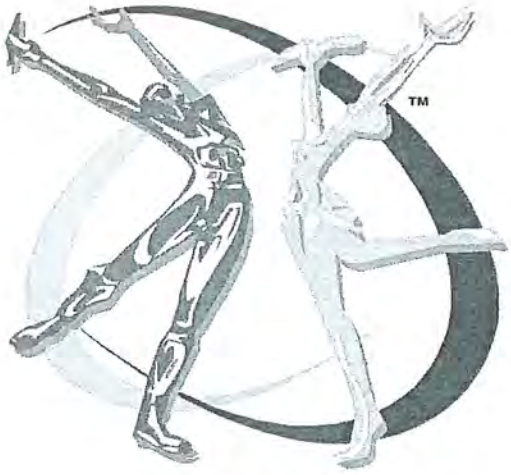

City of
Matlosana

OVERSIGHT REPORT

2015/2016

Presented

By

MPAC Chairperson - Cllr SPJ BOGATSU

31 March 2017

Cllrs: SPJ Bogatsu(Chairperson), GA Mohoemang, LM Phakoe, A Combrinck, SP Sesana, MN Seitisho, MC Mahlangu, JJ Le Grange, AN Ludidi, S Nongqayi, IM Groenewald, SL Moremi, L Khoza & MT Botman

CITY OF MATLOSANA

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEMBERS



CHAIRPERSON:
Cllr SPJ Bogatsu

MEMBERS:



Cllr GA Mohoemang



Cllr LM Phakoe



Cllr A Combrinck



Cllr ME Seitisho



Cllr MC Mahlangu



Cllr JJ Le Grange



Cllr AN Ludidi



Cllr MT Botman



Cllr S Nongqayi



Cllr SL Moremi



Cllr L Khoza



Cllr SP Sesana

SUPPORT STAFF:

KR Moipolai
PA Koto
MM Baas
VE Mqobongo

FOREWORD OF THE CHAIRPERSON



The Municipal Public Accounts Committee (MPAC) was established by Council in November 2011 through Council Resolution CC 98/2011 in terms of National Treasury Guidelines and confirmed in accordance with Section 127(3) of the Municipal Finance Management Act. After the 2015 Elections the new committee members was established as per Council Resolution CC 65/2016 dated 07/09/2016. It is a legislated Committee of Council and its delegated powers were outlined and adopted. The committee comprises of non-executive Councilors represented by political parties, i.e. ANC (8), DA (3), FF+ (1) and EFF (1) and F4SD (1).

I want to acknowledge the support from the Provincial SCOPA, the Auditor General and the Department of Local Government and Human Settlement, for capacity building during the compulsory induction for MPACs, Speakers Forum, District MPAC as well as the Provincial MPAC. I also want to thank the Internal Audit and the Risk Management Units for attending the MPAC meetings when requested to do so.

The efforts of the MPAC support staff working sleepless nights to compile the Oversight Report, cannot be overlooked. Kea, Vuyiswa, Puseletso and Mampotseng, the Committee really appreciate your good work and I applaud you!!!

To members of the Public who submitted their comments on the Annual Report, I want to thank you for the efforts you are making to assist this Municipality achieve its intended goal. You are indeed showing interest in the affairs of this Municipality. Your comments were looked into by MPAC and directed all questions to the Accounting Officer to respond, however some of the questions were not fully addressed. Please note that we are still continuing to address your concerns.The Annual Report 2015/2016

was advertised through the print media to inform public of the availability of the Annual Report and comments were also invited it was then availed at all Municipal Libraries, Municipality's website and identified Offices. The Annual Report was also submitted to the Auditor General, Provincial Treasury, as well as the Department of Developmental Local Government and Human Settlement for information.

The MPAC Program of Action was also advertised in the print media and myself as the Chairperson of the Committee, was interviewed by Star FM to update Matlosana public on the MPAC program of Action.

The Public Participation meeting was held on the 9th March 2017. The meeting was well attended and very successful. I want to thank the office of the Speaker for ensuring a successful public participation meeting. I want to apologize to those who were not given the opportunity to present their submissions. Furthermore, I would like to thank the Honorable Executive Mayor, Municipal Manager, Section 57/56 managers and all administrative staff for their support.

Please take note that we have not attached all the Proof of Evidence, due to its volume. However, files can be obtained from the MPAC Office for scrutiny or Mme Kea Moipolai can be contacted at the office no. (018 487 8045) or e-mail kea@klerksdorp.org

The findings and recommendations of the Municipal Public Accounts Committee are part of this report and can be found on pages 199 – 214.

Bogatsu

Cllr SPJ Bogatsu
Chairperson of Municipal Public Accounts Committee

Date: 31/03/2017

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MPAC OVERSIGHT REPORT ON THE ANNUAL REPORT OF 2015/2016

5/14/2/2 (MPAC)

A. PURPOSE

To submit the Oversight Report on the Annual Report 2015/2016.

B. BACKGROUND

The MPAC was established by Council in terms of Section 79 of the Structures Act, 1998, to review the Annual Report of Council and prepare an Oversight Report on the Annual Report.

The 2015/2016 Annual Report was tabled at Council on the 31st January 2017 as per Resolution CC 15/2017, dated 31 January 2017, in compliance with the Municipal Finance Management Act (MFMA) which requires under Section 127(2) that:

> **"The Mayor of a municipality must, within seven months after the end of a financial year, table in the municipal council the annual report of the municipality."**

The Annual Report 2015/2016 was advertised on 3rd February 2017 through the printed media regarding the availability of the Annual Report. The reports were made available at all Municipal Libraries, Municipal website and identified Offices. The Annual Report was also submitted to the Auditor General, Provincial Treasury, the Department of Local Government and Traditional Affairs and the NW Legislature.

The MPAC program of action was advertised in the local newspaper and the Chairperson of MPAC was interviewed on the Star FM on the 7th February 2017 to inform public members on the importance of public participation meeting and to encourage submission thereof.

The findings of MPAC were based on the MPAC meetings held, public hearing conducted with Senior Managers and in-loco inspection conducted on the 3rd March 2017 and the Report of the Auditor General. The Committee concurred with the Auditors General's findings on the Annual Report 2015/2016.

Written comments from members of the public and Ward Councillors were received and attended to during MPAC meetings and Public Hearings.

In terms of the National Treasury Circular 68 and 32, governing the provincial and local government, the municipality is required to table the Oversight Report within two months after the date of the tabling of the Annual Report, on or before March 2017.

MPAC is comprised of non-executive Councillors represented by all political parties and the Chairperson was chosen amongst them. The Acting Chief Audit Executive, Chief Risk Officer and Risk Officer attended meetings when called upon to do so on advisory capacity.

The following delegations of powers to MPAC were adopted by Council as per Resolution No. 98/2011:

i. In year – reports of the municipality and municipal entities;

ii. To consider and evaluate the content of the annual report and to make recommendations to council when adopting an oversight report on the annual report;

iii. Examine the financial statements and audit reports of the municipality and municipal entities; and in doing so, the committee must consider improvements from previous statements and reports and must evaluate the extent to which the Audit Committee and Auditor General's recommendations have been implemented;

iv. To promote good governance, transparency & accountability on the use of municipal resources.

v. To recommend or undertake any investigation in its area of responsibility, after reviewing any investigation report already undertaken by the municipality or the Audit Committee so as to assist Council to hold the executive and municipality entities to account. This would help to increase council and public awareness of the financial and performance issues of the municipality and its entities.

C. DISCUSSION

The Municipal Public Accounts Committee studied and analyzed the Annual Report in depth and directed the questions to the Acting Municipal Manager in respect of many areas of concern, however, the explanations and information given in response to the questions, addressed some of the audit queries.

In the case of Unauthorized, Irregular, Fruitless, and Wasteful expenditure, the Municipality Public Accounts Committee was unable to conduct the investigations due to the reason that the Municipality has been unable to fully comply with the provisions of the MFMA.

It is in view of the above that, the Section 32 Committee was established as per Council Resolution CC 38/2017 dated 28 February 2017 and elected Councilor GA Mohoemang as the Chairperson of the Section 32 Committee.

Cognizance must be taken that the Section 32 Committee had not held meetings due long awaited irregular expenditure from the former Acting Municipal Manager. However, the Auditor General advised that the Irregular Expenditure Register must first be investigated by the Acting Municipal Manager and table same at Council, before the Section 32 Committee commence with the oversight process.

MPAC unfolded the following processes to obtain information required to finalize the Oversight Report:-

- Annual Report 2015/2016
- Briefing on the Audit Outcome by the Auditor General
- Final Management Report dated 30 June 2016
- MPAC Interviews with Management (public hearing)
- Conducted In-loco Inspection on Projects
- Comments/representations from members of the public / Ward Councillors
- Public Participation meeting on the Annual Report 2015/2016
- Response from Management (Portfolio of Evidence)

The Municipal Public Accounts Committee has experienced support from the office of the Auditor General, co-operation from the Acting Municipal Manager, Chief Financial Officer, Directors, Deputy Directors and Assistant Directors.

The office of the Speaker also played a leading role in mobilizing members of the public to attend the public participation meeting held on Thursday, the 9th March 2017. The attendance was very satisfactory and the meeting successful.

The following written submissions on the Annual Report 2015/2016 were received from members of the public, Ward Councilor's, Ward Committee members. Members of MPAC acknowledged the submissions with appreciation:

- Comments from Ward Councilor (Ward 17)
- Comments from Ward Committee (Ward 16)
- Comments from Ward Committee Member (Wilma Dedericks)
- Comments from Mr. V Delport
- Comments from Mr. T Meiring

It is with this background that, Management were presented with these comments to respond, however some of the public members showed satisfaction while some concerns were not fully addressed.

It was noted with concern that there was a need to educate the community to analyze the contents of the Annual Report and the importance of participating.

Cognizance must be taken that when an Oversight Report is tabled, it should contain Council's comments on the Annual Report and must include, under section 129(1) MFMA, a statement as to whether the Council:

(a) has approved the annual report with or without reservations;
(b) has rejected the annual report; or
(c) has referred the annual report back for revision of those components that can be revised.

D. RECOMMENDATION

a) That Council adopt the below-mentioned recommendations as captured in the Oversight 2015/2016 report:

- That the record keeping system be implemented, monitored and evaluated.
- That the Council Resolution to create the position of the Records Manager be implemented.
- That the department develop a Council Resolutions Register that keeps track of all resolutions implemented and not implemented.
- That all Council Resolutions be captured as submitted by user departments to ensure validity and consistency of the recommendations as submitted by various departments and Portfolio Committees.
- That council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Legal Services Section, amongst others, Contract Management, Monitoring of Service Level Agreements, Land Audit, Illegal and Legal land occupation.
- That Legal Services Snr Officials be admitted as Legal Practitioners.
- That HRM facilitate the formulation of Job Descriptions through the involvement of relevant departments by 30 June 2017.
- That all available job descriptions be updated and signed by all incumbents by 30 June 2017.
- That the Human Resource Strategy be developed to address the proper implementation of all HRM operations to ensure that adequate and sufficiently skilled resources are in place and that performance is monitored through a proper Human Resource Plan by 30 June 2017.
- That the chairperson of the recruitment and selection panel that appointed the 40 General Workers take the responsibility of the irregular appointments.
- That Overtime Policy be adopted by Council and HRM develop an Overtime Monitoring System in liaison with various departments to ensure the reduction of payment of overtime exceeding 40 hours per month by 30 June 2017.

- That the performance management system be developed to monitor and evaluate staff from Level 2 to Level 19 by 30 June 2017.
- That Human Resources Management develop a system to facilitate and monitor the skills transfer from procured service providers to identified internal employees by 30 June 2017.
- That Human Resources Management develops adequate Workplace Skills Plan derived from the accurate and current skills level and apply identified training interventions that addresses relevant gaps by 30 June 2017.
- That a detailed report, including financial and human resources of all managers that are currently on suspension and their status quo be submitted to Council end of May 2017 and no further expenditure should be incurred until that report is submitted.
- That suspensions conditions be tightened and require suspended employees to report at the Municipal Manager's office once a week by 30 June 2017.
- That parties to the Bargaining Council propose that the clause to utilize external Labour Relations specialist to preside and prosecute on behalf of the municipality.
- That internal and external witnesses to make sworn statements in case they become untraceable.
- That Senior employees prioritize matters of discipline.
- That the department develop an ongoing capacity building programme for Presiding Officers and Prosecutors.
- That a report be prepared on the payment of Ward Committee Members by 30 June 2017.
- That the section ensure that they keep and update the Council Resolution Register as submitted by the Corporate Services: Administration Section by 30 June 2017.
- That action plan to address the audit findings and monthly monitoring be compiled and implemented by 30 June 2017.
- That the Audit Committee report on a quarterly basis to the Executive Mayor and Council on the progress made with regards to the implementation plans.
- That the Internal Audit report on a quarterly basis to the Audit Committee on the effectiveness of the controls.
- That the organogram remain with the Strategic Planning Unit (PMS) for their competency and experience in dealing with the structure. Regular updates must be carried out.
- That the assessment of lower levels be implemented within three months from the tabling of the Oversight report (30 June 2017).
- That the Strategic Planning Session be clarified and proper processes be followed.

- Further that a request be made to SALGA to assist the municipality with Strategic Planning Session.
- That the Accounting Officer be responsible reconciling both departments and draw up a working plan to ensure expeditious execution of functions.
- That Council be given the authority to appoint key personnel in order to strengthen good governance and also to provide qualitative leadership in the municipality.
- That Council finalize the appointment of Section 56/57 Managers to improve governance in the municipality.
- That the Audit Committee must ensure that Risk Reports are presented to Council.
- That financial services develop necessary monitoring tool to address the monitoring of the water meter reading accuracy by 30 June 2017.
- That the section speeds up the installation of water meters in all Council buildings and provide progress report on the matter by 30 June 2017.
- That there should be follow up Water Saving campaigns and the impact of the programme should be measurable to sure that there is less water usage by 30 June 2017.
- That proper and adequate measures be formulated and applied to determine and identify major water losses by 30 June 2017.
- That the positions that were removed from the organogram be reinstated by the Directorate: Strategic Planning, Monitoring and Evaluation by 30 June 2017.
- That the Sewer Section develop a turnaround strategy to address and minimize sewer spillages by 30 June 2017.
- That the Sewer Section prepare a report on the process and requirements to acquire the Water and Sanitation License from the Department of Water and Sanitation by 30 June 2017.
- That the Acting Director: Civil Services and Human Settlements assumes the liability for the PMU's failure to address the challenges on the Upgrading of water network in the KOSH Area and to provide honest and accurate information to Council by 30 June 2017.
- That the Accounting Officer expeditiously engage the relevant Professional Engineering Body with regards to the conduct of the Consulting Engineers, King and Associates by 30 June 2017.
- That Council resolves that no further business transitions will be entered into with Consulting Engineers, King and Associates by 30 June 2017.
- That council recovers extra costs incurred outside or as a result of irregular changes to the original scope of works on the project: Upgrading of Water Network in the KOSH Area.
- That council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Human Settlements(Housing) department,

amongst others, the distribution of RDP housing, the illegal transactions and irregularities with regards to housing waiting lists.

- That the department ensure minimum requirements are met to acquire a proper Environment and Waste Management License by 30 June 2017.
- That the Waste Management Plan be updated and implemented by 30 June 2017.
- That the department formulate a plan to eradicate and monitor illegal waste dumping 30 June 2017.
- That landfill sites function be moved to Community Services.
- That Council approve the proposed Environmental and Waste Management Unit as proposed by Community Services.
- That the municipality employ a qualified Engineer to ensure compliance is adhered to.
- That the department develop a centralized fleet management plan by 30 June 2017.
- That the department conduct an investigation and compile a report on all the municipal fleet by 30 June 2017.
- That the Council empower the MPAC to conduct a full scale investigation on the three(3) vehicles sent to TSU Transport Spares with the following registration numbers;
  CMG776NW
  CMG037NW
  CMG807NW
- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Electrical and Mechanical Engineering department.
- That the department develop a comprehensive Fleet Register, related to every vehicle in the municipality by 30 June 2017.
- That a proposal be submitted to Council for the amendment of the Fire and Rescue Structure by 30 June 2017.
- That a proposal be submitted to Council for the purchase of emergency vehicles for Stilfontein Fire station 30 June 2017.
- That the Human Resources Management(HRM) in liaison with the Traffic division formulate an intervention programme to address the issue of low morale of personnel by 30 June 2017.
- That a turnaround strategy be formulated to address all challenges faced by the Traffic Division by 30 June 2017.
- That the department develop a monitoring and evaluation tool to measure the performance of Traffic Officers by 30 June 2017.
- That a turnaround strategy be developed to address the issue of income generation and revenue enhancement by 30 June 2017.

- That Traffic Division Senior Management develop a system that ensures enforcement of compliance within the division by 30 June 2017.
- That Human Resource Management speed up the recruitment and selection process of appointing Licensing personnel within three(3) months from the closing date of the vacancy advertisement.
- That vacant positions be advertised and filled to improve the service delivery by 30 June 2017.
- That a turnaround strategy be developed to address the matter of revenue enhancement by 30 June 2017.
- That the overtime policy be approved.
- That the Acting Municipal Manager investigate the legal implication subsequent to terminating the truck rental by 30 June 2017.
- That a proposal to buy refuse trucks be considered as it can also create savings to the Municipality by 30 June 2017. (See Proof of Evidence in the Management Response).
- That Council approve the budget to buy new trucks/fleet.
- That the department develop a tool to monitor and evaluate personnel daily operations in the department by 30 June 2017.
- That a comprehensive report be prepared on the Educational Centre by 30 June 2017.
- That post recovery measures and implementation be developed by 30 June 2017.
- That a proposal be submitted to the Strategic Planning, Monitoring and Evaluation on the establishment of the Environmental Management Unit by 30 June 2017.
- That the permanent security personnel be placed at the swimming pools.
- That the Cashiers be trained as Life Savers.
- That the patrons' entrance be free of charge.
- That a policy on Sports Federations be in place and the contracts of remaining 24 Federations within the municipality be signed by 30 June 2017.
- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Sport, Arts and Culture department with regards to the Jouberton Sports Complex Project.
- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Sport, Arts and Culture department with regards to the Upgrading of Brazil Sports Stadium project.
- That the Acting Municipal Manager exhaust the matter by marketing the property for rental benefit for the Municipality and make recommendations to Council.

- That the department monitor and evaluate the implementation of the action plan to address cash-flow shortages.
- That legal action be instituted against consumers that do not pay their municipal services by 30 June 2017.
- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Financial Management Services.
- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Financial Services: Supply Chain Management with regards above findings.

b) That Council approve the Annual Report 2015/2016 without reservations.

c) That Council adopt the Oversight Report on the Annual Report 2015/2016.

SUBMITTED FOR CONSIDERATION

Bogatsu

Cllr SPJ BOGATSU
CHAIRPERSON (MPAC)

31/03/2017

DATE

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LEGISLATIVE MANDATE FOR THE OVERSIGHT REPORT

The Oversight Report

Introduction

This circular aims to provide councillors with practical guidance in financial governance and to assist in maintaining oversight within the broader governance context.

It focuses on the oversight process that councils must follow when considering the annual report and how to deal with the *Oversight Report* by encouraging continuous improvement and promoting accountability to stakeholders.

Please read this circular in conjunction with the following circulars:

- MFMA Circular 11 - Annual Reporting Guidelines - 14 January 2005
- MFMA Circular 18 - New Accounting Standards - 23 June 2005
- MFMA Circular 28 - Budget Content and Format - 12 December 2005

Background

Council is vested with the responsibility to oversee the performance of their respective municipality, as required by the Constitution, the Municipal Finance Management Act (MFMA) and Municipal Systems Act (MSA). This oversight responsibility of council is particularly important for the process of considering annual reports.

The MFMA and MSA recognise that council has a critical role to play to ensure better performance by municipal departments and entities. There now exists an explicit linkage between the strategic goals, set by council through the IDP, which are translated into the budget, and the delivery of those goals, which is reported in the Annual Report. It is important for council to ensure that the budget gives effect or expression to priorities contained in the IDP. A good budget will lay a basis for better oversight and cement the contracts between the executive/council, the administration and the public.

The MFMA gives effect to financial management reforms that place greater service delivery responsibilities on managers and makes them more accountable for performance. Whilst, in the first instance it is left to the mayor or the Executive Committee to resolve any performance failures, ultimately the council is vested with the power and responsibility to oversee both the executive and administration. Oversight occurs at various levels in a municipality and is explained in the following table:

Financial governance framework applicable to local government

	Responsible for	Oversight over	Accountable to
Council	Approving policy and budget	Executive Mayor or Committee	Community
Executive Mayor or Committee	Policy, budgets, outcomes, management of/oversight over municipal manager	Municipal Manager	Council
Municipal Manager	Outputs and implementation	The Administration	Executive Mayor or Committee
Chief Financial Officer and Senior Managers	Outputs and implementation	Financial Management and Operational Functions	Municipal Manager

Separation of roles

The separation of roles between the council and administration is intended to strengthen the oversight function of councillors. Good governance and effective oversight and accountability are predicated on there being this separation of functions. It is fundamental for the achievement of the objects for local government in the Constitution relating to a democratic and accountable system of local government. Council oversees the performance of the administration through council and committee meetings. The mayor provides the link between the council and administration and is responsible for regular monitoring and for tabling reports before the council. Therefore, the administration is responsible for the day-to-day operations. This separation avoids conflict of interest and a "referee/player" situation arising and is similar to the role played by Parliament.

The MFMA further assumes a separation between councillors serving on the executive (i.e. mayor or executive committee) and non-executive councillors. This separation is vital to ensure council maintains oversight for the performance of specific responsibilities and delegated powers to the mayor or executive committee.

The MFMA gives council a number of financial management tasks to fulfil its oversight role. The adoption of an "Oversight Report" is one such task. The diagramme on the following page illustrates the various oversight intervention points from the adoption of the Integrated Development plan (IDP), Budget, Annual Report and Oversight Report.

What is in an annual report?

Each municipality and each municipal entity must prepare an annual report for each financial year in accordance with the MFMA and MSA. The purpose of the annual report is:

- to provide a record of the activities of the municipality or entity;
- to provide a report on performance in service delivery and against the budget;
- to provide information that supports the revenue and expenditure decisions made; and
- to promote accountability to the local community for decisions made.

Annual reports are the key reporting instruments for municipalities to report against the performance targets and budgets outlined in their strategic plans. Annual reports are therefore required to contain information on service delivery and outcomes, in addition to financial statements. It is meant to be a backward-looking document, focusing on performance in the financial year that has just ended. It must demonstrate how the budget was implemented and the results of service delivery operations for that financial year.

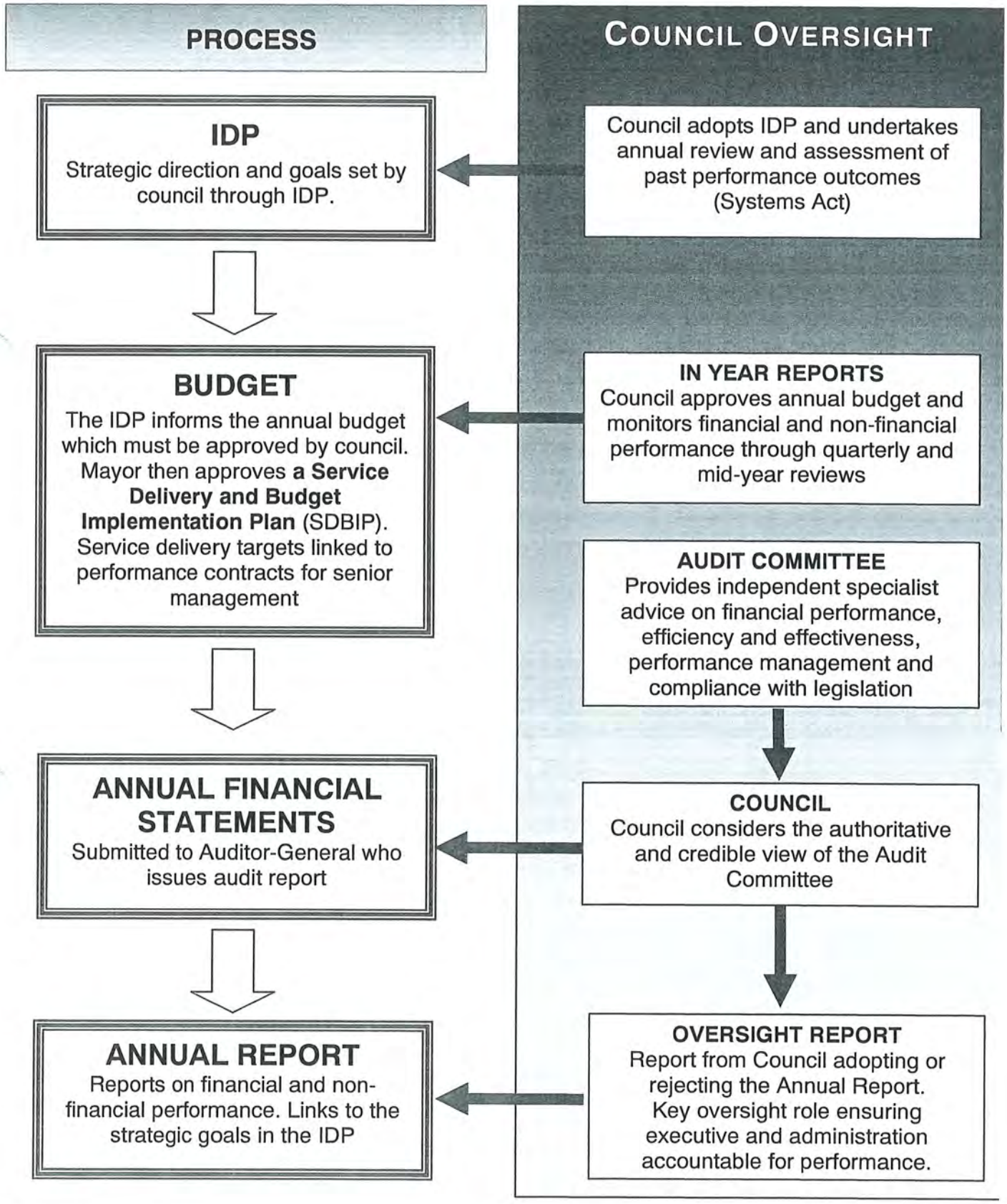
When tabled, the annual report should include four main components, each of which has an important function in promoting governance and accountability. The main components are:

- The annual performance report as required by section 46 of the MSA.
- Annual Financial Statements submitted to the Auditor-General;
- The Auditor-General's audit report on the financial statements in terms of section 126(3) of the MFMA; and
- The Auditor-General's audit report on performance in terms of section 45(b) of the MSA.

Other components required to be included in the annual report are set out in the MFMA section 121 and the MFMA Circular No 11 issued 14 January 2005.

Annexure C contains guidance on the matters that should be considered and lists the components of the annual report with a checklist of questions that might be asked by councillors when considering these components and the overall report.

Financial Governance in Practice – Council Oversight



What is the oversight report?

The oversight report is the final major step in the annual reporting process of a municipality. Section 129 of the MFMA requires the council to consider the annual reports of its municipality and municipal entities and to adopt an "oversight report" containing the council's comments on each annual report.

The oversight report must include a statement whether the council:
- has approved the annual report, with or without reservations;
- has rejected the annual report; or
- has referred the annual report back for revision of those components that can be revised.

The oversight report is thus clearly distinguished from the annual report. The annual report is submitted to the council by the accounting officer and the mayor and is part of the process for discharging accountability by the executive and administration for their performance in achieving the goals set by council. **The oversight report is a report of the municipal council** and follows consideration and consultation on the annual report by the council itself. Thus the full accountability cycle is completed and the separation of powers is preserved to promote effective governance and accountability.

Annexure A sets out a recommended structure for an oversight report and draft resolutions to adopt the report.

Managing the process and forming committees

The processes for council oversight of the IDP, budget, annual report and preparing an oversight report may be complex for many councils, in particular where resources to support the functioning of the council are limited. For example, reviewing an annual report within full council meetings may not be practicable and may restrict the effectiveness of the analysis and discussions. Thus councils need to establish appropriate mechanisms to enable all councillors and the public to fully digest and discuss the annual report contents.

Once the annual report is tabled the council effectively has two months in which to consider the report, invite public submissions and to finalise its oversight report. Given there are a number of steps and many stakeholders the review can be made more manageable if a committee process is established breaking it down into more easily managed parts.

It is recommended that councils consider the establishment of an **oversight committee** under sections 33 and 79 of the Municipal Structures Act 1998. This committee and, if needed, sub-committees could be responsible for the detailed analysis and review of the *annual report* and then drafting an *oversight report* that may be taken to full council for discussion. Such a committee may receive and review representations made by the public and also seek inputs from other councillors and council portfolio committees.

The oversight committee should be made up of only non-executive councillors and representatives of the community and can be formed each year to deal with the annual report. Municipal officials cannot be members of an oversight committee as this would pose a conflict of interest. Assistance from the municipality's Audit Committee in the review process is also recommended as a major source of independent specialist advice.

All meetings of Council and the oversight committee at which an annual report is considered must be open to the public and a reasonable time must be allowed for discussion of any written submissions received and for members of the community and organs of state to address the meetings. Representatives of the Auditor-General are entitled to attend and to speak at any meetings held to discuss the annual report. Timely notice of meetings should be given to enable representations to be made. Making representations to the oversight committee should not necessarily preclude

representations by the same individuals to the full council as this promotes transparency in the process.

At the same time that the committee is analysing the report in detail, other councillors should also be conducting their own review of the report. This can include discussions with constituents, ward committees and ward representatives to encourage inputs and comments and to prepare for the full council meeting that considers the annual report and oversight report.

Questions raised with the administration by council or the committee may be taken on notice by the accounting officer and responses subsequently provided to the committee process. Ideally however, questions should be responded to immediately during the committee meetings to avoid delays. The top management team may assist the accounting officer if needed. If the executive or the accounting officer and administration are unable to respond immediately to questions raised at committee or council meetings, then the committee or council may rightfully conclude that the executive and administration have not performed satisfactorily and may not understand the report that they have tabled.

When enquiring on matters in the annual reports from municipal entities, issues of commercial confidence may arise. In such cases the council should make a judgement as to whether the information is essential to determine a conclusion on the annual report and whether it may be necessary to meet in private. Such a step must be taken with caution in order not to weaken the democratic and transparency objectives of the annual reporting process.

Municipalities should take into account all costs of the various mechanisms (oversight committee and other meetings) for reviewing the annual report and preparing an oversight report. The cost needs to be balanced against the need for transparency, good governance practice and accountability, the capacity of the municipality and the need for an effective process within the time allowed.

