference to Audit Report	Audit Finding	Affected Component	Person responsible	Action Plan	Action date	Status
Finding 1. SCM process for Dondotha sport complex award and contract	<p>The municipality's correspondence FIN/5/5/1/4 dated 15 November 2019 appoints Niphile Consulting Engineers as the preferred service provider for the implementation of the Dondotha Sports field. And per paragraph 4, the appointment will be a turnkey in order to accelerate the project.</p> <p>Per the MOA 3/19-20 between KZN Department of Sport and Recreation and uMfolozi Municipality signed on 18 December 2019, an amount of R15 million (R6, 213 million in 2019/20 and R8,787 million in 2020/21) was set aside for the building of Dondotha Sports field. Furthermore, per paragraph 3.2 of the MOA "The Municipality declares that it implements effective, efficient and transparent financial management and internal controls as contemplated in section 38(j) of the Public Finance Management Act No 1 of 1999 and in the MFMA No. 56 of 2003.</p>	Compliance with Laws and Regulations	Chief Financial Officer	Management will implement stricter controls in the form of a checklist around the requirements to be fulfilled in the awarding of contracts and ensure that where there are funding stipulations, these are included in the checklist, and evidence to support receipt of the documentation by the relevant parties, should be maintained as audit evidence.	Immediately	In progress

Per inspection of the CoGTA MIG: Notification of registration (NOR) correspondence 2019MIG FK281346548 MIG/KZN4881 dated 25 March 2020– This project has a total cost of R46 896 214,31 (MIG amount R20 million and public sector amount registered R26 896 214,31). Section 3 (2) of the NOR- This Registration is subject to following conditions: The Municipality is obligated to provide the Provincial MIG Manager with the documents listed below: (NO PAYMENT WILL BE VERIFIED BY THIS OFFICE IF THESE DOCUMENTS ARE NOT PROVIDED). The following are some of the documents listed:

- A copy of the consultants Letter of Appointment.
- A copy of the Tender evaluation and adjudication report for ratification prior to the award of the Tender.
- A copy of the signed Contract Document.

Per clause 5 of the above CoGTA NOR- The Municipality must be in a position to provide documentary proof of land ownership, permission to occupy the land that is subject to this project, and land availability (where applicable). The Municipality must further be in a position to provide documentary proof of the servitudes necessary to implement this Infrastructure Project.

Per asset register, the expenditure incurred on the Dondotha sports complex is classified as work-in-progress with the opening balance on 1 July 2020 being R1 798 510.25 and the closing balance as at 30 June 2021 being R29 652 609.93.

RFI 38 dated 09 November 2021 requested the SCM process documents for this project documentation and has not been received. From a meeting with the CFO and SM Technical on 11 November 2021, we have been informed by the CFO and Technical manager that there was no competitive bidding as the project was an

	<p>unsolicited turnkey project, however, based on the requirements in paragraph 37 of the SCM policy and MSCMR, there is no evidence to support that this project qualifies for an unsolicited bid, nor is there evidence that the processes as outlined in regulation 37 have been adhered to.</p> <p>Further enquiries of the CFO and Technical manager regarding the documentation required by CoGTA as per CoGTA NOR memo dated 25 March 2020, the SM Technical Services advised that the documents required by CoGTA have not been submitted nor requested by CoGTA. From enquiries made of the CFO regarding the land the CFO advised that the land was donated by the Chief to the municipality, documentary evidence was requested, however the CFO advised there was no documentation, confirmation of this in writing was requested and is awaited.</p>					
<p>Finding 2: CIDB suspended status and possible contingent liability as a result of the appointment</p>	<p>The CIDB Act, paragraph 18 states that (1) a contractor may not undertake, carry out or complete any construction works or portion thereof for public sectors, awarded in terms of competitive tender or quotation, unless he or she is registered with the Board and holds a valid registration certificate issued by the board.</p> <p>(2) any contractor who carries out or attempts to carry out any construction works or portion thereof under a public sector contract and who is not a registered contractor of the board in terms of the act, is guilty of an offence and liable, on conviction, to a fine not exceeding 10 per cent of the value of the contract so carried out.</p>	<p>Compliance with Laws and Regulations</p>	<p>Chief Financial Officer</p>	<p>Management will develop and adequately review the SCM Checklists to ensure that all the applicable requirements have been met before selecting a recommended supplier.</p>	<p>Immediately</p>	

<p>Finding 3: Three quotations not obtained, and no reasons recorded</p>	<p>In terms of municipal supply chain management regulation 17 states that:</p> <ol style="list-style-type: none"> 1) A supply chain management policy must stipulate the conditions for the procurement of goods or services through formal written price quotations, which must include conditions stating- <ol style="list-style-type: none"> a) That quotations must be obtained in writing from at least three different providers whose names appear on the list of accredited prospective providers of the municipality. b) That quotations may be obtained from providers who are not listed, provided that such providers meet the listing criteria in the supply chain management policy required by regulation 14(1)(b) and (c); c) That if it is not possible to obtain at least three quotations, the reasons must be recorded and approved by the chief financial officer or an official designated by the chief financial officer 	<p>Compliance with laws and regulations</p>	<p>Chief Financial Officer</p>	<p>Management will adequately review the SCM Checklists to ensure that all the applicable requirements have been met before selecting a recommended supplier. Further, all amounts paid in respect of this award and awards of similar nature should be disclosed as irregular expenditure. The updated irregular expenditure register needs to be submitted for audit</p>	<p>Immediately</p>	<p>In progress</p>
<p>Finding 4: Declaration certificates for local production content not submitted and/or completed</p>	<p>Section 8 of the Preferential Procurement Regulations, 2017 states the following:</p> <ol style="list-style-type: none"> 1) The Department of Trade and Industry may, in consultation with the National Treasury – <ol style="list-style-type: none"> a) designate a sector, sub-sector or industry or product in accordance with national development and industrial policies for local production and content, where only locally produced services or goods or locally manufactured goods meet the stipulated minimum threshold for local content, taking in to account economic and other relevant factors; and b) stipulate a minimum threshold for local production and content. 2) An organ of state must, in the case of a 	<p>Compliance with laws and regulations</p>	<p>Chief Financial Officer</p>	<p>Management will adequately review the SCM Checklists to ensure that all the applicable requirements have been met before selecting a recommended supplier.</p>	<p>Immediately</p>	<p>In progress</p>

