

2024/2025
DRAFT ANNUAL
REPORT



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REVISED ANNUAL REPORT TEMPLATE

The purpose of this revised Annual Report template is to address the need expressed by a number of municipalities for assistance in the preparation and development of improved content and quality of Municipal Annual Reports. This template provides an update to the MFMA Circular No. 11, issued in January 2005.

This template gives effect to the legal framework requirement, concepts and principals espoused in the White Paper on Local Government and Improving Government Performance. It reflects the ethos of public accountability. The content gives effect to information required for better monitoring and evaluation of government programmes in support of policy decision making. The template provides an improved overview of municipal affairs by combining the performance report data required under Municipal Systems Act Section 46 with annual report data referred to in that Act and in the MFMA.

The revised template makes its contribution by forging linkages with the Integrated Development Plan, Service Delivery and Budget Implementation Plan, Budget Reforms, In-year Reports, Annual Financial Statements and Performance Management information in municipalities. This coverage and coherence is achieved by the use of interlocking processes and formats.

The revised template relates to the Medium-Term Strategic Framework particularly through the IDP strategic objectives; cross cutting nature of services offered by different spheres of government, municipal service outcome indicators; and the contextual material as set out in Chapters 3, 4 & 5. It also provides information on good management practice in Chapter 4; risk management in Chapter 2; and Supply Chain Management in Chapter 5; and addresses the Auditor-General's Report, dealing with Financial and Performance Management arrangements in Chapter 6. This opens up greater possibilities for financial and nonfinancial comparisons between municipalities and improved value for money.

The revised template provides information on probity, including anti-corruption strategies; disclosure of financial interests by officials and councillors; disclosure of grants by external parties, disclosure of loans and grants by municipalities. The appendices talk to greater detail including disaggregated information on municipal wards, among others. Notes are included throughout the format to assist the compiler to understand the various information requirements.

The financial years contained in this template are explained as follows:

- Year -1: The previous financial year;
- Year 0: The financial year of reporting;
- Year 1: The following year, mostly requires future targets; and
- The other financial years will follow a similar sequence as explained above.

We wish to express our gratitude to the members of the Annual Report Reference Group, consisting of national, provincial and municipal officials for their inputs and support throughout the development of this document.

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CHAPTER 1 – MAYOR’S FOREWORD AND EXECUTIVE SUMMARY

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COMPONENT A: MAYOR'S FOREWORD

MAYOR'S FOREWORD



As we reflect on the 2024–2025 financial year, our municipality continues to pursue a vision of excelling in service delivery and good governance to all our communities. Guided by our Integrated Development Plan (IDP) and aligned with the Provincial Growth and Development Strategy, we remain committed to building a municipality that is people-centred, transparent, and service-oriented. Our mission is to create a stable and secure environment and deliver services to all our communities. Despite facing financial and operational challenges, our strategic direction remains focused on improving basic services, enhancing institutional capacity, and fostering sustainable development.

The Mthonjaneni Municipal Council, composed of various political parties, continues to demonstrate a strong and collaborative working relationship. This unity has fostered a stable governance environment, with many resolutions being adopted through consensus. Such cooperation is a positive reflection of leadership and is beneficial to the people of Mthonjaneni, ensuring that service delivery and development remain focused and uninterrupted.

This year marked significant strides in aligning our municipal priorities with the provincial and national frameworks. The adoption of the revised IDP and the Performance Management Framework ensured that our planning and implementation processes were integrated and measurable. Our focus on disaster recovery, infrastructure rehabilitation, and financial viability was strengthened through targeted interventions and policy reviews, including the Revenue Enhancement Strategy and the Procurement Plan.

Among our notable achievements was the successful implementation of the Disaster Relief Grant from the Department of Cooperative Governance. This grant enabled the refurbishment of three critical gravel roads: Cembeni Access Road, Thengele Access Road, and Bomvini Access Road, restoring access and mobility for affected communities. Initially, the Municipality had received the MIG of R20 490 000,00, with which Thubalethu Extension Road Phase 1 and Mfolozane Gravel Access Road were completed.

The municipality continues to face a serious challenge with the high volume of side tipper trucks using the R66 route through Melmoth town. This persistent traffic has led to severe deterioration of the road infrastructure, posing a significant safety risk to both residents and daily commuters. The matter remains a priority concern, and the municipality is actively engaging with relevant stakeholders to seek sustainable solutions that will protect lives and preserve infrastructure.

In recent years, Mthonjaneni Municipality has drawn attention due to a housing project that remained incomplete for an extended period. However, the 2024/2025 financial year brought renewed hope for the beneficiaries, as the project was visited by both the KZN MEC for Transport and Human Settlements, Hon. Siboniso Duma, and the National Minister for Human Settlements, Hon. Tembi Simelane. Their oversight and engagement signal a strong commitment and concern regarding this project, and we are optimistic that their involvement will help unlock the challenges and pave the way for the successful completion of this long-awaited project.

Our municipality received two awards from the Department of Cooperative Governance and Traditional Affairs (KZN), a testament to the dedication and excellence of our teams. These recognitions, presented by the MEC,

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reaffirm our commitment to quality service delivery.

However, we also faced setbacks. The loss of R2.8 million from the Integrated National Electrification Programme (INEP) grant impacted the progress of the Thubalethu Substation project. This unfortunate event stalled critical infrastructure development, but we remain resolute in finding alternative solutions to continue serving our communities.

Public engagement remained a cornerstone of our governance approach. We conducted extensive consultations with our communities during the formulation of the Integrated Development Plan, ensuring that their needs and aspirations were reflected in our strategic priorities. Special meetings were held with taxpayers in town, focusing on service delivery and accountability. Through IDP roadshows, Rapid Response Meetings, and Ward Committee engagements, we ensured that community voices were heard and integrated into our planning. These platforms enhanced transparency, accountability, and trust between the municipality and its residents.

Looking ahead, we are committed to completing stalled infrastructure projects, expanding access to electricity, and improving financial management. The installation of ICT systems, including servers and firewalls, is planned to enhance internal efficiency. We will also continue to strengthen our disaster management initiatives and community awareness programs to build resilience.

The municipality continues to support youth development through its annual education support programme. At the beginning of each academic year, we offer registration fee assistance to matriculants pursuing tertiary education. In addition, we host an annual recognition event to celebrate and reward top-performing learners and schools within our jurisdiction. This initiative not only encourages academic excellence but also strengthens our commitment to empowering the future leaders of our communities.

We are proud of the partnerships formed with service providers and stakeholders that enabled the successful delivery of key projects. These collaborations, governed by Service Level Agreements, ensured accountability and quality in execution. We will continue to foster strategic partnerships to leverage resources and expertise for community development.

The 2024–2025 financial year was a period of both triumph and trial. While we celebrated achievements and recognition, we also faced financial constraints and project delays. Through it all, our municipality demonstrated resilience, innovation, and a steadfast commitment to service delivery.

I extend my heartfelt gratitude to all municipal officials, councillors, stakeholders, and community members who contributed to our progress. Together, we will continue to build a municipality that serves with integrity and purpose.

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COMPONENT B: EXECUTIVE SUMMARY

1.1 MUNICIPAL MANAGER'S OVERVIEW

MUNICIPAL MANAGER'S OVERVIEW



The 2024–2025 financial year was a testament to the resilience and commitment of Mthonjaneni Municipality. Operating in a rural context with limited revenue-generating capacity, we faced significant financial constraints, including the withdrawal of R2.8 million by the National Treasury, which affected key electricity infrastructure projects such as the Thubalethu Substation and Ekuthuleni Electrification.

Despite these challenges, the municipality achieved an overall performance of 93%, with most departments meeting their targets. We were honoured to receive two awards from the Department of Cooperative Governance and Traditional Affairs (KZN), recognizing our excellence in implementing the Service Delivery and Budget Implementation Plan, and for a well-executed infrastructure project (KweSezulu Sportfield)

Despite the R66 road falling under the jurisdiction of the Department of Transport, Mthonjaneni Municipality took the initiative to use its limited budget to address the severe pothole damage along this route, particularly where it passes through Melmoth town. This intervention was necessary to ensure the road remained usable and safe for both residents and commuters. The municipality acted in the interest of public safety and service continuity and continues to advocate for a long-term solution from the responsible authorities.

To improve financial sustainability, we introduced cost containment measures and established an Interim Finance Committee to guide expenditure decisions. While payment of service providers within 30 days remains a challenge, these interventions are aimed at stabilizing our financial position. We continue to uphold a favourable audit opinion for the eighth consecutive year and remain committed to achieving a clean audit. In all our strategic planning, we ensure the inclusion of traditional leadership, as guided by the Municipal Systems Act and MFMA.

Public participation remains central to our governance. We conducted IDP consultations across integrated wards and held targeted meetings with urban taxpayers. With support from our District Municipality, we ensured broader community representation despite logistical constraints.

Looking ahead, we remain committed to our mission of creating a stable and secure environment and delivering services to all our communities, guided by our vision of excelling in service delivery and good governance.

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1.2 MUNICIPAL FUNCTIONS, POPULATION AND ENVIRONMENTAL OVERVIEW

INTRODUCTION TO BACKGROUND DATA

Mthonjaneni Local Municipality continues to fulfil its mandate of delivering essential services to its residents, despite operating within a rural context that presents significant financial constraints. The municipality is largely dependent on grants from national and provincial government, as it does not generate substantial own revenue due to the absence of major economic activities and limited-service charges. This reality affects the municipality's ability to optimally implement identified programmes and infrastructure projects.

In terms of service delivery, the municipality has made commendable progress in expanding access to water and sanitation, particularly in rural communities. Electrification efforts have reached most households, contributing to improved living conditions and enabling small-scale economic activities. Refuse removal services are operational in urban centres, although extending these services to remote areas remains a challenge. Housing development initiatives have been implemented to address informal settlements and provide dignified shelter to residents. Road infrastructure and stormwater drainage systems have been upgraded in key areas to improve mobility and reduce environmental risks. Local planning approvals have been streamlined to support spatial development and attract investment, although uptake remains limited due to the rural nature of the municipality.

POPULATION OVERVIEW

According to the 2022 Census, Mthonjaneni has a total population of 99,289 residents, with a consistent annual growth rate of 1.7% since 2011. The population density is approximately 60.59 people per square kilometre, indicating a moderately populated area. The racial composition is predominantly Black African, accounting for 99.1% of the population. The gender distribution shows a notable imbalance, with females making up 54.2% of the population and males 45.8%. This may be attributed to migratory labour patterns, where many men leave the municipality in search of employment opportunities elsewhere.

The age structure reveals a youthful population, with 34.3% of residents aged 0–14 years and 60.4% within the economically active age group of 15–64 years. Only 5.3% of the population is aged 65 and above. This demographic profile presents both opportunities and challenges. On one hand, the large proportion of youth and working-age individuals offers potential for economic growth if supported by appropriate education and employment initiatives. On the other hand, the high dependency ratio places pressure on social services and requires increased investment in education, health, and youth development.

The dominant language spoken in the municipality is IsiZulu, which accounts for 95.88% of the population. This linguistic homogeneity facilitates effective communication and community engagement in service delivery and development planning.

COMMENT ON BACKGROUND DATA

The demographic data highlights several key challenges for the municipality. The youthful population demands expanded educational infrastructure and youth-focused programmes. The gender imbalance suggests the need for targeted support to women-headed households and further investigation into the socio-economic drivers of male outmigration. Service delivery in rural areas remains constrained by limited infrastructure and financial

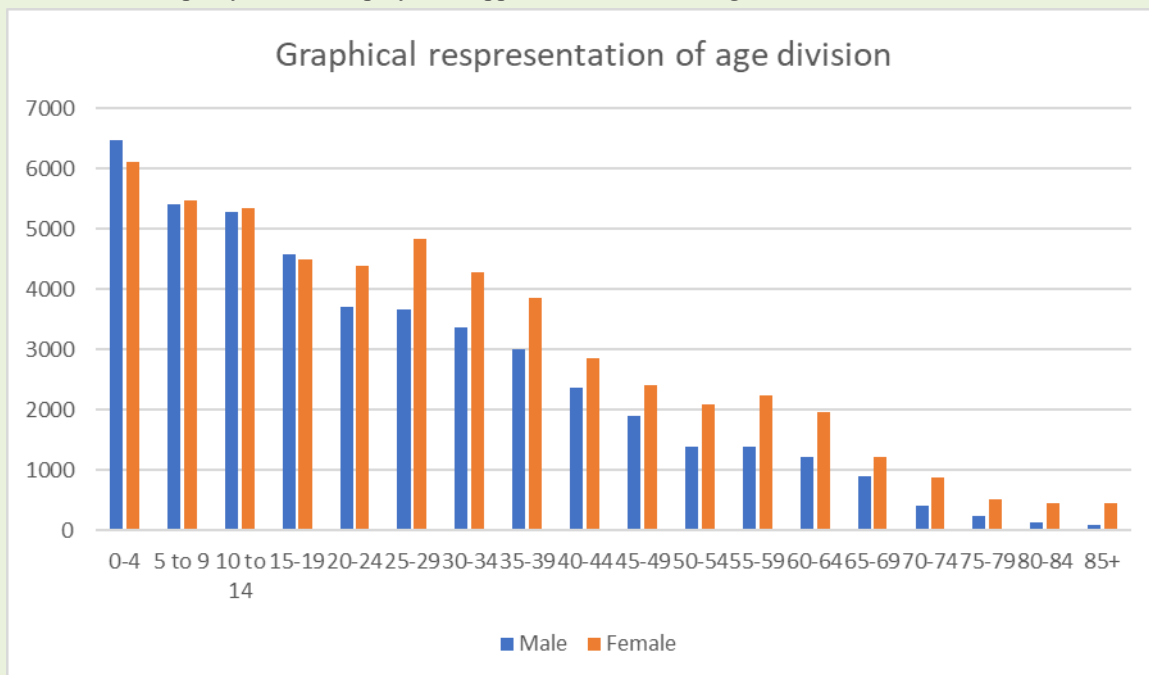
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resources. Furthermore, the lack of local revenue generation restricts the municipality's ability to independently fund development initiatives.

Despite these challenges, there are notable opportunities. The economically active population can be harnessed to drive local development through skills training, entrepreneurship support, and agricultural initiatives. The strong cultural identity and community cohesion can be leveraged to promote inclusive governance and participatory planning.

AGE AND GENDER PROFILE

The age and gender distribution of Mthonjaneni Municipality reflects a predominantly youthful population. Approximately 34.3% of the population is aged between 0 and 14 years, indicating a high dependency ratio and a growing demand for early childhood development, basic education, and youth services. The economically active population, aged 15 to 64 years, comprises 60.4% of the total population, presenting both an opportunity and a challenge for local economic development and employment creation. Only 5.3% of residents are aged 65 years and above. Gender statistics reveal a notable imbalance, with females accounting for 54.2% of the population and males 45.8%. This disparity may be attributed to migratory labour trends, where a significant number of males leave the municipality to seek employment opportunities in other regions.



LANGUAGE AND CULTURAL IDENTITY

Language data from the 2022 Census indicates that IsiZulu is the most spoken language in the municipality, with 95.88% of residents identifying it as their primary language. This linguistic homogeneity supports effective communication and community engagement, and it reinforces the strong cultural identity of the region. Other languages spoken include English (0.46%), Afrikaans (0.16%), and a small representation of other official and foreign languages.

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RELEVANCE OF MAJOR RESOURCES

The municipality recognizes the strategic importance of five major resources which are water, Sanitation (function of KCDM), electricity, housing, and local economic development in shaping the well-being of its community.

Water remains a critical resource for the well-being and development of communities within Mthonjaneni Municipality. However, it is important to note that the provision of water and sanitation services is not a direct function of the local municipality. These services fall under the jurisdiction of the King Cetshwayo District Municipality, which is the designated Water Services Authority (WSA) for the region.

Despite this, Mthonjaneni Municipality plays a supportive and facilitative role in ensuring that water and sanitation needs are communicated effectively to the district and that projects are aligned with local development priorities. The municipality works closely with the district to identify areas of need, monitor service delivery, and coordinate community engagement efforts.

Housing projects are being implemented in partnership with provincial departments to address the backlog and improve living conditions. Local economic development is supported through initiatives aimed at promoting small businesses, cooperatives, and agricultural productivity, although progress is often limited by funding constraints. The Mthonjaneni LM has been committed and dedicated in the provision of services and housing delivery. It has been active in the delivery of low-cost housing over the last few years. Housing delivery within Mthonjaneni LM area mainly occurs in the form of state funded, low-cost housing in which the municipality serves as the developer. The municipality has identified and packaged additional housing projects to addressing the housing backlog and respond to the expressed or felt housing need. Housing projects in Mthonjaneni Municipality are at different stages of development with the majority being either in planning or construction phases. There are currently four housing projects at planning stage, one at administration stage and one at construction stage.



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In conclusion, while Mthonjaneni Municipality faces significant challenges due to its rural setting and reliance on grants, it remains committed to improving service delivery and creating opportunities for its residents. The demographic and resource data provide a valuable foundation for evidence-based planning and targeted interventions that are responsive to the needs of the community.

MUNICIPAL FUNCTIONS – ROADS

RURAL ROADS PROGRAMME

The Council has a program for rural access roads maintenance that covers thirteen (13) Wards. The grader is given five days to work per ward and then it moves to the next ward according to the approved program of works. The blading of gravel roads is in accordance with the road maintenance plan and is assisted by Ward Councillors who direct and show the grader operators which access roads to blade during the period of ten days. This has made a huge difference in the state of the rural access roads and has also helped the disabled people to have access to transport.

KILOMETRE TABLE FOR BLADING OF ACCESS ROADS

Discription	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total km/year
Blading of roads (KM)	-	31.1	41.7	54.4	127.2

Picture	Description
	<u>Ward5 Area</u> Blading of roads.

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Ward 5 Area

Blading of roads.



Ward 5 Area

Blading of roads.



Ward 5 Area

Blading of roads.

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Ward 5 Area

Blading and opening of roads.



Ward 5 Area

Blading and opening of roads.

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Picture	Description
	<u>Ward 6 Area</u> Blading of roads.

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Ward 6 Area

Blading of roads.

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Ward 6 Area

Blading of roads.

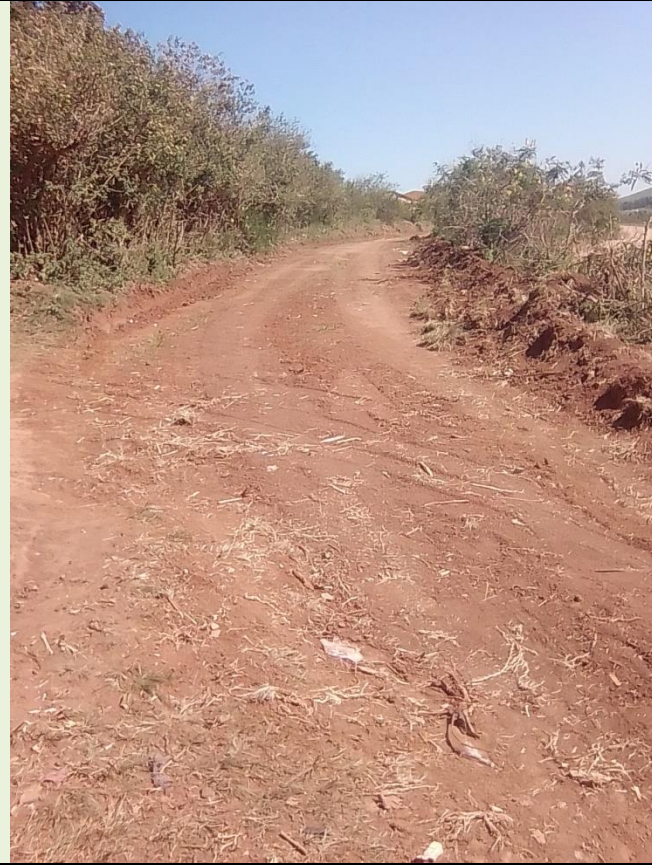
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Ward 6 Area

Blading and opening of roads.

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Ward 6 Area

Blading and opening of roads.

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Ward 6 Area

Chapter 1



Ward 6 Area

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Picture	Description
 A yellow motor grader is shown from a rear-three-quarter view, working on a dirt road. The road is wide and appears to be in the process of being graded or widened. The surrounding landscape is rural, with green hills and a few scattered trees under a cloudy sky. A small, simple structure is visible on the left side of the road.	<u>Ward1 Area</u> Blading of roads.
 A dirt road is shown from a perspective looking down its length. The road is wide and appears to be in the process of being graded or widened. The surrounding landscape is rural, with green hills and a few scattered trees under a cloudy sky. A small, simple structure is visible on the left side of the road.	<u>Ward1 Area</u> Blading of roads.

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Ward1 Area

Blading of roads.



Ward1 Area

Blading of roads.

Chapter 1



Ward1 Area

Blading and opening of roads.



Ward1 Area

Blading and opening of roads.

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ENVIRONMENTAL OVERVIEW – CLEAN-UP CAMPAIGNS

The Mthonjaneni Municipality in Partnership with Department of Economic Development ,Tourism and Environmental Affairs (Kwa-Zulu Natal), to identified a need for collaboration in the clean-up campaigns for maximum and visible impact in Melmoth Town within the Mthonjaneni Local Municipality. Therefore the Department of Environment Affairs and Tourism engaged with Mthonjaneni Municipality team and set up a Planning meeting where it was agreed that several stakeholders should be invited to be part of the campaign. The stakeholders that were invited was King Cetshwayo District Municipality Environmental Health, Mondi (Melmoth), Thubalethu Primary School and Melmoth Christian School. A detailed report of the clean-up campaign was drafted and submitted to the council and was approved by the council.

The primary objective of the Clean-up campaign is to raise awareness and encourage Melmoth Town and Thubalethu Township community to take collective responsibility for the natural environment around them.

The Mthonjaneni Municipality is facing challenges relating to illegal dumping, littering and general pollution around Melmoth town and Thubalethu Township. In some areas around Melmoth Suburbs and Thubalethu township, waste has been deposited into water ways or storm water drains which overtime have become blocked and create challenges during times of heavy rain.

The Mthonjaneni Municipality conducted a clean-up campaign in partnership with Department of Economic Development, Tourism and Environmental Affairs in Melmoth Town and Thubalethu Township. The below is the Schedule of Clean-up Campaigns that Mthonjaneni Municipality has held in the year 2024/2025

SCHEDULE FOR CLEAN-UP CAMPAIGNS FOR YEAR 2024/2025 FINANCIAL YEAR					
Discription	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total Clean-up Campaign
Clean-up Campaign 1-4	21 August 2024	28 November 2024	26 March 2025	22May 2025	4
Assembly Point	Indoor Sport Centre	Emasangweni Primary School	Thubalethu Hall	Thubalethu Hall	-

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Clean-up campaign in Melmoth Town.



Clean-Up Campaign
Assembly point at the
Indoor Sport Centre.



Clean-Up Campaign
Assembly point at the
Indoor Sport Centre.

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Clean-Up Campaign
Assembly point at the
Indoor Sport Centre.



Clean-Up Campaign
Assembly point at the
Indoor Sport Centre.

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Clean up Campaign in
Melmoth Town Piet
Retief Road.



Clean up Campaign in
Melmoth Town Piet
Retief Road.



Clean up Campaign in
Melmoth Town Piet
Retief Road.

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Clean up Campaign in
Melmoth Town CBD.



Clean up Campaign in
Melmoth Town CBD.



Planting of trees in
Melmoth Town CBD.

Chapter 1



Planting of trees in
Melmoth Town CBD.



Planting of trees in
Melmoth Town CBD.

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1.3 SERVICE DELIVERY OVERVIEW

SERVICE DELIVERY INTRODUCTION

Mthonjaneni Municipality is responsible for providing basic services to 13 Wards with 25 Councillors, there has been huge demands on infrastructural development required with a limited budget in both rural and urban areas within our jurisdiction.

The municipality is solely dependent on Grants for infrastructure funding as most of the municipal Wards are predominantly deep rural, consequently the revenue generation in developed areas is very minimal.

Most of our Municipal wards have no access to basic infrastructure such as roads, community development centres, early childhood development centres, sport and recreational facilities and health facilities for communities to receive primary services such as mobile clinics, SAPS services, schools, social grant pay-point stations, etc.

With the limited grant funding received which was further reduced during the fiscal year, namely INEP, the Municipality was able to implement the following projects during the 2024/2025 Financial Year.

The MIG allocation for the year 2024/25 was R 20,490,000.00, significantly lower than previous FY's. The municipality was able to achieve 100% expenditure by the end of June 2025. However, the grant allocation as compared to R 48,539,000.00 received in the 2022/23 FY is a significant drop and hinders the delivery of major services to the community. Only 2 projects were completed in entirety with the third project having to run over two FY's years due to funding limitations; this shows regress in the delivery of basic services when compared to 5 projects completed in the 2023/24 FY and to 11 completed in 2022/23 FY.

Below are the MIG projects implemented and completed in 2024/2025;

No.	PROJECT NAME	BUDGET	PROJECT STATUS
1	Construction of Thubalethu Extension Roads Phase 1 in Ward 2	R 10,901,707.08	100% Complete
2	Construction of Mfолоzane Gravel Road in Ward 13	R 10,810,083.97	100% Complete
3	Construction of Emashobeni Community Hall in Ward 6	R 5,733,956.21	40% Complete

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PICTURES



PROJECT DESCRIPTION

Thubalethu Extension Roads Phase 1 - (R 10,810,083.97)

- 1.2 km of paved road constructed.
- A total of 5 interconnecting roads with high traffic volume and in deteriorating conditions was upgraded from gravel roads to paved roads which has provided much needed comfort when driving in the Thubalethu Extension.
- The upgraded roads have provided a new traffic route for public transport, affording residents to be dropped off closer to home which was previously impossible.
- The road is equipped with stormwater management systems such as culvert pipes, gabions, kerbs and channels; ensuring the prevention of flooding and infrastructure damage during heavy rains.
- Road signage have also been installed to regulate traffic, providing warnings, and offering guidance to drivers and pedestrians, thereby enhancing road safety and ensuring efficient traffic flow.

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Mfolozane Gravel Road in Ward 13 –

(R 3,373,755.00)

- 5.8 km of gravel road constructed.
- A course-way bridge was also constructed, deeming the road usable in all weather conditions. Previously flooding at stream resulted in cars being unable to cross stream for a number of days.
- The completion of this project has resulted in a new bus route being introduced in the area which will transport pupils and educators from neighboring villages to and from school. The bus will also be travelling out to eMpangeni/ Ulundi where most educators in the area reside.
- This route has also connected a number of villages namely, wards 1,10,11,12 and 13, making it easier to seamlessly travel between these wards.

Chapter 1



Emashobeni Community Hall in Ward 6 – (R 5,733,956.21)

- Due to limited MIG funds, this project was not completed in the 2024/25 FY, and will lapse into the 2025/26 FY, as it was approximately 40% complete by 30 June.
- This 300m² facility will accommodate a whopping 200 guests, and will be a sought after attraction for not only the ward 6 community but surrounding neighbourhoods.
- It will play host to community events organised by organs of that and private functions such as weddings, parties, graduations and funerals.
- The facility will ensure services are bought closer to the community such as it will accommodate community gatherings such as mobile clinics, home affairs and Sassa applications. It will also provide social relief such as soup kitchens etc.

Chapter 1

INEP PROJECTS

Mthonjaneni LM was originally allocated R 8,100,000 to implement three Electrification Projects namely, Thubalethu Sub-Station, Ekuthuleni Electrification in Ward 6 and Hlabathini Electrification in Ward 7, unfortunately this grant was reduced by R 2,811,000 dropping the allocation to R 5,290,000. The reduction in funds badly affected progress on site as these projects were halted as there were no longer funds available to fund any additional activities. The backbone infrastructure was completed in the previous year for Hlabathini, we are currently awaiting Eskom processes so that we can energise beneficiaries and continue providing basic services to our community at large; bringing us closer to achieving universal access.

The table below illustrates the progress to date:

NO.	Project Name	Ward No.	No. of Connections	Project Value	Project Status
1.	Ekuthuleni Electrification	6	70	R 3 130 167.20	70%
2.	Hlabathini Electrification	7	140	R 4 269 892.50	75%
3	Thubalethu Sub-Station	2	N/A	R 50 000 000.00	25%

In-spite of the funding challenges, the Municipality continues to forge ahead in implementing electrification projects which have been continuously under-funded by the Department of Energy. The municipality is committed to ensuring every resident of Mthonjaneni LM has access to electricity

MDRG PROJECTS

Due to natural disasters experienced across the province and specifically under various wards within the municipality; resulting in the damage of infrastructure, the municipality was a recipient of the Municipal Disaster Response Grant (MDRG) , the grant to the value of R 4,250,000 was allocated for the implementation of three projects, namely; Cembeni Gravel Road, Bomvini Gravel Road and Thengele Gravel Road, due to the limited funds, these projects were treated as maintenance projects as only re-graveling at critical sections and cleaning of existing stormwater systems was achieved.

The above has provided much relief to commuters as they are now able to travel without any obstructions and without risk to their cars and lives, due to bad road conditions.

The municipality is grant dependant and will continue to request funds where possible to ensure that infrastructure is not only improved but is also maintained to avoid damages in future.

COMMENT ON ACCESS TO BASIC SERVICES

Chapter 1

- **Inadequate Funding Allocation** –The Mthonjaneni Municipality used to service only six (6) Wards before August 2016 Local Government Elections, and currently it is responsible for 13 Wards with 25 Councillors, during this transition there has been no significant increase in the grant allocation, the Municipality is therefore restricted in the number of projects and/or wards it can service at a time. This was further exacerbated by the reduction of the initial grant, depriving the Municipality of initiating further projects.
- The infrastructure projects need to be maintained in future. The maintenance of the infrastructural projects is expensive, as a small municipality we are not able to offer routine maintenance of infrastructure projects. Provision should be made for operation and maintenance grants in future as a component of MIG allocation.
- The Contract Values exceeding the available budget for Electrification Projects, this proved to hinder progress on certain projects as the municipality had to re-prioritize its available funds and ensure all service providers are paid timeously. This is due to the cost per connection which is way lower than what is allocated, as well as the terrain of our areas being hilly and rocky, making the installation of infrastructure very costly.
- Stopping of Grant Funds, this was an enormous challenge for the municipality as all Electrification projects were stopped due to there being no funds available to pay out any work carried out.

1.4 FINANCIAL HEALTH OVERVIEW

FINANCIAL HEALTH OVERVIEW

The prevailing economic conditions in the year under review continued to be constrained, the situation put pressure on households as they are struggling to pay the municipal accounts which negatively affect the municipal own revenue. Despite of the current weak economic condition with serious consequences for public finances, effort is made to improve the municipal revenue base through collection strategies implementing by the municipality.

Mthonjaneni Municipality is a small rural but growing municipality which is service delivery driven with the total revenue budget of R241 million in the year under review. The municipality has remained open to offer basic and essential services to the community under the current difficult conditions. The revenue sources of the municipality remain limited due to the lack of economic activity within Mthonjaneni's boundaries. Consequently, the Municipality is heavily dependent on Government grants.

Financial overview

- The municipality ended the 2024/25 financial year with a favourable bank balance of R5.5 million which is the improvement from R3.3 million of last financial year.
- The municipality has collected 128% on billing including historical debts in the year under review.
- The municipality currently faced with cash flow constraints which led not to pay its obligations within 30 days as per section 65 of MFMA no. 56 of 2003.
- The municipality is under Eskom debts relief programme which has strict conditions to survive on the programme. One of the conditions required is to pay the current debts, this becomes a change to the municipality since the municipality has limited capacity to generate sufficient cash from its own operations.
- Treasury has offered the municipality with two municipal support programmes, one started in October 2023 and ended in March 2024. The second programme is underway.

Chapter 1

COMMENT ON OPERATING FINANCIAL RATIOS

OPERATING FINANCIAL RATIOS

Financial ratios are used to assess the performance of the municipality. Financial ratios and norms are further used to assess and compare the financial health and performance of local government.

Operating Ratios	
Detail	%
Employee Cost	37
Repairs and Maintenance	4
Finance Charges & Impairment	1

- **The employee cost ratio** measures the extent of Remuneration to Total Operating Expenditure. The norm range between 25% and 40%, the municipality is still within the norm since is sitting at 37%
- **Repairs and Maintenance ratio** measures the level of repairs and maintenance to ensure adequate maintenance to prevent breakdowns and interruptions to service delivery. Repairs and maintenance of municipal assets is required to ensure the continued provision of services. The norm is 8% of PPE and investment properties carrying amount. The municipality currently sitting at 4%, this is a reflection that insufficient monies are being spent on repairs and maintenance to the extent that it could increase impairment of useful assets.
- **Finance Charges & Impairment ratio** indicates the cost required to service the borrowing. It assesses the Borrowing or Payment obligation expressed as a percentage of Total Operating Expenditure. The municipality does not have any loan currently servicing, the 1% reflected on above table is the interest charge on late payments.

COMMENT ON CAPITAL EXPENDITURE

Total Capital Expenditure:			
R'000			
Details	2024/25	2023/24	2022/23
Original Budget	35 328	35 932	39 094
Adjustment Budget	32 828	27 758	54 700
Actual	25 899	21 842	52 804
T 1.4.4			

- The municipality initially planned to spend R35 million on CAPEX but after assessing the performance and the cash flow position of the municipality during mid-year assessment, the municipality has reduced its own funding CAPEX to R32 million.
- The actual expenditure incurred was 79% of adjusted figure. ALL capital conditional grants were fully spent.

REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

REVENUE COLLECTION PERFORMANCE BY VOTE

Chapter 1

As per the statement of financial performance, the overall revenue collection performance by vote for the financial year ending 30 June 2025 are as follows:

Revenue Collection Performance by Vote						
R'000						
Vote Description	2024/25	2023/24			2024/25	
	Actual '000	Original Budget '000	Adjusted Budget '000	Actual '000	Original Budget '000	Adjustments Budget '000
Vote 1-Executive & Council						
Vote 2 – Finance and Admin	130 877	122 538	122 738	109 717	132 394	135 231
Vote 3-Community & Corporate Services	14 895	7 576	5 576	6 940	23 502	26 252
Vote 4-Technical Services	61 200	75 792	101 351	87 797	70 673	69 550
Total Revenue by Vote	206 971	205 906	229 665	204 454	226 569	231 033

- The actual total collection for the municipality is sitting at R192 million including government grants and subsidies which are 72% of what was collected by the municipality.
- The collection from rates is R26 million (14%), service charges- electricity and refuse removal R26 million (14%).
- The municipal revenue collection is mostly obtained from governments grants and subsidies

REVENUE PERFORMANCE BY SOURCE

As per the statement of financial performance, the overall revenue performance by source for the financial year ending 30 June 2025 are as follows:

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Revenue Performance by Source R'000						
Description	2024/25	2023/24			2024/25	
	Actual'000	Original Budget'000	Adjustment Budget'000	Actual'000	Original Budget'000	Adjustment Budget'000
Property rates	37 548	27 153	30 754	20 759	35 846	37 548
Property rates – penalties & collection charges						
Service Charges – electricity revenue	32 092	29 027	36 444	25 749	35 386	25 386
Service Charges –water revenue						
Service Charges – sanitation revenue						
Service Charges – refuse revenue	1 642	2 250	2 250	1 853	2 054	2 037
Service Charges – other revenue						
Rentals of facilities	158	472	472	89	430	430
Interest earned – external investments	2 463	1 258	1 458	1 485	1 529	2 029
Interest earned – outstanding debtors	844	1 991	1 991	785	1 816	1 816
Dividends received						
Fines	1 267	7 603	5 603	699	3 604	2 104
Licence and permits	1 302	2 314	2 314	1 397	396	396
Agency services	724				1 757	1 757
Transfers recognised – operational	109 821	100 316	100 316	100 408	111 895	111 895
Other revenue	1 788	3 326	4 326	4 855	2 575	4 575
Gains in disposal of PPE	-	1 500	1 500	1 086	1 300	1 500
Environmental protection						
Total Revenue (excluding capital transfers and contributions)	189 649	179 110	189 328	159 915	198 588	191 437

CONDITIONAL GRANTS RECEIVED: EXCLUDING MIG

The following below table illustrates the amounts received in terms of grants and subsidies from the national and provincial government excluding MIG.

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Conditional Grants: excluding MIG R'000						
Details	Budget	Adjustment Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
EPWP Incentive	2 243	2 243	4 358	2 115	2 115	
Finance Management	2 800	2 800	2 800	0	0	
Local Government Equitable Share	103 227	103 227	103 227	0	0	
Integrated National Electrification Programme Grant	8 184	5 373	5 373	2 811	2 811	
Municipal Disaster Relief Grant	0	4 250	4 250	4 250	0	
Provincialisation of Libraries	1 024	1 024	1 024	0	0	
Community Library Services Grant	265	265	265	0	0	
Total	117 743	119 182	121 297	9 176	4 926	

- All conditional grants received by the municipality were fully spent. The municipality used its own internal generated revenue to fund the difference between allocation and actual expenditure on other conditional grants like EPWP and Library grants that exceeded allocation.

Declaration of Loans and Grants made by the Municipality

- The municipality currently does not have any loans and grants made by the municipality

Debt Recovery

- In terms of Section 64(2)(a) of the MFMA, the Accounting Officer must ensure that the municipality has effective revenue collection systems consistent with section 95 of the MSA and the municipality's credit control and debt collection policy.
- The municipality do have the approved credit control and debt collection policy that is being implemented. Although the Mthonjaneni Municipality is highly dependent on government grants, the municipality can bill for rates, refuse, electricity, and rental monthly. The municipality is able to enforce its credit control and debt collection policy.
- Below table gives the summary of billing vs collection%

Debt Recovery									
R'000									
Details of the type of	2021/22			2022/23			2023/24		
	Actual	for	Proportion	Billed in year	Actual	for	Proportion	Actual	for

Chapter 1

accounts raised and recovered	accounts billed in year	of accounts value billed that were collected in the year (%)		accounts billed in year	of accounts value billed that were collected in the year (%)	accounts billed in year	of accounts billed that were collected in the year (%)
Property Rates	22 102 484.11	74%	22 688 405.32	21 735 953.92	96%	22 523 385.58	111%
Electricity – Basic	851 224.56	78%	705 637.60	710 815.80	101%	608 420.80	87%
Electricity – Consumption	19 472 525.34	95%	18 212 004.52	16 937 025.92	93%	20 563 797.87	92%
Water – Basic							
Water – Consumption							
Sanitation							
Refuse	2 050 374.00	95%	2 148 584.23	1 271 592.60	59%	2 302 036.76	73%
Other (Rental)	220 541.24	71%	232 545.50	140 165.86	60%	212 099.74	59%

Largest Capital Projects

Capital Expenditure for 2024/25: Finance Services

R'000					
Capital Projects	2024/25				
	Budget'000	Adjustment Budget'000	Actual Expenditure'000	Variance from Original Budget'000	Total Project Value'000
Total					
Thubalethu Substation-Ward 2	5 848	4 672	4 672	1 176	
Thubalethu Roads Upgrade	10 953	10 953	10 953		
Mfolozane Gravel Road-Ward 13	8 582	8 582	8 582		

Conclusion

While gains have been made in some areas, much needs to be done going forward to strengthen the municipal financial management practices daily and to improve the control environment and consequently the audit outcomes. We remain committed to strengthening the municipal financial position and performance. We need to rebuild our cash reserves and investments as they are critical to our ability to respond to the aging infrastructure

Chapter 1

and needs of our people. Working together with other spheres of Government, private sector, and residents, we are committed to exploring options that will assist to turnaround and strengthen the finances of the Mthonjaneni Municipality for the benefit of future generations.

1.5 ORGANISATIONAL DEVELOPMENT OVERVIEW

ORGANISATIONAL DEVELOPMENT PERFORMANCE

Staff compliment- the municipality as at 30 June 2025 as per approved organogram including budgeted and non-budgeted posts has:

Total positions	=	177
Filled	=	157
Vacancies	=	20
s54/56	=	5

Councillors- the municipality has a total of 25 Councillors elected on a 5-year term effective 19 November 2021 with 4 Cllrs elected on a by-election process which shall serve on a pro-rated period.

Organogram- the organogram has been reviewed and aligned to the COGTA Municipal Staff Regulations dated September 2021. MEC comments were considered and submitted back and has since been submitted to the Minister.

Job Description- new positions that have been included on the adopted organogram have job descriptions which are being subjected to the Job Evaluation.

Leave- it is managed through the Leave policy in conjunction with the Main Collective Agreement, KZN Conditions of Services & Basic Conditions of Employment Act. The municipality implemented the clocking system which is currently in place.