Timing considerations

Annexure B provides the key steps in the annual reporting process as required by the MFMA. Note that no later than two months from the date of tabling, council must consider the annual report and adopt an oversight report. Also the annual report must be made public immediately after it is tabled and the public invited to submit representations. To assist with this process a municipal finance management "calendar" will be published in the near future.

Councils are encouraged to effectively use the time permitted under the MFMA (two months from when report tabled) for consideration in order to achieve a quality and acceptable annual report and strive for approval of a report that meets the provisions of the MFMA and MSA. Municipalities are encouraged to review the report immediately upon it being tabled so that steps to obtain additional information and amendments can be taken to facilitate completion of the oversight report within the timetable provided. The process for consideration may involve an initial review and analysis that seeks inputs from the community, Audit Committee and the administration, to be followed by a further review of the report, additional information and representations received. When any additional information is required the administration should promptly provide this.

The MFMA provides that if all the components of the annual report are not completed on time, then those components that are available must be tabled and considered and a written explanation be submitted to council as to why components are delayed and when they will be tabled. In such cases an oversight report may be completed and the report approved, but this should be with reservations or referred back for completion when the missing components are tabled, no more than two months later. In any case the components that have been tabled must be published and open for public representations and, where required, the oversight report amended when the remaining components are tabled.

Understanding the annual report and determining conclusions

A mechanism that facilitates better understanding of the annual report by **all** councillors is essential, as the MFMA requires that **Council, and not the executive or administration,** comment on the annual report and arrive at a decision.

To facilitate consideration of the annual report in its entirety the council should obtain the views of the Audit Committee, which is charged with providing council with, among other matters as prescribed, an authoritative and credible view of the financial position of the municipality or entity, its efficiency and effectiveness, performance management and the level of compliance with the MFMA, Division of Revenue Act (DORA) and other relevant legislation.

In order to approve the annual report without reservations, Council should be able to agree that the information contained in the report is a fair and reasonable record of the performance of the municipality and properly accounts for the actions of the municipality in the financial year reported upon. Approval means that the executive and administration have discharged in full, their accountability for decisions and actions and that their performance meets the criteria set by performance objectives and measures and is also acceptable to the community.

Should the Council have reservations on any matter in the report then these reservations should be outlined in the oversight report and the executive and administration should address these as determined by council.

A conclusion that the report is approved without reservations is the preferred outcome from the process. However, this conclusion should not be an outcome of only cursory examination of the report but should be as a result of a rigorous analysis by councillors with inputs from the public and other stakeholders.

Although the accounting officer is required to attend all meetings where the report is discussed to respond to questions, it is incumbent on **all councillors** to fully understand the report in order to identify matters that may require further information from the accounting officer.

Staff performance bonuses

To promote continuous improvement in the performance of the municipality and entities, it is strongly recommended that council reward performance in a manner that is commensurate with achievement of policy outcomes. Therefore, the payment of performance bonuses should be measurable with the extent of outcomes achieved. In some instances, performance bonuses were paid even though performance could not be measured. If the level of acceptance cannot be achieved then it follows that the performance of the administration has not met the objectives approved in the IDP, Budget and Service Delivery and Budget Implementation Plans. Where reservations exist, the seriousness of such should be taken into account before considering any part-payment of bonuses.

Municipal Entities

Where municipalities have one or more municipal entities, separate annual reports from the municipality and each of the entities will be tabled in council. Only the annual financial statements will be consolidated in the municipality report. Although each of the annual reports is to be considered by council it would be impractical to complete multiple oversight reports. It is recommended that council adopt one oversight report that provides comments on each of the annual reports. In this way council is able to reinforce the important linkages between the municipality and its entities, their close interrelationship in the provision of services and that performance of the municipality is an outcome of performance by the municipal administration and all the entities.

Conclusion

Municipalities and municipal entities are required to table in council by 31 January an annual report for the previous financial year. Councils must consider the reports and adopt an oversight report by 31 March. This circular outlines the importance of the annual report in ensuring effective democratic and accountable local government and provides guidance on the manner in which the reports should be considered.

The MFMA provides that the National Treasury may issue guidelines on the manner of consideration of annual reports and the functioning and composition of any public accounts or oversight committee. Until such guidelines are issued, councils and boards of entities are encouraged to consider and implement this circular.

The challenge facing councillors is to utilise their strategic plans, budget documents and annual reports to improve oversight and to hold municipal departments and entities and the executive to account for their performance.

Further enquiries on this circular may be directed to the MFMA helpline email address below.

Abbreviations

AFS	Annual Financial Statements
MFMA	Municipal Finance Management Act, No. 56, 2003
MSA	Municipal Systems Act, No. 32, 2000
SDBIP	Service Delivery and Budget Implementation Plans (s 53 MFMA)
DORA	Division of Revenue Act for the relevant budget year.
IDP	Integrated Development Plan

Other information relating to annual reporting for municipalities may be found in:

- MFMA Circulars 11 and 18.
- Performance Management Guide for Municipalities, DPLG, 2001. www.dplg.gov.za - go to "documents" then "general publications"
- Introductory Guide to MFMA, Updated Edition – August 2004.
- On SDBIP, refer to MFMA Circulars 13 and 19.

Contact

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T. Pillay
Chief Director: Local Government
15 March 2006

ANNEXURE A

Structure and Contents of the Oversight Report –

The Oversight Report should contain:

1. Title and reference to the year under review.

2. Resolutions and statement required by MFMA s129(1) (see recommended resolutions below).

3. Summaries of comments and conclusions on the annual report of the **municipality** referred to in the resolutions, including one or more of the following:
   (i) Summary of reservations, if approved with reservations and actions to be taken by the executive and administration to resolve reservations.
   (ii) Summary of components required to be revised, if referred back for revision and actions to be taken by the executive and administration to provide revisions and the date for these to be submitted.
   (iii) Summary of reasons for rejection of the report, if report is rejected and what other action should be taken by the executive and administration.
   (iv) In cases where only components of the annual report are submitted by the mayor detail those components and restrict comments to this effect. Include a statement listing the outstanding components and estimated timeframe for these to be tabled and considered by council.

4. Summaries of comments and conclusions on the annual reports of **each municipal entity** referred to in the resolutions, including one or more of the following:
   (i) Summary of reservations, if approved with reservations and actions to be taken by the executive and administration or the entity to resolve reservations.
   (ii) Summary of components required to be revised, if referred back for revision and actions to be taken by the executive and administration or the entity to provide revisions and the date for these to be submitted.
   (iii) Summary of reasons for rejection of the report, if report is rejected and what other action should be taken by the executive, administration and the entity.
   (v) In cases where only components of the annual report are submitted by the chairman detail those components and restrict comments to this effect. Include a statement listing the outstanding components and estimated timeframe for these to be tabled and considered by the board of directors.

5. Annexures to the report should provide the following –
   (i) Summary of the process followed in the review, including:
      - Copies of minutes of meetings of committee.
      - Summary of written representations submitted by the public, auditor-general and other spheres of government.
      - Responses to questions provided by the accounting officer.
   (ii) Other information as may be needed to support the conclusions in the resolutions, for example, outcomes of large infrastructure / capital projects and programmes.

Resolutions and Statement

The statement required in the oversight report by section 129(1) of MFMA, should be in the form of a council resolution to record both the adoption of the oversight report and the comments of council on the report.

The resolutions should, as a minimum, state:

Council resolves that:

1. The Council having fully considered the annual report of the municipality and representations thereon, adopts the oversight report; and
2. (*insert one of the following as appropriate*)
   - Council approves the annual report without reservations; or
   - Council approves the annual report with reservations as included in the comments in the oversight report pages xx to xx; or
   - Council refers the annual report back for revisions of the components listed on pages xx to xx of the oversight report; or
   - Council rejects the annual report of the municipality for the reasons summarised in pages xx to xx of the oversight report.
3. (*Where further action or revisions are required in the resolutions*): Council requests the Mayor (Executive Mayor) to report to Council on the actions required as a result of these resolutions by <date to return to Council>.

Where the annual reports of municipal entities are also considered additional resolutions should be adopted to refer to the municipal entities –

Council resolves that :

1. The Council having fully considered the annual report of the municipal entity <name> and representations thereon, adopts the oversight report; and
2. (*insert one of the following as appropriate*)
   - Council approves the annual report without reservations; or
   - Council approves the annual report with reservations as included in the comments in the oversight report pages xx to xx; or
   - Council refers the annual report back for revisions of the components listed on pages xx to xx of the oversight report; or
   - Council rejects the annual report of the municipal entity <name> for the reasons summarised in pages xx to xx of the oversight report.
3. (*Where further action or revisions are required in the resolutions*): Council requests the municipal entity to report to Council on the actions required as a result of these resolutions by <date to return to Council>.

ANNEXURE B

Steps in the Annual Reporting processes

The following outlines the major steps in the annual reporting process indicating responsibilities and dates prescribed in the MFMA and MSA.

Prescribed Dates	Actions	MFMA (MSA)	Responsibility of
31 August	Submit municipality's AFS to Auditor-General	S126(1)(a)	Municipal Manager
31 August	Submit municipal entity AFS to parent municipality and to Auditor-General	S126(2)	Municipal Entity Accounting Officer
30 September	Submit consolidated AFS to Auditor-General (municipalities and entities)	S126(1)(b)	Municipal Manager
31 October and quarterly thereafter	Auditor-General submits to Parliament and the provincial legislature names of any municipalities, which have failed or continue to fail to submit AFS.	S133(2)	Auditor-General
Within three months of receiving AFS (30 November or 31 December)	Audit report returned to Municipal Manager	S126(3)	Auditor-General
On receipt of audit report	Municipality must address any issues raised by the Auditor-General and prepare action plans to address issues and include these in annual report. Provide copy of report to Audit Committee.	S131(1)	Municipal Manager. Mayor must ensure compliance by municipality
31 December	Entity submits annual report to Municipal Manager	S127(1)	Municipal Entity Accounting Officer
31 January	Annual Reports of municipality and entities tabled in Council	S127(2)	Mayor
Immediately after annual report is tabled	Annual report made public and local community invited to submit representations	S127(5)(a) (MSA) - S21A and B	Municipal Manager
Immediately after annual report is tabled	Annual report submitted to Auditor-General, relevant provincial treasury and provincial department responsible for local government in the province.	S127(5)(b)	Municipal Manager
When meetings held to discuss the annual report	Attend meetings to respond to questions concerning the report	S129(2)(a)	Accounting Officer of municipality and entity
Following meetings to discuss the annual report	Submit copies of minutes of the meetings to the Auditor-General, provincial treasury and provincial department responsible for local government	S129(2)(b)	Accounting Officer of municipality and entity
Within two months of report being tabled (31 March)	Council to have considered the annual report and adopted an oversight report	S129(1)	Council
Within seven days of adoption of oversight report	Make public the oversight report	S129(3) S21A-MSA	Accounting Officer
Within seven days of adoption of oversight report	Submit to the provincial legislature, the annual report of municipality and entities and the oversight reports on those annual reports.	S132(1) & (2)	Accounting Officer
As necessary	Monitor compliance with submission of reports to provincial legislature	S132(3)	MEC for local government in the province
Within 60 days of receiving annual reports	Report to provincial legislature any omissions by municipalities in addressing issues raised by the Auditor-General.	S131(2)	MEC for local government in the province
Annually	Report to Parliament on actions taken by MEC's for local government to address issues raised by Auditor-General on municipal and entity AFS	S134	Cabinet member responsible for local government

Notes:
- MFMA section 133 provides for consequences of non-compliance with provisions relating to the submission of AFS and tabling of annual reports.
- All dates shown are the latest permissible in terms of the applicable legislation, earlier compliance is preferable.

ANNEXURE C

Checklist for considering the annual report

The MFMA provides that the purpose of the annual report of a municipality or a municipal entity for each financial year is:

- to provide a record of activities;
- to provide a report on performance against the budget; and
- to promote accountability to the local community for decisions made throughout the year.

The MSA provides that an annual *performance report* must be prepared for each financial year to report on the performance of the municipality and each external service provider, compared with targets set for performance.

The annual report requirements are provided in Chapter 12 of the MFMA, sections 45 and 46 of the MSA and the annual Division of Revenue Act.

The following checklist summarises what must be included in the annual report and is designed to support and guide councillors and officials. It should be noted however, that this list is not exhaustive and from time to time other information requirements may be prescribed. Consideration must also be given to specific circumstances and conditions in which other questions may be appropriate. Councillors and officials are encouraged to make suggestions to enhance this checklist and send these to the National Treasury.

Council should verify that the required information is contained in the annual report and then consider the relevance and accuracy of information accordingly. The checklist provides guidance on how matters could be considered.

The oversight committee and the full council may use this checklist as a means to organise the report and to manage requests for additional information. The questions suggested may be used by all councillors to gain clarification on contents of reports and also to verify compliance with the MFMA and MSA. Responses to many of these questions should be provided by the accounting officer of the municipality and/or municipal entities.

Note that the views of the Audit Committee and the findings of the Auditor-General are primary sources of information to assist council in determining a decision on the annual report.

Information required to be included in annual reports	**Council Considerations and Questions**
Financial Matters	***Financial reporting matters to be considered***
The annual financial statements (AFS) for the municipality and, if applicable, consolidated statements (with all entities) as submitted to the Auditor-General	Where the municipality has sole or effective control of a municipal entity, consolidated financial statements are required. The AFS are to be in the form as required by the applicable accounting standards. MFMA Circular 18 with annexures, 23 June 2005, provides guidelines on the new accounting standards for municipalities. *Have the required standards been met – refer audit report and report of audit committee for views on this?*
	The above applies also to the AFS of municipal entities.
The Auditor-General's reports on the financial statements of the municipality and the entities	*Is the audit report included in the annual report as tabled?* *If not, when will the audit report be tabled?* *What are causes of the delays?* *What actions are being taken to expedite the report?*
	The above applies also to the AFS of municipal entities.
Any explanations that may be necessary to clarify issues in connection with the financial statements	The accounting standards require that notes accompany the statements to provide explanations of issues and matters reported. Refer also points below on information in notes to AFS. *Taking into consideration the audit report and the audit committee comments, is sufficient explanation of financial issues contained in the notes to the statements?*
	The above applies also to the AFS of municipal entities.
An assessment by the accounting officer on any arrears on municipal taxes and service charges, including municipal entities	*Has an adequate assessment been included?* *Is there sufficient explanation of the causes of the arrears and of actions to be taken to remedy the situation?* *Is any other action required to be taken?*
	The above applies also to the AFS of municipal entities.
Particulars of any corrective action taken or to be taken in response to issues raised in the audit reports	The conclusions of the annual audit may be either – ▪ an unqualified audit opinion with or without management issues, which means that the financial statements are acceptable; ▪ a qualified audit opinion setting out reasons for qualification, which means that certain issues need to be addressed before an unqualified opinion can be achieved; or ▪ the auditor will disclaim the statements and not offer an opinion. In this case there may be serious financial issues to be addressed. The objective of the municipality should be to achieve an unqualified audit opinion. *Taking into account the audit report, audit opinion and the views of the audit committee, council should consider:* ▪ *To what extent does the report indicate serious or minor financial issues?* ▪ *To what extent are the same issues repeated from previous audits?* ▪ *Is the action proposed considered to be adequate to effectively address the issues raised in the audit report?* ▪ *Has a schedule of action to be taken been included in the annual report, with appropriate due dates?* Note that actions taken on audit issues are to be reported to the provincial legislature, the MECs for local government and finance to report on any omissions by municipalities in addressing issues. Council should confirm that the audit report has been forwarded to the MECs.
	The above applies also to the AFS of municipal entities.

An assessment by the municipality's accounting officer of the municipality's performance against measurable performance objectives for revenue collection from each revenue source and for each vote in the approved budget	The budget of the municipality must contain measurable performance objectives for revenue from each source and for each vote in the budget, taking into account the IDP (MFMA s17(3)(b)). The accounting officer must include these objectives in the annual report and report on performance accordingly. *Has the performance met the expectations of council and the community?* *Have the objectives been met?* *What explanations have been provided for any non-achievement?* *What was the impact on the service delivery and expenditure objectives in the budget?* Council should comment and draw conclusions on performance and explanations provided.
An assessment by the municipal entity's accounting officer of the entity's performance against any measurable performance objectives set in terms of the service delivery agreement or other agreement between the entity and the municipality	Agreements between the municipality and its entities for service delivery are to include measurable performance objectives. This will include measures of services delivered to the community, financial targets, expenditure targets etc. The entity's annual report must include an assessment by the accounting officer, of performance against these objectives. In order to show the linkage between the entity and the municipality, the report of the municipality should also include the performance of entities. *Has the performance met the expectations of council and the community?* *Have the performance objectives been met?* *What explanations have been provided for any non-achievement?* *What was the impact on the service delivery and expenditure objectives in the budget?* Council should comment and draw conclusions on performance and explanations provided.
Any information as determined by the municipality, the entity or its parent municipality	Review any other information that has been included in regard to the AFS.
	The above applies also to the AFS of municipal entities.
Recommendations of the audit committee in relation to the AFS and audit reports of the municipality and its entities	*Have the recommendations of the audit committee in regard to the AFS been adequately addressed by the municipality and/or the entity?* *What actions need to be taken in terms of these recommendations?* Conclusions on these recommendations and the actions required should be incorporated in the oversight report.

Allocations received and made	***Considerations***
Allocations received by and made to the municipality	The report should disclose: ▪ Details of allocations received from another organ of state in the national or provincial sphere. ▪ Details of allocations received from a municipal, entity or another municipality. ▪ Details of allocations made to any other organ of state, another municipality or a municipal entity. ▪ Any other allocation made to the municipality under Section 214(1)(c) of the Constitution. *Have these allocations been received and made?* *Does the audit report confirm the correctness of the allocations received in terms of DORA and provincial budgets?* *Does the audit report or the audit committee recommend any action?* Council should comment and draw conclusions on information and explanations provided.

Allocations received by and made to the municipal entity	The report should disclose: ▪ Details of allocations received from any municipality or other organ of state. ▪ Details of any allocations made to a municipality or other organ of state. ▪ Other information as may be prescribed. *Have these allocations been received and made?* *Does the audit report confirm the correctness of the allocations received in terms of DORA and provincial budgets?* *Does the audit report or the audit committee recommend any action?* Council should comment and draw conclusions on information and explanations provided.
Information in relation to the use of allocations received	Section 123 of the MFMA and MFMA guidance circular 11, require that the municipality provide information per allocation received per vote and include: ▪ The current year and details of spending on all previous conditional grants, for the previous two financial years. Information is to be provided per vote. (For example, municipalities must report on all transfers received from provincial housing departments for housing subsidy grants for three financial years, and indicate how such funds were spent, and for what projects. ▪ Information stating whether the municipality has complied with the conditions of the grants, allocations in terms of section 214(1)(c) of the Constitution and allocations received from other than another organ of state. Where there is non-compliance, details of the reasons for non-compliance are to be provided. ▪ Information on whether allocations under the DORA were delayed or withheld and the reasons advanced for this. This information is required on all allocations excluding the municipality's portion of the equitable share and where prescribed otherwise by the nature of the allocation. The Auditor-General will ensure that the audit process includes a proper assessment (and reconciliation) on all national grants received by a municipality. Council should consider this aspect of the audit report and comments by the audit committee on the use of allocations received. *Council should be satisfied that –* ▪ *the information has been properly disclosed;* ▪ *conditions of allocations have been met; and* ▪ *that any explanations provided are acceptable.* The comments of the Auditor-General and the views of the audit committee should be used to determine the accuracy and appropriateness of this information.
Information in relation to outstanding debtors and creditors of the municipality and entities	Municipalities and entities are reminded of the requirement to include, in their annual financial statements, amounts owed to them and persistently delayed beyond 30 days, by national or provincial departments and public entities. It is also a requirement to report on whether the municipality or entity has met its statutory commitments, including the payment of taxes, audit fees, and contributions for pension and medical aid funds. *Council should be satisfied that –* ▪ *the information has been properly disclosed;* ▪ *conditions of allocations have been met; and* ▪ *also that any explanations provided are acceptable.* The comments of the Auditor-General and the views of the audit committee should be used to determine the accuracy and appropriateness of this information.

Disclosures in notes to AFS	Considerations relating to section 124
Information relating to benefits paid by municipality and entity to councillors, directors and officials	Information on the following items is to be included in the notes to the annual report and AFS: • salaries, allowances and benefits of political office bearers, councillors and boards of directors, whether financial or in kind; • any arrears owed by individual councillors to the municipality or entity for rates and services, which at any time were outstanding for more than 90 days, including the names of councillors; • salaries allowances and benefits of the municipal manager, CEO of a municipal entity, CFO and every senior manager; • contributions for pensions and medical aid; • travel, motor car, accommodation, subsistence and other allowances; • housing benefits and allowances; • overtime payments; • loans and advances, and; • any other type of benefit or allowance related to staff. *Council should be satisfied that –* • *the information has been properly disclosed;* • *conditions of allocations have been met; and* • *that any explanations provided are acceptable.* The comments of the Auditor-General and the views of the audit committee should be used to determine the accuracy and appropriateness of this information.

Municipal Performance	Considerations
The annual performance reports of the municipality and entities	Section 46, MSA requires municipalities to submit a performance report reflecting the performance of the municipality and each service provider, a comparison of the performance with targets set for the previous year and measures taken to improve performance. The report must form part of the annual report. Questions that may be considered are – *Has the performance report been included in the annual report?* *Have all the performance targets set in the budgets, SDBIP, service agreements etc, been included in the report?* *Does the performance evaluation in the annual report compare actual performance with targets expressed in the budgets and SDBIP approved for the financial year?* *In terms of key functions or services, how has each performed? Eg. have backlogs for water, sanitation and electricity been reduced? What are the refuse collection volumes, library usage statistics etc?* *To what extent has performance achieved targets set by council?* *Is the council satisfied with the performance levels achieved?* *Is the community satisfied with performance? Has a customer satisfaction survey been undertaken and, if so, how do the results align with the annual report contents? What were the outcomes of public consultation and public hearings?* *What actions have been taken and planned to improve performance?* *Is the council satisfied with actions to improve performance?* *Did the targets set in the budgets, SDBIP agree with the targets set in the performance contracts of the municipal manager and each senior manager?* *Does the report evaluate the efficiency of mechanisms applied to deliver the performance outcomes?* *Taking into account the audit report and opinion and the views of the audit committee, is performance considered to be efficient and effective?* *To what extent have actions planned for the previous year been carried over to the financial year reported upon?* *Have any actions planned in the reported year been carried over to the current or future years? If so are any explanations been provided by the municipal manager and are these satisfactory?*

	Council should comment and draw conclusions on information and explanations provided.
Audit reports on performance	Section 45, MSA requires that the Auditor-General must audit the results of performance measurements, as part of the internal auditing processes and annually. *Have the recommendations of internal audit been acted on during the financial year?* *Have recommendations by internal audit and/or the auditor-general been included in action plans to improve performance in the following year?*
Performance of municipal entities and municipal service providers	The annual report of the municipality should provide an assessment of the performance of the municipal entities and all contracted service providers. This is in addition to the separate annual reports of the entities. The report should evaluate the effectiveness of these services and whether alternative mechanisms should be considered. *Is the council satisfied with the evaluation and conclusions of the municipality?* *What other actions are considered necessary to be taken by the accounting officers?*
For municipal entities – an assessment of the entity's performance against any measurable performance objectives set in terms of the service delivery agreement or other agreement between the entity and municipality	This is the separate report of the municipal entity and should contain details of service delivery agreements with the municipality and the performance measures therein. Council should consider similar issues to that outlined above for municipal performance to determine a view on the performance of municipal entities. *To what extent were the objectives and performance measures of the entity aligned to the overall strategic objectives of the municipality and its IDP?* *Is the report of the municipal entity consistent with the conclusions on performance evaluation by the municipality?* *What specific actions should be taken by the entity and the municipality to improve performance?*

General information	***The following general information is required to be disclosed in the annual report.***
Relevant information on municipal entities	The municipality should disclose all information relating to the municipal entities under the sole or effective control of the municipality. Information to be disclosed includes names and types of entities, members of the board, addresses and contact details for entities, the purpose of the entity, the functions and services provided, the type and term of service level agreements with the entities.
The use of any donor funding support	*What donor funding has the municipality received?* *Have the purposes and the management agreements for the funding been properly agreed upon?* *Have the funds been used in accordance with agreements?* *Have the objectives been achieved?* *Has the use of funds been effective in improving services to the community?* *What actions need to be taken to improve utilisation of the funds?*
Agreements, contracts and projects under Private-Public-Partnerships	Information similar to the details of municipal entities should be provided. Council should ensure that all details have been supplied.
Service delivery performance on key services provided	This may be a high level summary, in addition to detailed information on performance, which sets out overall performance under the strategic objectives of the municipality. Overall results on the strategic functions and services should be summarised. This should cover all services whether provided by the municipality,

	entities or external mechanisms. Council may draw conclusions on the overall performance of the municipality. This information may be found in an executive summary section of the annual report and or in statistical tables.
Information on long-term contracts	Details of all long-term contracts including levels of liability to the municipality should be included. Council should ensure all information is correctly supplied.
Information technology and systems purchases and the effectiveness of these systems in the delivery of services and for ensuring compliance with statutory obligations	Details of significant IT activities should be outlined indicating the effectiveness of the IT projects and the quality of IT services. Council should consider how effectively the IT services support and facilitate performance of the municipality and whether value for money has been obtained. Details of any future IT proposals should be summarised. Council should comment and draw conclusions on the information provided.
Three year capital plan for addressing infrastructure backlogs in terms of the Municipal Infrastructure Grant (MIG) framework	A summary of the long-term capital plans and how these address the backlogs of services in the municipality should be provided. This should include details of types and scale of backlogs, projected cost implications, strategies to address the backlogs and plans proposed and/or approved. The summary here should cross reference to the performance reports in the annual report and also will be highlighted in the coming budgets. Council should consider whether the plans appropriately address the backlogs and are consistent with the strategic policy directions of council and needs of the community.

Other considerations recommended	
Timing of reports	*Was the report tabled in the time prescribed?* *Has a schedule for consideration of the report been adopted?*
Oversight committee or other mechanism	*What mechanisms have been put in place to prepare the oversight report?* *Has a schedule for its completion and tabling been adopted?*
Payment of performance bonuses to municipal officials	Refer to Section 57 MSA as amended. Bonuses based on performance may be awarded to a municipal manager or a manager directly accountable to the municipal manager after the end of the financial year and only after an evaluation of performance and approval of such evaluation by the municipal council. Preferably such evaluation should be considered along with the annual report. The basis upon which performance is evaluated for payment of bonuses should be reconciled with the municipal performance reported in the annual report. *Have bonuses been paid based on achievements of agreed outputs and after consideration of the annual report by council?* *If so has a proper evaluation of performance been undertaken?* *Was the evaluation approved by council?* *Does the performance evaluation align and reconcile with the performance reported in the annual report? If not, what reasons have been given for non-reporting of the basis of evaluation in the annual report?* *Are the payments justified in terms of performance reported in the annual report?* Conclusions and comments on the evaluation and payment of performance bonuses of council should be included in the oversight report.

Unauthorised, Irregular, Fruitless and Wasteful Expenditure

The purpose of this Circular is to provide clarity on the procedures to be followed when dealing with unauthorised, irregular or fruitless and wasteful expenditure as defined in section 1 of the Municipal Finance Management Act (MFMA).

Municipalities are organs of state within the local sphere of government that collect monies from the public in the form of rates, taxes, levies, surcharges, duties and service charges, receive grants from national and provincial government and borrow for capital expenditure or bridging finance for short term purposes. These resources are appropriated by Council for the purpose of fulfilling its powers and functions, primarily to deliver services, in accordance with their mandate as set out in sections 151,153 and 156 of the Constitution.

In terms of section 4(2)(a) of the Municipal Systems Act (MSA) the council has a duty to use the resources of the municipality in the best interest of the local community. This duty is extended to individual councillors through the Code of Conduct for Councillors which states that a councillor must:

i. "perform the functions of office in good faith, honestly and in a transparent manner, and
ii. at all times act in the best interests of the community and in such a way that the credibility and integrity of the municipality are not compromised."

The Auditor-General has highlighted an escalating trend in unauthorised, irregular, fruitless and wasteful expenditure in municipalities over recent years, evident in the audit reports and summarized in the annual reports on local government. We have also noticed a sense of uncertainty amongst municipalities on the understanding of how irregular expenditure should be treated and who has the legislative power to deal with irregular expenditure. The uncertainty relates mainly to how municipalities should conclusively deal with such matters, the process to be followed and the manner in which such matters should be recorded and disclosed. This Circular aims to provide clarity in this regard so that there is a common understanding on the process to be followed in dealing with these categories of expenditure. In order to better illustrate the process to be followed, a flowchart is attached (Annexure C), which sets out a step by step process for dealing with irregular expenditure. This process flowchart will assist municipalities in dealing with irregular expenditure and also reduce the extent of irregular expenditure prior to the commencement of the next audit cycle.

The Circular is supported by a Register (Annexure A) which will assist municipalities in recording, keeping track and managing the categories of expenditure mentioned above in a more transparent manner. The Register will be a central source of information concerning this type of expenditure for Council and relevant external stakeholders, by clearly recording the details of the transaction, the type of expenditure, the person liable for the expenditure and what measures were taken by the municipality to address the matter.

Each Council therefore has a duty to introduce and adopt policies and processes to:

a) Prevent unauthorised, irregular, fruitless and wasteful expenditure;

b) Identify and investigate unauthorised, irregular, fruitless and wasteful expenditure;
c) Respond appropriately in accordance with the law; and
d) To address instances of unauthorised, irregular, fruitless and wasteful expenditure conclusively.

Defining unauthorised, irregular, fruitless and wasteful expenditure

Unauthorised expenditure

Unauthorised expenditure is defined in section 1 of the MFMA as follows:

> "unauthorised expenditure", in relation to a municipality, means any expenditure incurred by a municipality otherwise than in accordance with section 15 or 11(3), and includes—
>
> (a) overspending of the total amount appropriated in the municipality's approved budget;
> (b) overspending of the total amount appropriated for a vote in the approved budget;
> (c) expenditure from a vote unrelated to the department or functional area covered by the vote;
> (d) expenditure of money appropriated for a specific purpose, otherwise than for that specific purpose;
> (e) spending of an allocation referred to in paragraph (b), (c) or (d) of the definition of "allocation" otherwise than in accordance with any conditions of the allocation; or
> (f) a grant by the municipality otherwise than in accordance with this Act.