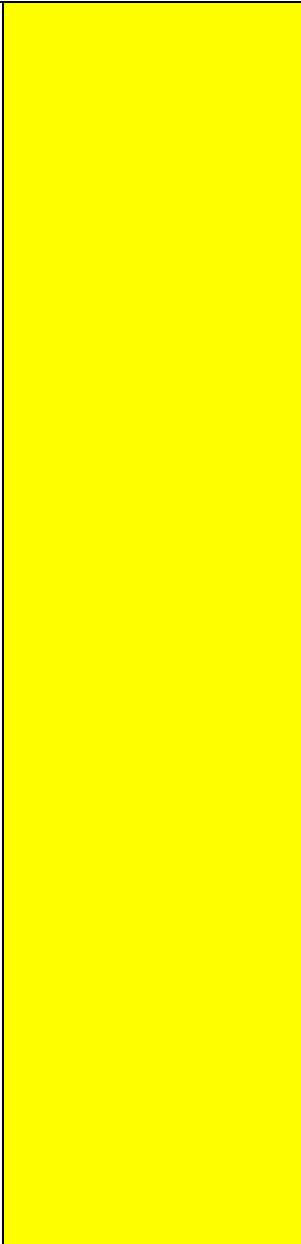
designated sector, advertise the invitation to tender with a specific condition that only locally produced goods or locally manufactured goods meeting the stipulated minimum threshold for local production and content will be considered.

- 3) The national treasury must inform organs of state of any designation made in terms of regulation 8(1) through a circular.
- 4) (a) If there is no designated sector, an organ of state may include, as a specific condition of the tender, that only locally produced goods or services or locally manufactured goods with a stipulated minimum, threshold for local production and content, will be considered
(b) The threshold referred to in paragraph (a) must be in accordance with the standards determined by the Department of Trade and Industry in consultation with National Treasury.
- 5) A tender that fails to meet the minimum stipulated threshold for local production and content is an unacceptable tender

In terms of the National Treasury Designated Sectors Instruction Number 6 of 2016/17, section 4.6 states that the accounting officer/ accounting authority must stipulate in the bid documentation that:

- a) The declaration Certificate for Local Production and Content (MBD 6. 2) together with the annexure C (Local Content Declaration: Summary Schedule) must be completed, duly signed and submitted by the bidder at the closing date and time of the bid; and
- b) The rates of exchange quoted by the bidder in paragraph 4.2 (i) of the Declaration Certificate will be verified for accuracy

The National Treasury Instruction Note Number 6 of 2016/17, section 5 states that a two



	<p>stage evaluation process may be followed to evaluate the bids received.</p> <p>1.1.1 Bids must be evaluated in terms of the minimum threshold in the bid documents.</p> <p>1.1.2 The declaration made by the bidder in the declaration certificate for local production and content (MBD6.2) and annexure C (Local Content Declaration: Summary Schedule) must be used for this purpose. If the bid is for more than one product, the local content percentage for each product contained in declaration C must be used.</p> <p>1.1.3 The amendment of the stipulated minimum threshold for local production and content is not allowed.</p> <p>1.1.4 AO/AAs must ensure that the declaration certificate for local content (MBD6.2) are submitted as part of the bid documentation</p>					
<p>Finding 4: No prevention of unauthorized, fruitless and wasteful and irregular expenditure.</p>	<p>In terms of section 62(1)(d) (General financial management functions) of the MFMA, the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure—that unauthorized, irregular or fruitless and wasteful expenditure and other losses are prevented.</p> <p><u>Unauthorized expenditure</u></p> <p>Contrary to the requirements of the MFMA, it was further noted that the department incurred unauthorized expenditure amounting to R9,69 million as disclosed in note 40 to the annual financial statements</p> <p><u>Irregular expenditure</u></p> <p>Notwithstanding the requirements above, it</p>	<p>Compliance with laws and regulations</p>	<p>Municipal Manager</p>	<p>The accounting officer will review the controls in place and implement corrective measures that will ensure that unauthorised, irregular, fruitless and wasteful expenditure is prevented and reduced to nil. Consequence management controls in place should be actively implemented to ensure that the department does not incur unnecessary costs that could be avoided.</p>	<p>31 January 2022</p>	<p>In progress</p>

	<p>was noted that the department incurred irregular expenditure of R45,00 million (R24,69 million in 2019/20) as disclosed in note 42 to the annual financial statements.</p>					
<p>Finding 5: work-in-progress correctly disclosed as a class asset</p>	<p>In terms of paragraph .06 of GRAP 17, Property, plant and equipment, "Class of assets means a grouping of assets of a similar nature or function in an entity's operations, that is shown as a single item for the purpose of disclosure in the financial statements."</p> <p>In terms of paragraph BC15 of GRAP 17, Property, plant and equipment, "For capital work-in-progress, users indicated that they needed more information about the types of assets being constructed or developed. The Board has therefore required that entities disclose the expenditure incurred on capital work-in-progress per class of asset. Users also observed that capital work-in-progress often includes amounts spent on projects that are taking a significant amount of time to complete or have been halted. They therefore requested information about the ageing of projects included in capital work-in-progress. As a result, the Board has added a requirement for entities to disclose information on amounts that are included in capital work-in-progress that are long outstanding or relate to projects that have been stopped, and whether impairment has been considered. The Board acknowledged that this disclosure may not be relevant to all entities as materiality should be considered when making the assessment."</p>	<p>Compliance with GRAP standards</p>	<p>Chief Financial Officer</p>	<p>The CFO, internal audit and audit committee will improve the review of the disclosures in the annual financial statements to confirm that they are accurate and complete and supported by credible and reliable supporting information in compliance with the GRAP standards, prior to submission for audit.</p>	<p>31 March 2021</p>	<p>In progress</p>

