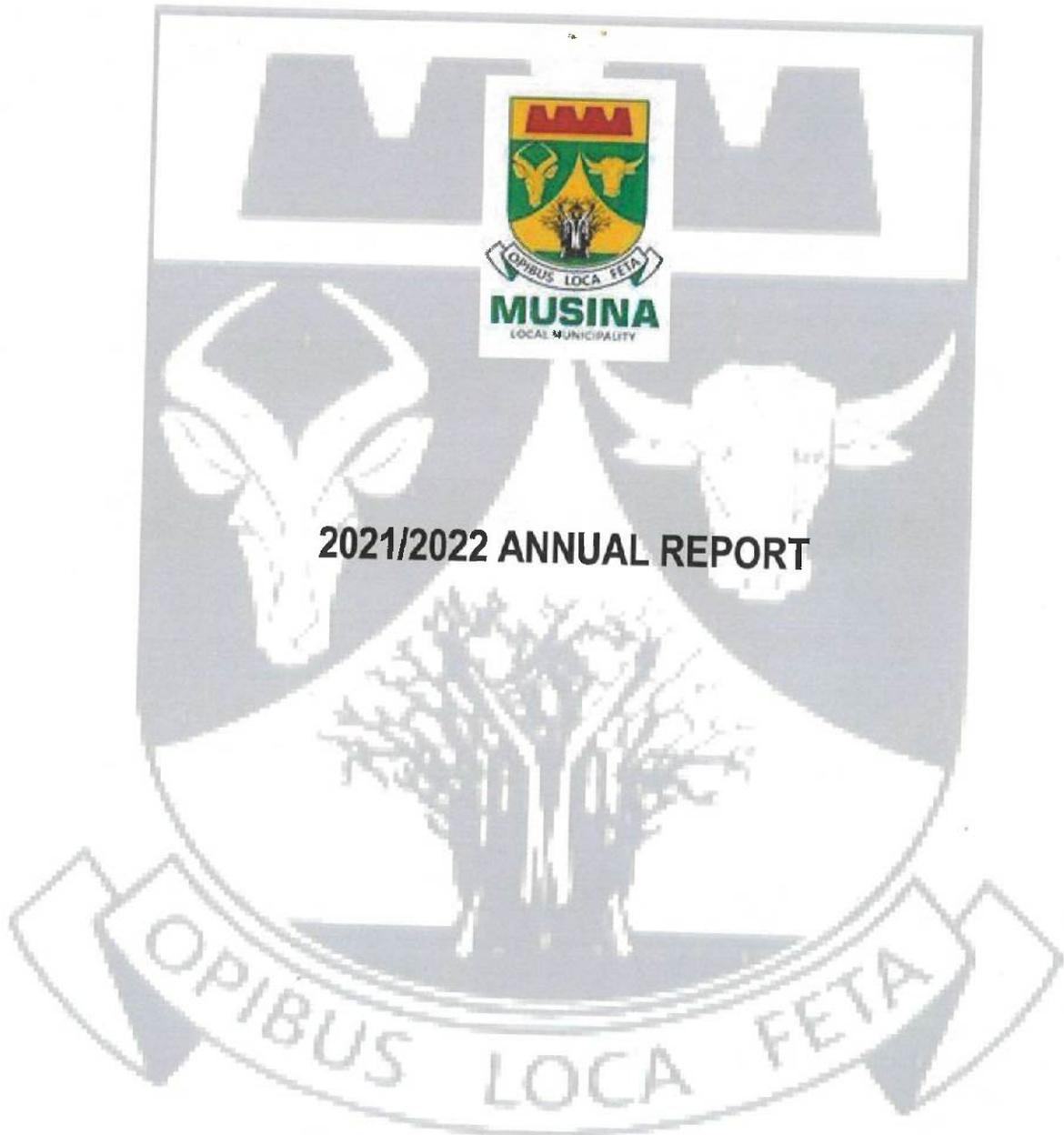


# MUSINA LOCAL MUNICIPALITY



2021/2022 ANNUAL REPORT

# MUSINA

LOCAL MUNICIPALITY

---



Component B: Road Transport	72
Component C: Planning and Development	74
Component D: Community and Social Services	77
D1. Licensing	77
D2. Traffic	78
D3. Library Services	78
D4. Cemeteries	79
D5. Community Halls	79
Component E: Environmental Protection	79
E1. Environmental Issues	79
Component F: Health	80
F1. Clinics, Ambulances and Health Inspection	80
Component G: Security and Safety	80
G1. Police and Fire Services, Disaster Management	80
Component H: Sport and Recreation	81
H1. Community Facilities	81
Component I: Corporate Policy and Other Services	81
I1. Financial Services	81
I2. Human Resource Services	81
I3. ICT Services	81
Component J: Miscellaneous	82
Component K: Organizational Performance Scorecard	83
K1. Performance Management	83
K2. Predetermined Objectives	84
K3. Service Providers Performance	86
Component L: Economic Activities by Sector Area	95
Component M: : Annual Performance Report	96
<b>CHAPTER 4: ORGANISATIONAL DEVELOPMENT PERFORMANCE</b>	<b>120</b>
Component A: Introduction to Municipal Personnel	121
A1. Services Statistics	121
A1.1 Municipal Manager	122
A1.2 Corporate Services	122
A1.3 Budget and Treasury	123
A1.4 Technical Services	123
A1.5 Community Services	124
A1.6 EDP	124
Component B: Workforce Management	125
B1. Approved and Reviewed Policies	125
B2. Terminations	126
B3. Promotions	126
B4. Injuries and Sicknesses	126
Component C: Capacitating Municipal Workforce	127
C1. Skills Development Facilitator	127
Component D: Managing the Workforce Expenditure	128
D1. Employee Expenditure	128
<b>CHAPTER 5: FINANCIAL PERFORMANCE</b>	<b>129</b>



## ACRONYMS

AG	: Auditor General
AFS	: Annual Financial Statements
ANC	: African National Congress
CDW	: Community development worker
CFO	: Chief Financial Officer
CLLR	: Councilor
COGHSTA	: Department of Corporative Governance, Human Settlement and Traditional Affairs
COGTA	: Department of Corporative Governance and Traditional Affairs
CPMD	: Certificate Programme in Management Development
CWP	: Community Works Programme
MLM	: Musina Local Municipality
DA	: Democratic Alliance
EFF	: Economic Freedom Fighters
EPWP	: Expanded Public Works Programme
ESS	: Employee Self Service
EXCO	: Executive Committee
FBE	: Free Basic Electricity
GIS	: Geographic Information System
GRAP	: General Recognized Accounting Practice
HR	: Human Resources
ICT	: Information Communication Technology
IDP	: Integrated Development Plan
INEP	: Integrated National Electrification Program
KM	: Kilometre
LGAAC	: Local Government Advanced Accounting Certificate
LUMS	: Land Use Management System
LGSETA	: Local Government Sector Education Training Authority
LGMIM	: Local Government Management Improvement Model
LED	: Local Economic Development
LG	: Local Government
LIBSA	: Limpopo Business Support Agency
LLF	: Local Labour Forum
MIG	: Municipal Infrastructure Grant
MPAC	: Municipal Public Account Committee
MFMA	: Municipal Finance Management Act
MFMP	: Municipal Finance Management Program
MSA	: Municipal Systems Act
MSCOA	: Municipal Standard Charts of Accounts
N/A	: Not applicable
OHS	: Occupational Health and Safety
PMS	: Performance Management System
SCM	: Supply Chain Management
SDBIP	: Service Delivery and Budget Implementation Plan
SEDA	: Small Enterprise Development Agency
SMME	: Small, Medium and Micro Enterprises



## CATEGORY OF MUNICIPALITY

Grade 04 Local Municipality

### REGISTERED OFFICE

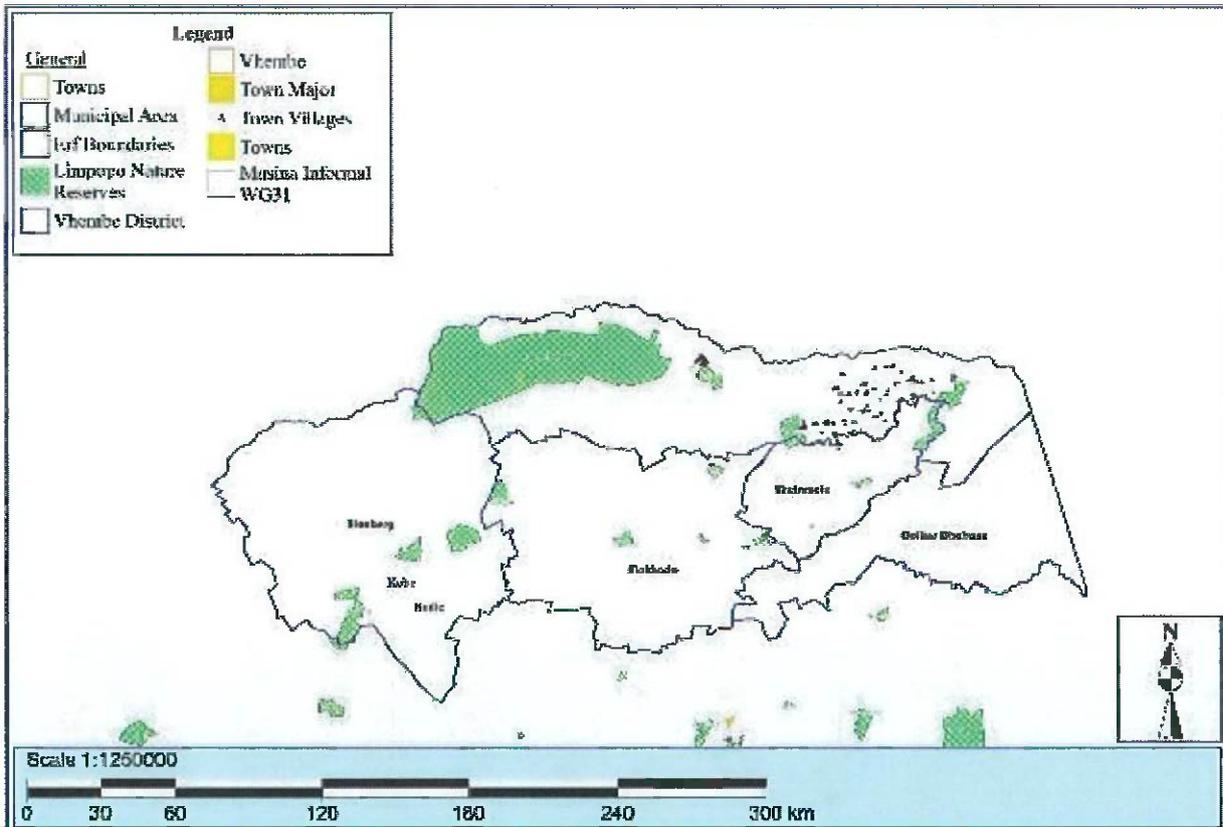
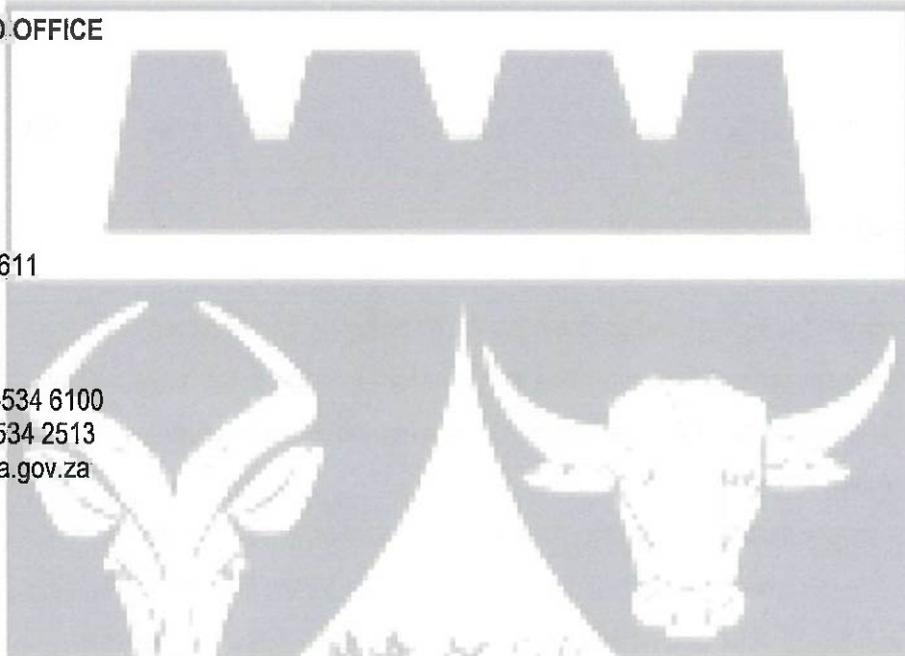
Civic Centre  
Irwin Street  
Musina  
0900

Private Bag X611  
Musina  
0900

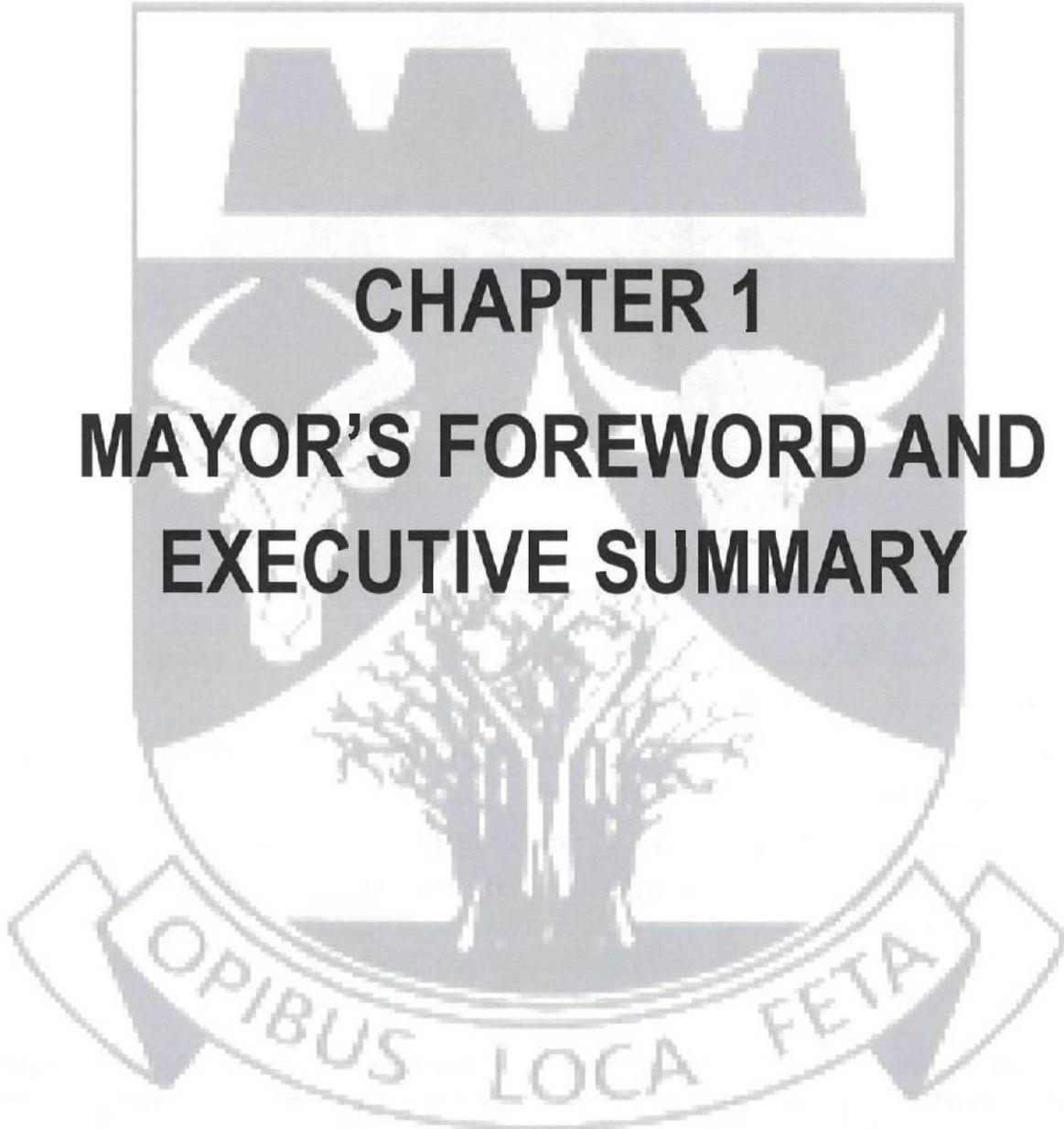
Tel: 015 534 6100  
Fax: 015 534 2513  
E-mail: musina.gov.za

### BANKERS

ABSA BANK



LOCAL MUNICIPALITY



**CHAPTER 1**  
**MAYOR'S FOREWORD AND**  
**EXECUTIVE SUMMARY**

**MUSINA**

LOCAL MUNICIPALITY



reflects on challenges and priorities for the 2021/2022 financial year.

## **A2. KEY POLICY DEVELOPMENTS**

Council adopted a five-year Integrated Development Plan (IDP) which is a single, inclusive and strategic plan for the development programs of the municipality. The IDP links integrate and coordinate the plans of the municipality. The Municipality's performance is measured by satisfying its key developmental objectives which are as follows:

- Creating job opportunities through the implementation of EPWP
- Facilitating and regularly updating the indigent register accurately
- Conducting Public Participation and ensure the functionality of all governance structures for accountability
- Continuing to participate in programs of HIV and AIDS, TB, Cancer through Local Aids
- Improving Health and Wellness awareness
- Ensuring sustainable and qualitative service delivery
- Improving Local Economy through revised LED strategy
- Achieving an unqualified audit opinion
- Ensuring that monies owed to the municipality are collected
- Council
- Improving Records Management System in terms of NARSA Act
- Fast-tracking the implementation of infrastructure projects
- Strengthening the relationship with the traditional leaders

## **A3. KEY SERVICE DELIVERY IMPROVEMENTS**

Let me take this opportunity to give a summary of the service delivery report in our Municipality. Our municipality is comprised of 12 wards, 24 councillors, two senior traditional leaders who seat in the council, 68 943 households, and a population of approximately 132 000 people. In terms of electricity supply, Musina Local Municipality is a license holder in the urban area. Electricity in the villages and some of the farming areas is supplied by Eskom. There is no serious backlog on electricity supply in the urban areas of Musina. We are working with Eskom to address the backlog in rural areas, especially where we have extensions and new settlements.

All areas in the urban areas of Musina have access to water daily although there are constant interruptions due to aged infrastructure. The majority of our villages have street taps but some villagers still complain of serious water shortages. This is being addressed with our water authority, the Vhembe District Municipality. We do not have serious challenges when it comes to refuse removal in various households in our municipality. Public institutions, government buildings and commercial properties are serviced on daily basis.

During the 2021/2022 financial year, the municipality provided free services to more than 3 000 indigent families at a cost of over an R4million. These are the people whose joint family monthly income is R3 850.00 or less. Each beneficiary of the municipality's indigent policy receives 6 kilolitres of water, 55 kilowatts of electricity, and a hundred percent free sewer and refuse removal services every month.



Mabvete Community Hall	R 8m	MIG	Design	Multi-year Project: 2022 / 2023 to 2023 / 2024 Financial Years
Construction of Nancefield Ext. 9 & 10 paved road Phase 2	R 7.8m	MIG	Design	Multi-year Project: 2022 / 2023 to 2023 / 2024 Financial Years
Rhino Ridge Park Development: Design and Construction of Electrical Infrastructure (Bulk & Reticulation)	R19m	Own Funding	Inception Stage	2022 / 2023 Financial Year
Rhino Ridge Park Development: Design and Construction of 17km of Internal Streets and Storm Water Management	R157.4m	Own Funding	Design	2022 / 2023 Financial Year
Civic Centre Perimeter Security Fence	R1.7m	Own Funding	Planning	2022 / 2023 Financial Year

Together with Coghsta, we will build two hundred and sixty RDP houses for the deserving beneficiaries in the rural wards of Musina.

#### A.7 CONCLUSION

I wish to thank all councillors, staff, residents, stakeholders and rate payers for their contributions in the well-being and decision making processes of the municipality. Together we strive to take our municipality forward.



QLLR MAWELA NG  
MAYOR

**MUSINA**  
LOCAL MUNICIPALITY



Musina was not affected by the redetermination of Municipal ward boundaries, the numbers of wards are still the same.

