



## **DRAFT ANNUAL REPORT**

**2013/2014**

*final draft to Council*

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Figure 1: Organisational Chart

### SELECTED ACRONYMS

AC	Audit Committee
ADM	Amajuba District Municipality
AFLED	Amajuba Forum for Local Economic Development
ARV	Anti-Retro Viral
CDW	Community Development Worker
CIP	Comprehensive Infrastructure Programme
CoGTA	Cooperative Governance and Traditional Affairs
DAEA	Department of Agriculture and Environmental Affairs
DBSA	Development Bank of Southern Africa
DLGTA	Department of Local Government and Traditional Affairs
DM	District Municipality
DME	Department of Minerals and Environmental Affairs
DSR	Department of Sports and Recreation
DWAF	Department of Water Affairs
EPWP	Extended Public Works Programme
ESDP	Electricity Supply Development Plan
GCIS	Government Communications and Information Systems
HoD	Head of Departments I Section 57 Managers
IDP	Integrated Development Planning
IDPRF	Integrated Development Planning Representative Forum
KPA	Key Performance Area
KPI	Key Performance Indicator
LED	Local Economic Development
LGSETA	Local Government Sector of Education & Training Authorities
LM	Local Municipality
LUMS	Land Use Management System

MII	Municipal Infrastructure Investment
MIPA	Man In Partnership Against AIDS
MIG	Municipal Infrastructure Grant
MM	Municipal Manager
MPCC	Multi-Purpose Community Centre (also known as Thusong Service Centre)
NQF	National Qualification Framework
OHS	Occupational Health and Safety
SCM	Supply Chain Management
SDBIP	Service Delivery and Budget Implementation Plan
PA	Performance Agreement
PMU	Project Management Unit
PMS	Performance Management Systems
PTP	Public Transport Plan
SEDA	Small Enterprise Development Agency
SMME	Small Medium and Micro Enterprise
WSA	Water Service Authority
WSDP	Water Service Development Plan
WWTP	Waste Water Treatment Plant

## FOREWORDS AND EXECUTIVE SUMMARY

## 1.1 FOREWORD BY HER WORSHIP: CLLR JCN KHUMALO

South Africa celebrated 20 years of democracy and freedom in the year 2014.



This milestone should be respected by all South Africans; on the same wavelength the sacrifices which were made by our forefathers should be remembered with the attitude that befits those sacrifices. South Africa is a wonderful country to live in than it was 20 years ago; its local communities are in a much better state than they were 20 years ago. Amajuba District is wonderful place, full of opportunities and possibilities, and we credit that to the founding fathers of our freedom and democracy. It is important to highlight the fact that the Amajuba District Municipality has had its fair share of challenges like almost all government institutions out there, however the unity and the stability of our council has made it possible for us to stand with confidence and declare that indeed we are headed towards the right direction. When I, together with the council leading this municipality took over in the year 2011, we were very clear in that our target would be to implement sustainable programmes that will have long bearing socio-economic benefits for our people.

I can proudly say that the latter has been fulfilled, even though we have not reached our target but we are quite happy with the progress.

The investments and the strategic direction to establish an Economic Development Agency is to this point an aspect of our good story to tell as government. The agency will accelerate the rate at which our local economy grows and quicken the improvement of the lives of the people of Amajuba District.

During the 2013/14 financial year, we also had to invest our energy and resources in supporting and promoting education in the district. This was done through various donations to different schools and individual learners to help them pursue their academic studies in tertiary institutions. With regards to the latter, we have also worked with various partners to ensure that we are able to say with pride that our citizens get maximum support from us as the municipality in their academic pursuit.

I would be doing injustice if I do not mention the fact that celebrating 20 years of our democracy and freedom meant that we had to do the checks and balances on whether have we been able to deliver basic services to our people. "Water and Sanitation are as important as Democracy and Freedom", these are the words which were used by President Nelson Mandela to signify the importance of water and sanitation. We have, even during the 2013/14 financial year ensured that our people whether in urban or rural areas have access to clean water and sanitation.

The fight against HIV/Aids continued to take a centre stage in our plans during the 2013/14 financial year. Prioritising core issues (like HIV/Aids) affecting our society does not take place in a vacuum; it calls for

determined and visionary leadership. We are committed to fighting HIV/Aids to the point where we shall realise a zero new infection rate and an HIV/Aids free society. The legacy of the national government as led by President Zuma to intensify the fight against HIV/Aids will in many years to come be remembered as an act of true leadership. This council remain resolute in that the battle against this pandemic will be won in our lifetime.

I wish to thank the Amajuba District Municipality council, the administrative staff, and the entire citizens of Amajuba District for their unwavering support.

Together, we move Amajuba District Forward!!  
God Bless Amajuba District,  
God Bless South Africa.

Cllr JCN Khumalo  
Her Worship The Mayor

## 1.2 FOREWORD BY THE MUNICIPAL MANAGER: MR LM AFRICA



As the Municipal Manager, I am honoured to present the Annual report for the 2013/14. The report has been compiled in accordance with the Local Government Municipal Systems Act 32 of 2000, the Local Government Municipal Finance Management Act 56 of 2003, as well as National Treasury Circular No. 11.

The report addresses the performance of Amajuba District Municipality for the year 2014. Drafting, submission and dissemination of the Annual the Report are regulated by (S) 46 of the Municipal Systems Act, (MSA) 32 of 2000 and Section 121 of the Municipal Finance Management Act (MFMA) 56 of 2003. Section 46 (1) of the MSA states that A municipality must prepare for each financial year a performance report reflecting-

- (a) the performance of the municipality and of each external service provider during the financial year;
- (b) a comparison of the performances referred to in paragraph (a) with targets set for and performances in the previous financial year; and
- (c) measure taken to improve performance.

An annual performance report must form part of the municipality's annual report in terms of Chapter 12 of the Municipal Finance Management Act (MFMA) 56 of 2003. Section 121 of the MFMA states that:

(1) Every municipality and every municipal entity must for each financial year prepare an annual report in accordance with this Chapter. The council of a municipality must within nine months after the end of a financial year deal with the annual report of the municipality and of any municipal entity under the municipality's sole or shared control in accordance with section 129.

(2) The purpose of an annual report is:

- a) to provide a record of the activities of the municipality or municipal entity during the financial year to which the report relates;
- b) to provide a report on performance against the budget of the municipality or municipal entity for that financial year; and
- c) to promote accountability to the local community for the decisions made throughout the year by the municipality or municipal entity. Subsections (3) and (4) continue to prescribe the contents of the annual reports for both the municipality and municipal entities. During the oversight process, to which the draft Annual Report will be subjected, compliance with these legislative requirements will be analysed. The purpose of the report is to reflect on the work carried out in the year 2013/14 and provide feedback on performance against targets to various stakeholders including the community we serve, government departments and other interested parties.



The report also ensures that accountability is upheld, and the clients of the municipality are informed of the decisions that were taken in this period. This report gives us a platform to present an account of our work over this period as directed by these various stakeholders through the Integrated Development Plans (JDPs)

This report allows us to take stock on how the Amajuba District Municipality responded to its mandate as a sphere of government who is charged with the responsibility of delivering services to our communities as well as to ensure that as a government entity we work towards improving the lives of our citizens.

Amajuba District Municipality remains focused on delivering on its mandate and functions and I am happy to be getting maximum cooperation from the whole staff, the Council, colleagues from local municipalities, the private sector and other spheres of government. Beside our financial difficulties the municipality has performed remarkably well in gaining the confidence of the people we serve through accelerated service delivery implementation of its core functions, namely water, sanitation, disaster management. Furthermore the municipality has put in place very effective internal mechanisms for proper management of its funds, we are positive that in no time our finances will be in order.

The 2013/14 financial year has been in many respects a year of rebuilding our municipality and restoring its image, so that its citizens can once again be proud to be residents of the Amajuba District Municipality. This gruelling process required that both the political and administrative arms of Council, work collectively and very hard to be successful in this effort. At the core of this, were a number of very critical aspects of rebuilding, which included proper financial management plan, provision of water and sanitation, and consistent provision of other services.

Whilst the municipality has made substantial gains during the 2014/15 financial year, there always remains room for improvement in all areas of the services that we are expected to deliver to the community. Despite the progress and the rhythm of good work, challenges were experienced by the municipality and it is from those challenges that we take lessons to improve the operations of the municipality.

LINDA M. AFRICA B.COM (ACCTNG) CPMD LIMFO  
MUNICIPAL MANAGER

### 1.3 MUNICIPAL OVERVIEW

**VISION:** Amajuba will be a leading and pioneering District characterised by sustainable development and quality services

**MISSION:** Amajuba District Municipality will champion good governance through:

- effective public participation vibrant local economic development;
- integrated service delivery intergovernmental relations

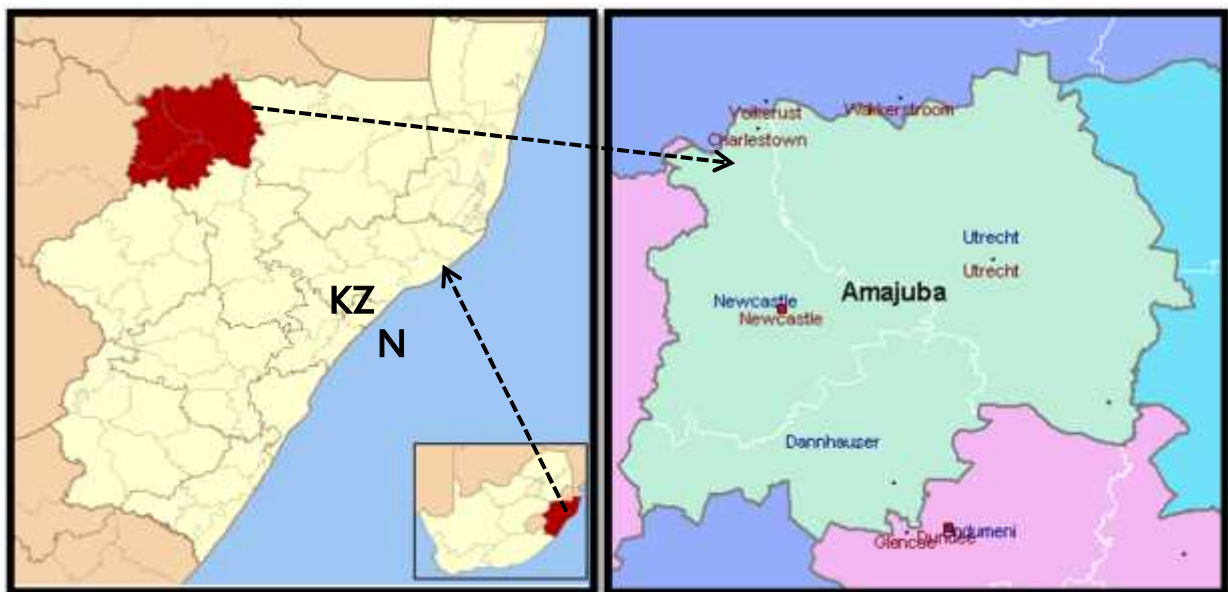
**VALUES:** The following values to be followed by the organisation were identified:

- Integrity Commitment
- Responsiveness
- Accountability
- Effectiveness

#### Background of Amajuba District Municipality (ADM)

The Amajuba District Municipality (ADM) is located in the north-western corner of KwaZulu-Natal and comprises the three local municipalities of Newcastle (KZ252), Utrecht (KZ253) and Dannhauser (KZ254). The ADM is 6 910 km<sup>2</sup> in size with Utrecht occupying the largest area of 3 539 km<sup>2</sup>, Newcastle some 1855 km<sup>2</sup> and Dannhauser some 1516 km<sup>2</sup>.

The main transportation routes linking the District to its surroundings; including the N11 which is the alternative route to Johannesburg from Durban, and the rail line which is the main line from the Durban harbour to Gauteng. The R34 also bisects the district in an east-west direction and provides a linkage from the port city of Richards Bay to the interior.



The district is viewed as a major industrial centre with several key industries anchoring development in the region, notably: steelworks, textiles, chemicals and petroleum products. Agricultural activities (dairy and crop farming) are well organised within the district and there is considerable scope for expansion into agri-beneficiation activities. A well-developed tourism sector with numerous natural beauty attractions and an emphasis on the battlefields, adventure tourism and the accommodation requirements of business visitors is also evident in Amajuba.

Demographics: Amajuba district demographic situation shows a concentration of people in the Newcastle-Madadeni-Osizweni area, a smaller concentration in the Blaaubosch area and dispersed population in the remainder of the district, with notable exception of the area in the northeast of the Dannhauser municipal area, encompassing Ubuhlebomzinyathi Community Authority Area. Demographic data reflected in tables below shows the Global Insight findings as compared to the Statistics South Africa findings.

Table 1.1A: Wards and Population Data

YEAR	DANNHAUSER	NEWCASTLE	EMADLANGENI
Total Pop: 1996	99 250	287 260	23 929
Total Pop: 2001	102 779	332 981	32 277
Total Pop: 2005	104 065	351 075	35 962
Total Pop: 2007 (Global Insight)	97 866	360 190	39 561
Total Pop: 2007 (Stats SA, Community Survey 2007)	91 366	327 637	23 263
Total Pop: 2008 (Global Insight)	97 602	364 244	40 316
Total Pop: 2010 (Global Insight)	98 098	342 903	76 920
Total Pop: 2011	102161	363236	34442
No of H/holds (2005)	19 094	72 089	5 663
No of H/holds 2007 (Global Insight)	18 751	82 938	6 905

No of H/holds 2007 (Stats SA, Community Survey 2007)	18 057	77 786	5 211
No of H/holds 2008 (Global Insight)	19 010	84 744	7 063
No of H/holds 2010(Global insight)	18 395	77 143	15 018
Average H/hold Size (2005)	5.5	4.9	6.4
Average H/hold Size 2007 (Global Insight)	5.2	4.3	5.7
Average H/hold Size 2007 (Stats SA, Community Survey 2007)	5.1	4.2	4.5
Average H/hold Size 2008 (Global Insight)	5.1	4.3	5.7
Average H/hold Size 2011 (Stats SA)	6	76	18
% Growth/ annum ( '01 to '05)	0.31	1.33	2.74
% Growth/ annum ( '96 to '08)	-0.5	1.7	4.1
% Growth/ annum ( ' 08 to '11)	0.7	1.0	0.2

Table 1.1 B: Household Data

	POPULATION			HOUSEHOLDS								
	1996	2001	2007 <sup>1</sup>	Urban 1996	Urban 2001	Urban 2007 <sup>1</sup>	Rural 1996	Rural 2001	Rural 2007 <sup>1</sup>	Total 1996	Total 2001	Total 2007 <sup>1</sup>
Amajuba	410	468	497	46	57	64	27	39	43	74	96672	108
DM	439	037	617	732	313	962	501	369	632	233		595
Newcastle	287	332	360	44	54	62	10	17	20	55171	71165	82
	260	981	190	780	113	038	391	058	900			938
eMadlangeni	23	32	39	687	1210	1 574	2807	4978	5 331	3494	6187	6 905
	811	277	561									
Dannhauser	99	102	97	1265	1990	1 350	14303	17	17	15	19	18
	250	779	866					333	401	568	320	751

The 2007 statistics by Statistics SA also show an increase in a number of households from 96 846 in 2005 to 101 054 in 2007. An average household size has however decreased from 5.1 to 4.4.