Labour Relations- there are 5 HR policies reviewed and 6 HR policies developed in 2024/2025 reviewed in a 3-year period or as and when there is a need for reviewal.

Disciplinary processes are conducted through the Disciplinary Procedure Collective Agreement (SALGBC). The **grievance procedure** is conducted as per Main Collective Agreement. There are currently 2 employees on suspension.

1.6 AUDITOR GENERAL REPORT

AUDITOR GENERAL REPORT: YEAR 0 (CURRENT YEAR)

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Delete Directive note once comment is completed – State the type of opinion given (disclaimer; adverse opinion; qualified opinion; unqualified opinion with ‘other matters’; and an unqualified opinion) and briefly explain the issues leading to that opinion. In terms of a disclaimer you must state that ‘the accounts of this municipality were too deficient in essential detail for the Auditor General to form an opinion as the financial viability or rectitude of this municipality’. If opinion is unqualified, briefly explain the key steps taken to accomplish and maintain (where appropriate) this important achievement. Note that the full audit report should be contained in chapter 6 of the Annual Report.

T 1.6.1

REPORT NOT YET PROVIDED

1.7 STATUTORY ANNUAL REPORT PROCESS

No.	Activity	Timeframe
1	Consideration of next financial year’s Budget and IDP process plan. Except for the legislative content, the process plan should confirm in-year reporting formats to ensure that reporting and monitoring feeds seamlessly into the Annual Report process at the end of the Budget/IDP implementation period	July
2	Implementation and monitoring of approved Budget and IDP commences (In-year financial reporting).	
3	Finalise the 4th quarter Report for previous financial year	
4	Submit draft year 0 Annual Report to Internal Audit and Auditor-General	
5	Municipal entities submit draft annual reports to MM	
6	Audit/Performance committee considers draft Annual Report of municipality and entities (where relevant)	August
8	Mayor tables the unaudited Annual Report	
9	Municipality submits draft Annual Report including consolidated annual financial statements and performance report to Auditor General	
10	Annual Performance Report as submitted to Auditor General to be provided as input to the IDP Analysis Phase	
11	Auditor General audits Annual Report including consolidated Annual Financial Statements and Performance data	September - October
12	Municipalities receive and start to address the Auditor General’s comments	November
13	Mayor tables Annual Report and audited Financial Statements to Council complete with the Auditor- General’s Report	
14	Audited Annual Report is made public, and representation is invited	
15	Oversight Committee assesses Annual Report	
16	Council adopts Oversight report	December
17	Oversight report is made public	

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18	Oversight report is submitted to relevant provincial councils	
19	Commencement of draft Budget/ IDP finalization for next financial year. Annual Report and Oversight Reports to be used as input	January
<i>T 1.7.1</i>		

COMMENT ON THE ANNUAL REPORT PROCESS

The legislated Annual Report process is a critical component of municipal governance, accountability, and performance management. Adhering to the prescribed timeframes outlined in the process schedule ensures that the municipality is able to reflect accurately on its performance for the financial year, while simultaneously informing the planning and budgeting processes for the upcoming year.

Timely completion of activities such as the finalisation of the fourth quarter performance report, submission of draft annual reports to internal audit and the Auditor-General, and the tabling of the unaudited Annual Report by the Mayor, are essential to maintaining transparency and enabling effective oversight. These steps allow for early identification of performance gaps and financial irregularities, which can then be addressed proactively during the IDP and budget formulation stages.

The alignment between the Integrated Development Plan (IDP), Budget, and Performance Management System (PMS) is particularly important. This integration ensures that strategic objectives are adequately resourced and that performance indicators are monitored consistently throughout the year. The Annual Report serves as a consolidation of these systems, providing a comprehensive overview of the municipality's achievements, challenges, and areas for improvement.

Failure to meet the stipulated deadlines can compromise the integrity of the reporting process and delay critical feedback from oversight bodies such as the Auditor-General and the Municipal Public Accounts Committee (MPAC). In the case of Mthonjaneni Municipality, delays may occasionally occur due to capacity constraints, reliance on external audit schedules, or challenges in consolidating data from municipal entities. However, efforts are continuously made to improve internal coordination and ensure that reporting is completed within the legislative framework.

Given the municipality's rural context and limited financial resources, the Annual Report also plays a vital role in advocating for continued grant support and guiding strategic partnerships. It provides stakeholders, including provincial and national departments, with a clear picture of service delivery progress and developmental needs.

Annual Report process is not merely a compliance exercise but a strategic tool for reflection, planning, and continuous improvement. Its successful implementation strengthens governance, enhances public trust, and ensures that the municipality remains responsive to the needs of its community.

Chapter 2

CHAPTER 2 – GOVERNANCE

Chapter 2

INTRODUCTION TO GOVERNANCE

Mthonjaneni Local Municipality is a category B municipality and is a municipality with a mayoral executive system combined with a ward participatory system. The highest decision-making structure of the municipality is Council consisting of 25 councillors. The municipality through its Council participates in intergovernmental relations structures like DDM, Office of the Premier, SALGA and Municipal Forums.

COMPONENT A: POLITICAL AND ADMINISTRATIVE GOVERNANCE

The municipality has mechanisms to encourage public participation like the hosting of the Ward Committee meetings, IDP. In terms of Corporate Governance, the municipality has an Internal Audit Unit and the External Audit and Performance Committee whose responsibilities are to advise the municipality on internal financial control and internal audits reports. The Audit Performance Committee also reviews the annual financial statements of the municipality which includes the Annual Performance Reports. Council also has a Section 79 Committee that plays an oversight role and advises Council on its findings.

Mthonjaneni is governed by a Council that is constituted by elected Councillors. The Municipal Council consists of 25 Councillors i.e 13 Ward Councillors and 12 Proportional Representative Councillors. The ruling party is the Inkatha Freedom Party (IFP) with majority of 15 Councillors.

The position of Speaker is a Part-time post, and the incumbent takes responsibility for the running of Council meetings in accordance with the approved rules of order. The Speaker is the Chairperson of the Council. The office of the Whip is established to create synergy and to maintain discipline among councillors from various Political Parties. The Whip deals with the well-being and attendance of meetings by all councillors.

Council has an executive mayoral system with Section 80 Committees. Section 80 committees of the Council have been established, in accordance with the terms of reference of such committees determined by Council. These committees assist and report to the Executive Committee. The section 80 committees are chaired by the members of the mayoral committee.

2.1 POLITICAL GOVERNANCE

Chapter 2

POLITICAL AND ADMINISTRATIVE GOVERNANCE

Mthonjaneni Municipal Council was established, in terms municipal Structures Act No 117 of 1998, as the highest authority in the municipality; the council's power is strengthened by significant vested powers of approval and oversight. The council, which consist of 25 seats, is responsible to serve and account to Mthonjaneni residents and to other stakeholders like businesses, customers and users of municipal services.

The council delegates its executive authority to the executive committee led by the **Mayor His Worship Cllr. M.N. Biyela** but retain the legislative power (Approval and Oversight). The Executive Committee of Mthonjaneni Municipality, consist of five members, seats on monthly bases to provide political guidance over the policy and financial affairs of the municipality in ensuring that the municipality complies with its legislative obligations. The mayor, as chairperson of the Executive Committee, monitor and oversee the municipal manager and senior managers to ensure that they are carrying out their duties appropriately through annual Service Delivery and Budget Implementation Plan (SDBIP) and the performance agreements with clearly defined and measurable outputs.

Whereas the Council appointed **Mr. Z.S. Mthethwa** as an Accounting Officer or Head of Administration for the implementation of approved council policies and the achievement of the objectives of the Council to meet the needs of Mthonjaneni community. Municipal Manager is accountable to the council for the overall administration of Mthonjaneni Municipality however these powers were separated into five Departments, namely Municipal Manager's Office, Finance, Corporate, Community and Technical & Planning Services.

Furthermore, in term of section 79 of Municipal Structures Act 117 of 1998 as amended, the Council established Portfolio committees namely Finance Committee, Corporate & Community services Committee and Technical & Planning Services Committee. The purpose was to assist the Executive Committee to maximize the effectiveness of the administrative capacity by providing an oversight, guidance and recommendations of specified matters.

PHOTOS	POLITICAL STRUCTURE	FUNCTION
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Chapter 2

PHOTOS	POLITICAL STRUCTURE	FUNCTION
	MAYOR Cllr. M.M. Biyela	The powers and functions of the mayor that are stipulated to his/her statutory functions are like that of the Speaker, although only in relation to the executive committee and not the council as a whole. This means that the mayor must, in respect of the executive committee- (a) Presides at public meetings and hearings called by the executive committee. (b) Receive petitions on behalf of the municipality when requested to do so by petitioners. (c) Ensure compliance with the law, including the municipality's rules and orders, during executive committee meetings. (d) Interpret the rules and orders of the municipality when required to do so during meetings of the executive committee, taking into account any prior rulings and interpretations made by the Speaker. (e) Ensure that the executive committee's reports to the council are adequate for facilitating the council's oversight functions in relation to committee and mayor
	DEPUTY MAYOR Cllr P.E. Ntombela	Deputy Mayor's functions are provided for in section 48 of the Structures Act. (A) In the collective executive system, deputy mayors are appointed by council only if the MEC for local government in the province approves that a deputy mayor be appointed. (b) The deputy mayor is a member of the executive committee of the municipal council and is elected when the executive committee is elected. (c) The deputy xmayor exercises the powers and performs the duties of the mayor if the mayor is absent or not available or if the office of the mayor is vacant. (d) The mayor may delegate duties to the deputy mayor.
	SPEAKER	The functions of speakers are set out in section 37 of the

Chapter 2

PHOTOS	POLITICAL STRUCTURE	FUNCTION
	Cllr. N.A. Mbatha	Structures Act The speaker of a municipal council- (a) presides at meetings of the council. (b) performs the duties and exercises the powers delegated to the speaker in terms of section 59 of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000); (c) ensure that the council meets at least quarterly. (d) maintain order during meetings. (e) ensure compliance in the council and council committees with the Code of Conduct set out in Schedule 1 to the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000). (f) must ensure that council meetings are conducted in accordance with the rules and orders of the council
	CHIEF WHIP Cllr. S.K. Mthimkhulu	The Council may delegate the following functions to the Whip ❖ Political management of council meetings and committee meetings ❖ Inform councillors of meetings called by the Speaker and the Mayor and ensuring that such meetings quorate ❖ Advises the Speaker and Mayor on the Council agenda ❖ Informs councillors on important matters on the relevant agenda ❖ Advise the Speaker on the amount of time to be allocated to speakers and the order of such speakers addressing the Council ❖ Ensures that councillors' motions are prepared and timeously tabled in terms of the procedural rules of Council ❖ Assisting the Speaker in the counting of votes ❖ Advising the Speaker and the Mayor of urgent motions ❖ Advising the Speaker and Mayor on how to deal with important items not disposed of at a Council meeting
EXECUTIVE COMMITTEE		

Chapter 2

PHOTOS	POLITICAL STRUCTURE	FUNCTION
 His Worship, the Mayor Cllr M.N. Biyela		
 Cllr. P.E. Ntombela Deputy Mayor	 Cllr N.P. Shobede EXCO Member	 Cllr. P.S.M. Mchunu EXCO Member
 Cllr B.M.T. Sibiya EXCO Member		

Executive Committee Allocation and Attendance

Committee Member	Number of meetings	Meetings Attended	Party represented	Percentage of Meetings Attended
Mayor Cllr M.N. Biyela Chairperson	12	12	IFP	100%
Deputy Mayor Cllr P.E. Ntombela	12	12	IFP	100%
Cllr N.P. Shobede	12	11	IFP	92%
Cllr P.S.M. Mchunu	12	10	ANC	83%
Cllr B.M.T. Sibiya	12	12	ANC	100%

COUNCIL

Mthonjaneni Municipal Council was established, in terms of Municipal Structures Act No 117 of 1998, which consist of 25 seats. During the 2024/25 financial year one councillor resigned as member of the council of

Chapter 2

Mthonjaneni Municipality. **Cllr S.V. Majola** from Economic Freedom Fighters resigned on the 15th of October 2024, and he was replaced by **Cllr Z.Z. Mthimkhulu** who sworn-in as councillor on **24 October 2024**.



Cllr Z.Z. Mthimkhulu who sworn-in as councillor

The seats of the Council of Mthonjaneni Municipality are located to different political Parties as below table:

Name of the party	Number of seats
ANC	07
ACU	01
EFF	01
IFP	15
NFP	01



His Worship the Mayor
Cllr M.N. Biyela

Chapter 2



CLLR P.E. NTOMBELA
(IFP PR COUNCILLOR)



CLLR N.A. MBATHA
(IFP PR COUNCILLOR)



CLLR S.K. MTHIMKHULU
(IFP COUNCILLO WARD 4)



CLLR N.P. SHOBEDE
(IFP PR COUNCILLOR)



CLLR P.SM. MCHUNU
(ANC PR COUNCILLOR)



Cllr. B.M.T. Sibiya
(ANC PR COUNCILLOR)



Cllr. M.E. Ntshangase
(IFP WARD4 COUNCILLOR)



Cllr. N.S. Ntuli
(IFP WARD2 COUNCILLOR)



Cllr. S.M. Ndlovu
(IFP WARD 3 COUNCILLOR)



Cllr. I.S. Tembe
(IFP WARD 5 COUNCILLOR)



Cllr. S.S. Masuku
(IFP WARD 6 COUNCILLOR)



Cllr. T.H. Mchunu
(IFP WARD 7 COUNCILLOR)



Cllr. S.H. Shange
(ANC WARD 8 COUNCILLOR)



Cllr. I.M. Biyela
(IFP PR COUNCILLOR)



Cllr. D. Ntsele
(ANC WARD 11 COUNCILLOR)



Cllr. W.B. Nsele
(IFP WARD 12 COUNCILLOR)

Chapter 2



Cllr. T.E. Mpungose
(IFP WARD 13 COUNCILLOR)



Cllr. Z. Zulu
(ANC PR COUNCILLOR)



Cllr. N.N. Nzuza
(ANC PR COUNCILLOR)



Cllr. S.B.K. Biyela
(ACU PR COUNCILLOR)



Cllr. Z.Z. Mthimkhulu
(IFF PR COUNCILLOR)



Cllr. N.S. Magwaza
(NFP PR COUNCILLOR)



Cllr. M.V. Mchunu
ANC PR COUNCILLOR)

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 N.A. Mbatha	PT	Speaker Chairperson of Roles and orders	PR	100%	0%

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Cllr M.N. Biyela	FT	Mayor. Exco Chairperson. Finance Portfolio Chairperson.	PR	100%	0%
Cllr. P.E. Ntombela	FT	Deputy Mayor. Technical & Planning Portfolio Chairperson	PR	100%	100%
Cllr. N.P. Shobede	PT	Exco Member Corporate & Community Portfolio Chairperson	PR	92%	8%
Cllr. P.S.M. Mchunu	PT	Exco Member Technical & Planning Portfolio	PR	83%	17%
Cllr. B.M.T. Sibiya	PT	Exco Member Corporate & Community Portfolio	PR	100%	0%
Cllr. M.E. Ntshangase	PT	Rules & orders	Ward 1 councillor	100%	0%
Cllr. N.S. Ntuli	PT	Technical & Planning Portfolio	Ward 2 councillor	100%	0%
Cllr. S.M. Ndlovu	PT	Corporate & Community Portfolio	Ward 3 councillor	100%	0%
Cllr. S.K. Mthimkhulu	PT	Technical & Planning Portfolio Rules & orders	Ward 4 councillor	100%	0%
Cllr. I.S. Tembe	PT	Technical & Planning Portfolio MPAC	Ward 5 councillor	92%	8%
Cllr. S.S. Masuku	PT	Technical & Planning Portfolio	Ward 6 councillor	100%	0%
Cllr. T.H. Mchunu	PT	Finance Portfolio	Ward 7 councillor	100%	0%
Cllr. S.H. Shange	PT	MPAC	Ward 8 Councillor	100%	0%
Cllr. I.M. Biyela	PT	Finance Portfolio.	Ward 9 councillor	100%	0%
Cllr. M.E. Ntenga	PT	Finance Portfolio.	Ward 10 councillor	100%	0%

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Cllr. D. Ntsele	PT		Ward 11 councillor	100%	0%
Cllr. W.B. Nsele	PT		Ward 12 councillor	92%	8%
Cllr. T.E. Mpungose	PT	Corporate & Community Portfolio MPAC Chairperson	Ward 13 councillor	92%	8%
Cllr. Z. Zulu	PT	Corporate & Community Portfolio	PR	92%	8%
Cllr. M.V. Mchunu	PT	Finance Portfolio Rules & orders	PR	92%	8%
Cllr. S.V. Majola resigned and he was replaced by Cllr. Z.Z. Mthimkhulu	PT	Role and order	PR	89%	11%
Cllr. N.N. Nzuza	PT	Women's caucus chairperson	PR	92%	8%
Cllr. S.B.K. Biyela	PT	Roles and orders	PR	92%	8%
Cllr. N.S. Magwaza	PT	MPAC Roles and orders	PR	92%	8%

CORPORATE & COMMUNITY SERVICES PORTFOLIO

Assisting the Executive Committee to maximize the effectiveness of the administrative capacity by proving an oversight, guidance and recommendations, but not limited, on the following:

- Provision of support services to the Council and its Committee
- Administrative Services & Manage Information

Chapter 2



CLLR N.P. SHOBEDE
CHAIRPERSON

Technology

Infrastructure

- Render general office services
- Manage records of the municipality
- Render Human Resource Management Services
- Facilitate Training and Development for employees &

Councillors

- Ensure Employee Wellness and Safety
- Re-align Organogram and Job Description
- Provision of Legal Services
- Environmental Health
- Disaster management (Emergency Services and Fire Fighting)
- Protection Services (Traffic and Law Enforcement)
- Sports Development and Recreation
- Local Development (Informal Trading)
- Licensing and control of undertakings to sell liquor to the public
- Special Programs
- Youth Development Programs

TECHNICAL & PLANNING SERVICES PORTFOLIO



- To Assisting the Executive Committee by Considering reports from the designated officials for the Portfolio or other functionary and submit its recommendations on such issues to the Executive Committee, but not limited, to the following
- Electricity supply
- Solid waste management sites
- Municipal Projects Management
- Maintenance of Municipal Roads
- Town Development
- Coordination of Housing Development

Chapter 2

CLLR P.E. NTOMBELA
CHAIRPERSON

PORTFOLIO COMMITTEES' ALLOCATION AND ATTENDANCE

This piece of the legislature is being monitored to ensure that if a Councillor fails to remain in attendance without an application of leave of absence submitted to the office of the Municipal Manager and considered by the Speaker; for three or more consecutive council or committee meetings he/she must be sanctioned by the council, in terms of Chapter 5, Section 13 of the approved Council Standing Rules and Orders. The quarterly reports of the statistics of Council Committee, which also includes Executive Committee and Portfolio Committee meetings attended by Councillors during 2024/25 financial year.

Finance Portfolio Committee Allocation and Attendance

Committee Member	Number of meetings	Meetings Attended	Party represented	Percentage of Meetings Attended
Mayor Cllr M.N. Biyela Chairperson	11	11	IFP	100%
Cllr T.H. Mchunu	11	11	IFP	100%
Cllr I.M. Biyela	11	08	IFP	73%
Cllr M.V. Mchunu	11	08	ANC	73%
Cllr M.E. Ntenga	11	11	ANC	100%

Corporate & Community Services Portfolio Committee Allocation and Attendance

Committee Member	Number of meetings	Meetings Attended	Party represented	Percentage of Meetings Attended
Cllr N.P. Shobede Chairperson	11	09	IFP	82%
Cllr B.M.T. Sibiya	11	11	ANC	100%
Cllr T.E, Mpungose	11	09	IFP	82%
Cllr S.M. Ndlovu	11	08	IFP	73%
Cllr Z. Zulu	11	10	ANC	91%

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Technical & Planning Portfolio Committee Allocation and Attendance

Committee Member	Number of meetings	Meetings Attended	Party represented	Percentage of Meetings Attended
Deputy Mayor Cllr P.E. Ntombela Chairperson	11	11	IFP	100%
Cllr P.S.M. Mchunu	11	11	ANC	100%
Cllr S.K. Mthimkhulu	11	10	IFP	91%
Cllr N.S. Ntuli	11	10	IFP	91%
Cllr S.S. Masuku	11	10	IFP	91%

Municipal Public Accounts Committee Allocation and Attendance

Committee Member	Number of meetings	Meetings Attended	Party represented	Percentage of Meetings Attended
Cllr T.E. Mpungose Chairperson	05	04	IFP	80%
Cllr S.M. Ndlovu	05	05	IFP	100%
Cllr S.T. Shange	05	05	ANC	100%
Cllr I.S. Tembe	05	05	IFP	100%
Cllr S.V. Majola was replaced by Cllr N.S. Magwaza on 03 December 2024	03	02	NFP	67%

POLITICAL DECISION-TAKING

Mthonjaneni political decision making starts with the involvement of section 79 committees and end to Council. The process of making decisions is informed by identifying a gathering information and assessing alternative resolutions. Using a step-by-step decision-making process helps Municipality to deliberate, thoughtful decisions by organizing relevant information and defining alternatives. During 2024/25 financial year **817**of resolutions taken by Mthonjaneni Municipal Council and were implemented.

2.2 ADMINISTRATIVE GOVERNANCE

INTRODUCTION TO ADMINISTRATIVE GOVERNANCE

Chapter 2

The administrative component of Mthonjaneni Local Municipality is headed by the Municipal Manager, who has four Directors reporting directly to him in terms of Section 56 of the Local Government: Municipal Systems Act, No. 32 of 2000.

In accordance with municipal legislation, Melmoth 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).

Melmoth 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:

The Municipal Manager as the accounting officer is the administrative head responsible for the implementation of organisational goals in line with the national key performance areas namely, Municipal Transformation and Institutional Development; Basic Service Delivery; Local Economic Development; Municipal Financial Viability and Management; Good Governance & Public Participation and Cross Cutting Intervention.

Chapter 2

TOP ADMINISTRATIVE STRUCTURE

PHOTO	TOP ADMINISTRATIVE	FUNCTION
	MUNICIPAL MANAGER Mr. Z.S. Mthethwa	Function The Office of the Municipal Manager has the following sections the Communications, Internal Audit, Protocol, Public Participation, and IDP/PMS sections. Throughout the year the Communications section communicated specific and service delivery related information with the public. Council information is also timeously by the facilitation of Interviews with Councillors and Administration where so required. The Internal Audit Unit audits financial and non-financial related reports to assist with readiness and preparation of the institution's annual external audit as conducted by the Auditor General. Public Participation is responsible for the engagement of the community in the municipal affairs The Performance Management and IDP Section Which is primarily responsible for the development and implementation of performance management system and facilitates the development of IDP as the most strategic principal document and plan of the municipality for execution by all departments.
	CHIEF FINANCIAL OFFICER Mr. N.M. Mafa	The directorate has three sections, namely Expenditure and Financial reporting, Revenue and Supply Chain Management. The audit report for the 2023/2024 financial year determined, as other previous years, major improvement in the management of municipal finances as it received an unqualify report. All municipal finances were strictly managed in accordance with national regulatory prescriptions and municipal approved budgetary related policies. Meaning, Municipal revenue and expenditure were managed in accordance with the Council approved Budget, as was approved at the end of May 2023.

Chapter 2

PHOTO	TOP ADMINISTRATIVE	FUNCTION
	DIRECTOR CORPORATE SERVICES Mrs N.B. Mathe	It is characterized by three sections, namely Human Resources Management, Information & Communication Technology and Corporate Services. Corporate Services managed to support all administrative processes of Council, which includes the Convening and reporting outcomes of Council and Council Committee meetings. All council/municipality owned properties and legal services was also undertaken and managed. Human Resources management handles all recruitment and selection of employees. The training and developments of Councillors and municipal staff. Information & Communication Technology supports the municipality with technology infrastructures to be used to accelerate service delivery to the community
	ACTING DIRECTOR COMMUNITY SERVICES Mr. B.A. Songwe	The Community services directorate, among other things, focus on the promotion of the safety environment, local economic and social development and Sport and recreation development. The directorate has four sections, namely Disaster Management, Fire & Rescue, Local Economic Development, Protection Services and Social Services. The municipality Disaster Management unit managed to develop a plan which provides meaningful measure to prevent or mitigates any potential form of natural disaster that may occur within the area of our jurisdiction. Protection Services is always visible to ensure that Traffic and Law Enforcement services are provided included regular traffic control and implementation of traffic rules and By-laws, especially in the CBD of Mthonjaneni Municipality. Social Services unit has successful supported social development programs like Youth and Sport Development and Special programs for example Mayoral Cup, Salga Games, Golden and Indigenous Games. Our local Library also received and provided significant support to benefit our local communities. The Local Economic Development section initiates all local economic development programs and activities within the municipality. Support for existing and new local businesses like local entrepreneurs and informal farmers were also supported to stimulate the development and expansion of local economy

Chapter 2

PHOTO	TOP ADMINISTRATIVE	FUNCTION
	DIRECTOR TECHNICAL SERVICES Mr. N.W. Zikhali	The Technical and Planning Services Directorate has four Sections namely Electrical Services, Technical services, Project Management Unit and Planning Services. It managed to roll out and provide Basic Services, including Electricity supply and improved infrastructure. Electrical Services Section works diligently on the sustainable provision and maintaining electricity supply to our customers. Notices for planned maintenance are given to customers through the Office of the MM (Communication Office). Technical Services section, not limited, focus on maintenance and improvement of our Roads and promotion of a clean, healthy, and safe living and work environment. The cleanliness of the towns by a way of weekly refuse removal for both residential and business communities. The council has put on the dream of having a waste collection truck, which is budgeted for, to effect scheduled refuse removal. Project Management Unit works hand in hand with National and Provincial Departments including MIG and INEP to achieve their vision, to sustain integrated development. The unit has played a tremendous role in our Municipal revenue through the compliance and credibility of reports of project management which has an impact to the acceleration of service delivery. Planning Section deals with Spatial development within the municipality boundaries, directed all spatial planning and developments in accordance with the Council approved Spatial Development Framework. Spatial development was also direct integration of communities both in terms of residential and business development programs.

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INTRODUCTION TO CO-OPERATIVE GOVERNANCE AND INTERGOVERNMENTAL RELATIONS

Relationship between Council and Administrative GovernanceIntroduction to Governance

Mthonjaneni Local Municipality is a category B municipality and is a municipality with a mayoral executive system combined with a ward participatory system. The highest decision -making structure of the municipality is Council consisting of 25 councillors. The municipality through its Council participates in intergovernmental relations structures like DDM, Premiers SALGA and Municipal Forums.

GOVERNANCE

The municipality has mechanisms to encourage public participation like the hosting of the Ward Committee meeting, IDP. In terms of Corporate Governance, the municipality has an Internal Audit Unit and the External Audit Committee whose responsibilities are to advise the municipality on internal financial control and internal audits. The Audit Committee also reviews the annual financial statements of the municipality. Council also has a Section 79 Committee that plays an oversight role and advises Council on its finding.

POLITICAL GOVERNANCE

Mthonjaneni is governed by a Council that is constituted by elected Councillors. The Municipal Council consists of 25 Councillors i.e. 13 Ward Councillors and 12 Proportional Representative Councillors. The ruling party is the Inkatha Freedom Part (IFP) with majority of 15 Councillors.

INTRODUCTION TO POLITICAL GOVERNANCE

The position of Speaker is a Part-time post, and the incumbent takes responsibility for the running of Council meetings in accordance with the approved rules of order. The Speaker is the Chairperson of the Council. The office of the Whip is established to create synergy and to maintain discipline among councillors from various Political Parties. The Whip deals with the well-being and attendance of meetings by all councillors.

Council has an executive mayoral system with Section 80 Committees. Section 80 committees of the Council have been established, in accordance with the terms of reference of such committees determined by Council. These committees assist and report to the Executive Committee. The section 80 committees are chaired by the members of the mayoral committee

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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.

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COMPONENT C: PUBLIC ACCOUNTABILITY AND PARTICIPATION

OVERVIEW OF PUBLIC ACCOUNTABILITY AND PARTICIPATION

Section 152 (1) (e) of the Constitution of RSA encourages Local Government to involve communities and community organisations in matters of Local Government. Section 16 (1) (a) of the Municipal Systems Act encourages Municipalities to create conditions for the local community to participate in the affairs of the Municipality.

Public Participation is a process where the participant gains a better understanding of both the issue and how the other participants see the issue. It is a structured process where everyone's contribution is combined to produce a better outcome. All affected participants share their fears, experiences, knowledge, preferences, hopes, opinions, and values. The participation processes become successful when it is well planned, well timed, sufficiently staffed and well resourced.

The municipality still has 13 ward committees which serves as a conduct 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 document is an implementation of Budget and Monitoring of set targets derived from the IDP. 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

T 2.4.0

2.4 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 2022-2023 IDP review and budget at the end of May 2024. 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.

Public participation remains a cornerstone of governance in Mthonjaneni Municipality. Throughout the year, we engage communities on various issues through structured platforms such as the Community Meetings, IDP Roadshows, Forums of vulnerable groups, Rate payers' meetings and ward committee meetings. To ensure optimal effectiveness of public meetings, Mthonjaneni Municipality has streamlined its communication and invitation processes. We actively use social media platforms, particularly Facebook, to share meeting notices and updates. Ward committee members play a vital role in mobilizing community participation, and we also distribute flyers and engage residents through community gatherings.

Chapter 2

These efforts support our broader public participation strategy, which includes IDP/Budget roadshows held throughout the year. These forums typically attract more than 100 participants, including ward representatives, traditional leaders, civil society groups, and sector departments. Their purpose is to gather input on development priorities, budget allocations, and other social issues.

Frequency of different meetings:

Meeting	Frequency
1. Community Meetings	Monthly
2. Ward Committee Meetings	Monthly
3. IDP Roadshows	Biannually
4. Forums	Monthly
5. Rate- Payers	As and When the need arises

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.

T 2.4.1

WARD COMMITTEES

Ward committees in Mthonjaneni Municipality serve as vital structures for promoting participatory democracy and strengthening the link between communities and the municipal council. Their primary purpose is to facilitate communication, identify service delivery needs, and ensure that community concerns are brought to the attention of the municipality.

In the 2024/2025 Financial Year, the ward committees were actively ensuring that the service delivery issues are brought to the attention of the councillor. These committees also actively participated in IDP and budget consultations, helping to shape municipal priorities and ensure that development is community-driven.

Mthonjaneni Municipality has 13 wards which all have 10 ward committees each, there are vacancies on the ward committees because of resignations and other different reasons. The functionality of ward committees remains a challenge as the Municipality is yet to score 100% functionality since the beginning of the financial year. There has been trainings and awareness's that were conducted to the ward committees and Public Participation team.

- Being a formal communication channel between the community and the municipal council.
- Making representations and recommendations on local government issues in their wards.
- Communicating between the municipality and the people through the ward councillor.
- Holding the ward councillor accountable on the fulfilment of their duties.
- Serving as a formalized communication and interaction conduit between communities and municipalities

Each ward committee has 10 members, with each member representing a different sector and the councillor being the chairperson.

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A ward committee is a democratically elected body which represents a wide variety of community interests and meets regularly under the chairperson who is the ward councillor. The municipality has the power to decide to have ward committees and if it does, so it has to establish ward committees for all the wards in its jurisdiction.

Functions of Ward Committee

Following are the Functions and powers of Ward Committees through the municipal policy in line with the provisions of Section 59 of the Municipal Systems Act. Powers delegated in terms of the adopted policy are as follows:

- To serve as an official specialized participatory structure in the Municipality
- To create formal unbiased communication channels as well as cooperative partnerships between the community and the council. This may be achieved as follows:
 - Advise and make recommendations to the ward councilor on matters and policy affecting the ward
 - Assist the ward Councillor in identifying challenges and needs of residents
 - Disseminate information in the ward concerning municipal affairs such as the budget, integrated development planning, performance management system (PMS), service delivery options and municipal properties
 - Receive queries and complaints from residents concerning municipal service delivery, communicate it to council and provide feedback to the community on council's response; and
 - 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 interact with other forums and organizations on matters affecting the ward.

To serve as a mobilizing agent for community action within the ward. This may be achieved as follows:

- Attending to all matters that affect and benefit the community
- Acting in the best interest of the community
- Ensure the active participation of the community in:
 - Service payment campaign
 - The integrated development planning process
 - The Municipality's budgetary process
 - Decisions about the provision of municipal services; and
 - Decisions about by-laws.
 - Decisions relating to implementation of Municipal Property Rates Act (MPRA)
 - Delimitate and chair zonal meetings.

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WARD COMMITTEE FUNCTIONALITY

After the end of each quarter, the Municipality undergoes Ward Committee Verification that is conducted by CoGTA Public Participation Unit. The functionality of the ward committees for Mthonjaneni is broken down in the table below:

PROVINCIAL WARD COMMITTEE VERIFICATION RESULTS								
2023/2024 – 2024/2025 FINANCIAL YEAR - BASED ON PROVINCIAL WC FUNCTIONALITY CRITERIA								
Quarter Reporting for	Financial Year	Number of wards	No of functional wards	% Functional wards	Functional wards	No of non-functional wards	% non-functional wards	Reasons for non-functionality
July – September	2023/2024	13	12	92%	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12 & 13	1	8%	Ward 10 – No community meetings & incomplete ward report
October - December	2023/2024	13	8	62%	1, 3, 5, 6, 7, 9, 10 & 13	5	38%	Ward 2 – Cllr attended 2 WC meetings. Ward 4, 8 & 11 – No community meeting Ward 12 – 2 WC meetings held

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Jan - March	2023/2024	13	12	92%	1, 2, 3, 5, 6, 7, 8, 9, 10, 11, 12 & 13	1	8%	Ward 4 – 2 WC meetings held
April – June	2023/2024	13	12	92%	1, 2, 3, 4, 5, 6, 7, 9, 10, 11, 12 & 13	1	8%	Ward 8 – Cllr's signature on minutes does not correspond with his signature in attendance register in WC meeting held on 12/04/2024
July – September	2024/2025	13	12	92%	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12 & 13	1	8%	Ward 10 – Date of community is tampered with
October - December	2024/2025	13	12	92%	1, 2, 3, 4, 5, 6, 7, 8, 9, 11, 12 & 13	1	8%	Ward 10 – Attendance Register missing

Ward Committees are functional and are being monitored and evaluated internally (by the municipality).

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Chapter 2

PUBLIC MEETINGS

The Municipality successfully held the following meetings in the quest to continuously engage the community in the matters of service delivery carried out by the municipality.

Public Meetings						
Nature and Purpose of meeting	Date of event	No. of Participating Municipal Councillors	No. of Participating Municipal Administrators	Number of Community members attended	Issue Addressed (Yes/No)	Date & Manner of feedback given to community
Annual Review of IDP - Roadshows (Indoor Sports Centre – AmakhosiniZinduna)	26 August 2024	20	55	450	Yes	Requests will be implemented
Annual Review of IDP - Roadshows (Gconco Paypoint)	05 November 2024	10	32	350	Yes	Requests will be implemented
Annual Review of IDP - Roadshows (KwaMagwaza Community Hall)	14 November 2024	13	35	248	Yes	Requests will be implemented
Annual Review of IDP - Roadshows (Tshelensimbi Community Hall)	19 November 2024	13	43	250	Yes	Requests will be implemented
Annual Review of IDP - Roadshows (Town Hall)	21 November 2024	15	40	308	Yes	Requests will be implemented

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Public Participation meetings on IDP/Budget Roadshows (eThembeni Tribal Court)	06 May 2025	15	30	100	Yes	Requests will be implemented
Public Participation meetings on IDP/Budget Roadshows (KwaSanguye Tribal Court)	07 May 2025	11	40	215	Yes	Requests will be implemented
Public Participation meetings on IDP/Budget Roadshows (Bedlane Community Hall)	08 May 2025	13	35	200	Yes	Requests will be implemented

EFFECTIVENESS OF THE PUBLIC MEETINGS HELD

1. Increased Participation:

- Citizens express their views, concerns, and suggestions

2. Transparency and Accountability:

- Meetings clarify how decisions are made and how public budget is used
- Regular meetings ensure that municipal leaders are held accountable for their actions and decisions.

3. Improvement in Service delivery

Chapter 2

2.5 IDP PARTICIPATION AND ALIGNMENT

The *Amended Fifth - Generation IDP (2022-2026)* provide an opportunity to strengthen integrated planning, budgeting and implementation across all spheres of government and the private sector in a meaningful way in pursuit of sustainable development.

The objects as set out in *Sections 152 and 153 of the Constitution*, aims to create synergy between different municipal planning instruments and National / Provincial policy directives. Knysna Municipal Council remained focused on how best to respond to its constitutional and developmental mandate through its overarching strategic development focus areas. The Municipal Key Performance Areas (KPA's) and Strategic Objectives directs future development, potential investment, and possible public/private partnership interventions.

The Key Performance Areas and Strategic Objectives, guide service delivery as per municipality developed annual Service Delivery Budget Implementation Plan (SDBIP) and development. Section 28 (i) of the Municipal Systems Act, no 32 of 2000 requires that a Municipal Council adopts a schedule of activities to guide the drafting and review of its Integrated Development Plan. The IDP process plan/time schedule articulates the progressive activities and processes which the Municipality will embark upon during the annual review of its 5th Generation Integrated Development Plan and implementation during the 2024/2025 period.

The IDP process plan for the 2025/2026 IDP review was unanimously adopted by Council on the **28th of August 2024**. The development of the IDP is undertaken inclusive of non-statutory specific sector plans, i.e. the Municipal Spatial Development Framework, the Municipal Disaster Plan, the Municipal Economic Development Strategy and lastly the Municipal Budget for a specific term or financial and outer years.

The alignment of the IDP with the Spatial Development Framework (SDF), relates the spatial planning and development foreseen for the financial year in planning. The alignment of the IDP relates to aligning the IDP with the Provincial Growth and Development Strategy, the National Development Plan, and more importantly the Five National Key Performance Areas: Good Governance, Basic Services, Sound Financial Planning, Municipal Transformation and Organizational Development and Spatial and Environmental Development

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IDP Participation and Alignment Criteria*	Yes/No
Does the municipality have impact, outcome, input, output indicators?	Yes
Does the IDP have priorities, objectives, KPIs, development strategies?	Yes
Does the IDP have multi-year targets?	Yes
Are the above aligned and can they calculate into a score?	Yes
Does the budget align directly to the KPIs in the strategic plan?	Yes
Do the IDP KPIs align to the Section 57 Managers	Yes
Do the IDP KPIs lead to functional area KPIs as per the SDBIP?	Yes
Do the IDP KPIs align with the provincial KPIs on the 12 Outcomes	Yes
Were the indicators communicated to the public?	Yes/No
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

T2.6.0

2.6 RISK MANAGEMENT

RISK MANAGEMENT

The Municipal Manager has appointed all heads of departments as the members of Risk Management Committee this committee used to be combined with management committee of the municipality after the recommendation by the Department of Cooperative Governance the terms of reference for this committee were developed and the appointment letters were submitted to heads of departments.

There is still a challenge with regards to resolving the risks that are identified on the risk register due to that the municipality do not have Risk Management personnel/ official appointed for risk management and the Department of Treasury is understaffed and it's a becomes a challenge to assist all the municipalities to resolve

Chapter 2

issues of risks. The municipality is actively working on the risks to be mitigated as per the recommendation by the risk register

T2.6.1

2.7 ANTI-CORRUPTION AND FRAUD

Definition of Fraud and Corruption

Legally, fraud is defined as the unlawful making of a misrepresentation with the intention to defraud, that causes prejudice or potential prejudice to another. In other words, defined as the giving or offering, receiving, or agreeing to receive, obtaining, or attempting to obtain any benefit which is not legally due to a person means which are illegitimate.

Purpose: The Strategy is established to facilitate the developments of controls which will assist in the prevention and detection of fraud and corruption.

Objective: The objective of this strategy is to give effect to the expressed commitment of the Municipal Council to prevent and respond to corruption

T2.7.1

2.8 SUPPLY CHAIN MANAGEMENT

OVERVIEW OF SUPPLY CHAIN MANAGEMENT

- The municipality has a supply chain management policy compiled in line with the MFMA – SCM Regulations 2005. There has been updates regularly as the regulations change, this includes update in line with the 2022 Preferential Procurement that was effected in January 2023. There has been recent updates in the policy in line with the changes in procurement thresholds in the regulations made in December 2023. The policy is implemented fully with necessary bid committees in place to assist in the competitive bidding process. Reports are made on monthly basis to the council committees on the implementation of the policy
- There may be challenges in terms of contract management including the drafting and signing of SLAs since the municipality does not have legal services. The municipality relies on external service providers for legal services and that come at a price.