<p>Finding 6: No investigation into fruitless and wasteful and irregular expenditure.</p>	<p>In terms of section 32 (2) of the MFMA, a municipality must recover unauthorised, irregular or fruitless and wasteful expenditure from the person liable for that expenditure.</p> <p>Notwithstanding the requirements above the municipality has not investigated the unauthorised, irregular and fruitless and wasteful expenditure from the prior year disclosed in note 40,41 and 42 of the financial statements, to determine if anyone is liable for that expenditure.</p>	<p>Compliance with laws and regulations</p>	<p>Municipal Manager</p>	<p>The accounting officer will ensure that the investigation into unauthorised, irregular or fruitless and wasteful expenditure is undertaken to determine if persons are liable for incurring the said expenditure, and implement appropriate actions as per outcome of the investigation. Consequence management controls should be actively implemented to create awareness to curtail incurrence of unauthorised, irregular or fruitless and wasteful expenditure.</p>	<p>28 February 2021</p>	<p>In progress</p>

<p>Finding 7: Completed project not capitalised in the correct accounting period</p>	<p>Section 62(1)(b) of the MFMA states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards.</p> <p>Section 63(1)(a) of the MFMA requires that the accounting officer of a municipality is responsible for the management of the assets of the municipality, including the safeguarding and the maintenance of those assets.</p> <p>Section 63(2)(c) further requires that the accounting officer must for the purposes of subsection (1) take all reasonable steps to ensure that the municipality has and maintains a system of internal control of assets and liabilities, including an asset and liabilities register, as may be prescribed.”</p> <p>During the review of work-in-progress, it was noted that a project that was practically completed in the 2019/20 financial year as per the completion certificate, was only capitalised in the 2020/21 financial year.</p>	<p>Compliance with laws and regulations</p>	<p>Chief Financial Officer</p>	<p>Management should ensure that the findings raised above are appropriately investigated and amended, as applicable. Furthermore, management should ensure that there are processes in place to regularly update and review the asset register throughout the year to ensure accurate records are kept.</p>	<p>31 March 2021</p>	<p>In progress</p>
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<p>Finding 8: Inaccurate calculation of depreciation.</p>	<p>Section 62(1)(b) of the MFMA states that the accounting officer of a municipality is responsible for managing the financial administration of the municipality, and must for this purpose take all reasonable steps to ensure that full and proper records of the financial affairs of the municipality are kept in accordance with any prescribed norms and standards.</p> <p>In terms of Generally Recognised Accounting Practice 17.72:</p> <p>Depreciable amount is the cost of an asset, or other amount substituted for cost, less its residual value.</p> <p>Depreciation is the systematic allocation of the depreciable amount of an asset over its useful life.</p> <p>The depreciation method used shall reflect the pattern in which the asset's future economic benefits or service potential are expected to be consumed by the entity.</p> <p>The depreciation method applied to an asset shall be 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 shall be changed to reflect the changed pattern. Such a change shall be accounted for as a change in an accounting estimate in accordance with GRAP 3.</p>	<p>Compliance with laws and regulations</p>	<p>Chief Financial Officer</p>	<p>Management will ensure that the findings raised above are appropriately investigated and amended, as applicable. Furthermore, management should ensure that there are processes in place to regularly update and review the asset register throughout the year to ensure accurate records are kept.</p>	<p>31 March 2021</p>	<p>In progress</p>
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<p>Finding 9: Assets in use with nil carrying values in the FAR</p>	<p>Section 63(1)(a) of the MFMA requires that the accounting officer of a municipality is responsible for the management of the assets of the municipality, including the safeguarding and the maintenance of those assets.</p> <p>Section 63(2)(c) further requires that the accounting officer must for the purposes of subsection (1) take all reasonable steps to ensure that the municipality has and maintains a system of internal control of assets and liabilities, including an asset and liabilities register, as may be prescribed.”</p>	<p>Compliance with laws and regulations</p>	<p>Chief Financial Officer</p>	<p>The CFO will review the asset register to identify all nil value assets and reassess their useful Lives.</p>	<p>31 March 2021</p>	<p>In progress</p>
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APPENDICES

APPENDIX A: COUNCILLORS, COMMITTEE ALLOCATION, AND COUNCIL ATTENDANCE

Councils, Committee Allocated and Council Attendance					
Council Members	Full Time/ part time FT/PT	Committee Allocated	Ward and/or Party Rep represented	Percentage Council Meetings Attended	Percentage Apologies for non-attendance
				%	%
Cllr SW Mgenge	Part time	Executive Committee, Financial Services Portfolio Committee and Audit Performance Committee	Party Represented	100	-
Cllr SR Thabethe	Part time	Executive Committee and Technical Services Portfolio Committee	Party Represented	100	-
Cllr ZD Mfusi	Part time	Rules Committee and Chairperson of Council	Party Represented	100	-
Cllr KS Zwane	Part time	Corporate Services Portfolio Committee and Municipal Public Account Committee	Ward 1 Councillor	100	-
Cllr AM Mtshali	Part time	Municipal Public Account Committee	Ward 2 Councillor	100	-
Cllr NS Madonsela	Part time	Technical Services Portfolio Committee	Ward 3 Councillor	100	-
Cllr BS Bhengu	Part time	Rules Committee	Ward 4 Councillor	100	-
Cllr EBZ Mbele	Part time	Community Services Portfolio Committee	Ward 5 Councillor	100	-
Cllr SM Mbuyazi	Part time	Municipal Public Account Committee	Ward 6 Councillor	92	8
Cllr ST Khumalo	Part time	Executive Committee and Community Services Portfolio Committee	Ward 7 Councillor	100	-
Cllr TM Biyela	Part time	Financial Services Portfolio Committee	Ward 8 Councillor	100	-
Cllr BS Ndlovu	Part time	Community Services Portfolio Committee	Ward 9 Councillor	100	-
Cllr SZ Mtetwa	Part time	Municipal Public Account Committee	Ward 10 Councillor	100	-