Table 11C Average Households Size Data

AVERAGE H/HOLD SIZE 2007 (GLOBAL INSIGHT)	5.2	4.3	5.7	4.6
Average H/hold Size 2007 (Stats SA, Community Survey 2007)	5.1	4.2	4.5	4.4
Average H/hold Size 2008 (Global Insight)	5.1	4.3	5.7	4.5
Average H/hold Size 2011 (Stats SA)	6	76	18	100

Source: Amajuba Integrated Development Plan Review

Table 1.1 D: Economic Growth Data

AVERAGE H/HOLD SIZE 2011 (STATS SA)	6	76	18
% Growth/ annum ( '01 to '05)	0.31	1.33	2.74
% Growth/ annum ( '96 to '08)	-0.5	1.7	4.1
% Growth/ annum ( ' 08 to '11)	0.7	1.0	0.2

Source: Amajuba Integrated Development Plan Review

The Global Insight Figures (2008) indicate that during the period 1996 to 2008, the Dannhauser municipality has a declining population at - 0.5%, with the Emadlangeni municipality experiencing the highest growth rate at 4.1 % per annum. The Amajuba DM's average growth rate during this period is 1.4% per annum. In terms of the number of households in the community survey (2007), there has been a decline in the number of households in Dannhauser, but an increase in both the Newcastle and Emadlangeni municipalities. The Amajuba DM as a whole shows an overall increase in the number of households in 2007. The community survey (2007) also indicates a decline in household size. The Global Insight (2008) data indicates that there has been an increase in the number of households across all municipalities in the Amajuba DM. Priority issues:

- Economic Development
- Integrated Service Delivery
- Social Facilitation and Development
- Institutional and Governance
- Municipal Planning
- Environmental Management

Sector plans have been established to channel service delivery. These sector plans are aligned to the IDP and are reviewed as the need arises. All projects identified in the sector plans are included in the projects section and the contents of the sector plans form part of the strategies section.

The following table demonstrates the status of the sector plans at the end of the year under review:

Table 1.2: Sector Plans

NO	SECTOR PLAN STATUS	STATUS
1	1 Integrated Environmental Programme	Complete
2	2 Environmental Management Plan	Complete
3	Integrated Waste Management Plan	Complete
4	Cemetery Plan	Under Review
5	5 Public Transport Plan	Under Review
6	6 HIV/ Aids Plan Complete	Complete
7	Water Service Development Plan	Complete
8	8 Tourism Development Plan	Complete
9	9 Tourism Route Development Plan	Complete
10	10 Tourism Signage Development Plan	Complete
11	11 Battlefields Development Plan	Complete
12	LED Strategy and Plan	Complete
13	13 Manufacturing Sector Plan	Complete
14	14 Agricultural Development Plan	Complete
15	Irrigation Plan	Complete
16	16 Electricity Supply Development Plan	Complete
17	Disaster Management Plan	Complete

18	Performance Management System Policy	Review (annually) Complete
19	19 Municipal Infrastructure Investment Plan	Complete
20	20 Sports Facilities Sector Plan	Complete
21	21 Area Based Plan	Complete
22	22 Mountainous Areas Nodal Study- Phase 1	Complete
23	23 Mountainous Areas Nodal Study- Phase2	Complete
24	24 Mountainous Areas Nodal Study- Phase 3	Currently being prepared
25	25 Air Quality Management Plan	

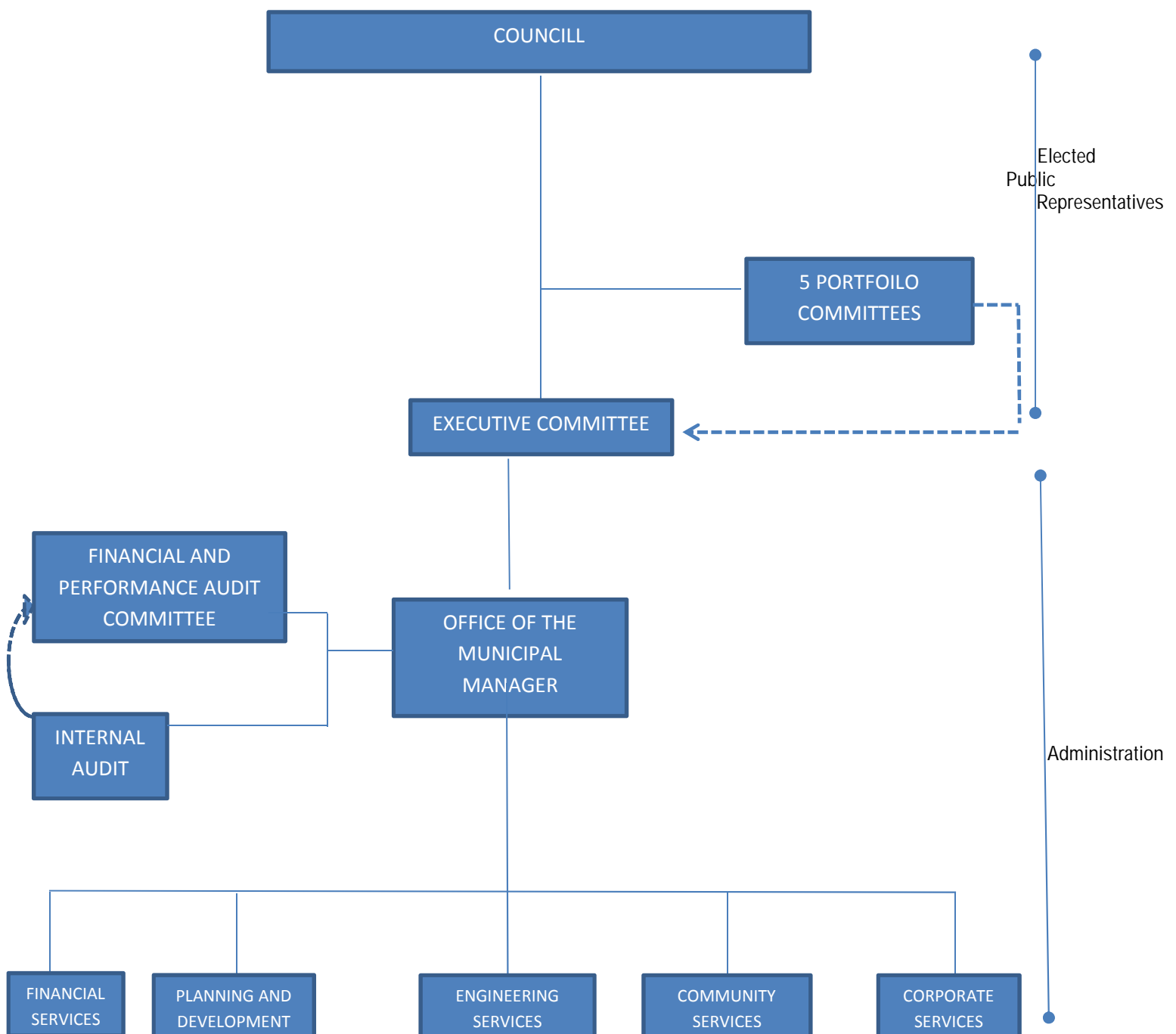
Source: Amajuba Integrated Development Plan Review

GOVERNANCE AND ORGANISATIONAL DEVELOPMENT PERFORMANCE

2.1 INSTITUTIONAL FRAMEWORK

2.1.1 ORGANISATIONAL CHART/ORGANOGRAM

The organizational structure of the District Municipality is depicted in the organogram below.





## Figure 1: Organisational Chart

As depicted in the organogram above, the Amajuba District Municipality has six departments. Each department is headed by a political head who is an Executive Councillor. Below the political head is the director who is a section 57 employee). The Municipal Manager in turn reports to the Executive Committee, via the Mayor, who is the chairperson of the Executive Committee. The Municipal Manager is assisted by the internal audit and independent performance and financial audit committee in meeting his accountability requirements as prescribed in the MFMA.

## 2.2 POLITICAL GOVERNANCE STRUCTURE

### 2.2.1 MUNICIPAL COUNCILLORS AND EXECUTIVE COMMITTEE ALLOCATIONS

The Municipality has composition of 25 Councillors as per table 2.1 below.

Table 2.1: Committee Allocations

NAME OF COUNCILLOR	LOCAL MUNICIPALITY REPRESENTED	POLITICAL PARTY REPRESENTED	COMMITTEE ALLOCATED	% OF COUNCILLOR MEETINGS ATTENDANCE	% OF APOLOGIES FOR NON ATTENDANCE
JCN Khumalo	Direct	ANC	Exco; mm; finance; economic development; IDP portfolio committees	100%	0%
EM Sigasa	Direct	ANC	Ex officio for all committees	100%	0%
LM Ndlovu	Direct	ANC	Corporate services portfolio committee MPAC	86%	14%
SD Msibi	Direct	ANC	Community services portfolio committee	93%	7%
TM Mhlongo	Direct	ANC	Planning and Development Services Portfolio Committee	100%	0%
SB Harber	Direct	DA	Engineering services portfolio committee	86%	14%
TA Chonco	Direct	NFP	Community services portfolio committee	86%	14%
MI Dlamini	Direct	IFP	Community services portfolio committee	93%	7%

FS Tsotetsi	Direct	AZAPO	MM, Finance and Economic Development Portfolio Committee MPAC	72%	28%
VR Hlatshwayo	Direct	IFP	Corporate Services, MM, Finance and Economic Development Portfolio Committee	93%	7%
NA Zwane	Newcastle Local Municipality	ANC	Exco; Engineering portfolio committee	100%	0%
NS Mathews	Newcastle Local Municipality	ANC	Corporate Services Portfolio Committee MPAC	79%	21%
NA Msibi	Newcastle Local Municipality	ANC	Community Services Portfolio Committee	86%	14%
S Kubheka	Newcastle Local Municipality	ANC	Planning and Development Services Portfolio Committee	86%	14%
DRF Buthelezi	Newcastle Local Municipality	ANC	Engineering Services Portfolio Committee	86%	14%
MN Mbokazi	Newcastle Local Municipality	ANC	Planning and Development Services Portfolio Committee	72%	28%

EM Zungu	Newcastle Local Municipality	NFP	Exco; Corporate Services Portfolio Committee	48%	56%
JME Damons	Newcastle Local Municipality	DA	Corporate services portfolio committee mpac	50%	50%
SJ Zulu	Newcastle Local Municipality	RLP	Engineering Services Portfolio Committee	79%	21%
MS Mlangeni	Newcastle Local Municipality	IFP	Planning and Development Services Portfolio Committee; MPAC	93%	7%
SB Hlatshwayo	Newcastle Local Municipality	IFP	Exco Planning and Development Portfolio Committee	86%	14%
MN Majola	Dannhauser Local Municipality	ANC	Exco; Community Services Portfolio Committee	93%	7%
MP Sithole	Dannhauser Local Municipality	ANC	MM, Finance and Economic Development Portfolio Committee	50%	50%
MA Buthelezi	Dannhauser Local Municipality	IFP	Engineering Services Portfolio Committee	86%	14%
MA Gama	eMadlangeni Local Municipality	ANC	Engineering Services Portfolio Committee	72%	28%

Total number of Council meetings held: 14 against 9 planned.

Total number of ExCo meetings held: 18 against 15 planned

## 2.3 ADMINISTRATIVE GOVERNANCE STRUCTURE

Duties and responsibilities of each department within the Municipality.

Table 2.2: Duties and Responsibilities of each department within the Municipality.

OFFICE OF THE MUNICIPAL MANAGER	PLANNING AND DEVELOPMENT	CORPORATE SERVICES
<p>Leadership</p> <ul style="list-style-type: none"> <li>✓ Overall responsibility for the organization</li> <li>✓ Form and develop efficient and effective administration.</li> <li>✓ Advise political structures and political office bearers.</li> <li>✓ Ensure implementation of decisions of political structures.</li> <li>✓ Ensure implementation of national and provincial legislation/ laws.</li> <li>✓ Accountability for financial and other resources in the municipality.</li> <li>✓ IDP Alignment and Institutional Support</li> </ul> <p>Performance Management System (PMS)</p> <ul style="list-style-type: none"> <li>✓ Organizational PMS</li> <li>✓ Annual Report</li> </ul>	<p>Development Planning</p> <ul style="list-style-type: none"> <li>✓ Spatial Development Frameworks (SDF)</li> <li>✓ Land Use Management Systems (LUMS) ✓</li> <li>✓ Geographic Information Systems (GIS)</li> <li>✓ Relevant IDP Sector Plans</li> <li>✓ Housing and Land Reform Coordination</li> <li>✓ District Information Management System (DIMS)</li> <li>✓ Support to Dannhauser and eMadlangeni</li> </ul>	<ul style="list-style-type: none"> <li>✓ General administration</li> <li>✓ Fleet Administration</li> <li>✓ Property Management</li> <li>✓ Security Services</li> <li>✓ Cleaning/Gardening Services</li> </ul>
<p>Planning and Monitoring</p> <ul style="list-style-type: none"> <li>✓ Integrated Development Planning in terms of the MSA and the MFMA</li> <li>✓ Performance Management Systems in terms of</li> </ul>	<p>Departmental Policy</p> <ul style="list-style-type: none"> <li>✓ Development and sourcing of project funds</li> </ul>	<ul style="list-style-type: none"> <li>✓ Secretariat</li> </ul>

the MSA and the MFMA.		
Public Relations <ul style="list-style-type: none"> <li>✓ Promote access to information.</li> <li>✓ Provide ad hoc assistance to the Mayor's office.</li> <li>✓ Media liaison.</li> <li>✓ Coordinate &amp; organize official functions.</li> <li>✓ IDP</li> <li>✓ PMS</li> </ul> Internal audit and audit committee <ul style="list-style-type: none"> <li>✓ Internal Audit, Performance &amp; Risk Management</li> </ul>	<ul style="list-style-type: none"> <li>✓ Strategic Planning</li> </ul> <ul style="list-style-type: none"> <li>✓ Environmental Management in terms of NEMA</li> </ul>	<ul style="list-style-type: none"> <li>✓ Council Support</li> </ul>
Internal Relations	Local Economic Development <ul style="list-style-type: none"> <li>✓ Local Tourism, Agriculture and Commerce and Industry</li> <li>✓ SMME Support and Poverty Alleviation</li> <li>✓ AFLED sub-committee administration</li> <li>✓ Project management</li> </ul>	Legal Services <ul style="list-style-type: none"> <li>✓ Labor Relations</li> <li>✓ Policies and Procedures</li> </ul>
Municipal Entities - UTW Information Technology <ul style="list-style-type: none"> <li>✓ Network administration</li> <li>✓ Policy Development and Implementation</li> <li>✓ District Information Management System</li> <li>✓ Support services to Dannhauser and eMadlangeni</li> </ul>		
Compliance Matters <ul style="list-style-type: none"> <li>✓ Check compliance with legislative requirements/ dates</li> </ul>		<ul style="list-style-type: none"> <li>✓ Capacity Building/ Training</li> <li>✓ Governance</li> <li>✓ Registry/ Records</li> </ul>
Fundraising/ resourcing		Management

<p>Corporate Image and Marketing</p> <ul style="list-style-type: none"> <li>✓ Corporate gifts and clothing</li> <li>✓ Corporate marketing material and marketing adverts in the media</li> <li>✓ ADM quarterly newsletter- compilation, printing &amp; distribution</li> <li>✓ Deputy information officer i.t.o. Promotion of Access to Information Act</li> <li>✓ Battlefields Destination Branding and Marketing</li> <li>✓ Tourism specific events and road shows in partnership with TKZN</li> <li>✓ Marketing and corporate image component of events arranged by all</li> <li>✓ departments.</li> </ul>		<p>Human Resources</p> <ul style="list-style-type: none"> <li>✓ Skills Development</li> <li>✓ Employee Wellness</li> <li>✓ Programme</li> <li>✓ Occupational Health &amp; Safety</li> </ul>
<ul style="list-style-type: none"> <li>✓ Political Support Office Staff/ Activities</li> </ul>		
<p><b>ENGINEERING SERVICES</b></p>	<p><b>FINANCIAL SERVICES</b></p>	<p><b>COMMUNITY SERVICES</b></p>
<p>Water Service Authority</p> <ul style="list-style-type: none"> <li>✓ Governance,</li> </ul>	<p>Management of Grants, Taxes, Levies, etc.</p>	<p>Regulate Passenger Transport</p>

✓ Planning & Regulation		
Electricity	Income and Expenditure	Municipal Airports
Integrated Waste Management	Debt Management	Cemeteries and Crematoria
Municipal Roads	Budgets (Planning, Implementation & Control)	Disaster Management ✓ Fire Fighting
Land Reform ✓ Infrastructure Development.	Assets Management	Departmental Policy Development
Municipal Infrastructure Grant Programme (MIG) and other allocations ✓ Basic residential infrastructure. ✓ Public municipal services infrastructure. ✓ Social institutions infrastructure. ✓ Micro enterprise infrastructure. ✓ Departmental policy development. ✓ PMU Unit	<ul style="list-style-type: none"> <li>✓ Payroll</li> <li>✓ Risk Management</li> <li>✓ Loans and Investments</li> <li>✓ Financial Reporting</li> <li>✓ Departmental Policy Development</li> <li>✓ Supply Chain Management</li> <li>✓ Audit Administration</li> </ul>	Municipal Health Services <ul style="list-style-type: none"> <li>✓ Water quality monitoring.</li> <li>✓ Food control.</li> <li>✓ Waste Management.</li> <li>✓ Health Surveillance of premises</li> <li>✓ Vector Control.</li> <li>✓ Environmental Pollution Control</li> <li>✓ Surveillance and prevention of Common diseases</li> <li>✓ Disposal of the Dead.</li> <li>✓ Chemical Safety.</li> <li>✓ Fundraising and Resourcing</li> <li>✓ Sport and Recreation</li> <li>✓ Plan and coordinate implementation of sporting activities.</li> <li>✓ Plan and coordinate implementation of cultural activities.</li> <li>✓ Youth and Gender Matters</li> <li>✓ Plan and coordinate matters relating to youth and gender.</li> <li>✓ Multi-Purpose Community Centre</li> <li>✓ Functioning thereof</li> </ul>



The ADM consists of 5 Section 56 posts and 1 Section 54 post; which were all filled in the year under review. Section 54 and 56 posts are outlined in table 2.3 below.