Long Term Contracts and Public Private Partnership

Chapter 2

A long-term contract refers to legal contract between two or more parties that sets the terms and conditions of their relationship for extended periods. Below table show two long term contracts the municipality currently has.

Long Term Contracts (20 Largest Contracts Entered into during 2023/24 R'000					
Name of Service Provider (Entity or Municipal Department)	Description of Service Rendered by the Service Provider	Start date of Contract	Expiry date of Contract	Project Manager	Contract Value
Dolphine Coast Waste Management	Waste Collection & Transportation	29/4/2024	29/4/2027	NW Zikhali	3 390
Evaluation Enhanced Property Appraisals	Valuation Roll Management	05/4/2024	05/4/2027	NM Myeni	1 794

Public, Private, Partnerships Entered into during 2024/25

The municipality has not entered any Public, Private, Partnership in the year under review
T2.8.1

2.9 BY-LAWS

By-laws Introduced during 2024/2025					
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
Public Nuisance	Yes	Yes	January 2023	Yes	21/11/24
Pounds	Yes	Yes	January 2023	Yes	21/11/24
Animals	Yes	Yes	January 2023	Yes	21/11/24
Finance related	Yes	Yes	January 2023	No	30/03 2026
Funeral Undertakers	Yes	Yes	January 2023	No	30/03 2026
Cemeteries	Yes	Yes	January 2023	No	30/032026
Environmental	Yes	Yes	January 2023	No	30/03 2026

Chapter 2

Health					
Credit Control and Debt Collection	Yes	Yes	January 2023	No	30/03 2026
Traffic	Yes	Yes	January 2023	Yes	21/11/24
Waste Management	Yes	Yes	January 2023	Yes	21/11/24
Informal Trading	Yes	Yes	January 2023	Yes	21/11/24
Advertising	Yes	Yes	January 2023	No	30/09/24
Informal Trading	Yes	Yes	January 2023	No	30,09/24
Fire Prevention	Yes	Yes	January 2023	No	30/09/24
Deployment of Electronic Communication Networks and facilities	Yes	Yes (Workshopped to employees)	January 2023	No	30/062026
Mthonjaneni Spatial Development Framework	Yes	Yes	21 /03 2022	No	30/06 2026
Land use Scheme	Yes	Yes	21/03 2022	No	30 /06 2026

T2.9.1

COMMENT ON BY- LAWS

The Council of the Mthonjaneni Local Municipality has in terms of section 156 of the Constitution, 1996 (Act No. 108 of 1996), read in conjunction with section 11 of the Local Government: Municipal Systems Act, 2000 (Act No. 32 of 2000), the power to pass by-laws. This by-law applies to areas within Mthonjaneni (Melmoth town) and binding on people residing within the area of Mthonjaneni. 90% of Mthonjaneni Municipality is rural, therefore the by-laws only cover the town which is about 10%.

The above-mentioned by-laws were reviewed in 2018 and only minor amendments were made on the documents in relation to:

- ▶ The structure of some By-Laws.
- ▶ The language used
- ▶ Alignment and correction of various sections of legislation
- ▶ Made suggestions regarding deleting certain clauses which may not be applicable, duplicated,
- ▶ Added preambles, applications and indexes for ease of reference to some Bylaws.
- ▶ The review process was undertaken by way of going through each Bylaw, testing compliance with legislation and relevant case law. The process of drafting and reviewing the by-laws is finalised.

Chapter 2

The Council was work-shopped on the by-laws

The by-laws were also translated into isiZulu to comply with the Language Policy for Mthonjaneni Municipality. This process took longer than anticipated and it required a budget. (One word cost about R1,30)

The draft by-laws were advertised in the local (Ilanga and Zululand Observer) newspaper circulating in the municipal area. The Advert indicated the general purpose of the by-law, advising the public where and when the proposed by-law may be inspected, and advising the time by when and to whom written objections must be submitted.

This process took 14 days and the due date for submission of comments was 24 February 2023.

Copies of the draft By-Laws were available for perusal at the Library and Municipal Offices in 21 Reinhold Street and at the office of the Director Corporate Services 41 Symmonds Street, during normal office hours. These draft By-Laws are also available for download on the municipal website at www.mthonjaneni.org.za.

On the 02 February 2023, the by-laws were presented to the public (rate payers meeting ward 3 and 2). They were requested to submit the comments on the draft by-laws and then submit the written comments to the Municipal Manager by the 24 February 2023. There are no comments received from the public.

The municipal council may receive objections from the public, and council may amend, modify, or confirm the proposed by-law.

Mthonjaneni Municipal Council adopted the by-laws on the 13 April 2023 (MLMC 23/532).

In the final stage, section 160(3)(b) of the constitution states that:

When it comes to the passing of a by-law, a decision must be taken by a municipal council with a supporting vote of a majority of its members, and all other questions before a municipal council must be decided by most of the vote's casts'.

- Section 162(1) states that a municipal by-law may be enforced only after it has been published in the official Gazette of the relevant province.
- Section 162(1) goes on to say that a provincial official Gazette must publish a municipal by-law upon request by a municipal council.
- Upon promulgation the by-law has legal effect within the municipal area. Enforcement by authorized council representative
- By-laws can be enforced by courts of law and transgressors can be punished. Depending on where transgressor resides are/ is arrested.
- The power of municipal legislation (by-law) is strictly circumscribed by the express or implied in terms of the enabling statute, and the courts, including a magistrate's court, can enquire into the validity of by-laws.

A magistrate's court can, therefore, hear a case where a by-law has been enforced provided the by-law does not impose a sentence of imprisonment of more than one year or a fine. All our reviewed by-laws are in a stage of being gazetted. There is a provision on the budget for 2024/25 to gazette and publish Municipal by-laws. This does not imply that currently by-laws are not enforced. The Council is using the old, published by-laws whilst waiting for the process of publishing the reviewed ones to unfold.

The Municipality has Published the following by-laws, in 2024/25 financial year, on 21 November 2024:

1. Keeping of Animals, Birds, Poultry
2. Informal Trading
3. Pounds
4. Public Nuisance
5. Traffic

Chapter 2

6. Waste Management

The Gazetted by-laws are now ready to be enforced by the Municipality as per Section 162(1) of the Constitution. The newly developed by-laws are as follows in 2024/25 Financial year:

1. Mthonjaneni Land Use Scheme, approved by Council on the 07 April 2024 (MLMC 24/814)
2. Mthonjaneni Spatial Development Framework was approved by Council on the 07 April 2024) MLMC24/814.

The budget for the outstanding by-laws to be published was set aside during budget process. The due date for all outstanding by-laws will be 30 March 2026. The date could be before 30 March 2026, but the process of gazetting takes a long time to be finalised.

2.10 WEBSITES

Comment on the Municipal Website Content and Access

The municipal website is hosted by the private company, the municipality is required to send all documents to be uploaded on the website to the company

2.11 PUBLIC SATISFACTION ON MUNICIPAL SERVICES

PUBLIC SATISFACTION LEVELS

Delete Directive note once comment is completed - Provide a brief overview of public satisfaction with municipal service delivery.

T 2.11.1

NOT YET REPORTED

Concerning T 2.11.2:

Delete Note once table T 2.11.2 is complete - It is not intended that municipalities should necessarily commission new surveys to complete the above table (T 2.11.2). This material should be obtained from existing surveys undertaken during year -1 and year 0 and by analysing complaints and other service feedback. The services specified in the table (a. Refuse; b. Road Maintenance; c. Electricity; d. Water) are provided for illustration only. Although they are key services and should be included if data is available, other services should be included too where data exists. Where future questionnaires are planned then municipalities should have regard to national priorities; demographic variations; and poverty.

T 2.11.2.1

COMMENT ON SATISFACTION LEVELS:

Chapter 2

Delete Directive note once comment is completed – Indicate the efforts that were made to improve satisfaction levels and to communicate successfully with the public on key issues of service delivery. It is not intended that municipalities should commission new surveys to complete the above table (T2.11.2). This material should be obtained from existing survey undertaken during year -1 and year 0 and by analyzing complaints and other service feedback. The services specified in the table (a. Refuse; b. Road Maintenance; c. Electricity; d. Water) are provided for illustration only. Although they are key services and should be included if data is available, other services should be included too where data exists.

T 2.11.2.2

CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (PERFORMANCE REPORT PART I)

Chapter 3

3.1 INTRODUCTION – SERVICE DELIVERY PERFORMANCE REPORT

Mthonjaneni Municipality is responsible for providing basic services to 13 Wards with 25 Councillors, there has been huge demands on infrastructural development required with a limited budget in both rural and urban areas within our jurisdiction.

The municipality is solely dependent on Grants for infrastructure funding as most of the municipal Wards are predominantly deep rural, consequently the revenue generation in developed areas is very minimal.

Most of our Municipal wards have no access to basic infrastructure such as roads, community development centres, early childhood development centres, sport and recreational facilities and health facilities for communities to receive primary services such as mobile clinics, SAPS services, schools, social grant pay-point stations, etc.

With the limited grant funding received which was further reduced during the fiscal year, namely INEP, the Municipality was able to implement the following projects during the 2024/2025 Financial Year;

T3.0.1

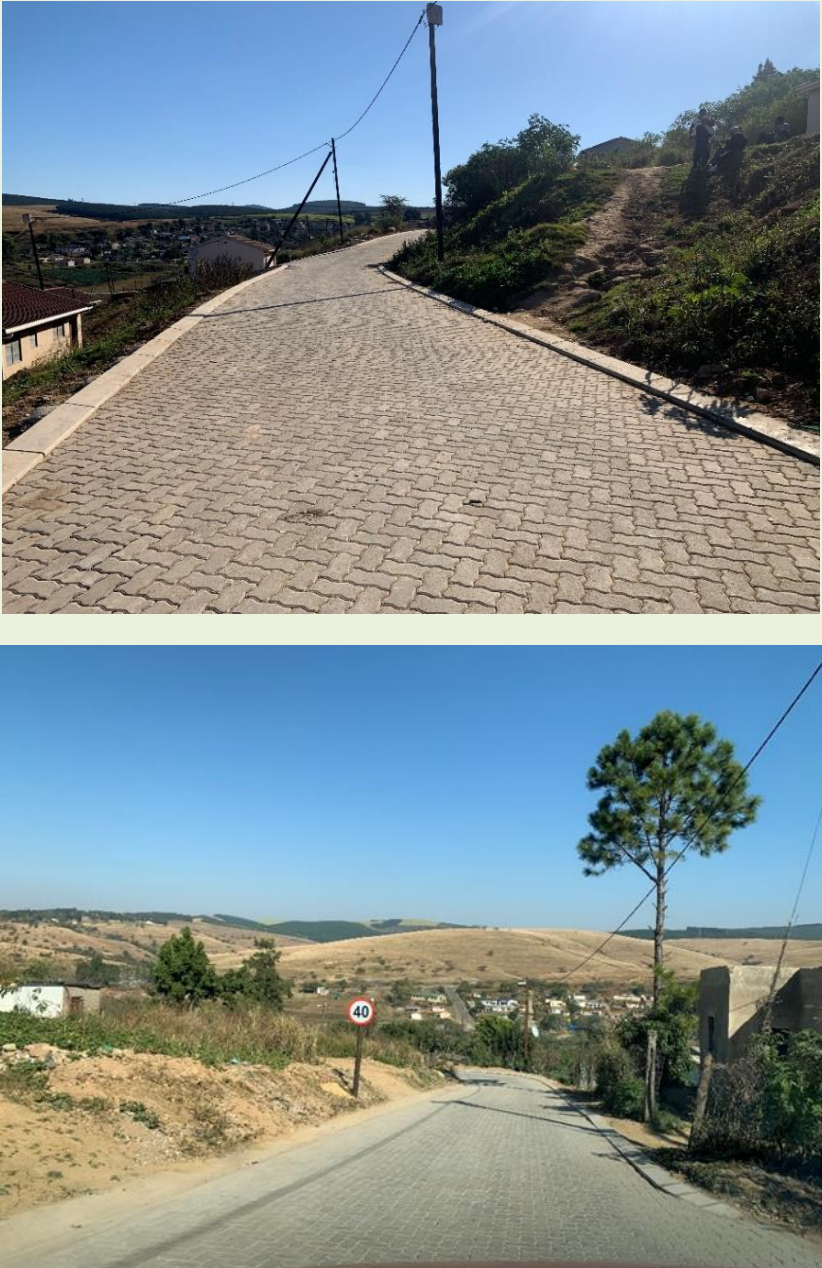
COMPONENT A: BASIC SERVICES

The MIG allocation for the year 2024/25 was R 20,490,000.00, significantly lower than previous FY's. The municipality was able to achieve 100% expenditure by the end of June 2025. However, the grant allocation as compared to R 48,539,000.00 received in the 2022/23 FY is a significant drop and hinders the delivery of major services to the community. Only 2 projects were completed in entirety with the third project having to run over two FY's years due to funding limitations; this shows regress in the delivery of basic services when compared to 5 projects completed in the 2023/24 FY and to 11 completed in 2022/23 FY.

Below are the MIG projects implemented and completed in 2024/25.

No.	PROJECT NAME	BUDGET	PROJECT STATUS
1	Construction of Thubalethu Extension Roads Phase 1 in Ward 2	R 10,901,707.08	100% Complete
2	Construction of Mfolozane Gravel Road in Ward 13	R 10,810,083.97	100% Complete
3	Construction of Emashobeni Community Hall in Ward 6	R 5,733,956.21	40% Complete

Chapter 3

PICTURES	PROJECT DESCRIPTION
	Thubalethu Extension Roads Phase 1 - (R 10,810,083.97) • 1.2 km of paved road constructed. • A total of 5 interconnecting roads with high traffic volume and in deteriorating conditions was upgraded from gravel roads to paved roads which has provided much needed comfort when driving in the Thubalethu Extension. • The upgraded roads have provided a new traffic route for public transport, affording residents to be dropped off closer to home which was previously impossible. • The road is equipped with stormwater management systems such as culvert pipes, gabions, kerbs and channels, ensuring the prevention of flooding and infrastructure damage during heavy rains. • Road signage have also been installed to regulate traffic, providing warnings, and offering guidance to drivers and pedestrians, thereby enhancing road safety and ensuring efficient traffic flow.
	Mfolozane Gravel Road in Ward 13 – (R 3,373,755.00) • 5.8 km of gravel road constructed.

Chapter 3



- A course-way bridge was also constructed, deeming the road usable in all weather conditions. Previously flooding at stream resulted in cars being unable to cross stream for a number of days.
- The completion of this project has resulted in a new bus route being introduced in the area which will transport pupils and educators from neighboring villages to and from school. The bus will also be travelling out to eMpangeni/ Ulundi where most educators in the area reside.
- This route has also connected a number of villages namely, wards 1,10,11,12 and 13, making it easier to seamlessly travel between these wards.



Chapter 3



**Emashobeni Community Hall in Ward 6 –
(R 5,733,956.21)**

- Due to limited MIG funds, this project was not completed in the 2024/25 FY, and will lapse into the 2025/26 FY, as it was approximately 40% complete by 30 June.
- This 300m² facility will accommodate a whopping 200 guests and will be a sought-after attraction for not only the ward 6 community but surrounding neighbourhoods.
- It will play host to community events organised by organs of that and private functions such as weddings, parties, graduations and funerals.
- The facility will ensure services are bought closer to the community such as it will accommodate community gatherings such as mobile clinics, home affairs and Sassa applications. It will also provide social relief such as soup kitchens etc.



Chapter 3

INEP PROJECTS

Mthonjaneni LM was originally allocated R 8,100,000 to implement three Electrification Projects namely, Thubalethu Sub-Station, Ekuthuleni Electrification in Ward 6 and Hlabathini Electrification in Ward 7, unfortunately this grant was reduced by R 2,811,000 dropping the allocation to R 5,290,000. The reduction in funds badly affected progress on site as these projects were halted as there were no longer funds available to fund any additional activities. The backbone infrastructure was completed in the previous year for Hlabathini, we are currently awaiting Eskom processes so that we can energise beneficiaries and continue providing basic services to our community at large; bringing us closer to achieving universal access.

The table below illustrates the progress to date.

NO.	Project Name	Ward No.	No. of Connections	Project Value	Project Status
1.	Ekuthuleni Electrification	6	70	R 3 130 167.20	70%
2.	Hlabathini Electrification	7	140	R 4 269 892.50	75%
3	Thubalethu Sub-Station	2	N/A	R 50 000 000.00	25%

In-spite of the funding challenges, the Municipality continues to forge ahead in implementing electrification projects which have been continuously under-funded by the Department of Energy. The municipality is committed to ensuring every resident of Mthonjaneni LM has access to electricity.

MDRG PROJECTS

Due to natural disasters experienced across the province and specifically under various wards within the municipality; resulting in the damage of infrastructure, the municipality was a recipient of the Municipal Disaster Response Grant (MDRG) , the grant to the value of R 4,250,000 was allocated for the implementation of three projects, namely; Cembeni Gravel Road, Bomvini Gravel Road and Thengele Gravel Road, due to the limited funds, these projects were treated as maintenance projects as only re-graveling at critical sections and cleaning of existing stormwater systems was achieved.

The above has provided much relief to commuters as they are now able to travel without any obstructions and without risk to their cars and lives, due to bad road conditions.

The municipality is grant dependant and will continue to request funds where possible to ensure that infrastructure is not only improved but is also maintained to avoid damages in future.

Chapter 3

INTRODUCTION TO BASIC SERVICES

The municipality encountered key challenges during implementation of Capital Projects, these challenges include but are not limited to the following:

- **Inadequate Funding Allocation** –The Mthonjaneni Municipality used to service only six (6) Wards before August 2016 Local Government Elections, and currently it is responsible for 13 Wards with 25 Councillors, during this transition there has been no significant increase in the grant allocation, the Municipality is therefore restricted in the number of projects and/or wards it can service at a time. This was further exacerbated by the reduction of the initial grant, depriving the Municipality of initiating further projects.
- The infrastructure projects need to be maintained in future. The maintenance of the infrastructural projects is expensive, as a small municipality we are not able to offer routine maintenance of infrastructure projects. Provision should be made for operation and maintenance grants in future as a component of MIG allocation.
- The Contract Values exceeding the available budget for Electrification Projects, this proved to hinder progress on certain projects as the municipality had to re-prioritize its available funds and ensure all service providers are paid timeously. This is due to the cost per connection which is way lower than what is allocated, as well as the terrain of our areas being hilly and rocky, making the installation of infrastructure very costly.
- Stopping of Grant Funds, this was an enormous challenge for the municipality as all Electrification projects were stopped due to there being no funds available to pay out any work carried out.

The Technical and Planning Services department is responsible for the provision of infrastructure and basic services within the municipality. The focus is based on the following categories:

- Electricity
- Access Roads – Urban and Rural
- Waste Management Services
- Cemeteries
- Housing
- Community facilities
- Sport and recreation facilities
- Town Planning

The Technical and Planning services department is responsible for the on-going operation and maintenance of the above services as well as the capital projects funded by MIG, INEP, EPWP and other related grants. It should be noted that the Municipality is not a water service authority (WSA) and therefore all water and sanitation projects are the competence of King Cetshwayo District Municipality

Chapter 3

3.1 WATER PROVISION

3.1.1 INTRODUCTION TO WATER PROVISION

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

Mthonjaneni Local Municipality is not a Water Service Authority as indicated above that some functions are not being performed due to lack of capacity. Water and sanitation provision are part of the competencies of the parent municipality, King Cetshwayo District Municipality (KCDM). King Cetshwayo District Municipality, in terms of the Water Services Act, is the Water Services Authority (WSA) for its jurisdiction area.

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

3.1.2 WATER USE BY SECTOR

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.

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:

The water supply to the district is derived from dams, rivers, ground water and bulk purchases from the City of uMhlathuze. The water is then treated at several treatment plants, owned by the district before being distributed to households. In terms of the demographics, a huge number of populations are rural, with a small portion of formal urban settlements and these are dealt differently when planning for the provision of water services. The municipality continuously improves, developed, and reviewed the WSDP. The Municipality adopted an indigent policy and did away with free water basic services policy. The developmental approach and motivation of various levels of service offered is clearly defined in the policy. The municipality adopted and is continuously installing water prepaid smart metres in the areas that are highly possible to contribute towards revenue generation, and these smart meters will be rolled throughout the district. KCDM has Wastewater treatment works mostly in towns and the rural areas are serviced through VIP's.

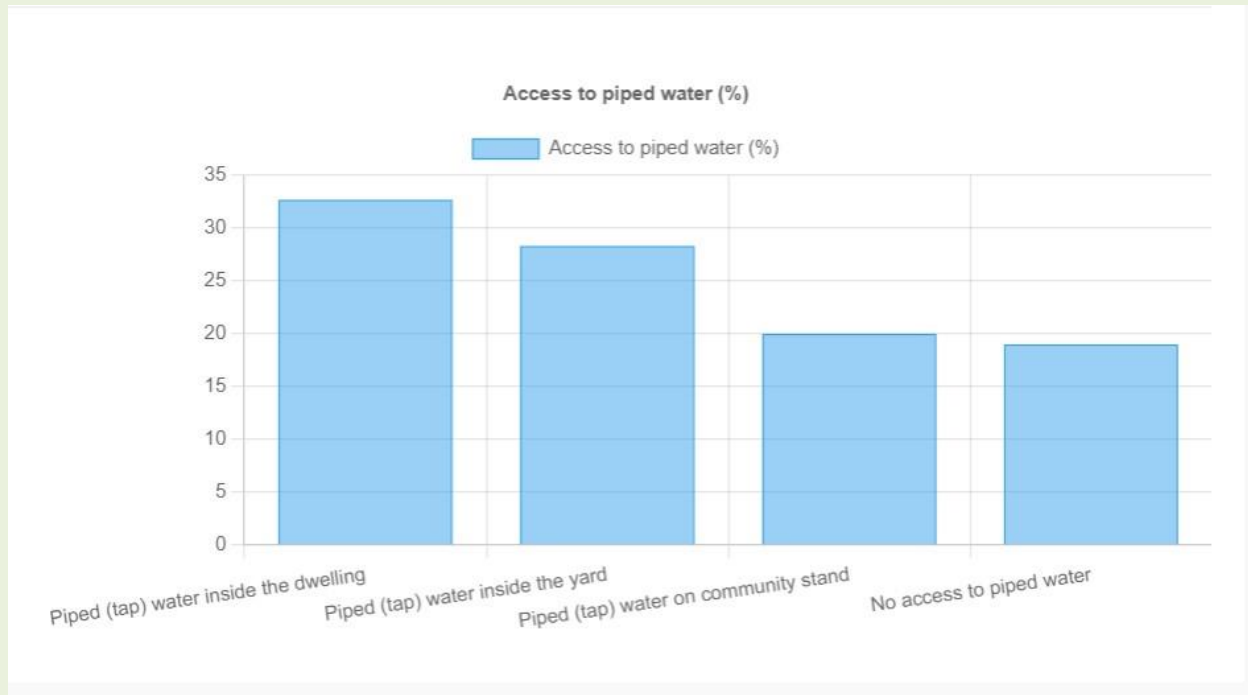
The wastewater treatment works in KCDM are,

- Melmoth WWTW,

Mthonjaneni LM has no waterborne sewer system, there are currently septic tanks in place, however a system for Melmoth, is under design or already under construction for waterborne sewer.

T3.1.2.2

Chapter 3



Source: STATS SA
T3.1.5

Chapter 3

3.2 WASTE WATER (SANITATION) PROVISION – PERFORMANCE OVERALL

INTRODUCTION TO WATER SANITATION

As per King Cetshwayo District Municipality IDP, KCDM has provided basic health hygiene to at least 98.05% of the sanitation backlog population in rural communities in the form of a VIP latrine. Planning for future requirements has been done on the basis of a master planning study that investigated various options on the basis of their economic, technical, environmental, social suitability and cost.

Pit latrines are the most common form of sanitation in Mthonjaneni Municipality. Many 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. There are a few households who do not have sanitation facilities at all.

In order to address backlogs in the provision of water and sanitation services, the district municipality implemented the following projects in the 2024/25 FY

T.3.1.10



Source: STATS SA (Access to Sanitation)

Chapter 3

NO	PROJECT NAME	PROJECT AMOUNT	BRIEF SCOPE	WARDS	VILLAGES	HOUSEHOLDS	PROGRESS %	COMPLETION DATE
1	KCDM/MIG/01/2022: Greater Mthonjaneni SSA 4 2,5ML reservoir	R12 906 676,98	Bulk Water Supply Improvement - Construction of a 2.5 ML Concrete Reservoir.	6	Nogajuka	4792	47%	December 2023
2	KCDM/MIG/02/2022: Greater Mthonjaneni SSA 4-Zimela Pump station	R8 461 423,84	Bulk Water Supply Improvement - Upgrading of Pump station 1,2 & 3.	6	Zimela		95%	December 2023
3	KCDM/RBIG/02/2022 - Mthonjaneni SSA 2 Phase 1B2: Construction of Pipelines, 500kl Reservoir and Pumpstation.	R18 155 970,00	Construction of Pipelines, 500kl Reservoir and Pumpstation.	5	Mfanefile	252	32%	January 2024
4	Geza Spring	R3 976 393,99	Development of Geza Spring and Construction of Ogelweni Extension.	11	Geza and Ogelweni	189	97%	November 2023
5	Bhadaza Spring	R2 351 420,36	Development of Bhadaza Spring	3	Bhadaza	61	98%	August 2023
6	Greater Mthonjaneni SSA2 Phase 1B1	R26 356 436,10	Construction of DN315 bulk pipeline and construction of 2 ML concrete reservoir.	5	Mfanefile and KwaMagwaza	275	15%	June 2024

Chapter 3

7	KCDM/RBIG/08/2022 - Mthonjaneni SSA 2 Phase 2A: Construction of Pipelines, 2,5ML Reservoir and Pumpstation.	R44 000 000,00	Construction of Pipelines, 2,5ML Reservoir and Pumpstation.	5 & 4	Mfanefile and KwaMaGwaza	384	10%	June 2024
8	Water reticulation extensions at Qomintaba and Khathazo, and rising main at Debe under Mthonjaneni local Municipality	R10 000 000,00	Water reticulation extensions at Qomintaba and Khathazo, and rising main under Mthonjaneni Local Municipality.	4, 10 and 13	Khathaza, Qomintaba and Debe	124	5%	March 2024

Additionally the following projects were completed in the previous FY, i.e. 2022/2023.

NO	PROJECT NAME	PROJECT AMOUNT	BRIEF SCOPE	WARDS	VILLAGES	BENEFITTING HOUSEHOLDS	COMPLETION DATE
1	Edubeni Extension	R676 651,03	Edubeni Extension – Construction of 2km, 63mm diameter pipeline, and connection to the existing reservoir.	6	Ensengeni, Magobode and proceeding to Edubeni	180	June 2022
2	Refurbishment and replacement of 3 reservoirs (Nomponjwana, Mpevu & Ogelweni)	R2 873 923,00	Refurbishment and replacement of 3 reservoirs (Nomponjwana, Mpevu & Ogelweni)	07, 09 and 11	Nomponjwana, Mpevu & Ogelweni	212	June 2022
3	Pipe Replacement at Sifankomo	R2 132 201,21	Pipe Replacement at Sifankomo – Construction of 3,5 km 65 dia. HDPE pipeline, Pressure Breaker Tank and Borehole Galvanised Cage.	3	Sifankomo	65	June 2022

Chapter 3

4	Ntombokazi Extension	R1 082 136,85	Scheme Extension at Ntombokazi – Construction of 50mm diameter DHPE Pipeline and 6 Standpipes	12	Ntombokazi	40	June 2022
6	Melmoth Sewer Upgrade	R24 529 252,38	Upgrade of Sewage Infrastructure in Melmoth - Remainder of Thubalethu	2	Thubalethu Township	685	June 2023
5	Construction of Mabhensa extension	R1 958 192,69	Supply and installation of 2 x galvanized tank stands with 1x10kl storage tanks, 1X 5kl and connection to the reticulation. Drilling, sitting, pump testing and water quality of Qomintaba and Lumbi boreholes.	10 & 12	Mabhensa, Lumbi & Qomintaba	55	February 2022

The following projects are currently under planning and are expected to commence in the 2024/2025 FY:

NO	PROJECT NAME	PROJECT COST	BRIEF SCOPE FOR FY 2023/2024	WARDS	VILLAGES	ESTIMATED HOUSEHOLDS	STATUS
1	Upgrade of Sewage Infrastructure for Melmoth - WWTW	R14 000 000,00	Thubalethu sewerage plant upgrade in Mthonjaneni local Municipality.	2 and 3	Melmoth Town and Thubalethu	2500	Tender Evaluation Stage

Chapter 3

3.3 ELECTRICITY

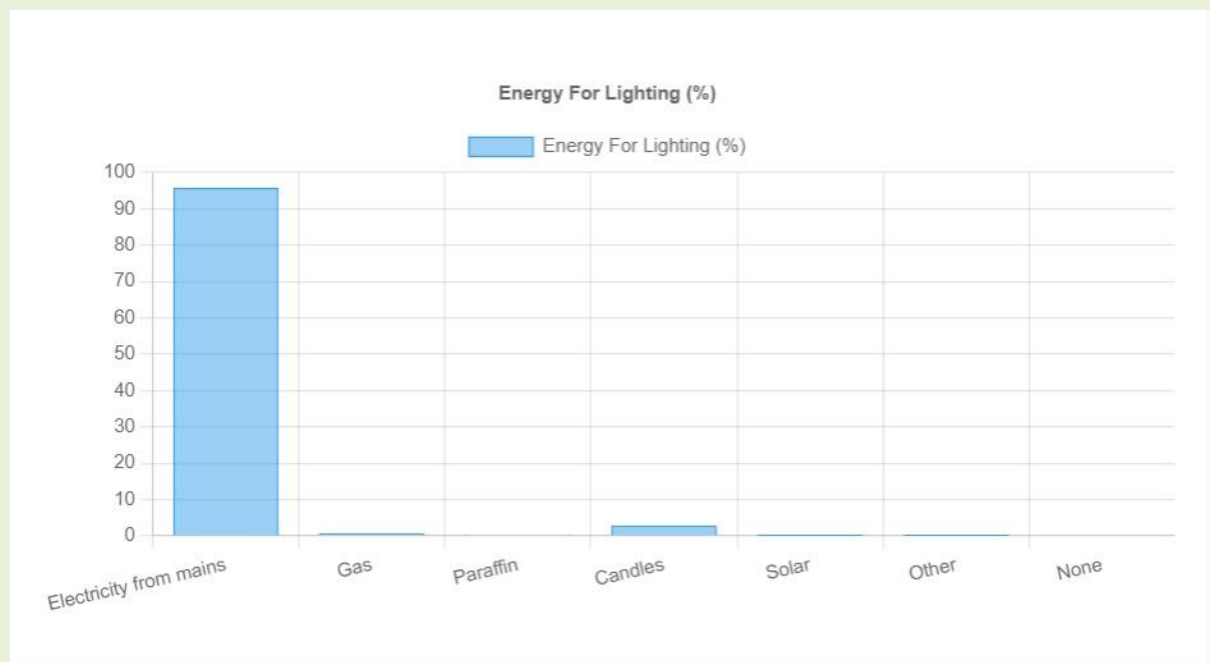
INTRODUCTION TO ELECTRICITY

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

Although the Municipality is close to reaching universal access in terms of ensuring all households are provided with electricity, this is an ever-changing target as new housing units keep popping up. This means the backlog figures constantly keep being revised as you have a mixture of migration into the area due to the infrastructure attracting people, there is also migration out of the area as some seek to find better opportunities.

To keep track of these changes, the Municipality is continuously monitoring this with the assistance of ward committees, records of new housing units and those that have been abandoned are continuously recorded, this data is used when applying for funding.

T.3.3.1



Source: Census STATS SA (Access to Electricity)

Chapter 3

COMMENT ON ELECTRICITY SERVICES PERFORMANCE OVERALL

The Municipality is currently implementing a Multi -Year Thubalethu Sub-Station Project which is linked to the new development at Thubalethu, this project will provide electricity to the 1120 planned new houses built, the current phase no.1 has 512 houses and the electrical backbone infrastructure has been completed, due to the challenges experienced during the construction of these houses, the electrification project has also been affected and therefore only 165 houses have been energised. Furthermore, due to the growth in the town, the energy capacity is currently overloaded and cannot take on further customers therefore only 212 houses can be energised with the current capacity, the Municipality therefore applied for funding to build a new sub-station to increase its energy capacity, funding for the design was received in the 2024/25 Financial Year.

Further funding will be required in the outer Financial Years as the project has not been completed, the sub-station will ensure that not only are the 1120 houses energised, it will ensure that new customers can also be added to the system for future developments within the area.

The Municipality has implemented 2 rural electrification projects with a total number of connections equaling 210, with a grant allocation of **R 8,280,000.00** although this funding was later reduced by R 2,811,000, the Municipality was able to complete the backbone infrastructure and is currently undertaking Eskom processes in order to energise all outstanding connections.

COMMUNITY QUERIES AND ELECTRICAL COMPLAINTS

The report below provides number of complain received and standby duties adhered to: Hereunder is the Community queries and complaints report in respect of the Service delivery for the Electricity unit for **2024/25** financial year.

Melmoth & Thubalethu area

Nature of complain	Number of complaints	Interventions
LV breaker tripped	141	Breaker reset
LV breaker faulty	04	Breakers replaced
Electricity meter faults	89	Meters replaced
ABC Bundle clamp/jumper	02	Repairs carried out
LV cable faults	10	LV cable repaired
MV cable faults	01	MV cable repaired

Chapter 3

Meter box repaired	34	Repaired
Distribution poles replaced	3	Poles replaced
Streetlights poles replaced	24	Poles replaced
Internal faults of customer	64	No action
Streetlights checks repaired	117	Streetlights repaired
Kiosks and boundary boxes serviced	37	Service carried out
Meter rooms serviced	10	Service carried out
Planned maintenance carried out	07	Maintenance carried out
Meter audits carried out	613	Completed

YEAR	ELECTRICAL COMPLAINTS WORKING HOURS
2024/25	258

YEAR	ELECTRICAL COMPLAINTS AFTER HOURS
2024/25	231

Chapter 3

STREETLIGHT REPAIRS (2024/25)

The purpose of this item is to report to the Engineering Services Committee in respect of the replacement of light fittings on streetlights in residential, commercial, and industrial areas in Melmoth & Thubalethu area as per the Service Delivery and Budget Implementation Plan (SDBIP).

MELMOTH & THUBALETHU AREA	2022/23
125-watt fittings repaired	82
250-watt fittings repaired	67
80W LED streetlights fitted on main road	35
250-watt upgrade to 80W LED	15
Replaced photocells	32

ELECTRICAL METERS RECORDS (2024/25)

Hereunder detailed report in respect of the Electrical connections for households and businesses in the Melmoth and Thubalethu area. connections carried out during the **YEAR 2024/25** by the Municipality.

MELMOTH AREA	2022/23
Melmoth residents & businesses – new connections.	02
Thubalethu residents & businesses – new connect.	39
Melmoth - tamper with electricity	03
Thubalethu - tamper with electricity	23
Melmoth residents & businesses (Change conventional to prepaid)	01
Thubalethu residents & businesses (Change conventional to prepaid) - project	00
Melmoth residents & businesses (Faulty meters - prepaid)	86
Installed Xmas light	40

Chapter 3

PLANNED AND UNPLANNED ELECTRICAL MAINTENANCE AND ELECTRICAL INTERRUPTIONS

The purpose of this report is to inform the Engineering Services Portfolio Committee in respect of the planned and unplanned electricity maintenance and electricity interruptions for Eskom and Mthonjaneni Municipality. the electrical power interruptions that took place during the **YEAR 2024/25**.

Power interruptions 2024/25	
Municipal Planned	11
Municipal Unplanned	40
Eskom	24

Electricity planned Maintenance carried out

Planned electrical maintenance is undertaken by the Engineering Services Department to ensure compliance with NERSA regulations & compliances.

Month carried out	Date:	Comment
JULY	24/07/2024	Completed
AUGUST	21/08/2024	Completed
SEPTEMBER	18/09/2024	Completed
OCTOBER	23/10/2024	Completed
NOVEMBER	27/11/2024	Completed
DECEMBER	N/A	Not done in December
JANUARY	22/01/2025	Completed
FEBRUARY	19/02/2025	Completed
MARCH	26/03/2025	Completed

Chapter 3

APRIL	23/04/2025	Completed
MAY	21/05/2025	Completed
JUNE	25/06/2025	Completed

Meter audits

Meter audits are carried out to minimize nontechnical electrical losses such as tempering and faulty meters for **YEAR 2024/25**

Month carried out	Number of meters audited	Meters found to be tempered with
JULY 2024	00	00
AUGUST 2024	00	00
SEPTEMBER 2024	00	00
OCTOBER 2024	00	00
NOVEMBER 2024	00	00
DECEMBER 2024	00	00
JANUARY 2025	101	01
FEBRUARY 2025	102	00
MARCH 2025	102	22 to be de-registered
APRIL 2025	102	09
MAY 2025	101	02
JUNE 2025	105	00

Chapter 3

Attached is a copy of critical items/challenges for urgent attention **YEAR 2024/25**

CURRENT & OUTSTANDING ITEMS –JUNE 2025

CAPITAL PROJECTS – 2024/25 F/Y

ANNEXURE G

NR	ITEM	RFQ DATE	PROCESS	ORDER RECEIVED	COMMENTS / COMPL DATE
1	Complete 4 Way Ring Main Unit (R200 000)	Request sent to SCM 23/07/2024	Spec. with SCM	Waiting for an order	
2	Pole mounted transformer - R100 000			Waiting for an order	
4	Standby generator (council chambers & stores) – 100 KVA (R650 000)	Aug 2022	Generator installed and only supplying Chamber.	Requisition with SCM	Generator installed but not according to specification, cable and ATO. On order
5	Eskom check meters	Site meeting held Friday 25/3/2022 with Landis Gyr	Electrical dept. to submit RFQ & obtain quotations for installation	Not yet	Not done yet – Jaap to assist with specs
6	Lightning earthing of munics buildings (R200 000)	2022/23	Progress	Outstanding	Outstanding process

Chapter 3

NR	ITEM	Request date	PROCESS	ORDER RECEIVED	COMMENTS / COMPL DATE
7	LED streetlight purchases as per program & installation (R500 000)	2024/09	45 delivered for main road		Installed and completed
8	Meter audit Monthly inspections	N/A	Carry out meter checks (inspections) as per low or non-purchase from finance.		Thubalethu was audited in JUNE 2025

OPERATING BUDGET - PROJECTS

OUTSTANDING AND CURRENT ITEMS

NR	ITEM	ACTION / REPORT DATE	PROCESS	ACTION TAKEN	COMMENTS / COMPL DATE
1	Electrical Planned Maintenance	25 JUNE 2025	Scheduled Planned electrical maintenance		Carried out on the 25th of JUNE 2025
2	Next Electrical Planned Maintenance	Next planned maintenance. to be carried out on 23 JULY 2025	Planned electrical maintenance to be carried out on 23 JULY 2025 as per NERSA requirements. Notices to be serve to customers.	Approval required from MM and notices to be signed by MM.	To be carried out on 23rd JULY 2025
3	MV overhead structures down	2022 – As per NERSA inspection &	Service provider started work MV pole (H –		Waiting for 30m, 11KV cable, specification

Chapter 3

	(From sub-SP to Wilfred str)	requirements	structure) and cable joint & termination		submitted.
4	Thubalethu – (rotten MV overhead poles to be replace)	2022 – As per NERSA inspection & requirements	Service provider started work		Completed, most of rotten poles replaced.
5	Substation doors to be replace.	2023 – As per NERSA inspection & requirements	Replace doors & attach safety notice boards	Specification submitted to SCM	
6	Thubalethu - transformer	Sept 2022	Transformer burnt - to be repaired	Removed & replaced with temporary transformer	Minisub to be purchased
7	RMU - C	15/10/2022	Three phase flashed over – to be repaired	Isolated from sub-N (in process to restore)	To get quotations
8	Protection Services Generator	06/05/2024	Alternator to be replaced	Specification generated	Order issued and with the service provider
9	Sewerage at Thubalethu receiving free electricity		Not handed over yet to KCDM	DTPS informed	
10	Thubalethu poles renewal project		Busy with pole identification	Phase 4 identification completed	

DEVELOPMENT PROJECTS

Chapter 3

NR	ITEM	ACTION / REPORT DATE	PROCESS	ACTION TAKEN	COMMENTS / COMPL DATE
1	Thubalethu new housing development	2021	Consultant appointed for designs as per approved new second point of supply at Thubalethu.	Contractor appointed to build the line in progress	Progress still very slow.