Cllr S Mthethwa	Part time	Technical Services Portfolio Committee	Ward 11 Councillor	92	8
Cllr XM Bhengu	Part time	Technical Services Portfolio Committee	Ward 12 Councillor	100	0
Cllr JM Ndimande	Part time	None	Ward 13 Councillor	58	42
Cllr QD Mkhize	Part time	Municipal Public Account Committee	Ward 14 Councillor	100	-
Cllr MB Mkhize	Part time	Executive Committee and Financial Services Portfolio Committee	Ward 15 Councillor	100	-
Cllr KSC Xaba	Part time	Municipal Public Account Committee and Local Labour Forum	Ward 16 Councillor	92	8
Cllr CM Mkhwanazi	Part time	Financial Services Portfolio Committee and Audit Performance Committee	Ward 17 Councillor	100	-
Cllr NT Mthiyane	Part time	Executive Committee and Community Services Portfolio Committee	Party Represented	100	-
Cllr RLR Keyser	Part time	Technical Services Portfolio Committee	Party Represented	100	-
Cllr SP Mpanza	Part time	Municipal Public Account Committee	Party Represented	100	-
Cllr MN Mlambo	Part time	Corporate Services Portfolio Committee	Party Represented	100	-
Cllr ZG Mcineka	Part time	Financial Services Portfolio Committee	Party Represented	100	-
Cllr SM Nzama	Part time	Community Services Portfolio Committee	Party Represented	100	-
Cllr MX Ndlovu	Part time	Council Member	Party Represented	100	-
Cllr SM Shabangu	Part time	Municipal Public Account Committee	Party Represented	100	-
Cllr NH Mkize	Part time	Corporate Services Portfolio Committee	Party Represented	75	25
Cllr PN Khanyile	Part time	Corporate Services Portfolio Committee and Local Labour Forum	Party Represented	100	-
Cllr N Conco	Part time	Municipal Public Account Committee	Party Represented	92	8
Cllr MC Mkhize	Part time	Municipal Public Account Committee	Party Represented	75	25
Cllr S Mdamba	Part time	Rules Committee		83	17

The municipal Council is fully functional and meet as per the provision of Section 29 of the Municipal Structures Act (Act No. 117 of 1998).

APPENDIX B: COMMITTEES AND COMMITTEE PURPOSES

Committees (other than Mayoral / Executive Committee) and Purposes of Committees	
Municipal Committees	Purpose of Committees
Executive Committee	<ul style="list-style-type: none"> ✚ Reviews the performance of the municipality in order to improve: <ul style="list-style-type: none"> (a) the economy, efficiency and effectiveness of the municipality; (b) the efficiency of credit control and revenue and debt collection services; and (c) the implementation of the municipality's by-laws; ✚ Monitors the management of the municipality's administration in accordance with the policy directions of the municipal council (output monitoring); ✚ Oversees the provision of services to communities in the municipality in a sustainable manner; ✚ Annually reports on the involvement of communities and community organizations in the affairs of the municipality; ✚ Considers recommendations on the alignment of the IDP and the budget received from the relevant councillors; ✚ Ensures that regard is given to public views and reports on the effect of consultation on the decisions of the council; ✚ Makes recommendations to council regarding:- <ul style="list-style-type: none"> (a) the adoption of the estimates of revenue and expenditure, as well as capital budgets and the imposition of rates and other taxes, levies and duties; (b) the passing of by-laws; and (c) the raising of loans. (d) approval or amendment of the IDP (e) appointment and conditions of service of Municipal Manager and heads of departments ✚ Deals with any other matters referred to it by the council and submits a recommendation thereon for consideration by the council; ✚ Attends to and deals with all matters delegated to it by council in terms of the Municipal Systems Act; ✚ Recommends appointment of chairperson/s from the members of the Executive Committee, for any committee established by council in terms of section 80 of the Structures Act to assist the Executive Committee; ✚ Delegates any powers and duties of the Executive Committee to any Section 80 committee; ✚ Varies or revokes any decisions taken by a section 80 committee, subject to vested rights; ✚ Develops strategies, programmes and services to address priority needs of the municipality through the IDP and estimates of revenue and expenditure, taking into account any applicable national and provincial plans and submits a report to, and recommendations thereon, to the council;