Table 2.3: Section 54 and 56 Employees

DIRECTOR	NAME	GENDER	DATE OF APPOINTMENT
Municipal Manager	L.M Africa	Male	01 December 2012
Chief Financial Officer	GBVT Maseko	Male	08 July 2013
Acting Chief Financial Officer	H. Mthembu	Male	06 June 2014
Director Corporate Services	M Mkhwanazi	Male	01 March 2013
Director Engineering Services	T Zulu	Male	04 March 2013
Director Planning and Development	CT Myeza	Male	01 March 2013
Director Community Services	SC Mdakane	Female	01 August 2012

Table 2.4 below shows the staff complements per ADM's department.

DEPARTMENT	2013/2014			2012/2013		
	FILLED POSTS	VACANT POSTS	TOTAL POSTS	FILLED POSTS	VACANT POSTS	TOTAL POSTS
Office of the Municipal Manager	15	6	21	19	3	22
Corporate Services	17	27	44	20	5	25
Financial Services	11	10	21	19	2	21
Planning and Development	16	3	19	17	3	20
Engineering Services	15	6	21	74	28	102
Community Services	33	6	39	34	6	40
<b>TOTAL NUMBER OF STAFF</b>	<b>107</b>	<b>58</b>	<b>165</b>	<b>183</b>	<b>47</b>	<b>230</b>

Source: Human Resources

There were 183 staff members during the year under review, 2 of whom retired and 1 dismissed

### 2.3.1 EMPLOYMENT EQUITY DEVELOPMENT

In accordance with the Employment Equity Act No. 55 of 1998, the District Municipality developed and implemented the Employment Equity Plan; and as required by the said Act, the Plan was submitted to the Department of Labour. The Plan reflects the significant progress the District Municipality has achieved with actions to address challenges relating to enhanced demographic representivity, skills development, succession planning, fast-tracking, mentorship, diversity management and organizational culture assessment.

The employment equity profile illustrates progress made towards transformation. In terms of women empowerment, significant initiatives need to be introduced at top level to bring women to the fore. The employment equity statistics are presented in table 2.5A and 2.58 below.

Table 2.5A: Representation by Occupational Level

OCCUPATIONAL LEVEL	MALES				FEMALES				TOTAL
	AFRICAN	COLOURED	INDIAN	WHITE	AFRICAN	COLOURED	INDIAN	WHITE	
Top Management	5				1				6
Senior Management	25		2	1	3		1		32
Professionally Qualified and mid-management	9			2	12				23
Skilled, technical and academically qualified workers, junior management, supervisors, foremen and superintendents	16		2	1	17		3	1	40
Other Staff	64	1	1		11		2		79
<b>TOTAL</b>	<b>119</b>	<b>1</b>	<b>5</b>	<b>4</b>	<b>44</b>	<b>0</b>	<b>6</b>	<b>1</b>	<b>180</b>

Table 2.5B: Demographic profile of employees

EMPLOYMENT EQUIT IMPLEMENTATION	DESIGNATED GROUP%	NON DESIGNATED GROUP %	WOMEN%
Senior Management (54 and 56 Managers)	83,300%		16,600%
Middle Managers(Level 1-3 Deputy Directors and Assistant Directors)	96,800%	3,125%	
Junior Management	100,000%		

Source: Corporate Services - Human Resources \*Africans, Coloureds, Indians, Women the Disabled Individuals

### 2.3.2 SKILLS DEVELOPMENT

The employment equity guidelines form an integral part of planning for training as reflected in the Skills Development Act. The District Municipality has developed a comprehensive Workplace Skills Development Plan for the period under review in line with the said Act and the Plan was submitted to the Department of Labour as required by the Act. The District Municipality is registered with the Local Government Sector Education and Training Authority (LGWSETA) and skills development initiatives relating to the municipal core services have been carried out at all levels of employment.

The District Municipality contributed R 634 148.96 to skills development and claimed R32 687.98 in skills levies from the LGSETA. Councillor and staff training for the year amounted to R474 303.

### 2.3.3 EXPENDITURE MANAGEMENT OF EMPLOYEES AND COUNCIL

In terms of the MFMA the municipality is required to disclose all expenditure of staff and councillors, in compliance with Section 65-66 of the MFMA. Tables 2.6A and 2.6B below illustrate the said expenditures.

Table 2.6A: Personnel expenditure for the past four years

FINANCIAL YEAR	MUNICIPAL AUDITED EXPENDITURE - SECTION 12(6) {R}	PERSONNEL EXPENDITURE {R}	PERSONNEL EXPENDITURE AS A % OF ADMINISTRATION SECTION 12(6)
2010/2011	178 368,795	38,526,190	22%
2011/2012	167,600,293	38,073,268	15%
2012/2013	195,043,428	40,802,230	21%
2013/2014	236,218,255	69,628,199	29%

Source: Financial Services

Table 2.6B: Councillors' expenditure for the past four years

FINANCIAL YEAR	MUNICIPAL AUDITED EXPENDITURE - SECTION 12(6) (R)	COUNCILLORS EXPENDITURE (R)	PERSONNEL EXPENDITURE AS A % OF ADMINISTRATION SECTION 12(6)
2010/2011	178,368,795	3,885,817	2%
2011/2012	167,600 293	3,675,555	2%
2012/2013	195,043,428	4,220,119	2%
2013/2014	236,218,255	4,204,529	1%

Source: Financial Services

### 2.3.4 PENSION AND MEDICAL AID FUNDS - STATISTICS

Tables 2.7A and 2.78 below indicate a summary of pension and medical aid funds utilized by council employees and councillors from 01 July 2013 to 30 June 2014:

Table 2.7A: Summary of Pension Funds 2013/2014

DESCRIPTION	NUMBER OF MEMBERS	EMPLOYEE CONTRIBUTION (R)	EMPLOYER CONTRIBUTION (R)	TOTAL (R)
Natal Joint Municipal Employees Provident Fund (5%)	104	429 688	692 940	1 122 628
Natal Joint Municipal Employees Provident Fund (7%)	25	136 633	266 433	403 066
Natal Joint Municipal Employees Provident Fund (9.25%)	15	113 213	220 307	333 520
Natal Joint Municipal Employees Superannuation Fund	14	79 756	266 657	346 413
Government Employees' Pension Fund	12	84 438	98 195	182 633
Municipal Councillors Fund	9	125 292	-	125 292
Municipal Employees Pension Fund	1	6 738	16 171	22 909
Natal Joint Municipal Employees Retirement Fund	1	3 936	15 572	19 508
<b>Total Pension Fund</b>	<b>181</b>	<b>979 694</b>	<b>1 576 275</b>	<b>2 555 969</b>

Table 2.7B: Summary of Medical Aids Funds 2013/2014

DESCRIPTION	NUMBER OF MEMBERS	EMPLOYEE CONTRIBUTION (R)	EMPLOYER CONTRIBUTION (R)	TOTAL (R)
Global Health Medical Scheme (Gold)	14	122 803	163 733	286 536
Global Health Medical Scheme (Silver)	7	39 118	58 678	97 796
Global Health Medical Scheme (Bronze)	4	8 526	13 622	22 148
Bonitas Standard	25	154 623	174 565	329 188
Hosmed	10	40 163	60 245	100 408
Bonitas Prime	7	24 962	37 444	62 406
LA Health	31	191 518	234 783	426 301
Momentum/Samwumed	16	56 092	84 137	140 229
<b>TOTAL</b>	<b>114</b>	<b>637 805</b>	<b>827 207</b>	<b>1 465 012</b>

Source: Financial Services – Payroll

## 2.4 INTERGOVERNMENTAL RELATIONS

Amajuba District Intergovernmental Forum comprises. Of Amajuba District Municipality, Newcastle Local Municipality, Dannhauser Local Municipality and eMadlangeni Local Municipality. In accordance with the Intergovernmental Relations Framework Act (No 13 of 2005), there must be a "district intergovernmental forum to promote and facilitate intergovernmental relations between the district municipality and the local municipalities in the district" (Section 24).

The protocol agreement amongst the aforesaid municipalities was duly signed in 2012. All Intergovernmental Forums endeavours to meet quarterly in line with the protocol and schedule of IGR meetings. Technical Forum comprising of Municipal Managers and District Area Sub-Technical Forums comprising of Senior Managers from four participating municipalities were formally established on 19 August 2013 and meets quarterly prior to the Mayors Forum meetings in order to ensure proper co-ordinated advice to the forum.

The following are Intergovernmental Relations Forum, Technical Forum and Sub-Technical Forums existing at Amajuba District:

- ✓ Mayors Forum
- ✓ Municipal Managers Forum
- ✓ District Area Financial Forum
- ✓ District Area Planning and Development Forum
- ✓ District Area Community Services Forum
- ✓ District Area Corporate Services Forum
- ✓ District Area Technical Services Forum
- ✓ District Communicators Forum
- ✓ District Area Internal Auditors and Risk Officers Forum

## 2.5 PUBLIC ACCOUNTABILITY AND PARTICIPATION

### IDP Participation and Alignment

- ✓ Alignment of the IDP took place throughout the IDP process through the IDP and PMS Committee which was started during the 2007/8 financial year and which replaces the Planning and Development Coordination Committee (P&DCC). The committee met as follows:
  - 18 July 2012;
  - 28 September 2012;
  - 16 January 2013;
  - 13 February 2013; and
  - 10 May 2013.
- ✓ The Integrated Development Planning Representative Forum (IDP RF) remained the primary forum for participation in the integrated development planning process. The forum has members from a wide range of stakeholders that include: Amajuba Councillors and officials, Local Municipalities, Non-governmental Organisations, Private Sector Organisations, Community Based Organisations, Government Departments and Parastatals. Indicated in the table below are the dates proposed for IDP RF meetings in the District's Process Plan as well as the actual dates for the meetings:

PROPOSED DATES	ACTUAL DATES
05 April 2013	7 <sup>TH</sup> and 8 <sup>TH</sup> March 2013
16 November 2012	23 November 2012
10 May 2013	3 May 2013

- ✓ It should be noted that 3 IDP-RF meetings were held during the 2012/13 financial year, the ADM held the Amajuba Growth and Development Summit which also covered issues that are discussed during ordinary IDP-RF meetings.
- ✓ Amajuba District Municipality embarked upon a series of 2013/2014 IDP/Budget Road shows for the review of the IDP 2012/13, they were conducted in almost every part of the District in partnership with the three local Municipalities within the District that were scheduled as follows:

AREA	DATE	DAY	TIME	VENUE
Dannhauser LM	23 April 2013	Tuesday	10h00 Grounds(Ward 4)	Milford Farm Sport
Dannhauser	24 April 2013	Wednesday	10h00 Grounds (Ward 6)	Flint Farm Sport
Dannhauser LM	26 April 2013	Friday	10h00 (Ward 11)	Emfundweni Stadium
Emadlangeni LM	30 April 2013	Tuesday	10h00 Grounds (Ward 2)	Bergsig Sports
Newcastle LM	04 May 2013	Saturday	10h00 (Ward 10 &15)	42 Community Hall

AREA	DATE	DAY	TIME	VENUE
Newcastle	05 May 2013	Sunday	10h00 Grounds (Ward 31)	Maaskraal Farm, Esididini Sports
STAKEHOLDERS	DATE	DAY	TIME	VENUE
Presentation Traditional leaders and Religious Leaders	02 May 2013	Thursday	10h00	Amajuba District Council chamber
Presentation to all forums and IDPRF	03 May 2013	Friday	10h00	Amajuba District Municipality Council chamber
Presentation Municipality Council to Public Transport Association	07 May 2013	Tuesday	14h00	Amajuba District Chamber

Information sessions consultation were convened between the District Municipality and Local Municipality 's Councillors and officials with a purpose of ensuring that when the public consultation processes commence we share a common vision and shall have established our roles and responsibilities for a successful 2012/13 Mayoral IDP/BUDGET review Road show in Amajuba District. The District Mayor also convened a special meeting with the Districts Head of Departments from various Government Sector departments inviting them to provide services during all the scheduled events.

Themes that came from IDP and budget road shows/public participation where as follows with particular focus to the responsible institution:

INPUT	RESPONSIBLE INSTUTION
<ul style="list-style-type: none"> <li>• Water and JoJo tanks</li> <li>• Sanitation</li> <li>• Education <ul style="list-style-type: none"> <li>• Bursaries</li> <li>• Learners hip</li> </ul> </li> <li>• Cemetery</li> <li>• Disaster management <ul style="list-style-type: none"> <li>• Lightning conductors</li> </ul> </li> <li>• Community amenities <ul style="list-style-type: none"> <li>• Sports facilities</li> <li>• Arts facilities/ activities</li> <li>• Cultural activities</li> </ul> </li> </ul>	Amajuba District Municipality

<ul style="list-style-type: none"> <li>• Special programmes</li> <li>• Women</li> <li>• Youth Disable</li> <li>• Economic development <ul style="list-style-type: none"> <li>• Skills development</li> <li>• Co-operatives</li> <li>• SMMEs</li> <li>• Job creation</li> </ul> </li> <li>• Transport</li> </ul>	
<ul style="list-style-type: none"> <li>• Land restitution and sites</li> <li>• Housing and geysers</li> <li>• Roads and bridges</li> </ul>	Local Municipality
<ul style="list-style-type: none"> <li>• Crime prevention</li> <li>• Education <ul style="list-style-type: none"> <li>• ABET</li> </ul> </li> <li>• Crèches/heating system</li> <li>• Electricity/solar</li> <li>• Land restitution and sites</li> <li>• Housing and geysers</li> <li>• Roads and bridges</li> </ul>	Sector Department

## 2.6 CORPORATE GOVERNANCE

### 2.6.5 Corporate Governance

#### 2.6.5.1 Risk Management and Internal Audit

The scope of work of the Internal Audit Activity is to determine whether the Amajuba District Municipality network of risk management, control and governance processes, as designed and represented by management, are adequate and functioning in a manner to ensure:

- ✓ that risks are appropriately identified and managed;
- ✓ that interaction with the various governance groups occurs as needed;
- ✓ that significant financial, managerial, and operating information is accurate, reliable, and timely;
- ✓ that employees' actions are in compliance with policies, standards, procedures, and applicable laws and regulations;
- ✓ that resources are acquired economically, used efficiently, and adequately protected;
- ✓ that programs, plans, and objectives are achieved;
- ✓ that quality and continuous improvement are fostered in the Amajuba District Municipality control process;



- ✓ that significant legislative or regulatory issues impacting the Amajuba District Municipality are recognized and addressed appropriately; and
- ✓ that Performance Management is evaluated and reported upon.