SCHEDULED MEETINGS

NR	ITEM	MEETING DATE	PROCESS	ACTION TAKEN	COMMENTS / COMPL DATE
1	Meeting to be done in June 2025	scheduled at DES boardroom.	Snr Man Electrical to have meeting with all electrical staff on (date to scheduled)	all electrical staff	

ELECTRICAL STOCK MATERIALS

NR	ITEM	ACTION / REPORT DATE	PROCESS	ACTION TAKEN	COMMENTS / COMPL DATE
1	INSUFFICIENT MATERIAL				

Chapter 3

3.4 WASTE MANAGEMENT (THIS SECTION TO INCLUDE: REFUSE COLLECTIONS, WASTE DISPOSAL, STREET CLEANING AND RECYCLING)

INTRODUCTION TO WASTE MANAGEMENT

Operations and Maintenance division collects domestic waste on a daily bases. The municipal refuse tractor collects waste from Thubalethu Township on Monday, on Tuesday it collects the waste from the west of town when you facing the direction to Ulundi, on Wednesday the tractor collects the waste from Magwaza Hospital and businesses, on Thursday the tractor collects the waste from the east of town and on Friday the tractor collects the waste from Thubalethu Township.

The total number of customers that are billed for the service of refuse removal is 1609. The Municipality also has a total number of 36 skip bins that are positioned in urban areas, rural areas and where illegal dump sites have been identified within Melmoth area. The objective of Mthonjaneni Municipality is to always keep the surrounding environment clean. 'Section 24 of the constitution of the republic of South Africa of 1996 guarantees everyone the right to an environment that is not harmful to their health and well-being and to have the environment protected for the benefit of present and future generation.

The Municipality has a programme in place to remove waste in urban areas and rural areas. In urban areas we use a skip truck, tractor and trailer to remove domestic waste in households and businesses. In Rural areas we use skip trucks to remove waste when the skip bins are full, and the waste is transported and off-loaded at the municipal transfer station.

The Municipality is also responsible for removal of garden waste around Melmoth town and Thubalethu Township using garden waste tractor and trailer. The garden waste is collected and transported to the decommissioned landfill site to decompose.

T3.4.1

COMMENT ON WASTE MANGEMENT SERVICE PERFORMANCE OVERALL

Chapter 3

Domestic Waste Collection and Garden Waste Collection using a Tractor.



The refuse tractor collects waste from households and transports the waste to the municipal transfer station where it is off-loaded into skip bins.



The garden waste tractor collects waste and transports the waste to the Municipal landfill site.

Chapter 3



The garden waste tractor collects waste and transports the waste to the Municipal landfill site.

Skip bin collections in Melmoth Town ,Thubalethu Township and Rural Areas.



Municipal skip truck collects refuse bin from Thubalethu Township, Rural areas and in Melmoth town and transport the refuse to the municipal transfer station.

Chapter 3



The municipal transfer station clean platform.



The municipal transfer station X 3 Skip Bins.



Municipal skip truck collects refuse bins from Thubalethu Township, Rural areas and in Melmoth town and transports the refuse to the municipal transfer station.

Chapter 3

Municipal decommissioned Land fill site



Landfill site full of garden waste collected from Melmoth Town and Thubalethu Township.



Landfill site full of garden waste collected from Melmoth Town and Thubalethu Township.



Clearing and levelling of Garden waste from the Landfill site.

Chapter 3



Clearing and levelling of Garden waste from the Landfill site.



Landfill site cleared.



Landfill site cleared.

Chapter 3

3.5 HOUSING

INTRODUCTION TO HOUSING

The development in most of the Municipality, 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 relate 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’ spatial planning;
- 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 program.

The nature of rural settlements poses a major challenge for the Municipality and other organs of the state. 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 costly. 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. Land allocation is undertaken in terms of the traditional land allocation system which is not based on any verifiable standards. Melmoth Town and Thubalethu Township are the only urban wards. The town is spacially laid out, and there is provision for future expansion for major developments within the area. It includes commercial, mixed residential uses and some industrial sites. As a result, site sizes for different land uses vary significantly. Additionally, there is a 1120 houses project currently being undertaken by the Department of Human Settlements in Thubalethu.

Chapter 3

PROVISION OF SUSTAINABLE SETTLEMENTS TO THE PEOPLE CURRENT HOUSING NEEDS.

Housing was identified as a key issue in the community participation process of the IDP. As part of the Integrated Development Plan Process and Land Identification Study for Low-cost Housing, a range of population projections were undertaken to provide a base for the determination of present and future housing needs, specifically in the low-cost group. The total number of households within the municipality was calculated to be 5 461 with the total population estimated to be 47 818 this implies an average household size of approximately 10, 433. (Source Stats SA 2011)

Based on the information compiled from the Statistics SA 2011, the projections indicate that approximately 3, 1 % of households (317) within the municipal area into the homeless, and informal dwelling shack category and be in line with the Provincial targets to clear all slums by the year 2010, while 55, 8% of dwellings (5641) fall into the traditional housing category.

With reference to the above statistics, it is evident that the housing demand is very high in the rural areas which estimated to be at least 70% (3 928) of the total demand in rural areas and it is increasing at a very fast rate. Therefore, it is suggested that the rural housing projects be prioritised in the rural housing programme that seeks to reduce the backlog in basic infrastructure services within the rural areas.

There is a need to address major problems such as land reform related issues in many parts of the municipal area. Most of these areas are on land that is currently occupied by farmers. Some of these areas which belongs to black farmers are not utilised for commercial farming practices.

HOUSING SECTOR PLAN PLANNED / PROPOSED FUTURE HOUSING PROJECTS

The Housing Sector Plan was prepared in 2008/09 identified projects that are required by the communities. The housing sector plan was revised for the purposes of updating the current housing status quo and new planned housing projects. The revised Housing sector plan was approved by Council during the 2014/2015 financial year. During the 2024-25 FY the Municipality was able to develop an updated Draft Housing Sector Plan and include the new wards that were inherited from Ntambanana Municipality, this draft plan is currently being reviewed by all relevant stakeholders before it is submitted to council for adoption.

According to the Draft Housing Sector Plan the following are prioritised proposed housing projects per ward identified by the Housing Steering Committee within Mthonjaneni Municipality

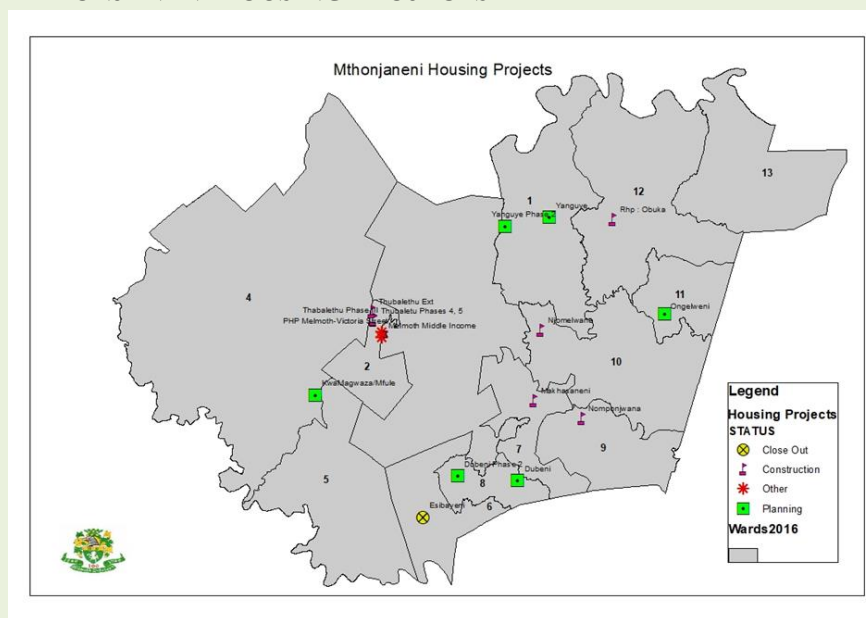
HOUSING PROJECTS:

PROJECT NAME	PROJECT STATUS	WARD	NO. OF UNITS
Yanguye Rural Project Phase 2	Planning. No Funding from DOHS in current financial year	01	1000
Thubalethu Extension	Phase 1 (512 units) - Construction 85%.	02	1120
Njomelwane Rural Project	Construction 95% Complete. Awaiting approval of 5 beneficiaries for completion.	03	1000
KwaMagwaza/ Mfule	Implementation 300 units approved, construction to commence	04	1000

Chapter 3

		August 2023.		
Mgabhi Rural Project		Planning No Funding from DOHS in current financial year	05	1000
Esibayeni Rural Project	Rural	Construction 100% complete. Closing report from IA submitted	06	986
Makhasaneni Rural Project	Rural	Construction 95% complete Awaiting approval of 5 beneficiaries for completion.	07	1000
Dubeni/Mabhungu Rural Project Phase 2		Planning completed No Funding from DOHS in current financial year	08	600
Nomponjwane Rural Project -	Rural	Construction 90% complete Waiting for identification of 45 beneficiaries for completion.	09	1000
Njomelwane Rural Project	Rural	Construction 90% complete Waiting for identification of 45 beneficiaries for completion.	10	1000
Ogelweni Rural Project		Planning No Funding from DOHS in current financial year	11	1000
Obuka Rural Project		Construction 90% complete Waiting for identification of 45 beneficiaries for completion.	12	1000
Obuka Rural Project		Construction 90% complete Waiting for identification of 45 beneficiaries for completion.	13	1000

MTHONJANENI HOUSING PROJECTS MAP



HOUSING STRATEGIES

Chapter 3

HOUSING STRATEGIES FOCUS

OBJECTIVE	ACTIVITY/DELIVERY STRATEGY	OUTPUT	RESPONSIBLE UNIT
Compilation of a detailed housing demand database	Assign functions to an official to manage the compilation of a housing waiting list	Functions are assigned to an official to manage the housing list	Technical Department / Planning Office
	Develop a housing demand database format to be used in enlisting applicants	List format is developed	Consultant and Technical Services
	The housing database format should categorise applicants in terms of income, disability, pensioners etc.	A standard form will be agreed upon and used	Technical Services and Ward Councillors
	A data base will be established and compilation of a single municipal database categorised into wards	A data base will be established	Technical Services
	Housing Committee to decide on the allocation of subsidies.	Subsidies will be allocated	Housing Steering Committee

3.6 FREE BASIC SERVICES AND INDIGENT SUPPORT

INTRODUCTION TO FREE BASIC SERVICES AND INDIGENT SUPPORT

Free Basic Services and Indigent Support

- The municipality registered the indigent applications as an when the applicant falls within the threshold of indigent household. The indigent policy gives guide of the qualifying household, the support of free basic services is given to needy households.
- Indigent relief support beneficiaries register shall be reviewed and approved by the council yearly to eliminate all unqualifying beneficiaries as identified during that particular year and to add any new qualifying beneficiaries to the register. If an existing beneficiary has any changes that affects its indigent status shall inform the municipality of such changes to be included on the yearly review by council. New applications for indigent support must be made each year by qualifying beneficiaries.
- Below table shows the number of households that have access to free basic electricity and actual expenditure incurred in the year under review.

Free Basic Services to Low Income Households

Chapter 3

Year	Number of households								
	Total	Households earning less than R1,100 per month							
						Free Electricity		Basic	
						Access	%	Free Basic Refuse	
2024/25						1 239	42%	109	27%
2023/24						1 257	42%	109	27%
2022/23						1 205	42%		
T3.6.3									

Financial Performance 2020/21: Cost to Municipality of Free Basic Service Delivered					
Services Delivered	2022/23	2023/24			
	Actual'000	Budget'000	Adjustment Budget'000	Actual'000	Variance to Budget'000
Water					
Wastewater (Sanitation)					
Electricity	1 007	1 182	1 182	873	309
Waste Management					
Total					

Chapter 3

COMPONENT B: ROAD TRANSPORT

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

INTRODUCTION TO ROAD TRANSPORT

Delete Directive note once comment is completed - Provide brief introductory comments on the strategy, priorities and provision regarding road development and maintenance and transport including public bus services.

T 3.7

3.7 ROADS

INTRODUCTION TO ROADS, SIDEWALKS, BUILDING AND MAINTENANCE

The Roads and Sidewalk Department is responsible for the repairs of our roads within the Mthonjaneni Municipality. They repair potholes, road patching in town and Thubalethu Township, it is also involved in the cleaning of drains in town and repairs kerbs on roads. The Roads Department sprays weed killer in water channels and sidewalks to destroy unwanted weed on pedestrian pathway, road edges and channels. The Roads Department is also involved in the road markings in town, road markings in municipal building, municipal testing ground and repairs road signage on the roads. The team is responsible for maintenance of municipal building such as municipal swimming pool, Indoor sport centre, Municipal offices, the Municipal protection service building and the Town hall.

POTHOLE REPAIRED FOR YEAR 2022/2023 FINANCIAL YEAR					
Discription	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total /year
Number of potholes repaired for the year 2024/2025 financial year.	-	-	-	120	120

Chapter 3

PATCHING OF ROAD FOR THE YEAR 2022/2023 FINANCIAL YEAR

Discription	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total /year
Patching of roads(m2) for the year 2024/2025 financial year.		670	-	240	910

Picture	Description
	Saw cutting of urban roads in Melmoth Town.
	Saw cutting of urban roads in Melmoth Town.

Chapter 3



Saw cutting of urban roads in Melmoth Town.



Saw cutting of urban roads in Melmoth Town.



Patching and compaction of urban roads Melmoth Town.

Chapter 3



Saw cutting of urban roads in Melmoth Town.



Saw cutting of urban roads in Melmoth Town.



Patching and compaction of urban roads Melmoth Town.

Chapter 3



Patching and compaction of urban roads Melmoth Town.



Patching and compaction of urban roads Melmoth Town.

Patching of Melmoth Town Piet Retief Roads.

Chapter 3



Saw cutting of Piet Retief Road in Melmoth Town.



Saw cutting of Piet Retief Road in Melmoth Town.



Saw cutting of Piet Retief Road in Melmoth Town.

Chapter 3



Saw cutting of Piet Retief Road in Melmoth Town.



Priming and Patching of Piet Retief Roads in Melmoth Town.



Priming and Patching of Piet Retief Roads in Melmoth Town.

Chapter 3



Priming and Patching of Piet Retief Roads in Melmoth Town.



Priming and Patching of Piet Retief Roads in Melmoth Town.



Priming and Patching of Piet Retief Roads in Melmoth Town.

Chapter 3



Patching of roads in Melmoth Town.



Patching of roads in Melmoth Town.



Patching of roads in Melmoth Town Near KFC.

Trimming of pedestrian pathway in Melmoth Town.

Chapter 3



Trimming and cleaning Hammer Street.



Trimming and cleaning Hammer Street.



Trimming and cleaning of pedestrian pathway in Hammer Street.

Chapter 3



Trimming and cleaning of pedestrian pathway in Hammer Street.



Trimming and cleaning of pedestrian pathway in Symmonds Street.



Trimming and cleaning of pedestrian pathway in Reinhold Street.

Clearing of open areas and road verges.

Chapter 3



Road verge clearing in High Street.



Road verge clearing in High Street.



Road verge clearing in High Street.

Chapter 3



Clearing of Open area in Melmoth Town.



Cleaning of Open area in Thubalethu Township.

Drain Cleaning in Melmoth Town and Thubalethu Township.



Unblocking of storm-water in Thubalethu Township in Melmoth Town .

Chapter 3



Unblocking of open drain in Thubalethu Township in Melmoth Town .



Unblocking of open drains in Thubalethu Township in Melmoth Town .



Unblocking and cleaning of storm-water drain in Melmoth Town.

Chapter 3



Unblocking of storm-water drain.

Roads marking ,Netball courts , Traffic Testing Gound .



Road Marking of Piet Retief Roads in Melmoth Town.

Chapter 3



Road Marking of Piet Retief Roads in Melmoth Town.



Road Marking of Piet Retief Roads in Melmoth Town.

Chapter 3



Road Marking of Piet Retief Roads in Melmoth Town.



Road Marking of Piet Retief Roads in Melmoth Town.



Road Marking of Piet Retief Roads in Melmoth Town.

Chapter 3



Road Marking of Piet Retief Roads in Melmoth Town.



Road Marking of Piet Retief Roads in Melmoth Town.



Road Marking of Piet Retief Roads in Melmoth Town.

Chapter 3



Road Marking of Piet Retief Roads in Melmoth Town.



Road Marking in Melmoth Town Taxi Rank.



Protection services parking after road marking.

Chapter 3



Protection service testing ground.



Protection service testing ground.

REPAIRS AND MAINTENANCE OF MUNICIPAL BUILDINGS

The report outline the Repairs and Maintenance work that has been carried out in Municipal Facilities in ward 12, 5, and 6

REPAIRS AND MAINTENANCE OF FACILITIES IN YEAR 2022/2023 FINACIAL YEAR.				
Discription	Quarter 1	Quarter 2	Quarter 3	Target Q4
Municipal Facilities repaired and Maintained for 2024/2025 financial year.		-	-	<u>In Ward 3</u> 1.Disaster Management Station

MUNICIPAL PROPERTY

Chapter 3

Picture	Description
	-Disaster Station before repairs and painting of the building.
	-Disaster Station before repairs and painting of the building.

Chapter 3



-Disaster Station before repairs and painting of the building.



-Disaster Station before repairs and painting of the building.

Chapter 3



-Disaster Station during repairs and painting of the building.



-Disaster Station during repairs and painting of the building.



-Disaster Station during repairs and painting of the building.

Chapter 3



-Disaster Station during repairs and painting of the building.



Complete repairs and painting of Disaster Station.

Chapter 3

MUNICIPAL SWIMMING POOLS

Picture	Description
	-Municipal swimming pool before repairs and painting of the pool.
	-Change rooms before repairs and painting of the building.

Chapter 3



-Guardhouse before repairs and painting of the building.



-Change rooms after repairs and painting of the building.

Chapter 3



-Guardhouse after repairs and painting of the building.



-Change rooms after repairs and painting of the building.

Chapter 3



-Pool after repairs, painting and cleaning of water for adult pool and kids pool.



-Pool after repairs, painting and cleaning of water for adult pool.

ROAD CONDITIONS - RURAL ROADS

Chapter 3

CONDITION ASSESSMENT

The condition of the rural road was assessed during in loco inspections. The condition could be classified according to the following norms:

- Gravel road, being those that had formally been shaped and provided with a gravel surface.
- Dirt roads, being those that were merely formed through blading.
- Tracks, being those formed through use of only vehicles.

Most of the roads in existence were classified as dirt roads, being those which had merely been bladed, with no formal gravel surface or storm water drainage. These however still provide access to homesteads.

ROAD FUNCTIONALITY

During the in loco inspections, various roads were flagged by the local community as being of importance. Various other roads have also been identified which have not been flagged by the community during public meetings, but which have been identified in terms of physical functionality to be of importance, being those roads providing through access, implying use by busses and taxis, or serving community facilities such as schools and others.

UPGRADE AND EXPANSION OF ROADS IN VARIOUS WARDS

Arising from the condition assessments done by the municipality, the upgrade requirements to the existing road network have been determined. The municipality has allocated large portion of its 2024/2025 MIG allocation to rural and roads upgrade in order to address these issues. The MDRG was also utilise to rehabilitate gravel roads.

STATUS OF RURAL ROADS PROJECTS

The Mthonjaneni Municipality is responsible for the provision and maintenance of access roads within its jurisdiction.

The table below reflects the rural and urban roads projects implemented and completed during the 2024/2025 financial year.

No.	PROJECT NAME	PROJECT STATUS
1	Construction of Thubalethu Extension Roads Phase 1 in Ward 2	100% Complete
2	Construction of Mfolozane Gravel Road in Ward 13	100% Complete
3	Rehabilitation of Cembeni Gravel Road in Ward 1	100% Complete
4	Rehabilitation of Bomvini Gravel Road in Ward 4	100% Complete
5	Rehabilitation of Thengele Gravel Road in Ward 4	100% Complete

3.8 TRANSPORT (INCLUDING VEHICLE LICENSING & PUBLIC BUS OPERATION)

Chapter 3

INTRODUCTION TO TRANSPORT

Delete Directive note once comment is completed – Explain in brief the transport strategy and the steps taken towards the implementation of the strategy and discuss the major successes achieved and challenge faced in year 0. Set out your top 3 service delivery priorities and the impact you have had on them during the year. Explain the major efficiencies achieved by your service during the year. Outline approach to Public Bus Operation. Refer to support given to those communities that are living in poverty. Give the name and extent of service provision of any municipal entity(ies) responsible for rendering Transport Services within the municipality.

T 3.8.1

REPORT NOT YET PROVIDED

Municipal Bus Service Data				
Details	Year -1	Year 0		Year 1
	Actual No.	Estimate No.	Actual No.	Estimate No.
1 Passenger journeys				
2 Seats available for all journeys				
3 Average Unused Bus Capacity for all journeys	%			
4 Size of bus fleet at year end				
5 Average number of Buses off the road at any one time	%			
6 Proportion of the fleet off road road at any one time	%			
7 No. of Bus journeys scheduled				
8 No. of journeys cancelled				
9 Proportion of journeys cancelled	%			

T 3.8.2

Concerning T 3.8.2

Delete Directive note once table is completed – State name of entity followed by ‘Entity’ where this is applicable. Line 3 is calculated by sampling throughout the year using different routes, days of the week and times of day. Line 6 is calculated by taking the numbers from lines, as follows: $5/4 \times 100\%$. The average number of busses off the road is obtained by sampling the number off the road on different days at different times. Line 9 is calculated by taking numbers from lines as follows: $8/7 \times 100\%$.

T 3.8.2.1

Chapter 3

Transport Service Policy Objectives Taken From IDP									
Service Objectives Service Indicators (i)	Outline Service Targets (ii)	Year -1		Year 0			Year 1	Year 3	
		Target	Actual	Target		Actual	Target		
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following Year (x)
Service Objective xxx									

Note: This statement should include no more than the top four priority service objectives. The indicators and targets specified above (columns (i) and (ii)) must be incorporated in the indicator set for each municipality to which they apply. These are 'universal municipal indicators'. * 'Previous Year' refers to the targets that were set in the Year -1 Budget/IDP round; *Current Year' refers to the targets set in the Year 0 Budget/IDP round. *Following Year' refers to the targets set in the Year 1 Budget/IDP round. Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Intergrated Development Plans (IDPs) and chapter 6 sets out the requirements for the reduction of performance management arrangement by municipalities in which IDPs play a key role.

T 3.8.3

Chapter 3

Employees: Transport Services					
Job Level	Year -1	Year 0			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	1	0	0%
4 - 6	3	3	3	0	0%
7 - 9	6	8	6	2	25%
10 - 12	7	15	7	8	53%
13 - 15	9	15	9	6	40%
16 - 18	11	21	11	10	48%
19 - 20	18	30	18	12	40%
Total	55	93	55	38	41%
Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days. T3.8.4					

Financial Performance Year 0: Transport Services					
R' 000					
Details	Year -1	Year 0			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	125	100	95	-32%
Expenditure:					
Employees	125	244	250	248	2%
Repairs and Maintenance	25	244	250	248	2%
Other	45	244	250	248	2%
Total Operational Expenditure	195	732	750	744	2%
Net Operational Expenditure	75	607	650	649	6%
Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual. T 3.8.5					

Capital Expenditure Year 0: Transport Services					
R' 000					
Capital Projects	Year 0				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	260	326	378	31%	
Project A	100	130	128	22%	280
Project B	80	91	90	11%	150
Project C	45	50	80	44%	320
Project D	35	55	80	56%	90
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate. T 3.8.6					

Chapter 3

COMMENT ON THE PERFORMANCE OF TRANSPORT OVERALL:

Delete Directive note once comment is completed - Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 0 and/or previous year actuals, or expected future variations).

T 3.8.7

REPORT NOT YET PROVIDED

3.9 WASTE WATER (STORMWATER DRAINAGE)

INTRODUCTION TO STORMWATER DRAINAGE

As per King Cetshwayo District Municipality IDP, KCDM has provided basic health hygiene to

at least 98.05% of the sanitation backlog population in rural communities in the form of a VIP latrine. Planning for future requirements has been done based on a master planning study that investigated various options on the basis of their economic, technical, environmental, social suitability and cost.

Pit latrines are the most common form of sanitation in Mthonjaneni Municipality. Many 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. There are a few households who do not have sanitation facilities at all.

T3.9.1

Chapter 3

COMMENT ON THE PERFORMANCE OF STORMWATER DRAINAGE OVERALL:

Delete Directive note once comment is completed – Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 0 and/or previous year actuals or expected future variations).

T3.9.9

COMPONENT C: PLANNING AND DEVELOPMENT

This component includes: planning; and local economic development.

INTRODUCTION TO PLANNING AND DEVELOPMENT

OPPORTUNITIES:

- Strategic Site Development: Undeveloped sites in Melmoth CBD (e.g., Erf 1144, Erf 1175, Erf 367) offer potential for commercial, healthcare, and mixed-use developments that can boost local economic activity and job creation.
- Urban Regeneration Plan: A planned initiative to address urban decay and guide spatial and economic renewal in Melmoth.
- Telecommunications Expansion: Approval of six fibre infrastructure projects will improve digital access in rural areas, enabling business, education, and service delivery.
- Mixed-Use Development Potential: Municipally owned land in northern Melmoth could support integrated residential, healthcare, and retail expansion to serve the broader community.

CHALLENGES:

- Staff Shortages: The planning unit operates with only two staff members and lacks enforcement officers and GIS personnel, limiting implementation and oversight capacity.
- Non-Compliance: Many property owners build without submitting plans, especially in low-income areas, leading to safety concerns and lost municipal revenue.
- Property Encroachments: Boundary disputes caused by removed site pegs are widespread, with residents unable to afford re-pegging, and limited external support available.
- GIS Limitations: Although hardware was acquired, the GIS unit is not yet operational, affecting spatial data management and planning.
- Funding Constraints: Capital projects like the commercial development of Erf 10000 were delayed due to insufficient funds, slowing down infrastructure and economic development.

Chapter 3

3.10 PLANNING

INTRODUCTION TO PLANNING

Legislative Framework

The mandate of the Town Planning Unit is obtained from the legislative framework of the Republic of South Africa.

The Constitution of the Republic of South Africa Section 156 (1) (a) of the Constitution of the Republic of South Africa states that a municipality has executive authority in respect of and has the right to administer the local government matters listed in Part B of Schedule 4 and Part B of Schedule 5.

Schedule 4B of the Constitution of the Republic of South Africa lists Municipal Planning as a local government matter.

Section 5 1 [C] of the Spatial Planning and Land Use Management Act, 2015 states that Municipal Planning involves the control and regulation of the use of the land within the municipal area where the nature, scale and intensity of the land use do not affect the provincial planning mandate of provincial government or the national interest.

Section 1.2.1 of the Mthonjaneni Land Use Scheme points out the areas which it regulates including the use of land and buildings by means of prescribing free entry, consent or prohibited land uses on specifically zoned sites and land use definitions applicable.

Chapter 3 of the Mthonjaneni Municipality Spatial Planning and Land Use Management Bylaw regulates by way of procedures, the development of land by any land developer.

The Local Government Municipal Performance Management Regulations of 2001 section 13(1) require that a municipality must, after consultation with the local community, develop and implement mechanisms, systems and processes for the monitoring, measurement and review of performance in respect of the key performance indicators and performance targets set by it at the beginning of the financial year.

Section 13(2) of the same law states that the mechanisms, systems and processes for monitoring in terms of sub regulation (1) must:

- a) provide for reporting to the municipal council at least twice a year;
- b) be designed in a manner that enables the municipality to detect early indications of under-performance;
and
- c) provide for corrective measures where under-performance has been identified.

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The Local Government Municipal System Act No 32 of 2000 section 11(3)[j] states that a municipality must exercise its executive and legislative authority by monitoring the impact and effectiveness of any services, policies, programmes *or* plans through the Council. This law confirms that of section 13(2) of the Municipal Performance Regulations stating that the municipality must report to Council twice a year. This also aids in ensuring transparency between the administration and the executive.

The Strategic Framework

The Mthonjaneni Local Municipality’s Integrated Development Plan 2024/2025 was adopted in May 2024. The Service Delivery and Budget Implementation Plan 2024/2025 was a key component which outlines the priorities of the municipality and each department including the allocated budget.

The strategic framework of the Town Planning Unit for the period under review is as follows:

Table 1 Town Planning Unit Strategic Framework

Goal 6: To promote Social Responsibility and Cohesion through sustainable development initiatives	Objective: Improve land use management
	Strategy 1: Spatial Development Planning
	Strategy 2: Spatial Planning and Land Use Management

Source: Extract from the Mthonjaneni Integrated Development Plan 2024/25

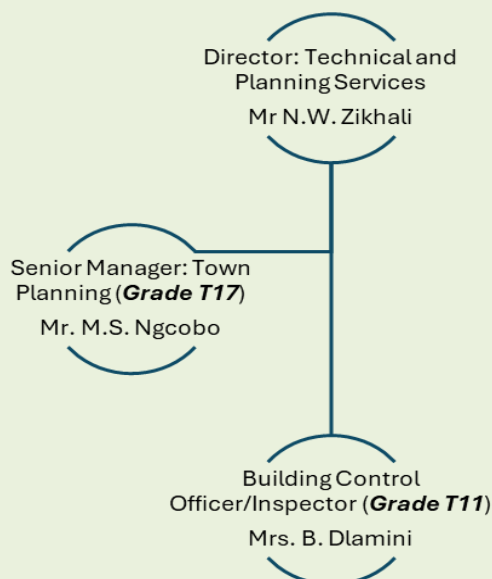
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OVERVIEW OF THE TOWN PLANNING UNIT

Human Capital

The Town Planning Unit is made up of the following:

Figure 1 Town Planning Unit Organogram



While the **Senior Manager joined the Municipality in September 2023**, the Building Inspector has been employed at Mthonjaneni for more than 9 years.

Achievements under Human Capital

The Senior Manager: Town Planning post was filled in September 2023 after a few months of vacancy.

Key Issues and Challenges under Human Capital

Considering its functions, the Unit is functioning well daily. However, considering the workload and operational requirements, the **capacity is inadequate**. The shortfall can be addressed with the addition of the following capacity to the organogram:

x1 Town and Regional Planner

x2 Peace/Enforcement Officers

It is also proposed that consideration be given in future towards elevating the position of Building Control Officer/Inspector to be increased from grade T11 to T12. However, this must be considered concurrently with the addition of the Peace/Enforcement Officers who will together ensure daily monitoring and **enforcement** of building control as well as land use management bylaws.

The Unit is also **without Geographic Information Systems capacity**. This is an essential part of a properly functioning Town Planning Unit because the management of land is incomplete without an up to date spatial representation and or record of land parcels, land use, land ownership and land use rights. This bit of information is crucial towards informing the Surveyor General's data set for Mthonjaneni Local Municipality. The

Chapter 3

information is also crucial towards supporting the Budget & Treasury Office in ensuring correct billing categories in all land parcels.

During the period under review the Municipality budgeted and purchased GIS Hardware.

As part of the scope. The service provider also performed a Gap Analysis Report including

- 1.1 Assessing internal network & Internet capacity of municipality providing a comprehensive report on current capacity and recommendations and
- 1.2 Assessing the existing GIS office capacity, data availability, and action plan to address shortcomings in the functionality and operational capability of the GIS office.

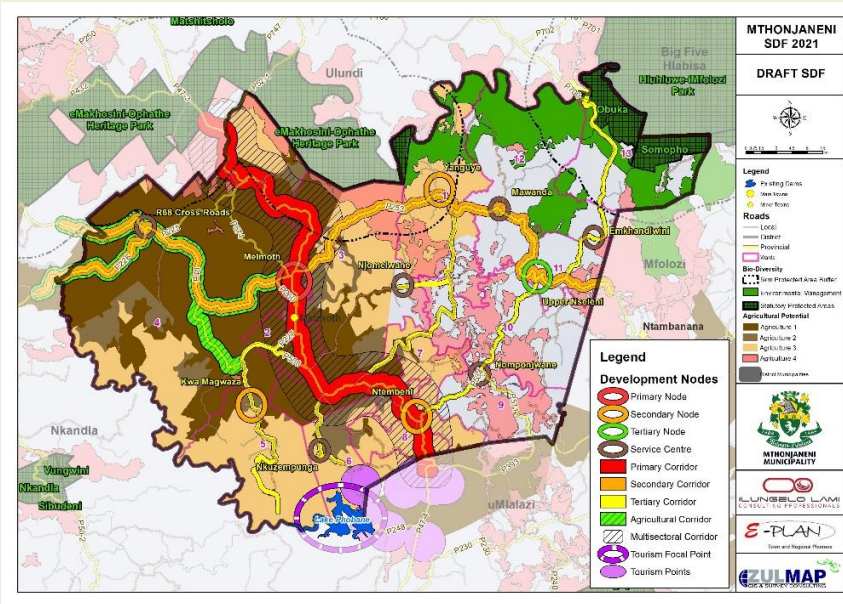
The Gap Analysis Report recommends several activities towards establishment of a fully functional GIS unit over a period of 5 years. Briefly, these activities include:

1. Training of GIS Technician
2. XTools Pro & ET Geo Suite purchase for advance tools and functionality
3. Establish GIS Basedata
4. GIS Policy & Strategy
5. Online interactive maps for end-users
6. Marketing of GIS Office
7. Become part of COGTA GIS Forum
8. Register GIS Technician at SAGC and GISSA
9. Promote GIS office on social media and website

An assessment of establishment costs has been conducted and recommended for implementation.

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Section 20 of the Spatial Planning and Land Use Management Act, 2013, states that a municipal council must by notice in a provincial gazette adopt a municipal spatial development framework.

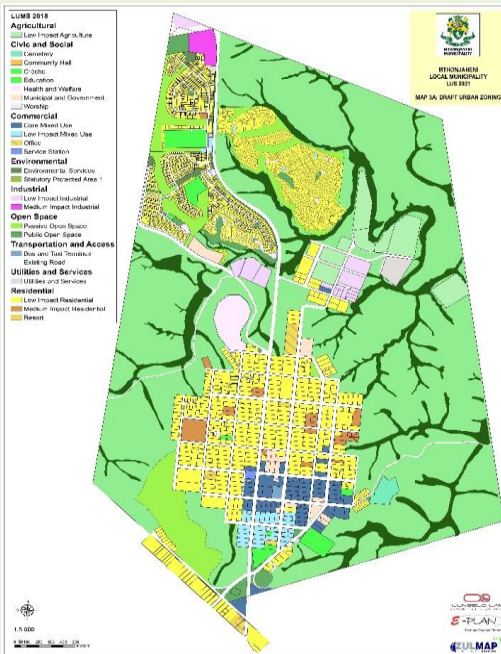


Source: Mthonjaneni Municipal Spatial Development Framework

Over and above Melmoth town, the municipal spatial development framework has evaluated the growth points/development nodes including Thubalethu, kwaMagwaza, kwaYanguye, Ntembeni/Ndundulu, Upper Nseleni, Nkunzempunga, Nomponjwane, Emkhandlwini, Mawanda, Njomelwane and R68 Crossroads.

In terms of the main corridors the R34\R66 links with the N2, P253 and P700 linking King Cetshwayo with Zululand, the P534 and P47 links Eshowe with Melmoth.

Taking into consideration the structuring elements above, the MMSDF concept recommends allowing the natural development of nodes and rural spaces, preserve protected areas, protect agri-biodiversity areas, explore tourism opportunities (Lake Phobane), preserve high potential agricultural land and strengthen corridor functionality.



During the 2024/25 period, a review of the Mthonjaneni Municipal SDF was conducted. The review focused on

- providing clarity on alignment with the Disaster Management Plan and Sector Plan
- Improving the spatial development proposals especially of the Melmoth/Thubalethu node.
- Alignment with the LED Plan

Section 24 of the Spatial Planning and Land Use Management Act, 2013, states that a municipal council must after public consultation, adopt and approve a single land use scheme for its entire area. During the IDP assessments of 2021/2022 the MLUS was flagged by the COGTA MEC as outdated and in serious need of review so that it may align with and comply with the Spatial Planning and Land Use Management Act, 2013.

The review of the Land Use Scheme followed the guidelines issued by COGTA in 2011.

The purpose of a municipal land use scheme is a tool to guide land use management and development through zoning and setting of regulations for the use of the entire municipal area.

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The difference between a Land Use Scheme and the Spatial Development Framework is that while the latter provides an overarching broad framework for the expansion and development of land in the municipal area, the former sets parameters regulating how each zone and site in the municipal area shall be developed and managed.

While the previous Mthonjaneni Land Use Scheme covered only the urban area, the reviewed scheme also covers the rural area, in accordance with the SPLUMA Act which requires wall to wall schemes in all municipalities.

The revised scheme also introduces clauses to support and promote development in the area of Mthonjaneni rather than a biased focus on regulation.

The Electronic Communications Act 36 of 2005 regulates the electronic communications industry in the country.

The Mthonjaneni Municipality Spatial Planning and Land Use Management Bylaw regulates the procedures for the development of land by any land developer, including the installation of telecommunication infrastructure.

The Mthonjaneni Local Municipality has developed the Bylaws for the Deployment of Electronic Communication Networks and Facilities.

The bylaws regulate the procedure to be followed including obtaining approval for the deployment/installation before construction begins.

The approval is generally referred to as a wayleave and must be renewed after a particular period has lapsed.

The municipality is also required to monitor the construction to ensure that it complies with the National Building Regulations and National Building Standards Act 103 of 1977.

Land Use Policy Achievements

At the time of drafting this report, the reviewed Mthonjaneni MSDF had been submitted to KZN COGTA.

The reviewed elements of the MSDF will trigger a review of the Mthonjaneni Land Use Scheme as well the Mthonjaneni SPLUMA Bylaws. The reviews will be conducted during the 2025/26 financial year.

The town planning tariffs will also be reviewed.

Land Use Policy Key Issues and Challenges

The alignment of bylaws and tariffs is crucial to ensure that the municipality enforces effectively. Enforcement applied correctly will not only lead to community awareness and less contraventions but also ensure an increase in municipal revenue. Additional revenue (building plans, subdivisions, rezonings etc.) can be ring-fenced towards bankrolling town-planning overheads and operations.

The existence of bylaws is only effective if there is equally effective enforcement. Without peace officers to inspect and serve notices to contravening property owners the bylaws cannot be enforced, there is also an opportunity cost to the municipality which is losing potential revenue. The Municipality is small however and cannot finance all its operations. The increasing of enforcement capacity and ring fencing of the town planning revenue and redirecting these towards town planning operations can therefore be an effective strategy.

Enforcement of Land Use Policy

According to the Mthonjaneni Land Use Scheme, the urban area of Mthonjaneni Local Municipality comprises of Melmoth Town and Thubalethu Township.

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Thubalethu township is mainly made of low-cost income housing.

Property Encroachments

One of the greatest challenges is that of encroachment of properties between neighbors. Historically, site pegs have been removed by property owners which is in contravention of the bylaws. Without site pegs it is difficult to establish the correct property boundary of each site as registered with the Surveyor General. The remedy is to appoint a surveyor to re-peg many of these sites which the majority of the property owners may not be able to afford. The Municipality has written to the Co-Operative Governance and Traditional Affairs to provide assistance in the form of its own internal Surveyors but has received minimal progress. During the 2025/26 period the Municipality will also approach the Department of Rural Development and Land Reform.

Non-Compliance with Building Control Bylaws

The other challenge is that by and large, no building plans are being submitted to the Municipality to build or extend existing building structures. Inspections do reveal that some of these structures are not compliant with the National Building regulation Standards and Bylaws of the Municipality.