	<ul style="list-style-type: none"> ✦ Subject to applicable legislation, recommends or determines the best methods, including partnerships and other approaches to deliver services, programmes and projects to the maximum benefit of the community; ✦ Identifies and develops criteria in terms of which progress in the implementation of services, programmes and objectives to address the priority needs of the municipality can be evaluated, which includes key performance indicators which are specific to the municipality and common to local government in general; ✦ Manages the development of the performance management system, assigns responsibilities in this regard to the municipal manager and submits the proposed performance management system to council for consideration; ✦ Monitors progress against the said key performance indicators; ✦ Receives and considers reports from committees in accordance with the directives as stipulated by the Executive Committee; ✦ Elects a chairperson to preside at meetings if both the mayor and deputy mayor are absent from a meeting in the event of there being a quorum present at such a meeting, if the Mayor failed to designate a member of ExCo in writing to act as Mayor; ✦ Considers appeals from a person whose rights are affected by a decision of the municipal manager in terms of delegated powers, provided that the decision reached by this committee may not retract any rights that may have accrued as a result of the original decision. ✦ Reports, in writing, to the municipal council on all decisions taken by ExCo at the next ordinary council meeting; ✦ Recommends to council after consultation with the relevant Portfolio Committee, policies where council had reserved the power to make policies itself; ✦ Recommends after consultation with the relevant Sect 79 Committee, rules of order of council meetings and approves rules of order for meetings of itself and any other committee; ✦ Makes recommendations to council on proposed political structures of council; ✦ Makes recommendations to council in respect of council's legislative powers; <p>Determines strategic approaches, guidelines and growth parameters for the draft budget including tariff structures;</p>
<p style="text-align: center;">Municipal Public Account Committee</p>	<ul style="list-style-type: none"> ■ To consider and evaluate the content of the annual report and to make recommendations to Council when adopting an Oversight Report on the annual report; ■ In order to assist with the conclusion of matters that may not be finalized, information relating to past recommendations made on the Annual Report, must also be reviewed. This relates to current in-year reports, including the quarterly, mid-year and annual reports; ■ To examine the financial statements and audit reports of the municipality and the municipal entity, and in doing so, the committee must consider improvements from previous statements and reports and must evaluate the extent to which the Audit Committee and the Auditor General's recommendations have been implemented; ■ To promote good governance, transparency and accountability in the use of municipal resources; ■ To recommend or undertake any investigation in its area of responsibility,

	<p>after reviewing any investigation report already undertaken by the Municipality or the Audit Committee; and</p> <ul style="list-style-type: none"> ■ To perform any other functions assigned to it through a resolution of council within its area of responsibility.
Rules Committee	<ul style="list-style-type: none"> ✚ Investigate and make findings on any alleged breaches of the Code of Conduct, including sanctions for non-attendance at meetings and to make recommendations regarding any other matter concerning the Rules and Orders. ✚ Shall oversee and report to Council on any matter regarding the Standing Rules of Order. ✚ Perform any duties and exercise any powers delegated to it by Council in terms of Section 32 of the Local Government Municipal Structures Act; ✚ Report to Council in accordance with the directions of Council; ✚ May appoint an ad hoc committee with powers to co-opt such other members as it may deem fit to consider and report on any matter falling within the terms of reference of the committee; ✚ May refer to Council for decision with or without a recommendation any matter in which the Committee is entitled to exercise any power; ✚ May make recommendations to Council on the revision of the Standing Rules of Order; ✚ May assist the Speaker with disciplinary issues; ✚ May consider all matters of a policy nature incidental to the above.
Corporate Services Portfolio Committee	<p>The Corporate Services Portfolio Committee will formulate recommendations for consideration by the Executive Committee in relation to:</p> <ul style="list-style-type: none"> ■ Policy falling within the functional area of the portfolio after consultation with the relevant Head of Department; ■ Annual business plans falling within the functional area of the portfolio; ■ The implementation of the business plan of the functional area of the portfolio; ■ The review of financial performance against approved budgets relating to prior and current years including dealing with reports from the Auditor General; ■ The draft budget in respect of the functional areas of the portfolio, after consultation with the relevant Head of Department; ■ Reports and recommendations submitted in respect of the functional areas of the portfolio including comments arising from its oversight function; ■ Compliance with the legislation, norms and standards in respect of the functional areas of the portfolio; ■ Passing or amendment of by-laws pertaining to the function of the portfolio; ■ Prioritizing projects falling within the functional areas of the portfolio.
Community Services	<ul style="list-style-type: none"> ■ Perform any duties and exercise any powers delegated to it by the

<p>Portfolio Committee</p>	<p>council or the Executive Committee.</p> <ul style="list-style-type: none"> ■ Make recommendations to the Executive Committee on all policy matters in respect of its functions. ■ Assist the Executive Committee to promote a safe and healthy environment by advising the Executive Committee on: <ul style="list-style-type: none"> ▪ All policy matters for the combating of fire, other disasters, nuisances and the like ▪ All policy/by-laws for the prevention of risk, disease, poisoning, environmental degradation and other like ▪ The review of those by-laws, regulations, rules and tariffs that regulates and arise out of matters within the Terms of Reference of the Committee and the proposal of amendments and additions thereof ■ Appoint from within its own membership a sub-committee with powers to co-opt such other members as the sub-committee deem fit, to consider and report to the committee on any matter falling within its Term of Reference. ■ Consider all matters of a policy nature incidental to the Terms of Reference. ■ Policy falling within the functional; area of the portfolio after consultation with the relevant Head of Department; ■ Annual business plan falling within the functional areas of the portfolio; ■ The implementation of the business plans of the functional areas of the portfolio; ■ The review of the financial performance against approved budgets relating to prior and current years including dealing with reports from Auditor General; ■ The draft budget in respect of the functional areas of the portfolio, after consultation with the relevant Head of Department ■ Reports and recommendations submitted in respect of the functional areas of the portfolio including comment arising from its oversight function. ■ Compliance with the legislation, norms and standards in respect of the functional areas of the portfolio. ■ Passing or amendments of by-laws pertaining to the function of the portfolio, ■ Prioritizing projects falling within the functional areas of the portfolio <p>The portfolio Committee may consult with the Municipal Manager and the relevant Head of Departments on Council’s policies and programmes.</p>
<p>Technical Services Portfolio Committee</p>	<p>The Technical Services Portfolio Committee will formulate recommendations for consideration by the Executive Committee in relation to:</p>