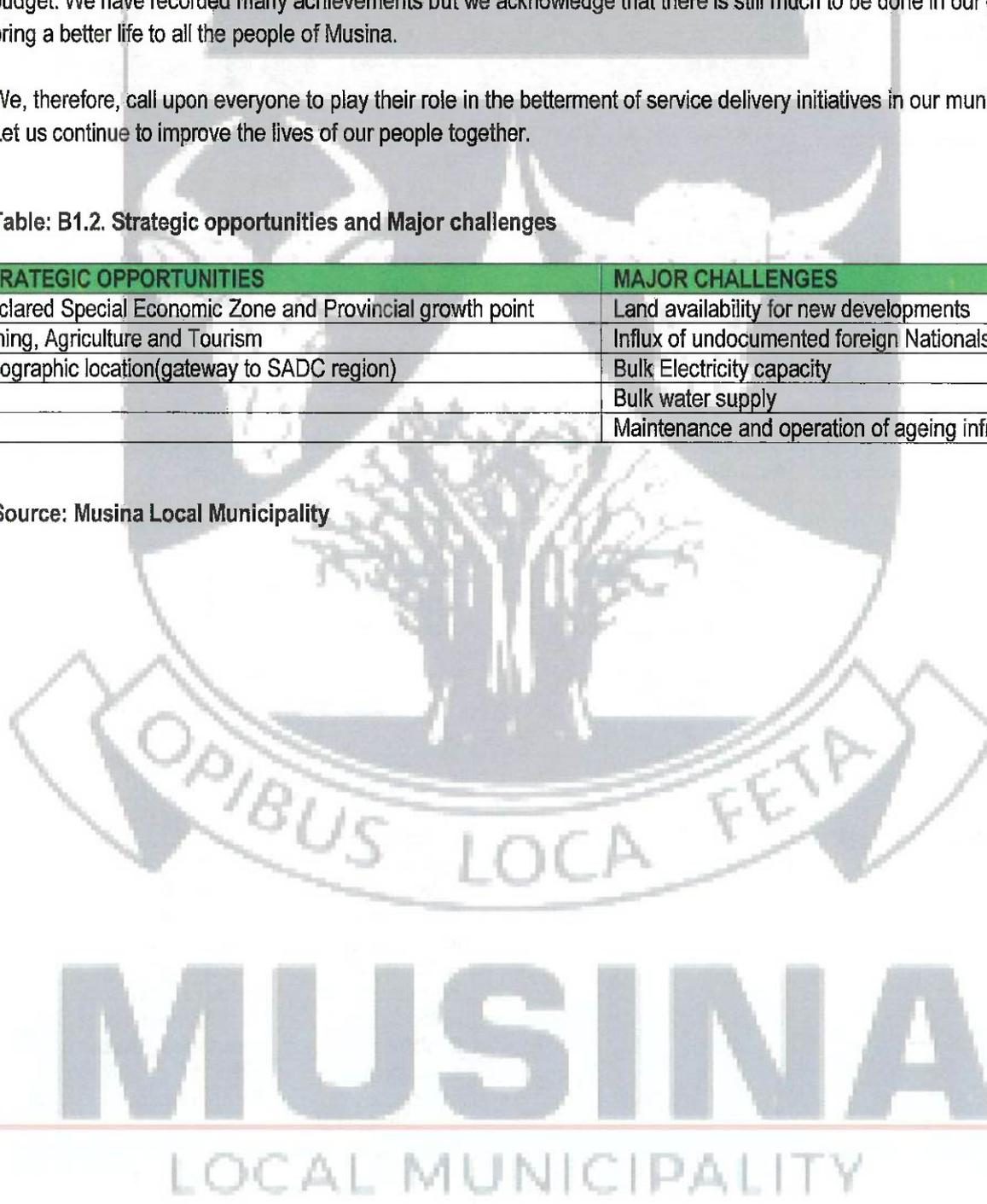
Representing the administrative wing of the municipality, we would like to thank all stakeholders who gave their time, energy and resources to contribute to the success of the municipality during the 2021/2022 financial year. Despite the challenges of the National Covid-19 pandemic we faced as a nation, we had many constructive plans to mitigate the challenges. We are satisfied that we managed to succeed in some although we had limited resources and a shoestring budget. We have recorded many achievements but we acknowledge that there is still much to be done in our quest to bring a better life to all the people of Musina.

We, therefore, call upon everyone to play their role in the betterment of service delivery initiatives in our municipality. Let us continue to improve the lives of our people together.

**Table: B1.2. Strategic opportunities and Major challenges**

STRATEGIC OPPORTUNITIES	MAJOR CHALLENGES
Declared Special Economic Zone and Provincial growth point	Land availability for new developments
Mining, Agriculture and Tourism	Influx of undocumented foreign Nationals
Geographic location(gateway to SADC region)	Bulk Electricity capacity
	Bulk water supply
	Maintenance and operation of ageing infrastructure

Source: Musina Local Municipality





			8. Satellite offices 9. Secondary schools 10. Primary schools 11. Crèches 12. Libraries 13. Scholar transport 14. Sports ground 15. Bus shelters 16. Recreational park 17. Youth center 18. Old age day care center 19. Mobile clinic 20. Fencing of cemetery Social and Justice	
--	--	--	---	--

Source: Musina Local Municipality

The above tables: 1.2, 1.3 and 1.4 identified strategic opportunities and major challenges together with community needs priorities informed us to develop strategic objectives per KPA. The below strategic objectives determine our IDP implementation annually. Our annual performance targets will be monitored and evaluated annually through Service Delivery and Budget implementation Plan.

Table: B1.4 Key performance areas and strategic objectives

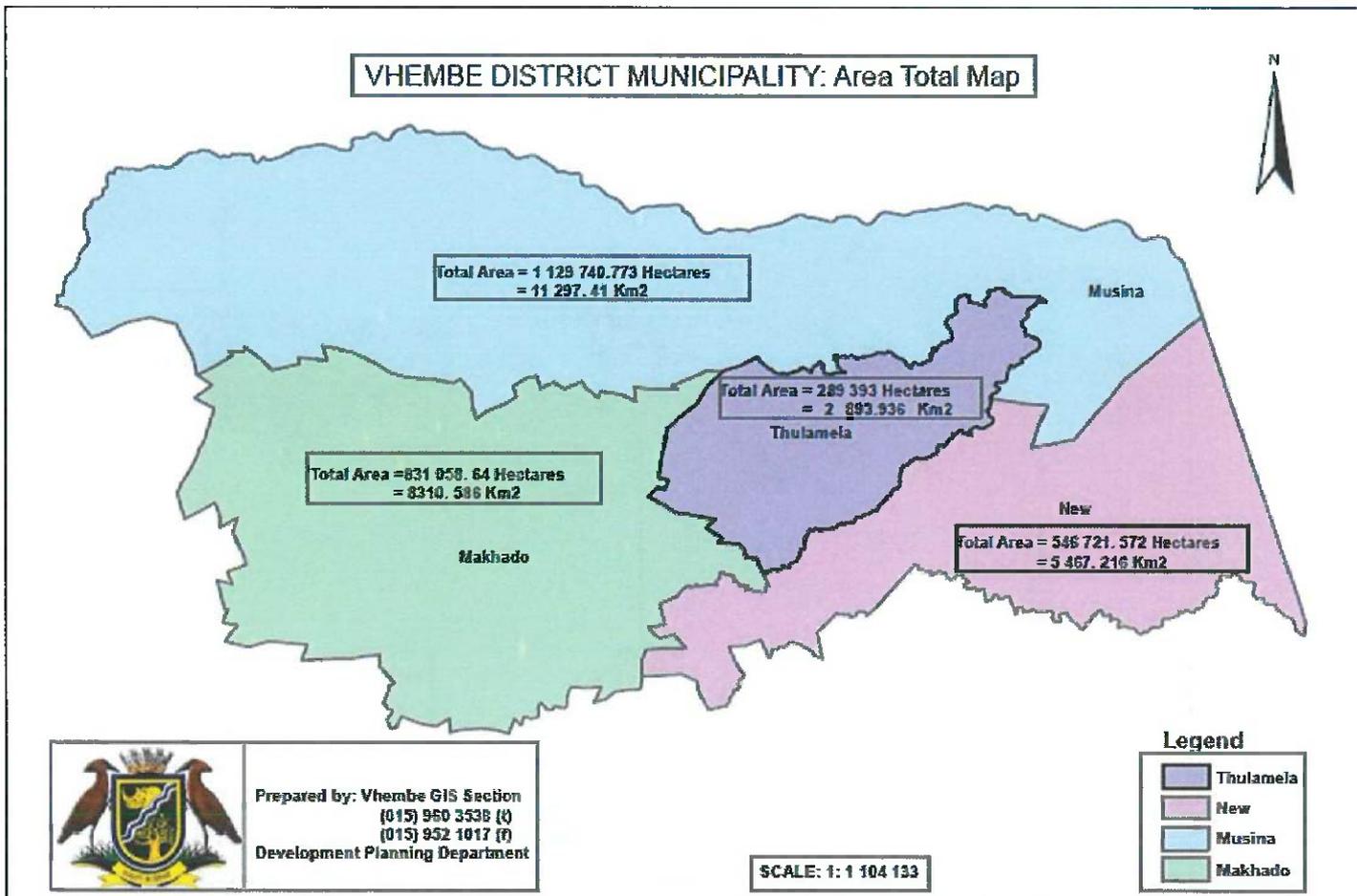
KEY PERFORMANCE AREAS	STRATEGIC OBJECTIVES
Municipal Transformation and organizational development	To increase institutional capacity, efficiency and effectiveness
Good governance and public participation	To deepen democracy and promote accountability
Municipal financial viability and management	To enhance compliance with legislation and improve financial viability
Basic service delivery	To initiate and improve the quantity and quality of Municipal infrastructure services
Local economic development	To create a conducive environment for sustainable economic growth
Social and Justice	To improve quality of life through social development and provision of effective community services

Source: Musina Local Municipality





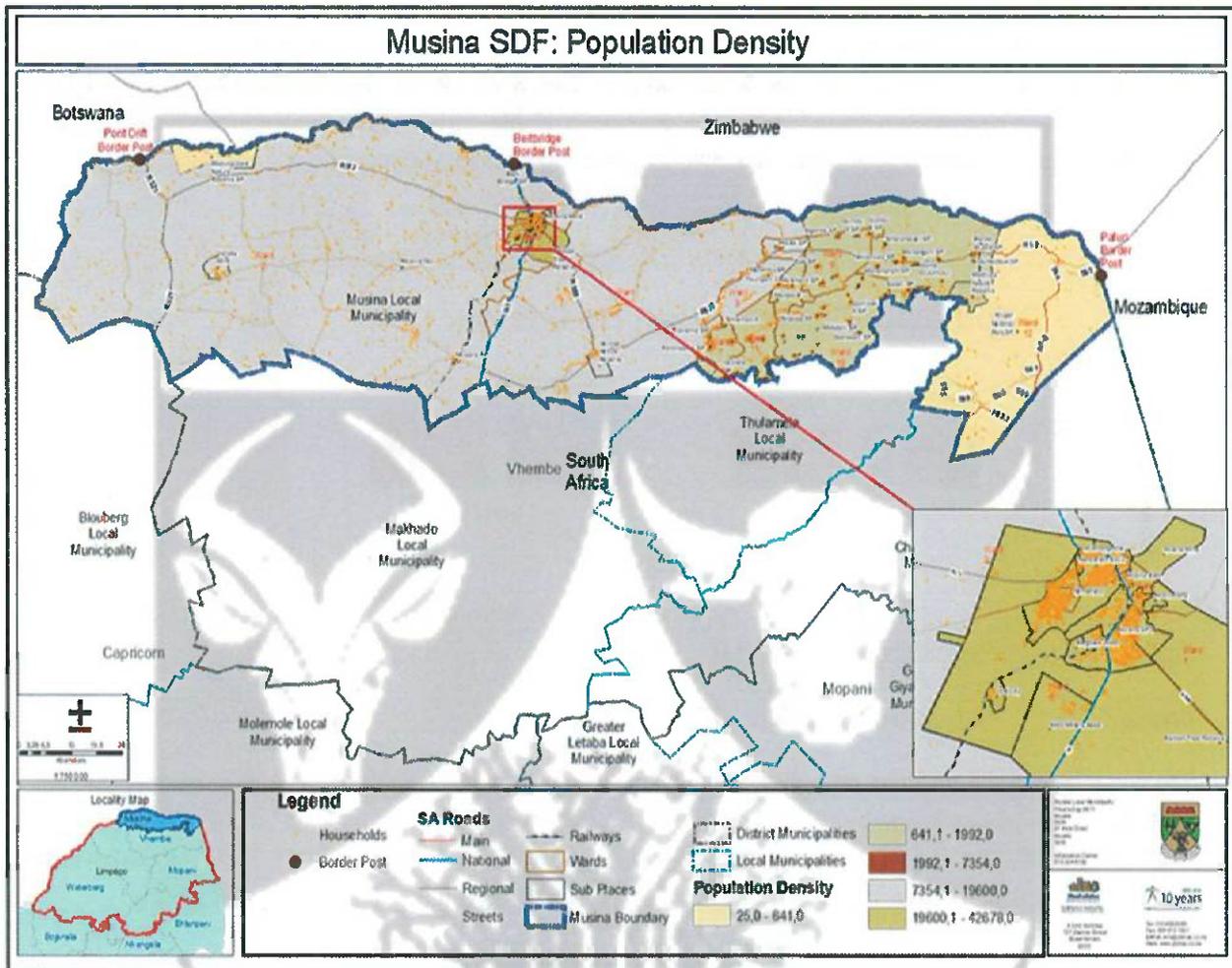
Map 2: DISTRICT CONTEXT



Source: Vhembe District SDF

Map 2 above depicts Vhembe district spatial location and Musina Local municipality's spatial location at a District context

**MUSINA**  
LOCAL MUNICIPALITY



## POPULATION BY RACE



Figure: 1: Population Distribution by Race.

Source: Stats SA (2011) & Community Survey (2016)



Population Distribution by Age(15-34 Years)



Figure 3.4: Population Distribution by age (15-34).

Source: Community Survey 2016

As indicated above, despite the fact that young people do not predominate the entire municipality, it must be noted that the youth male population is more than the youth female population within the Musina LM.

The figure below illustrates language distribution within the Musina LM.

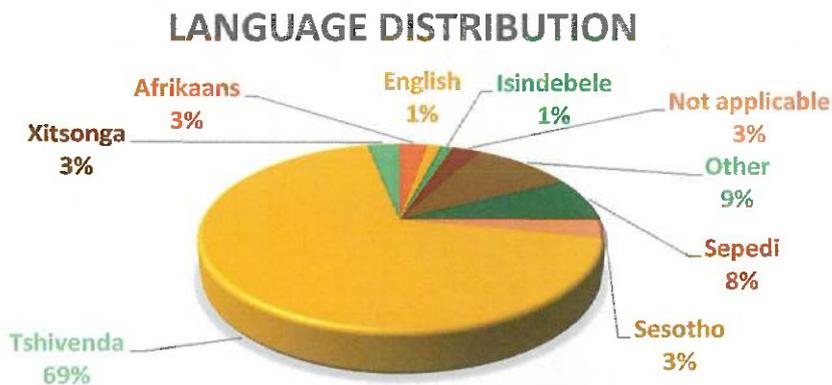


Figure3.5: Language Distribution.

Source: Stats SA, Community Survey (2016)

The Stats SA, 2016 Community Survey indicated that 69% of the population use Tshivenda frequently as compared to other languages, while 9% use other languages and 8% use Sepedi as their main language. Afrikaans, Xitsonga and Sesotho both have 3%.





**Table B1.8: Children under 5 years case fatality rate (%): Financial 2021/22**

Indicator	Tshilidzini Hospital	Donald Frazer Hospital	Elim Hospital	Malamulele Hospital	Siloam Hospital	Louis Trichardt Hospital	Messina Hospital	Vhembe District
Inpatient death under 1 year rate	12.0	8	17.1	6.0	8.1	27	8.0	11.1
Inpatient death under 5 years rate	8.9	5.4	9.2	6.1	3.2	12.9	6.9	10.5

**Source: Dept. of Health, 2020**

Source: Dept. of Health, 2020

#### COVID-19 pandemic

The COVID-19 pandemic in South Africa is part of the ongoing pandemic of coronavirus disease 2019 (COVID-19) caused by severe acute respiratory syndrome coronavirus 2 (SARS-CoV-2). On 5 March 2020, Minister of Health Zweli Mkhize confirmed that the virus spread to South Africa, with the first known patient being a male citizen who tested positive upon his return from Italy. The first death to have occurred from the disease was reported on 27 March 2020.

On 15 March, the President of South Africa, Cyril Ramaphosa, declared a national state of disaster, and announced measures such as immediate travel restrictions and the closure of schools from 18 March. On 17 March, the National Coronavirus Command Council was established, "to lead the nation's plan to contain the spread and mitigate the negative impact of the coronavirus". On 23 March 2020, a national lockdown was announced, starting on 26 March 2020. On 21 April 2020, a 500 billion rand stimulus was announced in response to the pandemic. Ramaphosa announced that from 1 May 2020, a gradual and phased easing of the lockdown restrictions would begin, lowering the national alert level to 4. From 1 June the national restrictions will be lowered to level 3. As of 2 May 2020, the median age of those who had died was 64 years. of 14 June 2020[update], of 1121958 tests conducted, 70038 cases were confirmed, 1480 people died, and 38531 had recovered.

#### 3.1 POPULATION GROWTH TRENDS

The table:3.1.1 below depicts results from Census 2001 and Census 2011 and Community Survey 2016 comparisons with Vhembe District municipality; Musina local municipality in 2001 population was at 39 310 and by Census 2011 the population was at 68 359, and by Community Survey 2016 the population is at 132 009. The population growth from 2001 Census, 2011 Census and Community survey 2016 is at 63 650. Musina local municipality population growth is 63 650 compared to the District municipality's population growth of 99 228.



Table: 3.1.3 below depicts population groups, the dominant population group is Black Africans at 127 621 of the total population followed by Whites at 3 645 and the least population group being Coloured at 337

Table: B1.10 Population per group

Municipalities	Black African	Coloured	Indian/Asian	White	Other	Total population
LIM341 : Musina	127621	337	406	3645	-	132009
LIM344 : Makhado	406543	1308	1843	7024	9	416727
LIM343 : Thulamela	493780	749	2479	229	-	497237
LIM345 : New	347109	294	301	271	-	347975
DC34: Vhembe	1375053	2689	5029	11170	9	1393950
SOURCE: Community Survey 2016						

Table: B1.11 Population by age group

Age - broad age groups by Geography hierarchy 2016 for Person Weight	LIM341 : Musina	LIM343 : Thulamela	LIM344 : Makhado	LIM345 : New	Total
0-14 (Children)	40200	168496	141373	126835	476905
15-34 (Youth)	58841	192769	153239	129019	533868
35-64 (Adults)	27832	102497	89158	66017	285504
65+ (Elderly)	5135	33475	32957	26104	97672

SOURCE: COMMUNITY SURVEY 2016

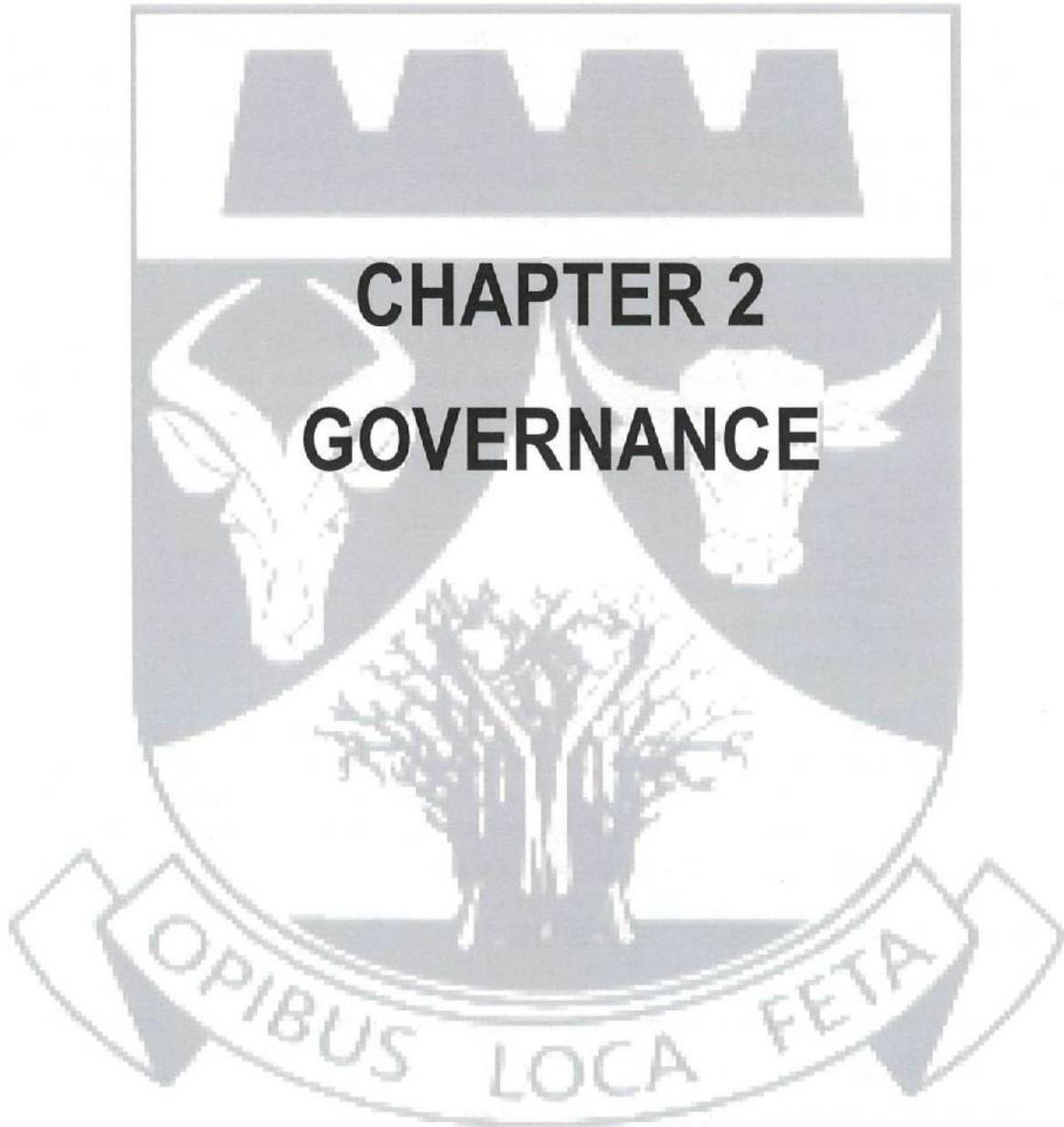
On table: B1.11 the major population of Musina is dominated by the youth aged between 15-34 years of the total population at 58841.