In the year under review, internal audit unit became co-sourced as compared to the previous years when internal auditing was outsourced; the Manager Risk and Internal Audit was appointed in December 2012 and the unit was to be established beginning of 2013/2014 financial year.

The table below illustrates the top 5 risks and measures to mitigate.

Table 2.8: Top 5 Risks

RISK	MEASURES TO MITIGATE
1. Inefficient monitoring of ambient air	1.1 Development of Air Quality Management; 1.2 Development and Gazetting of Air Quality by laws
2. Failure to fill critical positions	2.1 Develop clear guidelines for reference I background checks
3. Insufficient funds to render effective and	3.1 Implementation of proper application of efficient services equitable share 3.2 Implementation of Revenue Enhancement Strategy; 3.3 Improve on expenditure at user departments level
4. Inability to collect debts due to the Municipality	4.1 Implementation of Revenue Enhancement Municipality Strategy
5. Failure to utilize grants according to the agreed conditions	5.1 Improve interdepartmental communications; 5.2 agreed conditions Grants Management Strategy to be developed

#### 2.6.5.2 Anti-corruption and fraud

Anti-fraud and corruption policy was developed and a plan is in process of development.

#### 2.6.5.3 Supply Chain Management

The table below is a list of services undertaken in the year under review that had a total cost of R100 000.00 or more.

Table 2.9: Services provided with total cost of more than R 100 000.00

DESCRIPTION OF GOODS/SERVICES	CONTRACT AMOUNT (R)
Councillor Training on Local Government	120 612.00
Supply and delivery of tracksuits for SALGA Games	106 875.00
Supply and installation of gates at old Monte Vista	157 954.00
Construction of 21 undercover parking bays	130 000.00
Supply and delivery of 17 laptops	139 145.00
Event Organizer - Nelson Mandela Day	134 100.00
Supply and delivery of two doors tunnels	173 544.00
Women's Day celebration event management services	184 420.00
Supply and delivery of certified potato seeds	163 000.00
Supply and delivery oft-shirts and golf shirts for uMkhosi womhlanga	101 950.00
Supply and delivery of pipes and fittings	128 000.46
Catering for Amajuba Games sessions	128 550.00
Supply and delivery of diaries and calendars	154 500.00
Caterings for SALGA Games at Kokstadt	146 585.00
Supply and delivery of workshop tools	156 908. 12
LED TVS and sound system for Mandela funeral	150 000.00
Supply and delivery of water meters	169 575.00
Makhabamane Garden Irrigation Scheme refurbishment	156 541.95
Matric Excellence Awards event management services	135 200.00.
Event co-ordinator IDP Budget roadshow: White City	125 000.00
Event co-ordinator JDP Budget roadshow:	144 960.00

Nhlazadolo	
Event co-ordinator JDP Budget roadshow: Ntendeka	120 595.00
Event co-ordinator IDP Budget roadshow: Wit uMfolozi	144 750.00
Supply and delivery of flocculent chemicals	105 208.32
Physical verification of movable assets taken over from uThukela by ADM	195 447.30

Source: Implementation of supply chain management policy report

Table 2.10: Tender awarded

DESCRIPTION OF GOODS   SERVICE	CONTRACT AMOUNT (R)
Disaster Management Training	223 440.00
Transport SALGA Games	550 000.00
Supply and Delivery of laying hens	351 300.00
Supply and delivery of fertilizers	464 000.00
CCTV access control, container and doors	458 981.36
Intergovernmental Relations Expert	843 802.00
Municipal Governance and Administration Expert	800 000.00
Construction of Buffalo water scheme phase	3 10 959 577.55
Supply of Microsoft ware	320 379.90
Development of air quality management plan for ADM	300 000.00
Additional security for ex-uThukela Water plants	209 181.56
Sakhi Khumalo Irrigation Scheme refurbishment	357 372.90
Updating the fixed asset register	384 294.00
Event organiser for IDP roadshows 2014/2015	339 890.00

Source: Implementation of supply chain management policy report

#### 2.6.5.4 By-laws

The Municipality has water services by-laws. These by-laws are under review.

#### 2.6.5.5 Websites

Website was updated on a quarterly basis and as the need arises. Table 3.10 below highlights activities undertaken in the year under review.

Table 2.11: Information Technology Governance

PROGRAMME	PROJECT	BUDGET 2013/2014 (R )	EXPENDITURE 2013/2014 (R )	ACTUAL PERFORMANCE
				% PROGRESS
IT	WAN Connectivity	500,000	500,000	100%
IT	Paperless council	100,000	100,000	100%
IT	Improved email security	60,000	60,000	100%

Source: Planning and Development Services Information Technology and Geographic Information Systems

#### 2.6.5.6 Public satisfaction on municipal services

Public customer satisfaction survey was not conducted in this financial year.

## SERVICE DELIVERY PERFORMANCE

This chapter indicates how far the municipality is in achieving its strategic objectives as per key performance areas and indicators stated in the service delivery and budget implementation plan (SDBIP) for the year under review and as per national key performance indicators. This chapter therefore serves as an annual performance report.

### 3.1 BASIC SERVICE DELIVERY

Basic service delivery is the core function of Engineering Services (ENGS) as this department is responsible for provision of basic services (water and sanitation) and implementation of capital projects thereby ensuring an enabling environment for job creation. It is as well a core function of all departments in terms of implementation of the Integrated Development Plan.

#### 3.1.1 Integrated service delivery

Table 1.2 of chapter 1 of this report illustrated the status quo of the sector plan. Table 3.1 below indicates progress thereof.

Table 3.1: Progress on sector plans development

DESCRIPTION OF SECTOR PLAN	BUDGET 2013/2014	EXPENDITURE 2013/2014	ACTUAL PERFORMANCE	
			COMPLETION %	PROGRESS
Air Quality Management	800 000	300 000	20%	Draft baseline assessment report completed. Project is ongoing

#### - 3.1.2 Provision of Basic Services

Newcastle Local Municipality is authorised (Water service Authority) for the Newcastle Area whereas Amajuba District Municipality is the Water Service Authority (WSA) for Dannhauser and Emadlangeni Municipalities. The Amajuba OM has service level agreement with a Water Service Provider, uThukela Water (Pty) Ltd, which provides water services on behalf of the District. The table below illustrates percentage blue drop water certification by the WSA.

Table 3.2: Blue Drop Water Rating

MUNICIPALITY	% OF BLUE DROP CLARIFICATION		
	2011/2012	2012/2013	2013/2014
Amajuba	83.31	37.49	Awaiting for DWA

The Amajuba WSA, in association with uThukela Water, received two Blue Drops during the previous assessment (2011 /2012) and obtained an institutional average of 83.31 %. The Blue Drop Risk Rating obtained during the current assessment (2012/2013), may suggest a slight drop in the quality of the water services.

For 2012/2013 financial year, DWA conducted a blue drop risk-rating (PAT) assessment. The Amajuba received a risk rating of 37.49%.

The table below illustrates a number of households with and without access to water.

Table 3.4A: Number of households with and without access to water as at 30 June 2014

MUNICIPALITY	TOTAL HH'S BASELINE AS PER CENSUS 2011	BELOW BASIC LEVEL OF SERVICES   BACKLOG		BASIC LEVEL OF SERVICE		ABOVE BASIC LEVEL OF SERVICE	
		Count	Percentage	Count	Percentage	Count	Percentage
Dannhauser	20 800	3213	15%	13599	65%	3988	20%
Emadlangeni	6 803	4880	72%	231	4%	1689	24%
Amajuba District	27 603	8093	29%	13830	51%	5677	20%

Source: Amajuba District Municipality: Internal monitoring based on non-approved WSDP review

Table 3.4B: Number of households with and without access to sanitation as at 30 June 2014

MUNICIPALITY	TOTAL HH'S BASELINE AS PER CENSUS 2011	BELOW BASIC LEVEL OF SERVICES   BACKLOG		BASIC LEVEL OF SERVICE		ABOVE BASIC LEVEL OF SERVICE	
		Count	Percentage	Count	Percentage	Count	Percentage
Dannhauser	20 800	8064	38%	9506	46%	3230	16%
Emadlangeni	6 803	4880	72%	231	4%	1689	24%
Amajuba District	27 603	8093	29%	13830	51%	5677	20%

Source: Amajuba District Municipality: Internal monitoring based on non-approved WSDP review

### 3.1.3 Capital Projects

Table 3.5 below outlines the capital projects implemented in the year under review.

Table 3.5 Capital Projects

PROJECT NAME	ESTMATED TOTAL VALUE (R)	BUDGET 2013/2014 (R)	ROLL OVER 2012/2013 (R)	FUNDS RECEIVED 2013/2014 (R)	EXPENDITURE 2013/2014 (R)	ACTUAL PERFORMANCE	
						% COMPLETION	PROGRESS
Buffalo Flats Water Supply Phase 3	83 517 981	9 808 374	5 309 000	57 271 000	9 943 230	80%	Project progressing well, AFA was submitted to DWA for additional Funding.
Buffalo Flats Sanitation	141 559 111	31723000			35 472 312	54%	Progress is satisfactory
Emadlangeni Sanitation	49 434 865	5 754 884			5 249 563	30%	Progress is satisfactory
Dannhauser Sanitation				4 000 000 0	0	44%	Progress is satisfactory
Emadlangeni Rural Water Supply Ph1	12 320 250	4 600 000		10 484 000	6 388 819	75%	Awaiting closeout report identification

							water resource UW conducting reticulation feasibility for water network reticulation
Emadlangeni Rural Water Supply Ph2	6 754 842	5 884 000			1 199 986	15%	80 Household Benefitted during section 1 of project

Source: Engineering Services/Financial Services

In the year under review, 1 461 jobs were created through EPWP.

### 3.2 MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION

Institutional development and transformation matters are covered in chapter 2 of this report.

### 3.3 LOCAL ECONOMIC DEVELOPMENT

Local economic development (LED) is a core function of Planning and Development Services (P&DS) through implementation of LED and Tourism projects. ENGS also contributes to LED through its EPWP projects. Total number of jobs created in the year under review amounts to 212 jobs through LED programs and 1 089 jobs created through labour intensive constructions.

Table 3.6: LED Programme and Projects

PROGRAMME	PROJECT DESCRIPTION	BUDGET 2013/2014( R)	EXPENDITURE 2013/2014( R)	ACTUAL PERFORMANCE
				%AGE COMPLETION
Yellow maize	Cultivation of yellow maize for black emergent farmers. ADM provided seeds,	2000 000.00	1 770 000.00	100%



	fertilisers, weeding chemicals and mechanisation.			
Potato	Cultivation of potatoes ADM provided seeds, fertilisers and pesticides	200 000.00	180 000.00	100%
Pumpkin and butternuts	Cultivation of pumpkins and butternuts for black 100% emergent farmers. provided seeds and fertilisers and pesticides ADM	100 000.00	100 000.00	100%
Infrastructure	Installation of irrigation System	300 000.00	220 572.92	100%
Infrastructure	Installation of Irrigation System	40 000.00	34 293.48	100%
<b>TOTALS</b>		2 640 000.00	2 304 000.30	

Source: Planning and Development Services, LED Unit

LED poverty alleviation projects budget is guided by quotations of approved projects or programmes as such the budget and expenditure are the same as seen in the table above.

Table 3.7: Tourism Projects

PROJECT DESCRIPTION	BUDGET 2013/2014( R)	EXPENDITURE 2013/20143 ( R)	ACTUAL PERFORMANCE	
			COMPLETION %	PROGRESS
ADM Project Support	500 000.00	78 245	100%	Funding Constraints, Budget could not be utilised
Tourism Marketing	200 000.00	25 000	100%	Funding Constraints, Publications Only

CTO Support	100 000.00	2650	100%	Funding Constraints. Budget could not be utilised
Tourism Shows Exhibition	60 000.00	0	100%	Funding Constraints, LMs attend on behalf of the district
Tourism Signage	50 000	0	0%	Funding Constraints

### 3.4 MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

Financial matters covered in chapter 4 of this report.

### 3.5 GOOD GOVERNANCE AND PUBLIC PARTICIPATION

#### 3.5.1 Good Governance

Governance matters are covered in chapter 2 of this report.

#### 3.5.2 Public Participation - Social Services

PROJECT NAME	DATE	VENUE	PERFORMANCE
<b>1. GENDER</b>			
<b>VOTE NUMBER: 0100/3660/0000</b>			
Women's Parliament	6- 7 /08/2013	uThukela District	Provincial Women's Parliament was attended by the delegates
Women's Day Celebration	9/08/2013	uThukela District	Provincial Women's Day Celebration was attended by the honourable Mayor and females councillors
District Women's Prayer Meeting	14/08/2013	Dorset Dannhauser Municipality ward 4	Public Women's Inter-church prayer for all social ills
District Women's		La Gratitude Newcastle	Partnership Project with private

Gala Dinner	24/08/2013	Rich view Hall Newcastle	women's initiative All the females' councillors and women in leadership in our district attended the dialogue in order to discuss their challenges they faced up with in their daily lives.
Women in Leadership Dialogue	04/09/2013		
Brothers for Life Training	29 <sup>th</sup> to 30 <sup>th</sup> April 2014	Council Chamber	Educating Man on the Healthy lifestyle and Manhood
<b>2. DISABILITY</b>			
VOTE NUMBER : 0100/3642/0000			
International Day for Disabled Persons	02 <sup>nd</sup> to 05 <sup>th</sup> of December 2013	Zululand DM	Transport & Refreshments for 6 delegates representing ADM.
Amajuba Summit for the Deaf	20/09/2013	Old Monte Vista Casino Newcastle	Consultative Summit for the Deaf.
Provincial Deaf Games	28 <sup>th</sup> to 29 <sup>th</sup> of September 2013	Enseleni, Uthungulu DM	Transported the players.
<b>3. CHILDREN</b>			
VOTE NUMBER: 0100/3772/0000			
International Children's Day	30 <sup>th</sup> October to 03 <sup>rd</sup> November 2014	UGu DM	Transported 3 Children's to represent KZN under Amajuba DM
Child Protection Week	26 <sup>th</sup> to 30 <sup>th</sup> May 2014	NOH, NUT & NN	Awareness & child protection
<b>4. SENIOR CITIZENS</b>			
VOTE NUMBER: 0100/3639/0000			

Celebrate Mandela Day	18 <sup>th</sup> July 2013	Dannhauser	Visited the 6 senior citizens household delivered the groceries and the Prayer at KwaMadakane Hall
District Golden Games	July 2013	Newcastle	Promote Active Aging
Golden Provincial Games	27 <sup>th</sup> to 29 <sup>th</sup> August 2013	Arbor Park, Newcastle	Promote Active Aging
National Golden Games	18 <sup>th</sup> to 25 <sup>th</sup> October 2013		
<b>5. HIV&amp;AIDS</b>			
VOTE NO: 0100/3665/0000			
World Aids Day	01 <sup>st</sup> of December 2013	Emadlangeni	Increased a free HIV&AJDS generation, distributing the condoms and promoting health lifestyle
<b>6. ARTS AND CULTURE</b>			
VOTE NUMBER : 0100/3665/00			
Operation Siyaya	24 <sup>th</sup> August 2014	Meadowlands Hostel	Promoting the morality and abstinence
Royal Reed Dance	31 August 2013	Enyokeni Royal Palace	Promoting morality and abstinence
Balloting for Playhouse Scathamiya	31 August 2013	Durban Playhouse	Transporting the teams.
Zulu 200 Com petition	22 Sept 2013	King Shaka Airport	Transporting the participants
Provincial Playhouse Scathamiya Competitions	28 Sept 2013	Durban Playhouse	Promoting the culture
Internal Culture and Heritage Celebration Day	03 Oct 2013	ADM Sport Complex	Team Building amongst staff and promoting the tolerance with

			difference cultures
Amajuba Arts, Culture and Heritage Exhibition	26 Oct 2013	Osizweni Art Centre	Promoting and search for talent on all artistic genres.
Amajuba Rainbow Show	30 Nov 2013	Farmers Hall	Cultural intolerance and difference food

## SPORT AND RECREATION

7. SPORT AND RECREATION			
VOTE NUMBER: 0100/3773/0000			
•Rural Horse Riding	15 June 2013	Utrecht Rural Horse Riding Track	Co-ordination of the event
•Rural Schools Sports Games	20 July 2013	Empungwini Ward 1 Dannhauser	Co-ordination of the event
•Siyabonga Nkosi Youth Festival	17 June 2013	Osizweni Stadium Ward 11 NN	Co-ordinated jointly with Newcastle Municipality promoting soccer talent in our District
•Dundee July	20 July 2013	Dundee Horse Riding Course	Co-ordination of the event
•Dr. Mathalia Schools Knockout Competition	21 July 2013	Sinaba Sports Ground Madadeni NN	Promoting the local talent in our district
•SALGAGame 2013	Oct -Dec 2013	Newcastle High School – Kokstad	Promoting the talent of our youth in all the sports codes.