Section 15 of the MFMA deals with appropriation of funds for expenditure and provides that a municipality may, except where otherwise provided in the MFMA, incur expenditure only in terms of an approved budget and within the limits of the amounts appropriated for the different votes in an approved budget. With reference to MFMA section 1 (a) in the definition above, a municipality's budget is divided into an operational budget and a capital budget. Overspending must be determined in relation to both the operational budget and the capital budget.

With reference to MFMA section 1(b) – a municipality's operational and capital budgets are divided into 'votes' which represent those components of the budget that have amounts appropriated for the financial year, for different departments or functional areas. The Municipal Budget and Reporting Regulations (MBRR) prescribe the structure and formats of municipal budgets, including votes, in Tables A1 to A10. Votes are informed by Table A3 (Budgeted Financial Performance: revenues and expenditure by municipal vote) and Table A5 (Budgeted Capital Expenditure by vote, standard classification and funding).Budget Table A4 (Budgeted Financial Performance: revenue and expenditure) by implication is approved by the council and as such must also be taken into consideration when determining unauthorised expenditure. In other words, when considering unauthorised expenditure from an operating budget both Table A3 and A4 (read in conjunction with the supporting table SA1) of the MBRR would have to be considered. Overspending must also be determined in relation to each of the votes on *both* the operational budget and the capital budget. Where Council has approved a *virement policy* that allows the accounting officer to make limited shifts of funds between votes, must also be taken into account.

With reference to MFMA section 1(c) – funds appropriated in a vote for a department may not be used for purposes unrelated to the functions of that department. In other words, an accounting officer or other official may not use funds allocated to one department for purposes of another department or for purposes that are not provided for in the budget. Where a Council has approved a virement policy, shifts made in accordance with that policy may be allowed, and must be taken into account when reviewing such expenditure.

With reference to MFMA section 1(d) – in addition to appropriating funds for a department's vote, the Council may also appropriate funds for a specific purpose within a department's vote, for example, for specific training initiatives or a capital project. Funds that have been designated for a specific purpose or project may not be used for any other purpose.

With reference to MFMA section 1(e) – the items referred to in the definition of 'allocation' are national and provincial conditional grants to a municipality and other 'conditional' allocations to the municipality from another municipality or another organ of state. Any use of conditional grant funds for a purpose other than that specified in the relevant conditional grant framework is classified as unauthorised expenditure.

With reference to MFMA section 1(f) – section 67 of the MFMA regulates the transfer of municipal funds to organizations and bodies outside government. In terms of this section, a municipality may only provide grants to organizations and NOT individuals. Therefore any grant to an individual is unauthorised expenditure, unless it is in terms of the municipality's indigent policy or bursary scheme.

Therefore, valid expenditure decisions can only be made by council in terms of a budget or an adjustments budget. It follows that only the council may authorise instances of unauthorised expenditure and council must do so through an adjustment budget. This principle is further reiterated in section 32(2)(a)(i) of the MFMA read with regulation 25 of the MBRR which states that unauthorised expenditure must be authorised by the municipality in an adjustments budget that is approved by the municipal council. This is the rationale for the provisions in regulation 23(6) of the MBRR which provides the legal framework for the authorisation of unauthorised expenditure.

Expenditures that are NOT classified as unauthorised expenditure

Given the definition of unauthorised expenditure, the following are examples of expenditures that are NOT unauthorised expenditure:

(i) Any over-collection on the revenue side of the budget as this is not an expenditure; and

(ii) Any expenditure incurred in respect of:

- any of the transactions mentioned in section 11(1)(a) to (j) of the MFMA;
- re-allocation of funds and the use of such funds in accordance with a council approved virement policy;
- overspending of an amount allocated by standard classification on the main budget Table A2 (Budgeted Financial Performance: revenue and expenditure by standard classification), as long as it does not result in overspending of a 'vote' on the main budget Table A3 (Budgeted Financial Performance: revenue and expenditure by municipal vote) and Table A4 (Budgeted Financial Performance: revenue and expenditure (read in conjunction with supporting Table SA1) of the MBRR; and
- overspending of an amount allocated by standard classification on the main budget Table A5 (Budgeted Capital Expenditure by vote, standard

classification and funding) of the MBRR so long as it does not result in overspending of a 'vote' on the main budget Table A5.

Unauthorised expenditure on "non-cash" items

Municipalities have recently raised concern over non-cash items being classified as unauthorised expenditure owing to the total amount of the budget being exceeded. Such expenditure relates to debt impairment, depreciation, asset impairment, transfers and grants as appropriated in Table A4 (Budgeted Statement of Financial Performance: revenue and expenditure) of the MBRR.

Although these expenditures are considered non-cash items as there is no transaction with any service provider or supplier, an under provision during the budget compilation process is a material misstatement of the surplus or deficit position of the municipality. This could be the result of poor budgeting or financial management, or unknown events that gave rise to the asset and debt impairment after the adoption of the budget. In this regard Table A4 (Budgeted Statement of Financial Performance: revenue and expenditure) must be read in conjunction with supporting Table SA1 of the MBRR.

Unforeseen and unavoidable expenditure

Unforeseen and unavoidable expenditure is discussed in section 29 of the MFMA and reads as follows:

(1) The mayor of a municipality may in emergency or other exceptional circumstances authorise unforeseeable and unavoidable expenditure for which no provision was made in an approved budget.

(2) Any such expenditure—
   (a) must be in accordance with any framework that may be prescribed;
   (b) may not exceed a prescribed percentage of the approved annual budget;
   (c) must be reported by the mayor to the municipal council at its next meeting; and
   (d) must be appropriated in an adjustments budget.

(3) If such adjustments budget is not passed within 60 days after the expenditure was incurred, the expenditure is unauthorised and section 32 applies.

The framework referred to in section 29(2)(a) of the MFMA is prescribed in chapter 5 of the MBRR, and contained in regulation 71 and 72. The following shall apply:

(i) the amount the mayor authorised as unforeseen and unavoidable expenditure exceeds the monetary limits set in regulation 72 of the MBRR, the amount in excess of the limit is unauthorised;

(ii) the reason for the mayor authorising the unforeseen and unavoidable expenditure does not fall within the ambit of regulation 71(1) of the MBRR, the expenditure is unauthorised;

(iii) the reason for the mayor not authorising the unforeseen and unavoidable expenditure falls outside the ambit of regulation 71(2) of the MBRR, the expenditure is unauthorised; and

(iv) the council does not appropriate the expenditure in an adjustments budget that is passed within 60 days after the expenditure was incurred, the expenditure is unauthorised.

Irregular expenditure

Irregular expenditure is defined in section 1 of the MFMA as follows:

> "irregular expenditure", in relation to a municipality or municipal entity, means—
> (a) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of this Act, and which has not been condoned in terms of section 170;
> (b) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the Municipal Systems Act, and which has not been condoned in terms of that Act;
> (c) expenditure incurred by a municipality in contravention of, or that is not in accordance with, a requirement of the Public Office-Bearers Act, 1998 (Act No. 20 of 1998); or
> (d) expenditure incurred by a municipality or municipal entity in contravention of, or that is not in accordance with, a requirement of the supply chain management policy of the municipality or entity or any of the municipality's by-laws giving effect to such policy, and which has not been condoned in terms of such policy or by-law,
> but excludes expenditure by a municipality which falls within the definition of "unauthorised expenditure".

In this context 'expenditure' refers to any use of municipal funds that is in contravention of the following legislation:

- Municipal Finance Management Act, Act 56 of 2003, and its regulations;
- Municipal Systems Act, Act 32 of 2000, and its regulations;
- Public Office-Bearers Act, Act 20 of 1998, and its regulations; and
- The municipality's supply chain management policy, and any by-laws giving effect to that policy

Although a transaction or an event may trigger irregular expenditure, a municipality or municipal entity will only identify irregular expenditure when a payment is made, in other words, the recognition of irregular expenditure will be linked to a financial transaction. If the possibility of irregular expenditure is determined prior to a payment being made, the transgression shall be regarded as a matter of non-compliance. Details on treatment of irregular expenditure are dealt with later in this Circular.

Fruitless and wasteful expenditure

Fruitless and wasteful expenditure is defined in section 1 of the MFMA as follows:

> "fruitless and wasteful expenditure" means expenditure that was made in vain and would have been avoided had reasonable care been exercised.

The concept of *fruitless and wasteful expenditure* is founded on public administration and accountability principles, to promote "efficient, economic and effective use of resources and the attainment of value for money". The idea is also founded on the fact that the council, the mayor and the accounting officer have a fiduciary responsibility to ensure that municipal resources are used in the best interests of the municipality and the local community.

In this context 'expenditure' refers broadly to processes that must be followed, transactions with service providers or suppliers and the use of other resources belonging to the municipality. The phrase 'made in vain' indicates that the municipality derived no value for

money from the expenditure or the use of other resources. Fruitless and wasteful expenditure must fulfill both the conditions in the definition, namely, that it was made in vain and it would have been avoided had reasonable care been exercised. The treatment of such expenditure is dealt with later in this Circular.

Process to be followed when dealing with unauthorised, irregular, fruitless and wasteful expenditure

Unauthorised expenditure

In considering authorisation of unauthorised expenditure, council must consider the following factors:

(i) Has the matter been referred to Council for a determination and decision?

(ii) Has the nature, extent, grounds and value of the unauthorised expenditure been submitted to Council?

(iii) Has the incident been referred to a council committee for investigation and recommendations?

(iv) Has it been established whether the accounting officer or official or public office bearer that made, permitted or authorised the unauthorised expenditure acted deliberately or in a negligent or grossly negligent manner?

(v) Has the accounting officer informed Council, the mayor or the executive committee that a particular decision would result in an unauthorised expenditure as per section 32(3) of the MFMA?

(vi) Are there good grounds shown as to why an unauthorised expenditure should be authorised? For example:

- the mayor, accounting officer or official was acting in the best interests of the municipality and the local community by making and permitting unauthorised expenditure;
- the mayor, accounting officer or official was acting in good faith when making and permitting unauthorised expenditure; and
- the municipality has not suffered any material loss as a result of the action.

In these instances, the council may authorise the unauthorised expenditure. If unauthorised expenditure is approved by council, there would be no further consequences for the political office-bearers or officials involved in the decision to incur the expenditure.

Adjustments budgets to authorise unauthorised expenditure

Section 15 of the MFMA provides that a municipality may incur expenditure only in terms of an approved budget. This is confirmed by section 32(2)(a)(i) of the MFMA that provides that council may only authorise unauthorised expenditure in an adjustments budget.

Sections 28(c) and 28(g) of the MFMA, read together with regulations 23(1), 23(2), 23(4) and 23(6) of the MBRR, discusses *when* council may authorise unauthorised expenditure in an adjustments budget. This can be addressed in three different adjustments budgets as follows:

(a) ***Adjustments budget for unforeseen and unavoidable expenditure***: An adjustments budget to allow council to provide *ex post* authorisation for unforeseen and unavoidable expenditure that was authorised by the mayor in terms of section 29 of the MFMA must be tabled in council at the "first available

opportunity" or within the 60 days after the expenditure was incurred (see section 29(3) of the MFMA). Should either of these timeframes be missed, the unforeseen and unavoidable expenditure must be treated in the same manner as any other type of unauthorised expenditure, and may still be authorised in one of the other adjustments budgets process described below.

(b) ***Main adjustments budget***: In terms of regulation 23(6)(a) of the MBRR, council may authorise unauthorised expenditure in the adjustments budget which may be tabled in council "at any time after the mid-year budget and performance assessment has been tabled in the council, but not later than 28 February of the current year". Therefore unauthorised expenditure that occurred in the first half of the current financial year may be authorised by council in this adjustments budget. Where unauthorised expenditure from this period is not identified or investigated in time to include in this adjustments budget, it must be held over to the following adjustments budget process noted below.

(c) ***Special adjustments budget to authorise unauthorised expenditure:*** In terms of regulation 23(6)(b) of the MBRR, council may authorise unauthorised expenditure in a special adjustments budget tabled in council when the mayor tables the annual report in terms of section 127(2) of the MFMA. This special adjustments budget "may only deal with unauthorised expenditure from the previous financial year which the council is being requested to authorise in terms of section 32(2)(a)(i) of the Act." This special adjustments budget therefore deals with:

- unauthorised expenditure that occurred in the first half of the previous financial year that was not included in the main adjustments budget or that was included but referred back for further investigation or further information;
- unauthorised expenditure that occurred in the second half of the previous financial year, and
- any unauthorised expenditure identified by the Auditor-General during the annual audit process.

The timing of this special adjustments budget requires:

- the municipality to report all the unauthorised expenditure in its annual financial statements (thus ensuring transparency regarding its performance with implementing the budget);
- the Auditor-General to audit the municipality's disclosure of its unauthorised expenditure and to add any further unauthorised expenditure identified in the audit process; and
- sufficient time (but also places a time limit) for instances of unauthorised expenditure to be properly investigated before being presented to council for a decision on whether or not to authorise it; the investigation is normally done by a council committee.

Recovery of unauthorised expenditure

All instances of unauthorised expenditure must be recovered from the liable official or political office-bearer, unless the unauthorised expenditure has been authorised by council in an adjustments budget.

Once it has been established who is liable for the unauthorised expenditure, the accounting officer must, in writing, request that the liable official or political office-bearer pay the amount within 30 days or in reasonable installments. If the person fails to comply with the request,

the matter must be handed to the municipality's legal division for the recovery of the debt through the normal debt collection process.

Irregular expenditure

In terms of section 32(2)(b) irregular expenditure may only be written-off by Council if, after an investigation by a council committee, the irregular expenditure is certified as irrecoverable. In other words writing-off is not a primary response, it is subordinate to the recovery processes, and may only take place if the irregular expenditure is certified by Council as irrecoverable, based on the findings of an investigation.

With reference to (a) as defined, - in terms of section 170 of the MFMA, only the National Treasury may condone non-compliance with a regulation issued in terms of the MFMA or a condition imposed by the Act itself. The municipal Council therefore has no power in terms of the MFMA to condone any act of non-compliance in terms of the MFMA or any of its regulations. The treatment of expenditure associated with the non-compliance is therefore the responsibility of the Council and is elaborated on page 10.

With reference to (b) as defined – there is no provision in the MSA that allows for a contravention of the Act to be condoned. Nevertheless, should a municipality wish to request that an act of non-compliance with any provision of the MSA be condoned, then the accounting officer should address the request to the Minister of Co-operative Governance and Traditional Affairs, who is responsible for administering the MSA. The resultant expenditure should however be dealt with in terms of section 32(2) of the MFMA.

With reference to (c) as defined – there is no provision to allow irregular expenditure resulting from a contravention of the Public Office-Bearers Act to be condoned. This is consistent with section 167(2) of the MFMA, which provides that such irregular expenditure cannot be written-off and must be recovered from the political office-bearer concerned.

With reference to (d) as defined – a council may condone a contravention of the council approved SCM policy or a by-law giving effect to such policy, provided that the contravention, is not also a contravention of the MFMA or the SCM regulations, in which case (a) applies and then only National Treasury can condone a contravention of the SCM regulations. Any such requests must be accompanied by a full motivation and submitted to mfma@treasury.gov.za for consideration.

Once the Accounting Officer or Council becomes aware of any allegation of irregular expenditure, such allegation may be referred to the municipality's own Internal Audit Unit or any other appropriate investigative body for investigation, to determine whether or not grounds exist for a charge of financial misconduct to be laid against the official liable for the expenditure.

Ratification of minor breaches of the procurement process

In terms of regulation 36(1)(b) of the Municipal Supply Chain Management Regulations, the supply chain policy of a municipality may allow the accounting officer to ratify any minor breaches of the procurement processes by an official or committee acting in terms of delegated powers or duties which are purely technical in nature. Where a municipality's supply chain management policy does not include this provision the accounting officer cannot exercise this ratification power. It is important to note that the accounting officer can only rely on this provision if the official or committee who committed the breach had the delegated authority to perform the function in terms of the municipality's adopted System of

Delegations, which must be consistent with the MFMA and its regulations. The process to deal with minor breaches of the SCM policy is contained in a flowchart, refer to (Annexure B).

Note that the accounting officer may only ratify a breach of *process*, and not the irregular expenditure itself, which means that the 'irregular' expenditure will still remain irregular. The responsibility to ratify the actual irregular expenditure vests with the Council and processes to deal with such matters are outlined in section 32(2) of the MFMA read together with Regulation 74 of the MBRR.

Regulation 36(2) of the SCM regulations states that the accounting officer must record the reasons for any deviations and report to the next Council meeting, and disclose this expenditure in a note to the annual financial statements. The emphasis is on recording the "reasons for any deviations and the associated expenditure".

All breaches of a municipality's SCM policy will result in irregular expenditure, in the event that expenditure is incurred; the monetary value of this irregular expenditure is not relevant. The issue of whether the breach is minor or material relates to the nature of the breach and the intent of those responsible for the breach; not to the monetary value thereof.

In terms of regulation 36 of the SCM Regulations, the accounting officer is responsible for deciding whether a particular breach of procurement processes is minor or material. In exercising this discretion the accounting officer must be guided by:

a) the specific nature of the breach: is it simply technical in nature, not impacting in any significant way on the essential fairness, equity, transparency, competitiveness or cost effectiveness of the procurement process?
b) the circumstance surrounding the breach: are the circumstances justifiable or, at least, excusable?
c) the intent of those responsible for the breach: were they acting in good faith?
d) the financial implication as a result of the breach: what was the extent of the loss or benefit?

The accounting officer would have to consider the merits of each breach of the procurement processes and take a decision as to whether it should be classified as a minor or material breach.

Note that this category only covers breaches of procurement processes in the municipality's SCM policy and not breaches of other legislation or regulations.

It is important to emphasise that, in terms of the regulation 36 of the SCM Regulations, only the accounting officer can consider the ratification of minor breaches of procurement processes that are purely of a technical nature.

It is advisable that the accounting officer implement appropriate processes in the municipality's SCM policy to investigate the nature of the breach so that an informed decision on corrective action can be made. In the event that a breach falls outside the classification of a minor breach, the accounting officer cannot follow the remedy contained in regulation 36 (1) (b).

The MFMA and the SCM regulations do not specify what these processes should be, however, it is recommended that Council investigate the nature of the breach through its Internal Audit Unit or any other investigation body and adopt corrective action as recommended by the Audit Committee.

The SCM regulation 36(2) specifies a separate process for reporting the ratification of minor breaches to council, after they have been ratified by the accounting officer. The findings of any investigation must be reported to the accounting officer for consideration when making a decision in this regard. It is important to maintain documentary evidence for audit purposes

Disciplinary charges for irregular expenditure

If, after having followed a proper investigation, the council concludes that the political office-bearer or official responsible for making, permitting or authorising irregular expenditure did not act in good faith, then the municipality must consider instituting disciplinary action and/or criminal charges against the liable person/s.

If the irregular expenditure falls within the ambit of the above description, then the council, mayor or accounting officer (as may be relevant) must institute disciplinary action as follows:

(i) *Financial misconduct in terms of section 171 of the MFMA*: in the case of an official that deliberately or negligently:
- contravened a provision of the MFMA which resulted in irregular expenditure; or
- made, permitted or authorised an irregular expenditure (due to non-compliance with any of legislation mentioned in the definition of irregular expenditure);

(ii) *Breach of the Code of Conduct for Municipal Staff Members*: in the case of an official whose actions in making, permitting or authorizing an irregular expenditure constitute a breach of the Code; and

(iii) *Breach of the Code of Conduct for Councillors*: in the case of a political office-bearer, whose actions in making, permitting or authorizing an irregular expenditure constitute a breach of the Code. This would also include instances where a councillor knowingly voted in favour or agreed with a resolution before council that contravened legislation resulting in irregular expenditure when implemented, or where the political office-bearer improperly interfered in the management or administration of the municipality.

Criminal charges arising from an act of irregular expenditure

If, after following a proper investigation, the council concludes that the official or political office-bearer responsible for making, permitting or authorising an instance of irregular expenditure acted deliberately or negligently, then the Council must institute disciplinary procedures and lay criminal charges against the liable official or political office-bearer.

The irregular expenditure was the result of a breach of the definition of irregular expenditure it must be considered in terms of section 173 of the MFMA.

Recovery of irregular expenditure

All instances of irregular expenditure must be recovered from the liable official or political office-bearer, unless the expenditure is certified by the municipal council, after investigation by a council committee, as irrecoverable and is written off by the council. In other words, the expenditure that is written off is therefore condoned.

Irregular expenditures resulting from breaches of the Public Office-Bearers Act is an exception in that the irregular expenditure must be recovered from the political office-bearer to whom it was paid, who might not have been responsible for making, permitting or authorising the irregular expenditure.

Once it has been established who is liable for the irregular expenditure, the accounting officer must in writing request that the liable political office-bearer or official pay the amount within 30 days or in reasonable installments. If the person fails to comply with the request, the matter must be recovered through the normal debt collection process of the municipality.

Fruitless and wasteful expenditure

The processes to respond appropriately to fruitless and wasteful expenditure are similar to the following three processes outlined for irregular expenditure:

(i) *disciplinary charges* against officials and political office bearers;
(ii) *criminal charges* against officials and political office-bearers; and
(iii) *recovery* of the fruitless and wasteful expenditure from the liable persons.

The description of the categories of irregular expenditure in the above three instances can be applied directly to fruitless and wasteful expenditure. The difference is that fruitless and wasteful expenditure can arise in any circumstance and is not dependent on non-compliance with any legislation.

Council should follow section 32(2)(b) of the MFMA when dealing with instances of fruitless and wasteful expenditure.

Register of unauthorised, irregular, fruitless and wasteful expenditure

All instances of unauthorised, irregular, fruitless and wasteful expenditures must be reported to the mayor, the MEC for local government in the province, the Auditor-General, disclosed in the annual report, and to council as required by section 32(4) and 74 of the MFMA. This disclosure will assist in addressing challenges relating to expenditure control and transparent reporting in order to strengthen accountability.

The introduction of a 'register' to capture unauthorised, irregular, fruitless and wasteful expenditure will ensure that financial management in municipalities is improved, resulting in better audit outcomes.

All municipalities need to do all they can to prevent prohibited expenditures. The accounting officer also needs to make sure that the municipality has proper processes in place to record and manage prohibited expenditures, should they occur. Therefore, as part of complying with section 62(1)(d) of the MFMA, the accounting officer (who may delegate the task to the chief financial officer) must set-up and maintain a *Register of Unauthorised, Irregular, Fruitless and Wasteful Expenditures*.

Annexure A sets out the minimum information that should appear in such a *Register*. Municipalities are free to add more detail should they deem this necessary. The aim of the *Register* is also to serve as a tool for recording all unauthorised, irregular, fruitless and wasteful expenditures and for tracking progress in dealing with the consequences flowing from such expenditures until all the issues that gave rise to the expenditures are properly resolved in accordance with the legal framework.

Municipalities are required to implement a register of unauthorised, irregular, fruitless and wasteful expenditure from 1 July 2013, for all transactions falling within this category and ensure it is updated on a continuous basis. This information will allow management to address such matters more thoroughly and within appropriate timeframes.

Conclusion

This MFMA circular provides for a basis by which municipalities can define, identify and respond to instances of unauthorised, irregular, fruitless and wasteful expenditure.

All expenditure falling into the above category must be investigated as required by the MFMA, recommendations submitted to Council for consideration and decisions taken to attend to such matters, before 30 June 2013, where appropriate.

A Register of unauthorised, irregular, fruitless and wasteful expenditure must be introduced for all transactions falling within this category, from 1 July 2013.

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Chief Director: MFMA Implementation
10 May 2013

Annexure A: Register of Unauthorised, Irregular, Fruitless and Wasteful Expenditure
Annexure B: Process Flow to address Minor Breaches of the SCM Policy
Annexure C: Process Flow to address Irregular Expenditure
Annexure D: Process Flow to address Accounting Transactions for Irregular Expenditure

Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings

Purpose

The implementation of the Municipal Finance Management Act (MFMA) in all municipalities and entities remains an important strategy to modernise and improve financial management and service delivery. Linked to this strategy are the fundamental principles of effective and efficient utilisation of public resources and transparent and accountable financial management practices.

Whilst many of the reforms that form part of this financial management strategy have commenced in a phased manner, over the last ten years, and much has been done to provide support, training and capacity building, it has become imperative to strengthen the enforcement provisions enabled in the MFMA to respond to various challenges in the sector.

The Auditor–General has highlighted a number of issues in the Consolidated Report on Local Government that include, amongst others, persistent non-adherence to financial management policies and prescripts, as well as the need to improve governance arrangements. A significant number of municipalities have also incurred unauthorised, irregular as well as fruitless and wasteful expenditure and a cursory view suggests that amounts in this regard are increasing year on year.

The MFMA through section 62 sets out the general financial management responsibilities of the accounting officer. The accounting officer is required to take all reasonable steps to ensure that the resources of the municipality are effectively, efficiently and economically utilised and that unauthorised, irregular, fruitless and wasteful expenditure are prevented. In addition, section 62 also obliges the accounting officer to ensure that disciplinary or when appropriate, criminal proceedings are instituted against any official of the municipality who has allegedly committed an act of financial misconduct or an offence in terms of the Act. The same responsibilities have also been placed upon other municipal officials.

To give effect to the priorities outlined in government outcomes, and to address requests to provide further regulations to deal effectively with matters of financial misconduct and to give effect to the concept of consequence management, the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings were promulgated on 31 May 2014 to complement the Local Government: Municipal Systems Act, 2000 (Act No 32 of 2000) ("MSA") as amended and the regulations issued in terms thereof. These Regulations must be read together when implemented.

Objective and overview

The Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings will support measures to expeditiously address financial misconduct and mismanagement.

The objective of the Regulations is to set out processes and procedures that a municipality and municipal entities must follow when dealing with allegations of financial misconduct. The regulations will apply to all officials and political office bearers within municipalities and municipal entities.

The Financial Misconduct Regulations consist of four chapters. Chapter one contains the definition of terms that are used in the Regulations.

Chapter two deals with the manner in which allegations of financial misconduct should be reported within municipalities and municipal entities including simultaneous reporting of all allegations to the South African Police Services for criminal investigation, the establishment and functioning of the disciplinary board, preliminary and full scale investigations of allegations of financial misconduct and the submission of the necessary reports. The Regulations require that the Board be an independent advisory body that will assist the municipal council or the board of directors of a municipal entity with the investigation of allegations of financial misconduct. The Board will also make recommendations based on the findings of the investigation on further steps to be taken regarding the disciplinary proceedings or any other relevant steps.

Chapter two also provides details with regard to the composition of the Board, including those persons that are disqualified from serving on the board. By disqualifying certain persons on the board, especially political office bearers, the regulations ensure that there is clear separation of responsibilities and accountability between employer and employee. The chapter sets out the manner in which the council or the board of directors must refer allegations of financial misconduct to the Board, and the timeframes within which the Board must initiate investigations. The rationale for the proposed composition of the board was to ensure that there is sufficient skills present to perform the activities of the board. It is also important that appropriately experienced and skilled persons serve on the board to ensure that the board conducts its activities in accordance with the applicable legal framework, thereby making sure that proceedings are procedurally fair. In the event that the Board recommends that the allegation be further investigated by an external investigator, the Regulations provide for the framework within which the external investigator must be appointed. The Regulations further provide for the creation and submission of reports to the council or the board of directors by the external investigator. The investigation must be concluded and a report submitted within 30 days of referral by council or board of directors. The MSA provides for the conclusion of disciplinary proceedings within 90 days.

Chapter three deals with instances where a financial offence has been committed by a political office bearer of the municipality or municipal entity, for purposes of section 173(4) and (5) of the MFMA. The municipality has to deal with the allegations in accordance with the procedure set out in item 13 of Schedule 1 of the MSA, if the alleged financial offence also amounts to a breach of the Code of Conduct for Councillors. In the case of municipal entities, the entity must deal with the allegation in terms of section 93L of the MSA, if the alleged financial offence also amounts to a breach of the Code of Conduct applicable to directors of a municipal entity.

Chapter four of the Regulations makes provision for the Minister of Finance and the MEC's for Finance in the provinces to receive investigation reports and an information document that clearly sets out the name and position of the alleged wrongdoer, a summary of the facts

of the allegation, including the monetary value involved, any disciplinary steps taken or to be taken against the alleged wrongdoer, or if no disciplinary steps have been taken, the reason for such a decision. The MEC for Finance, the National Treasury or the Provincial Treasury may intervene by directing that an allegation be investigated if the council or board of directors has failed to act on allegations or recommendations.

In the event that an alleged wrongdoer resigns whilst disciplinary proceedings are ongoing, all investigations including disciplinary proceedings should continue against the alleged wrongdoer in his or her absence. This will ensure that cases do not unnecessarily stall to frustrate proceedings. It will however be important in this instance to ensure that the method of delivering the notice of suspension setting out particulars of the allegation and plans to investigate is appropriate to prove receipt thereof by the recipient. This is usually done via registered post.

Process initiated before the promulgation of the Regulations

If an allegation was reported before the promulgation of the regulations, municipalities should deal with it in terms of the law that was applicable at the time the offence was committed. The parties can however agree to utilise the regulations provided that there is written agreement to that effect.

Process to follow after the promulgation of the Regulations

If an allegation is reported after 1 July 2014, the provisions of the regulations will have to be fully implemented.

Synergy with other local government reforms

The Minister of Cooperative Governance and Traditional Affairs promulgated Disciplinary Regulations for Senior Managers in terms of the MSA. These Regulations are limited in their application as they deal with general acts of misconduct and not financial misconduct for purposes of the MFMA, and they apply to accounting officers and section 56 managers in municipalities, only.

The processes to be followed are now interlinked, as the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings deal with processes and procedures regarding the reporting of allegations of financial misconduct and financial offences and any internal investigations to be undertaken and the conclusion thereof.

Disciplinary proceedings will be dealt with in terms of the Disciplinary Regulations for Senior Managers or the collective bargaining agreement between the South African Local Government Association (SALGA) and relevant municipal unions. All issues that are not covered in the Disciplinary Regulations for Senior Managers relating to financial misconduct will be dealt with in terms of the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings. The Regulation also reinforces the prohibition of employment of officials found guilty of financial misconduct for a period of 10 years in the local sphere of government.

The Regulations, therefore, provide a framework that is consistent with the provisions of the MSA and MFMA. The effective implementation of these Regulations is intended to address the current gaps identified. Please refer to the step-by-step flowchart attached as annexure A which explains the process.

Clarification of overall intention and spirit of the regulations

Section 40 of the Constitution of the Republic of South Africa provides that government is constituted as national, provincial and local spheres of government which are distinctive, interdependent and interrelated. Furthermore, section 41 of the Constitution goes further by requiring that each sphere of government and all organs of state must, amongst others, co-operate with one another in mutual trust and good faith by informing one another of, and consulting one another on matters of common interest and to avoid legal proceedings against one another. In addition, section 151(4) of the Constitution provides that national and provincial government may not compromise or impede a municipality's ability or right to exercise its powers or perform its functions.