### 3.2 Households trends in Musina Local Municipality





	<p>services</p> <p>(iii) co-ordination of the standardisation of infrastructure, vehicles, equipment and procedures</p> <p>(iv) training of fire officers</p>	
Local Tourism	Promotion of local tourism for the area of the district municipality (Does not include regulation and control of tourism industry)	Remaining Powers in the Area of Jurisdiction
Municipal Airports	Municipal airports serve the area of the district municipality as a whole. Establishment, regulation, operation and control of airport facility that serves the area of the district municipality	Airports that serve only the local municipality
Municipal Planning	Integrated development planning for the district municipality as a whole, including a framework for integrated development plans of all municipalities in the area of the district municipality	Integrated Planning for the Area of the Local Municipality
Municipal Health Services	Full Powers	No Powers
Municipal Public Transport	Regulation of passenger transport services	Establishment, operation, management and control of a municipal public transport service over- or underground for the area of the local municipality subject to district municipality's regulation
Municipal Public Works	Municipal public works relating to any of the above functions or any other functions assigned to the district municipality	Municipal public works relating to any of the above functions or any other functions assigned to the district municipality
Storm-water management systems	No Powers	Full Powers in the Area of Jurisdiction
Trading Regulations	No Powers	Full Powers in the Area of Jurisdiction
Water and Sanitations Services limited to potable water supply systems and domestic waste-water and sewage disposal systems	Potable Water Supply Systems, Domestic Waste-Water Disposal Systems	No Powers
<b>Constitution: Competency Schedule 5B</b>	<b>The Division in sections 84(1) and (2) of the Municipal Structures Act</b>	
	<b>District Municipality-Section 84(1)</b>	<b>Local Municipality-Section 84(2)</b>
Billboards and Display of Advertisements in Public Places	No Powers	Full powers in the area of jurisdiction
Cemeteries, Funeral Parlours and Crematoria	The Establishment, Conduct and Control of Cemeteries and Crematoria serving the Area of a major proportion of municipalities in the district	Remaining Powers in the Area of Jurisdiction
Cleansing	No Powers	Full Powers in the Areas of Jurisdiction
Control of Public Nuisances	No Powers	Full Powers in the Areas of Jurisdiction



## **CHAPTER 2 GOVERNANCE**

# **MUSINA**

LOCAL MUNICIPALITY



#### A4. Public meetings

##### **COMMUNICATION, PARTICIPATION AND FORUMS**

The IDP representative forum is chaired by the Mayor and the stakeholders are as follows:

- Councillors,
- Ward committees,
- Organised labour,
- Community-based organizations,
- Non-governmental organisations,
- Sector departments,
- Parastatals,
- Organised business organisations,
- Farmer's organisations.
- Mining houses
- Private sector

Meetings of the IDP representatives forum is held once in every phase of the IDP namely: Preparatory, Analysis, Strategies, Projects, Integration and Approval. Quarterly reports based on the SDBIP are tabled and reported to the IDP representatives' forum meetings. Meetings of the IDP representative forum are sometimes held in the evening as per stakeholder agreement to accommodate stakeholders who are unavailable during working hours, the timing of the IDP compilation is regulated by the Municipal Systems Act.

There is room for newly established structures to register on our database from time to time to enable participation in our IDP Representative meetings. Members of the IDP Representatives Forum are encouraged and urged to hold consultative and feedbacks meetings with the structures and constituencies they represent to get their inputs and communicate feedback reports to IDP Representatives Forum for further mandate or processing.

The council comprises 3 political parties namely: ANC, DA, and EFF. To enhance good governance and accountability, Municipality adopted the separation of powers model which separated the legislative arm from the executive arm.

This is in line with the governance approach that seeks to put in place an independent oversight mechanism to ensure that democracy is deepened and that effective public service delivery takes place to benefit MLM communities. Council has established section 79 committees to play an oversight role and monitor the work of the executive and administration.

The municipality has 24 councillors comprising of 12 ward councillors, 12 PR Councillors and 5 Traditional Leaders. There is a good relationship between councillors as they work cooperatively to achieve the set goals of the municipality. Every year there is a schedule of meetings that is approved by the council, to ensure that all committees meet regularly to discuss administrative, performance, and service-delivery issues. Councillor's participation in various committees is satisfactory. For the year under review, the council held 3 ordinary and 8 special council meetings.



### COMMUNITY SERVICES PORTFOLIO COMMITTEE

DATE OF MEETING	VENUE	MUNICIPALITY	TYPE OF MEETING
17 January 2022	Traffic Centre	Musina	Ordinary
23 March 2022	Traffic Centre	Musina	Ordinary
05 May 2022	Traffic Centre	Musina	Ordinary

### CORPORATE SERVICE PORTFOLIO COMMITTEE

DATE OF MEETING	VENUE	MUNICIPALITY	TYPE OF MEETING
12 July 2021	Virtual	Musina	Urgent Special
10 August 2021	Virtual	Musina	Ordinary
30 August 2021	Virtual	Musina	Urgent Special
22 September 2021	Council Chamber	Musina	Urgent Special
17 January 2022	Council Chamber	Musina	Ordinary
18 February 2022 (8)	Council Chamber	Musina	Urgent Special
18 February 2022 (12)	Council Chamber	Musina	Urgent Special
23 March 2022	Council Chamber	Musina	Ordinary
16 May 2022	Virtual	Musina	Ordinary
13 June 2022	Council Chamber	Musina	Urgent Special

### EDP/TECH SERVICE PORTFOLIO COMMITTEE

DATE OF MEETING	VENUE	MUNICIPALITY	TYPE OF MEETING
04 August 2021	Council Chamber	Musina	Ordinary
23 September 2021	Council Chamber	Musina	Urgent Special
17 January 2022	Council Chamber	Musina	Ordinary
23 March 2022	Council Chamber	Musina	Ordinary
21 April 2022	Virtual	Musina	Urgent Special
09 May 2022	Council Chamber	Musina	Ordinary

### MPAC MEETINGS 2021/2022

DATE	VENUE	ORGANISATION	TYPE OF MEETING
24 January 2022	Municipal Boardroom	MPAC Musina	Special Meeting
16 – 18 February 2022	Copa-Copa lodge	MPAC Musina	Ordinary Meeting
28 March 2022	Boardroom	MPAC Musina	Special Meeting
05 May 2022	Council Chamber	MPAC Musina	Special Meeting
01 June 2022	Council Chamber	MPAC Musina	Urgent Meeting
17 – 18 June 2022	Northgate Lodge	MPAC Musina	Ordinary Meeting



### **A5. Section 79 committees**

The established section 79 committees are in line with the governance approach that seeks to put in place an independent oversight mechanism to ensure that democracy is deepened and that effective public service delivery takes place to benefit MLM communities Council has established section 79 committees to play an oversight role and monitor the work of the executive and administration.

The established Committees are aligned to administrative departments of the municipality and are chaired by non-executive councillors. MPAC committee is also in place and performs its duties as per the approved annual work program. MPAC is an oversight committee that comprises non-executive councillors, with the specific purpose of providing oversight over the executive functionaries of the Council to ensure good governance.

**Table: Section 79 portfolio committees**

<b>FINANCE</b>	<b>COMMUNITY SERVICES</b>	<b>EDP AND TECH</b>
Clr Nematshavhawe C	Clr Makhani C	Clr Nemukombane F
Clr Mawela N	Clr Luambo R	Clr Manavhela V
Clr Van Staden M	Clr Ndhlovu S	Clr Munzhelele M
Clr Herman P	Clr Van Staden M	Clr Herman P
Clr Makhani C	Clr Herman P	Clr Van Staden
<b>CORPORATE SERVICES</b>	<b>EXCO</b>	<b>MUNICIPAL PUBLIC ACCOUNTS</b>
Clr Nkhata E	Clr Mawela N	Clr Makhdo E
Clr Milanzi V	Clr Manavhela V	Clr Makura D
Clr Ramufhi M	Clr Milanzi V	Clr Mammeda M
Clr Herman P	Clr Luambo R	Clr Mariba M
Clr Van Staden M	Clr Phiri S	Clr Mamafa A



**MUSINA**  
LOCAL MUNICIPALITY



## POWERS AND FUNCTIONS OF THE SPEAKER



**Speaker Cllr Siyaphi Shirelele**

**Powers and functions of the Speaker as per section 37 of the Local Government Municipal Structures Act, No. 117 of 1998**

- To preside at meetings of the council when he is present;
- To ensure that the council meets at least quarterly;
- To ensure compliance with the code of conduct for councillors in the meetings of council and council's committees;
- To maintain order during meetings of the council;
- Ensure that the provisions in respect of privileges and immunities of councillors, as set out in section 28 of the structures act or any other applicable legislation, are adhered to.
- To ensure that council meetings are conducted following the rules and orders of the council;
- Determine the date and venue of ordinary council meetings;
- To convene special meetings of the council at the venue determined by her and at the time set out in any request that such a meeting be convened in terms of section 29(1) of the structures act; and

LOCAL MUNICIPALITY



## COUNCILLORS



**Cllr Godfrey Mawela (Mayor –ANC)**



**Cllr Siyaphi Shirelele (Speaker – ANC)**



**Cllr Fistos Mafela (Chief Whip- ANC)  
Ward 8**



**Cllr. Meltah Munzhelele (Ward 1)**



**Cllr. David Mokobi (Ward 2)**

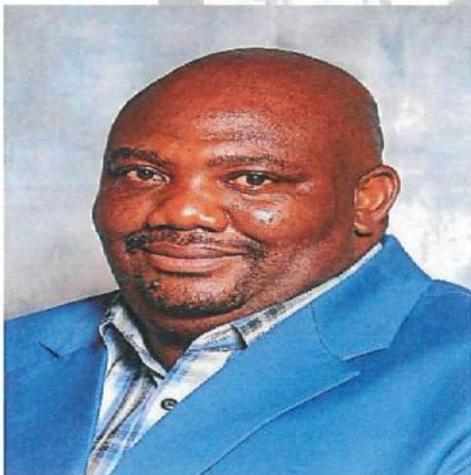
**MUSINA**  
LOCAL MUNICIPALITY



Cllr. Caroline Makhani (ANC) Ward 9



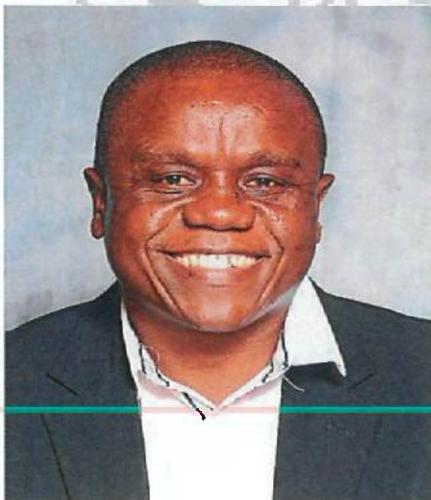
Cllr. Thiathu Mammbedu (Ward 10)



Cllr. Fhedzisani Nemukombame (Ward 11)



Cllr. Phungo Ramofhi (Ward 12)



Cllr. Simon Ndhlovhu (PR-ANC)



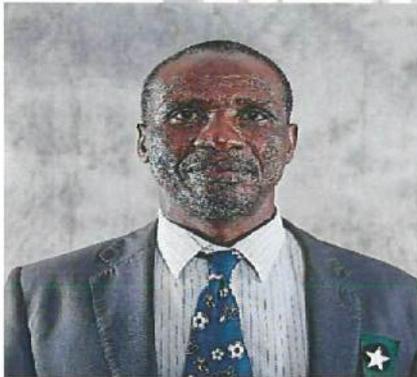
Cllr. Vivienne Milanzi (PR-ANC)



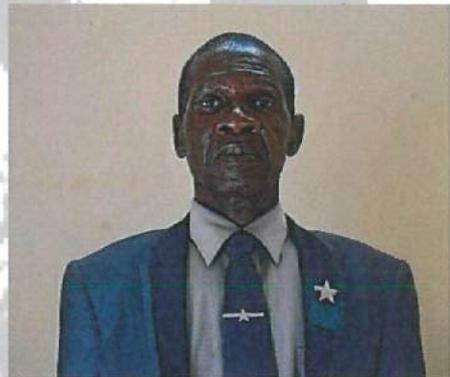
Cllr. Joseph Mariba (PR- DA)



Cllr. Paul Herman (PR- VF Plus)



Kg:Thovhele Mmbangiseni Manendzhe



Kg:Thovhele Hanyani Tshikundamalema



# MUSINA

LOCAL MUNICIPALITY



**HEADS OF THE PORTFOLIO COMMITTEE**



Portfolio Head Finance: Mawela NG



Portfolio Head Community Services: Luambo S



Portfolio Head Corporate Services: Milanzi V



Portfolio Head EDP & Technical Services: Manavhela V

**MUNICIPAL PUBLIC ACCOUNT COMMITTEE**



Chairperson: Makhado E



Cllr. Mammeda T



## A6. Administrative Governance

The Municipal Manager is the administrative head and acts as an interlink between the politicians and the administration. Municipal Manager together with all staff members and councillors are responsible for implementing the IDP and Budget and monitoring the progress made to ensure that service is delivered to the people. The Accounting Officer also guides political office bearers and all officials in the municipality. There is a good relationship between the Municipal Manager, administration and political office bearers. All administrative issues that need the intervention of the council are referred to the council for resolution.

The municipality has three (3) vacant positions of Senior Managers accountable directly to the Municipal Manager namely General Manager Economic Development and Planning, General Manager Technical Services and General Manager Community Services. The administrative components of the municipality comprise seven (6) directorates and 25 managers.

**Table: MLM Management Information**

Directorate	Designation	Initial and Surname	Gender
Office of the Municipal Manager	Municipal Manager	TN Tshivanammbi	Male
	Senior Manager	M Sithole	Male
	Manager: Internal Audit	J Siaga	Male
	Manager: Risk	E Ramuthivheli	Male
	Manager: Communications	W Dzebu	Male
Corporate Services	General Manager: Corporate Services	PM Mudau	Male
	Senior Manager	PS Peta	Male
	Manager: Human Resources	R Le Loux	Female
	Manager: Legal	T Rambuda	Male
	Manager: ICT	P Eccleston	Male
Finance	Chief Financial Officer	T Nephawe	Male
	Senior Manager	L Murulana	Male
	Acting Manager: Expenditure	M. Mudzanani	Female
	Manager: Budget and Treasury	T Mokone	Male
	Manager: Supply Chain Management	M Siziba	Female



and transport forum, energy forum, local economic development forum, and disaster management forum. Various sector departments and relevant stakeholders are the main participants in the activities of such forums.

In the district, the municipality partakes the IDP Managers forum, CFO's forum, Municipal Managers Forum, District Speakers and Mayors forum, and the District Internal Auditors' forum. In the province, the municipality participates in the Premier-Mayors' forum, provincial municipal managers' forum as well as the Provincial Planning and Development Forum. Further, the municipality hosts an intergovernmental stakeholder meeting on Migrant Health Forum.

MLM has a good relationship with Vhembe District Municipality and all local municipalities within the district. There are different forums conducted by the district where officials and politicians from local municipalities are invited to participate. The structures are as follows:

**Table: District intergovernmental structures**

Structures	Directorates	Establishment
EXCO	Mayor and Municipal Manager	Provincial
Municipal Manager's forums	Municipal Manager	Provincial and District
IDP forums (District and Provincial Planning Forum)	IDP Manager	Provincial and District
PMS forums	PMS	Provincial and District
LED forums	LED Manager	Provincial and District
Communicators' forum	Communication Manager	Provincial and District
VDM Disaster advisory forum	Superintendent: Disaster	District
MPAC forums	MPAC	Provincial and District

The above forums meet quarterly to discuss progress made on service delivery. The forums are facilitated by CoGHSTA representatives and district officials. They are very fruitful forums, as members use this opportunity to share ideas and to learn from each other, to improve service delivery.

### **B3. PROVINCIAL INTERGOVERNMENTAL STRUCTURES**

Section 16 of the Intergovernmental Relations Framework Act 2005, establishes the premier's intergovernmental forum to promote and facilitate sound relations between the Province and municipalities. MLM has a good relationship with provincial structures, namely CoGHSTA, Premier's Office and the Provincial Treasury. The province coordinated various forums where it met with members from all municipalities in the province, to discuss service delivery issues. Members from CoGHSTA, the Premier's Office and the provincial treasury also form part of those forums. The forums are:

- Provincial intergovernmental forum
- Premier/Mayor's forum
- Provincial monitoring and evaluation forum
- Provincial government communicators' forum
- Municipal Public Accounts Committee forum.
- Provincial Planning Forum

The forums are very fruitful as any kind of question is clarified, and municipalities that lack capacity are identified and provided with all necessary support.

#### **C4. Communication, participation and forums**

Communication is an important element of good governance. It is through communication that communities and other stakeholders are informed about the activities of the municipality and thereby getting empowered to participate in the affairs of the municipality. MLM Communities play a vital role to ensure accountability in municipal affairs. Council accounts to the community through the established ward committee system and scheduled IDP/ Budget/ PMS community participation processes. The community participation processes have entrenched a culture of involving communities in decision-making processes during the process and finalization of the IDP/Budget/PMS. Communities are continuously informed on municipal governance, management and development through the usage of the different local media, website, Facebook, stakeholders meetings and council sittings.

Different types of effective forums assist in knowledge sharing to achieve set goals of municipality those forums are as follows:

- PMS forum
- IDP forum
- Communication forum
- Budget steering committee

The forums hold meetings quarterly with high attendance rates to discuss service delivery issues and measures to improve performance. PMS and IDP forums are represented by Vhembe district municipal officials, local municipality officials, and provincial officials. The budget steering committee is represented by the Chairperson of Finance and all section 56 managers. Whatever decision is taken in those forums that affect community members, such decisions are communicated to members of the community through our communication channels. e.g. financial status of municipality and performance of the municipality.

#### **C5. Ward Committee meetings and Ward Committee Establishment.**

The municipality has established Ward Committees in all 12 Wards. All Ward Committees are functional and managed to have 100 Ward committee meetings and 12 general meetings and are administratively supported by the Office of the Mayor. All ward committee receives their stipends based on functionality reports. The final IDP/Budget document was adopted by the Council on 21 May 2020.

MLM has established ward committees in terms of the Municipal Structures Act of 1998 and it has 24 ward committee members which are 2 per ward. Ward Committees assist members of the community to participate in public meetings and take decisions that will take service delivery forward in our communities.

**MUSINA**  
LOCAL MUNICIPALITY



### IDP STEERING COMMITTEE MEETINGS 2021/2022

DATE	VENUE	ATTENDANCE
02 September 2021	zoom meeting	20
07 October 2021	zoom meeting	19
05 January 2021	Musina council chamber	14
10 February 2021	Musina council chamber	18
03 February 2022	Musina council chamber	21

### IDP PUBLIC PARTICIPATION MEETINGS 2021/2022

WARD NO	DATE	VENUE	ATTENDANCE
WARD 1	25-04-2022	Tanda ground	60
WARD 2	13-04-2022	Phase 09 satellite office	40
WARD 3	12-04-2022	high-point ext 02	54
WARD 4	07-04-2022	Lerato creche	58
WARD 5	04-04-2022	Renaissance sports ground	60
WARD 6	10-04-2022	Matswale base camp	48
WARD 7	28-04-2022	Muswodi community hall	63
WARD 8	26-04-2022	Mabvete sports ground	68
WARD 9	19-04-2022	Manenzhe tribal	73
WARD 10	20-04-2022	Mphephu youth centre	52
WARD 11	11-04-2022	Muswodi dipeni	59
WARD 12	22-04-2022	Masisi town hall	57

The final IDP/Budget document was adopted by the Council in May 2020



- Inability to attract investors
- Lack of integrated planning
- SEZ impact on Musina unknown
- Ineffective organizational structure
- Disasters

### Risk Governance Documents

The unit reviewed the following governance documents for the 2022/23 financial year:

- Risk Management Policy,
- Risk Management Strategy and
- Risk Management Implementation Plan. 63% (10 out of 16) of activities that were planned in the approved 2021/2022 RMIP were completed.

The Risk Management Committee (RMC) was operational which comprised of an independent chairperson, HOD's, Risk Champions and Internal Audit.

### RMC Members

Surname and Name	Designation
Mr. Ndou Fhatuwani	Chairperson
Mr. Tshivanammbi N	Municipal Manager
Mr. Ramuthivheli E	Risk Manager
Ms. Chauke Nhlamulo	Risk Officer
Mr. Nephawe Thomas	CFO
Mr. Mudau Pandelani	GM: Corporate Services
Mr. Mathoma Collins	Acting GM: Technical Services
Mr. Mphephu Musiwalo	Acting GM: EDP
Ms. Kutama Rendani	Acting GM: Community Services

The RMC held 5 meetings in the 2021/22 financial year in which 14 resolutions were taken, 11 were implemented and the remaining 3 to be implemented in the 2022/23 financial year.

### 2021/22 RMC meeting dates

Risk Management Committee	Date
1 <sup>st</sup> Quarter	12 October 2021
Risk Assessment Workshop	18 November 2021
2 <sup>nd</sup> Quarter	08 March 2022
3 <sup>rd</sup> Quarter	20 June 2022
4 <sup>th</sup> Quarter	22 September 2022



- Municipal bid documents comply with MFMA circular 25.
- Records of tenders and all other bids received and awards made.
- All bid committees were established and appointed by the Accounting officer.
- Note: MFMA S110-119; SCM Regulations 2005; and relevant MFMA circulars set out required processes and guidance manuals to help ensure that SCM arrangements provide appropriate goods and services, offer the best value for money, and minimize the opportunities for fraud and corruption.
- 10 Tenders were advertised during 21/22
- All tenders were advertised in the newspaper and on the municipal website
- 10 Tenders were evaluated, adjudicated, and awarded during 21/22
- 29 formal quotations were awarded(R30000.00 up to R200000.00)
- 110 Procurement below R30000.00
- 132 BEE beneficiation awarded for the financial year 2021/2022

Description	Members of the committee	Functions	Number of meetings	Dates
Bid specification committee	Manager IDP Manager ICT Procurement Officer Manager Civils Manager PMU Manager Electrical Services Town Planner	<ul style="list-style-type: none"> <li>• Compile a proper and unbiased specification for a specific requirement</li> <li>• Ensure proper Terms of Reference are drawn up for the service required indicating the scope of the requirements, the ratio between price and functionality, evaluation criteria as well as their weights and values</li> <li>• Ensuring availability of funds</li> <li>• Set ranges indicating breakdown of points, percentages as provided in the relevant sliding scales for the selected specified goals</li> </ul>	2	10 November 2021 11 January 2022
Bid Evaluation committee	Senior Manager Finance Manager Licensing Manager HR Accountant Supply Chain Manager Town Planning	<ul style="list-style-type: none"> <li>• Evaluate the bids in accordance with the specifications for a specific procurement</li> <li>• Evaluate as per the set-out point system and PPPFA</li> <li>• Evaluate each bidder's ability to execute the contract</li> <li>• Check in respect of the recommended bidder whether municipal rates and taxes and municipal services are not in arrears</li> <li>• Submit to the adjudication committee a report and recommendations regarding the award of the bid or other related matters.</li> </ul>		27 July 2021 25 August 2021 01 March 2022 04 May 2022





NAME OF BY-LAW	BY-LAW GAZETTED
Credit Control and Debt-Collection By-Law	✓
Property Rates By-Law	✓
Street Trading By-Law	✓
Parking Meter By-Law	✓
Refuse Removal, Refuse Dumps, and Solid Waste Disposal By-Law	✓
Cemeteries and Crematoria By-Law	✓
Tariff Policy By-Laws	✓
Spatial Planning and Land Use and Management By-Law	✓
Advertising, Billboard and the display of advertisement By-Law	✓
Building Regulation By-Law	✓
Electricity Supply By-Law	✓

#### **D5 WEBSITE**

A municipal website is an integral part of a municipality's communication infrastructure and strategy. If managed effectively, it allows easy access to relevant municipal information, it serves as a tool for community participation, improves stakeholder involvement and facilitates stakeholder monitoring and evaluation of municipal performance. The municipal website is [www.musina.gov.za](http://www.musina.gov.za) Municipality's website is available and functional to assist members of the community and fellow South Africans to access municipal information easily.