	<ul style="list-style-type: none"> ■ Policy falling within the functional area of the portfolio after consultation with the relevant Head of Department; ■ Development of the annual business plan falling within the functional areas of the Portfolio Committee; ■ Implementation of the business plans of the functional areas of the Portfolio Committee; ■ Review of the financial performance against approved budgets relating to prior and current years including dealing with reports from Auditor General; ■ Drafting the budget in respect of the functional areas of the portfolio, after consultation with the relevant Head of Department ■ Reports and recommendations submitted in respect of the functional areas of the portfolio including comment arising from its oversight function. ■ Compliance with the legislation, norms and standards in respect of the functional areas of the portfolio. ■ Passing or amendment of by-laws pertaining to the function of the portfolio, ■ Prioritizing projects falling within the functional areas of the portfolio. <ul style="list-style-type: none"> ▪ The portfolio Committee may consult with the Municipal Manager and the relevant Head of Departments on Council policies and programs; ▪ In executing its functions the Technical Services Portfolio Committee will: <ul style="list-style-type: none"> ■ Assist the Executive Committee in the coordination of functions pertaining to its portfolio ■ Consider reports from the designated officials for the Portfolio or other functionary and submit its recommendations on such issues to the Executive Committee. ■ Introduce to the Executive Committee, recommendations on legislation and policies relating to its functions.
<p>Financial Services Portfolio Committee</p>	<p>The Finance Portfolio Committee will formulate recommendations for consideration by the Executive Committee in relation to:-</p> <ul style="list-style-type: none"> ■ Policy falling within the functional area of the portfolio after consultation with the relevant Head of Department; ■ Annual business plans falling within the functional area of the portfolio; ■ Implementation of the business plans of the functional areas of the

	<p>portfolio;</p> <ul style="list-style-type: none"> ■ The review of financial performance against approved budgets relating to prior and current years including dealing with reports from Auditor General; ■ The draft budget in respect of the functional areas of the portfolio, including tariffs of charges after consultation with the relevant Head of Department; ■ Reports and recommendations submitted in respect of the functional areas of the portfolio including comments arising from its oversight function; ■ Compliance with the legislation, norms and standards in respect of the functional areas of the portfolio; ■ Passing or amendment of by-laws pertaining to the function of the portfolio; ■ Prioritizing projects falling within the functional areas of the portfolio.
Audit Committee	Performance

APPENDIX C: THIRD TIER ADMINISTRATIVE STRUCTURE

Third Tier Structure	
Directorate	Director/Senior Manager
Executive Department	<p>Municipal Manager</p> <p>Mr KE Gamede</p>
Financial Services Department	<p>Chief Financial Officer</p> <p>Mr KN Mthethwa (1 July 2020- 31 December 202)</p> <p>Mr ZJ Ndlovu (1 April 2021- 30 June 2021)</p>
Corporate Services Department	<p>Senior Manager: Corporate Services</p> <p>Vacant (1 July 2020- 30 November 2020)</p> <p>Ms AS Shandu (1 December 2020- 30 June 2021)</p>
Community Services Department	<p>Senior Manager: Community Services</p> <p>Mrs VNN Nsele (1 July 2020- 30 April 2021)</p>

	Vacant (1 May 2021 – 30 June 2021)
Technical Services Department	Senior Manager: Technical Services Mr SG Hlatshwayo
(T2.2.2)	TC

APPENDIX D: FUNCTIONS OF THE MUNICIPALITY

Function	Responsible Body
Air Pollution	Local Municipality/ External Service Provider
Building Regulations	Local Municipality
Child Care Facilities	Local Municipality
Electricity reticulation	Local Municipality
Fire Fighting	District Municipality/Local Municipality
Local Tourism	District Municipality/ Local Municipality
Municipal Airports	District Municipality
Municipal Planning	District Municipality/ Local Municipality
Municipal Health	District Municipality
Municipal Public Transport	Local Municipality
Storm water management	Local Municipality
Trading Regulation	Local Municipality
Water and Sanitation	District Municipality

Beaches and amenities	Local Municipality
Billboards, display of advertisements in public places	Local Municipality
Cemeteries; funeral parlours and crematorium	Local Municipality
Control of public nuisance	Local Municipality
Control of undertakings selling liquor to public	Local Municipality
Facilities for accommodation, care and burial of animals	Local Municipality
Fencing and fences	Local Municipality
Licensing of dogs	Local Municipality
Licensing and control of undertakings that sell food to the public	N/A
Local amenities	Local Municipality
Markets	Local Municipality
Municipal abattoirs	District Municipality
Municipal Parks and Recreation	Local Municipality
Municipal Roads	Local Municipality
Noise Pollution	Local Municipality
Pounds	Local Municipality
Public Places	Local Municipality
Refuse removal, refuse dump and solid waste disposal	District Municipality/ Local Municipality
Street Trading	Local Municipality

Traffic and Parking

Local Municipality

APPENDIX E: WARD INFORMATION

Ward Title: Ward Name (Number)				
Capital Projects: Seven Largest in 2020/21(Full List at Appendix O)				
R'000				
Ward No.	Project Name and detail	Start Date	End Date	Total Value
9	Dondotha Sportfield	1 July 2020	On-going	38m
3	Mankwathini MPCC	1 July 2020	On-going	6.5m
4	Ward 14 MPCC	17 February 2021	On-going	6.5m
4	Sibululwane Access Road	1 July 2020	15 November 2020	5.6m
6	Rose mthethwa	1 July 2020	12 December 2020	3.4
0	Zilahle Access Road	1 July 2020	30 January 2021	3.1
8	Thunuka Ndabazabantu	1 July 2020	31 December 2020	2,5
TF.1				

Basic Service Provision					
Detail	Water	Sanitation	Electricity	Refuse	Housing
Households with minimum service delivery	14818	25584	25197		355
Households without minimum service delivery	7846	0	387		Nil
Total households*	22664	25584	25584		Nil
Houses completed in year	Nil	Nil	527	Nil	355
Shortfall in Housing units	None	None	300		
<i>*including informal settlements</i>					TF 2