The regulations in no way impede on the executive authority of municipalities or on their ability to make decisions and it is important to note that accountability to make decisions and take action with regard to allegations of financial misconduct still vests with the municipal council or the board of directors in case of municipal entities. Therefore, the secondary and complementary part is when Council or municipal officials do not act within a reasonable time as stipulated in the regulations, then there are options for the provincial or national treasuries to act as part of our system of cooperative governance as this relates to matters of public resources and public funds. Municipalities can also strengthen current council policies dealing with disciplinary matters to clearly stipulate the decision making powers of council and other relevant municipal structures.

The regulations provide for the disciplinary board to conduct a preliminary investigation into the allegation and if need be, a full investigation to determine the merit of a specific allegation. The disciplinary board does not necessarily have to conduct such investigations itself. A disciplinary board can request existing structures within the municipality, province or national government to conduct such investigations and provide the necessary reports with recommendations. For this purpose the accounting officer should ensure that a delegation is in place to ensure operational efficiency and effectiveness.

Clarification of specific provisions within the regulations

Regulation 3(1) sets out the reporting lines for allegations of financial misconduct against officials in municipalities and municipal entities. Specifically, regulation 3(1)(a) sets out the reporting lines for allegations of financial misconduct against the accounting officer, chief financial officer and a senior manager within municipalities. Regulation 3(1)(b) sets out the reporting lines for allegations of financial misconduct against "all officials other than the accounting officer" of a municipality. The term 'official' is defined in the MFMA to include an employee of a municipality or municipal entity. If we apply the definition to specifically regulation 3(1)(b),the implication is that the same officials who are covered under regulation 3(1)(a), namely the chief financial officer and senior managers, will also be covered under regulation 3(1)(b). The reporting of allegations against the chief financial officer and senior managers must be done under regulation 3(1)(a).

The regulations provide for a full blown investigation to be conducted when the preliminary investigation warrants such a step. Specifically, regulation 6(8) guides the municipal council or board of directors on how to proceed when the investigator's report recommends that disciplinary processes be instituted against the alleged wrongdoer. Regulation 6(8) therefore provides the synergy with existing reforms and it also gives effect to section 171(4)(b) of the MFMA. Section 171(4)(b) provides that a municipality must, if the investigation warrants such a step, institute disciplinary proceedings against the accounting officer, chief financial

officer or that senior manager or other official in accordance with systems and procedures referred to in section 67 of the MSA, read with schedule 2 of that Act. The intention behind regulation 6(8) was therefore to give effect to section 171(4)(b) of the MFMA, hence the cross-reference to the MSA regulations in relation to senior managers and the collective bargaining agreement for officials below senior management as acknowledged in section 67 of the MSA.

Section 57A(3) of the MSA provides that any staff member dismissed for financial misconduct contemplated in section 171 of the MFMA, corruption or fraud, may not be re-employed in any municipality for a period of ten years. The intention with regulation 6(9) is to re-enforce the provisions of section 57A(3) of the MSA.

Regulation 9(1) specifies the reporting lines for allegations of financial offences against councillors and members of the board of directors in municipal entities. Please note that the reporting lines for officials in municipalities and municipal entities are already clearly spelt in regulation 3(1), hence it was not repeated in regulation 9(1). Therefore, allegations of financial offences against officials in municipalities and municipalities must be reported as per the reporting lines in regulation 3(1).

Whilst the majority of actions by councillors or members of the board of directors in municipal entities will fall within the ambit of the Code of Conduct for Councillors or members of the board of directors, there will also be instances where the actions of councillors or members of the board of directors will fall outside their respective Codes of Conduct. It is important to note that chapter 3 of the regulations deals with two scenarios, namely, (1) where the actions of the councillor or member of the board of directors for purposes of section 173 of the MFMA also breach their respective Codes of Conduct and (2) where their actions do not breach their respective Codes of Conduct. The intention behind regulations 11 and 12 was to provide municipal councils and board of directors of municipal entities clarity on proceeding in cases where the actions of their members do not breach their respective Codes of Conduct. In this way, all roles currently created or existing under the Code of Conduct for Councillors i.e. Speaker and Mayors, will be acknowledged whenever allegations are dealt with in terms of the Code of Conduct for Councillors.

Regulations 11 and 12 require the appointment of a designated official who will receive, investigate and report on allegations of financial offences against the councillors and members of the board of directors in municipal entities. It was left to the municipal council or the board of directors (in cases of municipal entities) to decide and nominate for themselves who this person will be, given that this aspect is only applicable where the allegation is against a councillor or a member of the board of directors.

Regulation 19 allows the National or Provincial Treasury to intervene and direct that allegations be investigated in cases where a municipality, a municipal entity or a designated official fails to act on such allegations. It is important in this instance to understand the context within which the term 'intervention' is used. The term 'intervention', for purposes of the regulations, is used within the context of instances where the municipal council fails to act on allegations of financial misconduct as defined in section 171 and 172 of the MFMA. It is not used within the context of section 139 of the Constitution of the Republic of South Africa.

To improve transparency, provision has also been made in the Regulations for municipalities and municipal entities to report on all suspensions, disciplinary or criminal proceedings instituted in their annual report.

As part of the normal municipal audit cycle, the auditor-general audits compliance with laws and regulations. It therefore follows that during the 2014/15 financial year municipal audit, the auditor-general will audit whether allegations of financial misconduct and financial offences were dealt with in terms of the financial misconduct regulations. It is therefore important for accounting officers to introduce appropriate tracking mechanisms which will ensure that allegations are appropriately dealt with and that relevant documents are safeguarded.

Municipal Public Accounts Committee and the Disciplinary Board and other committees within municipalities

During the countrywide workshops on the Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings there were discussions around the potential conflict or duplication of functions between the Municipal Public Accounts Committee (MPAC) and the Disciplinary Board (DC Board) in so far as it relates to the council committee appointed in terms of section 32(2) of the MFMA to investigate the recoverability of irregular expenditure. Whilst we have taken note of the arguments raised in support of this assertion, the clarification provided below should clear any confusion which might exist in this regard.

In August 2011, the National Treasury and the Department of Cooperative Governance and Traditional Affairs jointly issued a guide on the establishment of MPACs'. This guide explicitly stated that the MPAC, once established, is a committee that will exercise oversight over the executive obligations of the municipal council. The MPAC is therefore the equivalent of the section 79 council committee in terms of the Municipal Structures Act which will assist council with its oversight responsibilities. In terms of the guide council can also assign certain investigation powers to the MPAC.

Section 32(2) of the MFMA states that a municipality must recover, amongst others, irregular expenditure unless it is certified, after an investigation by a council committee, as irrecoverable and be written off. We have noted that in most instances municipalities utilise the MPAC for purposes of MFMA section 32 investigations. It is therefore clear that the role of the MPAC for purposes of section 32(2) is limited to investigating the recoverability of the irregular expenditure.

The Municipal Regulations on Financial Misconduct Procedures and Criminal Proceedings makes provision for the establishment of a Disciplinary Board which will receive and investigate allegations of financial misconduct within municipalities. It is important to note that this board is made up of municipal officials and external representatives. Councillors are however prohibited from serving on this board. The main purpose of this board is to assist the Accounting Officer to discharge his or her responsibility to institute disciplinary proceedings against officials who commit acts of financial misconduct.

It is clear that both structures have different functions within the municipalities and their representation is also fundamentally different in that the MPAC consists solely of councillors whereas the DC Board is made up of officials. However, in the unlikely event that there is a duplication of functions, we suggest that the respective terms of reference be amended to ensure that all the investigative powers relating to allegations of financial misconduct vest solely with the DC Board.

The same argument is also relevant to the utilisation of the audit committee for purposes of the investigation of allegations of financial misconduct. The audit committee consists solely of external persons whereas the disciplinary board is composed of municipal officials and only one member of the audit committee.

Although section 166 of the MFMA allows council to provide the audit committee with some investigative powers, it is our understanding that the nature of such investigation is normally from an institutional perspective whereas the nature of the disciplinary board investigation relates to the conduct of individuals within the municipality. Municipalities and municipal entities are required to utilise the disciplinary board as a regulated structure to dispense with these matters and to make recommendations to Council for final decisions. This will also assist during the external auditor, performed by the Auditor-General.

Names of provincial officials responsible for monitoring implementation of regulations

Although the regulations were promulgated by the Minister of Finance, the MFMA does assign oversight responsibilities to the provincial treasuries through the MEC's for Finance to oversee the implementation of the Act in their respective provinces. It is for this reason that officials have been identified who will assist with the monitoring responsibilities of the implementation of the regulations. Monitoring will entail, regular follow up by provincial officials on status of allegations, actions taken, reports produced, council resolutions and propose interventions, to the MEC for Finance where actions are not taken in terms of the regulations. The provincial treasuries will maintain a database of all allegations against officials and all those found guilty of financial misconduct. Regular feedback must also be provided to the respective provincial legislatures to enable oversight over municipalities. This information will be shared with other government departments who have other legislated responsibilities in this regard. These persons will also be the first line of support in the provinces should municipalities or municipal entities need any assistance with regard to the implementation of the regulations. Please see below names of provincial officials responsible for monitoring implementation of these regulations:

Name	Province	E-mail Address	Office number
Ndomelele Madyibi	Eastern Cape	Ndomelele.Madyibi@treasury.ecprov.gov.za	(040) 101-0288
Seabata Mokhele	Free State	mokheles@treasury.fs.gov.za	(051) 405-4784
Seipati Tsiu	Gauteng	Seipati.tsiu@gauteng.gov.za	(011) 227-9063
Phehello Maloi	KZN	Phehello.Maloi@kzntreasury.gov.za	(033) 897-4664
JN Raphela	Limpopo	RaphelaJN@treasury.limpopo.gov.za	(015) 291-8444
Nimrod Hlabane	Mpumalanga	nhlabane@mpg.gov.za	(013) 766-8713
Philip Seane	Northern Cape	pseane@ncpg.gov.za	(053) 836-3000
Sello Makwepa	North West	smokwepa@nwpg.gov.za	(018) 388-4070
Bazil Vink	Western Cape	Bazil.Vink@westerncape.gov.za	(021) 483-6646

Conclusion

It is important that the accounting officer ensures that this Circular together with the Regulations is brought to the attention of the Municipal Council and other relevant officials within municipalities and municipal entities.

In order to better support the implementation of the regulations, the National Treasury has developed a process flowchart which explains step-by-step process to be followed. The flowchart is attached as annexure A. This Circular should be communicated within the municipality and especially to the senior manager responsible for Human Resources, Chief Finance Officer and Internal Audit to enable implementation and improvements to processes.

All requests for assistance should be addressed to the postal details below or email mfma@treasury.gov.za

Office of the Accountant-General
Private Bag X115
Pretoria
0001

Contact

national treasury
Department
National Treasury
REPUBLIC OF SOUTH AFRICA

Post	***Private Bag X115, Pretoria 0001***
Phone	***012 315 5850***
Fax	***012 315 5230***
Email – General	***mfma@treasury.gov.za***
Website	***www.treasury.gov.za/mfma***

TV PILLAY
CHIEF DIRECTOR: MFMA IMPLEMENTATION
19 October 2015

Annexure A: Flowchart aligning processes in the MFMA and MSA

OVERSIGHT REPORT ACTIVITY PLAN

CITY OF MATLOSANA

PROGRAM OF ACTION ON THE TABLING OF THE OVERSIGHT REPORT 2015/2016
6 FEBRUARY – 28 MARCH 2017

DATE	ACTIVITY/ROLE PLAYERS	LIST OF ITEMS	TIME & VENUE
6.2.2017	MPAC Meeting with the Auditor-General, EM, Spk Council Whip, Acting MM, Act CFO, Directors	Comments by the Auditor General on the Audit Outcome	09:30 Council Chamber
7.2.2017	Chairperson: MPAC & Manager Communications	Slot with Star FM – • Awareness on the Tabling of the Annual Report 2015/2016 • Invitation of local community to MPAC meetings and public participation	18:00
8.2.2017	Managers: office of the EM, Spk, Whip, MM, Corporate Services, Budget, Communications, MPAC Administration	**Preparation for Public Participation (1)** **Logistics**	14:00 Speaker Boardroom
9.2.2017	MPAC Meeting	Discussion based on the comments by the Auditor General: **[Qualified Opinion]** Quality of submitted financial statements Quality of submitted Performance Reports Supply Chain Management & Other non-compliance Human Resource Management Financial Health	09:30 Council Chamber
13.2.2017	MPAC Meeting	Discussion based on the comments by the Auditor General: **[Qualified Opinion]** Quality of submitted financial statements Quality of submitted Performance Reports Supply Chain Management & Other non-compliance Human Resource Management Financial Health	09:30 Council Chamber
16.2.2017	Annual Report Checklist by Management	**Deadline** for submission of completed Checklist on the Annual Report. Attention: Chairperson: MPAC (Room 215, 2nd Floor)	16:00

16.2.2017	Comments on the Annual Report 2015/2016	**Deadline**: Submission of comments by Councillors, Management & Members of Public for the attention of Chairperson: MPAC, City of Matlosana, Room 215, Second Floor, Civic Centre Klerksdorp	16:00
20.2.2017	MPAC Meeting	Preparation of questions to Management to respond - deadline 28 Feb 2017)	09:30 Committee Room

1.3.2017	MPAC meeting	Peruse the Checklist & Management Response	09:30 Committee Room
6.3.2017	Office of the Spk, EM, Whip, MM, Corporate Services, Budget & Communications, MPAC Administration	**Preparation for Public Participation (2) and Report back on the Logistics (final)**	14:00 Speaker Boardroom
6.3.2017	MPAC meeting	Preparation for Public Participation	09:30 Committee Room
9.3.2017	MPAC, Councillors, Stakeholders, Management, Officials, Members of Public	Public Participation on the Annual Report 2015/2016	14:00-17:00 Auditorium
13.3.2017	Interviews by MPAC	EM, Acting MM, Acting CFO, Directors, Deputy Directors, Assistant Directors, Identified Staff	09:30 Council Chamber
15.3.2017	Interviews by MPAC	Interviews continues...	09:30 Chamber
16.3.2017	Interviews by MPAC	Interviews continues...	09:30 Chamber
17.3.2017	MPAC meeting	Discussions/Comments on the Interviews held and Public Participation submissions received.	09:30 Committee Room

	MPAC Administration	Compilation of the Draft Oversight Report	MPAC Office
22.3.2017	MPAC meeting	Perusal of the Draft Oversight Report	09:30 Committee Room
23.3.2017	MPAC Administration	Distribution of the Oversight Report to the AG, PPAC, DPLG&HS, Provincial. Treasury	
28.3.2017	Council Meeting	**Tabling** of the Oversight Report on the Annual Report 2015/2016.	10:00 Council Chamber

SPJ BOGATSU (Cllr)
CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

SUBMITTED FOR INFORMATION

CC
2/2017

PROGRAM OF ACTION: MPAC ACTIVITIES ON THE OVERSIGHT REPORT 2015/2016

(ITEM 2 – CC 31/01/2017)

RESOLVED

a) That cognizance be taken of the MPAC schedule of meetings when interrogating the Annual Report 2015/2016 from 6 February 2017.

b) That the MPAC Co-ordinator submit Council Resolution to the NW Legislature (PPAC), Auditor General, Department of Local Government and Human Settlement and Provincial Treasury for information as requested.

c) That cognizance be taken that dates are subject to change due to circumstances beyond control and alterations will be regularly communicated in advance.

d) That Council adopt the program of Action as contained in the report.

AUDITOR GENERAL

BRIEFING NOTE



Audit outcomes for City of Matlosana

PPAC briefing note
February 2017

AUDITOR-GENERAL
SOUTH AFRICA

Auditing to build public confidence

Purpose of the presentation

Annually oversight committees set aside time to focus on assessing the performance of municipalities. On completion of the process, standing committees are required to develop municipality-specific resolutions, which express the committee`s view on the municipality's performance over the year and should assist the municipality on meeting their mandates.

Our role as the AGSA is to reflect on the audit work performed to assist the standing committee in its oversight role of assessing the municipality's performance, taking into consideration the objective of the committee to produce resolutions.

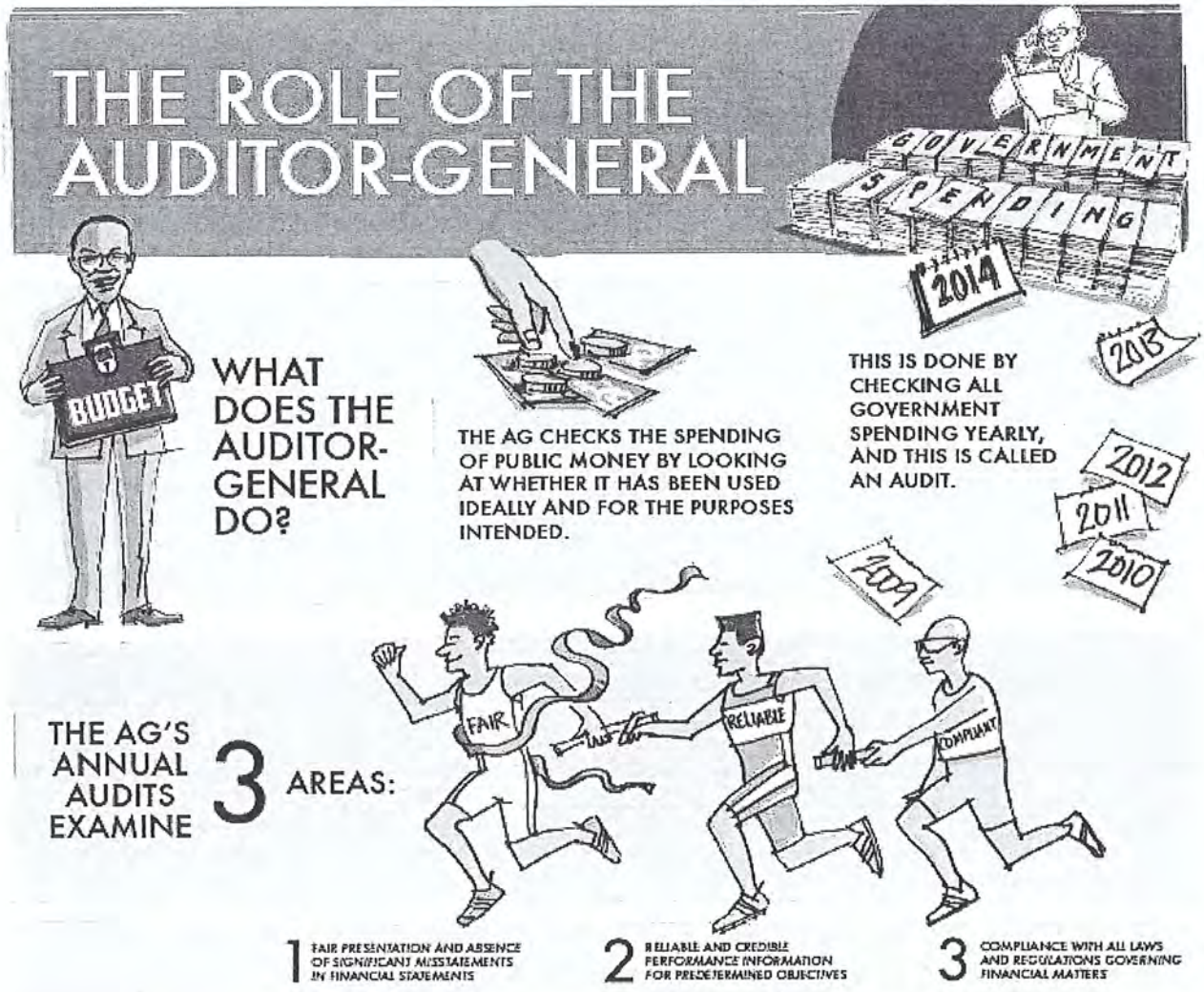
CONTENTS

1. Introduction 4
2. Overall audit outcome 6
3. Audit opinion history 7
4. Qualification paragraphs 7
5. Key focus areas 7
6. Other matters of interest 8
7. Other reports 8
8. Combined assurance on risk management in the public sector 9
9. Mayor's commitments and progress on these commitments 18
10. AGSA key message
11. Oversight

1. Introduction

1.1 Reputation promise of the Auditor-General of South Africa

The Auditor-General of South Africa has a constitutional mandate and, as the supreme audit institution of South Africa, exists to strengthen our country's democracy by enabling oversight, accountability and governance in the public sector through auditing, thereby building public confidence.



1.2 Purpose of document

The purpose of this briefing document is for the Auditor-General of South Africa (AGSA) to provide an overview of the audit outcomes and other findings of the City of Matlosana for the 2015-16 financial year.

1.3 Overview

The Klerksdorp area originally established and developed as a regional service centre between the gold mining areas in the Rand and the diamond mining fields in the Cape in the late 1800s. The City of Matlosana local municipality is located in Dr Kenneth Kaunda District in the North-West Province. It is one of the four local municipalities in this district. The major towns are Klerksdorp, Orkney, Stilfontein and Hartbeesfontein.

The City of Matlosana was previously known as Klerksdorp (KOSH area) and today tends to refer to itself as the "City of People on the Move".

Mission of the Municipality

"Leading and Managing our City effectively and efficiently in partnership with others, facilitating the Generation & Safeguarding of Financial Resources and ensuring Sustainable Development"

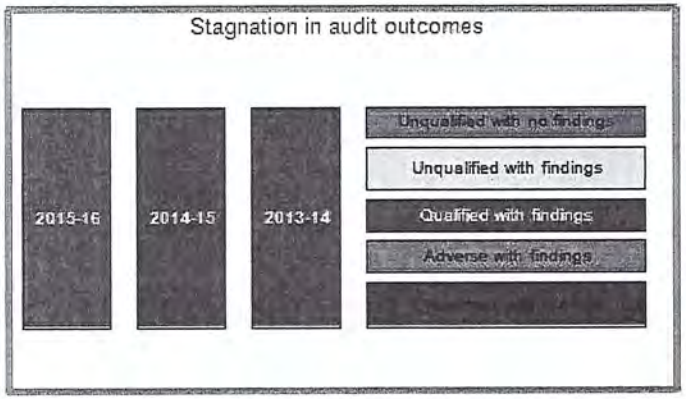
Vision

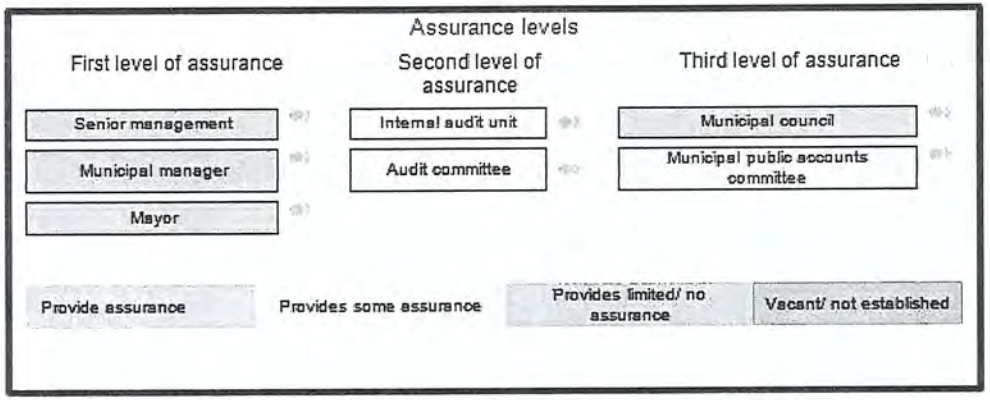
"By 2020 the City of Matlosana will be a Leading Municipality, with Satisfied Stakeholders and a Healthy, Sustainable Financial Position"

Strategic goals

- Sustainable provision of basic services.
- Excellence and transformation in leadership, management and governance.
- Local economic development.
- Financial sustainability.
- Democratic governance.

2. Overall audit outcome





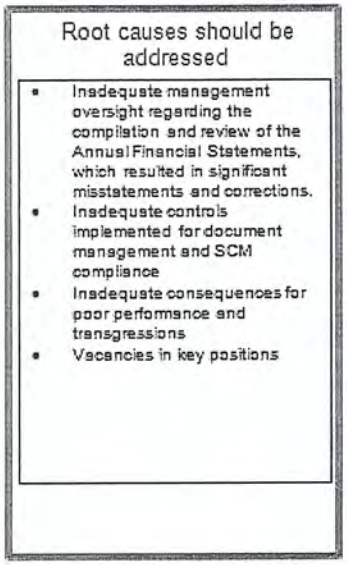
1 To improve/maintain the audit outcomes ...

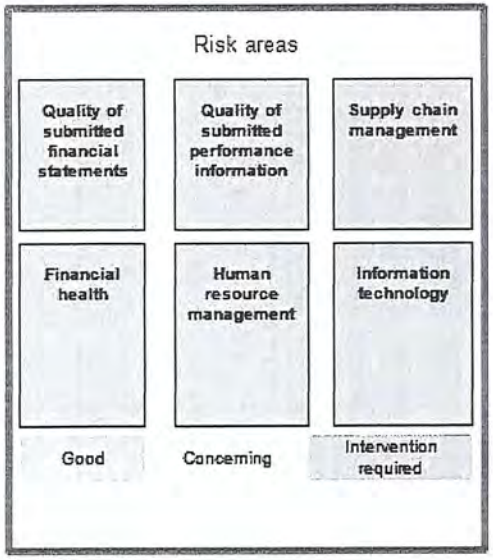
2 ... the key **role players** need to assure that...

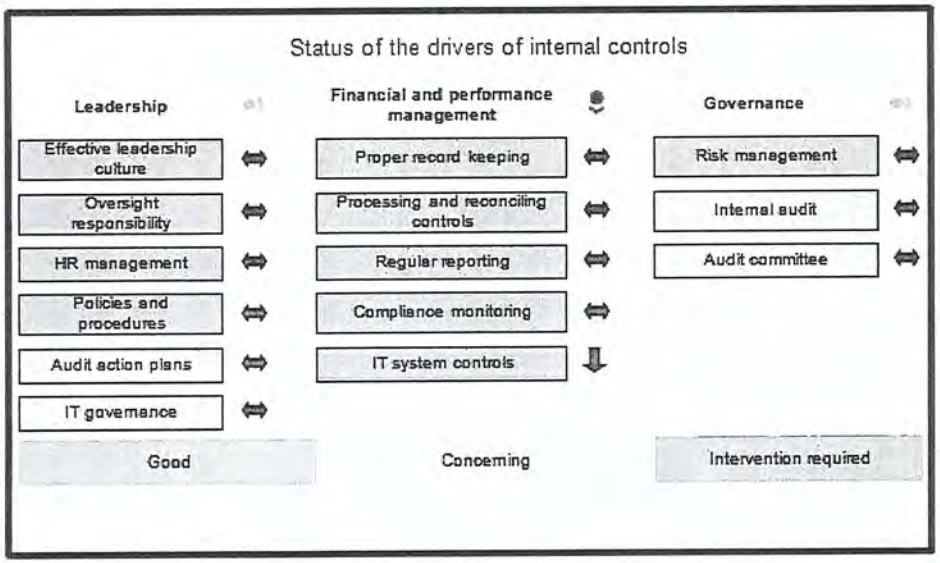
3 ... attention is given to the **key controls**, and ...

4 ...the risk areas, and ...

5 ... the **root causes** are addressed... ... the **best practices** are maintained.







3. Audit opinion history

	Clean audit opinion: Financially unqualified opinion with no findings on PDO and compliance
	Financially unqualified opinion with findings on PDO and compliance
	Qualified audit opinion (with findings)
	Disclaimed adverse audit opinion

DESCRIPTION	Movement	15-16	14-15	13-14
Audit opinions				
Qualified audit opinion				

4. Summary of qualification paragraphs

Revenue		
Findings	Root causes	Recommendations
The municipality did not record all sewer related revenue as some consumers were identified that was not correctly billed for sewer. In addition, property rates were levied to some consumers using the incorrect tariffs. This resulted in services charges being understated by R10 158 121 and property rates with R17 210 596 respectively, whilst consumer debtors was understated by R27 368 717.	The billing system is not regularly reviewed and updated to ensure billing is done in accordance with the tariff policy of the municipality.	The municipality should review all consumer accounts to ensure consumers are billed in accordance with the tariff policy of the municipality.
Irregular expenditure		
Findings	Root causes	Recommendations
The municipality did not disclosed all irregular expenditure since and additional R40 744 985 were identified by the auditors which were not disclosed. This mainly relates non-compliance with SCM regulation 32.	Incorrect interpretation of SCM regulation 32.	All payments made should be scrutinised for SCM non-compliance and recorded in the irregular expenditure register. The accounting officer should investigate the irregular expenditure payments to determine losses suffered by the municipality. Disciplinary steps must be taken against officials who caused or permitted these irregular expenditure and losses incurred as a result of the irregular expenditure must be recovered from the person liable.

5. Key risk areas explained

5.1 Quality of financial statements

Overview	Root causes	Recommendation
The quality of the financial statements submitted for audit remains a concern since various adjustments were made during the audit process. Should these adjustments not have been made the number of qualification areas would have increased substantially.	Inadequate review of the financial statements to ensure that it technically complies with all the GRAP accounting standards. The municipality did not implement a proper record keeping system to ensure that complete, relevant and accurate information is accessible and available to support financial reporting.	High level technical review should be performed on the financial statements before submission for audit. Accurate information should be readily available that support all amounts on the financial statements.

5.2 Quality of performance reports

Predetermined objectives		
Findings	Root causes	Recommendations
No material findings were raised on the performance report however the quality of the performance report submitted for audit remains a concern since adjustments were made during the audit process. Should these adjustments not have been made our unqualified conclusion on the annual performance report would have been regressed.	Inadequate portfolio of evidence to support the reported performance from directorates is submitted to the directorate of strategic planning, monitoring and control.	Portfolio of evidence (POE) for all reported performance should be compiled on a quarterly basis and copy to be provided to monitoring and reporting unit. The POE should then also be reviewed by internal audit on a quarterly basis. All internal audit recommendations on the POE should then be implemented.

5.3 Supply Chain Management (SCM)

SCM		
Overview	Root causes	Recommendations
Management's continuous failure to comply with SCM laws and regulations that result in irregular expenditure as well as their inability to implement controls to ensure compliance is a concern. In addition, irregular expenditure incurred by the municipality was not investigated to determine if any person is liable for the expenditure.	Irregular expenditure incurred in the current financial year was mainly as a result of the contravention of SCM legislation. The incomplete identification of SCM irregular expenditure was as a result of incorrect interpretation, lack of understanding of the definition of irregular expenditure and a lack of understanding of the SCM policy.	Capacitate an adequate SCM unit with qualified staff. All of the irregular expenditure incurred in the current year and previous financial years need to be investigated by the accounting officer and financial losses

	Lack of sufficiently skilled and competent staff in the SCM unit. No consequences for SCM transgressions. Disciplinary action is not taken against officials	suffered by the municipality need to be recovered from the responsible officials as required by the MFMA. Disciplinary actions should be instituted against officials that do not adhere to SCM regulations.