**Table: Municipal website information**

Documents published on the Municipality's Website	Yes / No
Current annual and adjustments budgets and all budget-related documents	Yes
All current budget-related policies	Yes
The previous Annual Report 2020/2021	Yes
The Annual Report 2021/2022 published/to be published	Yes
All current performance agreements required in terms of section 57(1)(b) of the Municipal Systems Act 2022/2023 and resulting scorecards	Yes
All service delivery agreements 2021/2022	No
All long-term borrowing contracts 2021/2022	N/A
All supply chain management contracts above a prescribed value	No
An information statement containing a list of assets over a prescribed value that have been disposed of in terms of section 14 (2) or (4) during Year 1	Yes
Contracts agreed in 2021/2022 to which subsection (1) of section 33 apply, subject to subsection (3) of that section	N/A
Public-private partnership agreements referred to in section 120 made in 2021/2022	N/A



Date of meeting	Resolution	Responsible official	Due date	Comments / Progress	Date resolved	Status
						decision by the VDM council to also write off the debt.
	Management submit a detailed report regarding the outstanding items on the 2019/2020 Audit Action plan	Municipal Manager	30/09/2021	Finalised	31/12/2021	Resolved
	Internal audit plan partially approved pending the finalisation of risk assessment by RMC	Municipal Manager	31/12/2021	Finalised	31/12/2021	Resolved
28/09/2021	Internal audit reports referred back for finalisation and comments by management	Municipal Manager	30/09/2021	Finalised	31/10/2021	Resolved
	APAC meetings be scheduled at least two weeks before Council sittings to incorporated inputs from the meeting	Municipal Manager	31/01/2022	In progress	31/05/2022	Audit committee meeting schedule was reviewed in line with council sittings
	The committee noted the draft management and audit report and advised management to develop an action plan to address the issues raised	Municipal Manager	31/01/2022	Finalised	31/01/2022	Audit action plan is in place
27/11/2021	Involvement of the audit committee throughout the external audit process	Municipal Manager	30/11/2022	In progress		To be continued in the next external audit cycle



Date of meeting	Resolution	Responsible official	Due date	Comments / Progress	Date resolved	Status
	Risk Management - Should provide a separate report for each quarter dealing with PMS	Municipal Manager	30/06/2022	Finalised	30/06/2022	Resolved
28/06/2022	Audit Committee Charter - Corrections be made before submission to Council for approval	Municipal Manager	31/07/2022	Finalised	31/07/2022	Resolved
	Audit Committee Charter - Corrections be made before submission to Council for approval	Municipal Manager	31/07/2022	Finalised	31/07/2022	Resolved
	Contract register - Audit committee advised that the services of VAT recovery be done in-house	CFO	30/06/2022	In progress		To be considered after expiry of the current contract

**Audit Committee members**

Surname and initials	Appointment Date	Gender
Lambani EN	30 August 2021	Male
Mudau FJ	30 August 2021	Female
Ndou FO	30 August 2021	Male
Marobane NJ	30 August 2021	Male

**MUSINA**  
LOCAL MUNICIPALITY



## COMPONENT A: BASIC SERVICES

### A1. INTRODUCTION

This component includes electricity; waste management; housing services; and a summary of free basic services.

Musina Local Municipality is licensed for electrical distribution in urban areas and Eskom is responsible for reticulation in the rural areas. The backlog of providing electricity in the rural villages remains a major challenge, ESKOM confirmed that there was no capacity to connect new developments pending the finalisation of Sanari-Manenzhe project. The purpose of implementing the project was to increase the substation and feeder lines capacity. All households in the Musina Town and Township have access to electricity, for the year under review, we have rolled out major network upgrades at various extensions.

The extension of the service in the rural area at a rate equivalent to the actual development in the area remains a challenge. The municipality provides these services with minimal interruption, such interruptions in the main are attributable to cable theft, planned and unplanned maintenance as well as ESKOM supply cuts for maintenance and load shedding. It is important to note that annually the unit implements network infrastructure refurbishment programmes.

### A2. ELECTRICITY SERVICE DELIVERY LEVELS

#### ACHIEVEMENTS

During the 2021/2022 financial year, there were several things that the department has achieved pertaining to the delivery of basic services to our community. The department focused a lot on procurement of prioritised tools of trade to assist technical team when providing basic service delivery to our community. The following tools of trade were procured: Cherry Picker truck, Telescopic pole pruners and Scaffolding. The public lights were maintained to the required standards. We have also purchased a few important tools of trade to assist us in our daily operations.

The municipality in partnership with DeBeers mine through the SLP programme paid for electricity upgrade of Notified Maximum Demand from 2MVA to 8MVA. ESKOM is currently redesigning the bulk MV network supplying Rhino Ridge development. This electricity upgrade will assist the municipality with additional power when connecting different developments in town and Nancefield, such as RHINO RIDGE development, Ext 17 Industrial sites, etc. The designs for Ext 17 in Industrial area are completed and await the construction to begin.

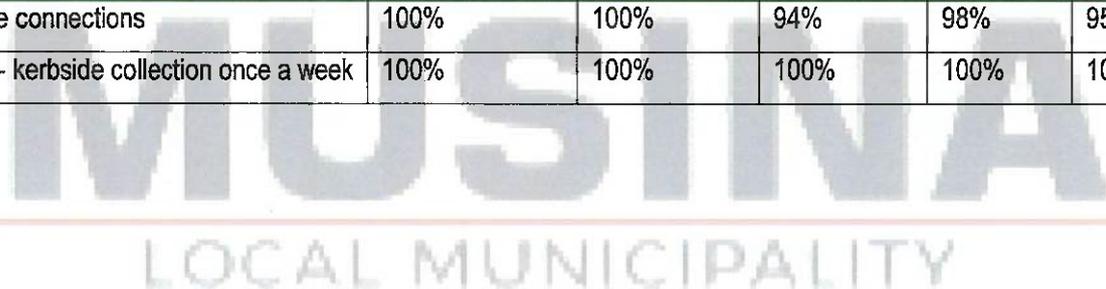
As part of compliance, we also managed to work towards achieving all the issues raised in the NERSA Audit findings as per our license agreement. The main focus was to explore other means of revenue generation and to ensure the sustainability of maximum collection following applicable frameworks/guidelines. The financial year 2021/2022 has



- Electricity losses (Technical and non-technical)
- Lack of electricity infrastructure master plan, maintenance plan, and policies.
- Shrinking labour force
- Aging infrastructure.
- Servitude encroachment to our infrastructure.
- Feeder lines reaches their maximum capacity.
- Lack of resources (lack of replacement spares in the storeroom).
- Low staff morale.

Description	2016/2017	2017/2018	2019/2020	2020/2021	2021/2022
	Actual No.				
<b>Formal Settlements</b>					
Total households	20589	21234	21844	23021	23701
Households below minimum service level	580	711	1321	541	1204
Proportion of households below minimum service level	2.8%	3.3%	6.05%	2.35%	5.08%
<b>Informal Settlements</b>					
Total households	0	0	0	0	0
Households below minimum service level	0	0	0	0	0
Proportion of households below minimum Service level	0	0	0	0	0

The proportion of Households with the minimum level of Basic services	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
	Electricity service connections	100%	100%	94%	98%
Waste collection - kerbside collection once a week	100%	100%	100%	100%	100





Description	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
	Actual	Actual	Actual	Actual	Actual
	No.	No.	No.	No.	No.
<b><u>Solid Waste Removal: (Minimum level)</u></b>	21058	21058	25292	25292	25292
Removed at least once a week					
<i>Minimum Service Level and Above sub-total</i>	21058	21058	25295	25292	25292
<i>Minimum Service Level and Above percentage</i>	48%	48%	57.8	57.8	57.8
<b><u>Solid Waste Removal: (Below minimum level)</u></b>	0	0	0	0	0
Other rubbish disposal	15328	15328	15328	15328	15328
No rubbish disposal	6104.6	6104.6	1870.6	1870.6	1870.6
<i>Below Minimum Service Level sub-total</i>	6104.6	6104.6	1870.6	1870.6	1870.6
<i>Below Minimum Service Level percentage</i>	13.96%	13.96%	4.8%	4.8%	4.8%
<b>Total number of households</b>	<b>43730</b>	<b>43730</b>	<b>43730</b>	<b>43730</b>	<b>43730</b>

#### A4. HOUSING

The number of houses allocated to Musina Local Municipality by COGHSTA during 2021/2022 Financial year per village is as follow:

NAME OF VILLAGE	WARD	ALLOCATION	STATUS
<b>MAKEYI DEVELOPERS (100)</b>			
<b>VILLAGES</b>	<b>WARD</b>	<b>ALLOCATION</b>	
BALE	9	10	
MALALE	9	10	
MAPAKONI	9	10	
TSHIPISE	10	10	
DAMBALE	10	6	
ZWIGODINI	10	10	
TSHIVHONGWENI	10	9	
MUKUNUNDE	10	5	
SANARI	12	5	



2020/21	None	None	None	None
2021/22	None	None	None	None
T3.7.2				

Paved Road Infrastructure					
Kilometres					
	Total Paved roads	New Paved roads	Existing Paved roads	Existing Paved roads maintained	Asphalt roads maintained
2017/18	0	0	1.6	1.6	525m2
2018/19	0	0	0	0	0
2019/20	4.30km	3.8km	6.8km	none	0
2020/21	14.9km	1.8km	8.6km	none	0
2021/22	16km	2 km	12km	none	0
					T3.7.3

### CIVIL/MECHANICAL ENGINEERING

The department managed to procure LDV service vehicle for the purpose of responding swiftly to the fleet breakdowns. There were a number of potholes which were repaired in response of the maintenance demand. Road markings was done on a regular basis. Storm water and drainage structures were cleaned seasonally maintaining free flow of water and preventing blockages as well as flooding.

Civil department developed a program of replacing/maintaining the traffic signs to improve road safety while adhering to the road safety standards. The program of re-gravelling of roads in the villages was prioritised assisting many people leaving in the remote areas. Priority was given to the roads leading to the schools and areas affected by severe flood. The department also focused on the re-construction of washed away culverts during rainy seasons.

Above all, the team managed to provide the necessary support by providing TLB to the other departments such as Electricity, VDM and Community Services. The technical team also assisted by clearing/cleaning any rubbles found on the road reserve.



its location and improving its transport and logistics services to ensure the reliable movement of goods and services, the Municipality can reduce transaction costs for investors.

For the year under review the below mentioned projects were implemented by the municipality contributing to the local economic development in the affected area:

1. Nancefield Multi- Purpose Centre
2. Nancefield Ext 9 & 10 Paved road
3. Muswodi Community Hall
4. Manenzhe Sports facility.
5. EPWP project in waste management
6. LED strategy review
7. Community Works Programme
8. AWOME training program by De beers and UNWOMEN.
9. NARYSEC Program
10. Presidential Youth Programme
11. Capacity Building programmes for SMME's by Development Agencies.
12. N1 Ring Road by SANRAL

The municipality was able to complete 10 of the projects in time with 100 % expenditure.

Sector	2017/2018	2018/2019	2019/2020	2020/2021	2021/2022
Agric, forestry and fishing	54%	54%	54%	54%	54%
Mining and quarrying	18%	18%	18%	18%	18%
Manufacturing	5%	5%	5%	5%	5%
Wholesale and retail trade	6%	6%	6%	6%	6%
Finance, property, etc.	4%	4%	4%	4%	4%
Govt, community and social services	23%	23%	23%	23%	23%
Infrastructure services	2%	2%	2%	2%	2%
<b>SOURCE: STATS SA 2011 AND COMMUNITY SURVEY 2007.</b>					



- Access to land for development from the government sector (DPW).
- Covid-19 Pandemic

#### Opportunities

- Agriculture potential
- Is a provincial growth point
- Is a host to strategic roads, i.e. the R25, N1 that provide accessibility to major urban centres and SADC countries.
- Availability of municipal land for development.
- Declaration of Special Economic Zone (SEZ)

#### Major investments or Disinvestments in the municipal Area

Projects	Area	Number of Jobs Created	Challenges	Interventions
SEZ North Site	Musina / Artonvilla	35	None	N/A
Venetia Underground Project	Venetia Mine	400	None	N/A
Vele Coal Mine	Musina Dongola Farm	80	None	N/A
N1 Ring Road by SANRAL	Musina Town	640	None	N/A

### COMPONENT D: COMMUNITY & SOCIAL SERVICES

Community Services is a department that deals with Housing, Library Services, Disaster Management, Licensing and Traffic Law Enforcement Services. Below is a summary of recorded performance:

#### D1. LICENSING

##### Driving Licenses Testing Centre

Total numbers of Driving Licenses tested	1 136
Total number of PRDP issued	980
Total number of Learners licenses tested	1 824

##### Vehicle Testing Station

Roadworthy vehicles tested	253
----------------------------	-----



### Comments

As a municipality, we dedicated ourselves to giving efficient service delivery in and outside the CBD. Municipal Law enforcement contributes to broader traffic law enforcement interventions in collaboration with other dedicated agencies.

### D3. LIBRARY SERVICES

The municipality makes provision of library and information to the community, it also provides guidance and assistance to schools around its jurisdictional area. The municipality has two functional libraries, one in town and another one in the Nancefield area.

### D3. LIBRARY SERVICES

The municipality makes provision of library and information to the community, it also provides guidance and assistance to schools around its jurisdictional area. The municipality has two functional libraries, one in town and another one in the Nancefield area.

### D4. CEMETERIES

Musina Local Municipality has planned to construct a new cemetery within Musina as the Nancefield Cemetery has almost reached its full capacity. Musina Local Municipality has two cemeteries located in town, each of the villages has its own cemetery.

### D5. COMMUNITY HALLS

The municipality has 8 Community Halls that serve as accommodation for public meetings and municipal meetings.

## **COMPONENT E: ENVIRONMENTAL PROTECTION**

### E1. ENVIRONMENTAL ISSUES

The municipality is faced with the following environmental challenges:

- Lack of resources for extension of waste management services to rural areas
- Deforestation
- Invasion of alien species
- Mine and industrial rehabilitation
- Reduction in scenic value
- Sinkholes
- Poaching
- Depletion of soil nutrients
- Soil erosion
- Long haulage distance from the villages to the landfill site
- Unsurfaced roads in the village
- Littering and illegal dumping of waste
- Lack of backup plant and equipment
- Burning of waste and skip bins



## **COMPONENT I: CORPORATE POLICY & OTHER SERVICES**

### **I.1. FINANCIAL SERVICES**

#### **BUDGET AND REVENUE COLLECTION**

MLM is a rural municipality with a high volume of outstanding consumer debts. This leads to financial burden with none and/or underpayment for services. The Municipality has however in process of developing the Revenue Enhancement Strategy to address this challenge since the outstanding debt affects the cash-flow status of the municipality.

The Municipality had a total revenue budget of R437 553 000 that was adjusted upwards to R440 530 000 during budget adjustment. The actual revenue realized is R394 562 841 and this resulted in under-performance variance of –45 967 159. Grants and subsidies amounting to R211 417 000 were received during the financial year under review and they contributed a major portion of the total revenue base of the municipality since the grants dependency rate in thereof was 54%. The municipality had unspent MIG of R5 578 721 in 2021/2022 financial year. The transfers and subsidies is comprised of R174 429 000 that is operational and R 31 409 279 that is capital.

### **I.2. HUMAN RESOURCE SERVICES**

The Human Resource Division as a strategic partner in the Integrated Development and Planning (IDP) and its implementation, has managed to support all departments in implementing IDP objectives. The division, amongst other areas of support, has played a role in administering staff provisioning, personnel maintenance, labour relation, training and development and organizational development during the financial year 2021/2022.

#### **Staff Provisioning**

In the financial year 2021/2022, the Municipality did not fill any position due to the new municipal transition and cash flow challenges.

#### **Organizational Structure**

The Organizational Structure of the Municipality was reviewed and adopted by the council for implementation in May 2020.

### **I.3. ICT SERVICES**

The Information and Communication Technology (ICT) Department has the responsibility to acquire, operate and maintain information technology hardware and software to improve business processes and service delivery. The ICT department has ensured the operation of 7 servers and 150 end users notebooks and workstations during the financial year 2021/22. The municipality has all relevant licensing for its software systems which are required to complete operational procedures.

## K. ORGANISATIONAL PERFORMANCE SCORECARD

### K1. PERFORMANCE MANAGEMENT

In MLM, performance management is limited to Section 56 Managers. The municipality has not conducted the 2021/2022 mid-year assessments as a measure to detect poor performance at an early stage. Through the session, General Managers are offered an opportunity to state their challenges and be assisted by panel members based on those challenges in order to meet their set targets by the end of the financial year. All Section 54 and 56 Managers signed performance agreements and Performance Plans. Progress review of the service delivery and budget implementation plan was done every quarter.

During the year under review the following officials signed their performance agreements:

#### ***Performance agreements***

The signing of the performance agreement		
Officials	signed	not signed
Municipal Manager	✓	
Chief financial officer	✓	
Acting Manager community services		✓
Acting General Manager Technical		✓
Acting General Economic development planning		✓
General Manager Corporate Services	✓	

**MUSINA**  
LOCAL MUNICIPALITY



TOTAL	130	108	22	83%	17%	114	93	21	82%	18%
-------	-----	-----	----	-----	-----	-----	----	----	-----	-----

### K3 CAPITAL PROJECTS BY PROGRAMME

Project Name	Consulting, Contractor	Start Date	Completion Date	Ward	Allocated Budget	% Physical Progress	% Financial Progress	Comments
Muswodi Community Hall	Oascon solutions, Motla Projects	03/12/2019	31/07/2021	7	948 051.49	100%	100%	Project is completed.
Manenzhe sports facility	Morula consulting, Motla projects	03/12/2019	28/10/2021	9	218 089.52	100%	100%	Project completed.
Nancefield central streets (P.Sekgware & J. Chisanga)	MLK engineering consultants, Ice burg Trading	11/12/2020	08/11/2022	4	5 552 763.34	100%	100%	Project is completed.
Nancefield phase 6 to 12 paved road	Urban tech holdings, PK Financial Consultans	11/12/2020	28/02/2022	5	3 622 673.73	100%	100%	Project is completed.
Construction of bridge & culvert: Tshivhongweni to Tshipale	T3 Consulting, PK Financial Consultants	15/01/2021	30/06/2022	10	10 104 264.73	90%	94%	Project on practical completion stage, box culverts is at 95%. Bridge: overall progress is at 95%
Development of Mberegani grave yard	Nemurango Consulting, Gerson Matamela holdings	25/07/2022	30/06/2022	4	8 589 820.20	59%	47%	Project on construction stage.
Construction of Tshikhudini community hall	Nemurango Consulting, Lekgothwane Ramasela Trading Entreprise	23/03/2022	30/09/2022	1	8 000 000.00	36%	28.6%	Project on construction stage.