8. YOUTH DEVELOPMENT			
VOTE NUMBER : 0100/3656/0000			
• Matric Excellence and Financial Assistance Awards 2014	22 January 2014	Old Monte Vista Casino Newcastle	Awarding the top learners in our district

### 3.6 SPATIAL PLANNING AND ENVIRONMENTAL PLANNING

Section 28 (1) of the municipal Systems Act (32 of 2000) indicates that "each municipal council, within a prescribed period after the start of its elected term, must adopt a process set out in writing to guide the planning, drafting, adoption and review of its integrated development plan" .

Section 26 (e) of the MSA indicates that an Integrated Development Plan (IDP) must reflect "a Spatial Development Framework which must indicate the provision of basic guidelines for the land use management system for the municipality". In short a municipality must annually prepare a Plan for the amendment of all elements of the IDP which includes amendments to the Spatial Development Framework (SDF).

Section 12 of the Spatial Planning and Land Use Management Act (16 of 2013) also stipulates that: "each municipality must prepare a Spatial Development Framework and;

Section 20 (2) (1) stipulates that: "a municipal SDF "must be prepared as part of a municipality's Integrated Development Plan".

#### 3.6.1 Environmental Management

Amajuba District Municipality has established environmental management section that is responsible to coordinate, facilitate and oversee the effective functioning of Environmental Management section such as, Air Quality Management, Environmental Planning, Waste Management and Pollution Control in order to ensure sustainable use and protection of the environment through appropriate regulatory mechanisms. Manage and Control functions relating to the protection of the environment in accordance with the provisions of the National Environmental Management Act (Act 107 of 1998), Environmental Conservation Act (Act 73 of 1989), and National Water Act (Act 36 of 1998).

The current structure consist of the Deputy Director: Environmental Management, Assistant Director: Air Quality officer and Assistant Director: Local Government Support deployed by Department Of Environmental Affairs.

### 3.6.2. Air Quality Management

National Environmental Management Air Quality Act (Act No.39 of 2004) here under referred to as NEMAQA requires each municipality to develop an Air Quality Management Plan (AQMP). Each municipality is required to include an AQMP in its integrated development plan as contemplated in Chapter 5 of the Municipal Systems Act. The plan is intended to provide a dynamic and robust management approach towards improving air quality in the district. It is also intended to address the situation of air pollution by setting short, medium and long term goals to the effect that will continuously improve air quality and ensure that air is not harmful to communities.

Amajuba District Municipality (ADM) has appointed Zanokuhle .Environmental Services to undertake a project that will develop the required Air Quality Management Plan (AQMP) in a: phased approach as contemplated in Section 15(2) (a) of the NEMAQA in respect of the ADM.

The project has two phases; the first phase is to conduct a status quo situation assessment and to identify gaps with the current air quality management. The second phase is to develop the AQMP; By-law(s) and also setting vision, mission, goals, objectives and targets. The phases also involve the facilitation of the required public participation process for all key stakeholders.

The Draft Baseline Assessment Report has been completed and is currently being evaluated by the Project Steering Committee, and thereafter it will need to be adopted by the Council then subsequently undergo the public participation process.

### 3.6.3. Amajuba District Committee for Environmental Coordination (ADCEC)

The Department of Agriculture, Environmental Affairs, and Rural Development (DAEARD) and Amajuba District Municipality (ADM) has established Amajuba District Committee for Environmental Coordination. The district forum has adopted an approach similar to the Provincial Committee for Environmental Coordination (albeit at district level) whose main function is to promote cooperative environmental governance at a provincial level. ADCEC is by and large established to promote the integration and coordination of environmental functions within the district whilst providing the much needed platform for debate and discussion. The committee also seeks to advance the ideal of section 24 of the South African constitution, as well as the principles of Integrated Environmental Management as set out in the National Environmental Management Act 107 of 1998.

The forum has members from a wide range of stakeholders that include: Amajuba officials, Local Municipalities, Private Sector Organisations, Community Based Organisations, and Government

Departments dealing with environmental issues. . Indicated in the table below are the proposed dates for ADCEC meetings in the District's:

PROPOSED DATES	ACTUAL DATES
13 November 2013	23 November 2013
13February 2014	There was no meeting
11 June 2014	11 June 2014

It should be noted that the meeting on 13 February 2013 did not take place due to unavailability of major stakeholders.

### 3.6.4. Environmental Awareness Campaigns

Amajuba District Municipality (ADM) in collaboration with the Provincial and National Department of Environmental Affairs commemorated the following environmental awareness campaigns:

AREA	DATE	CELEBRATION	VENUE
Emadlangeni LM	4 September 2013	Arbor day	White City
Emadlangeni LM	07 September 2013	Arbor day	Emalahleni Secondary School
Newcastle	16 September 2013	World Ozone layer day	Qhawelesizwe primary School
Newcastle LM	20 November 2013	Clean-up campaign	Dixy Community
Danhauser LM	09 December 2013	Clean-up campaign	Hudula Community
Newcastle LM Newcastle LM	14 February 2014	World Wetlands day	Isibonelesihle primary school
Danhauser LM	25 June 2014	World Environment Day	Ekubongeni primary school

### 3.6.5. Capacity Building Initiatives

Presentation on the Air Quality Management legislation was done at the Integrated Environmental Management Workshop that was conducted by the Department of Agriculture and Environmental Affairs for the Industries at Newcastle Inn on 14 March 2014. Atmospheric Emission Licence.

The list below indicates the Atmospheric Emission licences that have been processed and issued:

- ✓ ArcelorMittal South Africa Limited-Newcastle Works
- ✓ Afri Amines (Pty) ltd
- ✓ SA Calcium Carbide - Ballengeich



- ✓ Quantum Screening and Calcining
- ✓ Natal Portland Cement
- ✓ Boschpik

### 3.6.6. Environmental Protection and Infrastructure Programme (Funding)

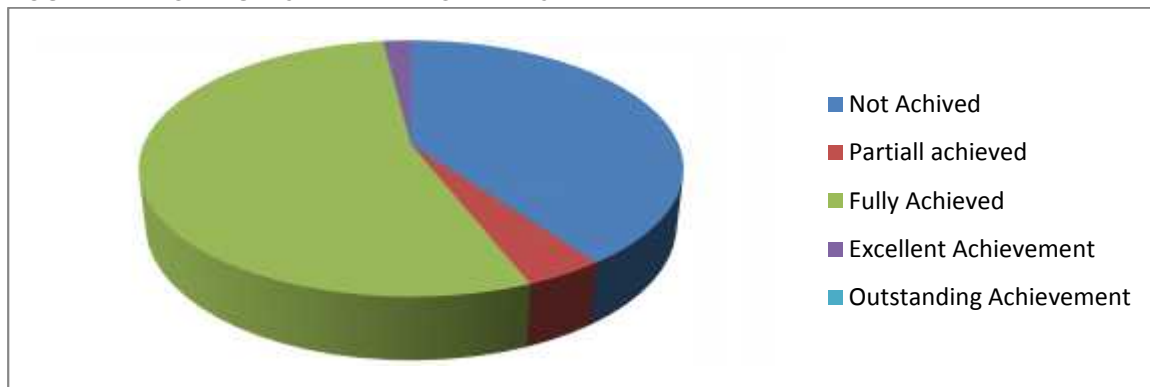
Amajuba District together with Department of Environmental Affairs have managed to secure funding of R7 000 000; for the development of a Recycling facility for Emadlangeni Local Municipality.

### 3.7 MUNICIPAL PERFORMANCE AS PER 2013/2014 SDBIP

SDBIP is a tool that provides a link between the Mayor, Council and Administration; and facilitates the process of holding management accountable for its performance. The 2013/2014 SDBIP was approved by the Mayor on the 25th June 2013 (resolution E53: 25/06/2013). During the year, sdbip was revised: departments removed some indicators and some targets were adjusted.

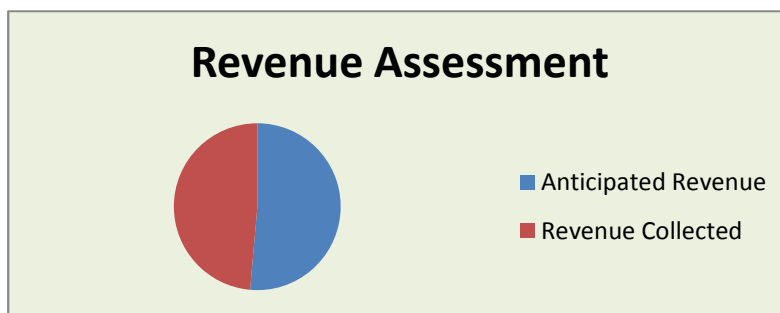
Report on assessment of performance indicators as per 2013/2014 SDBIPs (original and revised) is reflected as per table below:

#### SUMMARY OF MUNICIPAL PERFORMANCE



### ASSESSMENT OF REVENUE COLLECTION FOR 2013/2014

#### Revenue collection



Under collection of revenue resulted from the delay in billings for the periods July 2013 to September 2013 due to billing system challenges. The take-over debtors' balances from UThukela Water proved to be an enormous challenge for the municipality.

BASIC SERVICE DELIVERY

SDBI P REF	Measurable Objective/O utput/ Activity	Performance Measure/Output Indicator	Baseline	Original Annual Target	Target Adjustment March 2014	Actual Performance June 2014	Challenges, Successes, Corrective measure	Reason for Deviation	Corrective Action	RATING
					Annual					
1.1.1	Effective monitoring of UThukela Water Pty Ltd	Number of report submitted to Council via ExCo	no data	4	4	0		ADM took over the water and sanitation function therefore does not have a stake in the entity.	N/A	
1.1.1	Implementation of Buffalo Flats Water Supply Project - Phase 3	Number of households with access to water	250	1 020	600	618	New contractor was appointed, progress was slow during site establishment, but has since accelerated construction progress to date.	Underperformance by contractor	New contractor was appointed, progress was slow during site establishment, but has since accelerated construction progress to date.	

1.1.2	Emadlangeni Rural Water Supply Phase 1 (Development of water resources)	Number of households with access to water	298	950	500	450		The project that was initially planned for this FY was delayed by land dispute in the Amantungwa and Berouw area, but the refurbishment of Borehole program is proceeding well.	Fast racking of negotiations	
1.1.3	Upgrade and refurbishment of Water Treatment Plant (WTP) Dannhauser	Yes/No	new project	Yes	Yes	Yes	Complete, close - out report attached			
		Date		31-Mar-2014	31-Mar-2014					
1.1.5	Water Conversation , Water Demand Ward 2-11 Dannhauser	Number of households installed with meters	new project	500	500	200	The project was finished at Q3			
1.1.6	Refurbishment of Waste Water Treatment Plant (Tweediedale WWTP)	Yes/No	new project	Yes	completed June 2013	Completed				
		Date		30-Jun-2014						

1.1.8	Buffalo Flats Sanitation Project	Number of households with access to sanitation	5 812	2 800	5 028	5 170	Targets were exceeded, Project progressing well.			
1.1.9	Emadlangeni Sanitation	Number of households with access to sanitation	581	1 601	1 915	1 966				
1.1.10	VIP De-slugging	Number of VIP desludged	new project	4 000	4 000	1 836		Delays due to a very challenging topographical landscape	Fast racking of negotiations	
1.1.11	Water tank deliveries to rural communities	Number of households attended	new project	72 000	72 000	53 448	Mechanical breakdowns and incimated weather	Mechanical breakdowns and incimated weather	Working over weekends to catch up	
1.1.12	Emptying of septic tanks to H/H	Number of households with septic tanks attended	new project	360	360	595	Target was exceeded	Target was exceeded		

1.1.1 3	Maintenance of reticulations lines	%age of service requests attended within 48 hrs. as per water services development policy	new project	100%	100%	100	Target was met	Target was met		
1.1.1 4	Service delivery support to family local municipalities	Number of reports	new project	4	4	3	SLA was signed but the portfolio committee resolved that this item will be attended to in 2014/15 financial year.	SLA was signed but the portfolio committee resolved that this item will be attended to in 2014/15 financial year.		
1.2.1	Infrastructure Renovation - Sports & Recreational facilities	%age completion of facility renovation	new project	100%	100%	100				

1.2.2	Assessment of rural roads within the Amajuba jurisdiction (Rural Transport Services and Infrastructure )	Number of assessment reports	12	12	12	10	Due to poor performance by Shama Specialist engineers, we are seeking services of a new PSP for the 2014/15 FY	Due to poor performance by Shama Specialist engineers, we are seeking services of a new PSP for the 2014/15 FY	Appointment of a new service provider	
1.2.3	Conduct of layout plan for construction of disaster management centre	Yes	new project	Yes	Yes	No	Layout plan completed and approved	Layout plan completed and approved		
		Date		31-Dec-2013	31-Dec-2013	No				
1.2.4	Conduct of feasibility study for construction of disaster management centre	Yes/No	new project	Yes	Yes	No	Planning phase completed, Project is on Tender	Planning phase completed, Project is on Tender		
		Date		31-Mar-2014	31-Mar-2014	No				
1.1.1	Implement water quality monitoring programme	Number of water samples taken	new project	120	120	195		-	-	
1.1.2	Implement food control programme	Number of food samples taken	new project	40	40	79		-	-	

MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION

2.1.1	Community Services (COMMS) Business Plan (B/p) submitted to Portfolio Committee (PoCo)	Yes/No	Yes	Yes	Yes	Yes				
		Date	19-Jul-2012	31-Jul-2013	31-Jul-2013	22-Aug-2013		-		
2.1.2	Quarterly COMMS Portfolio Committee Meetings held	Number of meetings	4	4	4	4		-	-	
2.1.3	Quarterly COMMS progress report submitted to MM	Number of reports	2	4	4	4		-	-	

2.1.1	Office of the Municipal Manager (OMM) Business Plan (B/p) submitted to Portfolio Committee (PoCo)	Yes/No	Yes	Yes	Yes	No				
	Date	-	31-Jul-2013	31-Jul-2013	-					
2.1.2	Quarterly OMM Portfolio Committee Meetings held	Number of OMM PoCo meetings	4	4	4	0	PoCo meetings not convened as items are dealt with at ExCo	PoCo meetings not convened as items are dealt with at ExCo	items are dealt with at ExCo	
2.1.1	Planning and Development Services (PDS) Business Plan (B/p) submitted to Portfolio Committee (PoCo)	Yes/No	Yes	Yes	Yes	Yes				
	Date	19-Jul-2012	31-Jul-2013	31-Jul-2013	03-04 July 2013					
2.1.2	Quarterly PDS progress report submitted to MM	Number of PDS progress reports	2	4	4	4				