Building Plans

For the period under review the following building plans were received for approval:

NO.	ERF	DESCRIPTION	DATE OF APPROVAL
1	6146, Farm Golden Reef	Proposed petrol tank slab	10/06/2025
2	6158, Golden Reef	Proposed petrol tank slab	Not approved (application incomplete)
3	370	Internal alterations	12/06/2025
4	Ward 6	Construction of Nqonqo restaurant	30/04/2025
5	213	Construction of townhouse accommodation units	Under consideration
6	94	Construction of double garage & additions	26/05/2025
7	283	Construction of brickwall fence	13/12/2024
8	609	Container tuckshop	13/12/2024

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9	130	Construction of brickwall fence	13/12/2024
10	1132	Construction of outbuilding(backroom)	05/02/2025
11	94	Construction of brickwall fence	05/11/2024
12	37	Internal additions and alterations	25/10/2024
13	1145, shop 34a	Internal alterations	05/09/2024
14	357	Internal additions and alterations	06/09/2024
15	216	Dwelling	11/12/2024
16	91	Construction of a rondavel outbuilding	20/12/2024
17	1145, shop 18	Internal alterations	30/10/2024
18	348	As-built plans	20/11/2024

Revenue generated by the Town Planning and Building Control Unit is presented as follows:

Date of Submission	Plan No.	Applicant	Lot No.	Receipt no.	Total Building plan fees	Amount inc VAT
2024/07/26	01/24	POS Sale	NA	10328	R 165,22	R 190,00
2024/08/08	02/24	XULU N	375	10368	R 104,35	R 120,00

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2024/08/08	03/24	MKHIZE X	91	10369	R 104,35	R 120,00
2024/10/01	04/24	BOXER MELMOTH PLANS SUBMISSION	293	110000 8	R 956,52	R 956,52
2024/10/01	05/24	FNB OB PMT FACE FIRST MEDIA	1145	110002 3	R 13 147,83	R 13 147,83
2024/10/03	06/24	RE SUBMISSION	130	INV10 508	R 104,35	R 120,00
2024/10/25	07/24	DESTA AT	94	INV10 571	R 478,26	R 550,00
2024/11/22	08/24	DLUDLA ES	609	INV10 665	R 869,57	R 1 000,00
2024/11/27	09/24	PAYMENT FROM ERF 283BUILDING PLAN	283	271100 94	R 478,26	R 478,26
2024/12/11	10/24	POS Sale	NA	INV10 764	R 4 460,87	R 5 130,00
2024/12/18	11/24	NXUMALO SB	213	INV10 801	R 1 034,04	R 1 189,00
21/01/2025	12/24	MR/MRS ABEBE	94	INV10 929	R 720,17	R 828,20
29/05/2025	13/24	TBD	NA	INV11 469	R 634,78	R 730,00
Closing Balance					R 23 258,57	R 24 559,82

During the period under review several inspections were conducted on buildings (approved building plans) under construction:

No.	Erf	Description	Progress as of 30 June 2025
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1	427	Additions and alterations	Additions were completed.
2	196	Construction of an outbuilding(backrooms)	Foundation has been completed. Construction of wall plate is on-going.
3	375	Internal alterations and additions	Internal alterations and additions have been completed. Installation of plumbing is ongoing
4	343	Renovations	Renovations are ongoing
5	1040	Construction of flats	Building plans were submitted but not approved. Owner has proceeded to construct without authorization. Measures to be taken in accordance with NBRBS.
6	196	Construction of a dwelling and brickwall fence	Brickwall fence has been completed. Construction of wall plate is ongoing.

Contravention Notices

During the period under review the following inspections and notices were issued:

No.	Erf	Description	Date of notice	Action taken after notice
1	Portion 2/1116	The building used as accommodation units is dilapidated. The owner	Notice to be issued	TBD

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		does not have an occupancy certificate because of non-compliance prior to completion		
2	267	The building used for commercial purposes (butchery/liquor store/doctors rooms) is dilapidated	30 April 2025	Owner has begun to effect repairs
3	202	The building used for municipal services (stores) is dilapidated	The report was communicated at the Municipality on the 09th of June 2025	Owner has begun to effect repair
4	Sondela market stalls (no. 12)	The store is dilapidated	The report was communicated at the Municipality on the 09th of June 2025	TBD
5	Portion 1/259	Illegal development. Containers have been installed without approval	16 May 2025	Owner has registered a case with SAPS as the occupier is violent
6	1145	Blacktop surface in the shopping centre was in disrepair with large potholes	23 April 2025	Owner has patched the potholes but plans to replace the entire surface in the near future

Illegal advertisement signs and billboards

There are several billboards and advertisement signs erected around the town with no approval which is a contravention of the Mthonjaneni Advertisement Signs Bylaws.

The bylaws regulate the erection and management of advertisement signs. The bylaws further outline remedial steps to be taken in the event of contraventions including the removal thereof.

The Municipality is in the process of reaching out to the business owners of these advertisement signs to point out that they are in contravention and offer an opportunity for them to comply.

Installation of Telecommunications Infrastructure

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The Mthonjaneni Local Municipality is predominantly rural with poor telecommunication infrastructure. It is this reason that the Municipality is receiving a high number of applications for the installation of telecommunications infrastructure.

The Bylaws for the Deployment of Electronic Communication Networks And Facilities have been developed. The bylaws regulate the procedure to be followed including obtaining approval for the deployment/installation before construction begins.

Six applications were received and approved.

These include:

Project Name: Ice 34302

Applicant: Icefibre (PTY) Ltd on behalf of Dark Fibre Africa (PTY) Ltd

Ward 3

Project Location: Within the road reserve of the R34 next to the farm Portion 8/6150 of the farm Merino 6150 GU (farm with the private airstrip south of Mthonjaneni town towards Ndundulu)

Project Description: Installation of a 2 (1m x 1m) handholes and trench (450mm deep x 600mm wide) and laying of a 1 x 110mm duct

Status: Approved. The application is complete. The application fee has also been paid.



Project Name: Ice 34304

Applicant: Icefibre (PTY) Ltd on behalf of Dark Fibre Africa (PTY) Ltd

Ward 2

Project Location: Within the road reserve of the R34 and entrance to the farm Portion 1/6130 Sweet Home 6130 GU (Harris Farm). This is also less than a km from the Mthonjaneni Lodge turn-off.

Project Description: Installation of a (1m x 1m) manhole and trench (450mm deep x 600mm wide) and laying of a 1 x 110mm duct

Status: Approved. The application is complete. The application fee has also been paid.



Project Name: Ice 34666

Applicant: Icefibre (PTY) Ltd on behalf of Dark Fibre Africa (PTY) Ltd

Ward 3



Chapter 3

Project Location: At both main entrance points into the Mthonjaneni Shopping Centre (next to R34 and Symmonds Street).

Project Description: Installation of a (1m x 1m) manhole and trench (450mm deep x 600mm wide) and laying of a 1 x 110mm duct. The new infrastructure to be installed is an upgrade and extension of the existing network.

Status: Approved. The application is complete. The application fee has also been paid.

Project Name: Ice 32292

Applicant: Icefibre (PTY) Ltd on behalf of Dark Fibre Africa (PTY) Ltd

Ward 3

Project Location: From the corner of Victoria and Symmonds to Reinhold Street



Project Description: Installation of a (1m x 1m) manhole and trench (450mm deep x 600mm wide) and laying of a 1 x 110mm duct all the way to Reinhold Street. The new infrastructure to be installed is an upgrade and extension of the existing network.

Status: Approved. The application is complete. The application fee has also been paid.

Project Name: Fibered 21415

Applicant: Fibered on behalf of MTN

Ward 3

Project Location: Along Piet Retief Street and into Sasol filling station



Project Description: Installation of a (1m x 1m) manhole and trench (450mm deep x 600mm wide) and laying of a 1 x 110mm duct.

Status: Approved. The application is complete. As-built drawings were submitted. The application fee was also paid.

Project Name: Openserve

Applicant: Openserve

Ward 3

Project Location: At the intersections of Symmonds, Jacob Cohn and Reinhold Street as well as the intersection of Victoria and Symmonds



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Street

Project Description: Planting of new poles on Symmonds and Reinhold Street; Exposing and repair of the existing manholes and junction boxes; Excavation, exposing, locate existing underground pipes and repair blocked pipes, hauling in 2 in 1 way Micro Duct and float a 12 Micro Fibre Cable at a depth of 1000mm below the finished road level.

Status: Under consideration as the application is incomplete.

It is hoped that the approvals will improve internet connectivity in the Mthonjaneni area.

Applications for Special Consent

Section 1.2.1 of the Mthonjaneni Land Use Scheme points out the areas which it regulates including the use of land and buildings by means of prescribing free entry, consent or prohibited land uses on specifically zoned sites and land use definitions applicable.

Chapter 3 of the Mthonjaneni Municipality Spatial Planning and Land Use Management Bylaw regulates by way of procedures, the development of land by any land developer.

The erf sizes around Melmoth town are quite generous at around 4000 square metres. Several exiting and new property owners have identified an opportunity to provide accommodation either through guest houses or flats. While this is a good opportunity for property owners to generate extra income, it is also a concern that if the market is not regulated the area may see an oversupply of guest houses and Flats. To this end, it is necessary that a study is conducted to determine the carrying capacity of the town to provide accommodation and to rather encourage alternative land uses that will take advantage of other demand opportunities offered by the town.

During the period under review the following special consent approvals were made:

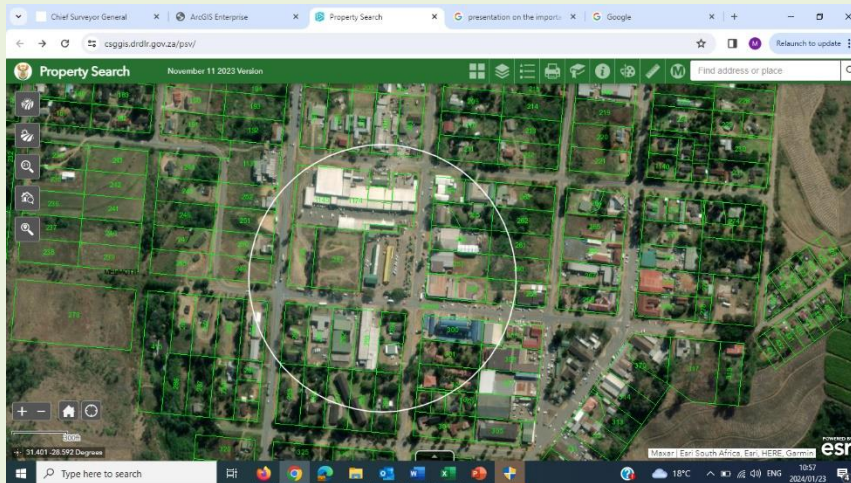
No.	Erf	Description	Date of Approval
1	299/Melmoth	building a residential building under mixed use zoning	30/01/2025
2	213/Melmoth	low to medium density residential	Under consideration
3	211/Melmoth	rezoning from low impact residential to low impact mixed use	16/04/2025

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Future Plans (Mthonjaneni Legacy Programme)

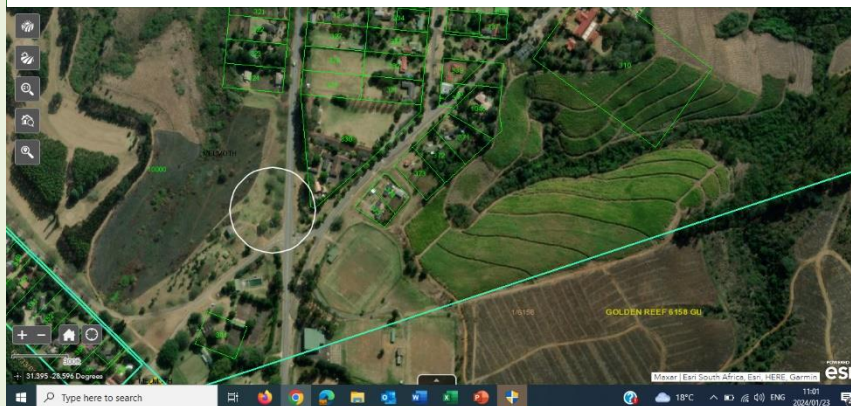
Development of Strategic Sites

Figure: Strategic Sites in Melmoth CBD



determine how best to develop these sites.

Figure: Remainder of Erf 10000



financial year.

The Municipality owns several sites on the northern part of Melmoth town. These sites are located in an area close to Erf 1175 which was proposed for the development of a private hospital a few years ago.

Figure: Residential sites (Integrated Mix Use)

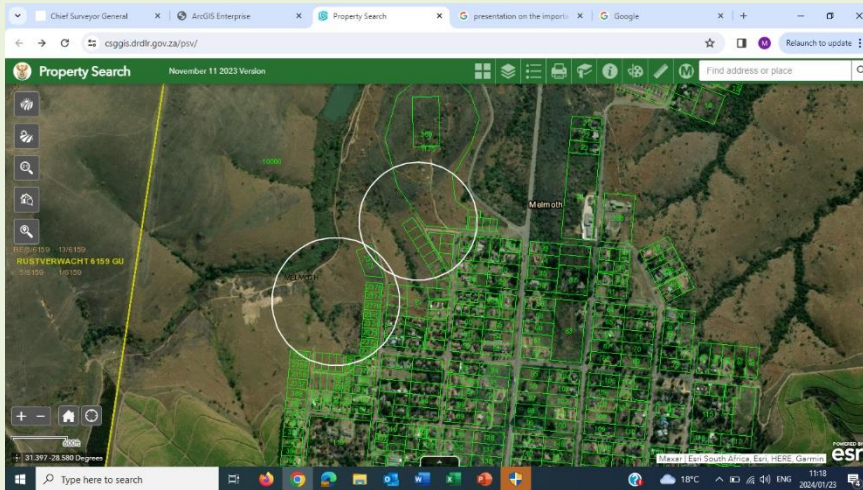
There are several sites which were bought from the Municipality several years ago but remain undeveloped.

These sites include Erf 1144, Erf 1175, Erf 367 among others in the CBD area. These sites have potential to stimulate the local economy and create jobs. Furthermore, the development of these sites may uplift the appearance and catalyse growth of the town.

Erf 1144 belongs to a private party. Engagements are underway to engage property owners of Erf 1145 and 367 to

Processes are underway to determine the possibility of delineating an Erf from the Remainder of 10000 Melmoth south of the town. The Erf would be zoned commercial and its development would contribute towards increasing purchasing options for the community by way of a shopping centre. In the previous financial year the activity was stopped due to budget constraints but will be resuscitated in the 2025/26

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The Municipality intends to dispose of these sites once they have been serviced. There is potential for an integrated mixed use zone in this area which could help expand the town and offer various opportunities for employment and provision of services to the Community of Melmoth including quality healthcare, retail, storage and others.

Urban Regeneration Plan

In order to address urban decay and the lack of space to expand the town to provide additional economic opportunities to its citizens, an urban regeneration plan will be undertaken to identify projects that can be pursued to achieve this objective. The urban regeneration plan will be used as a tool to unlock the potential of Melmoth Town by studying existing land, land use rights and to determine a practical course of action to stimulate economic growth and transformation of the town.

The plan will be developed in the 2025/26 financial year.

Conclusion

In conclusion the Town Planning Department is understaffed and under resourced in terms of human capacity. In terms of Land Use Policy the key bylaws are in place but need to be enforced. Existing and new policies, and bylaws need to be refined and continuously developed to ensure that the town is adequately regulated in matters involving spatial planning, land use development and use management. Despite this there are several positives in the way of an increase in building plans submitted. There are also applications to alter the zoning conditions in some sites to stimulate economic growth and entrepreneurship. Indirectly the municipality is also benefitting by receiving revenue from the submission and processing of building plans. The resourcing of future plans by the Municipal Leadership will pay dividends in the short term by way of enhancing the spatial direction of the central business district in a manner that future development in the CBD is better organised, efficient and economical. Zonal development initiatives arising from the Urban regeneration study will enable the mobilizing of funding from the public and private sector.

With this positive outlook the Town Planning Department will contribute effectively towards the attainment of its vision of building safe, compact, socially inclusive and spatially integrated neighborhoods.

3.11 LOCAL ECONOMIC DEVELOPMENT (INCLUDING TOURISM AND MARKET PLACES)

INTRODUCTION TO ECONOMIC DEVELOPMENT

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The objective of the Local Economic Development (LED) Unit is to create a vibrant and sustainable local economy by focusing on three key areas: **promoting business compliance, enhancing skills development, and leveraging tourism and culture**. The unit achieves these goals by implementing business inspections, offering training programs for SMMEs and spaza shop owners, and supporting cooperative development. This is all done in strategic partnership with organizations like the **King Cetshwayo District Municipality, SEDA, EDTEA, and the Department of Arts and Culture** to maximize the impact of its initiatives, from fostering small-scale agriculture to promoting cultural events like the Royal Reed Dance.

COMMENT ON LOCAL JOB OPPORTUNITIES

The Mthonjaneni Local Municipality's approach to economic development, as evidenced by your recent projects, is creating a solid foundation for both short- and long-term growth. The strategy correctly focuses on building capacity from the ground up while also fostering a more formal and compliant business environment.

Short-Term Prospects: Building a Stronger Foundation

In the short term, the municipality is poised for tangible, immediate gains by focusing on **empowering existing businesses and creating new jobs**. The reported successes in creating jobs through **small, medium, and micro enterprises (SMMEs)** and **income-generating projects** are critical. These projects—which include support for informal traders, spaza shops, and agricultural initiatives like poultry and goat farming—directly lead to a more resilient and self-sufficient local economy. The numerous **Business Compliance Inspections** and **training programs** (such as the Supplier Development Sessions and Spaza Shop Support Training) are not just about regulation; they are about professionalizing the informal sector. This strengthens businesses, making them more attractive for formal partnerships and future growth.

Long-Term Prospects: A Sustainable and Diversified Economy

Looking ahead, the long-term prospects for economic growth are encouraging due to the strategic focus on **tourism and marketplace development**. By supporting major cultural events like the **Royal Reed Dance** and local **Music Festivals**, the municipality is building a strong brand identity that attracts tourists. The **Cultural Tourism Day Tours** and **Tourism Business Compliance Inspections** are ensuring that the tourism sector is professional and sustainable. As the **Craft Supplier Delivery Log** and **Crafter Benchmarking Study** show, there is a clear pipeline to connect local artisans with broader markets, like Woza Moya, ensuring a sustainable income source beyond local demand.

Furthermore, by formalizing and supporting marketplaces and street traders, the municipality is integrating the informal economy into its long-term vision. This not only creates more jobs but also builds a more inclusive and diversified local economy that can withstand economic shocks. The strategic partnerships with entities like King Cetshwayo District Municipality, SEDA, and EDTEA are crucial, as they provide the necessary technical expertise and funding to ensure these projects continue to grow and become self-sustaining over time.

Summary of Local Economic Development and Tourism Unit Achievements

In the past financial year, the Local Economic Development (LED) and Tourism units of the Mthonjaneni Local Municipality successfully implemented a variety of projects aimed at fostering a compliant, skilled, and vibrant local economy. These initiatives focused on supporting small businesses, enhancing tourism, and promoting local culture and heritage.

1. Fostering Business Compliance and Support

A core focus for the year was ensuring that businesses operate legally and sustainably. A series of **Business Compliance Inspections** were conducted across various wards, including Melmoth Town, Ekuthuleni (Ward 6), Mfule (Ward 4), Ndundulu, and Makhasaneni (Ward 3). These inspections were a coordinated effort, involving

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multiple departments and external partners like the South African Police Service (SAPS), Environmental Health, Department of Economic Development, Tourism and Environmental Affairs and the Department of Home Affairs. The goal was to ensure businesses, particularly those operated by foreign nationals, comply with municipal by-laws, health, and safety standards, ultimately contributing to a more orderly and fair business environment for everyone.

Beyond inspections, the unit provided direct support and training to local entrepreneurs:

- **Spaza Shop Awareness and Support:** Projects in the Mfanefile Area (Ward 5) the training was conducted at the Mfanefile Hall. The training provided crucial training and awareness to spaza shop owners. This focused on promoting regulatory compliance and giving them the skills and knowledge needed to run sustainable businesses.



- **SMME Training and Supplier Development:** A **Suppliers Development Session** at the Melmoth Town Hall empowered local suppliers, including SMMEs, co-operatives, and informal traders, to understand procurement standards and actively compete for economic opportunities. This was complemented by broader **SMMEs Training** and a specific **Pre-Tender Training** project, which equipped business owners with the skills to participate in public and private sector procurement.

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- **Co-operatives Registration:** A dedicated project was implemented to formally register co-operatives, providing them with legal protection and access to support services and opportunities that were previously unavailable.

2. Promoting and Developing the Local Tourism Sector

The tourism unit focused on ensuring that tourism businesses are compliant and on promoting the rich cultural heritage of Mthonjaneni. Key activities included:

- **Tourism Business Compliance Inspections:** Inspections were conducted in Ward 13 Mfulawozi Wilderness establishment and other establishments around Melmoth. These checks, done in collaboration with lodge owners and other stakeholders, ensured that local tourism businesses—including lodges, guesthouses, and B&Bs—met all municipal, health, and safety regulations.



- **Creative and Cultural Tourism Initiatives:** The municipality actively promoted its unique cultural assets through several events:
 - **Crafter Benchmarking Study:** This project was undertaken to assist local crafters to assess their products against industry standards and to improve their skills and competitiveness. This was followed by a **Craft Supplier Delivery Log** which directly benefited two local crafters where WOZA MOYA which is an enterprise that is based in Hillcrest which is currently enables 250 crafters to earn a sustainable income through their sale of proudly South African Craft.

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- **Music Festival:** The municipality partnered with the Department of Arts and Culture to host the music festival at the Melmoth Taxi Rank. The objective of this event was to showcase our local talent and cultural heritage and was aimed at bringing the community together this has served as a powerful tool for community engagement, promoting local talent and stimulating the local economy.



- **Cultural Tourism Day Tour:** A tour of local heritage sites helped promote cultural preservation and economic development through immersive tourism experiences and learning about the Zulu Kingdoms customs and culture.

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- **Creative Art Information Day:** This initiative provided a platform for local artists to access information and networking opportunities.



- **Support for the Royal Reed Dance (Umkhosi Womhlanga):** The municipality supported this major cultural event by hosting a **Send-Off** of 455 maidens at the Indoor Sports Centre. This highlights the

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municipality's commitment to honoring and preserving traditional Zulu heritage, an event that brings significant cultural and economic value to the area.



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COMPONENT D: COMMUNITY & SOCIAL SERVICES

This component includes: libraries and archives; museums arts and galleries; community halls; cemeteries and crematoria; child care; aged care; social programmes, theatres.

3.12 LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)

INTRODUCTION TO LIBRARIES; ARCHIEVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES

Melmoth Library focused on outreach and literacy promotion during the year. Our top service delivery activities were celebrating Mother Tongue Day at Sitheku High School, hosting Library Week and World Book Day, and visiting Destiny Crèche for World Play Day. The Library improved performance through targeted outreach, aligning programmes with national events and working closely with schools and preschools to extend library reach. These Efforts helped library support poor communities by bringing library services directly to them, promoting reading and ensuring children in disadvantaged areas had access to educational resources.

SERVICE STATISTICS FOR LIBRARIES; ARCHIVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC)

MEMBERSHIP				
Month	Adults	Young Adults	Juveniles	Total
July	99	7	25	131
August	98	7	25	130
September	93	8	23	124
October	92	8	24	124
November	95	7	24	126
December	96	6	24	126
January	99	6	25	130
February	102	6	25	133
March	100	6	25	131
April	96	6	25	133
May	98	7	14	119
June	94	7	15	116

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Library		
Service Objectives	Outline service target	
Service Indicators		

The service object of the Mother Tongue Promotion project canters on fostering cultural preservation, linguistic diversity, and inclusive education within the community. Here's a concise breakdown	Mother tongue
Library Week is a strategic initiative designed to promote literacy, lifelong learning, and public engagement with educational resources. Here's a brief overview of its service objectives	Library week
Book Day aligns with IDP goals education, youth development, and social upliftment. It's not just a single event—it's a spark that can ignite lifelong learning.	Book day
Play Day reflects municipal priorities tied to health, education, and social equity within the Integrated Development Plan (IDP).	Play day

Employees: Library				
Job level	Employees No.	Posts No.	Employees No.	Vacancies fulltime
0-3	1	1	1	0
4-6	1	1	1	0
7-9	3	3	3	0
10-12	1	1	1	0
Total	6	6	6	0

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COMMENT ON THE PERFORMANCE OF LIBRARIES; ARCHIVES; MUSEUMS; GALLERIES; COMMUNITY FACILITIES; OTHER (THEATRES, ZOOS, ETC) OVERALL:

The four capital projects—Mother Tongue Promotion, Library Week, Book Day, and Play Day—are culturally significant and aligned with the municipality’s Integrated Development Plan (IDP), particularly in areas of education, youth development, and community wellness. Overall, budget performance shows minor variations: underspending on Mother Tongue and Book Day, slight overspending on Library Week and Play Day. These differences are manageable and do not pose a risk to financial targets. Year 5 IDP goals remain achievable within the approved budget. Any shortfalls will be addressed through cost-sharing, event reprioritization and budget reallocation. Future project value changes may occur due to scope adjustments or community-driven expansion, but these will be monitored and accounted for in budget revisions.

3.13 CEMETORIES AND CREMATORIUMS

INTRODUCTION TO MUNICIPAL CEMETORIES AND CREMATORIUMS

Mthonjaneni Municipality has a responsibility to provide the Melmoth community with an approved site for burials. The municipal cemetery is managed by two departments, mainly Finance and Operations and Maintenance department. In case the Melmoth residents want to bury their loved ones at the municipal cemeteries they have consult with the finance department/cash hall first to purchase a burial tranche. Then after the purchase of the tranche the cash hall will contact the Operations and Maintenance division requesting them to prepare the tranche and issue a burial number as reference. The cemeteries are maintained by Operations and Maintenance division by means of cutting grass, digging of graves and supervision of burials on weekends

TOTAL GRAVES PER BLOCK

No.	Block No.	Total
1.	Block A	430
2.	Block B	356
3.	Block C	372
4.	Block D	207
5.	Block E	263
6.	Block F	267
7.	Block G	61
TOTAL		1971

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Challenges

- Appointment of employees with no experience to use power tools such as brush cutter, bomac & plate compactor etc.
- The Municipality employs too many women than men which contributes to late delivery of the service.
- Insufficient graves left.
- Appointment of unskilled labour.

SERVICE STATISTICS FOR CEMETORIES & CREMATORIIUMS

GRAVES THAT HAS BEEN UTILISED TO DATE							
Total Number of Graves	Block A Actual Used	Block B Actual Used	Block C Actual Used	Block D Actual Used	Block E Actual Used	Block F Actual Used	Remaining grave to date.
1971	430	356	254	207	-	-	591

- Appointment must be structured in a way that the departments that require physically fit employees are prioritized.
- Training of employees is required.
- The Municipality must undertake feasibility study to identify alternative site for graves.
- The Municipality must appoint trades man.

T3.13.2

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3.14 CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

INTRODUCTION TO CHILD CARE; AGED CARE; SOCIAL PROGRAMMES

The Mthonjaneni Municipality Special Programmes Unit is tasked with the responsibility of advancing the programmes that benefit the vulnerable and marginalized groups within the local. The vulnerable groups include but not limited to the following people: Children, Senior Citizens, Gender (Women & Men), and People with Disabilities/Albinism, Widows, and Religious Fraternity.

COMMENT ON THE PERFORMANCE OF CHILD CARE; AGED CARE; SOCIAL PROGRAMMES OVERALL

CHILDCARE

Children's Act (Act 38 of 2005) gives effect to certain rights of children as contained in the Constitution and set out principles relating to the care and protection of children; The Children and Families Act 2014 takes forward the coalition of government's commitment to improve services for vulnerable children and support strong families. It reinforces wider reforms to ensure that all children and young people can succeed, no matter what their background is.

During the month of November 2024, the Social Services Unit under Special Programmes managed to coordinate the following activities:

- **Motsepe Foundation Programme**
- **Integration of Mayoral Christmas Party for Children and Early Childhood Development Program**

Motsepe Foundation Programme

On the 30th of October 2024, Mthonjaneni Municipality has received correspondence from King Cetshwayo District Municipality, concerning the Motsepe Foundation Children Rights Programme. This initiative aims was to foster love, joy, compassion, and unity among children during the festive season. This program was implemented across all five Local Municipalities within the King Cetshwayo District, whereby toys were distributed to the Children on the 13th of November 2024. Mthonjaneni Municipality has been allocated one thousand (1000) toys for both boys and girls. His Worship the Mayor of King Cetshwayo District, Cllr S.Z. Dlamini, His Worship The Mayor of Mthonjaneni Local Municipality, Cllr M.N. Biyela, and other Municipal leadership, took time to spend with the children, highlighting their commitment to children's rights and well-being.

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The following Centres benefited from the program:

WARD	NO. OF CHILDREN	CRECH NAME	AGE GROUP
2	104	Sizanani Creche	0-18 Months = 18 18- 36 months = 42 3-4 years = 44
2	53	Siyanakekela Creche	18-36 months = 11 3-4 Years = 43
2	60	Siyathuthuka Creche	0-18 months = 9 18-36 months = 15 3- 4 years = 40
2	104	Thubalethu Creche	0-18 months = 9 18-36 months = 15 3- 4 years = 40
3	43	Grace day care Centre	0-18 months = 01 18-36 months = 06 3- 4 years = 07 4- 5 years = 29
3	28	Home of Joy Day Care	0-18 months = 21 18-36 months = 3 3- 4 years = 4
3	74	Distiny Crèche and Pre School	1-3 years = 18 3-5 years =28



Mayoral Christmas party for Children and Early Childhood Development Programme

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The Department of Community Services proposed to integrate Mayoral Christmas Party for children with the Early Childhood Development Program. His Worship the Mayor visited four ECD centres in Mthonjaneni to deliver essential materials. On the day of the event children received various gifts such as toys, school materials, and gift goodies. These items were intended to enhance their learning experiences and provide joy during the festive season.

All along these programs have been implemented separately yet the target group remain the same. The focus of the Mayoral Christmas Party for children has all along been the hospitalised children which usually coincides with the KCDM Program for children in hospital.

The following ECD centers benefited on the day of the event date:

Date	CRECHE NAME	WARD	TIME
20/11/24	Mfule Creche	4	11h30
20/11/24	Zamokuhle Creche	7	10h00
22/11/24	Sizanotho Creche	9	09h00
22/11/24	Bhonkolo Creche	9	10h00



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AGED CARE

Older Person's Act 13 of 2006, its aim is to empower and protect older persons and maintenance of their rights, safety, security and well-being.

Mthonjaneni Municipality successfully hosted three collaborative events: the 16 Days of Activism against gender-based violence, a Prayer Day, and a Senior Citizens Christmas Party. These programs were designed to promote awareness of gender-based violence, foster community spirit, and offer joy and celebration to senior citizens during the Christmas season. The main aim of these programs was to address social issues, promote peace, and acknowledge the invaluable contributions of the elderly to the community.

The 16 days of activism campaign, Senior Citizens Christmas Party and Prayer held on the 10th of December 2024 at Indoor sport centre, the event were coordinated through ward councillors, each Councillor were requested to nominate 15 Senior Citizens above the ages of 60 years from their respective wards. and were also provided with 15-seater taxi to transport the participants. In the morning the attendees were provided with breakfast during the lunch time were provided with lunch packs with soft drinks.

His Worship the Mayor, Cllr M.N. Biyela, took part in handing over special gifts to the senior citizens. The gifts included:

- Grocery Vouchers to support their daily needs,
- Umbrellas to protect them from the elements,
- Walking Sticks to assist with mobility.
- Seedlings for those interested in gardening and enhancing their homes with plants.

These gifts were presented to show appreciation for the senior citizens' valuable role in the community and to make their lives a little easier during the holiday season.

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Golden Games (Dlala Mtomdala programme)

Golden Games is the national initiative aimed at enhancing the quality of life and improving the health of older persons aged 60 and above by engaging them in recreational programs. The Office of the Premier in partnership with the Department of Art, Sport and Recreation, Department of Social Development, Health, Municipalities and Civic Organization works together ensuring that senior citizen of this country participates and enjoy sport and recreation activities.

Mthonjaneni Municipality Participation in District and Provincial Golden Games

The District Elimination Games held on 28 August 2024 at uMhlathuze Sports Complex in Richards Bay. A total of nine (9) participants from Mthonjaneni were selected to represent King Cetshwayo District Municipality at the Provincial Golden Games.

The Provincial Golden Games took place from 04 to 06 October 2024 at Mandeni Local Municipality. A send-off ceremony was held on 04 October 2024 at uMlalazi Local Municipality, where all participants were transported to the event. Participants received sports attire, bags, as well as transport, meals, and accommodation for the duration of the games.

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DISTRICT ELIMINATIONS GAMES



PROVINCIAL ELIMINATIONS GAMES



SOCIAL PROGRAMMES OVERALL

DISABILITY PROGRAMMES

Disability Framework for Local Government, its primary objective is to support and facilitate the mainstreaming of disability issues into all policies, plans, programmes and activities of local government, thus significantly helping to enhance the quality of life and foster the full participation and empowerment of men, women, youth, elderly and children with disabilities in all spheres of life.

The games began at the local level, where Local Municipalities organized their own selection events to prepare teams that would represent the District at the Provincial level. Sports Coordinators were provided with transportation to visit all the wards for the selection process. Additionally, athletes were supported with fruit packs and water to ensure they were well-equipped and hydrated during the selection events. These local selections served as the foundation for building a strong district team that would go on to compete at the provincial level.

Mthonjaneni Municipality participated in the District Disability Games held on the 9th of October 2024 at the uMhlathuze Sport Complex and the Provincial Disability Games were held from the 8th to the 10th of November 2024 in Durban. The event brought together male and female athletes of all ages, who showcased their talents across a variety of sporting codes. The King Cetshwayo District Team, which included athletes from Mthonjaneni, took part in the provincial event. The team received full support, including accommodation, transportation, and tracksuits, to ensure their effective participation.

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ZULU DANCE

The Department of Arts and Culture are the custodians of programs that are aimed at entrenching social cohesion within our society. Historically, Zulu Dance was used to prepare warriors for battle or to celebrate victorious returns. Today, it is performed during Zulu ceremonies or gatherings such as weddings, harvest celebrations, and cultural festivals, symbolising joy, unity, and respect for tradition.

In the context of Mthonjaneni Municipality, Zulu Dance is an annual event that normally occurs in December across various areas under three Traditional Authorities within the Mthonjaneni Municipality. This festival showcases the rich cultural heritage of the Zulu Nation, featuring traditional music and dance performances that celebrate community spirit and cultural identity. In the previous financial years, the municipality supported three events and each per traditional authority.

The Community Services Department within the Municipality of Mthonjaneni successfully organized the Zulu Dance Competition (Ingoma) in December 2024 and January 2025. The event took place across various wards on two key dates:

December 25, 2024

The Zulu Dance Competition was held in the following areas/wards:

- ☐ Zululiyaduma, Ward 01
- ☐ Bhonkolo, Ward 09
- ☐ Mabhensa, Ward 10
- ☐ Madancu, Ward 06
- ☐ Mpotsheni, Ward 12
- ☐ Candolo, Ward 01
- ☐ Mkhandlwini, Ward 12

January 01, 2025

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The competition continued in the following areas/wards:

- ☐ Esidakeni, Ward 11
- ☐ Ntabennebomvu, Ward 12

This event showcased the rich cultural traditions of the community, highlighting the energetic and artistic display of Zulu dance. The Municipality of Mthonjaneni successfully brought together local residents to celebrate and preserve this important aspect of Zulu heritage.



Local Task Team (LTT)/Operation Sukuma Sakhe(OSS)

Operation Sukuma Sakhe (OSS) is a Provincial programme that is a call for all public service institutions within KwaZulu Natal to contribute towards poverty alleviation and rebuilding the communities. This programme aims to facilitate provision of Government services to communities and households as early as possible through collaboration and integration of all interventions of the various Government Departments. OSS requires that communities be profiled, and the information gathered to be discussed at ward War Rooms by their field workers and Intervention and interventions thereof is facilitated through the Local Task Team by various relevant stakeholders. At the same time, the special programmes comprise various social projects aimed at socio economic empowerment and support of vulnerable groups. The Local Task Team hold its meeting on quarterly basis. The LTT/OSS meeting was held as follows:

DATES OF LTT/OSS MEETING FOR THE FINANCIAL YEAR 2024/2025:

MONTH	TIME	VENUE
27 AUGUST 2024	1 OHOO	COUNCIL CHAMBER
26 NOVEMBER 2024	1 OHOO	COUNCIL CHAMBER
25 FEBRUARY 2025	1 OHOO	COUNCIL CHAMBER
27 MAY 2024	1 OHOO	COUNCIL CHAMBER
MONTH	TIME	VENUE
27 AUGUST 2024	1 OHOO	COUNCIL CHAMBER
26 NOVEMBER 2024	1 OHOO	COUNCIL CHAMBER

Youth Development

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Youth Development Office of Mthonjaneni Municipality serves as a dedicated arm of the local government committed to empowering, supporting, and engaging the young people of our community. Recognizing the vital role that youth play in shaping the future, this office works to create inclusive, meaningful opportunities for personal growth, civic involvement, education, leadership development, and livelihood readiness. Our mission is to foster an environment where the youth are heard, valued, and given the tools and platforms to thrive socially, economically, and culturally. We work together with schools, community organizations, local businesses, and other government agencies to ensure that programs and services respond directly to the needs and aspirations of our young constituents. Through leadership training, educational assistance, skills development, mental health support, and active participation in community-building initiatives, the Youth Development Office aims to develop responsible, capable, and compassionate young citizens who will contribute positively to the progress of our municipality.

Mayoral Institution Registration Grant

Mthonjaneni Mayoral Institution Registration grant is an annual program that aims at providing tertiary registration support of R4 000.00 to matriculants within the municipal area, this also covers the leaners and schools that have performed outstandingly on their matric results, In the year of 2025.

Mthonjaneni Municipality assisted 78 Leaners with R4000 and further awarded 10 schools and 10 best performed leaners with trophies and certificates. The schools that were awarded with the best performance certificates and trophies for the best performance.

MTHONJANENI TOP TEN SCHOOLS

NAME AND SURNAME OF THE LEARNER	POSITION OF THE LEARNER	NAME OF THE SCHOOL
Mr Andile Andiswa Nxumalo	01	Kwanxusa High School
Miss Sphehile	02	Nhloyana Secondary School
Miss Sthembile Hlobile Sibiya	03	Nkosithandile Secondary School
Miss Andiswa Nomkhosi Ndwandwe	04	Kwanxusa High School
Miss Skhulile Mtembu	05	Qhamuka Secondary School
Miss Nothando Mandulo Ntetha	06	Nkosithandile Secondary School
Mr Msizi Mthobisi Khanyile	07	Gqokubukhosi High School
Mr Mondli Sikhakhane	08	Kwanxusa High School
Miss Aphelele Nthabiseng	09	Ihawulethu High School
Miss Bacebile Minenhle Mathaba	10	Mkhombisi High School

Mthonjaneni CMC Top 10 Leaners for 2024

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NAME AND SURNAME OF THE LEARNER	POSITION OF THE LEARNER	NAME OF THE SCHOOL
Mr Andile Andiswa Nxumalo	01	Kwanxusa High School
Miss Sphehile	02	Nhloyana Secondary School
Miss Sthembile Hlobile Sibiya	03	Nkosithandile Secondary School
Miss Andiswa Nomkhosi Ndwandwe	04	Kwanxusa High School
Miss Skhulile Mtembu	05	Qhamuka Secondary School
Miss Nothando Mandulo Ntetha	06	Nkosithandile Secondary School
Mr Msizi Mthobisi Khanyile	07	Gqokubukhosi High School
Mr Mondli Sikhakhane	08	Kwanxusa High School
Miss Aphelele Nthabiseng	09	Ihawulethu High School
Miss Bacebile Minenhle Mathaba	10	Mkhombisi High School



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COMPONENT E: ENVIRONMENTAL PROTECTION

This component includes: pollution control; biodiversity and landscape; and coastal protection.

INTRODUCTION TO ENVIRONMENTAL PROTECTION

Mthonjaneni Municipality Protection services helps to ensure a safe environment and improve the quality of life through effective Traffic Policing combined with the efficient use of Driver Licence Testing Centre and Registration, Security personnel. This division consists of the following: -

- Law enforcement duties, Patrolling, Traffic control,
- Setting up and conduct of roadblocks,
- Speed detections for purposes of road safety compliance and taking enforcement action against offenders,
- Booking and testing for learners and drivers licences and PRDP applications.
- Renewal of drivers licences and PRDP cards.

Traffic Division

The Division is responsible for Traffic Law Enforcement and the Administration thereof. This function also ensures the technical sustainability of Road Traffic Signs and Markings throughout the Municipal area. Traffic Division ensure a safe environment and improve the quality of life through effective Traffic Policing combined with the efficient use of Driver Licence Testing Centre and Registration, Security personnel and the newly established Rapid Response Unit. They also Control and regulate all forms of traffic, promote education and training of traffic and road safety. Traffic Department also attend scenes of motor vehicle collisions and assist with traffic control, removal of accident damaged vehicles to ensure the free passage of vehicular traffic. They eliminate points of congestion, obstructions, hindrances, interferences or danger to vehicles and pedestrians. The unit also assist the South African Police Services in their effort's gatherings, public protests and demonstrations and management events.