Munsoft	Integrated financial Management system and internal Control System	60 Months	25-May-17	30-Jun-22	22,345,683.71	19,408,617.65
Penit Solutions	Website Design and Hosting for a Period of Three Years	52 Months	1-Mar-18	30-Jun-22	599,413.04	576,400.00
ABSA	Commercial Banking Service for a Period of Five Years	5 Years	1-Feb-18	31-Jan-23	5,586,946.19	-
Mod Hope Properties	Professional Valuer for the Compilation and Maintenance of the General Valuation Roll and Supplementary Valuation Roll for a period of five years.	5 Years	4-Dec-17	30-Nov-22	4,824,561.40	5,361,873.99
Beukes-Sikhala Attorneys	Provision of Specialised Legal Advice and Services for a Period of Three Years	52 Months	1-Aug-18	30-Nov-22	Law Society Rate	2,497,536.72
Dabishi Nthambeleni Attorneys	Provision of Specialised Legal Advice and Services for a Period of Three Years	52 Months	1-Aug-18	30-Nov-22	Law Society Rate	393,554.01
G N Moabelo Incorporated	Provision of Specialised Legal Advice and Services for a Period of Three Years	52 Months	1-Aug-18	30-Nov-22	Law Society Rate	-
Khathutshelo A Mainganye Attorneys	Provision of Specialised Legal Advice and Services for a Period of Three Years	52 Months	1-Aug-18	30-Nov-22	Law Society Rate	400,300.00



Motla Projects cc	Contractor for Construction of Muswodi Community Hall	20 Months	1-Dec-19	31-Jul-21	6,440,935.16	7,041,738.06
MLK Engineering and Consultants	Consultant for Construction of Access Road to Nancefield Clinic	25 Months	1-Jun-19	8-Aug-21	944,078.49	1,085,690.26
Iceburg Trading 751 cc	Construction of Nancefield streets Nancefield clinic	08 Months	7-Dec-20	8-Aug-21	11,800,981.37	12,847,539.64
Pholisani Capital (Pty) Ltd	Application/Procurement of Grant Funding For Infrastructure Development	36 Months	12-Jun-19	12-Jun-22	Risk based appointment	-
Chiefon Facilities Management	Application/Procurement of Grant Funding For Infrastructure Development	36 Months	12-Jun-19	12-Jun-22	Risk based appointment	-
Diges Group	Application/Procurement of Grant Funding For Infrastructure Development	36 Months	12-Jun-19	12-Jun-22	Risk based appointment	-
Mpho and Mpho Investments	Application/Procurement of Grant Funding For Infrastructure Development	36 Months	12-Jun-19	12-Jun-22	Risk based appointment	-
AES Consulting	Application/Procurement of Grant Funding For Infrastructure Development	36 Months	28-Jun-19	28-Jun-22	Risk based Appointment	-



Provision of Service for Landfill Operation and Management Team for Musina Landfill Site for the period of three years	36 Months	1-May-21	30-Apr-24	19,144,048.70	6,866,128.00
Provision of physical Security Services for the period of three years	36 Months	1-Apr-21	31-Mar-24	37,732,245.11	17,925,123.50
Provision of service in compliance with GRAP 17 Requirements for a period of three (03) years	36 Months	1-Apr-21	31-Mar-24	2,911,371.52	1,774,220.00
Provision of Service for Vending Solution for Prepaid Electricity and Revenue Enhancement for the period of three years	36 Months	1-Sep-21	31-Aug-24	4,140,000.00	-
Consultant for Construction of Tshikhudini Community Hall	12 Months	1-Jun-21	31-May-22	464,281.43	540,000.00
Consultant for the Development of Mmberegeni Graveyard	12 Months	1-Jun-21	31-May-22	602,303.27	618,467.06
Collection and Transportation of Cash (Cash in transit Service for a period of Three years	36 Months	6-Aug-21	6-Aug-24	550,332.00	188,025.05
Supply, delivery and Configuration of new laptops, desktop computers and peripherals for a period of Three years	36 Months	6-Aug-21	6-Aug-24	132,277.06	-
Provision of cloud based call centre system for the period of three years	36 Months	6-Aug-21	6-Aug-24	871,259.00	558,247.95
Pool of consultant for the design and supervision of Infrastructure Projects for a period of three years	36 Months	10-Sep-21	10-Sep-24	ECSA Rates	-
Pool of consultant for the design and supervision of Infrastructure Projects for a period of three years	36 Months	10-Sep-21	10-Sep-24	ECSA Rates	-
Pool of consultant for the design and supervision of Infrastructure Projects for a period of three years	36 Months	10-Sep-21	10-Sep-24	ECSA Rates	-
Pool of consultant for the design and supervision of Infrastructure Projects for a period of three years	36 Months	10-Sep-21	10-Sep-24	ECSA Rates	299,877.31



Supply and Delivery of one 4 ton short wheel base cabin crew truck fitted with cherry picker	once off	3-Sep-21			1,215,719.09	1,398,076.95
Contractor for construction of Tshikhudini community hall	06 Months	14-Mar-22	14-Sep-22		5,158,682.61	1,273,835.68
Contractor for development of Mmberegeni graveyard	04 Months	14-Mar-22	4-Jul-22		6,692,258.58	3,206,612.73
Provision of service for the design, hosting and maintenance of the website for a period of three years	36 Months	16-May-22	16-May-25		833,784.35	-
Construction of Lesley Manyathela Stadium	05 Months	14-Mar-22	14-Aug-22		5,042,357.25	1,293,591.77

**MUSINA**

M. ANNUAL PERFORMANCE REPORT : INSTITUTIONAL SERVICE DELIVERY AND BUDGET IMPLEMENTATION PLAN

6.1 KPA 1: BASIC SERVICE DELIVERY

STRATEGIC OBJECTIVE: TO INITIATE AND IMPROVE THE QUANTITY AND QUALITY OF MUNICIPAL INFRASTRUCTURE

SERVICES

TECHNICAL SERVICE

CIVIL & MECHANICAL ENGINEERING SERVICES												
Key performance Indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of 4*4 LDV procured	New	1	0	1	0	0	1	Target Achieved	0	None	None	Invoice Delivery note
Kilometers of Tar road maintained (Clustered Potholes)	1.6 km	1.6 km	0	0	0	1.6km	1.6 km	Target Achieved	0	None	None	Job Cards
PMU												
Key performance Indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Kilometers of access road to Nancefield central street ( Phillimom Sekhwar & John Chisanga) constructed	1.8 km Layer works	1.8 km	Layer work 1.8 Km Paving 1.8 Km Storm water pipes 400 m Manholes 15(No) Road signs 15(No) Kerbing 4114 m Speed humps 4(No)	1.8 Km	0	0	1.8 km	Target Achieved	0	None	None	Completion certificate
Number of Tshivhongweni Bridge Constructed	Excavation Graveling	1	Earth works 266m3 Damrock 855m3 Concrete top slab 20m3	Excavation 4761m3 Foundation concrete 5750 m3	Fill embankment 200m3 Reinforced concrete bottom slab	Fill embankment 320M3 Stone pitching 60m2	0	Target Not Achieved	-1	Delay in material Delivery and purchasing of the Guardrails	Follow-up on delivery of the remaining materials to speed up the completion	Practical Completion Certificate/ Completion certificate
Number of Community Hall constructed in Muswodi	0	1	Excavation 108m3 Foundation 880m3 Super structure brick work 1350m2 Roofing 1(item) Fencing 336m Borehole 1(item) Septic tank 1(item)	1	0	0	1	Target Achieved	0	None	None	Completion certificate



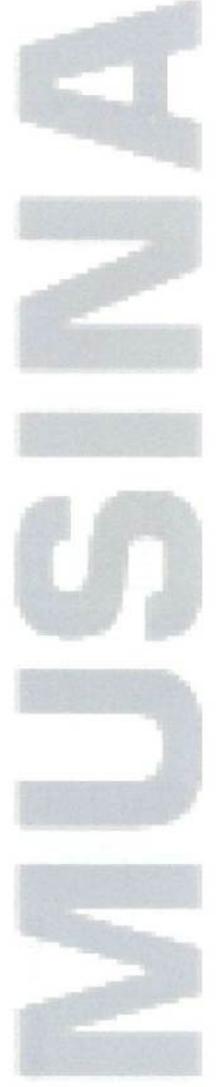
Key performance indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of Audit Committee meetings coordinated	2	4	1	1	1	1	4	Target Achieved	0	None	None	Attendance Register
<b>SPECIAL PROGRAMMES</b>												
Key performance indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of Batho Pele conducted	0	1	0	0	0	0	0	Target Not Achieved	-1	Covid-19 Restrictions	The Indicator is a once off target will be done in the next financial year 2022/2023	Attendance register, Invitations, Programme/Agenda
Number of Imbizos conducted	2	4	1	0	1	1	3	Target Not Achieved	-1	The Traditional Head Man denied the municipality access to his village on the eve of the event	A resolution was taken for a continuous engagement with the Traditional Leadership	Attendance register, Invitations, Programme/Agenda
Number of Mandela Day conducted	New	1	1	0	0	0	1	Target Achieved	0	None	None	Attendance register, Invitations, Programme/Agenda
Number of Human Rights day conducted	1	1	0	0	1	0	1	Target Achieved	0	None	None	Attendance register, Invitations, Programme/Agenda
Number of freedom day conducted	1	1	0	0	0	0	0	Target Not Achieved	-1	The Freedom day was not conducted as a result of budget adjustment	Event will be done in the next financial year 2022/2023	Attendance register, Invitations, Programme/Agenda
Number of Woman's day celebration conducted	New	1	1	0	0	0	1	Target Achieved	0	None	None	Attendance register, Invitations, Programme/Agenda







Number of Software Licensing purchased	157	2	0	1	0	0	1	Target Not Achieved	-1	MIS Office was meant for new machines which the contact was cancelled due to service provider not delivering the service	The municipality will follow tender process to appoint new service provider for the 2022/2023 FY. Specification has been developed awaiting to go for specification committee for approval of the service provider for the 2022/2023 FY	Invoice
Number of Computer Hardware purchased	0	44	0	0	10	10	0	Target Not Achieved	-34	The contract was cancelled due to service provider not delivering the service	The municipality will follow tender process to appoint new service provider for the 2022/2023 FY. Specification has been developed awaiting to go for specification committee for approval of the service provider for the 2022/2023 FY	Invoice
<b>STRATEGIC MANAGEMENT</b>												
<b>Key performance Indicator</b>	<b>Baseline</b>	<b>21/22 Annual Target</b>	<b>Q 1 Actual Performance</b>	<b>Q2 Actual Performance</b>	<b>Q3 Actual Performance</b>	<b>Q4 Actual Performance</b>	<b>21/22 Total Annual Performance</b>	<b>Performance Remark</b>	<b>21/22 Variance</b>	<b>Reason For Variance</b>	<b>Measures to Improve performance</b>	<b>Means of Verification</b>
Number of strategic planning session coordinated	2	2	0	0	2	0	2	Target Achieved	0	None	None	Attendance register





**6.5 KPA 5: LOCAL ECONOMIC DEVELOPMENT  
STRATEGIC OBJECTIVE: TO CREATE A CONDUCTIVE ENVIRONMENT FOR SUSTAINABLE ECONOMIC GROWTH**

**ECONOMIC DEVELOPMENT AND PLANNING**

TOWN PLANNING												
Key performance indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of land subdivided and rezoned for Public Transport Infrastructure	New	1	0	0	0	0	0	0	-1	Delay in the appointment of the service provider	Speed up processes with the supply chain department to appoint the service provider	Promulgation on the gazette
LOCAL ECONOMIC DEVELOPMENT												
Key performance indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of SMME Marketing and exhibition coordinated and conducted	New	2	0	1	0	1	2	Target Achieved	0	None	None	Invitation letter, attendance register
Number of SMME supported	1	4	1	1	1	1	4	Target Achieved	0	None	None	Approved Allocation Letter
Number of jobs created through municipality's Local Economic development initiatives including Capital Projects	190	1889	0	0	1889	0	1889	Target Achieved	0	None	None	Attendance register or the signed contracts



7.2 KPA 2: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

STRATEGIC OBJECTIVE: TO DEEPEN DEMOCRACY AND PROMOTE ACCOUNTABILITY

MUNICIPAL MANAGER

COMMUNICATIONS												
Key performance indicator	Baseline	21/22 Annual Target	Q1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of Speeches produced	50	48	12	12	12	13	49	Target Achieved	+1	More than anticipated	None	Speeches produced
RISK MANAGEMENT												
Key performance indicator	Baseline	21/22 Annual Target	Q1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of Strategic and operational risk register developed	1	1	0	0	0	1	1	Target Achieved	0	None	None	Copy of Strategic and Operational Risk Register developed
Number of risk Management Reports Developed	4	4	1	1	1	1	4	Target Achieved	0	None	None	Quarterly Risk Management Reports
Number of risk management committee meetings coordinated	0	4	0	2	1	1	4	Target Achieved	0	None	None	Attendance register/minutes
SECURITY MANAGEMENT												
Key performance indicator	Baseline	21/22 Annual Target	Q1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of security Reports developed	New	4	1	1	1	1	4	Target Achieved	0	None	None	Quarterly Security Reports Developed
SPECIAL PROGRAMMES												







Number of Safety committee meetings held	New	4	0	1	1	1	3	Target Achieved	-1	Covid-19 regulation did not allow mass gathering in the 1 <sup>st</sup> quarter of the financial year	A resolution was taken to opt for virtual meetings if regulations were not eased	Attendance Register
Number of MSP submitted to LGSETA	1	1	0	0	0	1	1	Target Achieved	0	None	None	Submission letter/ acknowledgement
Number of Employment Equity Report developed and submitted to Department of Labour	1	1	0	0	0	1	1	Target Achieved	0	None	None	Submission letter/ acknowledgement

**INFORMATION TECHNOLOGY**

Key performance indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to improve performance	Means of Verification
Number of times the Server room maintained	12	12	3	3	3	3	12	Target Achieved	0	None	None	Signed maintained reports
Key performance indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to improve performance	Means of Verification
Number of performance agreement MSA section 54&56 completed and signed.	3	6	3	0	0	0	3	Target not achieved	-3	No appointments of Sec 54&56 been implemented	Vacant posts of section 56 Managers will be filled in the 2022/2023 Financial Year	Signed copies of the Performance Agreements
Number of Quarterly performance reports developed and assessed	4	4	1	1	1	1	4	Target Achieved	0	None	None	Copy of the signed Quarterly Performance Reports



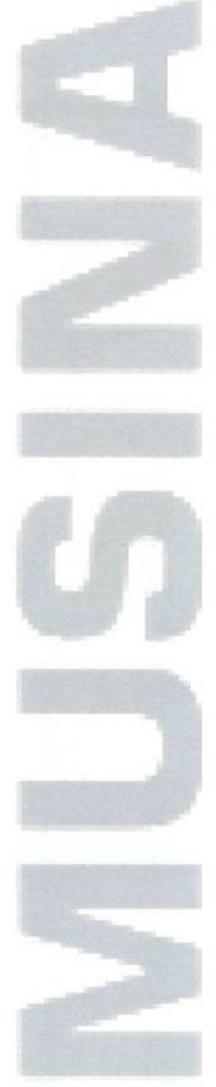


7.4. KPA 4: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

STRATEGIC OBJECTIVE: ENHANCE COMPLIANCE WITH LEGISLATION AND IMPROVE FINANCIAL VIABILITY

DEPARTMENT: FINANCE

REVENUE MANAGEMENT												
Key performance indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
The Percentage of Households with access to basic level of Electricity and Solid Waste Removal	100%	100%	100%	100%	100%	100%	100%	Target Achieved	0	None	None	Updated Indigent register
Financial viability expressed by the ratio indicated in GNR 796 of 24 August 2001	100%	100%	25%	50%	75%	100%	100%	Target Achieved	0	None	None	Financial Report
Number of monthly billings conducted	12	12	3	3	3	3	12	Target Achieved	0	None	None	Billing Report
Irrecoverable debts Written off yearly	1	1	0	0	0	1	1	Target Achieved	0	None	None	Expenditure Analysis Reports
BUDGET												
Key performance indicator	Baseline	21/22 Annual Target	Q 1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q 4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Submission of budget time schedule to council	1	1	1	0	0	0	1	Target Achieved	0	None	None	Council Resolution





Awarding of tenders within 90 days of the closure of tender submissions of bids evaluated, adjudicated.	100%	100%	100%	100%	100%	100%	100%	100%	100%	Target Achieved	0	None	None	Appointment Letter/ Activity/ Tenders approved
<b>FINANCIAL MANAGEMENT</b>														
<b>Key performance indicator</b>	<b>Baseline</b>	<b>21/22 Annual Target</b>	<b>Q 1 Actual Performance</b>	<b>Q2 Actual Performance</b>	<b>Q3 Actual Performance</b>	<b>Q 4 Actual Performance</b>	<b>21/22 Total Annual Performance</b>	<b>Performance Remark</b>	<b>21/22 Variance</b>	<b>Reason For Variance</b>	<b>Measures to Improve performance</b>	<b>Means of Verification</b>		
Number of GRAP compliant annual financial statements produced	1	1	1	0	0	0	1	Target Achieved	0	None	None	Copy of the financial statements		

**7.5 KPA 5: LOCAL ECONOMIC DEVELOPMENT**

**STRATEGIC OBJECTIVE: TO CREATE A CONDUCIVE ENVIRONMENT FOR SUSTAINABLE ECONOMIC GROWTH**

**ECONOMIC DEVELOPMENT AND PLANNING**

<b>TOWN PLANNING</b>														
<b>Key performance indicator</b>	<b>Baseline</b>	<b>21/22 Annual Target</b>	<b>Q 1 Actual Performance</b>	<b>Q2 Actual Performance</b>	<b>Q3 Actual Performance</b>	<b>Q 4 Actual Performance</b>	<b>21/22 Total Annual Performance</b>	<b>Performance Remark</b>	<b>21/22 Variance</b>	<b>Reason For Variance</b>	<b>Measures to Improve performance</b>	<b>Means of Verification</b>		
Number of Supplementary Valuation Roll developed	1	1	0	0	0	1	1	Target Achieved	0	None	None	Valuation Roll		

<b>LOCAL ECONOMIC DEVELOPMENT</b>														
<b>Key performance indicator</b>	<b>Baseline</b>	<b>21/22 Annual Target</b>	<b>Q 1 Actual Performance</b>	<b>Q2 Actual Performance</b>	<b>Q3 Actual Performance</b>	<b>Q 4 Actual Performance</b>	<b>21/22 Total Annual Performance</b>	<b>Performance Remark</b>	<b>21/22 Variance</b>	<b>Reason For Variance</b>	<b>Measures to Improve performance</b>	<b>Means of Verification</b>		





Key performance indicator	Baseline	21/22 Annual Target	Q1 Actual Performance	Q2 Actual Performance	Q3 Actual Performance	Q4 Actual Performance	21/22 Total Annual Performance	Performance Remark	21/22 Variance	Reason For Variance	Measures to Improve performance	Means of Verification
Number of Environmental clean-up campaigns conducted	12	7	1	2	2	5	10	Target Achieved	+3	A fortnightly initiative called Clean Your Town Campaign was started in a bid to curb illegal dumping which resulted in more campaigns than envisaged		Invitation letters Programme Attendance register
Environmental calendar day celebrated	New	1	0	0	0	1	1	Target Achieved	0	None	None	Attendance register Agenda Invitation letters
Plant trees to green Musina and mitigate climate change impacts	927	100	0	100	0	0	100	Target Achieved	0	None	None	Letter of donation to the recipient
<b>TRAFFIC</b>												
Number of scholar patrols coordinated	3	4	1	1	1	1	4	Target Achieved	0	None	None	Attendance Register Signed by the Principal
Number of traffic fines issued	4100	4800	678	961	1597	1280	4516	Target Achieved	+284	Increased traffic on the road	None	Internal system data Captured from TCS
Number of transport forum facilitated	4	2	1	0	0	0	1	Target Not Achieved	-1	Unrest in the transport industry due to restricted access to Musina Sasol Taxi Rank facility	Proper negotiation by arbitrator	Attendance register, Agenda and Invitation
Number of road blocks conducted	45	48	12	12	12	12	36	Target Achieved	0	None	None	Attendance Register, Feedback and Operational Plan
Number of speed enforcement conducted	24	96	24	24	24	24	96	Target Achieved	0	None	None	Speed register and officers attendance register
<b>LICENSING</b>												

Project Name	Consulting, Contractor	Start Date	Completion Date	Ward	Allocated Budget	% Physical Progress	% Financial Progress	Comments
Muswodi Community Hall	<u>Oascon Solution/ Motia Projects</u>	03/12/2019	31/07/2021	7	R 948 051.49	100%	99.8%	Project Completed
Nancefield Central streets(p. segwari- J. Chisanga)	MLK Engineering Consulting / Ice burg trading	11/12/2020	31/08/2021	4	R 5 552 763.34	100%	99.6%	Project Completed
Nancefield phase 6 to 12	Urban tech/ PK Financial consulting	11/12/2020	15/09/2021	6	R 3 622 673.73	95%	90%	Construction stage, contractor is busy with storm water management
Construction of bridge & culverst from Tshivhongweni to Tshipale	T3 Consulting/ PK Financial consulting	15/01/2021	15/11/2021	10	R 10 104 264.73	65%	45%	Project on construction stage
Development of Nancefield grave yard	Nemurago Consulting/ TBA	TBA	TBA	4	R 3 838 942.84	0%	16%	On tender
Construction of Tshikhudini Community Hall	Nemurango Consulting/ TBA	TBA	TBA	1	R 4 649 314.35	0%	11.6%	On tender
Rehabilitation of Lesley Manyathela	Mulalo consulting engineers/ TBA	TBA	TBA	3	R 6 500 000	0%	0%	On tender

## COMPONENT A: INTRODUCTION TO MUNICIPAL PERSONNEL

Human resource services for the municipality are reasonably effective and efficient, and relatively meet the expectations of the community at large. The department is responsible for attracting skilled workforce, motivating workforce to perform the required tasks and continuous capacity building of personnel.

The Human Resource Division as a strategic partner in the Integrated Development and Planning (IDP) and its implementation, has managed to support all departments in implementing IDP objectives. The division, amongst other areas of support has played a role in administering staff provisioning, personnel maintenance, labour relation, training and development and organizational development during the financial year 2021/2022.

### Staff Provisioning

In the financial year 2021/22, the Municipality did not fill any position due to the cash flow challenges.

### Organizational Structure

The Organizational Structure of the Municipality was reviewed and adopted by council for implementation.

### Analysis on Staffing, filling of critical posts, vacancy rate, contract and project management capacity

The Musina Local Municipality has approved Organogram which is reviewed annually in line with IDP Review process to ensure institutional readiness and capacity to implement the IDP. Table A1 below indicates that there are 693 posts of which 324 are filled and only 342 vacant positions budgeted for 2021/22 financial year.

The municipality has 3 critical vacant positions, namely General Manager Technical Services, General Manager Community Services and General Manager Economic Development and Planning which was not filled by the end of the financial year.