2.1.3	IT Governance Reports to council	Number of reports	2	4	4	3		-	-	
2.1.1	Engineering Services (ENGS) Business Plan (B/p) submitted to Portfolio Committee (PoCo)	Yes/No	Yes	Yes	Yes	Yes				
		Date	19-Jul-2012	31-Jul-2013	31-Jul-2013	31-Jul-13				
2.1.2	Quarterly ENGS Portfolio Committee Meetings held	Number of meetings	4	4	4	2		Three meetings held for Q4, this was due to scheduled meetings planned for Q1, Q2 and Q3 did not materialise as planned		

2.1.3	Quarterly ENGS progress report submitted to MM	Number of reports	2	4	4	4		Target was met in Q4		
2.1.4	Quarterly safety meetings	Number of meetings	new project	4	4	5		Target was met in Q4		
2.1.5	Monthly production meetings	Number of meetings	new project	12	12	8		PMU/WSA meetings have been undertaken during Quarter 4		
2.1.1	Financial Services (FINS) Business Plan (B/p) to Portfolio Committee (PoCo)	Yes/No	Yes	Yes	Yes	No		Administrative Issues	Appointment of Chief Financial Officer	
		Date	19-Jul-2012	30-Sep-2013	30-Sep-2013	No				

2.1.2	Quarterly FINS Portfolio Committee Meetings held	No of meetings	2	4	4	2	Due to Administrative Challenges. Meetings were postponed to the 17 and 31 July 2014	Due to Administrative Challenges. Meetings were postponed to the 17 and 31 July 2014	Meetings were postponed to the 17 and 31 July 2014	
2.1.3	Quarterly FINS progress report to MM	No. of reports	2	4	4	5		-	-	
2.1.1	Corporate Services (CORPS) Portfolio Committee	Number CORPS portfolio committee meetings	no data	4	4	3	-			

2.1.2	CORPS progress report to MM	Number of CORPS reports	no data	4	4	6	-			
2.1.3	Adequate property management	% of employees allocated with workspace and workstation	new project	100% allocation	100% allocation	100	-			
2.1.4		% of employees allocated with parking	new project	100% allocation	100% allocation	100	-			
2.1.7	Security improvement: surveillance	Yes/No		Yes	Yes	Yes	-			
		Date	new project	31-Dec-2013	31-Dec-2013					

2.1.8	Appointment of Occupational Health and Safety Officer (OHSO)	Yes/No	new project	Yes	Yes	Yes	-			
	Date	31-Dec-2013		31-Dec-2013						
LOCAL ECONOMIC DEVELOPMENT										
3.1.1	Develop a List of EPWP projects under the Social Sector	Yes/No	new project	Yes	Yes	Yes		-	-	
		Date		31-Jul-2013	31-Jul-2013	31-Jul-13				
3.1.2	Develop a business plan for approved EPWP projects	Yes/No	new project	Yes		Yes		-	-	
		Date		31-Jul-2013		20-Nov-2013				
3.1.1	Established LED Agency	Yes/No	new project	Yes	Yes	No		Sect 78 draft report to be submitted to ExCo 05/02/2014. Sect 78 incomplete; to consult organised labour	More effort will be applied in the next quarter to ascertain achievement of predetermined targets	
		Date		30-Mar-2014	30-Mar-2014	-				

3.1.3	Trade and Industry - manufacturing	Number of manufacturing projects implemented	new project	3	3	0		Budget constraints see council resolution number C107:27/02/2014	Source funding	
3.1.4	LED infrastructure development	Number of infrastructural projects implemented	new project	5	4	1	3 projects were designed and budgeted for but due to financial limitations only one of the three were completed	Budget constraints see council resolution number C107:27/02/2014	To source funding	

3.1.5	Signed collaboration agreement to align mining, social and labour plans to LED	Yes/No	new project	Yes	Yes	No	ToRs only accepted end of June 3014 by all stakeholders thus agreement could not be signed	ToRs only accepted end of June 3014 by all stakeholders thus agreement could not be signed	Forum meeting to be held in August 2014	
		Date		30-Sep-2013	30-Sep-2013	-				
3.1.6	Implementation of poverty alleviation projects	Number of poverty alleviation projects implemented	26	12	7	4	Budget constraints see council resolution number C107:27/02/2014	3 projects identified for q4 not implemented due to budget constraints.	To source funding	

3.1.7	Local jobs created through municipalities LED activities reference 3.1.1, 3.1.2, 3.1.3, 3.1.4, 3.1.6, 3.1.7	Number of jobs created	38	20	20	125	Work opportunities mainly created through the grain production programme	Work opportunities mainly created through the grain production programme	Beneficiaries listed are the actual work opportunities created, therefore considered as jobs created	
3.1.8	Section 78 conducted to establish LED agency	Yes/No	new project	Yes	Yes	No	Sect 78 incomplete; to consult organised labour	Section 78 results were submitted to council and approved however organised labour is still to be consulted. This consultation can only take place once the model for the agency is approved by council as the model may or may not affect the current staff in municipalities.	On-going meetings with labour.	
Date	30-Sep-2013	30-Sep-2013		-						



3.1.9	Feasibility study conducted to establish LED agency	Yes/No	new project	Yes	Yes	Yes				
		Date		31-Dec-2013	31-Dec-2013	-				
3.1.10	Feasibility study for Amajuba Dams Revitalisation conducted	Yes/No	new project	Yes	No	No	Budget constraints see council resolution number C107:27/02/2014	Budget constraints see council resolution number C107:27/02/2014		
		Date		31-Dec-2013	-	-				
3.1.11	Business Plan for Amajuba Dams Revitalisation prepared	Yes/No	new project	Yes	No	No				
		Date		31-Dec-2013	-	-				

3.1.1 2	Financial support to tourism events within the district	Number of tourism event supported	3	2	2	2	Although project could not be supported financially; support was through media marketing		
3.1.1 3	Three business plans for Community Tourism Organisation (CTO) Support and Organisational Support prepared	Yes/No	new project	Yes	Yes	No		Dannhauser CTO not yet established; Emadlangeni submitted revised B/p late; Newcastle submitted B/p late and other organisations submitted late. Due to late submissions, budget constraints were already in place	
		Date		31-Dec-2013	31-Dec-2013	-			
3.1.1 4	Tourism Signage's maintained	Yes/No	new project	Yes	Yes	No		No maintenance of signage due to budget constraints. Although funds are indicated budget was cut	To source funding
		Date		30-Sep-2013	30-Sep-2013	-			

3.1.1 5	Participation in tourism shows and exhibitions	Number of tourism shows and exhibitions participated	2	2	0	1	Although funds are indicated budget was cut. LMs represented the District and supplied marketing material	Budget constraints see council resolution number C107:27/02/2014		
3.1.1 6	Amajuba tourism marketing and promotion: Tourism branding finalised	Yes/No		Yes	No	No			On-going negotiations with National and Provincial Tourism	
Date	new project	31-Dec-2013	-	-		No positive response from National and Provincial Tourism stakeholders. Although funds are indicated budget was cut				

3.1.1	Application of labour intensive methods in capital projects	Number of jobs created through capital projects	728	488	750	580		Exceeded targets based on funding available.		
3.1.2	Implementation of Expanded Public Works Programme (EPWP) Incentive Programme	Number of jobs created through EPWP	0	160	160	350		The Amajuba Pipeline in Extension Grootgeluk project was implemented based on EPWP Guidelines with labour intensive construction methods and commenced in April 2013. Progress was satisfactory until August 2013 when the managing contractor failed to proceed further with the project. The failure to proceed with the completion of the project resulted in legal processes to be followed to terminate the contract. The contract was terminated at the end of 2013.		

								<p>Tenderers were called for new contractors during Feb 2014 and new contractor was appointed during April 2014. Work on site resumed during April to June 2014 with 80 jobs been created.</p>		
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MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

4.1.1	Source external funding for IDP projects	Number of funding applications	0	4	4	1		Administrative Issues	Appointment of Chief Financial Officer	
4.1.2	Monthly COMMS expenditure control analysis report	Number of COMMS expenditure control analysis reports	12	12	12	10		Administrative Issues	Appointment of Chief Financial Officer	
4.1.1	Source external funding for LED Agency	Funds acquired for upgrading	new project	R 5 000 000	R 5 000 000	R 0		Administrative Issues	Appointment of Chief Financial Officer	

4.1.2	Monthly OMM expenditure control analysis report	Number of OMM expenditure control analysis reports	new project	12	12	6		Administrative Issues	Appointment of Chief Financial Officer	
4.1.3	Section 72 Report submitted to Council	Yes/No	Yes	Yes	Yes	Yes		Administrative Issues	Appointment of Chief Financial Officer	
		Date	31-Jan-2013	25-Jan-2014	25-Jan-2014	05-Feb-2014		Administrative Issues	Appointment of Chief Financial Officer	
4.1.4	2012/2013 Annual Financial Statements (AFS) within prescribed format submitted to Auditor-General	Yes/No	Yes	Yes	Yes	Yes		Administrative Issues	Appointment of Chief Financial Officer	
		Date	25-Aug-2012	31-Aug-2013	31-Aug-2013	31-Aug-2013		Administrative Issues	Appointment of Chief Financial Officer	
4.1.1	Source external funding for IDP projects	Number of funding applications	4	28	28	20		-	-	

4.1.2	Monthly PDS expenditure control analysis report	Number of PDS expenditure control analysis reports	12	12	12	16			-	-	
4.1.1	Source external funding for IDP projects	Number of funding applications	6	6	6	7					
4.1.2	Monthly ENGS expenditure control analysis report	Number of ENGS expenditure control analysis reports	12	12	12	12					
4.1.1	Section 72 Report submitted to Council	Yes/No	Yes	Yes	Yes	Yes					
		Date	31-Jan-2013	25-Jan-2014	25-Jan-2014				-	-	
4.1.2	Section 71 Reports	Number of Section 71 reports	12	12	12	12			-	-	



4.1.3	Section 28 2013/2014 adjustment budget submitted to Council	Yes/No	Yes	Yes	Yes	Yes		-	-	
		Date	31-Jan- 2013	25-Jan- 2014	25-Jan-2014					
4.1.4	Draft 2014/2015 budget submitted to Council	Yes/No	Yes	Yes	Yes	Yes				
		Date	31-Mar- 2013	31-Mar- 2014	31-Mar-2014			-	-	
4.1.5	2014/2015 budget submitted to Council	Yes/No	Yes	Yes	Yes	Yes				
		Date	31-May- 2013	31-May- 2014	31-May-2014			-	-	
4.1.6	Grant Register	Number of grant register updates	12	12	12	12		-	-	
4.1.7	Revenue collection and budget spending	%age of anticipated revenue collected	no data	100% (R14,892,1 50)	100% = R14,074,031	100%				

4.1.8		%age of operating and capital budget spent	no data	100% (R185 681 289)	100% = R186,589,719	100				
4.1.9		%age of grant funding spent i.t.o grant conditions	no data	100% (R70 581 000)	100% = R70 581 000	100%				
4.1.1	To operate within the approved budget	Number of CORPS expenditure control analysis reports	12	12	12	8	-			

4.2.1	Effective expenditure control	Number of expenditure reports	no data	12	12	12		-	-	
4.2.2	Effective reconciliation (bank recon)	Number of reconciliations (bank; creditors; debtors; grant; investment; payroll)	no data	12	12 per item of bank; creditors; debtors; grant; investment; payroll	3 per item of bank; creditors; debtors; grant; investment; payroll		-	-	
4.2.3	Effective creditors payment procedures	%age creditors outstanding more than 30 days of receiving required documentation	none	0%	0%	100%		-	-	
4.2.4	Implementation of Cash Flow Management (CFM) system/tool	Yes/No	Yes	Yes	Yes	Yes		Daily Cash flow Statements submitted to Accounting Officer for Review.		
		Date	30-Sep-2013	30-Sep-2013	30-Sep-2013					

4.3.1	SCM Policy Review 2013/2014 submitted to Council	Yes/No	SCM policy	Yes	Yes	Yes				
		Date		29-Nov-2013	29-Nov-2013	27-Feb-2014			-	-
4.3.2	SCM report to Council on deviations; adjudicated and awarded tenders; and quotations above R30 000 awarded	Number of SCM reports	4	4	4	4				
4.3.3	Advertise Service Provider Database	Yes/No	service database	Yes	Yes	Yes				
		Date		31-Aug-2013	31-Aug-2013	20-09-2013			-	-
4.3.4	Establishment and facilitation of procurement plan 2013/2014	Yes/No	new project: no procurement plan	Yes	Yes	Yes				
		Date		31-Aug-2013	31-Aug-2013	30-09-2013			-	-

4.3.5	Review of procurement plan 2013/2014 as guided by adjustment budget	Yes/No	new project: no procurement plan	Yes	Yes	No		No department submitted reviewed procurement plan	Discussion of the issue at MANCO level for early submissions	
		Date		28-Feb-2014	28-Feb-2014					
4.3.7	Bid committee meeting schedule 2013/2014	Yes/No	new project: no schedule	Yes	Yes	Yes		-	-	
		Date		31-Jul-2013	31-Jul-2013	31-07-2013				

GOOD GOVERNANCE AND PUBLIC PARTICIPATION

GOOD GOVERNANCE AND PUBLIC PARTICIPATION										
5.1.1	Re-Establishment of the District Disability Forum	Yes/No	new project	Yes	Yes	No				
		Date		30-Sep-2013	30-Sep-2013	-			-	-
5.1.2	Disability Programmes: Disability friendly campaigns; Sports, arts and culture programmes; International Day for Disabled Persons (IDDP)	Number of programmes for disabled people	2	4	4	3			Budget constraints	More effort will be applied in the next quarter to ascertain achievement of predetermined targets
5.1.3	Establishment of the District Children's Forum	Yes/No	new project	Yes	Yes	No				
		Date		30-Sep-2013	30-Sep-2013	-			-	-

5.1.4	Children's Programmes: Child abuse; Right to learn; Children's rights and child protection	Number of campaigns on children's rights and awareness	7	4	4	3			Report to be submitted by the responsible officials	
5.1.5	Re-Launch of the District Senior Citizens Forum	Yes/No	new project	Yes	Yes	Yes				
		Date		30-Sep-2013	30-Sep-2013	-				
5.1.6	Senior Citizens Programmes: Golden Wednesdays; Golden									

	Games, Active Aging, Healthy lifestyle	Number of programmes for senior citizens	2	4	3	3				
5.1.7	Re-Launch of the District Arts and Culture Coordinating Committee	Yes/No	new project	Yes	Yes	No		Arts and Culture Province finalising ToR for District	More effort will be applied in the next quarter to ascertain achievement of predetermined targets	
		Date		30-Sep-2013	30-Sep-2013	-				



5.1.8	Arts & Culture Programmes: Performing arts and craft development; Exhibitions and competitions	Number of arts and culture programmes to be implemented	2	4	4	7				
5.1.9	Establishment of District Gender Forum and Men's Forum	Yes/No	new project	Yes	Yes	Yes				
		Date		30-Sep-2013	30-Sep-2013	23-Jul-2013				