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Multi-disciplinary roadblock with SAPS and eShowe RTI: held on July 2025

The purpose of these Multi -Disciplinary Roadblock is listed as follows:

- Reduce accidents, fatalities and injuries.
- Inculcate good road user behaviour and encourage voluntary compliance.
- Increase detection rates on all key safety indices
- Contribute towards the reduction of crime in general.

Road Safety Awareness

These initiatives have emphasized the importance of obeying traffic laws, wore seat belts, and avoiding distractions while driving. Feedback indicates increased awareness, but behavioural change remains a challenge. Our outreach programs reached more community members across various platforms. Campaigns focused on speeding, seatbelt use, and sober driving, resulting in increased awareness and self-reported behavioural changes. Collaborations with schools, local organizations, and media outlets amplified our message. Future efforts will focus on targeted campaigns for high-risk groups and integrating technology such as mobile alerts to reinforce safety messages.

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Handwritten Tickets

Driving Licence Testing Centre

Department of Transport and Municipality Signed a 3 Year Contract Agreement for Operational Services. Each and every Drivers Licence Testing Centre need to sign a Contract of Agreement with Department of Transport. This Agreement need to be revised in every 3 years in terms of Registration and Licencing of Motor Vehicles and Drivers Licence testing functions. Driver licence Test Centre and Registration helps to provide effective issuing of valid driver's licences and Professional Drivers permits. The Centre assist with the following: -

- Renewal of motor vehicle licence fees,
- Registration of motor vehicles,
- Attending to motor vehicle enquiries,
- Booking and testing of learners' licences
- Booking and testing of drivers' licences
- Processing of drivers' licence renewals
- Processing of PRDP applications and renewals



Learners Class

Performance Achievement for the year

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MONTH	DRIVERS LICENCE	LEARNER S LICENCE	HANDWRITTE N TICKETS	MULTI - DISCIPLINARY ROADBLOCKS	ROAD SAFETY AWARENESS
JULY 2024	180	308	343	1	1
AUGUST 2025	169	161	283	0	0
SEPTEMBER 2024	118	149	220	0	1
OCTOBER 2024	138	167	284	2	0
NOVEMBER 2024	187	171	156	2	1
DECEMBER 2024	52	130	112	1	0
JANUARY2025	82	171	172	1	0
FEBRUARY 2025	83	230	145	0	0
MARCH 2025	66	185	299	2	0
APRIL 2025	111	126	226	2	0
MAY 2025	80	193	152	3	1
JUNE 2025	120	167	213	0	0
TOTAL	1386	2158	2605	17	4

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COMPONENT G: SECURITY AND SAFETY

This component includes: police; fire; disaster management, licensing and control of animals, and control of public nuisances, etc.

INTRODUCTION TO SECURITY & SAFETY

The Mandate of the Security Section is to protect Councils assets and Employees as well as Office Bearers. We have legislated mandate from PSIRA Act of 2001, ISS document of 1996 (miss) and Criminal procedure Act of 1977. We also deal with illegal occupation of Municipality land issues and demolitions if there is a Court order. We also deal with enforcement of bylaws. At times we are affected by community protests whereby protesters end up coming to the civic and demand to see POB''D violently. We are managing those situations with the assistance of SAPS.

The Security Section have several contracts in place with private security companies to protect Council buildings and facilities. It is divided as follows: Council utilises the service of a team consisting of 20 Guards responsible for monitoring and maintain protection of Municipal Office Bearers and the Municipality as a whole. The functions of this unit were adjusted significantly to address additional security risks within the Municipal jurisdiction

3.21 FIRE

INTRODUCTION TO FIRE SERVICES

According to fire brigade services act no. 99 of 1987 and regulations a controlling authority may establish a fire brigade service for its area of jurisdiction. A members of the service shall perform the functions entrusted to them by the chief fire officer or a member of the service acting on behalf of the chief fire officer: Provided that a member of a fire brigade service, as far as possible, only be employed for the performance of those functions for which he, in the opinion of the chief fire officer, has received adequate training. The 3 top service delivery priorities in firefighting is run-away fires, structural fires and motor vehicle accidents (MVAs). The major efficiencies achieved by the section this year is successfully conducting of fire awareness's, improving firefighting equipment and provision of social relief material.

Mthonjaneni Fire Service Data				
Details	Year-1	Year 0		Year 1
	Actual No.	Estimate No.	Actual No.	Estimate No.
Total fires attended in the year	96	0	98	0
Total of the other incident attended in the year	64	0	64	0
Average turnout time-urban area	0	5 min.	0	5 min.
Average turnout time-rural areas	0	30 min.	0	30 min.
Fire fighters in post at year end	11	0	11	0
Total fire appliances at year end	2	0	2	0
Average number of appliances off the road during the year	0	0	0	0

Chapter 3



Concerning T3.21.2

Chapter 3

Employees: Fire Services					
Job Levels	Year 1	Year 0			
Fire Fighters	Employees no.	Posts No.	Employees No.	Vacancies equivalents No.	Vacancies (as a % of total post)
Chief fire officer	0	1	0	1	0
Station Officer	1	1	1	0	0%
Senior fire fighters	2	2	2	0	0%
Fire Fighters	9	9	9	0	30%

T3.21.4

Fire inspection for the year 2024/2025

DATE	Location	Description of activities	Service done by fire brigade.
26.07.2024	Power Fashion Store	Fire inspection	Fire inspection was done, and the building was complying with SANS 10400 part-T fire protection.
29.07.2024	Jwayelani Store	Fire inspection	Fire inspection was done and the recommendation report was given to business owner.
03.09.2024	Mhlanga lodge	Fire inspection	Fire inspection was done, and the building was not complying with SANS 10400 part -T fire protection.
03.09.2024	Obuka Social Development	Fire inspection	Fire inspection was done and the building was complying with SANS 10400 part-T fire protection.
03.09.2024	Lewis furnisher shop	Fire inspection	Fire inspection was well conducted, and the building was not complying with SANS 10400 part-T fire protection.
10.09.2024	Winners Shop	Fire inspection	Fire inspection was done, and the building was not complying with SANS 10400 part-T fire protection.
16.10.2024	Mzamo tuck shop	Fire inspection	Fire inspection was conducted, and the building was complying with SANS 101400 part-T fire protection.
24.10.2024	Melmoth correctional services	Fire inspection	Fire inspection was well conducted, and the building was not complying with SANS 10400 part-T fire protection.
27.11.2024	Biyela lodge	Fire inspection	Fire inspection was conducted and the building was complying with SANS 10400 part-T fire protection.

Chapter 3

28.11.20224	Mthonjaneni lodge	Fire inspection	Fire inspection was well conducted and the building was not complying with SANS 10400 part-T fire protection.
13.03.2025	Shoprite supermarket	Fire inspection	Fire inspection was done, and minor things were identified by fire officer and reported to the store manager.
13.03.2025	Haibo wholesale	Fire inspection	Fire inspection was conducted, and the building was not complying with SANS 10400 part-T fire protection.
23.03.2025	Holy mine shop	Fire inspection	Fire inspection was done, and the shop was not complying with SANS 10400 part-T fire protection.
29.04 2025	Dludla tuck shop	Fire inspection	Fire inspection was done, and the container was not complying with SANS 10400 part-T fire protection.
06.05.2025	Nguni butchery	Fire inspection	Fire inspection was done and the butchery was not complying with SANS 10400 part-T fire protection.
20.05.2025	KFC	Fire inspection	Fire inspection was done, and the building was complying with SANS 10400 part-T fire protection.
22.05.2025	Engen garage	Fire inspection	Fire inspection was done and the garage was complying with SANS 10400 part-T fire protection.

3.22 OTHER (DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES AND OTHER)

Chapter 3

INTRODUCTION TO DISASTER MANAGEMENT

Disaster Management Act No 57 of 2002 section 47 mandates the Municipality to assess, prevent or reduce the risk of disaster and mitigate the after effect of disaster incidents in its area of jurisdiction. The very same act also stipulates that the Disaster Management should compile reports and be submitted to the municipal council and relevant district disaster management centre. In keeping with international and national best practice, the Mthonjaneni 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 municipality. In terms of disaster risk reduction principles, the local sphere of government is the first line of response and responsibility. In the event of disaster occurring or threatening to occur within Mthonjaneni municipality area of responsibility, the community is the first responder. The primary responsibility for the co-ordination is therefore key to saving lives and limiting damage to property, infrastructure, and the environment. They also facilitate the optimal utilization of resources.

SERVICE STATISTICS FOR DISASTER MANAGEMENT, ANIMAL LICENCING AND CONTROL, CONTROL OF PUBLIC NUISANCES, ETC

Ward	TYPES OF INCIDENTS						TOTAL
	Strong Winds	Lightning	Fires	Heavy Rains	Drowning	Structural Collapse	
01	01	01	03	01	00	01	07
02	02	00	03	00	00	00	05
03	03	00	05	00	00	05	13
04	10	00	06	05	00	01	22
05	20	00	05	32	00	07	64
06	40	01	04	33	00	09	87
07	10	01	04	04	00	01	20
08	04	00	06	02	00	03	15
09	00	00	05	03	00	04	12
10	05	00	03	06	00	02	16

Chapter 3

11	00	01	01	00	00	00	02
12	04	00	05	00	00	01	10
13	01	01	01	01	00	01	05
Total	100	05	51	87	00	35	278

The following emergency relief materials were issued to affected households by local municipality

Ward	Blankets	Food parcels	Emergency Shelter/Tents	Matrasses/Sponges	Box B	Plastic Sheeting
03	04	00	00	02	02	11
04	10	00	00	03	03	00
05	06	00	00	06	00	00
06	06	00	00	04	00	05
07	11	00	00	06	02	04
08	08	00	00	04	01	01
09	03	00	00	01	00	04
10	00	00	00	00	00	03
13	03	00	00	02	00	00
Total	51	00	00	28	08	28
Remaining balance	05	00	00	02	02	16

Chapter 3

ISSUING OF DISASTER SOCIAL RELIFIES

After the disaster have reporter the disaster team dispatched to conduct assessments and issuing a social relief to the affected community



MTHONJANENI DISASTER MANAGEMENT ADVISORY FORUMS			
DATE	VANUE		NUMBER OF ATTENDANCE
1. 27 August 2024	Council Chamber		40
2. 26 November 2024	Council Chamber		35
3. 25 February 2025	Council chamber		44
4. 27 May 2025	Council chamber		45

MTHONJANENI DISASTER AWARENESS CAMPAGNS				
DATE	VANUE		WARD	NUMBER OF ATTENDANDE
1. 24.07.2024	Entembeni School	High	06	550
2. 12.09.2024	Njomelwane hall		03	46
3. 08.10.2024	Magwaza hospital		04	38
4. 07.11.2024	Emasangweni		09	42
5. 21.11.2024	Town hall		03	55
6. 12.02.2025	Mcakwini School	Primary	04	150
7. 13.02.2025	Kwamagwaza School	Primary	04	555
8. 13.02.2025	Mxosheni Primary		08	430
9. 17.02.2025	Hawulethu High		09	420
10. 18.02.2025	Kwamabhensa primary		10	649
11. 18.02.2025	Mkhombisi High		10	670
12. 18.02.2025	Mgabhi primary		05	220

Chapter 3

13.	19.02.2025	Phumosizini high	03	410
14.	21.02.2025	Mlindazwe primary	01	230
15.	24.02.2025	Ndabanhle primary	01	255
16.	26.02.2025	Oviceni primary	12	340
17.	28.02.2025	Gobihlahla primary	12	410
18.	05.03.2025	Kwelentaba secondary	10	380
19.	06.03.2025	Kwabhadaza community	03	44
20.	11.03.2025	Majaji primary	09	230
21.	24.03.2025	Mhubheni hall	06	120
22.	06.05.2025	Thembeni tribal court	08	48
23.	07.05.2025	Kwasanguye tribal court	01	101
24.	08.05.2025	Bedlane hall	08	69
25.	19.06.2025	Mayeni	07	41

School and community disaster awareness pictures

DISASTER AWARENESS KWASANGUYE

DISASTER AWARENESS HAWULETHU



Chapter 3

This component includes: community parks; sports fields; sports halls; stadiums; swimming pools; and camp sites.

INTRODUCTION TO SPORT AND RECREATION

Sports and Recreation play a vital role in promoting social cohesion, healthy living, and youth development. Despite limited resources, the municipality continues to prioritize inclusive recreational programs that encourage participation across all age groups and skill levels. Through structured sport initiatives and community-based recreational events, we aim to foster talent, empower youth, and uplift communities.

Top 3 service delivery priorities

Mayoral Cup

Mayoral Cup remains one of the flagship sporting events in the municipality, attracting youth from all 13 wards. It has significantly contributed to uniting communities and promoting local talent, particularly in soccer and netball. The event also serves as a platform for scouting players for district and provincial levels, offering participants exposure and development opportunities.

SALGA KZN GAMES

The municipality's active participation in the South African Local Government Association (SALGA) Games ensures that athletes from rural areas such as Mthonjaneni and Melmoth are well-represented. Through structured ward-based eliminations.

Coaching Clinic Course

The hosting of a Coaching Clinic (D Licence) was a significant milestone for the year, aimed at upskilling local coaches. The course equipped 21 community-based coaches with professional accreditation, enabling them to train young athletes with a more strategic and informed approach.

Sport Development Tournaments

Inter-ward tournaments were hosted to promote grassroots sports, talent development, and youth engagement. These tournaments foster healthy competition and discipline while reducing social ills such as substance abuse and crime.

The Big Walk

The Big Walk served as a successful community-wide event that promoted fitness and healthy lifestyles. It included fun activities like aerobics, traditional games, and team-building exercises, with special efforts made to involve elderly residents and people living with disabilities.

To improve performance and delivery service, the following measures were implemented

Partnerships with federations, local clubs, and schools ensured wider participation and resource sharing.

Introduction of post-event assessments and feedback sessions helped identify gaps and drive continuous improvement (POST-MORTEM MEETING)

Support given by the Sport and Recreation unit to the community

Understanding the socio-economic challenges faced by Mthonjaneni residents, the municipality ensured that all sporting activities were free and inclusive. Support included:

Chapter 3

Provision of transport and meals for all participants

Distribution of sporting kits for winning teams

Meaningful empowerment like the registration of the Female Soccer League, involving over 70 young women as part of gender empowerment in sport.

COMMUNITY PARKS

INTRODUCTION

Parks Department is responsible for maintaining the municipal parks which is the kids' park and the Adults Park. The Parks Department is responsible for cutting grass in Municipal building, the Indoor sport centre ,rugby fields and soccer fields. The parks department also cuts grass in Thubalethu township hall and all the halls within the Mthonjaneni municipality. Parks department is involved in the cutting of sport field outside town. The Parks Department also has a team which cleans the Indoor sport centre, assist with the supply of soccer net if the sport fields are booked. The Parks Department prepares fire belts to prevent fire outbreak in town.

The Parks team is responsible for the cutting grass in Melmoth town roads ,open areas ,vacant sites and road verges for the entire town.

Picture	Description
	Grass cutting of Jacob Cohn Street.

Chapter 3



Grass cutting of Jacob Cohn Street Open area.



Grass cutting of road verge in Jacob Cohn Street.



Grass cutting of road verge in Opposition Street.

Chapter 3



Grass cutting of open areas in Litche Drive.



Grass cutting of open areas in Piet Retief Road.

T3.23

Chapter 3

SERVICE STATISTICS FOR SPORT AND RECREATION

The Sport and Recreation Unit of Mthonjaneni Municipality has made significant strides in promoting inclusive, developmental, and community-based sports initiatives throughout the year. The following statistics reflect participation levels, program reach, and service delivery performance

Participation reached

Total number of participants (across all events) +/- 5000

Number of wards reached = all 13 wards (100% coverage)

Female participants rate = at least 30%

Youth participation = at least 70%

Sport kits and equipment distributed: at least 42 kits

Transport and meals provided to participants: 13 buses for Mayoral Cup and 16 for Salga kzn games

Meals over 4000 meals for overall events

Number of Schools: over 15 schools because of school sports

T 3.23.1

Chapter 3

COMPONENT I: CORPORATE POLICY OFFICES AND OTHER SERVICES

This component includes: corporate policy offices, financial services, human resource services, ICT services, property services.

INTRODUCTION TO CORPORATE POLICY OFFICES, Etc

Delete Directive note once comment is completed – Provide brief introductory comments.

T 3.24

INTRODUCTION TO CORPORATE POLICY OFFICES, Etc

REPORT NOT PROVIDED

3.24 EXECUTIVE AND COUNCIL

This component includes: Executive office (mayor; councilors; and municipal manager).

INTRODUCTION TO EXECUTIVE AND COUNCIL

Delete Directive note once comment is completed – Provide brief introductory comments. Set out your top 3 service delivery priorities and the impact you have had on them during the year. Explain the measures taken to improve performance and the major efficiencies achieved by your service during the year.

T 3.24.1

INTRODUCTION TO EXECUTIVE AND COUNCIL

REPORT NOT YET PROVIDED

SERVICE STATISTICS FOR THE EXECUTIVE AND COUNCIL

T 3.69.2

Chapter 3

COMMENT ON THE PERFORMANCE OF THE EXECUTIVE AND COUNCIL:

Delete Directive note once comment is completed – Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 0 and/or previous year actuals, or expected future variations).

T 3.24.7

3.25 FINANCIAL SERVICES

INTRODUCTION FINANCIAL SERVICES

- The municipality ended the 2024/25 financial year with a favourable bank balance of R5.5 million which is the improvement from R3.3 million of last financial year.
- The municipality has collected 128% on billing including historical debts in the year under review.
- The municipality currently faced with cash flow constraints which led not to pay its obligations within 30 days as per section 65 of MFMA no. 56 of 2003.
- The municipality is under Eskom debts relief programme which has strict conditions to survive on the programme. One of the conditions required is to pay the current debts, this becomes a change to the municipality since the municipality has limited capacity to generate sufficient cash from its own operations.
- Treasury has offered the municipality with two municipal support programmes, one started in October 2023 and ended in March 2024. The second programme is underway.

Some of the key performance targets achieved by the Unit:

- Tabling of 2024/25 annual budgets and adjustments budgets, within regulated timelines.
- Timeous review and submission of Budget and Accounting Policies.
- Remuneration of employees and councillors' payments on time
- Timeous submission of 2023/24 AFS and achievement of unqualified audit.

Timeous submission of the following statutory deliverables:

- in year S71
- S72 report
- S52 reports.

Chapter 3

The following areas require improvement

- Procurement process
- Implementation of approved budget to reduce the unauthorised expenditure
- implementation of debt and credit control policy specifically on historical debts
- Payment of suppliers within 30 days as per section 65 of MFMA no. 56 of 2003.
- Investments and creation of reserves
- Reduction of recurring audit findings

Debt Recovery

- In terms of Section 64(2)(a) of the MFMA, the Accounting Officer must ensure that the municipality has effective revenue collection systems consistent with section 95 of the MSA and the municipality's credit control and debt collection policy.
- The municipality do have the approved credit control and debt collection policy that is being implemented. Although the Mthonjaneni Municipality is highly dependent on government grants, the municipality can bill for rates, refuse, electricity, and rental monthly. The municipality is able to enforce its credit control and debt collection policy.
- Below table gives the summary of billing vs collection%

Debt Recovery							
R'000							
Details of the type of accounts raised and recovered	2021/22		2022/23			2023/24	
	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year (%)	Billed in year	Actual for accounts billed in year	Proportion of accounts value billed that were collected in the year (%)	Actual for accounts billed in year	Proportion of accounts billed that were collected in the year (%)
Property Rates	22 102 484.11	74%	22 688 405.32	21 735 953.92	96%	22 523 385.58	111%
Electricity – Basic	851 224.56	78%	705 637.60	710 815.80	101%	608 420.80	87%
Electricity – Consumption	19 472 525.34	95%	18 212 004.52	16 937 025.92	93%	20 563 797.87	92%
Water – Basic							
Water – Consumption							
Sanitation							
Refuse	2 050 374.00	95%	2 148 584.23	1 271 592.60	59%	2 302 036.76	73%
Other(Rental)	220 541.24	71%	232 545.50	140 165.86	60%	212 099.74	59%

Chapter 3

3.26 HUMAN RESOURCE SERVICES

INTRODUCTION TO HUMAN RESOURCE SERVICES

Delete Directive note once comment is complete – Provide brief introductory comments. Set out priorities and the impact you have had on them during the year. Explain the measures taken to improve performance and the major efficiencies achieved by HR service during the year.

T 3.26.1

NOT YET REPORTED

SERVICE STATISTICS FOR HUMAN RESOURCE SERVICES

T 3.26.2

NOT YET REPORTED

COMMENT ON THE PERFORMANCE OF HUMAN RESOURCE SERVICES OVERALL:

Delete Directive note once comment is completed – Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 0 and/or previous year actuals, or expected future variations).

T 3.26.7

3.27 INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

This component includes: Information and Communication Technology (ICT) services.

INTRODUCTION TO INFORMATION AND COMMUNICATION TECHNOLOGY (ICT) SERVICES

The Information and Communication Technology Unit is responsible for the effective management and functional supervision of the following three sections:

- ICT Governance and Administration.
- Information Systems; and
- ICT Operations and Support.

During 2024/2025 the ICT Unit made significant progress to improve governance and service delivery to user departments. In the year under review, measures were taken to improve the management and control of the use of information and communication technology.

SERVICE STATISTICS FOR ICT SERVICES

Operationally the section provides continuous support for the development, enhancement and maintenance of more than 200 application systems and databases throughout the Municipality.

Operations and Support

Chapter 3

This section is responsible for:

Planning, implementing and managing the ICT operations environment.

- Providing facilities to ensure the secure and optimal availability of all ICT infrastructure; telecommunications systems and data.
- ICT Help desk and support function; and
- All ICT hardware deployed within Mthonjaneni Municipality resides under this section.

Staffing and Functionality

The unit is fully functional with a total number of 2 officials,

No	Post Description	No as per Organogram	Filled or Vacant
1	ICT Manager	1	Filled
2	Information Security Officer	1	Filled
TOTAL		2	

COMMENT

Below are some of the ICT-related services that the Municipality has outsourced during the 2024/25 financial period. A contract is in place to render or provide the Telephone, Printers and internet services. Municipality is in the process of drafting a Skills Transfer Plan that will ensure Service Provider transfers skill and leave independence

Budget for full Functionality

Based on the advancing environment characterized with high inherent risk of obsolescence and in the light of the impact and attention that the 4IR warrants both for internal performance, governance and service delivery through connecting people with the economic world, the current budget is not adequate.

Capital Expenditure for 2024/25: ICT Service Capital Projects

Capital	Budget	Adjustment	Actual	Variance	Total
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Chapter 3

projects		Budget	Expenditure	From Original Budget	Project Value
Laptop	400 000	400 000	0	400 000	
Desktop					
Finance System	150 000	110000	0	110 000	
Utility Server	150 000	110 000	0	110 000	
Firewall	120 000	110 000	0	110 000	
Server Room Access Control	90 000.00	60 000	0	60 000	
Windows Server 2021 X2	120 000	110 000	0	110 000	
Filing Management System	200 000	200 000	550 000	350 000	550 000

This year, the focus was more on procuring desktops and laptops, 1 Domain Server, firewall. All targets were moved to the 2025/26 financial year

ICT Governance

The Municipality has got a functional ICT Steering Committee which is made up of 6 members, chaired by the Accounting Officer and at times delegates.

Chapter 3

No	Member	Position
1	Director – Corporate Services	Chairperson
2	Director: Planning and Technical Services	Member
3	Director: Community Services	Member
4	Director: CFO	Member
5	Manager ICT	Member
6	Manager MM's Office	Member

The Committee has held 4 meetings as planned.

ICT Risk Management

The Municipality has got an ICT Risk register which needs urgent updating due to the potential impact of current and emerging risks.

- The Cyber Security assessment was forwarded to 2024/25 due to budget constraints.
- Critical ICT Strategic assessment to also be done to 2024/25 around the Strategic Planning period.
- Disaster Recovery in place but not yet updated, also to be considered during the 2024/24 financial period.
- Municipality may be exposed to High Risk on Cyber-attacks on the server mode on such critical areas as Payroll and Financial Management Systems. Increase in usage of Cloud- based backup is in the process and will be finalised during the 2024/25 Financial period.
- UPS is on the server to ensure maximum cover and automatic kick-in during load shedding, thereby reducing productivity losses.
- Municipality has nt yet conducted the Maturity

ICT Training Interventions

- Trainings are regularly conducted by SALGA, and this compensates for the little Budget that the Municipality currently has for the IT-related
- ICT to conduct a full Training needs benchmarking with organizations of similar size.

Chapter 3

Compliance with the POPIA Act

The Protection of Personal Information Act (POPIA) is a South African law that governs how public and private bodies handle personal information. The act was passed in 2013 and came into effect in 2020. Its main purpose or objective is to:-

- Establish minimum requirements for processing personal information
- Protect personal information processed by public and private bodies
- Regulate the flow of personal information across borders
- Provide rights for individuals regarding unsolicited electronic communications and automated decision making

For the Municipality to ensure it enforces full compliance with POPIA and avoid consequences on non-compliance, it must develop and adopt its Policy. The Policy was identified as one of the most critical ones before the end of 2023/24, hence will be developed during the 2025/26 financial year.

Municipal Back-up System Status

The Municipality has got an off-site backup site which is cloud-based for FINANCE SYSTEM and Payroll system. There is a 12-month contract in place providing this service for the Municipality.

Local files backup will be implemented on the next financial year 2025/26 once the Domain server is upgraded

and/or hiring immovable assets, the granting or obtaining of rights in properties as well as the alienation or acquisition thereof.

Chapter 3

3.28 PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

This component includes: property; legal; risk management and procurement services.

INTRODUCTION TO PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

Delete Directive note once comment is completed – Provide brief introductory comments. Set out priorities and the impact you have had on them during the year. Explain the measures taken to improve performance and the major efficiencies achieved by Property, legal, risk management and procurement services during the year.

T3.28.1

SERVICE STATISTICS FOR PROPERTY; LEGAL; RISK MANAGEMENT AND PROCUREMENT SERVICES

T 3.28.2

NOT YET REPORTED

Chapter 3

Property; Legal; Risk Management; and Procurement Services Policy Objectives Taken From IDP									
Service Objectives Service Indicators (i)	Outline Service Targets (ii)	Year -1		Year 0			Year 1	Year 3	
		Target	Actual	Target		Actual	Target		
		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following Year (x)
Service Objective xxx									

Note: This statement should include no more than the top four priority service objectives. The indicators and targets specified above (columns (i) and (ii)) must be incorporated in the indicator set for each municipality to which they apply. These are 'universal municipal indicators'. *'Previous Year' refers to the targets that were set in the Year 0 Budget/IDP round; **Current Year' refers to the targets set in the Year 1 Budget/IDP round. ***Following Year' refers to the targets set in the Year 2 Budget/IDP round. Note that all targets in the IDP must be fundable within approved budget provision. MSA 2000 chapter 5 sets out the purpose and character of Intergrated Development Plans (IDPs) and chapter 6 sets out the requirements for the reduction of performance management arrangement by municipalities in which IDPs play a key role.

T 3.28.

Chapter 3

Employees: Property; Legal; Risk Management; and Procurement Services					
Job Level	Year -1	Year 0			
	Employees	Posts	Employees	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No.	No.	No.	No.	%
0 - 3	1	1	1	0	0%
4 - 6	3	3	3	0	0%
7 - 9	6	8	6	2	25%
10 - 12	7	15	7	8	53%
13 - 15	9	15	9	6	40%
16 - 18	11	21	11	10	48%
19 - 20	18	30	18	12	40%
Total	55	93	55	38	41%
Totals should equate to those included in the Chapter 4 total employee schedule. Employees and Posts numbers are as at 30 June. *Posts must be established and funded in the approved budget or adjustments budget. Full-time equivalents are calculated by taking the total number of working days lost (excluding weekends and public holidays) while a post remains vacant and adding together all such days lost by all posts within the same set (e.g. 'senior management') then dividing that total by 250 to give the number of posts equivalent to the accumulated days.					
					T 3.28.4

Financial Performance Year 0: Property; Legal; Risk Management and Procurement Services					
Details	Year -1	Year 0			
	Actual	Original Budget	Adjustment Budget	Actual	Variance to Budget
Total Operational Revenue	120	125	100	95	-32%
Expenditure:					
Employees	125	244	250	248	2%
Repairs and Maintenance	25	244	250	248	2%
Other	45	244	250	248	2%
Total Operational Expenditure	195	732	750	744	2%
Net Operational Expenditure	75	607	650	649	6%
Net expenditure to be consistent with summary T 5.1.2 in Chapter 5. Variances are calculated by dividing the difference between the Actual and Original Budget by the Actual.					T 3.28.5

Capital Expenditure Year 0: Property; Legal; Risk Management and Procurement Services					
Capital Projects	Year 0				
	Budget	Adjustment Budget	Actual Expenditure	Variance from original budget	Total Project Value
Total All	260	326	378	31%	
Project A	100	130	128	22%	280
Project B	80	91	90	11%	150
Project C	45	50	80	44%	320
Project D	35	55	80	56%	90
Total project value represents the estimated cost of the project on approval by council (including past and future expenditure as appropriate.					T 3.28.6

Chapter 3

COMMENT ON THE PERFORMANCE OF PROPERTY SERVICES OVERALL:

Delete Directive note once comment is completed – Explain the priority of the four largest capital projects and explain the variations from budget for net operating and capital expenditure. Confirm your year 5 targets set out in the IDP schedule can be attained within approved budget provision and if not then state how you intend to rectify the matter. Explain the priority of the four largest capital projects and explain variances from budget for net operating and capital expenditure. Also explain any likely variation to the total approved project value (arising from year 0 and/or previous year actuals, or expected future variations).

T 3.28.7

COMPONENT J: MISCELLANEOUS

This component includes: the provision of Airports, Abattoirs, Municipal Courts and Forestry as municipal enterprises.

INTRODUCTION TO MISCELLANEOUS

Delete Directive note once comment is completed – Provide brief introductory comments. Set out priorities and the impact you have had on them during the year. Explain the measures taken to improve performance and the major efficiencies achieved by this service during the year.

T 3.29.0

COMPONENT K: ORGANISATIONAL PERFORMANCE SCORECARD

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

INTRODUCTION

Integrated Development Planning and Performance Management were introduced to realize the developmental role of local government. Whilst the Integrated Development Plan (IDP) provides a framework for strategic decision-making, performance management must ensure that the desired results are achieved during implementation to ensure the correctness of the strategic direction of the objectives, strategies and projects put forward by the IDP.

Performance management is a strategic approach to management, which equips leaders, managers, employees, and stakeholders at different levels with a set of tools and techniques to:

Regularly plan.

Continuously monitor.

Periodically measure; and

Review performance of the organization in terms of indicators and targets for efficiency, effectiveness, and impact.

The Performance Management System (PMS) entails a framework that describes and represents how the municipality's process of performance planning, monitoring, measurement review, reporting and improvement will be conducted, organized, and managed, including determining the different role players. It also forms the basis for aligning the IDP with the operational Service Delivery & Budget Implementation Plans (SDBIPs), performance areas and performance indicators of the various departments of the Mthonjaneni Local

Chapter 3

Municipality.

This report provides an overview of the key service achievements of the Municipality that came to fruition during 2024/2025 in terms of the deliverables achieved compared to the key performance objectives and indicators in the IDP

LEGISLATIVE REQUIREMENT

Outlined in Section 40 of the Municipal Systems Act 32 of 2000 (MSA), Municipalities must establish mechanisms to monitor and review its Performance Management System (PMS) to measure, monitor, review, evaluate and improve performance at organizational-, departmental- and employee levels. Section 34 of the MSA furthermore points out that the Integrated Development Plan (IDP) must be reviewed on an annual basis and that during the IDP review process the Key Performance Areas, Key Performance Indicators and Performance Targets be reviewed and this review will form the basis for the review of the Organizational Performance Management and Performance Contracts of Senior Managers.

The Municipal Planning and Performance Management Regulations (2001) stipulates that a “municipality’s performance management system entails a framework that describes and represents how the municipality’s cycle and processes of performance planning, monitoring, measurement, review, reporting and improvement will be conducted, organized and managed, including determining the roles of the different role-players” (Chapter 3, Section 7, Municipal Planning and Performance Management Regulations, 2001).

Section 46 of the Municipal Systems Act (Act 32 of 2000), inter alia stipulates the following: -
Annual reports

46. A municipality must prepare for each financial year an annual report consisting of-
- (a) a performance report reflecting.
 - (i) the municipality’s, and any service provider’s, performance during that financial year, also in comparison with targets of and with performance in the previous financial year.
 - (ii) the development and service delivery priorities and the performance targets set by the municipality for the following financial year.
 - (iii) measures that were or are to be taken to improve performance.

ORGANIZATIONAL PERFORMANCE

Strategic performance indicates how well the Municipality is meeting its objectives and which policies and processing are working. All government institutions must report on strategic performance to ensure that service delivery is efficient, effective, and economical. Municipalities must develop strategic plans and allocate resources for the implementation. The implementation must be monitored on an on-going basis and the results must be reported on during the financial year to various role-players to enable them to timeously implement corrective measures where required.

This report highlights the strategic performance in terms of the Municipality’s Top Layer SDBIP, high level performance in terms of the National Key Performance Areas, performance on the National Key Performance Indicators prescribed in terms of Section 43 of the MSA and an overall summary of performance on municipal services.

PERFORMANCE MANAGEMENT SYSTEM USED IN THE FINANCIAL YEAR 2024/2025

Chapter 3

Adoption of a Performance Management Framework

The Municipality's performance framework was approved by Council on 06th of June 2024

The IDP and the Budget

The reviewed IDP for 2025/2026 and the budget for 2025/2026 were approved by Council on 23rd of May 2025. The IDP process and the performance management processes are integrated. The IDP fulfils the planning stage of performance management. Performance Management in turn, fulfils the implementation management, monitoring and evaluation of the IDP.

The Service Delivery Budget Implementation Plan

The organizational performance is evaluated by means of a municipal scorecard (Top Layer SDBIP) at organizational level and through the SDBIP at directorate and departmental levels. The SDBIP is a plan that converts the IDP and budget into measurable criteria on how, where and when the strategies, objectives and normal business process of the municipality is implemented. It also allocates responsibility to directorates to deliver the services in terms of the IDP and Budget.

The MFMA Circular No. 13 prescribes that:

The IDP and budget must be aligned

The budget must address the strategic priorities

The SDBIP should indicate what the municipality is going to do during next 12 months

The SDBIP should form the basis for measuring the performance against goals set during the budget/IDP processes

The SDBIP was prepared as per legislation and the Top Layer SDBIP was approved by the mayor on the 06th of June 2025. The Top Layer SDBIP was revised with the Adjustment Budget in terms of Section 26(2)(c) of the Municipal Budget and Reporting Regulations and an Adjusted Top Layer SDBIP was approved by the Council on **26 March 2025**

The Municipal Scorecard (Top Layer SDBIP)

The municipal scorecard (Top Layer SDBIP) consolidates service delivery targets set by Council/senior management and provide an overall picture of performance for the Municipality as a whole, reflecting performance on its strategic priorities. Components of the Top Layer SDBIP include:

One-year detailed plan

Monthly projections of revenue to be collected (not billed) for each source

Monthly projections of expenditure (operating and capital) and revenue for each vote

Quarterly projections of service delivery targets and performance indicators for each vote

Non-financial measurable performance objectives in the form of targets and indicators

Output not input / internal management objectives

Level and standard of service being provided to the community

Ward information for expenditure and service delivery

Detailed capital project plan broken down by ward over three years

ROLE PLAYERS

Chapter 3

TASK	STAKEHOLDERS / ROLEPLAYERS	ROLES & RESPONSIBILITIES
Developing and sanctioning the performance management process	Municipal Council	Adopt Performance Management System
Developing measures/indicators	Officials	Provide the IDP documentation and (when appropriate) the PMS documentation of the previous reporting period
		Provide inputs into the process with reference to the available resources within their respective departments
		Document the measures/indicators
		Provide the schedule of measures/indicators to relevant stakeholders
	Councillors	Provide inputs into the process with reference to the needs and requirements of their constituents and the communities
		Engage with the officials to ensure maximum utilisation of the resources considering the budgetary guidelines and possible limitations
	Local Community and Stakeholders	Provide inputs into the process with reference to their specific needs and requirements
Setting Targets	Officials	Provide inputs into the process with reference to the available resources within their respective departments
		Document the targets
		Provide and publicise the schedule of targets to the relevant stakeholders
	Councillors	Provide inputs into the process with reference to the needs and requirements of their constituents and the communities
		Engage with the officials to ensure maximum utilisation of the resources considering the budgetary guidelines and possible limitations
	Local Community and Stakeholders	Provide inputs into the process with reference to their specific needs and requirements

Chapter 3

Linking measures/indicators and targets to performance commitments of staff	Municipal Manager	Prepare performance agreements aligned with approved SDBIP
		Ensure that the measures/indicators and targets in the performance agreements of senior managers are linked with his/her agreement
		Ensure that all senior managers performance agreements are published
		Provide inputs into senior managers performance agreements
		Ensure that the measures/indicators and targets of the departments and sub-ordinates are linked with the senior managers agreements
	Municipal Council	Ratify and adopt the performance agreements
Monitoring and Evaluation	Honourable Mayor	Monitor and evaluate (according to agreed schedule) the measures/ indicators and targets of the Municipal Manager
	Municipal Manager	Monitor and evaluate (according to the agreed schedule) the measures/indicators and targets of senior managers
		Ensure that the results are documented and publicized to the relevant stakeholders
Information collection, processing and analysis	Councilors	Provide inputs into the process with reference to the needs and requirements of their constituents and the communities
		Ensure with the council officials that all information is made available
		Examine, scrutinize, and critically analyses measures/indicators, targets, outputs, and outcomes

Chapter 3

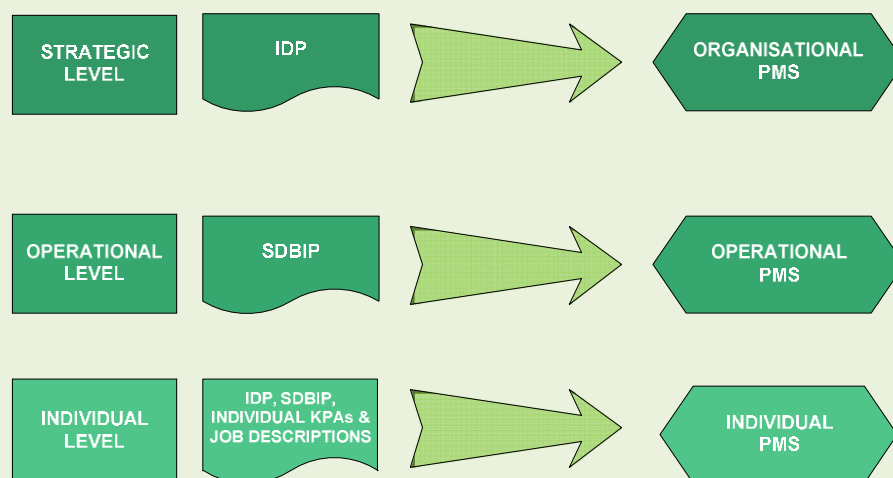
	Officials	Collect, process, and provide the relevant and appropriate information from their respective departments
	Local community and Stakeholders	Provide inputs into the process with reference to their specific needs and requirements
Auditing of information	Performance Management Manager	Collect and process relevant and appropriate information from departments
		Examine, scrutinize, and critically analyze information from departments
	Performance & Audit Committee	Examine, scrutinize, and critically analyze information from departments
	Auditor-General	Collect and process the relevant and appropriate information from the Municipality
		Examine, scrutinize, and critically analyze information from the Municipality
Audit Reporting	Internal Auditor	Provide an independent audit report to the Audit Committee
	Performance & Audit Committee	Provide an independent audit report to the Municipal Manager and Mayoral Committee
Reporting	Municipal Manager	Provide approved, relevant, and appropriate information and reports to National and Provincial Government, and the Auditor-General
Report to Community	Municipal Manager	Ensure that the results are documented and publicized to the relevant stakeholders

ORGANIZATIONAL PERFORMANCE MANAGEMENT PROCESS

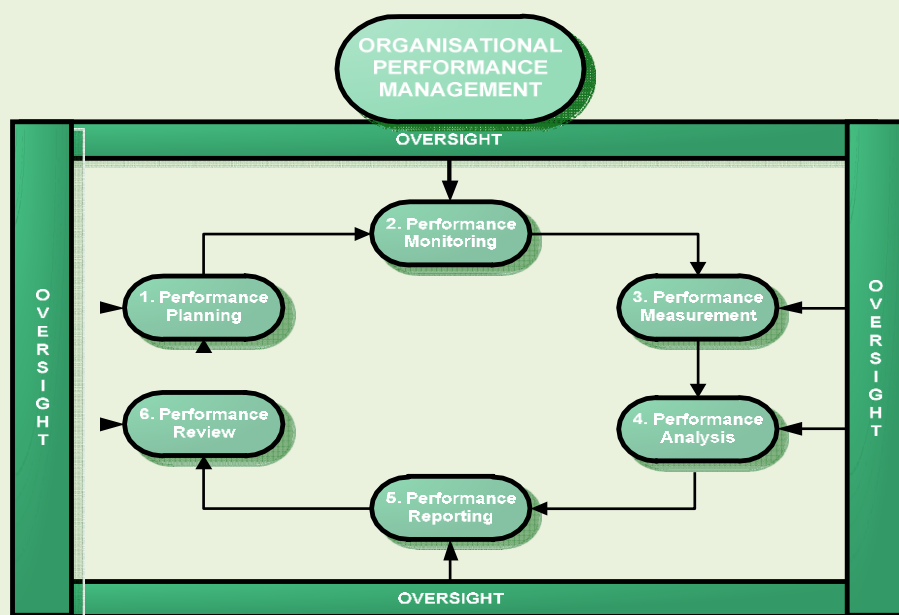
The legislative framework as set out above provides for performance management at various levels in a municipality including organizational (sometimes also referred to as municipal, corporate or strategic) level,

Chapter 3

operational (also referred to as services, departmental or section/team level) and lastly, at individual level as. These levels are however integrated and interdependent on each other.