Top Four Service Delivery Priorities for Ward (Highest Priority First)			
o.	N	Priority Name and Detail	Progress During 2020/21
9	0	Dondotha Sportfield	Ongoing
	3	Mankwathini MPCC	Ongoing
4	1	Ward 14 MPCC	Ongoing
	4	Sibululwane Access Road	Completed
TF.3			

APPENDIX F: PERFORMANCE AUDIT COMMITTEE

Audit and Performance Audit Committee Report

Financial Year Commencing from

01 July 2020 to 30 June 2021

Report prepared by:

Chairperson of the Audit and Performance Audit Committee

1. INTRODUCTION AND BACKGROUND

The Audit and Performance Audit Committee of the uMfolozi Local Municipality was established in accordance with section 166 of the Local Government Municipal Finance Management Act No. 56 of 2003. The main purpose for the establishment of this oversight structure has been to ensure adherence to the provisions of the Municipal Finance Management Act, the applicable provisions of the Municipal Systems Act and the Municipal Structures Act and other applicable regulations. In carrying out its mandate, the Audit and Performance Audit Committee took into consideration the strategic goals of the uMfolozi Council and its strategic focus areas and development priorities as outlined in the 2020/2021 Reviewed Integrated Development Plan (IDP) and the 2020/2021 Service Delivery and Budget Implementation Plan (SDBIP).

2. ROLE OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE

The role of the Audit and Performance Audit Committee has been to assist the Council and the Accounting Officer in fulfilling its oversight responsibilities with regard to the integrity of internal control and accounting function, internal auditing and external auditing and reporting practices of the municipality and other such duties as may be directed by the Council and Accounting officer, and in so doing the Committee:

- a) Advised the Municipal Council, the Political Office-bearers, the Accounting Officer and the Management and Staff of the Municipality on matters relating to:
 - i. internal financial control and internal audits;
 - ii. risk management;

- iii. accounting policies;
- iv. the adequacy, reliability and accuracy of financial reporting and information; performance management;
- v. effective governance;
- vi. compliance with the Municipal Finance Management Act, the annual Division of Revenue Act and any other applicable legislation;
- vii. performance evaluation; and
- viii. Any other issues referred to it by the municipality.

b) Reviewed the Annual Financial Statements to provide Council of the with an authoritative and credible view of the financial position of the Municipality, its efficiency and effectiveness and its overall level of compliance with the Municipal Finance Management Act, the annual Division of Revenue Act and any other applicable legislation; and

c) Recommended to Council on any issues raised by the Auditor-General in the 2019/2020 Audit Report;

3. REPORTING RESPONSIBILITIES

The Chairperson of the Audit and Performance Audit Committee was expected to report, on quarterly basis, to the Council on the operations of the Internal Audit unit and the Audit and Performance Audit Committee. However, during the year under review no invitation was given to this effect but had to rely on Minutes submission to Council. The Minutes of Minutes to Council included the following:

- a) A summary of the work performed by the Internal Audit and the Audit and Performance Audit Committee against their respective annual work plans.
- b) Effectiveness of internal controls and additional measures that had to be implemented to address identified risks.
- c) A summary of key issues dealt with, such as significant internal and external audit findings, recommendations and updated status thereof.
- d) Progress with any investigations and their outcomes.

- e) Other matters requested of the Internal Audit and Audit and Performance Audit Committee.

4. COMPOSITION OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE

The Audit and Performance Audit Committee of the uMfolozi Local Municipality is composed as follows:

Name of Member	Position	Number of Planned Meetings Held	Number of Meetings Each Member Attended	Comments
Dr BV Thabethe	Former Chairperson	3	2	Contract ended
Adv. JI Mhlongo -	Former Member	3	2	Contract ended
Mrs GS Skosana	Former Member	3	2	Contract ended
Mr I Nzuzza	Former Member and current Chairperson	6	6	Contract ended, thereafter the member was reappointed for the second term
Miss LN Shongwe	Current Member	4	4	Appointed February 2021
Dr T Mbonambi	Current Member	4	4	Appointed February 2021
Mr Z Zulu	Current Member	4	4	Appointed February 2021

DATES OF AUDIT AND PERFORMANCE AUDIT COMMITTEE MEETINGS

No	DATE OF MEETING	PURPOSE/OUTCOMES
1	28 September 2020(Ordinary)	Review Quarter Three and Quarter Four (meeting for Quarter Three review held very late should have been held no later than end of May but had to be postponed due to Municipality' s commitments)
2	09 October 2020 (Special)	Review Draft AFS, Draft APR and Draft AR
3	22 February 2020(Special)	Special Audit Committee Meeting
4	4 March 2021(Ordinary)	Ordinary Audit Committee Meeting
5	21 May 2021	Ordinary Audit Committee Meeting
6	28 May 2021	Special Audit Committee Meeting to attend to items where reports were not submitted on time for the meeting on the 21st May 2021.

NB. In addition the Chairperson attended on 24th June 2021 the Disciplinary Board Meeting.

5. AUDIT AND PERFORMANCE AUDIT COMMITTEE REPORT 2020 - 2021

The Audit and Performance Audit Committee hereby submits this report to Council which has been consolidated from its meetings which took place during the year under review in compliance with the provisions of the approved Audit and Performance Audit Committee Charter.