### A1. SERVICE STATISTICS

The employment summary in the Musina Local Municipality 2021/22

DEPARTMENT	TOTAL POSTS	FILLED POSTS			VACANT POSTS		
		No. of Posts / Gender			Funded Posts	Unfunded posts	New Proposed Posts (21/22)
		Total/Dept.	Male	Female			
Office of the Municipal Manager	61	27	19	8	34	0	0
Corporate Services	71	33	11	22	38	0	0
Finance Department	61	33	15	18	28	0	0
Development Planning	33	9	5	4	24	0	0
Community Services	254	148	80	68	106	0	0
Technical Services	213	55	30	26	196	0	0
<b>Total Posts</b>	<b>693</b>	<b>305</b>	<b>130</b>	<b>146</b>	<b>431</b>	<b>0</b>	<b>0</b>

Source: Musina Local Municipality 2021/22

### A1.3 BUDGET AND TREASURY OFFICE

		Employees: Finance				
Job Level	2021/2022	2021/2022				
	Post	Posts (Established)	Employees (Filled)	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)	
	No	No	No	No		
0 - 3	8	8	7	1	13%	
4 - 6	16	16	8	8	50%	
7 - 9	37	37	18	19	51%	
10 - 12	0	0	0	0	0%	
13 - 15	0	0	0	0	0%	
16 - 18	0	0	0	0	0%	
<b>Total</b>	<b>61</b>	<b>61</b>	<b>33</b>	<b>28</b>	<b>46%</b>	

Source: Musina Local Municipality 2021/22

### A1.4 TECHNICAL SERVICES, PROJECT MANAGEMENT UNIT

Employees					
Post Level	2021/2022	2021/2022			
	Post	Posts (Established)	Employees (Filled)	Vacancies (fulltime equivalents)	Vacancies (as a % of total posts)
	No	No.	No.	No.	%
1 - 3	7	7	4	3	42%
4 - 6	15	15	5	10	67%
7 - 9	42	42	2	40	95%
10 - 12	34	34	8	26	76%
Minimum	115	115	36	79	68% <sup>c</sup>
<b>Total</b>	<b>213</b>	<b>213</b>	<b>55</b>	<b>158</b>	<b>78%</b>

Source: Musina Local Municipality 2021/22

## COMPONENT B: WORKFORCE MANAGEMENT

### B1. 2021/2022 APPROVED AND REVIEWED POLICIES

The municipality has developed numerous policies as a guideline to all officials. The following policies were developed and reviewed during the year under review:

No.	Policy name	Approved	Reviewed	Resolution number
1	Revised human resource management planning policy	✓	✓	9.8.05.2022
2	Revised employment equity policy	✓	✓	9.8.05.2022
3	Draft employment practices policy	✓	✓	9.8.05.2022
4	Draft promotion, transfer, secondment and acting in higher positions policy	✓	✓	9.8.05.2022
5	Draft terminations of services policy	✓	✓	9.8.05.2022
6	Draft attendance and punctuality policy	✓	✓	9.8.05.2022
7	Draft performance management system policy	✓	✓	9.8.05.2022
8	Revised advances and reimbursable policy	✓	✓	9.8.05.2022
9	Revised remuneration policy	✓	✓	9.8.05.2022
10	Revised travel allowance policy	✓	✓	9.8.05.2022
11	Revised overtime allowance policy	✓	✓	9.8.05.2022
12	Draft legal aid policy	✓	✓	9.8.05.2022
13	Draft housing allowance policy	✓	✓	9.8.05.2022
14	Revised leave policy	✓	✓	9.8.05.2022
15	Revised training and development policy	✓	✓	9.8.05.2022
16	Revised succession planning policy	✓	✓	9.8.05.2022
17	Draft internship policy	✓	✓	9.8.05.2022
18	Revised internal bursary policy	✓	✓	9.8.05.2022
19	Draft private work and declaration of interests policy	✓	✓	9.8.05.2022
20	Revised sexual harassment policy	✓	✓	9.8.05.2022
21	Draft intoxicating substances abuse policy	✓	✓	9.8.05.2022
22	Revised HIV/AIDS policy	✓	✓	9.8.05.2022
23	Revised occupational health and safety policy	✓	✓	9.8.05.2022
24	Revised employee assistance programme policy	✓	✓	9.8.05.2022
25	Revised smoking policy	✓	✓	9.8.05.2022
26	Revised grievance procedure policy	✓	✓	9.8.05.2022
27	Revised disciplinary procedure policy	✓	✓	9.8.05.2022
28	Draft incapacity due to poor work performance policy	✓	✓	9.8.05.2022
29	Draft incapacity due to ill-health/injury policy	✓	✓	9.8.05.2022
30	Draft incapacity due to operational requirements	✓	✓	9.8.05.2022
31	Revised human resource management communication policy	✓	✓	9.8.05.2022
32	Revised electronic communication and information security policy	✓	✓	9.8.05.2022
33	Draft records management policy	✓	✓	9.8.05.2022
34	Fraud and corruption strategy	✓	✓	9.8.05.2022
35	Risk management policy	✓	✓	9.8.05.2022
36	Risk management strategy	✓	✓	9.8.05.2022
37	Revised Mayoral bursary Policy	✓	✓	9.8.05.2022
38	Draft policy for indigent burials support	✓	✓	9.8.05.2022

## COMPONENT C: CAPACITATING MUNICIPAL WORKFORCE

### C1. CAPACITATING THE MUNICIPAL WORKFORCE (SDF)

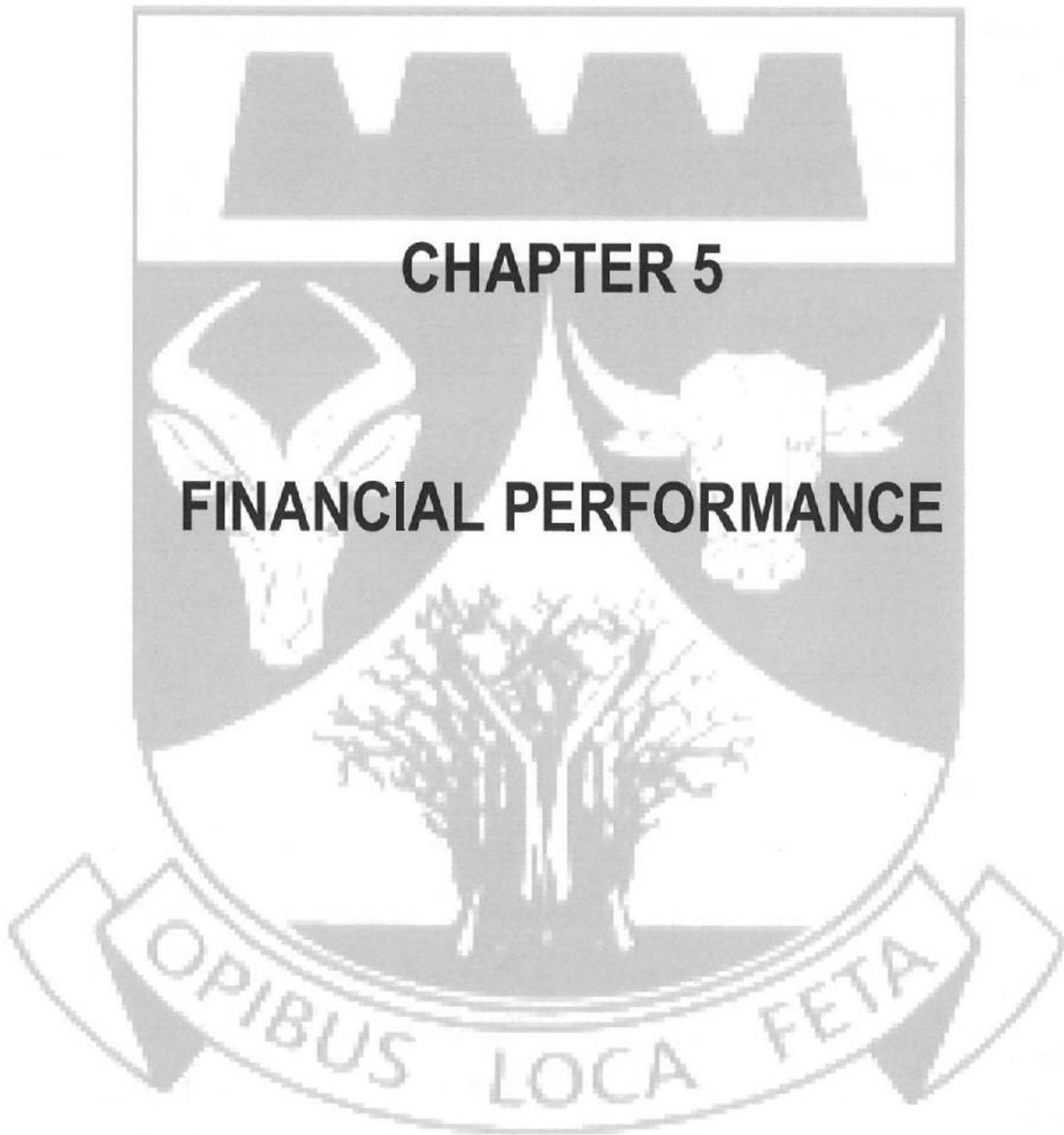
Musina Local Municipality has developed the WSP for the year for 2021/2022 and it was submitted to LGSETA on the 28 April 2021 together with the Annual Training report for the year under review. R179 332.80 rebates were received from the LGSETA for the year under review.

Municipality has a work skills plan (WSP) that is utilised for capacity building of staff. Each department is requested to forward their training plans to corporate services in May each year, in order to be included in the WSP which serves as a guide as to how many officials should undergo training in the next financial year. The plan is also used to determine the expenditure for training. For the year under review, 72 employees and 6 councillors received different training. The WSP and annual training report were submitted to LGSETA.

#### 2021/2022 INTERNAL STAFF

Name of Program	Service Provider	Number of Beneficiaries	Gender	
			Male	Female
PFMA	PIONEER	20	8	12
MFMA	RESONANCE	13	10	3
BACHELOR OF BUSINESS ADMINISTRATION	MUSINA MUNICIPALITY	11	6	5
BUSINESS ADMINISTRATION HONORS	STADIO	2	1	1
ADVANCED DIPLOMA IN MANAGEMENT	STADIO	11	4	7
SDF CERTIFICATE	MUSINA MUNICIPALITY	3	2	1
DIPLOMA: PUBLIC SECTOR MAN	STADIO	1	1	0
OHS COURSE	SKILLFULL	1	0	1
BCOM BUSINESS MANAGEMENT	STADIO	1	1	0
DIPLOMA IN MANAGEMENT	STADIO	1	0	1
DIPLOMA : PUBLIC RELATIONS	STADIO	1	1	0
FET COLLEGE: NATIONAL SNR CERTIFICATE	NORTHERN TECH	1	1	0
MPAC AND M&E	MUSINA MUNICIPALITY	6	4	2
<b>Total</b>		<b>72</b>	<b>39</b>	<b>33</b>

**MUSINA**  
LOCAL MUNICIPALITY



## CHAPTER 5

## FINANCIAL PERFORMANCE

# MUSINA

LOCAL MUNICIPALITY

---

Depreciation and Amortisation	30	28,548,047	28,237,197
Asset Impairment	30	1,824,331	1,620,431
Finance Costs	31	1,056,729	1,033,105
Bulk Purchases	32	137,919,076	116,843,934
Inventory Consumed	33	4,200,207	3,766,783
Contracted Services	34	37,408,169	50,182,550
Transfers and Subsidies	35	4,565,000	4,339,000
Operational Costs	36	31,519,060	29,759,856
Loss on Disposal of Assets	27	-	-
<b>Total Expenditure</b>		<b>450,625,448</b>	<b>428,056,766</b>
<b>Surplus/(Deficit)</b>		<b>53,752,607</b>	<b>7,870,718</b>
Gain on Post-retirement Medical Aid Benefit Liability	27	-	-
Transfers and Subsidies – Capital	25	31,409,279	37,793,234
Gain (Loss) on revaluation of Assets	27	2,310,000	1,810,200
<b>Surplus/(Deficit) After Capital Transfers and Contributions</b>		<b>24,653,328</b>	<b>31,732,716</b>
<b>Surplus/(Deficit) Prior year errors</b>		<b>-</b>	<b>-</b>
<b>Surplus/(Deficit) for the year</b>		<b>24,653,328</b>	<b>31,732,716</b>

SOURCE: MLM MUSINA AFS

STATEMENT OF FINANCIAL POSITION			
	Note	2021/2022	2020/2021 Restated
		R	R
<b>ASSETS</b>			
<b>Current Assets</b>			
Cash and Cash Equivalents	2	5,715,066	12,473,161
Receivables From Exchange Transactions	3	31,075,059	27,917,755
Receivables From Non-exchange Transactions	4	20,868,239	21,450,701

Other Non-current Liabilities	17	21,407,000	18,796,000
<b>Total Non-current Liabilities</b>		<b>40,062,849</b>	<b>37,542,939</b>
<b>TOTAL LIABILITIES</b>		<b>570,746,044</b>	<b>556,656,190</b>
<b>NET ASSETS</b>		<b>98,697,386</b>	<b>123,350,717</b>
Accumulated Surplus / (Deficit)		98,697,386	123,350,717
Reserves			
<b>TOTAL NET ASSETS</b>		<b>98,697,386</b>	<b>123,350,717</b>

SOURCE: MLM MUSINA AFS

The Municipality had a total revenue budget of R437 553 000 that was adjusted upwards to R440 530 000 during budget adjustment. The actual revenue realized is R394 562 841 and this resulted in under-performance variance of –45 967 159. Grants and subsidies amounting to R211 417 000 were received during the financial year under review and they contributed a major portion of the total revenue base of the municipality since the grants dependency rate in thereof was 54%. The municipality had unspent MIG of R5 578 721 in 2021/2022 financial year. The transfers and subsidies is comprised of R174 429 000 that is operational and R 31 409 279 that is capital.

**Operating grants that is inclusive of equitable share.**

The total revenue budget for service charges, rental of facilities and equipment, and property taxes amounted to R 212 491 000 and the actuals thereof amounted to R 193 725 081 that gave rise to under-performance variance of R18 765 919. Motor vehicle licenses and fines contributed to a total budget of R 8 785 000 and the actual therefore amounts to R5 221 491 which gave rise to the underperformance amounted to R3 563 509.

**COMPONENT B: MANAGING THE WORKFORCE EXPENDITURE**

**EMPLOYEE EXPENDITURE**

The municipality manages its workforce expenditure very well, even though we experienced challenges with our overtime cost during 2021/2022. MLM has the organisational structure that is aligned to the IDP and budget, to ensure that all workforce expenditure has been budgeted for.

The original budget for operating expenditure was R 429 588 000 that was adjusted to R 431 698 000 and the actual expenditure thereof is R 161 699 405. This reflects negative variance of R 18 927 448. The major portion of operating expenditure is employee related cost that had original budget of R 171 214 000 and the budget was not adjusted, and the actual expenditure thereof is R 170 214 000 and the reflected under-spending variance is attributed to R 8 514 595.

### Transfer recognized

This is revenue realized from both conditional and unconditional operating grants and subsidies including equitable share. The results show full spending on unconditional grants, however conditional grants has an unspent amount of R 5 578 721.

### Other Income

Other revenue mostly consists of sale of stands and agency fee of which 100% of the budget was realised.

### Employee related cost

Employee Cost resulted in 95% of the actual expenditure against the Employee related cost Budget.

### Depreciation and asset impairment

Provision was made in the budget for capital asset depreciation and impairment and the budget thereof was R34 265 000 and the actual expenditure was R 30 372 379.

### Materials and bulk purchases

The major portion of this line item was mainly for purchase of electricity and material.

### Transfers and grants – expenditure

Transfers and grants refer to subsidies made to indigent and pensioners consumers, external bursaries warded. The subsidies were done in the form of special rebates on property rates and free basic electricity.

The budget provision still appears to be too little in light of Equitable share allocation that amounted to R 4 565 000 since this is the source of funding thereof.

### GRANTS

#### COMMENT ON OPERATING TRANSFERS AND GRANTS:

All grants gazetted for 2021/22 financial year were received and cognizance should be taken that the above table does include capital grants. The total amount received on operational grants amounted to R 174 249 000 during the 2021/22 financial year. All grants were received from national sphere of government and nothing was gazetted to be received from the provincial government and the district municipality and/or any other source.

#### COMMENT ON CONDITIONAL GRANTS AND GRANTS RECEIVED FROM OTHER SOURCES:

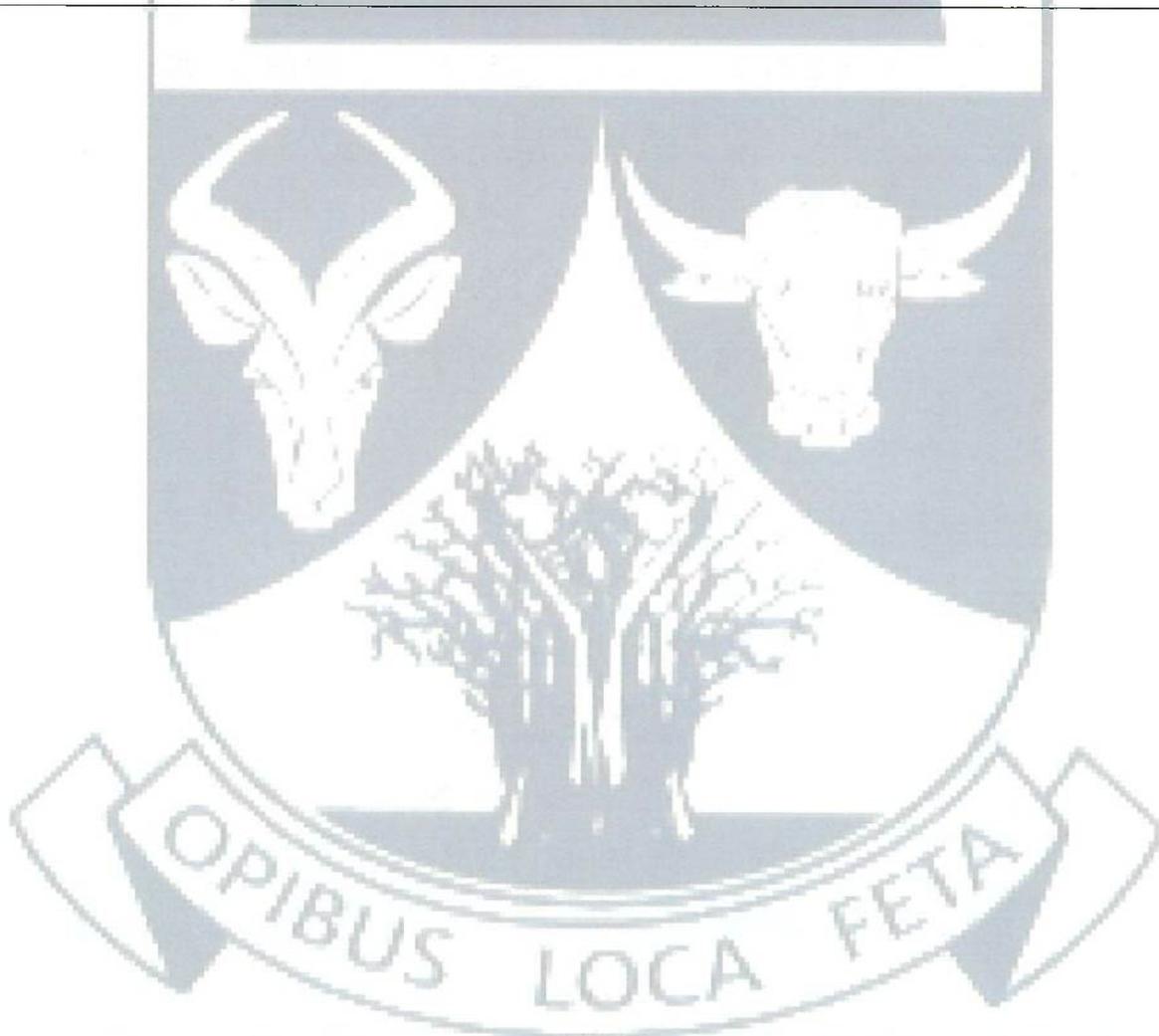
No grants were received from other sources.

#### COMMENT ON ASSET MANAGEMENT:

## COMPONENT C: SPENDING AGAINST CAPITAL BUDGET

### INTRODUCTION TO SPENDING AGAINST CAPITAL BUDGET

Capital expenditure relates mainly to projects and/or items whose outputs will result in assets that will have to be documented in the asset register. Capital expenditure is funded from grants and own revenue. Component B deals with capital spending, indicating where the funding comes from and whether the Municipality is able to spend the available funding as planned. In this component, it is important to indicate the different sources of funding as well as how these funds are spent



**MUSINA**  
LOCAL MUNICIPALITY

## COMPONENT D: CASH FLOW MANAGEMENT AND INVESTMENTS

### INTRODUCTION TO CASH FLOW MANAGEMENT AND INVESTMENTS

The cash flow outcome presents the actual revenue and actual payments made during the year under review. Actual revenue realized should be differentiated from revenue billed because revenue billed does not portray the holistic financial position and performance of the municipality.

As a result, the cash flow outcome is presented on cash basis as opposed accrual basis of accounting.

Cash and cash equivalent of the municipality is made up of cash in the primary and all the short term investment

#### COMMENT ON CASH-FLOW OUTCOMES:

Cash and cash equivalent at the beginning of the financial year was R12 473 161 and when comparing this to the cash and cash equivalent as at end of 2020/21 financial year, the results reflects a decrease in cash and cash equivalent to R5 715 066 and this portrays a negative picture about cash management of the municipality. The municipality still has an unfavourable liquidity ratio. Cognizance should be taken that the municipality is still dependent on grants since a major portion of revenue realized is made up of Transfer recognized (both operating and capital).