5.1.1 0	Gender Programmes: Women empowerment and skills development; Gender equity campaign; Gender and domestic violence	Number of programmes for gender related issues	4	4	3	4				
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5.1.1 1	Youth Programmes: Youth ambassadors ; Youth scholarship bursaries; Youth skills development	Number of youth development programmes to be implemented	4	4	1	2		Budget constraints	More effort will be applied in the next quarter to ascertain achievement of predetermined targets	
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5.1.1 2	HIV and AIDS Council Forum	Number of HIV and AIDS Council forum	0	4	4	4			41 123	
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5.1.1 3	HIV and AIDS Programmes	Number of campaigns on HIV/AIDS awareness	6	4	4	2	Budget Constraints	More effort will be applied in the next quarter to ascertain achievement of predetermined targets		
5.1.1 4	Sports Development Program: SALGA Games, Schools' Sports; Rural Horse riding; Community sports competitions	Number of reports on sports programmes	2	4	4	4				
5.1.1 6	Implement health and hygiene education programme	Number health and hygiene education reports	new project	4	4	4			-	
5.1.1	First Draft IDP review 2014/2015 approved by Council	Yes/No	Yes	Yes	Yes	Yes				
		Date	28-Mar-2013	30-Mar-2014	30-Mar-2014	05-Feb-2014				

5.1.2	Final approval of IDP review 2014/2015 by Council	Yes/No	Yes	Yes	Yes	Yes				
		Date	31-May-2013	31-May-2014	31-May-2014	06-Jun-2014				
5.1.3	Functional IGR Forum	Number of IGR Forum meetings	4	4	4	5 mayors' forum; 1 mms' forum & 1 joint forum		-	-	
5.2.1	Public Participation Strategy approved by Council	Yes/No	Yes	Yes	Yes	No		Awaiting for CoGTA to provide workshop as per MTAS progress report	Follow up with CoGTA	
		Date		31-Jan-2014	31-Jan-2014	-				
5.2.2	Communication Policy approved by	Yes/No	Yes	Yes	Yes	No		Draft Communication Policy in place, to be submitted to Council	Draft Communication Policy in place,	

	Council	Date		31-Jan-2014	31-Jan-2014	-			to be submitted to Council	
5.2.3	Improvement in external customer relations	Number of reports on comments/queries received from the suggestion box	0	12	12	0	No Comments received via the box	No Comments received via the box	Use of social networks, such as the Facebook page	
5.3.1		Yes/No	Yes	Yes	Yes	Yes				
		Date	31-Jan-2013	31-Jan-2014	31-Jan-2014	05-Feb-2014				
5.3.2		Yes/No	Yes	Yes	Yes	Yes				
		Date	27-Mar-2013	31-Mar-2014	31-Mar-2014	26-Mar-2014				
5.3.3		Yes/No	-	Yes	Yes	Yes				
		Date	-	31-Jul-2013	31-Jul-2013	26-Jun-2013				

5.3.4	2014/2015 SDBIP approved by the Mayor	Yes	Yes	Yes	No	'Awaiting for all departments to submit service delivery programmes	'Awaiting for all departments to submit service delivery programmes	Follow up with departments	
	Date	27-Jun-2013	28 days after budget approval	28 days after budget approval	-				
5.3.5	%age implementation of action plans	new project	100%	100%	90% of issues resolved				
5.4.1	Number of audit committee meetings	4	4	4	4				



5.4.2		Percentage completion of internal audit planned audits	80%	100%	100%	100%				
5.4.3		Number of risk management register assessment reports	1	4	4	2		'Q1: No risk report for 2013/2014. Official to deal with risk to be appointed.	Appointment of Risk Officer	
5.4.4		Yes/No	-	Yes	Yes	No		'Q1: No risk report for 2013/2014. Official to deal with risk to be appointed.	Appointment of Risk Officer	

		Date		30-Sep-2013	30-Sep-2013	-				
5.2.4		Percentage response on comments/queries received	0%	100%	100%	-		No Comments received via the box	Use of social networks, such as the Facebook page	
5.2.5	ADM newsletters developed	Yes/No	0	Yes	Yes	No		Budget constraints		
		Date		30 Sep 2013, 31 Dec 2013, 31 Mar 2014, 30 Jun 2014	30 Sep 2013, 31 Dec 2013	30-Sep-2013				
5.1.1	First Draft IDP review 2014/2015 submitted to CoGTA	Yes/No	Yes	Yes	Yes	Yes				
		Date	28-Mar-2013	30-Mar-2014	30-Mar-2014	26-Mar-2014				
5.1.2	Final approval of IDP review 2014/2015 submitted to CoGTA	Yes/No	Yes	Yes	Yes	Yes				
		Date	31-May-2013	31-May-2014	31-May-2014	06-Jun-2014				

5.1.3	Approval of 2014/2015 IDP and Budget process plan and framework plan	Yes/No	Yes	Yes	Yes	Yes				
		Date	19-Aug-2012	25-Aug-2013	25-Aug-2013	29-Aug-2013				
5.2.1	IDP Representative Forum (IDP RF)	Number of IDPRF meetings	2	3	3	2		IDP RF meetings not successful due to poor attendance. 29/11/2013 postponed to 21/01/2014	Items to be submitted to Council with regard to non-attendance	
5.2.2	IDP & Budget Road show per local municipality	Number of road shows per locality	3	3	3	6				
5.2.3	AFLED meeting - institutional coherence	Number of AFLED meetings	3	4	4	2		AFLED of the 22 Mar 2014 postponed	-	

5.2.4	Amajuba Environmental Management Forum	Number of Environ Forum meetings	2	4	4	3		Budget constraints	Outsourcing of Funds	
5.1.1	Water and Sanitation awareness campaigns	Number of campaigns	new project	2	2	4				
5.1.2	Fixed Asset Register (FAR)	Number of monthly FAR updates	12	12	12	1		Fixed Asset Register completed and Disclosed in Annual Financial Statements 2014	-	

5.1.1	Admin and Governance Specialist appointed	Yes/No	new project	Yes	Yes	Yes				
		Date		31-Dec-2013	31-Dec-2013					
5.1.2	IGR Specialist appointment	Yes/No	new project	Yes	Yes	Yes				
		Date		31-Dec-2013	31-Dec-2013					
5.2.2	Employees wellness programme implementation	Number of reports on implementation of employee wellness programmes	new project	4	4	1	Financial Constraints			

5.2.4	Existing conditions of employment reviewed	Number of CORPS policies reviewed	new project	31-Jul-13		1	-			
5.2.5	Reviewed organisational structure	Yes/No	new project	Yes	-	Yes 14 February 2014	-			
		Date		31-Dec-2013	12-Feb-2014					
5.2.6	Skills development for staff as per Workplace Skills Dev Plan	Number of employees trained	no data	20	13	13				
5.2.7	Skills development for councillors as per Workplace Skills Dev Plan	Number of councillors trained	no data	25	25	20				

SPATIAL PLANNING AND ENVIRONMENTAL DEVELOPMENT

6.1.1	Establishment of disaster management centre	Percentage progress in completion in building up the disaster management centre by deadline	Service provider appointed	100% by June 2014	100% by June 2014	21%		Delays in the appointment of contractor	Appointment of Service Provider	
6.1.2	Disaster management risk assessment profile and analysis conducted	Yes/No	new project	Yes	Yes	Yes		-	-	
		Date		31-Dec-2013	31-Dec-2013	31-Dec-2013				

6.1.3	Development of plans to prevent, mitigate and respond to threats and occurrences	Number of contingency plans developed (Winter, Summer and Events)	new project	2	2	2				
6.1.4	Implementation of prevention program	Number of reports on disasters prevented	4	4	4	4		-	-	



6.1.5		Number of lighting conductors installed in line with areas identified prone to lighting	new project	8	8	8				
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6.1.6	Disaster Awareness Campaigns	Number of disaster awareness campaigns conducted	12	12	12	8		Budget constraints	More effort will be applied in the next quarter to ascertain achievement of predetermined targets			
6.1.7	Disaster management capacity building programmes	Number of capacity building sessions held	new project	4	4	2						
6.1.8		Number of disaster capacity building exercise for volunteers	1	1	1	2						
6.1.9		Number of volunteers trained	new project	40	40	39						

6.1.1 0	Establishment and functioning of IGR structures	Number of technical task teams (Fire, snow and social relief) meetings held	new project	4	4	2		Budget constraints	More effort will be applied in the next quarter to ascertain achievement of predetermined targets	
6.1.1 1		Number of disaster management advisory forum meetings held for sector coordination	4	4	4	4				
6.1.1 2		Number of disaster management practitioners forum meetings held	new project	12	12	8		Budget constraints	More effort will be applied in the next quarter to ascertain achievement of predetermined targets	

6.1.1 3		Number of Joint Operations Committee meetings activated in response to predicted risks and/occurred incidents	3	On need	On need	1		-	-	
6.1.1 4	Disaster relief interventions	Percentage of incidents responded to	100%	100%	100%	100%				
6.1.1 5	Update of disaster management plan	Yes/No	new project	Yes	Yes	No		Prepared for Council approval before end of August 2014	Prepared for Council approval before end of August 2014	
		Date		30-Nov-2013	30-Nov-2013	-				

6.1.1 6	Establishment of disaster management framework	Yes/No	new project	Yes	Yes	Yes			-	-	
		Date		31-Dec-2013	31-Dec-2013	31 December 2013					
6.1.1 7	Development of resilient communities to changing environment and climate change	Number of structures activated to mainstream disaster risk management (CDWs, OSS etc.)	new project	2	2	2			-	-	
6.1.1 9	Coordination of fire services	Number of fire-fighters trained	new project	30	30	33					
6.2.1	Implementation of the Cemetery Plan	Number of reports	new project	4	4	0			No approved plan. Plan to be finalised by Planning and Development Services by 31 May 2015	More effort will be applied in the next quarter to ascertain achievement of predetermined	

6.2.2	Facilitation and upgrade of Masondeza Cemetery	Number of reports	new project	4	4	0			targets	
6.2.3	Implementation of the Public Transport Plan	Number of reports	new project	4	4	0		No approved plan. Plan to be finalised by Planning and Development Services by 31 May 2015	More effort will be applied in the next quarter to ascertain achievement of predetermined targets	
6.2.4	Terms of Reference for Sports Complex facility developed	Yes/No	new project	Yes	Yes	No		Sports Complex to be transferred to Newcastle LM	-	
		Date		30-Dec-2013	30-Dec-2013	-				
6.2.5	Proper management of the Amajuba Sport Complex	Number of reports on management of the Sports Complex	4	4	4	3			-	

6.2.6	Review Sports Complex tariff policy	Yes/No	new project	Yes	Yes	No			-	
		Date		30-Sep-2013	30-Sep-2013	-				
6.2.7	Official lease agreement for all potential tenants - Sports Complex	Yes/No	new project	Yes	Yes	No		Conflict between tenants and the municipality	More effort will be applied in the next quarter to ascertain achievement of predetermined targets	
		Date		30-Dec-2013	30-Dec-2013	-				
6.2.9	Official lease agreement for all Thusong Service Centre tenants	%age of tenants with signed lease agreements	0%	100%	100%	0%		Conflict between tenants and the municipality	More effort will be applied in the next quarter to ascertain achievement of predetermined targets	

6.2.1 1	Establishment of Local (NN, NDH, Emadlangeni) Inter-Sectorial Steering Committee (LISSC)	Yes/No	No	Yes	Yes	Yes				
		Date	-	30-Sep-2013	30-Sep-2013	30-Sep-13			-	-
6.2.1 2	Establishment of District Inter-Sectorial Steering Committee (DISSC)	Yes/No	No	Yes	Yes	No				
		Date	-	30-Dec-2013	30-Dec-2013	-			-	-
6.1.1	Developed air quality management plan	Yes/No	new project	Yes	Yes	No		Sourcing air quality data a major problem	Environmental Affairs and DM to negotiate with companies so as to obtain data	
		Date		30-Jun-2014	30-Jun-2014	-				
6.1.2	Environmental awareness and educational programme	Number of programme	2	2	2	3				



6.1.3	Reviewed waste management plan	Yes/No	Waste Man Plan	Yes	Yes	No		Budget Constraints	To outsource funds	
		Date		30-Jun-2014	30-Jun-2014	-				
6.1.4	Reviewed environmental management plan	Yes/No	Environ Man Plan	Yes	Yes	No		Budget Constraints	To outsource funds	
		Date		30-Jun-2014	30-Jun-2014	-				
6.2.1	Updated and reviewed Spatial Development Framework (SDF) as part of IDP	Yes/No	SDF	Yes	Yes	Yes				
		Date		31-May-2014	31-May-2014	29-May-2014				
6.2.2	Established District-wide Geographic Information Systems (GIS) website	Yes/No	new project	Yes	Yes	Yes				
		Date		31-Mar-2014	31-Mar-2014	07-Jan-2014				

6.2.3	Developed web-based data download facility	Yes/No	new project	Yes	Yes	Yes				
		Date		31-Mar-2014	31-Mar-2014	07-Jan-2014				
6.2.4	Finalised Cemetery Plan	Yes/No	cemetery plan	Yes	Yes	No		Community and Landownership disputes	On-going negotiations	
		Date		30-Jun-2014	30-Jun-2014	-				
6.2.5	Developed bylaws through Nodal Study	Yes/No	business plan	Yes	Yes	No		Awaiting for new development act (SPLUMA) to be implemented which will influence bylaws	SDF needs to comply with current laws and therefore was prioritised to comply with SPLUMA, by laws will be developed once SPLUMA is implemented as the act will complement the bylaws	
		Date		30-Jun-2014	30-Jun-2014	-				

1.1.1 4	Service delivery support to family local municipalities	Number of reports	new project	4	4			SLA was signed but the portfolio committee resolved that this item will be attended to in 2014/15 financial year.	Portfolio minutes	
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CHAPTER 4

4.1 INCOME RECEIVED

4.1.1 GRANTS AND SUBSIDIES

FINANCIAL PERFORMANCE

The following grants/subsidies were received during the year under review.

Table 4.1: Grants and Subsidies Received

GRANT/SUBSIDY	2012/2013			2013/2014		
	RECEIVED (R)	EXPENDITURE (R)	%	RECEIVED (R)	EXPENDITURE (R)	%
Financial Management Grant Municipal Systems	1,500,000	2,258,837	101	1500000	845,557	5
Improvement Programme Grant	1.000,000	1000000	100	890000	702957	7
DWAF Water Services Operating Subsidy	8,360,000	8,360,000	100	1500000	1500000	10
Disaster Management Grant- Disaster Centre	5,000,000	5,000,000	100	1500000	879572	5
Department of Sports and Recreational Grant	1,050,000	2,002,942	191	0	211,000	10
Municipal Infrastructure Grant	49,992,000	10,446,028	21	51,962,000	50,505,792	9
Equitable Share Allocation	44,413,000	44,413,000	100	51,313,000	51,313,000	10
Department of Local Government and Traditional Affairs Emafusuni Grant	4,000,000	4000000	100	0	0	0
Development Bank of South Africa	626,713	626,713	100	0	0	0

Emadlangeni Bulk Water (DWAF)	4,517,914	4,517,914	100	10,484,000	6,656,646	6
Department of Public Works Grant	1,000,000	537,699	54	1000000	1,210,479	12
RSC Levies Replacement	47,630,000	47,630,000	100	51,917,000	51,917,000	10
KZN Tourism Grant	0		35	1,078,106	1,078,106	10
Gambling Board Subsidy	0			4,000,000	0	0
Massification Programme	4,000,000	393,850	10	0	1,567,354	10
Government Expert Grant	800,000	364,963	46	0	50,911	10
COGT A-Boreholes Maintenance Grant	2,870,000	1,000,589	35	0	2,258,837	10
COGT A-Councillors Training	200,000	200,000	100	0	120,612	10
COGT A-Growth and Development Summit	400,000	400,000	100	0	0	0
DWAF ACIP - Utrecht Ponds	550,000	284,019	52	0	0	0
DIMS/MG Integration Grant	74,000	316,051	427	0	0	0
Rural Roads Transport Grant	1,776,000	1,548,683	87	1,706,000	1,620,323	9
<b>TOTAL</b>	<b>179,759,627</b>	<b>134,554,016</b>	<b>75%</b>	<b>178,850,106</b>	<b>172,666,317</b>	<b>9</b>

Source: Financial Services

#### 4.1.2 OPERATING INCOME

Table 4.2: Operating Income

INCOME	2012/2013 BUDGET( R)	2012/2013 ACTUAL(R )	2013/2014 BUDGET(R )	2013/2014 ACTUAL( R)
Water Sales Service Charge	22,009,832	0	12,458,254	17,424,490
Grants and Subsidies	114,432,000	178,920, 169	110,684,015	172,422,491
Other Income	1,103,000		2,448,465	10,809, 184
<b>TOTAL</b>	<b>137 ,544,000</b>	<b>181,667,052 R</b>	<b>125,590,734</b>	<b>200,656, 165</b>

Source: Financial Services - Statement of Financial Performance

#### 4.2 MUNICIPAL EXPENDITURE, LOANS, LEASES AND INVESTMENTS

##### 4.2.1 EXPENDITURE

The major expenditure categories for the Amajuba District Municipality are set out in the table below.