NO	DESCRIPTION	AUDIT AND PERFORMANCE AUDIT COMMITTEE RECOMMENDATION(S)

1	AFS, APR and AR Special Meeting	The Audit and Performance Audit Committee noted and recommended to Council the Draft AFS and Draft APR and Draft AR as prepared by Management and reviewed by the Internal Audit
2	Internal Audit: Quarterly PMS Reports	The Audit and Performance Audit Committee strongly recommended that The Municipal Manager should prioritize the finalization of Mid-Year and Sec 57 Performance Assessments as they would be raised as an audit finding by the Auditor-General.
3	Internal Audit: AG Follow-Up Reports	<p>a) The Audit and Performance Audit Committee noted with concern that most of audit findings were not yet resolved.</p> <p>b) The Audit and Performance Audit Committee noted with dismay the contradictory responses by Management on IA findings and recommendations when read together with Action Plans</p> <p>c) The Audit and Performance Audit Committee further acknowledges that Management did develop Action Plans to address A-G follow-up findings but recommends timely follow up and closer of those findings.</p>
4	Internal Audit: SCM Report	The Audit and Performance Audit Committee recommended that the Management should make sure that all findings raised by the Internal Auditors were resolved before Auditor-General commences the audit for 2020/2021 Financial Year.
5	Internal Audit: Risk Management Report	The Audit and Performance Audit Committee recommended that Management should make sure that all risk action items from the 2020/2021 Operational Risk Registers, Organizational Risk Register and Fraud Risk Register are resolved.
6	Internal Audit: Progress Report	The Audit and Performance Audit Committee resolved that Internal Auditors should ensure that they transfer skills to the staff of the Municipality (especially Finance Interns) as part of their exit plan.

		To date, this has not been demonstrated
7	Internal Audit: SCM Quarterly Reports	The Audit and Performance Audit Committee recommended that the Management should make sure that all findings raised by the Internal Auditors were resolved before the Auditor-General commenced with the audit for 2020//2021 Financial Year.
8	Section 71 Reports	a) The Audit and Performance Audit Committee noted the financial health of the Municipality as a Going concern.
9	Attendance of Political Office-Bearers of the Audit and Performance Audit Committee meetings	Through the year the Audit and Performance Audit Committee has been concerned that political office-bearers or their representative did not attend any Audit and Performance Audit Committee meetings as per Treasury Guidelines This has impacted on the recommendations made to Council since feedback on implementation thereof could not be guaranteed
10.	Human Resource Issues and Disciplinary Cases	The Audit and Performance Audit Committee noted the reports on Human Resource issues and disciplinary cases as presented by Management, but avoided the temptation to delve into greater details on these as they were sub judice or sensitive in nature
11.	Investigation Report on Irregular an Unauthorized Expenditure	The Audit Committee is strongly recommending that Council should find a way and pass a Resolution so that historical findings do not become repeat findings thus denying the Municipality a “Clean Audit” report
12	Consequence Management Reports	The Audit and Performance Audit Committee noted the reports presented by Management on the documented processes to implement Consequence Management and formation of Disciplinary board as part of the steps to implement Consequence Management.

5.1 CONCLUSION

- 5.1.1. The Audit and Performance Audit Committee notes that, to date, the municipality has not introduced and implemented internal measures to address unauthorized, irregular, fruitless and wasteful expenditure which will improve the audit outcome
- 5.1.2. The Audit Committee is doubtful whether the Audit and Performance Audit Committee's recommendations had any impact on the Council's oversight functionality because:
- a) The Municipal Financial year ending 2021 continued to be impacted by the National Lockdown that came into effect from 26 March 2020. The lockdown was a function of the Covid-19 pandemic
 - b) The Municipality, as usual, did not invite the Chairperson of the Audit and Performance Audit Committee or his nominee to present, in person, Quarterly Reports. For this reason it is doubtful whether Council members do have sufficient time to exercise their minds on the Quarterly Reports and Recommendations and seek clarification on issues identified.
- 5.1.3. The Audit and Performance Audit and Performance Audit Committee further notes the improvement in Municipality's Risk Management Reports due since the appointment of the risk Management Champion.
- 5.1.4. The Audit and Performance Audit Committee sternly asserts that there is room for improvement in enhancing the uMfolozi Municipal Council's oversight role over its administration and thereby ensuring that the performance of the Municipality improves, and service delivery is enhanced and "a clean audit outcome" is to be a reality during this year under review.
- 5.1.5. Recommendations made by the Audit Committee during its meetings can be found in Register of Recommendations and Minutes of Audit Committee meetings.
- 5.1.6. Council is strongly advised to resolve that feedback and status reports on the implementation of the recommendations become a standing item in all Council Meetings
- 5.1.7. Council meetings must be attended also by the Chairperson of the Committee or his delegate and sufficient time is given to the item for clarifications and verification of implementation status

Report submitted on behalf of the Audit and Performance Audit and Performance Audit
Committee by:

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DR BV THABETHE

CHAIRPERSON OF THE AUDIT AND PERFORMANCE AUDIT COMMITTEE

ACRONYMS/ABBREVIATIONS

AFS	Annual Financial Statements
AG	Auditor -General
CIP	Consolidated Infrastructure Plan
COGTA	Corporative Governance and Traditional Affairs
CPMD	Certificate Programme in Management Development
DoE	Department of Energy
DOT	Department Of Transport
EXCO	Executive Committee
FMG	Finance Management Grant
GRAP	Generally Recognised Accounting Practice
IAS	International Accounting Standards
ICT	Information Communications Technology
IDP	Integrated Development Plan
IGR	Intergovernmental Relations
LED	Local Economic Development
LGSETA	Local Government Sectoral Education and Training Authorities
LLF	Local Labour Forum
LUMS	Land Use Management System
MEC	Member of Executive Council
MFMA	Municipal Finance Management Act

MIG	Municipal Infrastructure Grant
MSA	Municipal Systems Act
MTAS	Municipal Turnaround Strategy
NSDP	National Spatial Development Perspective
PMS	Performance Management Systems
SCM	Supply Chain Management
MPAC	Municipal Public Accounts Committee
SDBIP	Service Delivery and Budget Implementation Plan
SDF	Spatial Development Framework
SMME	Small Medium Micro Enterprise
ULM	uMfolozi Local Municipality
WSP	Workplace Skills Plan
APRC	Audit Performance Risk Committee