The process of managing performance at organizational level in the Mthonjaneni Municipality involves the stages as set out in the following diagram:



Key performance indicators have been refined in support of the municipality's development priorities and objectives as set out in the revised IDP framework (aligned with the organizational structure and Council's priorities) for the five-year IDP period to ensure consistency in measuring and reporting on long terms strategies and projects. Measurable performance targets about each of these development priorities and objectives were established and are reflected in the 2023/24 OPMS Scorecard/Top Layer of the Service Delivery Budget implementation Plan. A process to ensure regular reporting is in place and gets reported quarterly to the Council via the Performance Audit Committee.

Senior Managers performance agreements and performance plans were prepared in line with provisions prescribed in the Performance Regulations (Notice 805, published on 1 August 2006 in the official gazette) and

Chapter 3

signed by the Municipal Manager, the Chief Operations Officer, and Deputy Municipal Managers (Heads of Department). These agreements are fully implemented and aligned with the Service Delivery and Budget Implementation Plan as required in terms of the Municipal Finance Management Act (No 56 of 2003)

PERFORMANCE AUDIT COMMITTEE

The Performance Audit Committee has been established in terms of Section 14(2) (a) of the Local Government: Municipal Planning and Performance Management Regulations of 2001 and membership changed over time. The Performance Audit Committee membership for the 2023-2026 financial year was appointed on the 1 January 2024

Mr. IT Nzuza (Chairperson)
Miss N Mchunu (Deputy Chairperson)
Mr. A Zungu
Mr. MA Nxumalo
Mr. U Botshiwe

The Performance Audit Committee is meeting on a quarterly basis during each financial year to ensure compliance with relevant legislation, procedures and to consider the quarterly performance achievements reported on the OPMS Scorecard/Top Layer SDBIP as well as the performance achievements reported in terms of the Departmental Service Delivery Budget Implementation Plans.

PERFORMANCE MANAGEMENT PROCESS

The employee performance management system can be defined as the process through which the planned performance objectives as defined in the IDP, are cascaded into the employee's Annual Performance Plans, thus allowing for the planning, coaching, and monitoring, reviewing, and rewarding of performance, and the enhancement of development, at the level of the individual employee. This process comprises of four phases, namely:

Chapter 4

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

Chapter 4

COMPONENT A: INTRODUCTION TO THE MUNICIPAL PERSONNEL

The municipality had a total of 177 positions approved on the organisational structure, some budgeted for and some not.

The organisational structure had a total of 20 vacancies.

The municipality has vacant positions that were not filled which increased the vacancy rate on the organisational structure. Upon reviewal of the organisational structure for 2024/2025, unfunded vacant positions were approved to be removed from the structure and shall be considered in future.

In terms of the staff turnover only 5 terminations received including retirements, dismissal and resignations.

4.1 EMPLOYEE TOTALS, TURNOVER AND VACANCIES

Employees					
Description	2023/24	2024/25			
	No. of Employees	Approved posts	No. of Employees	No. of Vacancies	Vacancy rate (%)
Section 54/56	5	5	5	0	0
Technical Services	44	56	47	9	1.78
Office of the MM	14	17	14	3	17.64
Financial Services	20	20	19	1	5
Planning	2	2	2	0	0
Local Economic Development	3	3	3	0	0
Community & Social Services	28	12	12	0	0
Safety & Security (Traffic)	13	28	24	4	14.28
Disaster (fire)	14	13	12	1	7.69
Corporate	20	21	19	2	9.52
Total	163	177	157	20	11.29

Chapter 4

Vacancy Rate: 2024/25

Designation	No. of Approved Posts	Total filled	No. of Vacant Posts	Vacancy Rate (%)
Municipal Manager	1		0	0
CFO	1		0	0
Other s56 Managers	3		0	0
Middle Managers (Excluding Finance Services)	13	11	2	15.38
Middle Managers (Finance Services)	3	3	0	0
Supervisors (Excluding Finance Services)	18	18	0	0
Supervisors (Finance Services)	2	2	0	0
Traffic Officers	11	11	0	0
Fire Fighters	13	12	1	7.69
Total				

Formula:

Vacancy rate = vacant funded posts divide by total filled& vacant posts x 100

Turn-over Rate

Details	Total Appointments as of the beginning of Financial Year	Termination during the Financial Year	Turn-over Rate
2024/25	8	5	0.029

Formula for turnover rate

= number of employees terminated divide by total number of employees multiply by 100

163+177/2=170

5/170= 0.029

Chapter 4

COMPONENT B: MANAGING THE MUNICIPAL WORKFORCE

INTRODUCTION TO MUNICIPAL WORKFORCE MANAGEMENT

- The municipality developed 6 HR policies and reviewed 5 HR policies.
- the EE Plan is implemented, and the committee is sitting.
- The Municipal Human Capital Retention Strategy is in place

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			21/12/2023
2.	Attendance of seminars, External meetings, Workshops & Conferences			4/7/2024
3.	Bereavement Policy			4/4/2024
4.	Car allowance policy			4/7/2024
5.	Cellphone & 3G Data card		Reviewed	23/5/2025
6.	Dress code			4/7/2024
7.	Drug abuse and testing policy			4/4/2024
8.	Employee Wellness Programme Policy			4/7/2024
9.	Employment Equity Policy			4/4/2024
10.	Exit Management Policy			4/7/2024
11.	HIV/ AIDS Policy	Developed		03/12/2025
12.	Human Capital Retention Policy			4/7/2024
13.	Human Resources Communications Policy	Developed		03/12/2025
14.	Induction Policy			4/7/2024
15.	Individual Performance Management System Policy			
16.	Internal Bursary		Reviewed	4/7/2024
17.	Leave policy			21/12/2023
18.	Occupational Health & Safety policy		Reviewed	
19.	Overtime policy			25/7/2023
20.	Placement Policy			4/4/2024
21.	Private work & declaration of interest	Developed		03/12/2025
22.	Recruitment, Selection and appointment policy			4/7/2024
23.	Sexual Harassment			4/7/2024
24.	Smoking policy			4/7/2024
25.	Staff establishment Policy	Developed		03/12/2025
26.	Subsistence and Travelling allowance			4/7/2024

Chapter 4

27.	TASK Job Evaluation Policy	Developed		
28.	Termination Policy & Procedures			4/7/2024
29.	Training and Development policy		Reviewed	
30.	Transfer and Demotion Policy			4/7/2025
31.	Working Hours and Punctuality Policy	Developed	Reviewed	03/12/2025

COMMENT ON WORKFORCE POLICY DEVELOPMENT:

The are 6 HR policies that were developed, and 5 policies reviewed in 2024/2025 financial year.

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	none				
Temporary total disablement					
Permanent disablement					
Fatalities					
Total					

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)	Total sick leave taken (Days)	Estimated cost (Rands)
Lower skilled (Levels1-2)						
Skilled (Levels 3- 5)	195	11		54	206	
Highly skilled production (6-8)	147	14		34	161	
Highly skilled supervision (levels 9-12)	321	21		49	342	
Senior management (levels 13- 17)	20	5		15	25	
MM and s56	0	0		0	0	
Total	683	51		152	734	

*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

COMMENT ON INJURY AND SICK LEAVE:

Chapter 4

No injury on duty reported.

The municipality conducts the inspections on an ongoing basis and report to management on quarterly basis in order to rectify the findings and minimises hazards.

HR captures leaves.

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
Driver/Messenger	Gross dishonesty bringing the name of the Municipality into disrepute.	31 January 2024	Employee was found guilty	31 January 2025
Assistant: Electrician	gross negligence unauthorized use of municipal vehicle	31 August 2023	Ruling was issued in May 2025.	Awaiting sanction

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
None			

COMMENT ON SUSPENSIONS AND CASES OF FINANCIAL MISCONDUCT:

There were no cases of financial misconduct reported.

4.4 PERFORMANCE REWARDS

Performance Rewards by Gender	
Designations	Beneficiary Profile

Chapter 4

	Gender	Total Number of Employees in Group	Number of Beneficiaries	Expenditure on Rewards	Proportion of beneficiaries within group
Lower skilled (Levels 1-2)	Male	None			
	Female	None			
Skilled (Levels 3-5)	Male	None			
	Female	None			
Highly skilled (Levels 6-8)	Male	None			
	Female	None			
Highly skilled supervisors (Levels 9-12)	Male	None			
	Female	None			
Middle Managers (Levels 13-15)	Male	None			
	Female	None			
MM and s56 Managers	Male	None			
	Female	None			
Total					

COMMENT ON PERFORMANCE REWARDS:

Performance has been cascaded to middle management for now.

Chapter 4

4.5 SKILLS DEVELOPMENT AND TRAINING

Skills Matrix Number of Skilled employees required and actual as at 30 June 2025														
Management Level	Gender	No. of Employees in post as at 30 June Year 2025												
			Learnerships			Skills programmes & other short Courses			Other forms of trainings (Internal Bursaries)			Total		
			Actual: End of 2023/24	Actual: End of 2024/25	2025/26 Target	Actual: End of 2023/24	Actual: End of 2024/25	2025/26 Target	Actual: End of 2023/24	Actual: End of 2024/25	2025/26 Target	Actual: End of 2023/24	Actual: End of 2024/25	2025/26 Target
s56, Legislators	Female						4						4	
	Male						3						3	
Senior officials and managers	Female			2			6						8	
	Male			4			13						17	
Technicians and associate professional (Registered with professional Associate Body)	Female			2			1						3	
	Male			1			1						2	
Professionals	Female			11			11			1			23	
	Male			9			14			2			25	
Sub total	Female			15			22			1			38	
	Male			14			31			2			47	
Total				29			53			3			85	

Chapter 4

COMMENT ON SKILLS DEVELOPMENT EXPENDITURE

Skills Development Expenditure										
R'000										
Management Level	Gender	Employees at the beginning of the financial year	Original Budget and Actual Expenditure on Skills Development: 2024/25							
			Learnership		Skills Programmes and other shorts courses		Other form of training (internal bursaries)		Total	
		Number	Original budget	Actual	Original budget	Actual	Original budget	Actual	Original budget	Actual
MM and s56 Managers	Female									
	Male									
Legislators, managers and senior officials	Female									
	Male									
Professionals	Female									
	Male									
Technicians and associate professionals	Female									
	Male									
Clerks	Female									
	Male									
Service and sales workers	Female									
	Male									
Plant and machine operators and assemblers	Female									
	Male									
Elementary Occupations	Female									
	Male									
Sub-total	Female									
	Male									
Total										
% and R value of municipal salaries (original budget) allocated for workplace skills plan								%	R	

Chapter 4

ITEM		ORIGINAL BUDGET	ACTUAL EXPENDITURE	OUTSTANDING PAYMENT	TOTAL
SKILLS PROGRAMMES AND OTHER SHORT COURSES		R800 000	R377 466.50	To be confirmed by Finance	
OTHER FORM OF TRAINING (INTERNAL BURSARIES)		R150 000	R12 000 + R116 200	R0	R21 800
MANDATORY GRANT		R131 042.71	R131 042.71	R0	R0
TRAINING FOR CLLRS		R100 000	R61 472.31	R0	R32 527.69
EPWP		R44 860	R48 300	R0	R-3 440
WARD COMMITTEE		R100 000	0	R0	R100 000
DISCRETIONARY GRANT	MFMP Learnership	R550 000 (25)	R165 000	R385 000 (to be released by LGSETA)	
		R119 600 (4)	R119 600	R0	R0
	POULTRY	R240 000	R44 000	R196 000 (to be released by LGSETA)	R0
	PLANT	R240 000	R44 000	R196 000 (to be released by LGSETA)	R0
	ICT END USER COMPUTING	R440 000	R44 000	R396 000 (to be released by LGSETA)	R0
	LED	R400 000	R40 000	R360 000 (to be released by LGSETA)	R0
TOTALS					R

% and R value of municipal salaries (original budget) allocated for workplace skills plan 1 % of salary budget R

Chapter 4

COMPONENT D: MANAGING THE WORKFORCE EXPENDITURE

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)	None	None
Skilled (Levels 3-5)	None	None
Highly Skilled (Levels 6-8)	None	None
Highly Skilled supervision (Levels 9-11)	None	None
Management (Levels 13-16)	None	None
MM and s56 Managers	None	None
Total		

Employees Whose Salary Levels Exceed The Grade Determined By Job Evaluation

Occupation	Number of employees	Job Evaluation Level	Remuneration Level	Reason for Deviation
n/a				

Employees appointed to posts not approved

Department	Level	Date of appointment	No. appointed	Reason for appointment when no established post exist
None				

Chapter 5

COMMENT ON UPGRADED POSTS AND THOSE THAT ARE AT VARIANCE WITH NORMAL PRACTICE:

The job descriptions are still with the evaluation committee, the process is pending.

DISCLOSURES OF FINANCIAL INTERESTS

The municipal employees completed financial disclosure for 2024/2025 financial year

Out of 25 Councillors, 19 submitted their declarations.

Chapter 5

CHAPTER 5 – FINANCIAL PERFORMANCE

Chapter 5

INTRODUCTION

Chapter 5 contains information regarding financial performance and highlights specific accomplishments. The chapter comprises of three components:

- Component A: Statement of Financial Performance
- Component B: Spending Against Capital Budget
- Component C: Other Financial Matters

Delete Directive note once comment is completed - Please explain how your municipality sought to contain inflationary pressures during the financial year. Take the 5 most expensive consultancy arrangements in year 0 and explain the costs, the reasons for the engagements and the results. Include such other introductory remarks as you wish.

T 5.0.1

COMPONENT A: STATEMENTS OF FINANCIAL PERFORMANCE

INTRODUCTION TO FINANCIAL STATEMENTS

*Note: Statements of Revenue Collection Performance by vote and by source are included at **Appendix K**.*

Delete Directive note once comment is completed - This component provides an overview of the financial performance of the municipality and focuses on the financial health of the municipality.

T 5.1.0

Chapter 5

5.1 STATEMENTS OF FINANCIAL PERFORMANCE

Description R thousands	Year 0											Year -1			
	Original Budget	Budget Adjustments (i.t.o. s28 and s31 of the MFMA)	Final adjustments budget	Shifting of funds (i.t.o. s31 of the MFMA)	Virement (i.t.o. Council approved policy)	Final Budget	Actual Outcome	Unauthorised expenditure	Variance	Actual Outcome as % of Final Budget	Actual Outcome as % of Original Budget	Reported unauthorised expenditure	Expenditure authorised in terms of section 32 of MFMA	Balance to be recovered	Restated Audited Outcome
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Financial Performance															
Property rates			-			-									
Service charges			-			-									
Investment revenue			-			-									
Transfers recognised - operational			-			-									
Other own revenue			-			-									
Total Revenue (excluding capital transfers and contributions)															
Employee costs			-			-									
Remuneration of councillors			-			-									
Debt impairment			-			-									
Depreciation & asset impairment			-			-									
Finance charges			-			-									
Materials and bulk purchases			-			-									
Transfers and grants			-			-									
Other expenditure			-			-									
Total Expenditure															
Surplus/(Deficit)															
Transfers recognised - capital			-			-									
Contributions recognised - capital & contributed assets			-			-									
Surplus/(Deficit) after capital transfers & contributions															
Share of surplus/ (deficit) of associate			-			-									
Surplus/(Deficit) for the year															
Capital expenditure & funds sources															
Capital expenditure															
Transfers recognised - capital			-			-									
Public contributions & donations			-			-									
Borrowing			-			-									
Internally generated funds			-			-									
Total sources of capital funds															
Cash flows															
Net cash from (used) operating			-			-									
Net cash from (used) investing			-			-									
Net cash from (used) financing			-			-									
Cash/cash equivalents at the year end															

T 5.1.1

Chapter 5

Financial Performance of Operational Services						
R '000						
Description	Year -1	Year 0			Year 0 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Operating Cost						
Water	26,485	23,572	28,075	23,042	-2.30%	-21.84%
Waste Water (Sanitation)	8,541	8,285	9,054	8,456	2.02%	-7.07%
Electricity	12,355	10,254	12,478	13,219	22.43%	5.61%
Waste Management	14,232	13,235	13,662	12,097	-9.41%	-12.94%
Housing	6,542	5,496	5,954	6,346	13.40%	6.19%
Component A: sub-total	68,155	60,842	69,222	63,161	3.67%	-9.60%
Waste Water (Stormwater Drainage)	5,643	5,530	5,925	5,304	-4.26%	-11.70%
Roads	5,643	5,530	5,925	5,304	-4.26%	-11.70%
Transport	5,322	4,470	5,747	4,630	3.45%	-24.14%
Component B: sub-total	16,607	8,455	8,624	9,554	11.50%	9.73%
Planning	1,254	1,003	1,191	1,354	25.93%	12.04%
Local Economic Development	2,516	2,063	2,264	2,340	11.83%	3.23%
Component B: sub-total	3,769	3,066	3,455	3,693	17.00%	6.46%
Planning (Strategic & Regulatory)	12,546	10,413	11,793	11,542	9.78%	-2.17%
Local Economic Development	2,355	2,190	2,425	2,402	8.82%	-0.98%
Component C: sub-total	14,900	12,603	14,218	13,944	9.62%	-1.97%
Community & Social Services	4,565	3,698	4,337	4,291	13.83%	-1.06%
Environmental Protection	5,649	4,971	6,157	4,971	0.00%	-23.86%
Health	5,649	4,971	6,157	4,971	0.00%	-23.86%
Security and Safety	5,649	4,971	6,157	4,971	0.00%	-23.86%
Sport and Recreation	5,649	4,971	6,157	4,971	0.00%	-23.86%
Corporate Policy Offices and Other	5,649	4,971	6,157	4,971	0.00%	-23.86%
Component D: sub-total	32,808	28,552	35,122	29,145	2.04%	-20.51%
Total Expenditure	136,240	113,518	130,642	119,497	5.00%	-9.33%
In this table operational income is offset against operational expenditure leaving a net operational expenditure total for each service as shown in the individual net service expenditure tables in chapter 3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.						T 5.1.2

COMMENT ON FINANCIAL PERFORMANCE:

Delete Directive note once comment is completed – Comment on variances above 10%.

T5.1.3

Chapter 5

5.2 GRANTS

Chapter 5

Grant Performance						
R' 000						
Description	Year -1	Year 0		Year 0 Variance		
	Actual	Budget	Adjustments Budget	Actual	Original Budget (%)	Adjustments Budget (%)
Operating Transfers and Grants						
National Government:	33,977	–	–	24,756		
Equitable share	21,565			17,303		
Municipal Systems Improvement	4,524			2,182		
Department of Water Affairs	6,665			4,283		
Levy replacement	1,222			988		
Other transfers/grants [insert description]						
Provincial Government:	18,925	–	–	5,994		
Health subsidy	8,645			3,786		
Housing	4,865			1,502		
Ambulance subsidy	846			219		
Sports and Recreation	4,568			489		
Other transfers/grants [insert description]						
District Municipality:	–	–	–	–		
[insert description]						
Other grant providers:	–	–	–	–		
[insert description]						
Total Operating Transfers and Grants	52,902	–	–	30,751		
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.						
Full list of provincial and national grants available from published gazettes.						T 5.2.1

COMMENT ON OPERATING TRANSFERS AND GRANTS:

Note: For Municipal Infrastructure Grant (MIG) see T5.8.3. For other conditional transfers including Neighborhood Development Partnership Grant (NDPG); Public Transport Infrastructure and Systems Grant (PITS) see Appendix L.

Delete Directive note once comment is completed – Comment on the variances in the above table and other and indicate high value projects & total the remaining project.

T 5.2.2

Chapter 5

Grants Received From Sources Other Than Division of Revenue Act (DoRA)						
Details of Donor	Actual Grant Year -1	Actual Grant Year 0	Year 0 Municipal Contribution	Date Grant terminates	Date Municipal contribution terminates	Nature and benefit from the grant received, include description of any contributions in kind
Parastatals						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
Foreign Governments/Development Aid Agencies						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
Private Sector / Organisations						
A - "Project 1"						
A - "Project 2"						
B - "Project 1"						
B - "Project 2"						
Provide a comprehensive response to this schedule						T 5.2.3

COMMENT ON CONDITIONAL GRANTS AND GRANT RECEIVED FROM OTHER SORCES:

Conditional Grants Received: Excluding MIG

The following below table illustrates the amounts received in terms of grants and subsidies from the national and provincial government excluding MIG.

Conditional Grants: excluding MIG R'000						
Details	Budget	Adjustment Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
EPWP Incentive	2 243	2 243	4 358	2 115	2 115	
Finance Management	2 800	2 800	2 800	0	0	
Local Government Equitable Share	103 227	103 227	103 227	0	0	

Chapter 5

Integrated National Electrification Programme Grant	8 184	5 373	5 373	2 811	2 811	
Municipal Disaster Relief Grant	0	4 250	4 250	4 250	0	
Provincialization of Libraries	1 024	1 024	1 024	0	0	
Community Library Services Grant	265	265	265	0	0	
Total	117 743	119 182	121 297	9 176	4 926	

T5.2.4

All conditional grants received by the municipality were fully spent. The municipality used its own internal generated revenue to fund the difference between allocation and actual expenditure on other conditional grants like EPWP and Library grants that exceeded allocation.

Chapter 5

5.3 ASSET MANAGEMENT

INTRODUCTION TO ASSET MANAGEMENT

Delete Directive note once comment is completed - Provide a brief overview on Asset Management as practiced within your organisation and outline the key elements of your Asset Management Policy. Explain how asset management is organised, the staff involved and the key delegations. Describe key issues under development. Indicate the approach to capacity development for this activity. Refer to the illustrations of asset management approach in relation to the new assets set out below.

T 5.3.1

Chapter 5

TREATMENT OF THE THREE LARGEST ASSETS ACQUIRED YEAR 0				
Asset 1				
Name				
Description				
Asset Type				
Key Staff Involved				
Staff Responsibilities				
	Year -3	Year -2	Year -1	Year 0
Asset Value				
Capital Implications				
Future Purpose of Asset				
Describe Key Issues				
Policies in Place to Manage Asset				
Asset 2				
Name				
Description				
Asset Type				
Key Staff Involved				
Staff Responsibilities				
	Year -3	Year -2	Year -1	Year 0
Asset Value				
Capital Implications				
Future Purpose of Asset				
Describe Key Issues				
Policies in Place to Manage Asset				
Asset 3				
Name				
Description				
Asset Type				
Key Staff Involved				
Staff Responsibilities				
	Year -3	Year -2	Year -1	Year 0
Asset Value				
Capital Implications				
Future Purpose of Asset				
Describe Key Issues				
Policies in Place to Manage Asset				
				T 5.3.2

COMMENT ON ASSET MANAGEMENT:

Chapter 5

Delete Directive note once comment is completed – With reference to the three projects approved in the year, set out above, describe how these projects were evaluated from a cost and revenue perspective, including Municipal tax and tariff implications (See MFMA section 19 (2) (a) & (b) and MSA section 74 (2) (d), (e) & (i)). Ensure that these projects are maintained on files that are readily accessible for audit inspection. Financial data regarding asset management may be sourced from **MBRR Table A9**

T 5.3.3

Repair and Maintenance Expenditure: Year 0				
				R' 000
	Original Budget	Adjustment Budget	Actual	Budget variance
Repairs and Maintenance Expenditure	125	129	128	-2%
T 5.3.4				

COMMENT ON REPAIR AND MAINTENANCE EXPENDITURE:

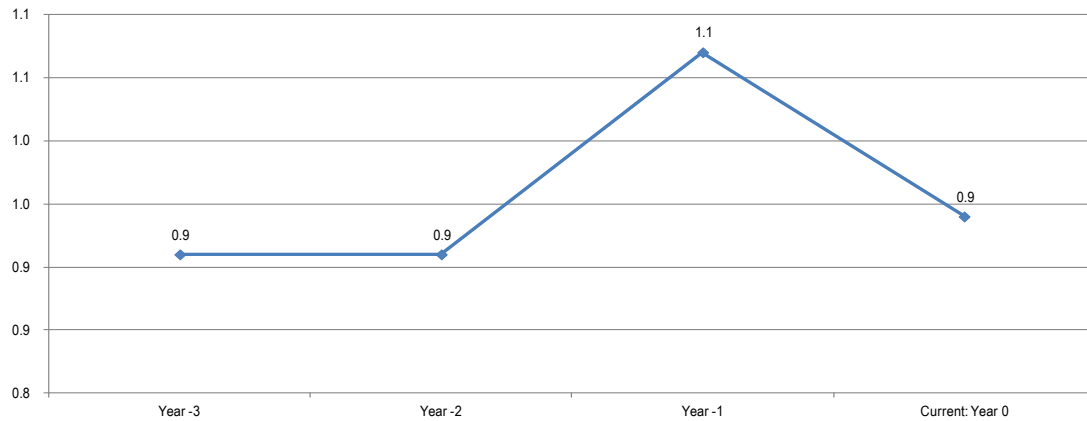
Delete Directive note once comment is completed – Comment on adequacy of Repair & Maintenance Expenditure and variances show in T5.3.4 above and on the implications of the proportion of operating budget spend on repairs and maintenance over the past four years set out below. Note that the repairs and maintenance expenditure in T5.3.4 must reconcile with the operational repairs and maintenance expenditure for all services set out in Chapter 3.

T 5.3.4.1

5.4 FINANCIAL RATIOS BASED ON KEY PERFORMANCE INDICATORS

Chapter 5

Liquidity Ratio

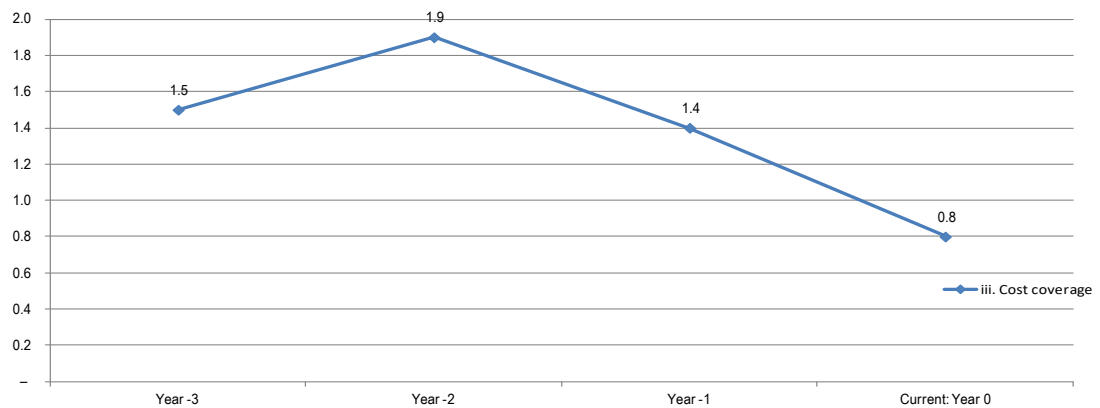


Liquidity Ratio – Measures the municipality's ability to pay its bills and is calculated by dividing the monetary assets (due within one year) by the municipality's current liabilities. A higher ratio is better.

Data used from MBRR SA8

T 5.4.1

Cost Coverage



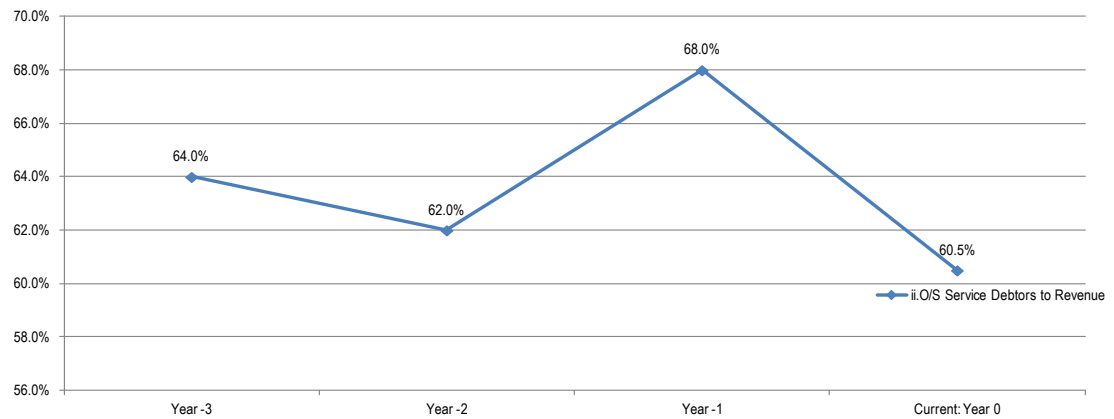
Cost Coverage– It explains how many months expenditure can be covered by the cash and other liquid assets available to the Municipality excluding utilisation of grants and is calculated

Data used from MBRR SA8

T 5.4.2

Chapter 5

Total Outstanding Service Debtors

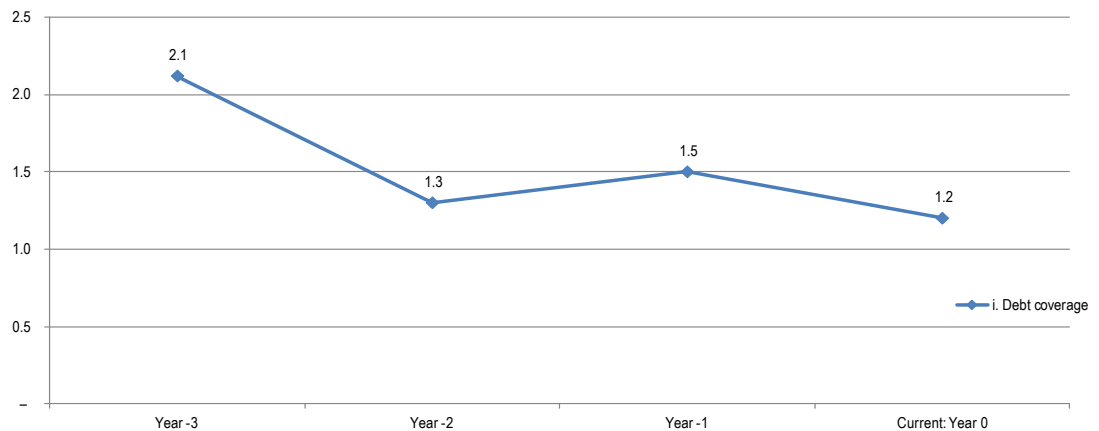


Total Outstanding Service Debtors – Measures how much money is still owed by the community for water, electricity, waste removal and sanitation compared to how much money has been paid for these services. It is calculated by dividing the total outstanding debtors by the total annual revenue. A lower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

Data used from MBRR SA8

T 5.4.3

Debt Coverage



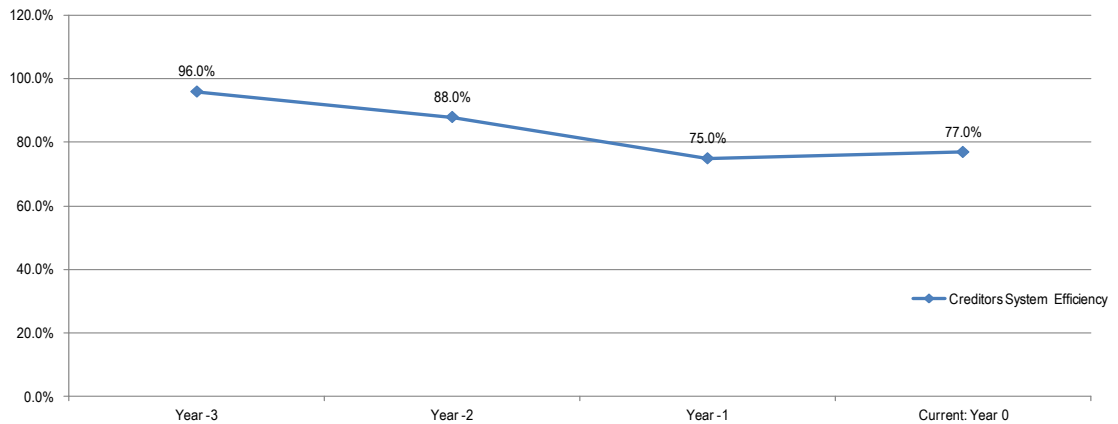
Debt Coverage– The number of times debt payments can be accommodated within Operating revenue (excluding grants) . This in turn represents the ease with which debt payments can be accommodated by the municipality

Data used from MBRR SA8

T 5.4.4

Chapter 5

Creditors System Efficiency

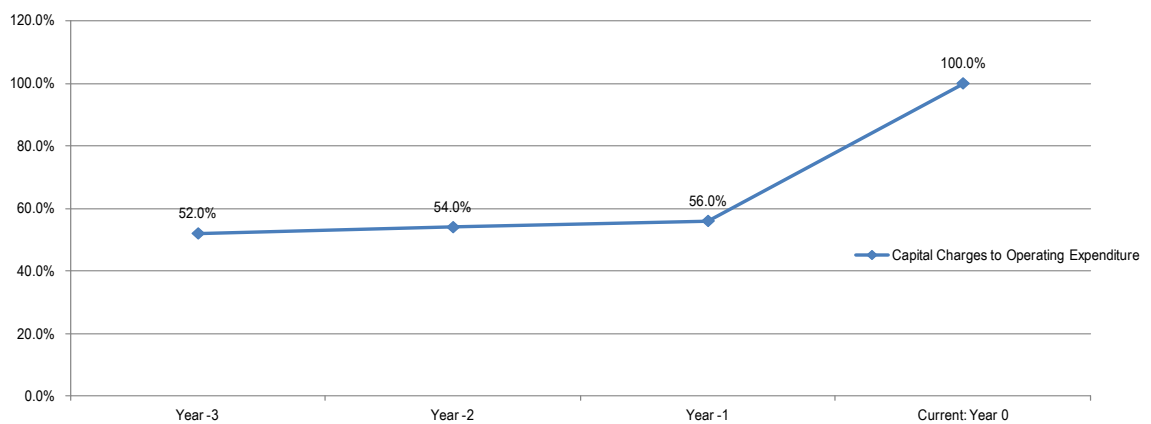


Creditor System Efficiency – The proportion of creditors paid within terms (i.e. 30 days). This ratio is calculated by outstanding trade creditors divided by credit purchases

Data used from MBRR SA8

T 5.4.5

Capital Charges to Operating Expenditure



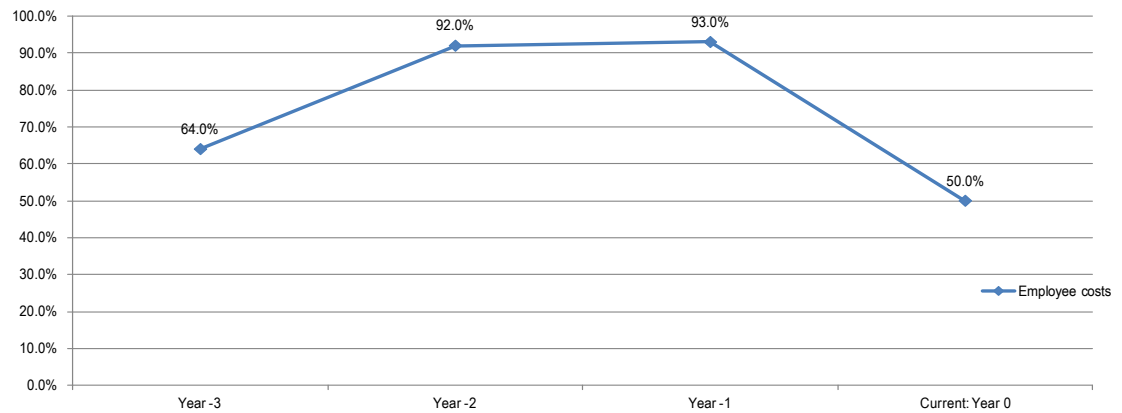
Capital Charges to Operating Expenditure ratio is calculated by dividing the sum of capital interest and principle paid by the total operating expenditure.

Data used from MBRR SA8

T 5.4.6

Chapter 5

Employee Costs

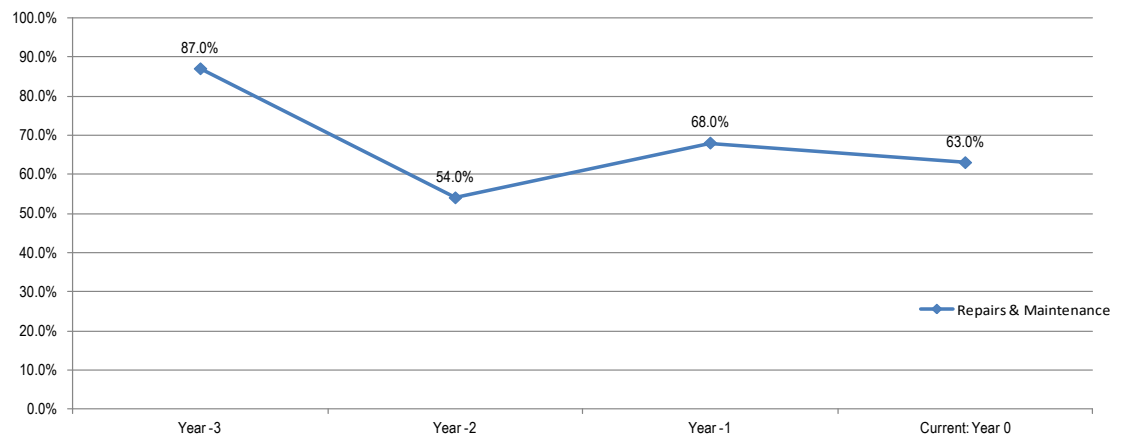


Employee cost – Measures what portion of the revenue was spent on paying employee costs. It is calculated by dividing the total employee cost by the difference between total revenue and capital revenue.

Data used from MBRR SA8

T 5.4.7

Repairs & Maintenance



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

T 5.4.8

COMMENT ON OPERATING FINANCIAL RATIOS

Chapter 5

Financial ratios are used to assess the performance of the municipality. Financial ratios and norms are further used to assess and compare the financial health and performance of local government.

Operating Ratios	
Detail	%
Employee Cost	37
Repairs and Maintenance	4
Finance Charges & Impairment	1

T5.4.9

- **The employee cost ratio** measures the extent of Remuneration to Total Operating Expenditure. The norm range between 25% and 40%, the municipality is still within the norm since is sitting at 37%
- **Repairs and Maintenance ratio** measures the level of repairs and maintenance to ensure adequate maintenance to prevent breakdowns and interruptions to service delivery. Repairs and maintenance of municipal assets is required to ensure the continued provision of services. The norm is 8% of PPE and investment properties carrying amount. The municipality currently sitting at 4%, this is a reflection that insufficient monies are being spent on repairs and maintenance to the extent that it could increase impairment of useful assets.
- **Finance Charges & Impairment ratio** indicates the cost required to service the borrowing. It assesses the Borrowing or Payment obligation expressed as a percentage of Total Operating Expenditure. The municipality does not have any loan currently servicing, the 1% reflected on above table is the interest charge on late payments.