5.4 Financial health

Financial health		
Findings	Root causes	Recommendation
The financial health status of City of Matlosana was assessed unfavourable and intervention is required. The municipality incurred water and electricity losses of 29% (2015: 36%) and 25% (2015:27%) respectively. These losses are above the generally accepted norm. Included in creditors of the municipality are R160 021 312 due to bulk service providers, this include R114 613 804 due to Eskom and R 45 407 508 due to Midvaal. The municipality is currently struggling to pay creditors within the 30 days' timeframe due to cash flow difficulties which is mainly attributed to the slow payment rate of consumer debtors as well as the recoverability (48%) of the debt. In addition the municipality have realised a net loss of R308 282 393 and its current liabilities exceed current assets with R347 979 954.	Consumers do not pay their service accounts and no action is taken against consumers that do not pay as a result the municipality struggle to pay all creditors on time.	The municipality should implement the credit control policy for defaulting consumers. The root cause for water and electricity losses should be investigated to determine if it is attributed to deteriorating infrastructure or perhaps theft of water and electricity. Effectiveness of the financial turnaround strategy should be evaluated.

5.5 Human Resource management

HR		
Findings	Root causes	Recommendation
<u>Human resource planning and organisation</u> Job descriptions were not established for all posts in which appointments were made making it difficult for employees to know what is expected from them. The municipality did not develop and adopt appropriate systems (policies) and procedures to monitor, measure and evaluate the performance of staff. <u>Vacancies</u> The overall vacancy rate at year end	Inadequate policies and procedures to ensure job descriptions and performance monitoring are done for all positions. Non-compliance with HR management policies and procedures.	Job descriptions should be developed and implemented to ensure employees at all levels in the municipality know what is expected from them. In addition the performance of all employees should be evaluated to identify poor performance and to implement corrective

increased from 14% in the previous year to 16% in the current year. The senior management vacancy rate at year end remained consistent at 78%, as reported last year. Only 3 of the 9 senior management positions are permanently filled. Positions in the Electrical, Refuse removal and Water department were vacant for more than 12 months. <u>Appointments</u> Appointments were made in posts that had not been approved and/or funded or were not on staff establishment. Appointments were made in posts that had not been advertised. The prescribed selection and approval processes were not followed for all appointments. <u>Competencies</u> The competencies of the senior managers were not assessed in order to identify and address gaps in competency levels as required by Municipal Regulations on Minimum Competency Levels 13. <u>Overtime</u> Employees worked more than the maximum hour's overtime allowed. <u>Suspensions</u> Employees were on suspension with pay for more than 30 days. The longest suspension period is +420 days. Suspensions for longer than 30 days were not reviewed regularly. Prolonged suspension periods that did not appear to be reasonable in the circumstances.		actions. Vacancies in senior management positions and service delivery departments should be filled as a matter of urgency. Appointments should be done in accordance with the appointment policy of the municipality. Senior management competencies should be assessed to identify gaps and corrective actions. Overtime should be properly regulated to ensure all overtime paid was actually worked. All requirements of the suspension policy and labour act should be adhered to when an employee is suspended.

5.6 Compliance with legislation

Compliance		
Compliance with laws and regulations remain a great concern at the municipality with the following main non-compliance areas: 1)Supply chain management related 2)Consequence management 3)Expenditure management	Management has failed to ensure that sufficient policies and procedures that govern compliance with legislation are developed and implemented.	The municipality should compile and implement, with the assistance of internal audit, compliance checklists to ensure compliance with laws and

Compliance		
4)Human resource management 5)Environmental management		regulations. Consequence management should be implemented for continuous non-compliance with laws and regulations

6. Other matters of interest

6.1 Unauthorised, Irregular and Fruitless and wasteful expenditure:

Description	Amount	Detail
Unauthorised expenditure	R73 697 807 (Prior years: R1 424 534 175)	Overspending on the approved budget of the municipality. No investigations conducted or disciplinary actions instituted
Irregular expenditure	R210 463 005 (Prior years: R1 870 863 938)	Non-compliance to SCM regulations. No investigations conducted or disciplinary actions instituted
Fruitless and wasteful expenditure	R23 264 026 (Prior years: R91 222 464)	Penalties and interest paid on long outstanding accounts. No investigations conducted or disciplinary actions instituted

6.2 Follow the money principle

As part of our audit we selected the following key projects for a more detailed value chain analysis (follow the money):

Name of project	Total budget of project	Total actual expenditure to date	Expenditure in the current year	Planned completion date	Actual status of project
Upgrading of Water Reticulation Network in KOSH Area (KLDP, Orkney & HBFTN) (MIG/NW2257/S/15/16)	R 4 838 815.43	R 4 784 185.30	R 4 784 185.30	2016/06/30	In progress – completion in November 2016
Upgrading Mechanical & Electrical Equipment at Sewer Pump stations (Phase 1) (MIG/NW2203/S/16/16)	R 7 864 636	R 7 848 389.36	R 7 848 389.36	2016/06/30	Practical completion
Khuma High Mast Lights (Phase 4) (MIG/NW1900/CL/14/15)	R 2 000 000	R 1 651 122.92	R 1 651 122.92	2016/06/30	Practical completion

The findings on these projects are as follows:

Upgrade water reticulation network in KOSH area (MIG/NW2257/S/15/16)

- Irregularities were identified during the evaluation of the tender. The winning bidder was not included in irregular expenditure for 2015/2016.
- Contractor has been issued with a snag list to be completed by 21/11/2016 before a practical completion certificate can be issued.
- Physical verification performed after year end, the project had already been completed and as per practical completion date was 01 November 2016
- No confirmation for the change in completion dates (from 2016/06/30 to 2016/08/01) was received for audit.
- It was confirmed that only remedial works by the contractor were still outstanding.



TRENCH EXCAVATIONS



BEDDING PREPARATIONS



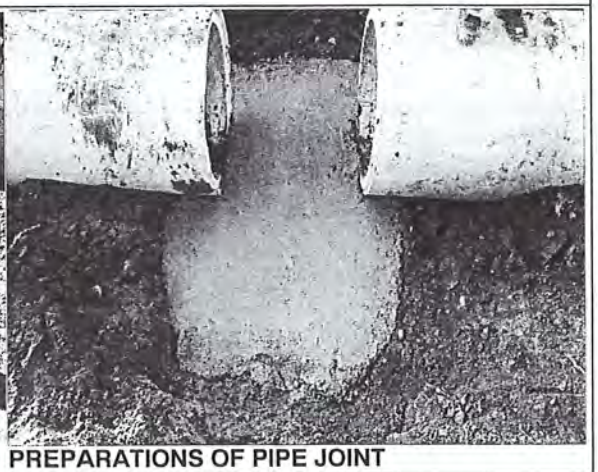
PIPE LAYING



BACKFILLING



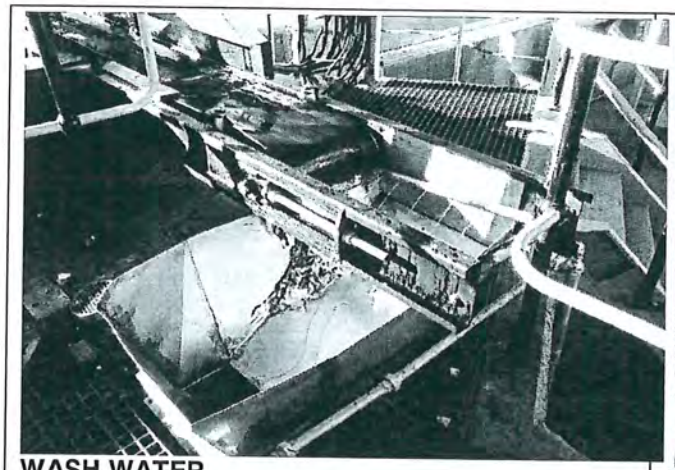
PREPARATION OF PIPE JOINT



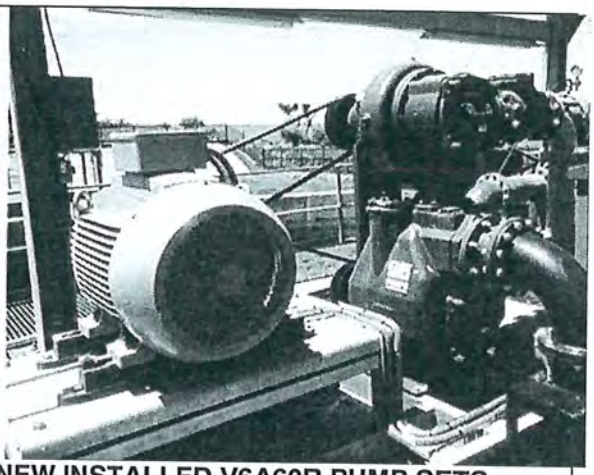
PREPARATIONS OF PIPE JOINT

Upgrade of Electrical & Mechanical equipment at Pump stations: Western Outfall (MIG/NW2203/S/16/17)

- Project has been practically completed. Certificate of Practical Completion has been issued.
- Physical verification performed after year end, the project had already been satisfactorily completed and as per practical completion date was 03 May 2016
- No irregular expenditure was incurred on the project to date.



WASH WATER



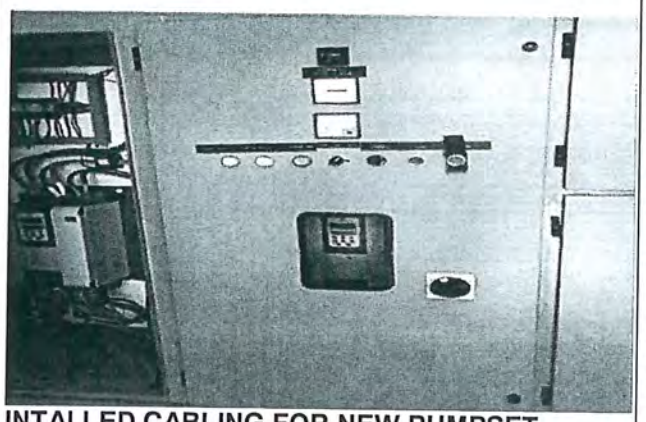
NEW INSTALLED V6A60B PUMP SETS



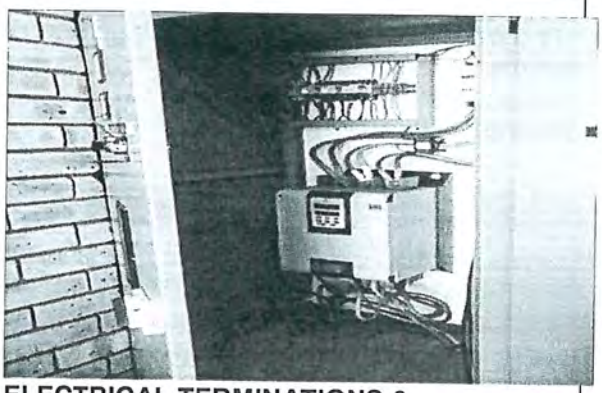
MECHANICAL RAKES SCREENS



EMERGENCY DAM



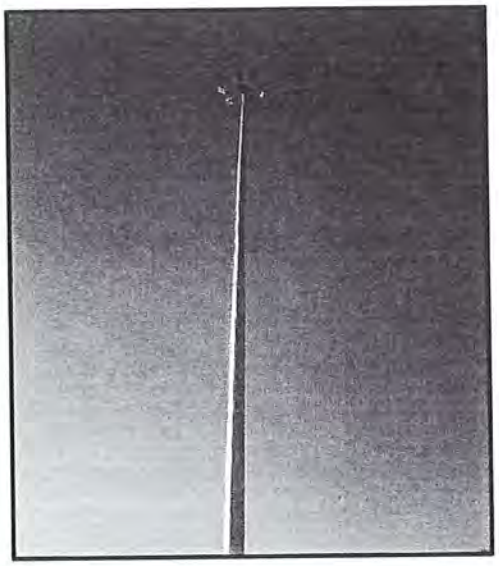
INTALLED CABLING FOR NEW PUMPSET



ELECTRICAL TERMINATIONS & CONNECTIONS

Khuma High mast lights Phase 4 (MIG/NW1900/CL/14/15)

- Project has been practically completed. Certificate of Practical Completion has been issued.
- SCM processes were followed to award the tender.
- Certificate of completion confirms the project has been handed over by the contractor to the City of Matlosana as per certificate of completion dated 2016/06/29
- Physical verification performed after year end, the project has been completed successfully





6.3 Other

6.3.1 WATER AND SANITATION

The municipality do not have an approved policy in place that addresses routine maintenance of water infrastructure as well as a plan for the maintenance of water infrastructure by setting specific timeframes and targets in this regard.

During the performance of our environmental procedure visits, it was noted that various sewer pump stations has capacity to house two wastewater pumps, but only one pump was installed. This poses a risk since no backup pumps are on site. More than 68% of the economical useful lives of these installed wastewater pumps have lapsed, and breakdowns had already occurred of pumps of similar age. The risk that this poses is pollution to the surrounding environment due to sewer overflows as well as the health risks to the community and the possible disruption of service delivery.

6.3.2 ROADS INFRASTRUCTURE

The municipality does not have an approved policy in place for the planning, management and reporting of roads infrastructure. Furthermore and approved roads maintenance plan/priority list were not in place for the renewal and routine maintenance of roads infrastructure.

6.3.3 ENVIRONMENTAL MANAGEMENT

Overall environmental management and governance

- The municipality did not have policies or plans in place to address risks relating to environmental management.
- The municipality did not have a dedicated section or clear assigned responsibilities for environmental management

Adoption and effectiveness of environmental related bylaws

- The municipality did not have sufficient dedicated enforcement officials to monitor and enforce the environmental related bylaws and the municipality did not affect any fines or prosecutions for environmental management transgressions in the period under review

Wastewater- and related wastewater infrastructural management

- The municipality's wastewater treatment and disposal activities were not licensed.
- The municipality's wastewater treatment facilities and disposal did not comply with license conditions and disposal requirements.
- The municipality did not implement measures to improve wastewater treatment and disposal to the required standards.
- The municipality's wastewater treatment infrastructure was dilapidated and not properly maintained to effectively treat and dispose wastewater
- Improperly treated or raw sewerage were disposed into the receiving environment.
- The municipality did not implement any measures to address improper wastewater disposal and pollution to the environment.









Solid waste- and landfill site management

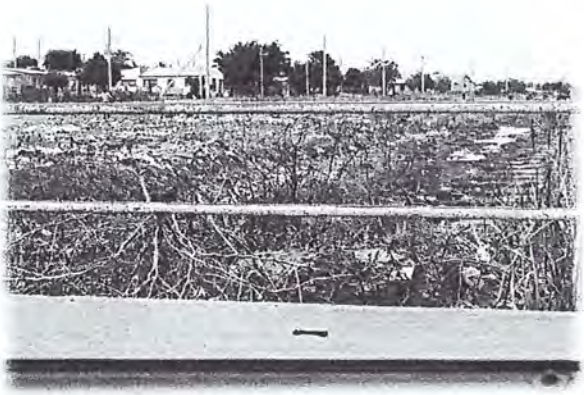
- The municipality's waste landfill sites did not comply with the license conditions or Minimum Requirements for Waste Disposal by Landfill.
- The municipality's integrated waste management plan was not updated, approved and implemented.
- The municipality did not implement plans and strategies towards managing illegal waste dumping and pollution and the municipality's plans and strategies to manage and address illegal waste dumping practices were ineffective with continuous pollution incurred.





Illegal dumping:









7. Other reports

7.1 Investigations

In the prior year, an independent consulting firm was appointed by the Premier of the province. The investigation was initiated based on an allegation of possible financial mismanagement at the municipality. The investigation is still on-going at date of the audit report.

8. Combined assurance on risk management in the public sector

8.1 Levels of assurance provided:

Key role player	Assurance levels
Senior Management	***Provide limited assurance***
Accounting officer: MM	***Provide limited assurance***
Mayor	***Provide limited assurance***
Internal audit	***Provide some assurance***
Audit committee	***Provide some assurance***

Senior management

Except for three positions, all senior management posts are filled with acting officials. There was a lack of continuity in key management positions due to suspensions and resignations, leading to these positions being filled by acting officials. The additional workload and pressure on the individuals who are acting in these positions had a negative impact on the financial and performance reporting responsibilities of the department.

Municipal manager

The current municipal manager is under suspension due to various allegations of misconduct. An acting Municipal manager filled the position during the financial year under review, subsequently the position was filled from October 2016 by an individual seconded in terms of section 55 of the Municipal Systems Act.

Mayor of municipality

For the financial year under review, the municipality remained under administration and the powers and functions of the mayor rested with the administrator, subsequently with the election of the new municipal council, a new Mayor was appointed from August 2016.

Internal audit

Senior management have not implemented recommendations made by internal audit.

Audit committee

The mechanisms employed were not adequate to ensure that concerns around unauthorised, fruitless and wasteful and irregular expenditure are being monitored and accordingly being dealt with by the auditee.

Management have not always implemented recommendations from the audit committee.

Municipal council

During the administration period, there was uncertainty which roles and function council should fulfil and which vest with the administrator.

Council should perform oversight on the annual report and monitor management action plan to address audit findings especially on unauthorised, irregular and fruitless and wasteful expenditure. A new council has been elected and took office from August 2016.

MPAC

The extent to which the council adopted the MPAC guides has been considered in the assessment of MPAC as an assurance provider.

MPAC has been established and perform in year monitoring. MPAC should however monitor that the accounting officer investigate all unauthorised, irregular and fruitless and wasteful expenditure incurred to determine if losses were suffered by the municipality for recovery or write-off.

9. Mayor's commitments and progress on these commitments

The following are commitments made by the Mayor and their progress:

No.	Commitment	Made by	Date	Status
1	Compile and implement an action plan to address audit findings submitted to the Mayor.	Executive Mayor	February 2015	Implemented
2	Monthly monitoring implementation of actions plans and taking corrective action.	Executive Mayor	February 2015	In progress
3	Compile and implement an action plan to address cash-flow shortages submitted to the Mayor.	Executive Mayor	February 2015	In progress
4	Internal audit to report on a quarterly basis to the audit committee on the effectiveness of the controls implemented to address findings in terms of the action plans.	Executive Mayor	February 2015	In progress
5	Audit committee to report on a quarterly basis to the mayor and council on the progress made with regards to the implementation of action plans.	Executive Mayor	February 2015	In progress
6	Audit committee to review the adequacy of the action plans and advise the mayor/council accordingly.	Executive Mayor	February 2015	In progress

STATUS LEGEND

Commitment has been implemented
Commitment in progress
Commitment has not been implemented

10. AGSA key message

- Unauthorised, irregular, fruitless and wasteful expenditure must be investigated by the accounting officer and related consequence management implemented.
- Vacant senior management positions should be filled with competent individuals as a matter of urgency.
- Non-compliance with laws and regulations should be addressed through developing compliance checklists which should be implemented and monitored by internal audit.
- Audit committee and internal audit recommendations should be implemented by officials.

11. Oversight (MPAC)

Tabling date

Date on which the annual report was tabled in Council: 31 January 2017

Date on which the oversight report was tabled in Council: XX

Oversight process

Requirement	Yes/No
Was the annual report reviewed by AG before tabling in Council?	Yes
Was the annual report made public?	
Was the local community invited to submit written representations on the annual report?	
Was AG invited to attend discussion of oversight report in Council?	
Was the council meeting during which the oversight report was tabled, open to the public?	
Was time allowed for the local community to adress council?	
Was the oversight and annual reports submitted to the provincial legislature for tabling?	

Effectivness of MPAC

Question	Yes/No
Did MPAC table a workprogramme in Council?	
Did MPAC invite the local community to their meetings?	
Did MPAC call the MM to all their meetings?	
Did MPAC ask or allow the AGSA to make a formal presentation/briefing on the audit outcomes?	
Did MPAC enquire from the audit committee their recommendations?	
Did the accounting officer attend all MPAC meetings as requested?	
Did MPAC follow-up on the implementation of the prior year resolutions?	
Did MPAC report on any non-implementation of resolutions in their oversight report?	
Are the recommendations made by MPAC adequate to address the audit issues?	
Are time frames (due dates) included in the MPAC recommendations?	

ANNUAL REPORT CHECKLIST

(SECTION 131(3)

MPAC CHECKLIST: ANNUAL REPORT 2015/2016

LEGISLATIVE REQUIREMENT	COMPLIANCES	RESPONSE BY MANAGEMENT	RECOMMENDED CORRECTIVE ACTION
Annual Financial Statements- Section 121(3) (4); of MFMA	1. Have the AFS of the municipality been included in the annual report	Yes, see pages 305 to 370	
	2. Are both annual financial statement and annual report been audited	Yes, see pages 261 to 268	
	3. Are the AFS compliant with GRAP	Yes, see page 308	
	4. Is the audit report been included in the tabled Annual Report?	Yes, see pages 261 to 268	
	5. Any explanations that may clarify issues in connection with the financial statement?	N/A	
	6. Any assessment by the Accounting Officer on arrears on municipal taxes and service charges. Any action to remedy the situation?	Yes, the Audit Committee. See information available on pages, 115, 249, 257, 293 and 294. Revenue Enhancement Strategy to be implemented by Council	
	7. Any comment by the audit committee in relation to the AFS?	Yes page 216	
Supply Chain Management Regulations and Policy	1. Has certain disclosure of SCM matters been included in the annual report as required?	Yes, p258	

DIVISION OF REVENUE ACT

LEGISLATIVE REQUIREMENT	COMPLIANCES	RESPONSE BY MANAGEMENT	RECOMMENDED CORRECTIVE ACTION
SECTION 123 OF MFMA AND CIRCULAR 11	1. Has the municipality had any allocation per DORA delayed or withheld?	Yes, p352	
	2. Is there any disclosure on allocation made by the municipality to an organ of state, municipal entity or other municipality?	N/A	
	3. Are all compulsory disclosures contained in the notes to the annual Financial Statements?	Yes, p356-p369	
	4. Has the municipality complied with the conditions of the grant?	Yes, p352-p354	
SECTION 124 (1)(2) Disclosure of Councilors, Directors and Officials in the Notes to the AFS	1. Have the salaries, allowances and benefits paid to councilors and the Municipal Manager, CFO and senior been disclosed?	Yes, p356-p357	
	2. Is there a statement by the Accounting Officer, stating that salaries, allowance and benefits paid to councilors are within the upper limits of the framework envisage In section 219 of the Constitution?	No	
	3. Have arrears for rate and services owed by Councillors, in which the arrears was more than 90 days been disclosed including the name of the Councillor?	Yes, p366	
	4. Have salaries of the MM, CFO and Senior Managers been disclosed?	Yes, p356-p357	

MUNICIPAL SYSTEMS ACT - PERFOMANCE MANAGEMENT

LEGISLATIVE REQUIREMENT	COMPLIANCES	RESPONSE BY MANAGEMENT	RECOMMENDED CORRECTIVE ACTION
Section 46 of the Municipal Systems Act	1. Has the performance report been included in the annual report	Yes, Chapter 3, pages 127 to 313	
	2. Have all the performance target set in the budget, SDBIP, service agreements etc been included in the report?	Yes, see Audited Performance report 2015/16 page 127	
	3. Does the performance evaluation in the annual report compare actual performance with target expressed in the budget and SDBIP approved for the financial year?	Yes, see Audited Performance report page 127. SDBIP approved by Administrator on 26/6/2016 (ADM 31/2016)	
	4. In terms of key functions or services, how has each performed?	See pages 132 and 133 for achievements by KPA and by Directorate	
	5. To what extend have target been met?	Organizational performance 70% achieved	
	6. Are council and community satisfied with the performance	Departmental questionnaires issued to public to comment on services rendered. See page 38	
	7. What action have been taken and planned to improve performance?	Speedy response in terms of emergencies to service delivery was promised to the community	
	8. Did the target set in the budgets, SDBIP agree with the target set in the performance contracts of the Municipal Manager and other Senior M?	SDBIP agree with targets set in Performance contracts of Municipal Manager and Senior Managers	
	9. Does the report evaluate the efficiency of mechanism applied to deliver the performance outcomes?	Yes	
	10. Taking in to account the audit report and opinion and the views of the Audit Committee, is performance considered to be efficient and effective?	AG - unqualified report received see page 264. AC – negative opinion	
Performance of Municipal Service	1. Has an assessment been included in the annual Report on the performance of the municipality?	N/A	
	2. Has the assessment been included in the Annual	N/A	

Providers	Report on the performance of all contracted service providers?		

PUBLIC PARTICIPATION

LEGISLATIVE REQUIREMENT	COMPLIANCES	RESPONSE BY MANAGEMENT	RECOMMENDED CORRECTIVE ACTION
Section 127 (2);130 (1)(2)(3) and Section 21A of MSA Council Meetings open to public and Certain public official	1. Was the public invited to the council sitting where the annual report was considered?	Notice in Local newspaper 26/1/2017	
	2. Did the Accounting Officer make public the annual report?	Report placed on Municipal Website, Local newspaper 2/2/2017 that report was tabled and copies of report available at Library's	
	3. Was the annual report submitted to the AG; PT and DLG&HS?	Letters dated 1 February 2017 to AG, PT and DLG&HS and annual report attached	
WRITTEN COMMENTS	1. Did the municipality invite public for written or verbal submissions on the Annual Report	Notice in Local newspaper on 2/2/2017 invited the community	

GENERAL INFORMATION

LEGISLATIVE REQUIREMENT	COMPLIANCES	RESPONSE BY MANAGEMENT	RECOMMENDED CORRECTIVE ACTION
Three-year capital plan for addressing infrastructure backlogs in terms of the municipal infrastructure grant (MIG) framework	1. A summary of the long-term capital plans and how these addressed the backlogs of services in the municipality should be provided.	Refer to MIG	

OTHER CONSIDERATIONS RECOMMENDED

LEGISLATIVE REQUIREMENT	COMPLIANCES	RESPONSE BY MANAGEMENT	RECOMMENDED CORRECTIVE ACTION
Timing of reports	1. Was the reports tabled in the times prescribed	Annual Report approved by 29 August 2016. 2015/2016 Draft /Unaudited Annual Report 30 August 2016 CC 60/2017 2015/2016 Audited Annual Report tabled 31 January 2017 CC15/2017	
	2. Has a schedule for consideration of the report been adopted	Yes, adopted 31 January 2017	
Oversight committee or other mechanism	1. What mechanism have been put in place to prepare the oversight report?	MPAC to meet as per schedule	
	2. Has a schedule for its completion and tabling been adopted	Yes	
Payment of performance bonus to municipal officials	1. Have bonuses been paid based on achievements of agreed outputs and after consideration of the annual report by Council	No	Performance Evaluation to be conducted as required by legislation
	2. If so has a proper evaluation of performance been undertaken?	No	
	3. Was evaluation approved by the council	No	
	4. Does the performance evaluation align and reconcile with the performance reported in the annual report? If not, what reason have been given for non-reporting of the basis of evaluation in the annual report?	N/A	
	5. Are the payments justified in terms of performance reported in the annual report?	N/A	

ANNUAL REPORT CONSULTATIVE PROCESS

CITY OF MATLOSANA : ANNUAL REPORT 2015/2016 : INPUTS BY WARD 17

A. Introduction : Comments/questions on the report are set out in the paragraphs below with a request to the relevant portfolio committee and officials, to ensure that written responses be forwarded within a reasonable period of time to the ward councillor for Ward 17, Cllr EMPostma.

B. Comments/Questions

Page 5 : Vision

In the 2012/2013 Annual Report it was stated that the vision was " to be amongst the 5 leading municipalities by 2016" but looking at this 2015/2016 report, the vision has changed to read " A municipality is to be amongst leading municipalities in 2020 and has to respond to the service delivery obligations in a manner befitting our community ". The question arises whether the vision " to be amongst the 5 leading municipalities by 2016" as was the intention in 2012/2013, was achieved or not ? It is clear that the vision was " a pie in the sky" as it is already 2017 and with no prospects of a sustainable financial position, it is doubtful whether even the ever changing vision is achievable ! The question arises whether all councillors and staff are aware of this revised vision. Are they ready to be a leading municipality ? What about the remark by the Auditor-General on page 263 of the 2015/2016 report, that due to current liabilities exceeding its current assets by R347 979 954," the existence of a material uncertainty that may cast significant doubt on the municipality's **ability to operate as a going concern " ,** should be noted !

Page 7 : Public Participation : Methods of community engagements

Dikgang tsa Matlosana newspaper : What is the area of distribution and can copies of publications not be distributed via ward councillors to all members of ward committees ?

Star FM local radio station : Who is responsible for the slot and how often ? Weekly, monthly or ..?

Reference is also made to media and awareness campaigns as reflected at the bottom of **page 29.** Radio announcements : How often and names of radio stations ?

Note is also taken of the strategic objectives regarding **Communication and Marketing on page 81 :** Question is : What achievements can be listed for the information of ward committees ? **Pages 103 and 104 : Involvement of Marketing Office :** Free State Stars vs Kaizer Chiefs : Expenditure R1 138 018 Income R351 093 ...Please provide us with a breakdown of the expenditure . Free State Stars vs Maritzburg United : Expenditure R753 239 Income R15 188 ...breakdown please ! What are the lessons learnt on these two events? Was this expenditure approved by Council and what will be the reason to spend such extraordinary amount on soccer teams whilst our community is suffering service delivery and extreme poverty?

Page 17: Filling of Senior Managers Positions

What is the latest on this issue ? Any challenges as a result of non-filling of these senior positions ?

Page 31 : Functionality of Ward Committees

It is noted that the Council has adopted a policy on establishment of ward committees in the present financial year (2016/17) on 30 August 2016 but In our comments on the Annual Report 2013/2014 (repeated in 2014/2015 report) the question was raised why no policy was adopted and no response was forthcoming.

Page 92 : Environmental Education Centre at Faan Meintjes Nature Resort

In our comments on the Annual Report 2014/2015, the following was raised :

" This educational centre should receive more support by the Council but the challenge is the availability of funds to ensure an operational asset for the community at large. What plans are in place to achieve this goal ? Any funds on the 2015/2016 budget or even the draft budget for 2016/2017 ? "

When will this educational be operational ? What is the current state of affairs of the centre ? Is a maintenance plan in place to minimise cost eventually ? Is it safe to enter the centre ? We are looking forward to any comments on the status quo !!