Table 4.3: Operating and Capital Expenditure

EXPENDITURE ITEM	2012/2013 (BUDGET) (R )	2012/2013 ACTUAL( R)	2013/2014 BUDGET(R )	2013/2014 ACTUAL( R)
Salaries, wages and allowances	56,243,605	45,022,349	68,419,969	73,832,728
General expenditure Repair and maintenance	7,332,341	977, 746	5,056,898	5,123,223
Capital charges	0	0	734,628	966,483
Contributions to special funds	790,913	0	0	5,925,889
Projects	0	14,861,036	0	64,903,749
<b>TOTAL: GROSS/NET EXPENDITURE</b>	<b>135,057,346</b>	<b>R 195,043,428</b>	<b>124.967,715</b>	<b>R 236,218,255</b>

Source: Financial Services

#### 4.2.2 INVESTMENTS, LOANS AND LEASES

Table 4.4: External Loans

LOAN	TYPE	INTEREST RATE	BALANCE 30/06/2012	BALANCE 30/06/2013 (R )	BALANCE 30/06/2014( R)
Bank Overdraft	Overdraft	-	0	(61,035,50)	1,625,055
Finance Leases	Lease	-	0	0	0
<b>Total</b>				<b>( 61,035.50)</b>	<b>1,625,055</b>

Source: Financial Services

The finance leases are secured by assets of the Amajuba District Municipality.

Table 4.5 Investment Analysis

INVESTMENT DESCRIPTION	BALANCE (R) 2011/2012	BALANCE (R) 2012/2013	BALANCE (R) 2013/2014
Investec 1 - 11 Years	0	0	0
ABSA - Daily Call	0	34,999.24	0
ABSA Cession	0	1 363,771.97	0
ASSA Call Account - uMzinyathi	0	0	0
ABSA Cession	0	1, 135,309.64	0
Standard Bank	0		0
Standard Bank-32 Day Notice	0	125,575.37	131,597
<b>TOTAL</b>	<b>0</b>	<b>2,659,656.22</b>	<b>131,597.00</b>

Source: Financial Services

## REPORT OF THE AUDIT COMMITTEE

We are pleased to present our report for the financial year ended 30 June 2014.

Audit committee members' list and attendance.

The audit committee consists of the members listed hereunder and meets at least 4 times per annum as per its approved terms of reference. During the current financial year, four ordinary meetings and two special meeting were held. This is reflected in the following table:

NAME OF MEMBER	STATUS	NUMBER OF MEETINGS HELD	NUMBER OF MEETINGS ATTENDED
Mr. B Mbangе (Chairperson)	Chairperson	6	6
Mr. S Ngwenya	Member	6	4
Ms. F Buckus	(Resigned: 26 August 2013)	6	2
Ms. TC Ndlela	(Appointed: 05 February 2014)	6	4
Mr. SES Ngwenya	(Appointed: 05 February 2014)	6	4

## Audit Committee Responsibility

The audit committee reports that it has complied with its responsibilities arising from section 166(2) (a) of the MFMA and Treasury Regulation 3.1. The audit committee also reports that it has adopted appropriate formal terms of reference as its audit committee charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.



Audit committee recommendations

AUDIT COMMITTEE RECOMMENDATIONS		
DATE OF MEETING	RECOMMENDATIONS 2013/2014	RECOMMENDATIONS ADOPTED (YES/NO) If not(provide explanation)
05/08/2013	That the Audit on Budget Report be emailed before end of the week, 09 August 2013.	Yes
	That the third quarter audit report will be emailed to the audit committee.	Yes
	That in order to track progress on auditing, the internal audit plan must be submitted to each audit committee meeting.	Yes
	That minute of the audit committee meeting be distributed within 7 days after the meeting.	On-going
26/08/2013	The Municipal Manager must submit the Draft Annual Report to the Auditor General; The Unit of Performance Measurement column must not change;	Yes
	The last column (Comments, Reason for Deviation, Challenges ,Improvements) be rehashed by all the Directors, to including reasonable and meaningful information and/or reasons, by the end of the 27th August 2013;	Yes

	The revised Annual Report must be forwarded to the committee by the end of the 28th August 2013; Ms Rasool from CoGTA must assist the Directors on the required amendments before submission to the	Yes
	Auditor General and The Mr Linda Africa (Municipal Manager) must submit the amended Annual Performance Report to the	Yes
	Auditor General. Grants will be reviewed by the committee on the quarterly basis.	Yes
	That Annual Financial Statements are credible and reliable in all material aspects  A separate meeting specifically for Performance related matters will be conducted.	Yes  Yes Ongoing
	On the Internal Audit report's management responses, it must be stated whether the managers concur or disagree with the findings raised.	Yes Ongoing
	The Performance Information Review report must be communicated with the relevant directors.	Yes
	The last column on page 40 of the fourth quarter performance information review report must be revised by the Internal Auditors.	Yes

	Performance information review reports must be forwarded to the directors immediately, for them to implement the recommendations on the findings swiftly.	Yes
	Asset Management Audit must be included in the	Yes
	2013/2014 Internal Audit Plan. Risks Assessment must be conducted immediately.	Yes
	Supply Chain Management Audit must be moved to the third quarter.	Yes
	Mr Ngcoya to effect the necessary amendments and present the reviewed internal audit plan in the next committee meeting.	Yes
	Approval of the first quarter of the Internal Audit Annual Plan.	Yes
12 March 2014	MANCO was requested to discuss full attendance of the Audit Committee meetings by its members	Yes On-going
	A representative from the Kwa-Zulu Natal Provincial Treasury is invited in the next audit committee meeting, to clarify all the grey areas pertaining Risks Management.	Yes
	The Risks Assessment Report is revised so as to incorporate the recommended changes.	Yes
	The Annual Internal Audit Plan be approved, proviso to the recommended amendments	Yes
	The Chief Financial Officer	Yes

	<p>validates monthly leave balances provided by the Human Resources.</p>	
	<p>The Code of Conduct recommendations, finding number 1 of the report is implemented to prevent repetitive Auditor General finding.</p>	<p>Yes</p>
	<p>Director: Engineering Services present the UThukela Water take-over Plan in the next Audit Committee meeting.</p>	<p>No To be submitted at year end</p>
	<p>Chief Financial Officer must also perform a debtor profiling exercise and present a segment report in the next Audit Committee meeting.</p>	<p>In Progress</p>
	<p>The schedule of meetings for the 2014/2015 financial period is forwarded to the members by the 051h of June 2014.</p>	<p>Yes</p>
	<p>The Grants report ( with attachments of each project status to relevant grants) is presented in the next Audit Committee meeting</p>	<p>Yes</p>
	<p>Presentation of S71 and 72 reports as a separate item, to the Audit Committee</p>	<p>Yes</p>
	<p>The Internal Audit Plan reflect the number of hours projected for each project against the actual hours spent one each project, so as to enable the committee to make analysis and/or an assessment of whether the outstanding projects will be completed on</p>	<p>Yes</p>

	<p>time utilizing the available capacity or the Internal Audit Activity necessitate additional capacity to fully execute the plan</p> <p>The Annual Plan is amended by carrying over the following projects to First Quarter of 2014/2015; The Asset Management Project; The Performance Management System Review ( 41h Quarter) and Review of Annual Financial Statements.</p> <p>The Manager: PMS as the specialist ought to ascertain that the pre-determined objectives comply with the SMART principle in collusion with the departments' heads</p> <p>SDBIP Scorecards for 2014/15 must form part of the PMS Report submitted to the Audit Committee</p> <p>A report the relating to Water Tankers from the Newcastle Traffic Services is submitted to the Audit Committee in the next meeting. The suppliers noted as per the report are registered in the municipal database before the Auditor General embarks on the audit and/or year-end.</p> <p>Senzumusa Projects tender process documentation must be inspected by Internal Audit for credibility and also brought to the committee.</p>	<p>Yes</p> <p>Yes</p> <p>Yes</p> <p>No Report still to be submitted</p> <p>Yes</p> <p>Yes</p>
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	<p>A Report incorporating the following changes: Specific and updated progress and The report must be signed by the Municipal Manager</p>	<p>Yes</p>
	<p>A Performance Report is forwarded to the audit committee members</p>	<p>Yes</p>
	<p>A Draft SDBIP is forwarded to the audit committee members</p>	<p>Yes</p>
	<p>A report is forwarded to the audit committee members</p>	<p>Yes</p>
	<p>A report reflecting the 2012/2013 and 2013/2014 as of the end of the 3rd quarter irregular expenditure incurred by the municipality is forwarded to the audit committee members</p>	<p>Yes</p>
	<p>A schedule of meetings is forwarded to the audit committee members</p>	<p>Yes</p>
	<p>The Budget is presented to the audit committee in the next meeting</p>	<p>Yes</p>
	<p>The IDP is presented to the audit committee in the next meeting,</p>	<p>Yes</p>
	<p>The Readiness Plan for 2013/2014 Audit be prepared.</p>	<p>Yes</p>

23/06/2014	Confirm whether the current Payroll System (PAYDAY) has a Human Resources module which can be integrated to the Turn-Style System.	No Still to be attended to Yes
	2013/14 41h Quarter SDBIP Scorecards be amended to include a column for Corrective measures to address underperformance	Yes
	Senzumusa finding be removed as per assurance provide by the Internal Audit based on the documentation inspected	Yes
	Acting : Chief Financial Officer liaises with CoGTA to assist in the Compilation of the unauthorised, irregular, fruitless and wasteful expenditure register	In progress: To be submitted in next meeting.
	The 2013/14 Annual Financial Statements are submitted to the Committee earlier	Yes
	The consumer verification process and/debtors cleansing report is submitted in the next Audit Committee meeting and Further consultations on the witting off debtors be undertaken	Yes
	A clear, accurate and updated report, which links the reported projects to relevant grants	Yes

	A list of approved policies reflecting the last reviewed dates is submitted and Liaise with CoGTA to integrated their recommendations to the Action Plan	No In progress: The document has been prepared and submitted to MANCO for reviewed.
	For economic reasons, it is preferred that the municipality purchase directly to the suppliers instead of conducting the tender process.	No The resolution is in conflict with the SCM policy that is based on MFMA.
	Compliance checklist be incorporated to the relevant Head of Department's Key Performance Indicators for the 2014/15 financial period;	Yes
	Auditor General's findings are also incorporated into the compliance checklist ;	Yes
	Action Plans incorporated in the risks Report address the Risks and the Root Causes.	Yes
	A letter of request is sent to the Provincial Treasury requesting their attendance of the meetings and/or assistance with the Risks Management, to enable them to indicate if they are unavailable	Yes
	A member of the audit committee volunteer to chair the Risk Management Committee	Yes  Yes



	The committee seconded Ms. Ndlela to chair the Risk Management Committee	Yes
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#### The effectiveness of internal control

The system of internal control applied by the municipality over financial and operational controls were found by the committee to be effective, efficient and transparent to a large extent. However some improvement is required in certain areas as advised (refer to minutes). Internal Audit provides the Audit Committee with reasonable assurance that internal controls are appropriate and effective and this is achieved by means of applying a risk based approach.

The quality and content of in year management and internal audit quarterly reports submitted to the committee in terms of the Municipal Finance Management Act 56 of 2003 enabled the committee to inform itself on the state of the municipality's operational and financial controls. Accordingly we can report that the system of internal control over financial reporting for the period under review was effective and efficient.

#### Evaluation of annual financial statements

The audit committee was not able to review and discuss the draft annual financial statements with management prior their submission as they could not be completed in time for reviewed.

In light of the above, the audit committee does not express any view that the draft financial statements presented by the Accounting Officer are free from any material misstatements.

## Audit Committee Report

We are pleased to present our report for the financial year ended 30 June 2014.

### Audit committee members and attendance

The audit committee consists of the members listed hereunder and meets at least 4 times per annum as per its approved terms of reference. During the current financial year, four ordinary meetings and two special meetings were held.

Name of member	Number of meetings held	Number of meetings attended
Mr. B Mbange (Chairperson)	6	6
Mr. S Ngwenya	6	4
Ms. F Buckus (Resigned: 26 August 2013)	6	2
Ms. TC Ndlela (Appointed: 05 February 2014)	6	4
Mr. SES Ngwenya (Appointed: 05 February 2014)	6	4
Mr. B Dladla (Appointed: 05 February 2014)	6	3

### Audit committee responsibility

The audit committee reports that it has complied with its responsibilities arising from section 166(2)(e) of the MFMA and Treasury Regulation 3.1. The audit committee also reports that it has adopted appropriate formal terms of reference as its audit committee charter, has regulated its affairs in compliance with this charter and has discharged all its responsibilities as contained therein.

### The effectiveness of internal control


The system of internal control applied by the municipality over financial and operational controls were found by the committee to be effective, efficient and transparent to a large extent. However some improvement is required in certain areas as advised (refer to minutes). Internal Audit provides the Audit Committee with reasonable assurance that internal controls are appropriate and effective and this is achieved by means of applying a risk based approach. The quality and content of in year management and internal audit quarterly reports submitted to the committee in terms of the Municipal Finance Management Act 56 of 2003 enabled the committee to inform itself on the state of the financial reporting for the period under review was effective and efficient.

### Evaluation of annual financial statements

- The audit committee was not able to review and discuss the draft annual financial statements with management prior their submission as they could not be completed in time for review.
- In light of the above, the audit committee does not express any view that the draft financial statements presented by the Accounting Officer are free from any material misstatements.

### Internal audit

- The audit committee is satisfied that the internal audit function is operating effectively and that it has addressed the risks pertinent to the municipality.

  
On behalf of the Audit Committee  
Bandile Mbange

## SERVICE PROVIDERS' PERFORMANCE

During 2013/14 financial year, Amajuba District Municipality had external service providers which were contracted to the municipality to provide a range of services. In terms of Section 46 (1) (a) of the Municipal Systems Act, 2000, the municipality has to provide the performance details of the external service providers contracted during the year under review and the details are as follows:

NO	NAME OF ECXTERNAL SERVICE PROVIDER	PERFORMANCE IN TERMS OF SLA (Yes/No)	ASSESSMENT OF SERVICE PROVIDERS' PERFORMANCE		
			GOOD	SATISFACTORY	POOR
1	ABSA BANK	Yes	✓		
2	Techy	Yes	✓		
3	Schindler	Yes	✓		
4	Stratton	Yes	✓		
5	Sebat	Yes		✓	
6	Intec	Yes	✓		
7	AB Projects	Yes		✓	
8	M-Charlie	Yes		✓	
9	Ngabashe Trading	Yes			✓
10	River Queen	Yes		✓	
11	Inyameko Trading	Yes		✓	
12	Shama Specialists	No			✓
13	Senzumusa Projects	Yes		✓	
14	Sinethemba Construction	Yes		✓	
15	Maximum Profit Recovery	Yes			✓
16	Ubucule	Yes		✓	
17	Sivest	Yes	✓		
18	Intermap	Yes	✓		
19	Scientific Roets	Yes	✓		
20	Southwest Systems	Yes			✓
21	FBL Security Services	Yes		✓	
22	Kuntwela Ezansi Ventures	Yes		✓	