### 5.10 BORROWING AND INVESTMENTS

#### INTRODUCTION TO BORROWING AND INVESTMENTS

Actual Borrowings 2019/20-2020/21/22			
R'000			
Instrument	2019/20	2020/21	2021/22
<b>Municipality</b>			
Long-term loans (annuity/reducing balance)	R 2 945 384	0	0
Long-term loans (non-annuity)			
Local registered stock			
Instalment credit			
Financial leases	R 238 137	R 1 182 894	R 799 280
PPP liabilities			
Finance granted by cap equipment supplier			
Marketable bonds			
Non-marketable bonds			
Bankers acceptances			
Financial derivatives			
Other securities			
<b>Municipal Total</b>			
<b>Municipal Entities</b>			
Long-term Loans (annuity/reducing balance)	-	-	
Long-term Loans (non-annuity)	-	-	
Local registered stock	-	-	

## PUBLIC-PRIVATE PARTNERSHIPS

Not applicable

## COMPONENT E: OTHER FINANCIAL MATTERS

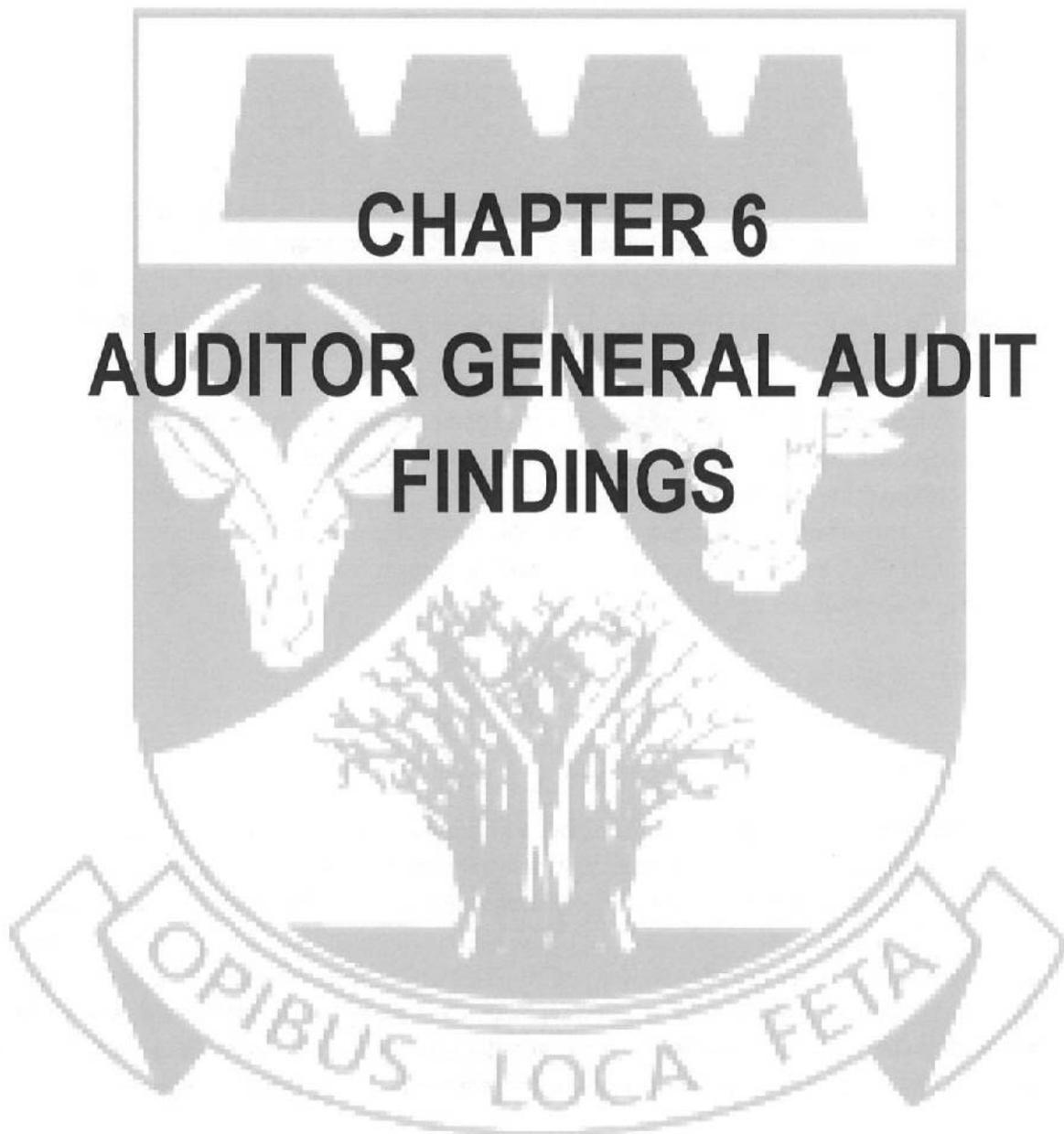
### SUPPLY CHAIN MANAGEMENT

The financial statements for the 2021/22 financial year present an irregular expenditure of R 194 054 030 as opening balance and during the year irregular expenditure amounting to R31 296 247 was incurred and R135 804 035. This leaves the municipality with overall irregular expenditure of R 89 546 242 that emanated from procurement of goods and services without fully following the supply chain management processes

The municipality has started with the implementation of central supplier database that has been rolled out by National Treasury with the intention of maintaining a database of organisations, institutions and individuals who can provide goods and services to government institutions. This database serves as the single source of key supplier information for organs of state and it provides consolidated, accurate, up-to date, complete and verified supplier information to procuring organs of state.

The Municipality has an SCM policy in place to minimize fraud and corruption. There are SCM committees in place that are reviewable as and when required to ensure value for money in awarding of tenders. For the year under review, 24 tenders were awarded.

- The council has adopted an SCM policy in terms of SCM regulation 3.
- The SCM unit consists of three full-time staff; three positions (Manager, Accountant SCM, and Procurement officer).
- A report on the implementation of the SCM policy is presented to the Mayor every quarter.
- Needs assessments are undertaken for each acquisition and preferential policy objectives identified.
- Threshold values in the SCM policy are aligned with values stipulated in regulation 12.
- Municipal bid documents comply with MFMA circular 25.
- Records of tenders and all other bids received and awards made.
- All bid committees were established and appointed by the Accounting officer.
- Note: MFMA S110-119; SCM Regulations 2005; and relevant MFMA circulars set out required processes and guidance manuals to help ensure that SCM arrangements provide appropriate goods and services, offer the best value for money, and minimize the opportunities for fraud and corruption.
- 10 Tenders were advertised during 21/22
- All tenders were advertised in the newspaper and on the municipal website
- 10 Tenders were evaluated, adjudicated, and awarded during 21/22
- 29 formal quotations were awarded(R30000.00 up to R200000.00)
- 110 Procurement below R30000.00
- 132 BEE beneficiation awarded for the financial year 2021/2022



**CHAPTER 6**  
**AUDITOR GENERAL AUDIT**  
**FINDINGS**

**MUSINA**

LOCAL MUNICIPALITY

---

determine the value of the misstatement on receivables from non-exchange transactions and provision for impairment as it was impracticable to do so.

#### Receivables from exchange transactions

6. The municipality did not assess at the end of the financial year whether there is any objective evidence that receivables from exchange transactions (Organ of state) amounting to R 8 786 592 as disclosed in note 3.1.2 to the financial statements are impaired and did not create a provision for impairment for long outstanding receivables, in accordance with GRAP 104, Financial instruments. Consequently, receivables from exchange transactions is overstated and provision for impairment was understated. I was unable to determine the value of the misstatement on receivables from exchange transactions and provision for impairment as it was impracticable to do so.

#### Bulk purchases

7. I was unable to obtain sufficient appropriate audit evidence for bulk purchases as the municipality did not maintain proper financial records for bulk purchases prior to recording the purchases in the accounting records. I was unable to confirm the amount of bulk purchases by alternative means. Consequently, I was unable to determine whether any adjustments relating to bulk purchases stated at R137 919 076 (2021: R116 843 934) in the financial statements was necessary. Additionally, there is a consequential impact on payables from exchange transactions, and the deficit from the period.

#### Accumulated surplus/ (Deficit)

8. The municipality made a restatement to rectify a prior year error on the provision for landfill site as described in note 38 to the financial statements, however did not properly account for the restatement of the corresponding figure for accumulated surplus. Consequently, the effects of prior period error of R 32 642 164 as stated in the statement of changes in net assets is misstated by R 24 142 362 and accumulated surplus of R 98 697 389 as stated in the statement of changes in net assets is misstated by R 24 142 362.

#### Context for the opinion

9. I conducted my audit in accordance with the International Standards on Auditing (ISAs). My responsibilities under those standards are further described in the auditor-general's responsibilities for the audit of the financial statements section of my report.
10. I am independent of the municipality in accordance with the International Ethics Standards Board for Accountants' *International code of ethics for professional accountants (including International Independence Standards)* (IESBA code) as well as other ethical requirements that are relevant to my audit in South Africa. I have fulfilled my other ethical responsibilities in accordance with these requirements and the IESBA code.
11. I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my qualified opinion.

#### Material uncertainty relating to going concern

12. I draw attention to note 54 to the financial statements, which indicates that the municipality is experiencing liquidity challenges due to low collection of amounts owed to the municipality and is in an unfavourable net current liability position. As stated in note 54, these events or conditions, along with the other matters as set

from fraud or error and are considered material if, individually or in aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

22. A further description of my responsibilities for the audit of the financial statements is included in the annexure to this auditor's report.

**Report on the audit of the annual performance report**

**Introduction and scope**

23. In accordance with the Public Audit Act 25 of 2004 (PAA) and the general notice issued in terms thereof, I have a responsibility to report on the usefulness and reliability of the reported performance information against predetermined objectives for the selected development priority presented in the annual performance report. I performed procedures to identify material findings but not to gather evidence to express assurance.
24. My procedures address the usefulness and reliability of the reported performance information, which must be based on the municipality's approved performance planning documents. I have not evaluated the completeness and appropriateness of the performance indicators included in the planning documents. My procedures do not examine whether the actions taken by the municipality enabled service delivery. My procedures do not extend to any disclosures or assertions relating to the extent of achievements in the current year or planned performance strategies and information in respect of future periods that may be included as part of the reported performance information. Accordingly, my findings do not extend to these matters.
25. I evaluated the usefulness and reliability of the reported performance information in accordance with the criteria developed from the performance management and reporting framework, as defined in the general notice, for the following selected development priority presented in the municipality's annual performance report for the year ended 30 June 2022:

Development priority	Pages in the annual performance report
KPA 1: Basic service delivery	x – x

26. I performed procedures to determine whether the reported performance information was properly presented and whether performance was consistent with the approved performance planning documents. I performed further procedures to determine whether the indicators and related targets were measurable and relevant, and assessed the reliability of the reported performance information to determine whether it was valid, accurate and complete.
27. The material findings on the usefulness and reliability of the performance information of the selected development priority is as follows:

**KPA 1: Basic service delivery**

**Kilometers of Tar road maintained (Clustered Potholes)**

28. The achievement of 1.6 kilometres of tar road maintained (clustered potholes) was reported against a target of 1.6 kilometres of tar road maintained (clustered potholes) in the annual performance report. However, the

### Expenditure management

36. Money owed by the municipality was not always paid within 30 days / an agreed period, as required by section 65(2)(e).
37. Reasonable steps were not taken to prevent irregular expenditure amounting to R31 296 247 as disclosed in note 39.3 to the annual financial statements, as required by section 62(1)(d) of the MFMA. The majority of the irregular expenditure was caused by non-compliance with the Preferential Procurement Policy Framework Act5 of 2000 and the SCM regulations.

### Procurement and contract management

38. Some of the invitations to tender for procurement of commodities designated for local content and production, did not stipulate the minimum threshold for local production and content as required by the 2017 preferential procurement regulation 8(2). Similar non-compliance was also reported in the prior year.
39. The performance of some of the contractors or providers was not monitored on a monthly basis, as required by section 116(2)(b) of the MFMA. Similar non-compliance was also reported in the prior year.
40. The contract performance and monitoring measures were not in place to ensure effective contract management, as required by section 116(2)(c)(ii) of the MFMA. Similar non-compliance was also reported in the prior year.

### Consequence management

41. Unauthorised expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(a) of the MFMA.
42. Some of the irregular expenditure incurred by the municipality were not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(b) of the MFMA.
43. Fruitless and wasteful expenditure incurred by the municipality were not investigated to determine if any person is liable for the expenditure, as required by section 32(2)(b) of the MFMA.

### Strategic planning and performance management

44. The performance management system and related controls were inadequate as it did not describe how the performance planning, monitoring, measurement, review, reporting and improvement processes should be conducted managed, as required by municipal planning and performance management regulation 7(1).

### Other information

45. The accounting officer is responsible for the other information. The other information comprises the information included in the annual report, which includes the audit committee's report. The other information does not include the financial statements, the auditor's report and the selected development priority presented in the annual performance report that have been specifically reported in this auditor's report.
46. My opinion on the financial statements and findings on the reported performance information and compliance with legislation do not cover the other information and I do not express an audit opinion or any form of assurance conclusion on it.
47. In connection with my audit, my responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements and the selected development

## Annexure – Auditor-general's responsibility for the audit

1. As part of an audit in accordance with the ISAs, I exercise professional judgement and maintain professional scepticism throughout my audit of the financial statements and the procedures performed on reported performance information for selected development priority and on the municipality's compliance with respect to the selected subject matters.

### Financial statements

2. In addition to my responsibility for the audit of the financial statements as described in this auditor's report, I also:
  - identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations or the override of internal control
  - obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the municipality's internal control
  - evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the accounting officer
  - conclude on the appropriateness of the accounting officer's use of the going concern basis of accounting in the preparation of the financial statements. I also conclude, based on the audit evidence obtained, whether a material uncertainty exists relating to events or conditions that may cast significant doubt on the ability of the Musina Local Municipality to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial statements about the material uncertainty or, if such disclosures are inadequate, to modify my opinion on the financial statements. My conclusions are based on the information available to me at the date of this auditor's report. However, future events or conditions may cause a municipality to cease operating as a going concern
  - evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation

### Communication with those charged with governance

3. I communicate with the accounting officer regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.
4. I also provide the accounting officer with a statement that I have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on my independence and, where applicable, actions taken to eliminate threats or safeguards applied.

transparent. In line with the MFMA and the King IV Report on Corporate Governance requirements. Internal Audit provided the audit committee and management with assurance that the internal controls of the Municipality have been fairly designed, are efficient and effective. This was as a result of adequate internal control processes, as well as the implementation of identified corrective actions and suggested enhancements to the controls and processes.

From the Audit Report of the Auditor-General South Africa on the annual financial statements of the municipality, it was noted that the Municipality obtained a qualified audit opinion for the year under review which is a regression from the previous financial year.

The Audit and Performance Audit committee would like to encourage the municipality Council and management to improve on this outcome.

We further recommend that management implement an action plan to address all the findings raised by the Auditor General in order to strengthen the efficiency and effectiveness of the systems of internal controls over financial reporting, performance reporting and compliance with laws and regulations.

### **Evaluation of Annual Financial Statements**

The Audit and Performance Audit committee has:

- Reviewed and discussed the audited annual financial statements to be included in the annual report, with the Auditor-General and the Municipality management;
- Reviewed the Municipality compliance with legal and regulatory provisions;
- Reviewed the Auditor General's management report and audit report

### **Internal audit**

The Audit and Performance Audit committee is concerned that the internal audit function is under resourced and as a result not operating effectively and recommends that this matter be addressed.

Internal audit performed the audit of internal controls of the Municipality and through the information provided. The Audit and Performance Audit committee is satisfied with the effectiveness of the internal controls during the financial year. The committee has noted that there is adequate monitoring, oversight and implementation by management in managing internal controls.

### **Risk management**

The Audit and Performance Audit committee noted the improvement from last year of risk management within the municipality and urge management ensure that there is improved co-ordination between risk management and strategic planning functions, so that resources can be allocated in an optimal manner to address the identified risks.

### **Pre-determined objectives**

The Audit and Performance Audit committee is satisfied that preparation and reporting on pre-determined objectives of the Municipality is continually improving. It was recommended that continuous training should be provided to the Performance Management System Officers.

### **Evaluation of the effectiveness of finance function**

The Audit and Performance Audit committee considered and reviewed the performance of the Chief Finance officer and finance function and is concerned that the municipality is not managing the payments of creditors resulting in the increase in the unauthorised, irregular, fruitless and wasteful expenditures.

The municipality is urged to improve on the management of the finances in this regard.

### **Auditor-General of South Africa**

**COMPONENT C: AUDIT ACTION PLAN**

Financial Year: 2021/2022

Annexure: Matters Management Audit Report

Audit Action Plan Status: All

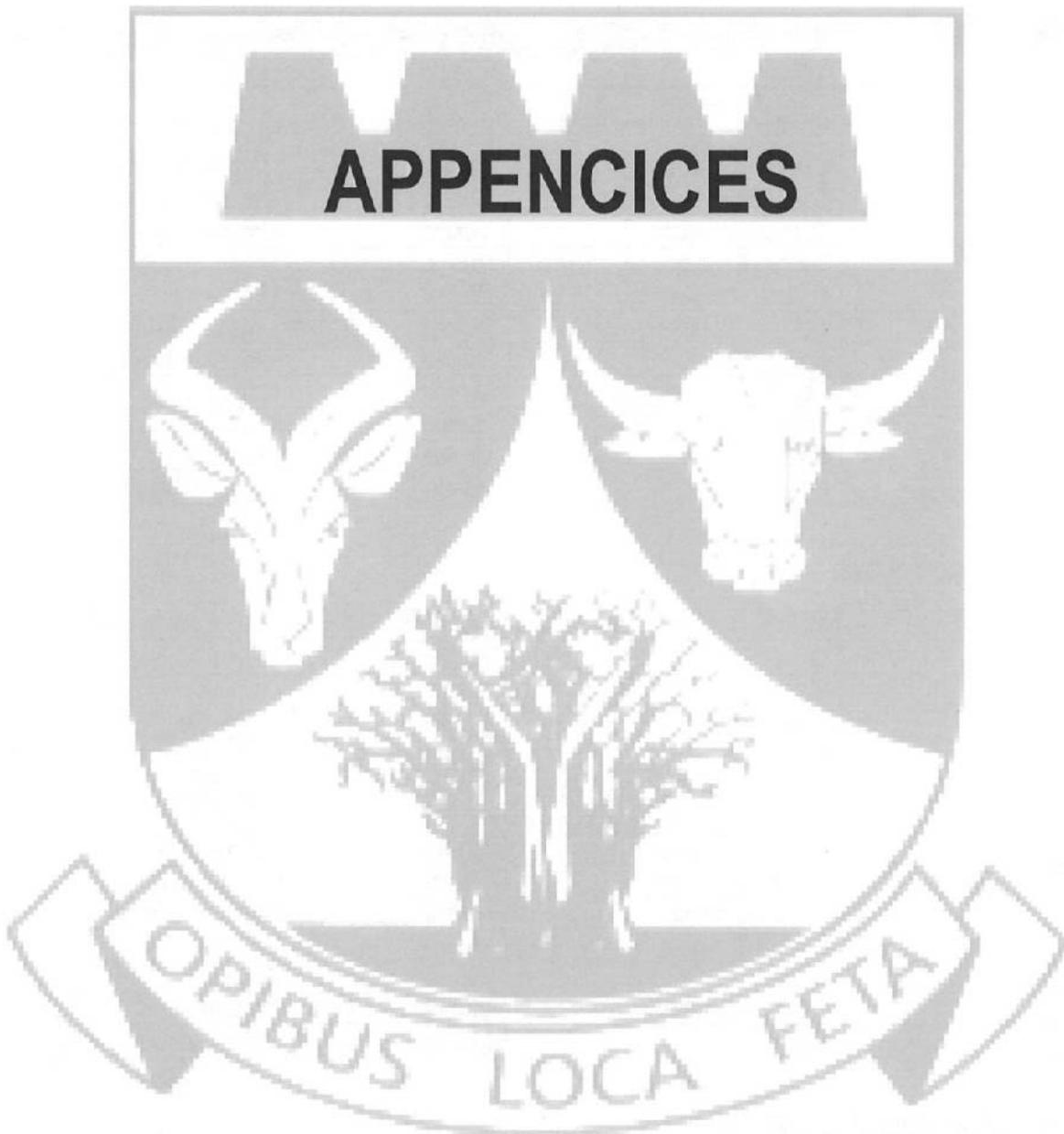
Implementation Status: Not Yet Started|In Progress|Completed|Agreed Findings Addressed

Item No	Line Item	Finding	No. of Years Repeated	Responsible Person	Due Date	Action Plan Status	Implementation Status
1	Rev from non-exch transactions: Fines	Limitation of scope - Transaction history report for traffic fines (receivables).	1	Priscilla Demana, Thomas Nephawe	31-Jan-2023	Under Development	Not Yet Started
2	Receivables from non-exchange transactions	COF 49.3:Differences between the statements and auditors recalculations		Thomas Nephawe , Liston Murulana		Not Yet Started	Not Yet Started
3	Inventories	COF 32: Accounting policy not in line with the standard		Thomas Nephawe , Liston Murulana		Not Yet Started	Not Yet Started
4	Other	COF 62:Expenditure management - Reasonable steps were taken to prevent irregular expenditure	3	Liston Murulana, Thomas Nephawe	31-Jan-2023	Not Yet Started	Not Yet Started
5	Other	COF 42 : No investigation conducted for unauthorized, irregular, fruitless and wasteful expenditure	3	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
6	Other	COF 55.3:Irregular Expenditure investigation was not properly conducted	3	Thomas Nephawe , Thovhedzo Tshivanammbi, Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
7	Other	COF 64:Annual financial statements were not fairly presented	3	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started

18	Other	COF 68: Government debts not being assessed for provision for allowances for bad debts	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
19	Short-term liabilities	COF 47: Overstatement of the disclosure note	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
20	Irregular expenditure	COF 03 : Written-off irregular expenditure register (Limitation of scope)	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
21	Reported information not reliable	COF 17.2:Kilometers of tar road maintained (Clustered Potholes) lack of planning	1	Thovhedzo Tshivanammbi	31-Jan-2023	Not Yet Started	Not Yet Started
22	Assurance providers	COF 02:Fraud questionnaires (Limitation of scope)	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
23	Reported information not useful	COF 37.1Indicators not directly impact on service delivery	1	Thovhedzo Tshivanammbi	31-Jan-2023	Not Yet Started	Not Yet Started
24	Other	COF 18:Donations - Lack of cotrols on handling donantions	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
25	Invalid deviations from official procurement process - SCM reg. 32	COF 28:Reasons provided for deviation procurement not reasonable and justifiable	1	Thomas Nephawe , Mary Siziba, Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
26	Cash flow statement	COF:65 Differences between the clients and auditors calculation	3	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
27	Other	COF 19: Commitments – Commitment balance misstated	3	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
28	Other	COF 05: High vacancy rate	3	Pandelani Mudau, Phalakatshela Peta	31-Jan-2023	Not Yet Started	Not Yet Started
29	Irregular expenditure	COF 29:Overpayment to councillors not disclosed in the AFS	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started