Page 366 : Accounts in arrears : Councillors and Employees

Extract from our comments on the 2014/2015 Annual Report :

"What plans/strategies are in place to prevent similar occurrences now and in the future? What are the latest developments regarding the recovery of outstanding monies as reflected on page 356" of the said report. Our committee is still awaiting your comments on plans/strategies to prevent accounts in arrears .

Page 216 : Irregular Expenditure and Consequence Management

We are of the opinion that the remarks/proposals by the Audit Committee , paragraph 8 on page 216 , should be communicated to all relevant officials namely

a) failure by Council to address the huge cumulative irregular expenditure which has increased during 2015/2016 ;

b) failure to address systemic issues and failure to implement consequence management; and

c) effective implementation of consequence management which is necessary to effect behavioural changes amongst those officials seized with the mandate to procure goods and services on behalf of the Municipality.

Pages 261 to 268 : Report of the Auditor-General

The expression " I was unable to express an opinion"" was a concern in the past as it appeared on almost all pages of reports since 2009. The current report is much shorter and contains some questions on the absence of sufficient appropriate audit evidence. Although the report indicates a qualified audit opinion (page 262), there are still challenges regarding non-compliance with laws and regulations, lack of continuity in key management positions due to suspensions and resignations at the municipality, contravention or failure to comply with legislation applicable to waste management in particular. Is the council convinced that the corrective actions proposed /indicated by management would provide a basis for the AG to express

C. Conclusion

It is our sincere wish that all councillors and officials at all levels will take notice of all the challenges as reflected in the 2015/2016 annual report ; furthermore that the report for 2016/2017 will be a report that will enable the Auditor-General to express an unqualified opinion. Please keep the general public, including ward committees informed in this regard.

Our final request is: Please respond to the relevant questions, remarks etc.

CLLR EM POSTMA AND COMMITTEE MEMBERS: WARD 17

Compiled by JLMuller, member of the Ward Committee

Klerksdorp: 4 February 2017

Elmarie Postma

Ward Councillor

Ward 17

Cellular: 083 374 4912

QUESTIONS ON ANNUAL REPORT 2014/2015

WARD COMMITTEE

WARD 16

1 POSITIVE

Congratulations to the Museum for being the runner up of the Golden Shield Heritage Award.

Thank you for ongoing services of refuse removal, electricity maintenance and water supply and maintenance even in a heavy budget constraint environment.

2 REQUEST:

Please ensure a larger maintenance and capital budget for ageing service delivery infrastructure.

3 NEGATIVE

3.1 For the past two years the comments and requests following the Annual Report were totally ignored. This is a clear statement of disrespect to elected Councillors as well as the tax payers of the city. The tax payers are after all the "employer" of all the employees and should be treated with more respect.

3.2 Once again a dismal Audit General's Report. Concerns must be raised why the ongoing abnormalities are not addressed.

3.3 The Supply Chain Department is in a mess. What seems to be the reason? Is it because of too much interference by certain officials and politicians on the outcome of awarding tenders??

3.4 A very big concern is the amount of legal actions taken against council. Surely that must be an indicator of the level of service provided, as well as wasteful and fruitless expenditure. What steps are taken towards officials after losing a court case?

4 CONCLUSION

Thank you and congratulations to the few officials who are still striving to deliver a satisfactory service even in a very difficult environment. Surprisingly it is often the lower paid officials who strive to perform and satisfy the growing list of concerned citizens. Well done for your efforts.

COMMENTS ON ANNUAL REPORT 2015/2016 BY WARD COMMITTEE MEMBER WILMA DIEDERICKS

1. Chapter 3 page 48 – 1 555 Bucket toilets

   728 Other below min service.

   Where are they and when will it be connected to main sewer?

2. Chapter 3 page 65 – Indigents Water- Is the water management device installed at consumers who consume more than 6kl water over 3 (three) months?
3. Chapter 3 page 66 – Roads and Storm Water Drainage-The goals set are not in place. Ward Committee keep on reporting problems and yet nothing has been done. At the moment flooding occurs at reported areas.
4. Chapter 3 page 68 – Storm Water Infrastructure 2015/16:
   No new storm water measures
   5 new storm water measures upgraded
   0 new storm water measure maintained
   What will be the excuse not maintaining this essential service?
5. Chapter 3 page 84 – Market Agents: figures don`t add up.
6. Chapter 3 page 92 – Faan Meintjies (1) what progress has been made to finish the educational centre?
   (2) Expenditure versus Income: R712 380-R213 759 what is the plan of action to turn this around?

7. Chapter 3 page 93 – Aerodrome-How much is owned by hanger owners and what is done to collect arrears?

8. Chapter 3 page 103 – Sport and Recreation: Free State Stars vs Kaiser Chiefs: Expenditure R1 138 018

   351 093

   753 239

   Total: R2 242 350

   Income: R15 188

   What does the City of Matlosana benefit by this outrageous expenditure?

No funds to repair the swimming pool in Klerksdorp, no funds to upgrade or maintain the Oppenheimer and Marcottar Stadium? What does the expenditure entails?

9. Chapter 3 page 120 – Outstanding Monies – Councillors R51 462 on page 366 different amount R52 592. What is the difference attributed to? Is there any arrangement in place about these outstanding amounts?

10. Chapter 3 page 125 - Service Statistics for Legal Services: 0 Cases won! Expenditure nearly doubled?

11. Chapter 3 page 145 - Target was 40 reservoirs to be cleaned but only 9 was cleaned. What has been done to the situation in the mean time? What will the estimates be for 2016/17?

12. Chapter 3 page 166 – Key Performance Area 3 Local Economic Development – Bursaries to matric and needy students. Is there any monitoring? What measurements are taken if students fail or drop out of university?

VE Delport

P O Box 6601

FLAMWOOD

2572

The Chairperson

MPAC

City of Matlosana

P O Box 99

KLERKSDORP

2570

COMMENTS ON THE 2015/2016 ANNUAL REPORT

Attached please find my comments on afore mentioned..

Yours faithfully

.....

VE Delport

7 February 2017

Written Comments: 2015/2016 Annual Report

1. **COUNCILLORS (Page 23)**

Were their computers returned by councillors who were not re-elected in the August 2016 election last year?

2 .WARD COMMITTEES (Page 31)

For the third continuous year the following exact sentence is mentioned:

"No policy in terms of section 72-78 of the Local Government: Municipal Structures Act, No 117 of 1998 has been accepted on ward committees."

As the operation of all council wards is affected, surely it is about time that all councillors unite and do something about this.

As this act is nearing 20 years in use how many more times will it be reported, before the Municipal Manager does his duty and Council of Matlosana accept a policy?

3. **BUDGET CONSULTATIONS(Page31)**

The dates mentioned have bearing on the **2016-2017 Financial year budget, while the annual report is in respect of 2015-2016.**

Listing of Klerksdorp on 4 April 2016 at 16h00 in Auditorium did not take place due to a lack of public interest and the meetings was post phoned to 7 April 2016 in Council Chamber.(Notice thereof was given in Klerksdorp Record)

4. **MUNICIPAL WEBSITE(Page37)**

The following was referred to MMC Finance to have it corrected on Councils' Website.

: 4.1 Electricity Tariffs

Consumer accounts in respect of July and August 2016 reflects that:"TARIFFS AVAILABLE ON WWW.MATLOSANA.GOV.ZA"

1

The tariffs as approved by NERSA as far back as 28 May 2016 still do not reflect as such on Council's website, although used by Financial Services in calculating accounts as from 01 July 2016.

4.2 **Property Rates and Financial Services**

The following Tariffs of Certificates are incorrectly reflected on the website:

		2016/17 R	2015/2016 R
Duplicate of original account (each)		56.00	60.00
Should be		10.00	0.00
Tax Certificate each			
Totally omitted.	Should be	56.00	60.00

Municipal Systems Act No 32 of 2002, as amended, stipulates:
Section 21B Official website,----(1) Each municipality must----
"(3) The municipal manager must maintain and regularly update the municipality's official website,....."

5. CHAPTER 3 – SERVICE DELIVERY PERFORMANCE (Pages 40 to 126) (PERFORMANCE REPORT PART1)

FINANCIAL PERFORMANCE 2015/16

Details	2014/15	2015/16			
	Actual **Budget**	Original Budget	Adjustment Budget	Actual **Budget**	Variance to

2

The words **Budget** under Actual for both 2014/15 as well as2015/16 are incorrect, as the figures displayed there under reflect actual amounts and do not have any reference to **Budget.**

Aforementioned applies to all Services reported on, included under chapter 3.

6. **WATER PROVISION (Page 44)**

6.1 ACCESS TO WATER

Statistics that 168 257 "Portion of households receiving 6 kl free" in 2015/16 is incorrect and misleading. Only Indigent household received 6 kl free in 2015/16, whilst other households received only 3 kl free..

6,2 WATER TARIFF STRUCTURE

6.2.1 Basic Charges- Per month

- The definition under tariff structure on basic charges is incorrect and misleading
- There is no tariff difference between domestic (All areas) empty stands and empty business stands..

6.2.2. Consumers categories:

- The Council resolution taken years ago that existing structure for water-supply tariffs be revised, has still not been executed on13 different consumer categories.
- The difference in water tariffs per kiloliter sold, applicable between the 13 different category consumers dates back to the 1960's where after it was metricated and with amalgamation of the towns an add-on approach was followed.
- Uranium One, per kl should be under a separate heading indicating that water is sold according to a contract with the mine
- A comparison between the 13 consumer categories in respect of 20, 50and 100 kiloliters reflects the following

13 Categories	Cost / 20 KL	Cost / 50 KL	Cost / 100 KL		Basic Levy
:Nursery Schools	R 204.00	R 544.50	R 1,122.00		R 106.00
				10% Discount*	What about V

3

Schools / Hostels	R 206.50	R 547.00	R 1,124.50		R 106.00
Industry	R 259.50	R 676.00	R 1,376.00	10% Discount*	What about R 450.50
Hospitals, Institutions Correctional Services	R 241.50	R 679.50	R 1,422.00		R 450.50
Business	R 236.00	R 674.00	R 1,454.00		R 450.50
Government	R 243.00	R 689.50	R 1,469.50		R 106.00
Churches	R 252.50	R 715.50	R 1,495.50		R 90.10
Small holdings	R 319.60	R 675.60	R 1,583.10		R 190.80
Domestic Indigent	R 231.70	R 746.20	R 1,633.70		Free. No cha
Domestic	R 232.40	R 746.90	R 1,634.40	6 Kl Free	R 100.00
Flats	R 278.50	R 805.00	R 1,740.00	6 Kl Free	R 450.50
Agriculture	R 317.00	R 868.50	R 1,813.50	6 Kl Free/Flat	R 190.80
Ariston / VR Plots	R 371.40	R 1,111.40	R 2,003.90		R 90.10

6.2.3. LEVEL OF INDIGENT SUPPORT

Water: Usage: An indigent subsidy amount equal to the value of 6 kl water and thereafter normal tariffs will apply. However tariff of R13.00 per kl (applicable to Flats) instead of R19.09 per kl (as per Domestic) was applied.

7. WASTE WATER (SANITATION) PROVISION (Page 47)

DRAINAGE SERVICE TARIFF STRUCTURE

SOLID WASTE MANAGEMENT SERVICE DELIVERY LEVELS (Page 59)

4

The heading for 2014/15 Actual appears twice with different figures.

Which figures are the applicable ones?

The Drainage Tariff Structure on sewerage existing structure dates back to the 1960's where after it was metricated and with amalgamation of the towns an add-on approach was followed.

7.2 ADDITIONAL SEWERAGE CHARGES No charges levied for, Jouberton, Khuma or Tigani Townships as well as Harbeesfontein.

7.3TARIFFS

- Council resolution years ago that the existing structure for drainage services structures and tariffs be revised has still not been executed.
- No tariff for sale of purified sewerage effluent to lessees of the farm Nooitgedacht. (see tariff contract paragraph 5.1.3. **Not ever charged nor tariff increased.**
- No tariff for sale of purified sewerage water to Uranium One as per contract.
- No tariff for treatment and disposal of sewerage of HARTBEESFONTEIN GOLD MINING COMPANY LIMITED

8. FRESH PRODUCE MARKET

8.1Market Agents Page 84

The totals in respect of: GROSS SALES (amount and percentage) as well as FLOOR SPACE ACCORDING TO GROSS SALES do not add up.

8.2 **Fresh Produce Market Particulars (Page 82 to 85)**

The annual report only reflects particulars of revenue and turnover but not a single figure of any expenditure on fresh produce market. This inferior reporting, omitting the total income and expenditure causes it impossible to draw comparisons with previous statistics, but first and foremost whether this , trading account that should be run at a surplus reflects, that .it cannot be rated as a going concern any longer,

How long must rate payers still pay for incompetency and subsidize the shortage of the Matlosana Fresh Produce Market?

5

Hopefully more competent people will be available after the 2016 election, although the budget for 2016/2017 Financial Year at that stage would have been approved by the previous Council.

9. SERVICE STATISTICTS FOR LICENSINGSERVICE (Page 73)

An amount of R 72 785.00 for the financial year 2015/16 in respect of Road Traffic Management Corporation reflects as collected.

As these funds collected by the municipality on behalf of another organ of state the question arises whether it was transferred as prescribed according to section 64(4)(a) of MFMA?

10. TRAFFIC SERVICE DATA (Page 99)

Under STATISTICS – Matlosana Traffic Court for the financial year 2015/16 in respect of Contempt of court an amount of R 344 900.00 reflects as collected.

As these funds collected by the municipality on behalf of another organ of state the question arises whether it was transferred as prescribed according to section 64(4)(a) of MFMA?

11. FIRE SERVICE DATA (Page 101)

The heading for 2014/15 Actual No appears twice with different figures.

Which figures are the applicable ones as details for 2015/16 do not reflect?

12. COMMENTS ON THE PERFORMANCE OF MPAC OVERALL (Page 113)

No budget was allocated to MPAC for the last five financial years.

This shocking information leads to questions such as:

- Against which expenditure votes are the following debited?

, Advertisements, Employee related costs, printing, Repairs and maintenance, and other expenditure.

13. FINANCIAL SEVICES (INCLUDING SUPPLY CHAIN MANAGEMENT

13.1 DEBT RECOVERY

6

As this ANNUAL REPORT is in respect of up to 2015/2016, the inclusion of the following for 2016/17 is questionable:

- Estimated outturn for accounts billed in year.
- Estimated proportion of accounts billed that was collected %

13.2 PROPERTY RATES (Page115)

13.2.1 **ACCOUNTS TO BE FURNISHED (Section 27)**

A municipality must furnish each person liable for the payment of a rate with a written account specifying-

(a) The amount due for rates payable;

(b) The date on or before which the amount is payable;

(c) How the amount was calculated;

(d) The **market value** of the property is incorrectly *reflected on accounts as* ***Site Valuation***

A decade since the act came into power, how the amount is calculated, **municipal accounts still not reflects this as stipulations of the Act's is simply ignored by the City of Matlosana financial department and.**

Reflected on accounts as **ASSESMENT RATES** miss spelt with 3xs instead of 4xs) - should read **PROPERTY RATES.**

14. SERVICE STATISTICS FOR HUMAN RESOURCE SEVICES

14.1 PENSION FUND SERVICE (Page119)

- No amount for Council's actual pension fund expenditure is reflected for the 2014/15 financial year to enable a comparison with 2015/16 financial year.

14.2 MEDICAL Aid Funds (Page119)

- No amount for Council's actual medical fund expenditure or NR OF MEMBERS is reflected for the 2014/15 financial year to enable a comparison with 2015/16 financial year.

7

- **DIFFERENCES 2015/16**

	Page 119	Notes to Annual Financial Statements	
EMPLOYERS CONTRIBUTION	R 28 693 627	R 27 356 257	Note 24
Pensioners and provision	R 9 658 858	R 9 207 192	Note 23
	R 38 352 486	**R 36 564 149**	
Difference		**R 1 788 337**	

14.3 Outstanding Monies (Page120)

A. Councillors – June 2016 R 51 462 page 120 However note 45 of the financial statements reflect R 52 592

- Which of the two amounts is the correct one?
- Were the 3 Councillors: M Coetzee, Mp Hlaka, and KL Ross re-elected?
- How much is currently owned by these Councillors?
- As amounts escalated from 30 June 2015 to 2016, why were Council's debt collection policy not applied?

B .Employees

- Arrears sky rocketed from a mere R 41 720 at 30 June 2015 to R 475 597 at 30 June 2016.
- How much is currently owned by these Employees?
- As amounts escalated from 30 June 2015 to 2016, why were Council's debt collection policy not applied?

14.4 Disclosure concerning executive councillors and directors (Page120)

- How many MMC"s are there?
- Indicate the number of MMC's as it is done in the case of Councillors.

15. EMPLOYEE TOTALS, TURNOVER AND VACANCIES (Page 221)

Financial years in heading incorrectly indicate 2013/14 and 2014/15 whilst it should be 2014/15 and 2015/16

8

16. POLICIES (Page 225)

No mentioning of **budget- related policies**, especially, the municipal manager of the **CITY OF MATLOSANA LOCAL MUNICIPALITY,** that he must prepare, or take all reasonable steps to ensure the preparation of the budget-related policies for tabling in the municipal council by the applicable deadline specified by the mayor in terms of **section 21(1) (b) of the Local Government: Municipal Finance Act (No 56 of 2003 as amended)** for a policy related to managing electricity and water including-

A policy related to the management of losses; and

A policy to promote conservation and efficiency.

It needs to be mentioned that the response on the afore mentioned matter raised at last year's Budget Public Participation Report was :(page 123)

"Policy on losses will be done in future." ***However to date still not done.***

- HR Policies on overtime, vacancies and temporary staff
- **Cellular telephone (mobile) and data contract policy** – Municipalities were required to compile and approve a cellular telephone (mobile) and data (3G) policy with effect from 1 July 2013.

(Refer to MFMA Circular No 67- clause 6.2 on page 14 of 25).

- **Policies to govern the implementation of benefits to Councillors**

A travel allowance policy for full time and part time councillors, including those appointed to district councils;

A policy on the reimbursement of out of pocket expenses incurred by all councillors;

A policy for the reimbursement of cell phone expenditure incurred by part time councillors appointed to a district municipality; and

A policy for the provision of alternative accommodation for councillors in case of damage to or destruction of their homes.

- **Changes to Rates Policy to incorporate Local Government Municipal Property Rates Amendment Act 2014, Act No. 29 of 2014.**
- **Some corrections to Indigent Relief Policy.**

9

- **Some corrections to Customer Care, Credit Control & Debt Collection Policy.**

- **Some corrections to Irrecoverable Bad Debt Policy.**

- **Some corrections to incomplete Cashier Policy**

No list of budget-related policies of the municipality, including a reference of the City's website where the public can locate them, reflects in the budget.

A complete list is reflected on pages 12 and 13 under regulation 7. (1) Of MUNICIPAL BUDGET and REPORTING REGULATIONS SCHEDULE A of the MFMA.

It needs to be mentioned that the response on the afore mentioned matters raised at this year's Budget Public Participation Report was: (page 121)

"Noted will be corrected

(Mr D. Rossouw & Mrs J Brown did meet with Mr Delport and necessary corrections were made)" ***However as indicated majority of corrections were not done.***

Afore mentioned clearly indicate the miss representation of information to Council.

17. CAPITAL EXPENDITURE 2015/16(Page 250)

Total expenditure under Actual is incorrectly reflected as **2 573** whilst it adds up to

2 679

17. ACTUAL BORROWINGS: 2014/15 TO 2016/17(Page 257)

Financial years as per heading incorrectly indicated as 2014/15 To 2016/17 and should be 2013/14 To 2015/16.

Long Term Loans: Financial years per heading incorrectly indicated as 2014/15; 2015/16 and 2016/17 and should be 2013/14; 2014/15 and 2015/16

10

18. Statement of Financial Position as at June 30, 2016 (Page 309)

Cash and cash equivalents

Amounts displayed for 2016 and 2015 do not correspond with bank accounts reconciliation as per Note 12 on page 344.

19. Notes to the Annual Financial Statements

7. Other receivables (Page 340)

7.1 Fire Arms

No information or particulars supplied On this item amounting to 10 121 under 2016.

7.2 **Loan to Klerksdorp Rolbalklub under 2016**

Short term portion of loan 24 987

Long term portion of loan 137 519

No action is taken to recoup arrear on loan by Club

Annual report do not indicate that R 21 982.92 annual subsidy by Council, whilst Club only pays R 9 000. 00 (12X750).

As MFMA stopped the practice of giving loans to sport bodies and Council's cash flow position it is suggested;

THAT early redemption of loan be discussed with Club management,

20. Notes to the Annual Financial Statements (Page 344)

24. **Other financial liabilities**

At amortised cost	**2016**	**2015**
Shiva Uranium	32 409 664	32 409 664

As loan is repayable by selling potable water to the company, how can balance as at 2015 and 2016 remain unchanged?

11

		2016	2015
Annuity Loans		83 420 091	96 529 632
Appendix A	Page 370	83 420 087	96 528 632
DIFFERENCE		**4**	**1 000**

Which amounts are the correct ones?

21. Notes to the Annual Financial Statements (Page 356)

13. **Employee related costs**

Remuneration of municipal manager

Should be spelled **M**unicipal **M**anager

22. Notes to the Annual Financial Statements

32. Bulk purchases (page 358)

Note 32 of Annual Financial Statements for the year ended 30 June 2015 reflects:

	2016	2015
Electricity (losses in units)	148 982 382	160 757 258
Electricity (losses as %)	25%	27%
Water (losses in units)	8 886 211	10 828 016
Water (losses as %)	29%	36%

The municipality is in the process of installing meters at all its premises to enable us to accurately measure and manage own use. A strategy has been developed to minimise distribution losses and it will be implemented over time due to budget constraints.

Surely the lost of R 107 001 048.30 (as calculated underneath) deserves more than the jargon mentioned as above, year after year in note on Bulk purchases in Annual Financial Statements?

12

Money value of Electricity losses 148 982 382 units @ 0.80 = R 11 918 590 .60
(R0.80 cheapest unit tariff)
Money value of water losses 8 886 211 units @ R 10.70 = R 95 082 457 .70
(R10.70 cheapest unit tariff)
TOTAL R 107 001 048.30

13

Tonie Meiring

Comments on the Annual Report – 2015/2016 Financial Years

Page 5 – Executive Mayor Foreword

The community of the City of Matlosana grew accustomed to the fact that the ex Mayor Khauoe makes statements which are not corroborated by facts contained in the Annual Report.

1. We did not have an executive mayor. He was stripped of all executive powers when the municipality was placed under administration in terms of section 139(1) of the Constitution.

2. His statement that Matlosana closed another eventful and successful year in 2015/2016, if note is taken that again a nett loss of R308 m was recorded, again much needed grants were surrendered to National Treasury and again unauthorized, irregular, fruitless and wasteful expenditure increased from R2,5 to R2,6 billion, is to say the least, a lot of hogwash.
   His parting from the City of Matlosana will not be missed by the over taxed and frustrated community.

Page 8 – Acting Municipal Manager – Overview.

The invitation by the Acting Municipal Manager that the local community must submit representations in respect of issues of concern is welcomed. Having inherited a failing municipality he needs the support of the entire community to be able to make a positive difference and achieve a turn around strategy.

Positive indicators are already surfacing and all public submissions must be accepted as constructive in nature. This will assist in narrowing the divide between the public in general and the administration of the municipality.

1

Page 13 – Service Delivery Overview.

The supply of Basic Services increased at an average of 3,95 % from 2012/2013 to 2015/2016 but from 2014/2015 to 2015/2016 with only ,85 %. This is poor planning and execution and resulted in the surrendering of much needed grant funding to National Treasury.

Page 15 – Total Capital Expenditure.

It decline from 2013/2014 (R132,8 m) to 2015/2016 (R112,9 m)with 17,5 % which is indicative of the lack of planning, execution and political support. This is a section where sustainable employment can be advanced but with the lack of capacity it is not achieved.

Page 29 – Public Accountability and Participation.

Interaction between the Council, Councillors, Ward Committees and the public is at its lowest ebb ever.
Public participation is almost non-existent and councillor communication with the public is non-existent.
Public participation is an open accountable process through which individuals and groups within selected communities can exchange views and influence decision making. Councillors however prefer not to get involved out of fear that their lack of knowledge will be compromised.

The previous council believed that work shopping with councillors and councillors believe that ward committee meetings and ward committees, which are a think alike political group talking to one another, is public participation. The proof of this is found on Page 283 which indicates that only 11 % of the compulsory public ward meetings were held and the opposition councillors held no public meetings at all.

2

Page 33 – Anti-corruption and fraud –

Corruption and Fraud have devoured the cash resources of this municipality over the past five years. The year under review under an Administrator not being any different at all.

During the tenure of the previous council all information regarding corruption was evaluated, determined who and how much was involved and there after damage control was implemented to save face for the politicians involved.

Two of the Long Term Contract tenders listed on Page 287 and 288 were submitted for forensic analysis and both were handed to the Commercial Branch of the South African Police Services in Klerksdorp for further investigations.

If the municipality is serious to eradicate fraud and corruption these two contracts should be cancelled forthwith with consequence management being instituted against all involved in it.

Page 57 – Electrical and Mechanical Engineering.

The erection of high mast lights are very expensive projects. It is laudable that National Treasury finances it through Municipal Infrastructure Grants. Care must be taken that the tender process is free, fair and without corruption. Many incisive questions around past projects remain unanswered due to the Administrator frustrating the Section 32 Investigative Committee since his induction.

Page 61 – Performance of Waste Management. –

The landfill sites of Klerksdorp and Hartbeesfontein are in a shocking state. With it now been transferred to the Community Services, the brisk discussion with the relevant M.M.C. and the always ready to assist Deputy Director improvements are in the offing.

3

I will forsake my responsibility if I do not extend sincere thanks and appreciation to the Deputy Director Community Services, Assistant Directors of Water, Sewer, Roads and Electrical Services and their dedicated staff for the assistance given to the Stilfontein community in revitalizing the Pannetjie which was turned from a stinking, dangerous and drug peddling haven into a clean and enjoyable nature spot for the entire community.

It must be noted that the secured area around the water was stocked with a number of water birds and other wild life and is maintained by the public of Stilfontein with no cost to the municipality.

Page 65 – Cost to municipality of free basic services.

The cost of alternate energy and the equitable share received must be included in this schedule to reflect a more comprehensive and accurate picture. Without these two vital components the information supplied is useless.

Page 79 and 80 – Local Economic Development Initiatives.

Job creation is not one of the core functions of a municipality. Municipalities must, through excellent, effective and efficient service delivery, at a low cost factor, create an atmosphere conducive to investments by local and national entrepreneurs.
Only then sustainable employment opportunities will emerge, the economy will grow and small time crime will subside.
Every job, sustainable or not, was achieved at a cost of R29,875,00 each to the rates and services paying community.

Page 92 – Environmental Protection – Faan Meintjies Reserve.

From the 2010/2011 financial year when the educational centre was 95 % complete the cut and paste attributes start with "Once the educational centre is operational - -"

Now five years later nothing positive can be attributed to this costly derelict monstrosity and those responsible for it walked out of employment without any consequence management being exerted.
The public would appreciate what plans are made to turn this expensive but now derelict complex into an cash contributing commodity.

Page 98 – Multy Road blocks.

Note must be taken that the Traffic Dept is holding roadblocks with the South African Police Service and an organization called "Commandos" which was outlawed some fifteen years ago. What a joke!!
Will the Rep van Winkel in this department please wake up and rectify this laughable statement which has appeared at least five times in the Annual Reports.

Pages 124 to 126 – Legal and Administration Services.

It appears that the municipality is the job creation section for attorneys.
The cost of the attorneys services increased from R6,5 m in the 2014/2015 financial year with 92,1 % to R12,4 m. The long term contracted attorneys increased from ten to eighteen firms in the year under review with a total cost of R55,6 m for the legal section, which could not take one of the eighty one cases involved successfully through the legal system.

There are serious concerns in the public domain about the action of certain attorneys and matters may be aired soon.
An in-depth investigation, especially the managerial capabilities of this section is of utmost importance. If no drastic changes are made the municipality is in for a torrid time in our law courts.

Page 229 – Suspensions due to misconduct.

It is disturbing to note that some suspensions date back to April 2015. Is this the result of trumped charges to get rid of an employee or is there not enough evidence to secure a conviction. Both these reasons are illegal,

immoral and unnecessary costly to the rates and services paying public. Why must the public continue to pay for such incompetency of management and lawyers?

Pages 221 and 235 – Employee Totals and Expenditure.

The approved employee contingent is 2482. As at 30 June 2016 2077 were in employ and 405 posts were vacant. Once these vacant positions are filled the personnel expenditure will be significantly higher than the present 20,45%. It may even exceed the National Treasury guideline of 30%. This must be taken into account in the budgetary process.

Page 242 – Financial Performance

Total Revenue (excl. capital transfers and contributions) increased with 18,9% to R2,3 billion yet a deficit of R308 m is still recorded. This is the result of uncontrolled irregular, fruitless and wasteful spending which the Administrator and his support entourage could not and did not want to contain.

The serious financial constraints of the municipality can mainly be attributed to corruption, uncontrolled spending, which was not dealt with incisively and the low rate of debtors collection where a number of Wards as little as 10% of the consumer accounts are paid without any constructive efforts to ensure that services are paid for.

The cultures of "We want" and "We will not pay" are embedded in some communities and very little is done to address it due to political correctness. If not addressed by this Council dark days are awaiting this community in the near future.

Page 283 – Factuality of Ward Committees

The factuality of Ward committee activities are at its lowest ebb ever with only 11% of the compulsory quarterly public ward meetings held.

In the eight opposition wards no meetings were held at all. This is indicative of the arrogant manner in which the public is treated and is highlighted in the level of animosity by the public towards the municipal administration.

Pages 287 and 288 – Long Term Contracts.

Two of these contracts were submitted for forensic investigation resulting in both being investigated by the Commercial Branch of the South African Police Service in Klerksdorp. It is further disturbing to note that one of these long term service providers is not only investigated in Matlosana but in other municipalities and provinces as well. Despite written proof of corruption in awarding the tender submissions to the Administrator, ex Mayor, the then Acting Municipal Manager and the Office of the Public Protector the contract is still in force even after it lapsed in December 2016 already.

Page 344 – Note 13 – Other Financial Liabilities – At amortized cost Shiva Uranium R32,4 m.

I have obtained a copy of original contract dated 21 August 2008 between the municipality and Uranium One Africa Ltd who sold its interest to Shiva Uranium. This council inherited this liability and it is my duty as a concerned member of the public to put certain pertinent questions to the Acting Municipal Manager in order to get clarity on a number of issues. This will be done in the near future.