Total Capital Expenditure: R'000			
Details	2024/25	2023/24	2022/23
Original Budget	35 328	35 932	39 094
Adjustment Budget	32 828	27 758	54 700
Actual	25 899	21 842	52 804
T 1.4.4			

Chapter 5

- The municipality initially planned to spend R35 million on CAPEX but after assessing the performance and the cash flow position of the municipality during mid-year assessment, the municipality has reduced its own funding CAPEX to R32 million.
- The actual expenditure incurred was 79% of adjusted figure. ALL capital conditional grants were fully spent.

COMPONENT B: SPENDING AGAINST CAPITAL BUDGET

INTRODUCTION TO SPENDING AGAINST CAPITAL BUDGET

Delete Directive note once comment is completed – 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 can 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 spent. 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).

T 5.5.0

INTRODUCTION TO SPENDING AGAINST CAPITAL BUDGET

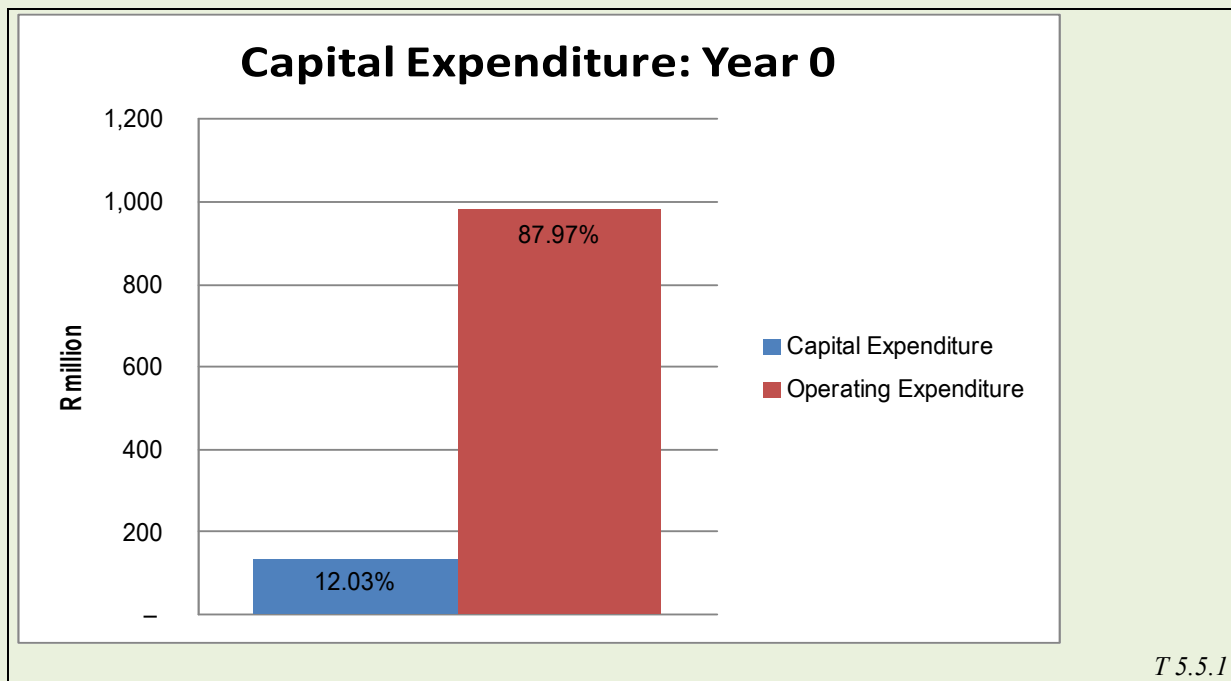
5.5 CAPITAL EXPENDITURE

The municipality initially planned to spend R35 million on CAPEX but after assessing the performance and the cash flow position of the municipality during mid-year assessment, the municipality has reduced its own funding CAPEX to R32 million.

The actual expenditure incurred was 79% of adjusted figure. ALL capital conditional grants were fully spent.

Chapter 5

Total Capital Expenditure:			
R'000			
Details	2024/25	2023/24	2022/23
Original Budget	35 328	35 932	39 094
Adjustment Budget	32 828	27 758	54 700
Actual	25 899	21 842	52 804
T1.4.4			



5.6 SOURCES OF FINANCE

Chapter 5

Capital Expenditure - Funding Sources: Year -1 to Year 0						
R' 000						
Details	Year -1	Year 0				
	Actual	Original Budget (OB)	Adjustment Budget	Actual	Adjustment to OB Variance (%)	Actual to OB Variance (%)
Source of finance						
External loans	3542	5500	5520	5511	0.36%	0.20%
Public contributions and donations	248	300	390	421	30.00%	40.33%
Grants and subsidies	3451	3700	3700	3856	0.00%	4.22%
Other	2451	4500	4600	4565	2.22%	1.44%
Total	9692	14000	14210	14353	32.59%	46.19%
Percentage of finance						
External loans	36.5%	39.3%	38.8%	38.4%	1.1%	0.4%
Public contributions and donations	2.6%	2.1%	2.7%	2.9%	92.1%	87.3%
Grants and subsidies	35.6%	26.4%	26.0%	26.9%	0.0%	9.1%
Other	25.3%	32.1%	32.4%	31.8%	6.8%	3.1%
Capital expenditure						
Water and sanitation	1845	4300	4250	4256	-1.16%	-1.02%
Electricity	1562	2400	2480	2453	3.33%	2.21%
Housing	1243	2700	2800	2685	3.70%	-0.56%
Roads and storm water	1352	1500	1400	1486	-6.67%	-0.93%
Other	3690	3500	3450	3473	-1.43%	-0.77%
Total	9692	14400	14380	14353	-2.22%	-1.08%
Percentage of expenditure						
Water and sanitation	19.0%	29.9%	29.6%	29.7%	52.4%	95.2%
Electricity	16.1%	16.7%	17.2%	17.1%	-150.1%	-205.4%
Housing	12.8%	18.8%	19.5%	18.7%	-166.8%	51.7%
Roads and storm water	13.9%	10.4%	9.7%	10.4%	300.2%	86.8%
Other	38.1%	24.3%	24.0%	24.2%	64.3%	71.7%
T 5.6.1						

COMMENT ON SOURCES OF FUNDING:

Delete Directive note once comment is completed – Explain any variations from the approved budget of more than 10% and discuss the total capital expenditure as a viable proportion of total expenditure.

T 5.6.1.1

5.7 CAPITAL SPENDING ON 5 LARGEST PROJECTS

Chapter 5

Capital Expenditure of 5 largest projects*					
R' 000					
Name of Project	Current: Year 0			Variance: Current Year 0	
	Original Budget	Adjustment Budget	Actual Expenditure	Original Variance (%)	Adjustment variance (%)
A - Name of Project	26,000	26,500	25,700	1%	-2%
B - Name of Project	19,500	19,750	19,900	-2%	-1%
C - Name of Project	15,700	15,700	15,500	1%	0%
D - Name of Project	12,000	11,800	11,700	3%	2%
E - Name of Project	11,500	11,000	11,250	2%	4%
* Projects with the highest capital expenditure in Year 0					
Name of Project - A					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
Name of Project - B					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
Name of Project - C					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
Name of Project - D					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
Name of Project - E					
Objective of Project					
Delays					
Future Challenges					
Anticipated citizen benefits					
T 5.7.1					

COMMENT ON CAPITAL PROJECTS:

Delete Directive note once comment is completed - Provide information in the template above on the 5 largest projects, ranked according to their approved budget provision year 0. Comment on the variance between the original and adjustment budgets and on availability of future Budget provision to operate the projects and lessons learnt in the year about capital project implementation on time to budget.

T 5.7.1.1

5.8 BASIC SERVICE AND INFRASTRUCTURE BACKLOGS – OVERVIEW

INTRODUCTION TO BASIC SERVICE AND INFRASTRUCTURE BACKLOGS

Chapter 5

Delete Directive note once comment is completed – Explain that need and cost of backlogs are the result of migration into an area; migration out of an area; the trend towards disaggregation of families into more than one housing unit; and the cost of renewing and upgrading core infrastructure. Explain how this balance effects net demand in your municipality and how your municipality is responding to the challenges created.

T 5.8.1

Service Backlogs as at 30 June Year 0				
	*Service level above minimum standard		**Service level below minimum standard	
	No. HHs	% HHs	No. HHs	% HHs
Water		%		%
Sanitation		%		%
Electricity		%		%
Waste management		%		%
Housing		%		%
% HHs are the service above/below minimum standard as a proportion of total HHs. 'Housing' refers to * formal and ** informal settlements.				

T 5.8.2

Municipal Infrastructure Grant (MIG)* Expenditure Year 0 on Service backlogs						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
Infrastructure - Road transport				%	%	
Roads, Pavements & Bridges				%	%	
Storm water				%	%	
Infrastructure - Electricity				%	%	
Generation				%	%	
Transmission & Reticulation				%	%	
Street Lighting				%	%	
Infrastructure - Water				%	%	
Dams & Reservoirs				%	%	
Water purification				%	%	
Reticulation				%	%	
Infrastructure - Sanitation				%	%	
Reticulation				%	%	
Sewerage purification				%	%	
Infrastructure - Other				%	%	
Waste Management				%	%	
Transportation				%	%	
Gas				%	%	
Other Specify:				%	%	
				%	%	
				%	%	
				%	%	
Total				%	%	
* MIG is a government grant program designed to fund a reduction in service backlogs, mainly: Water; Sanitation; Roads; Electricity. Expenditure on new, upgraded and renewed infrastructure is set out at Appendix M; note also the calculation of the variation. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual.						

T 5.8.3

COMMENT ON BACKLOGS:

Delete Directive note once comment is completed - Comment on how MIG grants have been utilised to redress the backlogs and on the variances in T 5.8.3. If appropriate, comment that **Appendix P** contains details of schools and clinics that have been established that do not have ready access to one or more basic services and

Chapter 5

Appendix Q contains details of those services provided by other spheres of government (whether the municipality is involved on an agency basis or not) that carry significant backlogs.

T 5.8.4

COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENTS

INTRODUCTION TO CASH FLOW MANAGEMENT AND INVESTMENTS

Delete Directive note once comment is completed – Give a brief comment on the importance of cash flow management. Refer to the scope of this activity as indicated in this component and what you regard as the key management features of your municipality's approach. Refer to any other cash flow issues of current relevance to your municipality that are not adequately provided for in the format of this component.

T 5.9

Chapter 5

5.9 CASH FLOW

Cash Flow Outcomes				
Description	Year -1	Current: Year 0		
	Audited Outcome	Original Budget	Adjusted Budget	Actual
CASH FLOW FROM OPERATING ACTIVITIES				
Receipts				
Ratepayers and other				
Government - operating				
Government - capital				
Interest				
Dividends				
Payments				
Suppliers and employees				
Finance charges				
Transfers and Grants				
NET CASH FROM/(USED) OPERATING ACTIVITIES	-	-	-	-
CASH FLOWS FROM INVESTING ACTIVITIES				
Receipts				
Proceeds on disposal of PPE				
Decrease (Increase) in non-current debtors				
Decrease (increase) other non-current receivables				
Decrease (increase) in non-current investments				
Payments				
Capital assets				
NET CASH FROM/(USED) INVESTING ACTIVITIES	-	-	-	-
CASH FLOWS FROM FINANCING ACTIVITIES				
Receipts				
Short term loans				
Borrowing long term/refinancing				
Increase (decrease) in consumer deposits				
Payments				
Repayment of borrowing				
NET CASH FROM/(USED) FINANCING ACTIVITIES	-	-	-	-
NET INCREASE/ (DECREASE) IN CASH HELD	-	-	-	-
Cash/cash equivalents at the year begin:				-
Cash/cash equivalents at the year end:		-	-	-
Source: MBRR A7				T 5.9.1

COMMENT ON CASH FLOW OUTCOMES:

Chapter 5

Delete Directive note once comment is completed - Supply a brief summary about the cash flow status of the municipality. Explain variances from Original and Adjustment Budget to Actual. Include information on operating activities and what effect they had on cash flow and on cash backing of surpluses. Information regarding cash flow may be sourced from **Table A7 of the MBRR**.

T 5.9.1.1

5.10 BORROWING AND INVESTMENTS

INTRODUCTION TO BORROWING AND INVESTMENTS

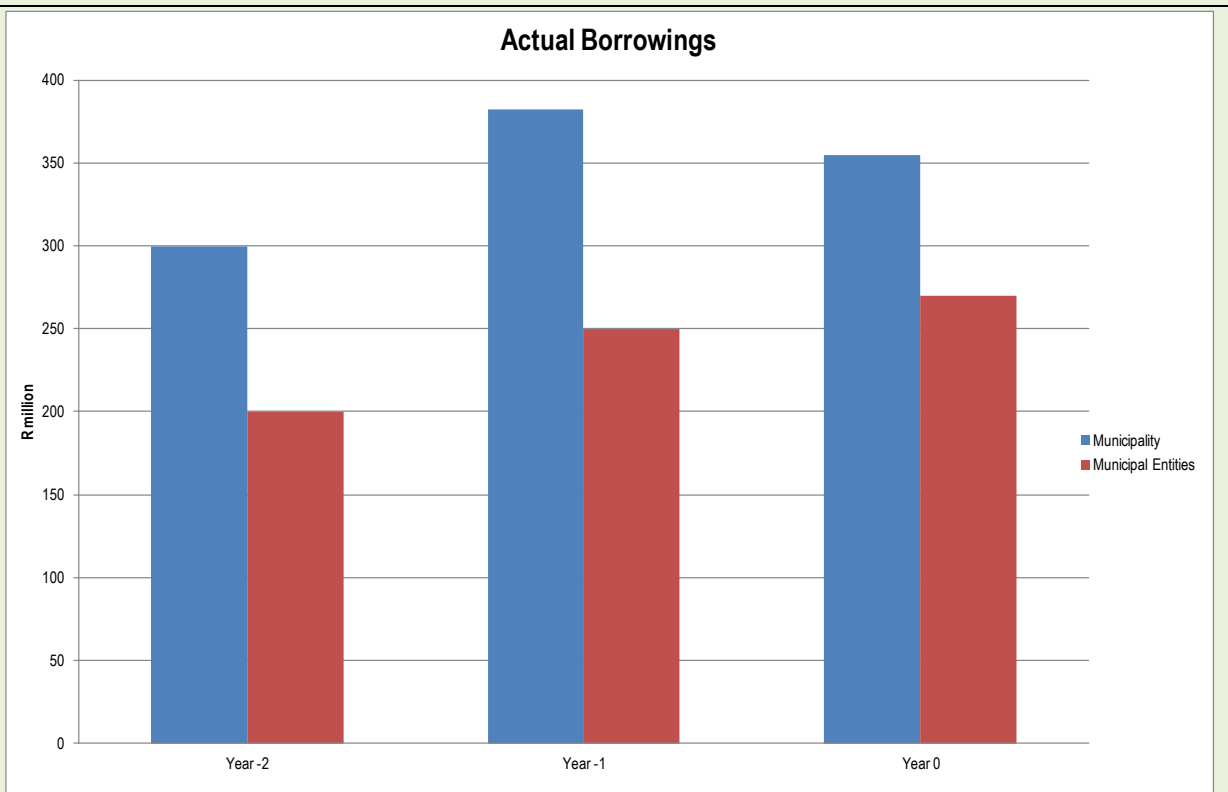
Delete Directive note once comment is completed – Explain briefly the relevance of borrowing and investments to you municipality with reference to the tables below and your municipality's requirements in the year. Information may be sourced from **table SA3 AND SA15 in the MBRR**.

T 5.10.1

Actual Borrowings: Year -2 to Year 0			
	R' 000		
Instrument	Year -2	Year -1	Year 0
Municipality	300	382	355
Long-Term Loans (annuity/reducing balance)	200	250	270
Long-Term Loans (non-annuity)			
Local registered stock			
Instalment Credit			
Financial Leases			
PPP liabilities			
Finance Granted By Cap Equipment Supplier			
Marketable Bonds			
Non-Marketable Bonds			
Bankers Acceptances			
Financial derivatives			
Other Securities			
Municipality Total	500	632	625
Municipal Entities			
Long-Term Loans (annuity/reducing balance)			
Long-Term Loans (non-annuity)			
Local registered stock			
Instalment Credit			
Financial Leases			
PPP liabilities			
Finance Granted By Cap Equipment Supplier			
Marketable Bonds			
Non-Marketable Bonds			
Bankers Acceptances			
Financial derivatives			
Other Securities			
Entities Total	0	0	0

T 5.10.2

Chapter 5



T 5.10.3

Chapter 5

Municipal and Entity Investments			
			R' 000
Investment* type	Year -2	Year -1	Year 0
	Actual	Actual	Actual
<u>Municipality</u>			
Securities - National Government			
Listed Corporate Bonds			
Deposits - Bank			
Deposits - Public Investment Commissioners			
Deposits - Corporation for Public Deposits			
Bankers Acceptance Certificates			
Negotiable Certificates of Deposit - Banks			
Guaranteed Endowment Policies (sinking)			
Repurchase Agreements - Banks			
Municipal Bonds			
Other			
Municipality sub-total	0	0	0
<u>Municipal Entities</u>			
Securities - National Government			
Listed Corporate Bonds			
Deposits - Bank			
Deposits - Public Investment Commissioners			
Deposits - Corporation for Public Deposits			
Bankers Acceptance Certificates			
Negotiable Certificates of Deposit - Banks			
Guaranteed Endowment Policies (sinking)			
Repurchase Agreements - Banks			
Other			
Entities sub-total	0	0	0
Consolidated total:	0	0	0
			T 5.10.4

Chapter 5

COMMENT ON BORROWING AND INVESTMENTS:

Delete Directive note once comment is completed – Make clarifying comments on the above tables as necessary. All investments whether in the form of loans (in cash or kind) made by the municipality but not to one or more of the organisations set out above and all grants (in cash or kind) made to any form of organisation **must** be set out in full at **Appendix R**.

T 5.10.5

5.11 PUBLIC PRIVATE PARTNERSHIPS

Public, Private, Partnerships Entered into during 2024/25

The municipality has not entered any Public, Private, Partnership in the year under review.

Long Term Contracts and Public Private Partnership

A long-term contract refers to legal contract between two or more parties that sets the terms and conditions of their relationship for extended periods. Below table show two long term contracts the municipality currently has.

T5.11.1

COMPONENT D: OTHER FINANCIAL MATTERS

5.12 SUPPLY CHAIN MANAGEMENT

The municipality has a supply chain management policy compiled in line with the MFMA – SCM Regulations 2005. There has been updates regularly as the regulations change, this includes update in line with the 2022 Preferential Procurement that was effected in January 2023. There has been recent updates in the policy in line with the changes in procurement thresholds in the regulations made in December 2023. The policy is implemented fully with necessary bid committees in place to assist in the competitive bidding process. Reports are made on monthly basis to the council committees on the implementation of the policy

- There may be challenges in terms of contract management including the drafting and signing of SLAs since the municipality does not have legal services. The municipality relies on external service providers for legal services and that come at a price.

Long Term Contracts (20 Largest Contracts Entered into during 2023/24

R'000

Chapter 5

Name of Service Provider (Entity or Municipal Department)	Description of Service Rendered by the Service Provider	Start date of Contract	Expiry date of Contract	Project Manager	Contract Value
Dolphine Coast Waste Management	Waste Collection & Transportation	29/4/2024	29/4/2027	NW Zikhali	3 390
Evaluation Enhanced Property Appraisals	Valuation Roll Management	05/4/2024	05/4/2027	NM Myeni	1 794

5.13 GRAP COMPLIANCE

GRAP COMPLIANCE

GRAP is the acronym for **G**enerally **R**ecognized **A**ccounting **P**ractice 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.

Delete Directive note once comment is completed – Follow the above with information on progress with GRAP compliance at your municipality. Detail any instances where the municipality has deviated from the GRAP standards currently applicable.

T 5.13.1

CHAPTER 6 – AUDITOR GENERAL AUDIT FINDINGS

Chapter 6

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.

Delete Directive note once comment is completed - 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.

T 6.0.1

COMPONENT A: AUDITOR-GENERAL OPINION OF FINANCIAL STATEMENTS YEAR -1

6.1 AUDITOR GENERAL REPORTS YEAR -1 (PREVIOUS YEAR)

Auditor-General Report on Financial Performance: Year -1	
Audit Report Status*:	
Non-Compliance Issues	Remedial Action Taken
Note:*The report status is supplied by the Auditor General and ranges from unqualified (at best); to unqualified with other matters specified; qualified; adverse; and disclaimed (at worse)	
	T 6.1.1

Auditor-General Report on Service Delivery Performance: Year -1	
Audit Report Status:	
Non-Compliance Issues	Remedial Action Taken
	T 6.1.2

Chapter 6

COMPONENT B: AUDITOR-GENERAL OPINION YEAR 0 (CURRENT YEAR)

6.2 AUDITOR GENERAL REPORT YEAR 0

Auditor-General Report on Financial Performance Year 0*	
Status of audit report:	
Non-Compliance Issues	Remedial Action Taken
<i>Note: * The report's status is supplied by the Auditor General and ranges from unqualified (at best); to unqualified with other matters specified; qualified; adverse; and disclaimed (at worse). This table will be completed prior to the publication of the Annual report but following the receipt of the Auditor- General Report on Financial Performance Year 0.</i>	
	T 6.2.1

Auditor-General Report on Service Delivery Performance: Year 0*	
Status of audit report**:	
Non-Compliance Issues	Remedial Action Taken
<i>* This table will be completed prior to the publication of the Annual report but following the receipt of the Auditor- General Report on Service Delivery Performance Year 0</i>	
<i>** Inclusion of "Status" depends on nature of AG's remarks on Performance Data.</i>	
	T 6.2.2

AUDITOR GENERAL REPORT ON THE FINANCIAL STATEMENTS: YEAR 0

Delete Directive note once comment is completed - Attach report.

T 6.2.3

COMMENTS ON AUDITOR-GENERAL'S OPINION YEAR 0:

Delete Directive note once comment is completed - Provide comments from the Municipal Manager / CFO on the Auditor-General's opinion. Include comments on year 0 if it provides useful context.

T 6.2.4

Chapter 6

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

T 6.2.5

GLOSSARY

GLOSSARY

Accessibility indicators	Explore whether the intended beneficiaries are able to access services or outputs.
Accountability documents	Documents used by executive authorities to give “ <i>full and regular</i> ” reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
Activities	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe “ <i>what we do</i> ”.
Adequacy indicators	The quantity of input or output relative to the need or demand.
Annual Report	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
Approved Budget	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
Baseline	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
Basic municipal service	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
Budget year	The financial year for which an annual budget is to be approved – means a year ending on 30 June.
Cost indicators	The overall cost or expenditure of producing a specified quantity of outputs.
Distribution indicators	The distribution of capacity to deliver services.
Financial Statements	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.
General Key performance indicators	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally.
Impact	The results of achieving specific outcomes, such as reducing poverty and creating jobs.
Inputs	All the resources that contribute to the production and delivery of outputs. Inputs are “what we use to do the work”. They include finances, personnel, equipment and buildings.
Integrated Development Plan (IDP)	Set out municipal goals and development plans.
National Key performance areas	• Service delivery & infrastructure • Economic development • Municipal transformation and institutional development • Financial viability and management

GLOSSARY

	• Good governance and community participation
Outcomes	The medium-term results for specific beneficiaries that are the consequence of achieving specific outputs. Outcomes should relate clearly to an institution's strategic goals and objectives set out in its plans. Outcomes are "what we wish to achieve".
Outputs	The final products, or goods and services produced for delivery. Outputs may be defined as "what we produce or deliver". An output is a concrete achievement (i.e. a product such as a passport, an action such as a presentation or immunization, or a service such as processing an application) that contributes to the achievement of a Key Result Area.
Performance Indicator	Indicators should be specified to measure performance in relation to input, activities, outputs, outcomes and impacts. An indicator is a type of information used to gauge the extent to which an output has been achieved (policy developed, presentation delivered, service rendered)
Performance Information	Generic term for non-financial information about municipal services and activities. Can also be used interchangeably with performance measure.
Performance Standards:	The minimum acceptable level of performance or the level of performance that is generally accepted. Standards are informed by legislative requirements and service-level agreements. Performance standards are mutually agreed criteria to describe how well work must be done in terms of quantity and/or quality and timeliness, to clarify the outputs and related activities of a job by describing what the required result should be. In this EPMDS performance standards are divided into indicators and the time factor.
Performance Targets:	The level of performance that municipalities and its employees strive to achieve. Performance Targets relate to current baselines and express a specific level of performance that a municipality aims to achieve within a given time period.
Service Delivery Budget Implementation Plan	Detailed plan approved by the mayor for implementing the municipality's delivery of services; including projections of the revenue collected and operational and capital expenditure by vote for each month. Service delivery targets and performance indicators must also be included.
Vote:	One of the main segments into which a budget of a municipality is divided for appropriation of money for the different departments or functional areas of the municipality. The Vote specifies the total amount that is appropriated for the purpose of a specific department or functional area. Section 1 of the MFMA defines a "vote" as: <i>a) one of the main segments into which a budget of a municipality is divided for the appropriation of money for the different departments or functional areas of the municipality; and</i> <i>b) which specifies the total amount that is appropriated for the purposes of the department or functional area concerned</i>

APPENDICES

APPENDICES

APPENDIX A – COUNCILLORS; COMMITTEE ALLOCATION AND COUNCIL ATTENDANCE

Councillors, Committees Allocated and Council Attendance					
Council Members	Full Time / Part Time	Committees Allocated	*Ward and/ or Party Represented	Percentage Council Meetings Attendance	Percentage Apologies for non- attendance
	FT/PT			%	%
Note: * Councillors appointed on a proportional basis do not have wards allocated to them					T A

Concerning T A

Delete Directive note before publication: Provide comments on the above table.

T A.1

APPENDICES

APPENDIX D – FUNCTIONS OF MUNICIPALITY / ENTITY

Municipal / Entity Functions		
MUNICIPAL FUNCTIONS	Function Applicable to Municipality (Yes / No)*	Function Applicable to Entity (Yes / No)
Constitution Schedule 4, Part B functions:		
Air pollution		
Building regulations		
Child care facilities		
Electricity and gas reticulation		
Firefighting services		
Local tourism		
Municipal airports		
Municipal planning		
Municipal health services		
Municipal public transport		
Municipal public works only in respect of the needs of municipalities in the discharge of their responsibilities to administer functions specifically assigned to them under this Constitution or any other law		
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and matters related thereto		
Stormwater management systems in built-up areas		
Trading regulations		
Water and sanitation services limited to potable water supply systems and domestic waste-water and sewage disposal systems		
Beaches and amusement facilities		
Billboards and the display of advertisements in public places		
Cemeteries, funeral parlours and crematoria		
Cleansing		
Control of public nuisances		
Control of undertakings that sell liquor to the public		
Facilities for the accommodation, care and burial of animals		
Fencing and fences		
Licensing of dogs		
Licensing and control of undertakings that sell food to the public		
Local amenities		
Local sport facilities		
Markets		
Municipal abattoirs		
Municipal parks and recreation		
Municipal roads		
Noise pollution		
Pounds		
Public places		
Refuse removal, refuse dumps and solid waste disposal		
Street trading		
Street lighting		
Traffic and parking		
* If municipality: indicate (yes or No); * If entity: Provide name of entity		<i>T D</i>

APPENDICES

APPENDIX E – WARD REPORTING

[illegible]

APPENDIX H – LONG TERM CONTRACTS AND PUBLIC PRIVATE PARTNERSHIPS

[illegible]

APPENDICES

APPENDIX I – MUNICIPAL ENTITY/ SERVICE PROVIDER PERFORMANCE SCHEDULE

Municipal Entity/Service Provider Performance Schedule									
Name of Entity & Purpose	(a) Service Indicators	Year 0		Year 1			Year 2	Year 3	
	(b) Service Targets (ii)	Target	Actual	Target		Actual	Target		
(i)		*Previous Year (iii)	(iv)	*Previous Year (v)	*Current Year (vi)	(vii)	*Current Year (viii)	*Current Year (ix)	*Following Year (x)

Note: This statement should include no more than the top four priority indicators. * Previous Year' refers to the targets that were set in the Year -1 Budget/IDP round; **Current Year' refers to the targets set in the Year 0 Budget/IDP round. ***Following Year' refers to the targets set in the Year 1 Budget/IDP round. Note that all targets must be fundable within approved budget provision. In column (ij) set out the Service Indicator (In bold italics) then the Service Target underneath (not in bold - standard type face) to denote the difference.

APPENDICES

APPENDIX J – DISCLOSURES OF FINANCIAL INTERESTS

Disclosures of Financial Interests		
Period 1 July to 30 June of Year 0 (Current Year)		
Position	Name	Description of Financial interests* (Nil / Or details)
(Executive) Mayor		
Member of MayCo / Exco		
Councillor		
Municipal Manager		
Chief Financial Officer		
Deputy MM and (Executive) Directors		
Other S57 Officials		

* Financial interests to be disclosed even if they incurred for only part of the year. See MBRR SA34A

APPENDICES

APPENDIX K: REVENUE COLLECTION PERFORMANCE BY VOTE AND BY SOURCE

APPENDIX K (I): REVENUE COLLECTION PERFORMANCE BY VOTE

Revenue Collection Performance by Vote						
Vote Description	Year -1	Current: Year 0			Year 0 Variance	
	Actual	Original Budget	Adjusted Budget	Actual	Original Budget	Adjustments Budget
Example 1 - Vote 1						
Example 2 - Vote 2						
Example 3 - Vote 3						
Example 4 - Vote 4						
Example 5 - Vote 5						
Example 6 - Vote 6						
Example 7 - Vote 7						
Example 8 - Vote 8						
Example 9 - Vote 9						
Example 10 - Vote 10						
Example 11 - Vote 11						
Example 12 - Vote 12						
Example 13 - Vote 13						
Example 14 - Vote 14						
Example 15 - Vote 15						
Total Revenue by Vote	-	-	-	-	-	-
<i>Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A3</i>						T K.1

APPENDICES

APPENDIX K (II): REVENUE COLLECTION PERFORMANCE BY SOURCE

Revenue Collection Performance by Source						
Description	R '000					
	Year -1	Year 0			Year 0 Variance	
	Actual	Original Budget	Adjustments Budget	Actual	Original Budget	Adjustments Budget
Property rates	26,485	23,572	28,075	23,042	-2%	-22%
Property rates - penalties & collection charges	8,541	8,285	9,054	8,456	2%	-7%
Service Charges - electricity revenue	12,355	10,254	12,478	13,219	22%	6%
Service Charges - water revenue	14,232	13,235	13,662	12,097	-9%	-13%
Service Charges - sanitation revenue	6,542	5,496	5,954	6,346	13%	6%
Service Charges - refuse revenue	1,865	1,622	1,865	1,510	-7%	-23%
Service Charges - other	5,643	5,530	5,925	5,304	-4%	-12%
Rentals of facilities and equipment	5,643	5,530	5,925	5,304	-4%	-12%
Interest earned - external investments	5,322	4,470	5,747	4,630	3%	-24%
Interest earned - outstanding debtors	8,455	8,455	8,624	9,554	12%	10%
Dividends received	1,254	1,003	1,191	1,354	26%	12%
Fines	2,516	2,063	2,264	2,340	12%	3%
Licences and permits	6,846	6,230	7,256	6,640	6%	-9%
Agency services	12,546	10,413	11,793	11,542	10%	-2%
Transfers recognised - operational	2,355	2,190	2,425	2,402	9%	-1%
Other revenue	48,542	40,776	48,542	46,115	12%	-5%
Gains on disposal of PPE	4,565	3,698	4,337	4,291	14%	-1%
Environmental Protection	5,649	4,971	6,157	4,971	0%	-24%
Total Revenue (excluding capital transfers and contributions)	179,353	157,791	181,274	169,118	6.70%	-7.19%
Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. This table is aligned to MBRR table A4.						T K.2

APPENDICES

APPENDIX L: CONDITIONAL GRANTS RECEIVED: EXCLUDING MIG

Conditional Grants: excluding MIG						R' 000
Details	Budget	Adjustments Budget	Actual	Variance		Major conditions applied by donor (continue below if necessary)
				Budget	Adjustments Budget	
Neighbourhood Development Partnership Grant						
Public Transport Infrastructure and Systems Grant						
Other Specify:						
Total						
* This includes Neighbourhood Development Partnership Grant, Public Transport Infrastructure and Systems Grant and any other grant excluding Municipal Infrastructure Grant (MIG) which is dealt with in the main report, see T 5.8.3. Variances are calculated by dividing the difference between actual and original/adjustments budget by the actual. Obtain a list of grants from national and provincial government.						T L

COMMENT ON CONDITIONAL GRANTS EXCLUDING MIG:

Delete Directive note once comment is completed – Use this box to provide additional information on grant benefits or conditions and reasons for acceptance.

T L.1

APPENDICES

APPENDIX M: CAPITAL EXPENDITURE – NEW & UPGRADE/RENEWAL PROGRAMMES

APPENDIX M (i): CAPITAL EXPENDITURE - NEW ASSETS PROGRAMME

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	-	-		-	-	-	-
Infrastructure: Road transport - Total	-	-		-	-	-	-
Roads, Pavements & Bridges							
Storm water							
Infrastructure: Electricity - Total	-	-		-	-	-	-
Generation							
Transmission & Reticulation							
Street Lighting							
Infrastructure: Water - Total	-	-		-	-	-	-
Dams & Reservoirs							
Water purification							
Reticulation							
Infrastructure: Sanitation - Total	-	-		-	-	-	-
Reticulation							
Sewerage purification							
Infrastructure: Other - Total	-	-		-	-	-	-
Waste Management							
Transportation							
Gas							
Other							
Community - Total	-	-		-	-	-	-
Parks & gardens							
Sportsfields & stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing							
Other							

Table continued next page

APPENDICES

Table continued from previous page

Capital Expenditure - New Assets Programme*							
R '000							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Heritage assets - Total	-	-		-	-	-	-
Buildings							
Other							
Investment properties - Total	-	-		-	-	-	-
Housing development							
Other							
Other assets	-	-		-	-	-	-
General vehicles							
Specialised vehicles							
Plant & equipment							
Computers - hardware/equipment							
Furniture and other office equipment							
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other							
Agricultural assets	-	-		-	-	-	-
List sub-class							
Biological assets	-	-		-	-	-	-
List sub-class							
Intangibles	-	-		-	-	-	-
Computers - software & programming							
Other (list sub-class)							
Total Capital Expenditure on new assets	-	-		-	-	-	-
Specialised vehicles	-	-		-	-	-	-
Refuse							
Fire							
Conservancy							
Ambulances							

* Note: Information for this table may be sourced from MBRR (2009: Table SA34a)

T M.1

APPENDICES

APPENDIX M (II): CAPITAL EXPENDITURE – UPGRADE/RENEWAL PROGRAMME

Capital Expenditure - Upgrade/Renewal Programme*							
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Infrastructure - Total	-	-		-	-	-	-
Infrastructure: Road transport -Total	-	-		-	-	-	-
Roads, Pavements & Bridges							
Storm water							
Infrastructure: Electricity - Total	-	-		-	-	-	-
Generation							
Transmission & Reticulation							
Street Lighting							
Infrastructure: Water - Total	-	-		-	-	-	-
Dams & Reservoirs							
Water purification							
Reticulation							
Infrastructure: Sanitation - Total	-	-		-	-	-	-
Reticulation							
Sewerage purification							
Infrastructure: Other - Total	-	-		-	-	-	-
Waste Management							
Transportation							
Gas							
Other							
Community	-	-		-	-	-	-
Parks & gardens							
Sportsfields & stadia							
Swimming pools							
Community halls							
Libraries							
Recreational facilities							
Fire, safety & emergency							
Security and policing							
Buses							
Clinics							
Museums & Art Galleries							
Cemeteries							
Social rental housing							
Other							
Heritage assets	-	-		-	-	-	-
Buildings							
Other							
Table continued next page							

APPENDICES

Table continued from previous page

Capital Expenditure - Upgrade/Renewal Programme*							
							R '000
Description	Year -1	Year 0			Planned Capital expenditure		
	Actual	Original Budget	Adjustment Budget	Actual Expenditure	FY + 1	FY + 2	FY + 3
Capital expenditure by Asset Class							
Investment properties	-	-		-	-	-	-
Housing development							
Other							
Other assets	-	-		-	-	-	-
General vehicles							
Specialised vehicles							
Plant & equipment							
Computers - hardware/equipment							
Furniture and other office equipment							
Abattoirs							
Markets							
Civic Land and Buildings							
Other Buildings							
Other Land							
Surplus Assets - (Investment or Inventory)							
Other							
Agricultural assets	-	-		-	-	-	-
List sub-class							
Biological assets	-	-		-	-	-	-
List sub-class							
Intangibles	-	-		-	-	-	-
Computers - software & programming							
Other (list sub-class)							
Total Capital Expenditure on renewal of existing assets	-	-		-	-	-	-
Specialised vehicles	-	-		-	-	-	-
Refuse							
Fire							
Conservancy							
Ambulances							

* Note: Information for this table may be sourced from MBRR (2009: Table SA34b)

T M.2

APPENDICES

APPENDIX N – CAPITAL PROGRAMME BY PROJECT YEAR 0

Capital Programme by Project: Year 0					
Capital Project	Original Budget	Adjustment Budget	Actual	Variance (Act - Adj) %	Variance (Act - OB) %
Water					
"Project A"	82	85	92	8%	11%
"Project B"	82	85	92	8%	11%
"Project C"	85	90	95	5%	11%
Sanitation/Sewerage					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Electricity					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Housing					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Refuse removal					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Stormwater					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Economic development					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Sports, Arts & Culture					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Environment					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Health					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
Safety and Security					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
ICT and Other					
"Project A"	82	85	92	8%	11%
"Project B"	85	90	95	5%	11%
T N					

APPENDICES

APPENDIX O – CAPITAL PROGRAMME BY PROJECT BY WARD YEAR 0

Capital Programme by Project by Ward: Year 0		
		R' 000
Capital Project	Ward(s) affected	Works completed (Yes/No)
Water		
"Project A"		
"Project B"		
Sanitation/Sewerage		
Electricity		
Housing		
Refuse removal		
Stormwater		
Economic development		
Sports, Arts & Culture		
Environment		
Health		
Safety and Security		
ICT and Other		
		T O

APPENDICES

APPENDIX P – SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS

Service Backlogs: Schools and Clinics				
Establishments lacking basic services	Water	Sanitation	Electricity	Solid Waste Collection
Schools (NAMES, LOCATIONS)				
Clinics (NAMES, LOCATIONS)				
Names and locations of schools and clinics lacking one or more services. Use 'x' to mark lack of service at appropriate level for the number of people attending the school/clinic, allowing for the proper functioning of the establishment concerned.				T P

APPENDICES

APPENDIX Q – SERVICE BACKLOGS EXPERIENCED BY THE COMMUNITY WHERE ANOTHER SPHERE OF GOVERNMENT IS RESPONSIBLE FOR SERVICE PROVISION

Service Backlogs Experienced by the Community where another Sphere of Government is the Service Provider (where the municipality whether or not act on agency basis)		
Services and Locations	Scale of backlogs	Impact of backlogs
Clinics:		
Housing:		
Licencing and Testing Centre:		
Reesevior		
Schools (Primary and High):		
Sports Fields:		
		T Q

APPENDICES

APPENDIX R – DECLARATION OF LOANS AND GRANTS MADE BY THE MUNICIPALITY

Declaration of Loans and Grants made by the municipality: Year 0				
All Organisation or Person in receipt of Loans */Grants* provided by the municipality	Nature of project	Conditions attached to funding	Value Year 0 R' 000	Total Amount committed over previous and future years
* Loans/Grants - whether in cash or in kind				T R

APPENDICES

APPENDIX S – NATIONAL AND PROVINCIAL OUTCOMES FOR LOCAL GOVERNMENT

National and Provincial Outcomes for Local Government		
Outcome/Output	Progress to date	Number or Percentage Achieved
Output: Improving access to basic services		
Output: Implementation of the Community Work Programme		
Output: Deepen democracy through a refined Ward Committee model		
Output: Administrative and financial capability		
* Note: Some of the outputs detailed on this table may have been reported elsewhere in the Annual Report. Kindly ensure that this information consistent.		
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VOLUME II

VOLUME II: ANNUAL FINANCIAL STATEMENTS

Provide the Annual Financial Statements (AFS) to the respective financial year as submitted to the Auditor-General. The completed AFS will be Volume II of the Annual Report.