42	Inventories	COF 16:Inventories - Accounting policy is inconsistent with GRAP 12	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
43	Investment property	COF 31: Disposal of investment property incorrectly recognized	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
44	Depreciation and amortisation	COF 09:Depreciation calculation incorrect	3	Liston Murulana, Thomas Nephawe	31-Jan-2023	Not Yet Started	Not Yet Started
45	Depreciation and amortisation	COF 40.1:Depreciation has been misstated	1	Liston Murulana, Thomas Nephawe	31-Jan-2023	Not Yet Started	Not Yet Started
46	Other	COF 06.2: Transactions listing	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
47	Bulk purchases	COF 60:Expenditure not recorded in time	1	Thovhedzo Tshivanammbi	31-Jan-2023	Not Yet Started	Not Yet Started
48	No annual performance report	COF17.1 AOPO - Kilometers of tar road maintained (Clustered Potholes) invalid support	3	Thovhedzo Tshivanammbi	31-Jan-2023	Not Yet Started	Not Yet Started
49	Reported information not useful	COF 35: Kilometres of Paved Road constructed in Nancefield Phase 6&12 – Differences between the supporting evidence and the annual performance report (APR)	1	Thovhedzo Tshivanammbi	31-Jan-2023	Not Yet Started	Not Yet Started
50	Reported information not useful	COF 37.2:AOPO Usefulness - Service delivery needs not included in annual plans	1	Thovhedzo Tshivanammbi	31-Jan-2023	Not Yet Started	Not Yet Started
51	Reported information not useful	COF 34:Kilometres of access road to Nancefield central street (Philemon Sekhwari & John Chisanga) constructed – Inadequate supporting evidence provided.	1	Thovhedzo Tshivanammbi, Liston Murulana, Thomas Nephawe	31-Jan-2023	Not Yet Started	Not Yet Started

	Government grants & subsidies			Thomas Nephawe			
62	Rev from non-exch transactions: Government grants & subsidies	COF 57.2: Indigent register include ID numbers that are not on NPR Database	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
63	Rev from exch transactions: Gains on sale of assets	COF 59: Market values of properties not implemented on the system	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
64	MFMA Add. disclosure: Awards to family members	COF 20: Related party - Comparative information not presented	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
65	Rev from non-exch transactions: Public contributions and donations	COF 06.1: Revenue non-exchange limitation (listings and support)	1	Liston Murulana, Thomas Nephawe	31-Jan-2023	Not Yet Started	Not Yet Started
66	Rev from exch transactions: Other income	COF 25: Differences between amount as per cigi cell Reconciliation, amount as per the contour system report and annual financial statements	1	Liston Murulana, Thomas Nephawe	31-Jan-2023	Not Yet Started	Not Yet Started
67	Other	COF 23: Limitation of scope - Management expert	1	Thomas Nephawe , Priscilla Demana, Ailwei Mutele	31-Jan-2023	Not Yet Started	Not Yet Started
68	Rev from non-exch transactions: Fines	COF 42.2: Limitations identified on the missing traffic fines sheets	1	Ailwei Mutele, Thomas Nephawe , Priscilla Demana	31-Jan-2023	Not Yet Started	Not Yet Started
69	Rev from non-exch transactions: Fines	COF 45: Traffic fines books not submitted Traffic fines limitations	1	Thomas Nephawe , Liston Murulana	31-Jan-2023	Not Yet Started	Not Yet Started
70	Rev from non-exch transactions: Fines	COF 44.1: Traffic fines not recorded	1	Thomas Nephawe , Priscilla Demana, Katekani Sinclair	31-Jan-2023	Not Yet Started	Not Yet Started



**MUSINA**

LOCAL MUNICIPALITY

### COMMUNITY SERVICES PORTFOLIO COMMITTEE

DATE OF MEETING	VENUE	MUNICIPALITY	TYPE OF MEETING
17 January 2022	Traffic Centre	Musina	Ordinary
23 March 2022	Traffic Centre	Musina	Ordinary
05 May 2022	Traffic Centre	Musina	Ordinary

### CORPORATE SERVICE PORTFOLIO COMMITTEE

DATE OF MEETING	VENUE	MUNICIPALITY	TYPE OF MEETING
12 July 2021	Virtual	Musina	Urgent Special
10 August 2021	Virtual	Musina	Ordinary
30 August 2021	Virtual	Musina	Urgent Special
22 September 2021	Council Chamber	Musina	Urgent Special
17 January 2022	Council Chamber	Musina	Ordinary
18 February 2022 (8)	Council Chamber	Musina	Urgent Special
18 February 2022 (12)	Council Chamber	Musina	Urgent Special
23 March 2022	Council Chamber	Musina	Ordinary
16 May 2022	Virtual	Musina	Ordinary
13 June 2022	Council Chamber	Musina	Urgent Special

### EDP/TECH SERVICE PORTFOLIO COMMITTEE

DATE OF MEETING	VENUE	MUNICIPALITY	TYPE OF MEETING
04 August 2021	Council Chamber	Musina	Ordinary
23 September 2021	Council Chamber	Musina	Urgent Special
17 January 2022	Council Chamber	Musina	Ordinary
23 March 2022	Council Chamber	Musina	Ordinary
21 April 2022	Virtual	Musina	Urgent Special
09 May 2022	Council Chamber	Musina	Ordinary

### APPENDIX B – MUNICIPAL COMMITTEES & PURPOSES

#### Committees (other than Mayoral/Executive Committee) and Purposes of Committees

Municipal Committee	Purpose of Committee
Corporate Services Portfolio Committee	Addressing relevant issues and reports
Technical Services Portfolio Committee	Addressing relevant issues and reports
Finance Portfolio Committee	Addressing relevant issues and reports
Community Services Portfolio Committee	Addressing relevant issues and reports

**APPENDIX D - FUNCTIONS OF MUNICIPALITY**

<b>Municipal/Entity Functions</b>		
<b>Municipal Functions</b>	<b>Function Applicable to Municipality (Yes/No)*</b>	<b>Function Applicable to Entity (Yes/No)</b>
<b>Constitution, Schedule 4, Part B Functions</b>		
Air pollution	Yes	N/A
Building regulations	Yes	N/A
Child-care facilities	Yes	N/A
Electricity and gas reticulation	Yes	N/A
Fire-fighting services	Yes	N/A
Local tourism	Yes	N/A
Municipal airports	No	N/A
Municipal planning	Yes	N/A
Municipal health services	Yes	N/A
Municipal public transport	Yes	
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	Yes	
Pontoons, ferries, jetties, piers and harbours, excluding the regulation of international and national shipping and related matters	Yes	
Storm water management systems in built-up areas	Yes	
Trading regulations	Yes	
Water and sanitation services limited to potable water supply systems and domestic waste water and sewage disposal systems	No	Vhembe District Municipality
Beaches and amusement facilities	No	
Billboards and the display of advertisements in public places	Yes	
Cemeteries, funeral parlours and crematoria	Yes	
Cleansing	Yes	
Control of public nuisances	Yes	
Control of undertakings that sell liquor to the public	Yes	
Facilities for the accommodation, care and burial of animals	Yes	
Fencing and fences	Yes	
Licensing of dogs	No	
Licensing and control of undertakings that sell food to the public	Yes	
Local amenities	Yes	
Local sport facilities	Yes	
Markets	Yes	
Municipal abattoirs	Yes	
Municipal parks and recreation	Yes	
Municipal roads	Yes	
Noise pollution	Yes	
Pounds	Yes	
Public places	Yes	
Refuse removal, refuse dumps, and solid waste disposal	Yes	
Street trading	Yes	
Street lighting	Yes	
Traffic and parking	Yes	

Ward Name (Number)	Name of Ward Councillor and Elected Ward Committee Members	PORT-FOLIO	Committee Established (Yes/No)	Number of Monthly Committee Meetings Held During Year	Number of Monthly Reports Submitted to Speakers 'Office on Time	Number of Quarterly Public Ward Meetings Held During Year	Dates
Ward No 02	WARD CORDINATOR: A. Lebepe			1			19/06/2022
	Ward Committees:						
	MULEYA MPHO	HOUSING & DISASTER					
	MPHALO MAPULA	WOMEN & UNEMPLOYMENT					
	KAMANGA SARAH	HEALTH & SOCIAL DEVELOPMENT					
	MBEWE YUNSEN	DISABILITY					
	MATSEBEDI ROBERT (BROMBEEK)	EDUCATION & COMMUNICATION					
	MORAPA KOSIE	TRANSPORT & ROADS					
	TLOU EPHRAIM (DENSTAAT)	SPORT, ARTS & CULTURE					
	MASINDI SOPHY	WATER, SANITATION, & ELECTRICITY					
	MANENZHE FLIP (MOPANI)	SAFETY & SECURITY					
DUBE GLORIA (MAROOI)	INFRASTRUCTURE & LED						

Ward Name (Number)	Name of Ward Councillor and Elected Ward Committee Members	PORT-FOLIO	Committee Established (Yes/No)	Number of Monthly Committee Meetings Held During Year	Number of Monthly Reports Submitted to Speakers 'Office on Time	Number of Quarterly Public Ward Meetings Held During Year	Dates
Ward No 04	Cllr: E Nkhata		Yes	2 22/06/2022	28		23/06/2022
	Coordinator: A. Lebepe						
	Ward Committees:						
	MUNUNGUFHAL A ISAAC	EDUCATION & COMMUNICATION					
	MKHABELE PETER	LED & INFRASTRUCTURE					
	SEBOLA ANNA MAMPHE	HEALTH & SOCIAL DEVELOPMENT					
		DISABILITY					
	SIMANGO PHOPHI	UNEMPLOYMENT & WOMEN					
	MBEWE PRINCE	SPORTS,ARTS & CULTURE					
	MPHEPHU SIMON KUTEMA	SAFETY & SECURITY					
	MAWA MARIA SEWELA	ROADS & TRANSPORT					
	MULAUDZI USMAN	WATER, SANITATION, & ELECTRICITY					

Ward Name (Number)	Name of Ward Councillor and Elected Ward Committee Members	PORT-FOLIO	Committee Established (Yes/No)	Number of Monthly Committee Meetings Held During Year	Number of Monthly Reports Submitted to Speakers' Office on Time	Number of Quarterly Public Ward Meetings Held During Year	Dates
	MOTLOUTSI GLADYS TAKALANI	DISABILITY					
	NCUBE KEDIBONI MERRIES	INFRASTRUCTURE & LED					
Ward No 06	Cllr: V. Manavhela		Yes	1 15/06/2022	15		15/06/2022
	Ward Coordinator: D Dimo						
	Ward Committees:						
	MAFELA MOSES	SECRETARY/ WATER, SANITATION, & ELECTRICITY					
	MALATJI ANDREW	ROADS AND TRANSPORT					
	PHIRI GERMINAH	HOUSING & DISASTER					
	MAOKA SUZAN	UNEMPLOYMENT & GENDER					
	MAVARI DAPHNEY	SAFETY & SECURITY					
	THABANG MAKAVHE	EDUCATION & COMMUNICATIONS					
	MASIANUGA KGOMOTSO	SPORTS, ARTS, & CULTURE					

Ward Name (Number)	Name of Ward Councillor and Elected Ward Committee Members	PORT-FOLIO	Committee Established (Yes/No)	Number of Monthly Committee Meetings Held During Year	Number of Monthly Reports Submitted to Speakers 'Office on Time	Number of Quarterly Public Ward Meetings Held During Year	Dates
	KWINDA TSHIFHIWA	SAFETY & SECURITY					
	MUNYAI ROLETTE	HOUSING & DISASTER					
	KWINDA SHONISANI SUZAN	WATER, SANITATION & ELECTRICITY					
Ward No 08	Cllr. MF Mafela		Yes	2 08/06/2022	40		19/06/2022
	Ward Coordinator: D Dimo						
	Ward committees						
	MUNYAI MORIA	SECRETARY/ WATER, SANTATION, & ELECTRICITY					
	MUNYAI JANE	HOUSING AND DISASTER					
	NEMASEA JOSEPH	EDUCATION & COMMUNICATI ONS					
	MALIGANA JOSEPH	SAFETY & SECURITY					
	NDOU BERTINA	UNEMPLOYME NT & GENDER					
	TAKALANI MBAVHALELO	ROADS & TRANSPORT					

Ward Name (Number)	Name of Ward Councillor and Elected Ward Committee Members	PORT-FOLIO	Committee Established (Yes/No)	Number of Monthly Committee Meetings Held During Year	Number of Monthly Reports Submitted to Speakers 'Office on Time	Number of Quarterly Public Ward Meetings Held During Year	Dates
	MUTSHINYALO NANCY	HEALTH & SOCIAL DEVELOPMENT					
	MANYOHA DORAH	WATER & SANITATION					
	RALIONA EGNES	DISABILITY, ELDERLY & NGO's					
	MANENZHE FUNZANI	UNEMPLOYMENT, YOUTH & WOMEN					
	TSIDE ROSE	HOUSING & DISASTER					
Ward No 10	Cllr: T. Mammbeda		Yes	1 29/06/2022	36		29/06/2022
	Ward Coordinator: P. Mukwevho						
	Ward Committees:						
	NETSHIUNGANI VICTOR	INFRASTRUCTURE & LED					
	MUTELE RABELANI	SAFETY & SECURITY, ENERGY					
	PHUNGO CLEARANCE	SPORTS, ARTS AND CULTURE					

Ward Name (Number)	Name of Ward Councillor and Elected Ward Committee Members	PORT-FOLIO	Committee Established (Yes/No)	Number of Monthly Committee Meetings Held During Year	Number of Monthly Reports Submitted to Speakers' Office on Time	Number of Quarterly Public Ward Meetings Held During Year	Dates
	MADAVHA EULLENDER	SAFETY & SECURITY , ENERGY					
	TSHIVHANDAKA NYO ROBERT	SPORTS, ARTS & CULTURE					
	KWINDA EUNICE	EDUCATION & COMMUNICATION					
	MAKUNGO ELINAH	ROADS & TRANSPORT					
	MBEDZI LIVHUWANI	HEALTH & SOCIAL DEVELOPMENT					
	MABILA VIOLET	WATER & SANITATION					
	MUKATUNI ROBERT	DISABILITY, ELDERLY & NGO's					
	NENGALAVHANE NTANGANEDZENI	UNEMPLOYMENT, YOUTH & WOMEN					
	GILIANA LIVHUWANI	HOUSING & DISASTER					
Ward No 12	Cllr: P Ramofhi		Yes	1 20/06/2022	36		20/06/2022
	Ward Coordinator: P.Mukwevho						

APPENDIX F - WARD INFORMATION

Project Name	Consulting, Contractor	Start Date	Completion Date	Ward	Allocated Budget	% Physical Progress	% Financial Progress	Comments
Muswodi Community Hall	Oascon solutions, Motla Projects	03/12/2019	31/07/2021	7	948 051.49	100%	100%	Project is completed.
Manenzhe sports facility	Morula consulting, Motla projects	03/12/2019	28/10/2021	9	218 089.52	100%	100%	Project completed.
Nancefield central streets (P.Sekgware & J. Chisanga)	MLK engineering consultants, Ice burg Trading	11/12/2020	08/11/2022	4	5 552 763.34	100%	100%	Project is completed.
Nancefield phase 6 to 12 paved road	Urban tech holdings, PK Financial Consultants	11/12/2020	28/02/2022	5	3 622 673.73	100%	100%	Project is completed.
Construction of bridge & culvert: Tshivhongweni to Tshipale	T3 Consulting, PK Financial Consultants	15/01/2021	30/06/2022	10	10 104 264.73	90%	94%	Project on practical completion stage, box culverts is
Development of Mmberegeni grave yard	Nemurango Consulting, Gerson Matamela holdings	25/07/2022	30/06/2022	4	8 589 820.20	59%	47%	Project on construction stage.
Construction of Tshikhudini community hall	Nemurango Consulting, Lekgothwane Ramasela Trading Enterprise	23/03/2022	30/09/2022	1	8 000 000.00	36%	28.6%	Project on construction stage.
Rehabilitation of Lesly Manyathela stadium	Mulalo consulting engineers,	22/03/2022	31/08/2022	3	6 500 000.00	25%	29%	Project on construction stage.

**APPENDIX G – RECOMMENDATIONS OF THE MUNICIPAL AUDIT COMMITTEE**

No	Date of meeting	Resolution	Responsible official	Due date	Comments / Progress	Date resolved	Status
1	31 Aug 2021	Annual performance report should include the budgeted figures for the targets achieved. APR to be reviewed by Internal Audit before submission to AGSA	GM-Corporate Services Municipal Manager	30/08/2021 30/08/2021	Finalised Finalised	31/08/2021 28/02/2022	Resolved Resolved
3		Management submit a detailed report regarding the write off of VDM debt	Municipal Manager	31/12/2021	In progress		Musina council resolved to write-off the VDM debt. The write-off of the debt is dependent on the decision by the VDM council to also write off the debt.
4		Management submit a detailed report regarding the outstanding items on the 2019/2020 Audit Action plan	Municipal Manager	31/12/2021	Finalised	31/01/2022	Report was to be discussed in the Committee meeting
5	28 Sept 2021	Internal audit plan partially approved pending the finalisation of risk assessment by RMC	Municipal Manager	20/10/2021	Finalised	18/11/2021	Risk assessment done on 18 November 2021. Internal audit plan was updated and submitted to Audit committee for approval.
6		Internal audit reports referred back for finalisation and comments by management	Municipal Manager	20/10/2021	Finalised	31/10/2021	Reports were sent to APAC members after they were discussed and finalised with management
7		APAC meetings be scheduled at least two weeks before Council sittings to incorporated inputs from the meeting	Municipal Manager	20/10/2021	Finalised	31/05/2022	Audit committee meeting schedule was reviewed in line with council sittings

15		Projects Report - The report must include amounts allocated as well as the expenditure to date	Manager - Technical	31/08/2022	Finalised	31/08/2022	Report submitted
16		Risk Management - Should provide a separate report for each quarter dealing with PMS	Manager- Risk Management	30/06/2022	Finalised		Report submitted
17	28 June 2022	Audit Committee Charter - Corrections be made before submission to Council for approval	Manager - Internal Audit	31/07/2022	Finalised	30/06/2022	Corrections made
18		Internal Audit charter - The charter should be amended on the CPD hours to 30	Manager internal Audit	31/07/2022	Finalised	30/06/2022	Amendments done
19		Debt Repayment plans - The debt of R11.6m for COIDA should be prioritised	CFO	31/12/2022	In progress		In progress
20		Litigation Register - Amounts be indicated to determine contingent assets/liabilities if any	Manager- Legal Services	30/09/2022	Finalised		Litigation register indicate amounts
21		Contract register - Audit committee advised that the services of VAT recovery be done in-house	CFO	30/06/2023	In progress		To be considered after expiry of the current contract
22		IT Reports - The report on the implementation of the approved policies be presented in the next meeting	GM Corporate Services	31/07/2022	Finalised	31/08/2022	Report submitted

**APPENDIX K - REVENUE COLLECTION PERFORMANCE**

	Note	2021/2022	2020/2021 Restated
		R	R
Revenue			
Non-Exchange Revenue			
Property Rates	18	25,683,933	24,787,414
Transfers and Subsidies – Operational	25	174,429,000	195,305,000
Fines, Penalties and Forfeits	23	3,122,500	2,694,700
Other Revenue-LG SETA	26	1,948,842	1,088,733
Donations	52	4,363,478	24,483,572
Exchange Revenue			
Service Charges - Electricity	19	152,980,531	143,855,458
Service Charges – Waste Management	19	14,367,687	12,420,239
Rental	20	692,931	558,297
Interest on Investments	21	469,109	494,381
Interest on Receivables	22	4,963,673	2,778,799
Licences and Permits	24	2,098,991	2,285,624
Other Revenue	26	11,752,166	9,433,830
<b>Total Revenue (excl. capital transfers and subsidies)</b>		<b>396,872,841</b>	<b>420,186,048</b>

MUSINA  
LOCAL MUNICIPALITY

**APPENDIX N – WARD INFORMATION**

Capital Projects: 2021/2022								
Project Name	Consulting, Contractor	Start Date	Completion Date	Ward	Allocated Budget	% Physical Progress	% Financial Progress	Comments
Muswodi Community Hall	Oascon Solution/ Motla Projects	03/12/2019	31/07/2021	7	R 948 051.49	100%	99.8%	Project Completed
Nancefield Central streets(p. segwari-Chisanga)	MLK Engineering Consulting / Ice burg trading	11/12/2020	31/08/2021	4	R 5 552 763.34	100%	99.6%	Project Completed
Nancefield phase 6 to 12	Urban tech/ PK Financial consulting	11/12/2020	15/09/2021	6	R 3 622 673.73	95%	90%	Construction stage, contractor is busy with storm water management
Construction of bridge & culverst from Tshivhongweni to Tshipale	T3 Consulting/ PK Financial consulting	15/01/2021	15/11/2021	10	R 10 104 264.73	65%	45%	Project on construction stage
Development of Nancefield grave yard	Nemurago Consulting/ TBA	TBA	TBA	4	R 3 838 942.84	0%	16%	On tender
Construction of Tshikhudini Community Hall	Nemurango Consulting/ TBA	TBA	TBA	1	R 4 649 314.35	0%	11.6%	On tender

2021/2022 MIG PROJECTS

PROJECT NAME	PROJECT BUDGET	WARD
Muswodi Community Hall	948 051.49	7
Manenzhe sports facility	218 089.52	9
Nancefield central streets (P.Sekgware & J. Chisanga)	5 552 763.34	4
Nancefield phase 6 to 12 paved road	3 622 673.73	5
Construction of bridge & culvert: Tshivhongweni to Tshipale	10 104 264.73	10
Development of Mberegeni grave yard	8 589 820.20	4
Construction of Tshikhudini community hall	8 000 000.00	1
Rehabilitation of Lesly Manyathela stadium	6 500 000.00	3
Nancefield ext.9&10 paved road phase 2	300 000.00	6

APPENDIX P- SERVICE CONNECTION BACKLOGS AT SCHOOLS AND CLINICS

Service Backlogs: Schools & Clinics					
Establishments lacking basic services	Water	Sanitation	Electricity	Solid Waste Collection	Waste Collection
Schools (Names, Locations)					
Not applicable	0	0	0	0	0
Not applicable	0	0	0	0	0

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

Service Backlogs Experienced by Community Where Another Sphere of Government is the Service Provider (Whether or Not Municipality Acts on Agency Basis)		
Services and locations	Scale of backlogs	Impact of backlogs
Clinics	None	
Housing	None	
Licensing and testing centre	None	
Reservoirs	None	
Schools (primary &high)	None	
Sports fields	None	