Page 350 – Note 17 – Consumer Deposits

One would expect that at least the R29,3 m electricity and water deposits will be reflected as **Investments** in an interest bearing account and be included on Page 343 Note 12 – Cash and Cash Equivalents Schedules. Were the deposits to finance operational expenses?

Page 351 – Note 20 – Service Charges and Page 358 – Note 32 – Bulk Purchases.

The municipality is making a gross profit of 26,3% only on the sale of electricity due to the measures of control by N.E.R.S.A. and 84,2% on the sale of water. The losses experienced on these two vital commodities were dealt with in my comments on the Auditor General's Report.

Page 252 – Note 21 – Grants and Subsidies.

The municipality lost much needed funding of R75 m due to lack of capacity and managerial support to ensure that grants are spent timously and be correctly recorded. No known actions were taken against those who were responsible for it. Without penal action against those responsible the prevailing attitude will continue.

Page 357 – Contracted Services – Security Services – R22,6 m.

With the facts that surfaced in a forensic investigation it will be advisable that the council launch an in-depth investigation into the billing system and factuality of all security service providers. The insurance claim schedules are saturated with substantial losses of municipal property where security companies are on 24/7 duty and there are no known penal actions taken against these service providers.

Page 367 – Contingent Liabilities.

There is a significant increase in the provision for contingent liabilities. This can be attributed to a number of factors of which some are –

1. an increase in dissatisfied service providers.
2. authoritarian action by employees especially in the finance and legal sections.
3. wrong legal advice.
4. violations of peoples rights to fair and just administrative actions.

What is of great concern is that some of these issues date back up to five years. My submission is therefore that attorneys follow the practice of "The longer I take the more money I make". The Legal Section is incapable to manage it to the advantage of the City of Matlosana. Serious changes in the legal section is of most importance. If incisive remedial action is not taken immediately this Section will cause more costly litigation being lost as indicated on Page 125. Of the 13 Cases against Council and 68 Cases for Council not one case went in favour of the City Council of Matlosana. That says it all.

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Klerksdorp 2570

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CITY OF MATLOSANA
MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

PUBLIC PARTICIPATION SESSION

As captured by: Mampotseng Baas

Questions emanating from the Public Participation Process session with regards to the CoM Annual Report for the financial year 2015/2016, held on 09 March 2017 at the City Auditorium @ 14:00.

Question 1:
Name: Papi Mkhize, Mr
Ward: 04
Department responsible: Civil Engineering

Matters raised:

- *Currently there is a project behind the Alabama Cemetery and the Contractor on site did not hire local people from the surrounding area.*
- *The Contractor told those who went to seek for employment that they are not legible for employment.*

Question 2:
Name: Matshidiso Madisha
Ward: 24
Department responsible: Office of the Executive Mayor

Matters raised:

- *Does the CoM's bursary cover students who are enrolled at Boston City Campus?*
- *What requirements must one meet in order to be considered for a bursary?*
- *The Councillor seem to not have complete information with regards to the bursary process and how it is awarded.*
- *She is awaiting feedback from the CoM's bursary office.*

Question 3:
Name: Velakhe Naphakade(From the Taxi Operator Association)
Ward: 06
Department responsible: Civil Engineering-Roads and Storm-water Drainage / Sewer & Public safety

Matters raised:

- *The storm-water drainage is not working and unable to channel rain water.*
- *Sewer spillages are uncontrollable and there is always sewer water running at the Taxi Rank.*
- *Ext 22 in Jouberton does not have tarred roads as compared to Alabama.*
- *Scholar patrol is not visible/effective at the township especially at the Alabama/Jouberton intersection near Tower Mall.*

Question 4:
Name: Mr Kgauwe
Ward: 13 – Ext 15
Department responsible: Civil Engineering-Roads and Storm-water Drainage

Matters raised:

- *Council must prioritize the improvement of roads(potholes) around KOSH, which were damaged by heavy rains and heave duty trucks.*
- *At Ext 2, Bedelia Street, Council has fixed pot holes countless times but it seems maintenance process is not long term.*
- *An inspection must be conducted at Dlangananewe Street in Jouberton to verify this road that is used as main road.*
- *In 2015, Council conducted an inspection with regards to which streets need tarred roads and the community was never given feedback.*

Question 5:
Name: Ms Thandi Webb
Ward: 7
Department responsible: Electrical Engineering

Matters raised:

- *MPAC does not have enough women representatives.*
- *The Executive Mayor should be one chairing MPAC Public Participation Sessions*
- *MPAC reports must be simplified to make it easy for members of the public to understand them.*
- *The Agreement that was entered into in the 90's relating to the purchase of household electricity by Jouberton Residents from the Municipality must be revisited because other townships purchase electricity without restrictions.*
- *There must be an Inspection in Loco for new political Administration to verify the submitted handover report from the outgoing Administration.*
- *There should be continuous consultative meetings with the community when new projects commence in various areas.*

Question 6:
Name: Mr Thabo
Ward: (Ext 3, Jouberton)
Department responsible: Office of the Speaker

Matters raised:

- *An additional library is needed in Jouberton since the existing one is unable to cater for all areas.*
- *Can an employee of the municipality be elected as a Ward Committee Member?*
- *The Municipality must provide skills related workshops for the community.*

Question 7:
Name: Mr Jacob Nxamakele
Ward: (Ext 24)
Department responsible: MPAC & IDP

Matter raised:

- *If there is MPAC in the municipality, how come the municipality was under Administration?*
- *Though the IDP programme budgeted for developments in Alabama Ext 2/3, there are no development taking place at Alabama Ext 4.*

Question 8:
Name: Adam Macakela
Ward: (Ext 2, Tigane)
Department responsible: Civil Engineering - Water

Matter raised:

- Water tanks are not maintained.
- Members of the public must be taught how to maintain water tanks.
- Sports grounds not maintained.
- Sewer water spillage cannot be controlled due to the School's infrastructure upgrade near the sports ground.
- Contractors are dictated who they should appoint as sub-contractors and not all employees working at the projects are registered with the Dept of Labour.

Question 9:
Name: Mrs Qankase
Ward: (Ext 6, Khuma)
Department responsible: Housing

Matter raised:

- When are going to be given RDP houses.

Question 10:
Name: Mrs Bosman
Ward: (Ext 10, Khuma)
Department responsible: Civil Engineering - Roads

Matter raised:

- There is no storm-water drainage to channel rain water.

Question 11:
Name: Ms Thembi
Ward: 22, Kanana
Department responsible:

Matters raised:

- RDPs not built.
- CPW were appointed in February but has not commenced work. The signed contract stipulates a different date of 21 March.
- Since we have not commenced work, are we going to get paid for the month of February and March?

Question 12:
Name: Not Indicated
Ward: 39
Department responsible: Office of the Mayor

Matters raised:

- EPWP not functional.
- Councillors should stop using favouritism when there are job opportunities.
- Councilors must also stop going to people's houses when there are job opportunities.

Question 13:
Name: Mr Matlala
Ward: 23, Knana
Department responsible: IDP

Matter raised:

- IDP programmes not implemented for the past years.
- Needs must be prioritized not wants of the Councillors.
- There should be different members in different MPAC Committees.

Question 14:
Name: Mrs Bedelia
Ward: 14, Jouberton
Department responsible: Sports, Roads and Sewer

Matter raised:

- When is the infrastructure development at Brazil Stadim going to be completed?
- Houses damaged by the storm/tornado are still not yet fixed.
- Sewer blockages are not attended to.

Question 15:
Name: Not indicated
Ward: 24
Department responsible:

Matters raised:

- Contractors do not hire people residing in Kanana when there are projects.

Question 16:
Name: Not indicated
Ward: (Ext 23, Jouberton)
Department responsible:

Matters raised:

- Stort-water drainage not working and rain water damaging tarred and paved roads.

Question 17:
Name: Mr Zwelinjani Ngoma
Ward: 37
Department responsible:

Matters raised:

- After the RDP house were built, rightful owner were not given their houses.
- Ntepang Contractor did not complete house allocated to him to build and what is the Council doing about that situation?
- Learnerships are not progressive there should be a Skills Development Centre, the Municipality and the local Mining companies must assist with the building and running of such a centre.

Question 18:
Name: Ms Ntombi Radebe
Ward: 24 Kanana
Department responsible: Civil Engineering

Matters raised:

- Contractor did not complete the work procured to do at Kanana Secondary School and was given another contract.
- Community of Kanana was not hired by the Contractor at the Kanana Mall site.

Question 19:
Name: Not indicated
Ward: 26
Department responsible: Roads

Matter raised:

- The police station not yet built as promised.
- The road was fixed but there is not rain water channel.
- We need to know how sub-contractors are hired.

Question 20:
Name: Not indicated
Ward: 18 (Jouberton Ext 15)
Department responsible:

Matter raised:

- RDPs are not built and the Municipality does not give a clear indication as why they house are not yet built.
- Streetlights are not working properly.

Question 21:
Name: Not indicated
Ward: Skierlik
Department responsible:

Matter raised:

- Mr Farouk told us we must produce our rent statements if we want employment when there are projects.
- Rent statements are not delivered.

Question 22:
Name: Not indicated
Ward: 6, Ext 12
Department responsible:

Matter raised:

- The contractor did not fix all the toilets.
- We also need to know if the contractor was paid in full for the toilets that were not fixed.

Question 23:
Name: Mr Mogapi
Ward: 24
Department responsible:

Matter raised:

- RDP are not built properly and are not safe to live in.
- Mr Mabulela must be part of the MPAC.

Question 24:
Name: Ms Nomvula
Ward: Skierlik
Department responsible: Housing

Matter raised:

- The initial people who stayed in Skierlik are not considered when housing permits are given.

Question 25:
Name: Mr Paseka
Ward: 36
Department responsible: Office of the Speaker

Matter raised:

- How does the community benefit when there are projects?
- Two Ward Committee members are employed on a full time basis.

Question 26:
Name: Mr Fani Santho
Ward: 22
Department responsible: Legal

Matter raised:

- Waks Silent was appointed to handle housing matters and there has not been a single report back from both Waks Silent and the Municipality.
- The municipality service provide(UFS) responsible for collecting money owned to council did not employ local people. Local people who were employed are not reporting for duty and not paid.

Question 27:
Name: Mr Kandisa
Ward: Not indicated
Department responsible: Office of the Mayor

Matter raised:

- The issue regarding the use of the municipal vehicle that used to be long to the former Executive Mayor must be investigated.
- Recommendation of the former MPAC must be implemented.
- Forensic report must be availed in order to ensure that those who are implicated are disciplined accordingly.
- All officials involved in any misconducts must be investigated and charged, especially at the Civil Engineering Department.

Question 28:
Name: Not indicated
Ward: 31, Ext 9
Department responsible: Parks & Roads

Matter raised:

- There are no tarred roads.
- Grass not maintained/cut.

Question 29:
Name: Ms Lizzy
Ward: 10
Department responsible: Office of the Speaker

Matters raised:

- Residents at Sun City do not get assistance whenever they request.
- The area does not get infrastructure since it is an old township.

Question 30:
Name: Ms Matlawe
Ward: 31
Department responsible: IDP

Matters raised:

- Ward 31 Budget was not utilized
- Bursary requirements from the office of the Premier must be revisited to include all fields of study.

Question 33:
Name: Mr David Keikagetse
Ward: 12
Department responsible: Roads

Matters raised:
Question 31:
Name: Ms Malashe
Ward: 27
Department responsible: IDP & Sewer

Matters raised:

- Sewer Mainhole control was stolen and the municipality claims that there are no fund to replace it.
- Infrastructure budget only caters for Jouberton.

QUESTIONS TO MANAGEMENT

CITY OF MATLOSANA

QUESTIONS TO MANAGEMENT

Prepared by MPAC on 20 & 21 February 2017

DIRECTORATE: CORPORATE SERVICE

1. Human Resource Management

a) Why job descriptions were not developed and implemented to ensure employees at all levels in the Municipality know what is expected from them?
b) How many adopted policies are in place and implemented and when were they last reviewed?
c) Is there appropriate systems (policies) and procedures to monitor, measure and evaluate the performance of staff?
d) Why vacant position of Senior Managers section 57 not yet filled?
e) Why 40 appointments were made in the posts that had not been approved and not on the organogram?
f) Why prescribed selection and approval processes were not followed for all Appointments?
g) Why competency of managers not assessed in order to identify and address gaps in competency levels as required by municipal regulations?
h) Why equity employment in HR not compliant?
i) Why employees worked more than the maximum hour's overtime allowed?
j) When is the Municipality going to develop its own overtime policy?
k) Why is the Municipality not complying with the BCEA on overtime?
l) Why is the organogram not placed within HR Department?
m) Do we have employed registered practitioners in the Municipality organogram?
n) Are the Engineers, Auditors, HR, EAP and Health Practitioners within the Municipality registered or members of relevant associations?
(o) How do you phrase your advertisement since we do not have an Engineers in our Municipality?

2. Skills Development

a) What is the status of skills transfer in the City of Matlosana?
b) Why there is lack of skills in the Municipality (another qualification opinion)
c) What are you doing to address (b) above?
d) Can you please provide the Committee with a report of employees' qualifications and the training provided at Finance and SCM?
e) Why was the recommendation by Internal Audit to realign employees according to their qualifications not implemented?
f) Can you please avail copy of skills development plan?
g) What criteria is used to identify employees for training

3. Labour Relations Unit

a) Was Legal Unit involved in handling Mr Motsemme's matter and others, in terms of advising the Council?
b) Who is defending matters on our side list of attorneys appointed?
c) Why employee's cases dragging so long while costing the municipality?
d) What is your advice regarding (c) above as the AD: Labour Relations?
e) Can you please provide the Committee with the status of suspensions of employees?
f) Were suspensions for longer than 30 days reviewed regularly? If not why?
g) Are you adhering to the requirements of the suspension policy and labour act?
h) Provide the committee with the report of all Disciplinary cases, Arbitrations and Review applications,cost per case and reason for referral to external attorneys?
i) Why do we loose on procedures not on merits?
j) Is the unit capacitated?
k) How many employees on suspension and what is the status of the cases?
l) What is the status of the case of Assistant Director: Water?
m) What is the status of the cases in the Finance Department?
n) What is the status of the suspended CAE?
o) When are you going to develop an overtime policy that is in line with parameters of basic conditions of employment?

4. Legal Unit

a) Do we need to have Legal Department while external opinion is required?
b) How many regulations were signed? (Clarity needed)
c) Is the Legal Services Unit capacitated?
d) How many cases and verdict are currently handled by external attorneys and provide total expenditure on these matters for 2015/2016 financial year.
e) Why is the municipality not complying with procedures?

5. Administration / Record Management

a) Why all contracts awarded not brought to the attention of Council within 60 days
b) Do you have contract management system in place?

6. Speaker's Office

a) Do we have the Resolution Register in place and who is monitoring it?
b) Do we have the Ward Committee policy in place and when was it adopted

EXECUTIVE MAYOR

NOTE:

The Committee referred to the AG briefing note that the Executive Mayor on the commitments made with the Auditor General to address the audit outcome in the prior and current financial year.

Questions

(a) What is the status in terms of progress or implementation on monthly monitoring of action plans and corrective actions to address cash-flow shortages, audit findings, quarterly reports of audit committee to advice mayor/council accordingly?

DIRECTORATE: STRATEGIC PLANNING, MONITORING AND CONTROL

(a) What are the developments of the Municipality's organogram?
(b) What is the status of performance management on the lower levels?
(c) When is the Strategic Planning Session taking place to finalize the organogram?
(d) Are there efforts taken to correct the appointment and filling of 40 positions that were not budgeted for and not on organogram. Who is responsible for this Unauthorized, Irregular, Fruitless and Wasteful expenditure?

DIRECTORATE: MACRO CITY PLANNING AND DEVELOPMENT

1. Fresh Produce Market

a) What are the reasons for declining on the total turnover market as referred to page 83?
b) Can you please provide the Committee with the challenges experienced in the Market?
c) What would be a turn-around strategy with regard to marketing the Fresh Produce Market to attract customers?
d) Was the issue of security at the Market been addressed?
e) Can you please provide the summary of the Income and Expenditure market for the financial year 2015/2015

2. Communication Unit

a) How much are we spending monthly to Star Fm and how much was budgeted?
b) When was the contract of Star Fm signed and when does it expire? Please provide POE.
c) Why other broadcasters are not given the opportunity to benefit and what criteria is used for the specific amount?
d) Does this print media have impact on the market? And what are the plans for enhancement?
e) Is it related marketable figure and from which budget it is utilized?
f) Are we legally compliant with regard to the Municipality website?
g) Is Communication doing monitoring on the reports to be published in the Website?
h) Is the media relations benefiting the Municipality?
i) How much are we spending to print the newspaper Dikgang tsa Matlosana monthly?
j) What is the circulation figure for the internal newspaper?
k) Who is responsible for all the bill boards around the City?
l) What is the cost per bill board or how much are the advertisers paying the municipality?
m) Who owns the newly erected bill board in the City Centre near Matlosana Mall (N12)?
n) Is it necessary to advertise in Matlosana?
o) Is Council benefiting from these bill boards?

3. Local Economic Development

(a) Can you provide POE indicating that jobs were created in the financial year 2015/2016?
(b) What is the Department Programme of Action, as distressing mine projects currently unfolding?
(c) Can you explain 30% distribution to the SMMEs?
(d) Is the local community benefiting? How did you plan allocation with regard to (c) above?
(e) How do we distribute resources to relevant communities?
(f) Is there a rescue plan for the local economic development?
(g) How do you facilitate provincial and National to fast track economic development?

DIRECTORATE: CIVIL SERVICES & HUMAN SETTLEMENTS

1. Management of MIG Funds

(a) What was the actual cause to cut the MIG funds?
(b) Who is responsible for the loss?
(c) What is the turn-around strategy to address the actual loss before end of June 2017?

2. Water Section

(a) Why does the Municipality experience water loss?
(b) Why did the municipality fail to maintain the water quality to an acceptable level?
(c) What are the plans to improve the quality of drinking water?
(d) What is the update the Bulk Water Supply Project problem in Ext. 3 Alabama?
(e) Are the meter readers monitored?
(f) What are the measuring sticks on own municipal building, e.g. water consumption on all municipal buildings?
(g) What is the update on upgrading of water reticulation network in the KOSH area?
(h) How do you determine a meter reading since abnormal billing system is experienced by the local community?
(i) What is the Municipality's plan on public awareness in saving water?
(j) How much water per month do we get and the total loss from Midvaal?

3. Sewer Section:

(a) What are the challenges in the Unit?
(b) What are the mechanisms that Management is using address sewer spillages?
(c) What is the status of licence requirements?

4. KOSH Reservoirs

(a) Can you please provide a reports on the status of all the Reservoirs?

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5. Human Settlement

(a) What is our responsibility as Council in rendering services on the issue of Title Deeds?
(b) What criteria is used when building houses? Is the owner identified before building or after?
(c) Do we have audit on the title deeds and how many have benefitted in the financial year 2015/2016?
(d) What is the standard of compliant?
(e) Provide the status quo at Kanana Ext 14 houses and the legal status on the case?
(f) In Kanana specifically, people are still struggling to receive their Title Deeds, why?

MUNICIPAL SERVICE AND ENVIRONMENTAL AFFAIRS

1. Fire and Disaster Management

(a) How is Council delivering the services to other communities?
(b) What is the challenge?

2. Waste Management

(a) Why is there no animal impound in the City?

3. Public Safety

(a) Does the Municipality incur further expenses on the team from the Province? e.g. CFO

4. Traffic

(a) Do we get value for money on traffic officers?
(b) How many tickets are issued per day by each traffic officer?
(c) Is the traffic officers effective in generating income?
(d) What is the amount of revenue collection in terms of by-laws including traffic fines and penalties for the financial year 2015/2016?
(e) Why is the recovery of the fines going backwards not forwards?
(f) What system are you using for traffic fines recovery?

5. Licensing

1. Is there any financial viability to the outsourcing of licence services to post office
2. When will the situation at licensing department be rectified.

6. Faan Meintjes

(a) What is the status quo of the Education Centre?
(b) Do you have competent person who understand the industry?
(c) What is your turn-around strategy regarding the building?
(d) Is the place generating funds for the municipality?
(e) How much funds were utilized thus far?

7. Swimming Pools

(a) Does the Jouberton swimming pool have income and how many personnel are employed there?
(b) Are there security measures in place as there is no safety in Kanana?
(c) What is the status quo of Klerksdorp swimming pool? What happened?
(d) What is the status quo of Stilfontein swimming pool? What happened?

8. Sports and Recreation

(a) Does Council have contracts with people or Federations using the facility?
(b) Is the Municipality benefitting?
(c) Is there possibility to go into private partnership with interested parties in order to benefit and not to incur expenses (Oppenheimer Stadium)?

9. Jouberton Sports Complex

(a) Provide report on the status and expenditure costs up to date on the Sports Complex.

10. Brazil Sports Stadium

(a) Provide comprehensive report on the Sports Stadium.

11. Community Services

(a) Who is in charge of the Rhino Horns? And how long are you keeping them?
(b) Was there an improvement / change with regard to overtime since the new fleet was procured through regulation 32?
(c) Was there economic benefit for the municipality?
(d) What are your challenges in terms of the municipal services in general?

DIRECTORATE: ELECTRICAL AND MECHANICAL ENGINEERING

1. Do you or don't have an Engineer as the Municipality / Does this Council has an Electrical Engineer in their payroll?
2. Are we getting technicians to approve all issues of compliance
3. Who advices Council from one Engineer to another
4. Is this Municipality not required to employ an Electrical Engineer by law?
5. Does Civil Engineering Department also doing the same practice by using Technicians to approve all the work that needs to be approved by an Engineer?
6. Was the Acting Director: Electrical and Mechanical Engineering involved in the whole transaction of the fleet purchased?
7. Is Electrical Department in Charge of the whole fleet of the Municipality?
8. What was your role in the transaction and when was the contract signed?
9. Why Gorogang Plant Hire and King & Associates Consultants mostly awarded tenders (pattern)?
10. Is Gorogang & King & Associates registered on our data base?
11. Are they still having or doing projects with the municipality for 2015/16 financial years?
12. Are they qualified and registered to be engineers?
13. Please provide registration and membership numbers.

FINANCE

a) Why financial records were not provided for Audit and what measures are in place?
b) What is the status of grants and spending for the financial year 2015/2016?
c) Why creditors are not paid within 30 days?
d) Can you please provide answers on the awards made with regard to finding 37 on page 266 by the Auditor General?
e) Since all tenders awarded were unlawful as far as audit is concerned, why did you enter into contracts without legal information? (finding 34 – 41)
f) How do you pay service providers without contracts?
g) Can you please provide list of regulation 32 with attachments for information?
h) Can you please provide POE on Res and appointment letter with regard to finding 37?
i) How do you improve collection and why situation has worsened? Refer to page 264
j) What measures are in place to Cllrs owing Municipality for more than 90 days?
k) Are we still spending for Provincial officials deployed to the City of Matlosana for intervention?
l) What mechanisms are in place to address going concern by the Auditor General as referred to page 263.
m) Can you please provide POE on Revenue Enhancement Strategy?
n) Can you please provide POE on Council Resolution with regard to finding 33 on the 2014/2015 financial year? (follow up)
o) Are you aware of the statistics in terms of UIF & W Expenditures which has escalated to R2.1 billion (Finding 7, 10 and 11) of Chapter 6
p) When is the Accounting Officer and the CFO tabling the UIF&W Register? Is is available and updated?

RESPONSE

BY

MANAGEMENT

(N.B. POEs are available for scrutiny at Room 215, Second Floor, Civic Centre, Klerksdorp or Contact MPAC office No. (018) 487 8045)

OVERSIGHT REPORT 2015/16
SUBMISSION OF INFORMATION BY VARIOUS DEPARTMENTS

The Municipal Public Accounts Committee(MPAC) performed an analysis of the Annual Report specifically on the audit finding and management submitted information. Public hearing and in-loco inspections were conducted to obtain evidence that the municipality had complied with applicable legislations regarding financial matters, financial management and matters of concern. The Committee wishes to state that it concurs with all the Auditor General's findings as indicated in the Annual Report 2015/2016.

SUMMARY OF DEPARTMENTAL SUBMISSION OF INFORMATION (MANAGEMEMENT RESPONSES) PRIOR TO INTERVIEWS CONDUCTED BY THE MPAC

Directorate: Corporate Services:

- Human Resources Management
- Legal Services
- Administration
- Office of the Speaker
- Office of the Executive Mayor

Directorate: Strategic Planning, Monitoring and Evaluation

- Performance Management

Directorate: Civil Services and Human Settlements

- Human Settlements
- Project Management Unit(PMU)
- Civil Engineering: Water Section
- Civil Engineering: Sewer Section
- Civil Engineering: Roads, Storm-water and Landfill Sites

Directorate: Municipal and Environmental Services

- Fire and Rescue
- Traffic and Security
- Community Services

Directorate: Electrical and Mechanical Engineering

- Electrical and Mechanical Engineering

DEPARTMENTS THAT DID NOT SUBMIT WRITTEN MANAGEMENT RESPONSES PRIOR TO INTERVIEWS CONDUCTED BY THE MPAC

Directorate: Macro City Planning and Development

- Fresh Produce Market
- Communications
- Local Economic Development

Directorate Municipal and Environmental Services

- Sport, Arts and Culture

Directorate: Financial Services

- Financial Management Services
- Supply Chain Management (SCM)

SUMMARY OF DEPARTMENTAL SUBMISSION OF FURTHER REQUESTED INFORMATIONS AS PER THE INTERVIEWS CONDUCTED BY MPAC

Directorates/Sections/Divisions that provided **SUFFICIENT** information:

- Labour Relations
- Fire and Rescue
- Strategic Planning, Monitoring and Evaluation
- Roads, Storm-water and Landfill Site Section and Community Services on Environmental and Waste Management
- Civil Engineering: Sewer Section
- Office of the Executive Mayor

Directorates/Sections/Divisions that provided **INSUFFICIENT** information as requested:

- Human Resource Management (HRM)
- Legal Services and Land Affairs
- Skills Development
- Licensing
- Traffic and Security
- Project Management Unit
- Civil Engineering: Water Section
- Human Settlements
- Supply Chain Management
- Electrical and Mechanical Engineering
- Financial Management Services

Directorates/Sections/Divisions that **DID NOT PROVIDE** information as requested:

- Corporate Services – Administration
- Land Affairs
- Sports, Arts and Culture
- Financial Management Services
- Fresh Produce Market
- Communications
- Community Services
- Office of the Speaker
- Local Economic Development(LED)

SUMMARY OF SUBMISSIONS BY MANAGEMENT TO ADDITIONAL FINDINGS: MANAGEMENT RESPONSES (PORTFOLIO OF EVIDENCE REGISTER)

DIRECTORATE: CORPORATE SERVICES

Additional questions and answers emanating from the Management Response Interviews (Annual Report and Management Letter from The Auditor General):

1. **Human Resource Management (HRM)**

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Job Descriptions (Questions A)	Council Resolution on all approved Job Descriptions.	Insufficient information provided.
Job Descriptions (Questions A)	Council or MM resolution on the approval of HRM training of staff on Job Descriptions.	Insufficient information provided.
Job Descriptions (Questions A)	Directive from SALGA stopping HRM from formulating Job Descriptions.	Insufficient information provided.
Job Descriptions (Questions A)	Report on all job descriptions (still to be formulated, available, approved and signed by employees).	Insufficient information provided.
Job Descriptions (Questions A)	8 Sample Job Descriptions to be submitted: **Assistant Director: Administration** (Corporate Services), **Clerk Gr 1**: Communications, **Team Leader Gr III** (Civil Engineering: Sewer), **Assistant Director: Traffic and Security** (Public Safety), **General Worksman – Testing and Protection** (Electrical Engineering), Secretary (Finance), **Accountant – Risk Management** (Finance), **Snr Internal Auditor** (Internal Audit) & **Store Controller and Buyer** (Finance)	Insufficient information provided.
Vacant positions of Snr Managers (Question D)	Proof of moratorium received from the province.	Information submitted by Performance Management Section
40 posts not approved on the organogram (Question E)	Submit a copy of the medical incapacity certificate of Director S Mabuda.	Not submitted (due date for submission was 16/03/2017.
	Submit an instruction issued by political administration that let to Question E. *(ONLY IF APPLICABLE)*	Not applicable
Overtime exceeding 40 hours (Question I)	Copy of authorised overtime exceeding 40 hours per month(including reasons as stated by various departments).	Submitted
	Departmental Overtime expenditure (all the departments that exceeded 40 hours per month).	Insufficient information provided.

Overtime Policy (Question J)	Council resolution that referred back the draft Overtime Policy.	Insufficient information provided.
	Copy of the Draft Overtime Policy.	Submitted
Registered Practitioners (Question M and N)	List of all employees who belong to professional bodies as per the respective regulatory bodies they are registered to and level/type of their registration.	Insufficient information provided.
Other matters emanating from the Corporate Service: Administration Interview	Submit a summary report on all vacancies advertised more than once but not yet filled, how many times were they re-advertised and cost implication for advertising per post.	Submitted
Status of skills transfer (Question A)	Report on all departments were employees are currently performing the functions that were outsourced/performed by Consultants as a result of transferred skills.	Not submitted (due date for submission was 16/03/2017.
Lack of skills in the municipality (Question B)	Submit copies of the qualifications of the HRM and LR Management	Submitted
Skills Development Plan(WSP)	A simple and easy to understand summary of the WSP	Insufficient information provided.

2. **Legal Services and Land Affairs**

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Service statistics for Legal Services (Annual Report, Pg 125)	Report of all Service Level Agreements(SLAs) (indicating level of compliance from all parties).	Insufficient information provided.
	Report on all projects that have exceeded the prescribed duration of completion and reasons for non-compliance in liaison with respective departments.	Not submitted (due date for submission was 16/03/2017.
Long term contracts (Annual Report, Pg 187)	Comprehensive report to be submitted on the Khabokedi Waste Management (Pty)Ltd in liaison with the respective department.	Not submitted (due date for submission was 16/03/2017.
Other matters emanating from the interview	Submit Land Audit Report	Not submitted (due date for submission was 16/03/2017.
	Submit a report on legal and illegal land occupation, which includes interventions employed to address the matter of illegal occupation *(attach all applicable contracts for all legal occupations)*.	Not submitted (due date for submission was 16/03/2017.

3. Corporate Services – Administration

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Resolution Register (Question A)	Report on all the Council resolutions that were never implemented as per the Resolution Register.	Not submitted (due date for submission was 16/03/2017.

4. Office Of The Speaker

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Resolution register (Question A)	Resolution register as kept by the Administration Section	Not submitted (due date for submission was 16/03/2017.
Ward Committee Policy (Question B)	Submit copy of the Ward Committee Policy as adopted in 2016/08.	Not submitted (due date for submission was 16/03/2017.
	Submit report on the payments of all Ward Committee Members (including of those who did not get paid due to changing of banking details).	Not submitted (due date for submission was 16/03/2017.

5. Labour Relations

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Advice on prolonged disciplinary cases (Question D)	Submit a proposal that will address how to curb financial expenditure incurred due to prolonged disciplinary process and suspensions.	Submitted
Suspension of employees (Question E)	B Lekgonyane • Submit charges • Report/proposal on whether the suspension should be lifted or not. MV Seero • Submit a report on the progress of the matter.	Submitted
LLF Meeting (Annual Report, Pg 163)	Submit a report on the coordination of the LLF meetings.	Submitted

6. Office of The Executive Mayor

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Annual Report, EM3 (Page 166)	• Submit the minutes of the meetings on cash flow shortages as held weekly and fortnightly by CFO and Income & Expenditure.	Submitted

DIRECTORATE: STRATEGIC PLANNING, MONITORING AND EVALUAITON

Additional questions and answers emanating from the Management Response Interviews (Annual Report and Management Letter from The Auditor General):

1. Strategic Planning, Monitoring and Evaluation

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Development on the organogram (Question A)	Submit statistical report on the number of job description per department on then current organogram.	Submitted
Performance for lower levels (Question B)	Submit copy of the performance management system as submitted to HRM	Submitted
40 positions not on the organogram (Question D)	Copy of the last advertisement that informed the number of general worker positions to be filled.	Submitted

DIRECTORATE: MUNICIPAL AND ENVIRONMENTAL SERVICES

Additional questions and answers emanating from the Management Response Interviews (Annual Report and Management Letter from The Auditor General):

1. Sports, Art and Recreation

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Contracts received from Legal Services (Annual Report Pg. 168)	List of all received and outstanding contracts.	Not submitted (due date for submission was 16/03/2017.
Income and personnel of swimming pools (Question A)	Submit a report on the operations of all swimming pools (personnel, money generated, security and how money is banked and reconciled with issued tickets)	Not submitted (due date for submission was 16/03/2017.
Security at the swimming pool (Question B)	Submit a report on all payment made out to Tshireletso Security Company.	Not submitted (due date for submission was 16/03/2017.

	Submit proposal/recommendations with regards to the service provided by Tshireletso Security Company.	Not submitted (due date for submission was 16/03/2017)
	Submit copy of the Service Level Agreement of Tshireletso Security Company	Not submitted (due date for submission was 16/03/2017)
Jouberton Sports Complex (Question A)	Submit the initial specifications and bill of quantities as submitted to the Project Management Unit.	Not submitted (due date for submission was 16/03/2017)
	Submit all construction site minutes of the project.	Not submitted (due date for submission was 16/03/2017)
Brazil Sports Stadium (Question A)	Compile a report on all theft incidents including those with SAPS case numbers.	Not submitted (due date for submission was 16/03/2017)
	Submit a proposal on which mechanism can be put in place to curb the ongoing theft at the stadium.	Not submitted (due date for submission was 16/03/2017)

2. Community Services

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
CLEANSING / PARKS Economic benefit (Question C)	Submit a report on cost implication for the next years, of the leased trucks.	Not submitted (due date for submission was 16/03/2017)
	Submit a report on the money paid to service providers for all immobile trucks due to repair and maintenance. (*report must be verified by Financial Services Department).*	Not submitted (due date for submission was 16/03/2017)
	Submit a report indicating the amount paid for each leased truck. (*report must be verified by Financial Services Department).*	Not submitted (due date for submission was 16/03/2017.
	Submit the copy of the Council Resolution on the Regulation 32 appointment of Toro Ya Afrika	Not submitted (due date for submission was 16/03/2017.
FAAN MENTJIES Education Centre (Question A)	Submit a comprehensive report on the construction flaws of the building in liaison with Building Construction Unit(Architecture)	Not submitted (due date for submission was 16/03/2017.

3. Public Safety

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
FIRE AND RESCUE Challenges (Question B)	Submit the copy the resolution that referred back the item on the reopening of closed fire stations.	Submitted

LICENSING Current situation at the licensing department (Question 2)	Submit a report on the status quo of the disciplinary cases of the suspended 3 Examiners of Licences.	Insufficient information provided.
	Submit report on current challenges regarding the impact of 45 vacant positions that were not budgeted for, cost implications for the municipality*(report should include turnaround recommendations)*.	Submitted

DIRECTORATE: CIVIL SERVICES AND HUMAN SETTLEMENT

Additional questions and answers emanating from the Management Response Interviews (Annual Report and Management Letter from The Auditor General):

1. **Project Management Unit(PMU)**

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Cut in MIG Funds (Question A)	Submit expenditure certificates of the 55% expenditure as reported.	Insufficient information provided.
Loss of the MIG Funds (Question B)	Submit a report on reasons for the loss of MIG Funds.	Submitted
Other questions emanating from the interview	Submit Exit Interview reports conducted by HRM upon termination of service of PMU Staff.	Not submitted (Exit Interview not conducted)
	Submit a report on the status quo of all projects (if finalised, Certificate of Completion should be submitted)	Insufficient information submitted
Jouberton Sport Complex	Submit a comprehensive report that includes: • Awarding of the contract. • Minutes and attendance register of Evaluation Committee. • Minutes and Attendance Register of Adjudication Committee. • Resolutions on the changing of Scope of Works for the project. • Reasons for deviation. • Summary of the payments and attach payment certificates of King and Associates	Insufficient information provided.
Brazil Stadium	Submit a detailed report on the project.	Submitted

2. Water Section

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Water Quality Maintenance	Submit report on positions removed from the organogram(attach copy of item sent to Council).	Submitted
	Submit a report on the water samples as reported on the item submitted to acquire Resolution ADMIN123/2015	Submitted
Summarised Audit Report (Snag List to be completed, Page 12)	Submit the snag list as submitted to the contractor and Certificate of Completion (if snags were completed).	Insufficient information provided.
Public awareness: Water Saving (Question I)	Submit a report on water loss related challenges.	Submitted
	Submit a report on water loss related challenges.	Submitted
	Submit a report on the disciplinary case instituted against employees implicated on the issue of water meter readings.	Submitted
KOSH reservoirs: Midvaal Presentation from Water Section	Submit a report on the status quo of all reservoirs.	Insufficient information provided.
Annual report: PMU8 (Page 139)	Submit terms of appointment of Contractor as stipulated by SCM.	Insufficient information provided.
Annual Report: PMU 10 (Page 139)	Submit a report on the pipe work completed, the amount paid, work and amount still outstanding.	Insufficient information provided.
	Submit report on all payments done in the project.	Submitted
	Submit the report or copy of the cession Council signed.	Submitted
	Submit letter sent to King and Associates regarding the payment of 225 pipes purchased.	Submitted

3. Sewer Section

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Challenges (Question A)	Submit a proposal on how the challenged can be addressed (must include financial implications)	Submitted

4. **Human Settlements(Housing)**

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Annual Report: HOU1 (Page 146)	Submit on the report of the appointed Attorneys (Masholoko Attorney and Mazabane Attorneys)	Submitted
Issuing of Title Deeds (Question A)	Submit report on all issued titled deeds.	Insufficient information provided.
Standard of compliance (Question D)	Submit the register of RDPs.	No submitted (due date for submission was 16/03/2017)
	Submit a report on the house at Stilfontein Road, number 100.	Insufficient information provided.

DIRECTORATE: FINANCIAL SERVICES

Additional questions and answers emanating from the Management Response Interviews (Annual Report and Management Letter from The Auditor General):

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Annual report: #15 (Page 263)	Submit report on the updating of the CoM website and updating of tarrifs on the website.	Not submitted (due date for submission was 20/03/2017)
Other issues	Municipal Manager to investigate and provide turnaround strategy on the matter of Eskom (regading Khuma, Tigane and Kanana electricity purchase).	Ongoing
Annual report: (Page 263)	Submit report on electricity consumption in all Council buildings.	Not submitted (due date for submission was 20/03/2017)
	Submit reports on the Terms of Reference on the agreement between CoM and Trifacta.	Submitted
	Submit a report on payments done to the Debt Collection Service Provider.	Submitted
	Report on disconnections and reconnections of electricity as submitted to the office of the MMC: Finance.	Submitted
	Report on communiques sent to departments informing them of funds received, funds spent and funds to be spent.	Not submitted (due date for submission was 20/03/2017)
Annual Report: #36 & #40 (Page 266)	Submit report on all payments made out to La Flossa Guest House(to attach all documents as submitted to Grand	Not submitted (due date for submission was 20/03/2017)

	Thornton during the 2015/2016 Audit by the AG).	
	Submit a copy of the contract between CoM and Grand Thornton.	Not submitted (due date for submission was 20/03/2017)
	Submit report on the monthly payments of Grand Thornton.	Not submitted (due date for submission was 20/03/2017)

1. Supply Chain Management (SCM)

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Matters raised during the interview.	Submit a report on all service provider appointed on a Month-to-Month contract (to indicate the duration of each project).	Insufficient information provided.
	Submit a report on the MBD forms available.	Not submitted (due date for submission was 20/03/2017)
	Submit copy of the tender register.	Insufficient information provided.
Management letter (Deviation)	Submit a report on the departmental challenges as submitted to the office of the Municipal Manager.	Not submitted (due date for submission was 20/03/2017)
Abuse of SCM Systems Auditor General Report (finding 14)	Submit report on SCM cautioning departments of the issue of split quotes (email as sent to departments).	Submitted
	Submit a report on the appointment of Toro Ya Afrika (dated 30 October 2016).	Insufficient information provided.
Matter matters raised during the interview	List of all tenders awarded by CoM.	Insufficient information provided.
	List of all tenders awarded to King and Associates including the status of the project. (to be compiled in liaison with respective departments).	Insufficient information provided.
	Submit the copy of the letter of appointment where King and Associates are Consultants (Komanani Papino JV).	Insufficient information provided.

DIRECTORATE: ELECTRICAL AND MECHANICAL ENGINEERING

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
CoM Engineer (Question A)	Submit amended regulations on the qualifications of Engineers and Technicians.	Not submitted

Matters raised during the interview	Copy of letter sent to Financial Services on the electricity meter reading for Council buildings.	Insufficient information provided.
	Submit a report on all Council vehicles sent for repairs to service providers, indicating the storage amount outstanding, value of the vehicle and duration.	Insufficient information provided.
	Report on who sent the four(3) Council vehicles to TSU Transport Spares: CMG776NW CMG037NW CMG807NW	Not submitted (due date for submission was 20/03/2017)
Approval of fleet transaction by Administrator	• Submit a report in liaison with the Office of the Municipality on the approval of the Refuse Removal Trucks contract.	Not submitted (due date for submission was 20/03/2017)

DIRECTORATE: MACRO CITY PLANNING AND DEVELOPMENT

Additional questions and answers emanating from the Management Response Interviews (Annual Report and Management Letter from The Auditor General):

1. Fresh Produce Market

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Management letter (Auditor General) (Question B)	Submit the notice of the National Department visit on how to improve Market operations.	Not submitted (due date for submission was 20/03/2017)
	Submit copy of report submitted on the request of finance to upgrade the Market building.	Not submitted (due date for submission was 20/03/2017)
	Copy of the minutes of the meeting held between the Department, MMC and Public Safety (discussing the issue of security and the current security company).	Not submitted (due date for submission was 20/03/2017)
Turnaround Strategy (Question C)	Submit a proposed turnaround strategy with regards to Question A.	Not submitted (due date for submission was 20/03/2017)
	Copy of submitted Item to Council on issue of security.	Not submitted (due date for submission was 20/03/2017)

2. Communications

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Matter raised during the Market interview	Submit a copy of the communique sent to Corporate Services regarding the delay to conduct a workshop for policies.	Not submitted (due date for submission was 20/03/2017)
Annual Report (Page 164 & 165) Print media (Question D)	Copy of the request to publish submitted to the office of the Administrator.	Not submitted (due date for submission was 20/03/2017)
	Copy of the budget as submitted in 2015/2016 before the publishing was stopped.	Not submitted (due date for submission was 20/03/2017)
Matters raised during the interview	Submit a proposal on the Marketing Strategy. (to include financial implications).	Not submitted (due date for submission was 20/03/2017)
	Copies of communiques sent to various business owners on the issue of Distribution Points.	Not submitted (due date for submission was 20/03/2017)
Municipality website (Question F)	Submit copy of Access to information manual.	Not submitted (due date for submission was 20/03/2017)
Billboards around the city (Question K)	Submit copy of the approved Outdoor Policy.	Not submitted (due date for submission was 20/03/2017)
	Submit a report from Finance on the payments of the appointed Marketing Companies OR minutes of the Outdoor Committee meeting held were Finance informed you that they are unable to trace the payments made to the Council General Vote).	Not submitted (due date for submission was 20/03/2017)

3. Local Economic Development(LED)

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Jobs created (Question A)	Submit report on the job created for 2015/2016.	Not submitted (due date for submission was 20/03/2017)
Distressing mine project (Question B)	Progress report on the programme (including the communiques between CoM and Office of the Presidency).	Not submitted (due date for submission was 20/03/2017)
Distribution of 30% to SMMEs (Question C)	Submit a comprehensive report on how the 30% was distributed.	Not submitted (due date for submission was 20/03/2017)
	Confirm if the 30% distribution rule is aligned with the CoM Policy. (Submit a copy of the policy).	Not submitted (due date for submission was 20/03/2017)

Rescue plan for the LED (Question F)	Submit the International Investors Summit proposal/Draft Plan.	Not submitted (due date for submission was 20/03/2017)

ADDITIONAL INTER-DEPARTMENTAL INTERVIEWS

Additional questions and answers emanating from the Management Response Interviews (Annual Report and Management Letter from The Auditor General):

1. **Community Services and Storm-water, Roads and Landfill Sites**

DESCRIPTION	POE TO BE SUBMITTED	COMMENTS ON THE MANAGEMENT RESPONSE
Annual Report (Pg. 287) Audit Report (Pg. 16)	Submit Waste Management Permit.	Submitted
Audit Report (Pg. 16)	Submit a copy of the Waste Management Plan.	Not submitted (due date for submission was 20/03/2017)
Annual Report (Pg. 61)	Submit the initial Scope of Works for Cell construction.	Submitted
	Submit a copy of Tarrifs approved by Council.	Submitted

IN-LOCO INSPECTION REPORT

CAPITAL PROJECTS

FINDINGS

Jouberton Sports Complex

The information contained in the annual report 2014/2015 and 2015/2016 regarding the completion status of the project appears to be incorrect. It was reported by administration that the project was 60% complete but according to physical verification and review of the scope the project is nowhere near 60% complete.

The contractor was appointed with an amount of R 8 970 000.00 although the tendered amount was R 12 963 608.72. The contractor was informed during the site meeting that he will be paid according to the tendered amount. This was not done in consultation with council and the contractor was not presented with a signed contract by the municipality.

The budgeted amount of R 8 970 000.00 was exhausted in May 2015 and the amount spent to date on the project is R 11 151 486.22. The over expenditure incurred on the project to date as per original appointment is R 2 181 486.22. The Department has indicated that the project would require an extra R4.4m to complete the project.

Upgrading of Water Network in the KOSH area CE4/2/2015

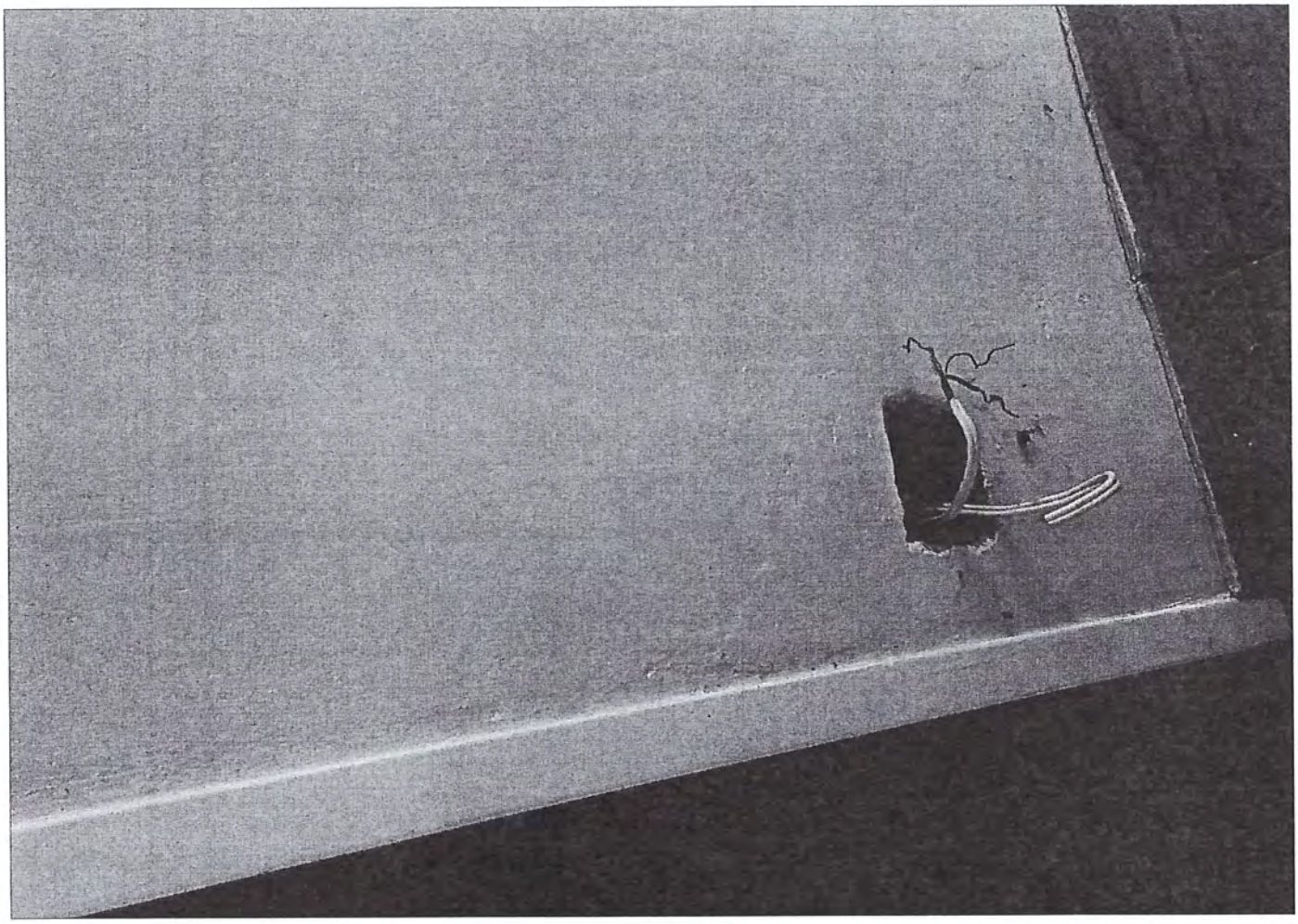
FINDINGS

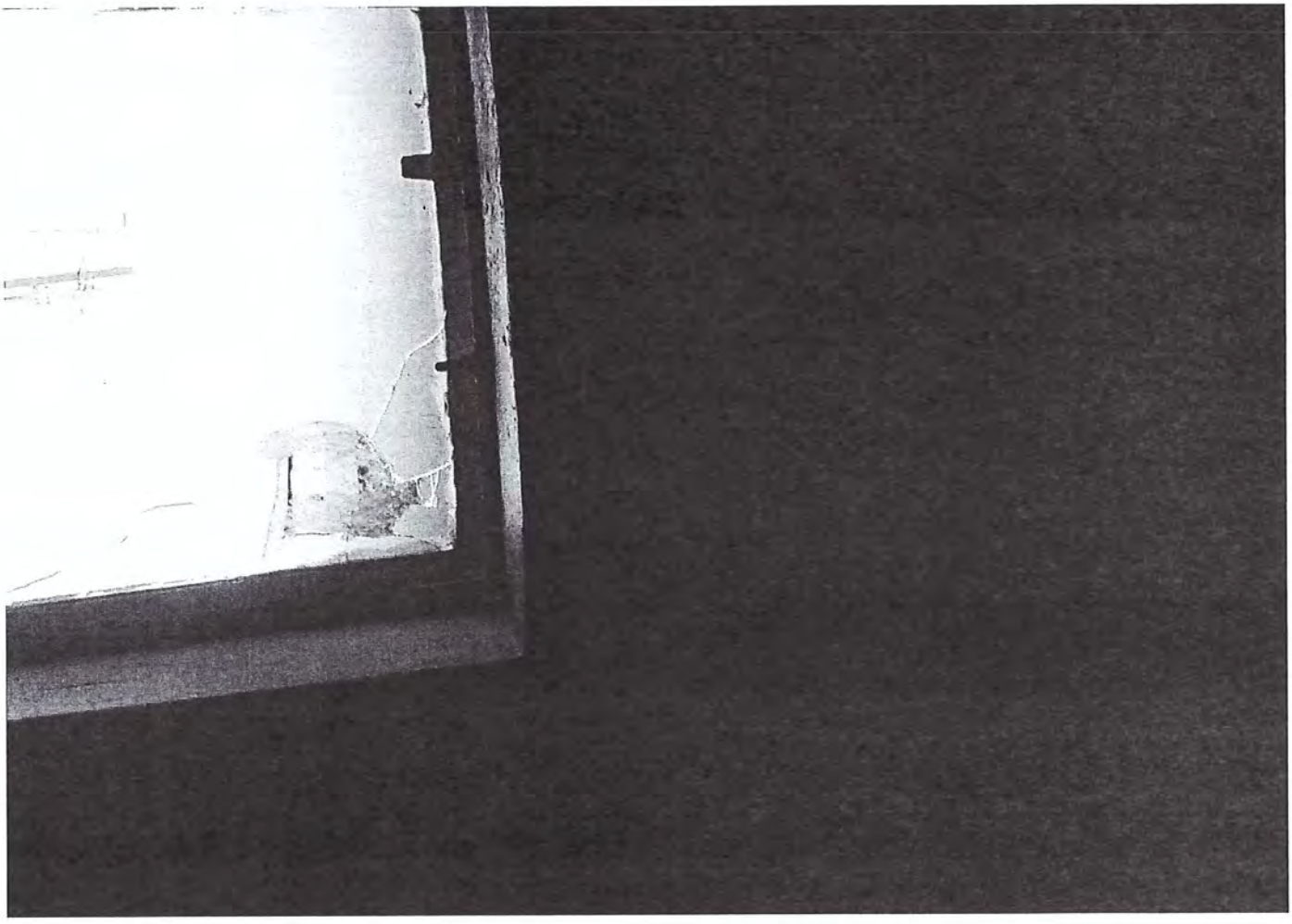
The project started on 01 April 2016 and it was anticipated to be finalised by 01 November 2016, but due to delay and procurement of wrong materials, the project is still ongoing. The contractor Khomanani Papino JV was appoint for R 4 210 955.83 and the Consultant King and Associates appointed for R6 444 000.00.

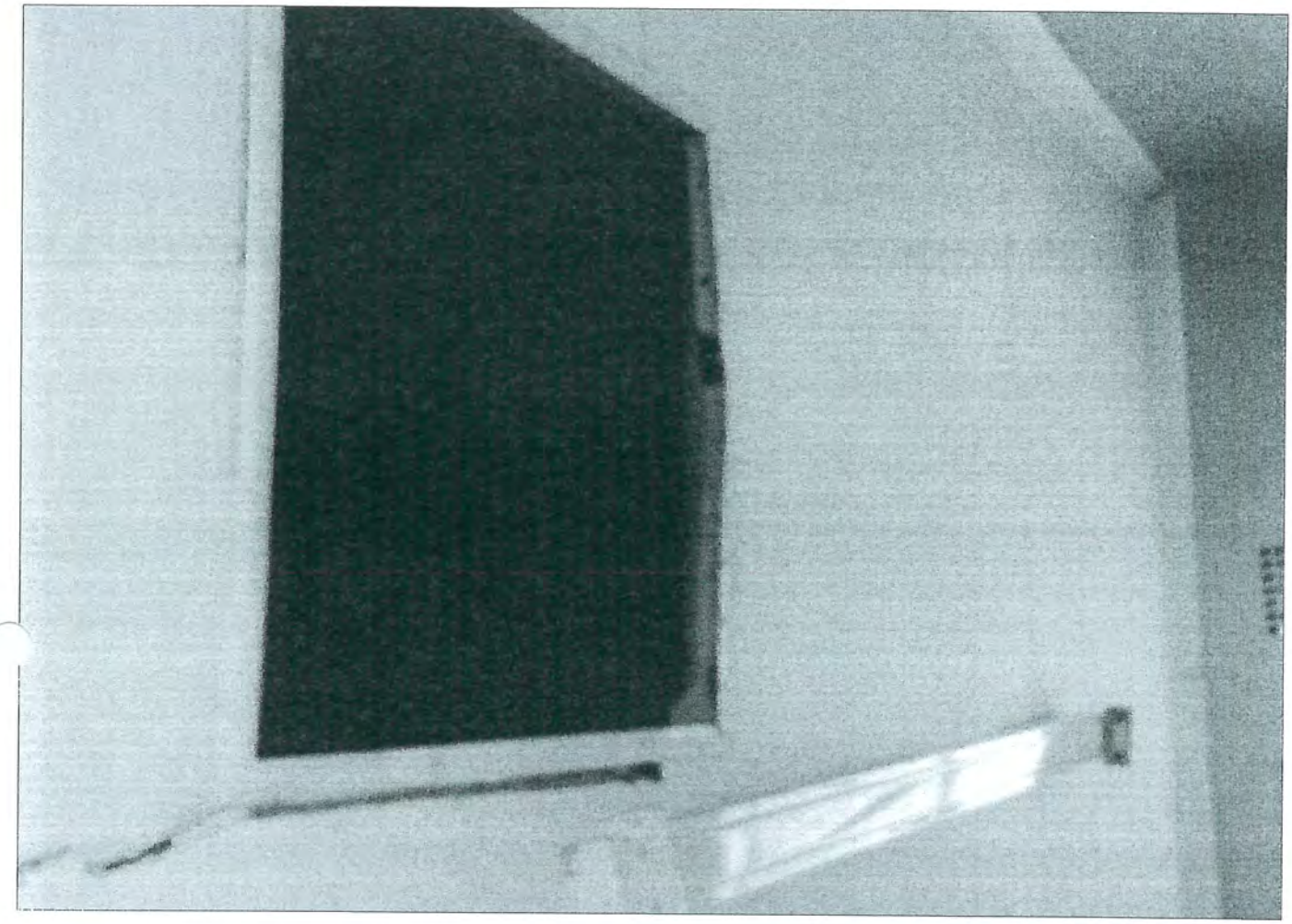
The budget for the project was R 4 210 955.83, but to date the total amount spent is R 4 329 635.71.

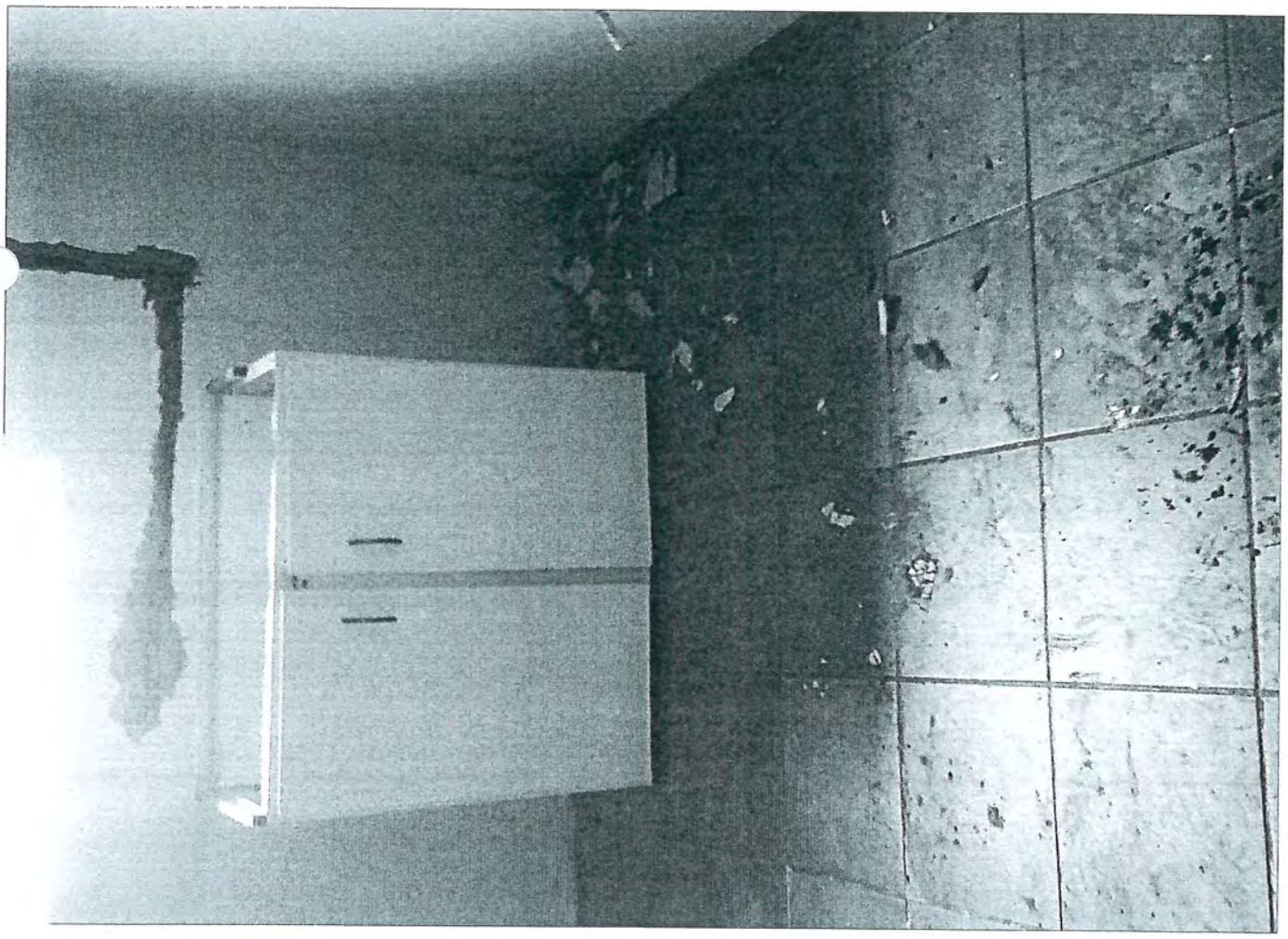
Recommendations

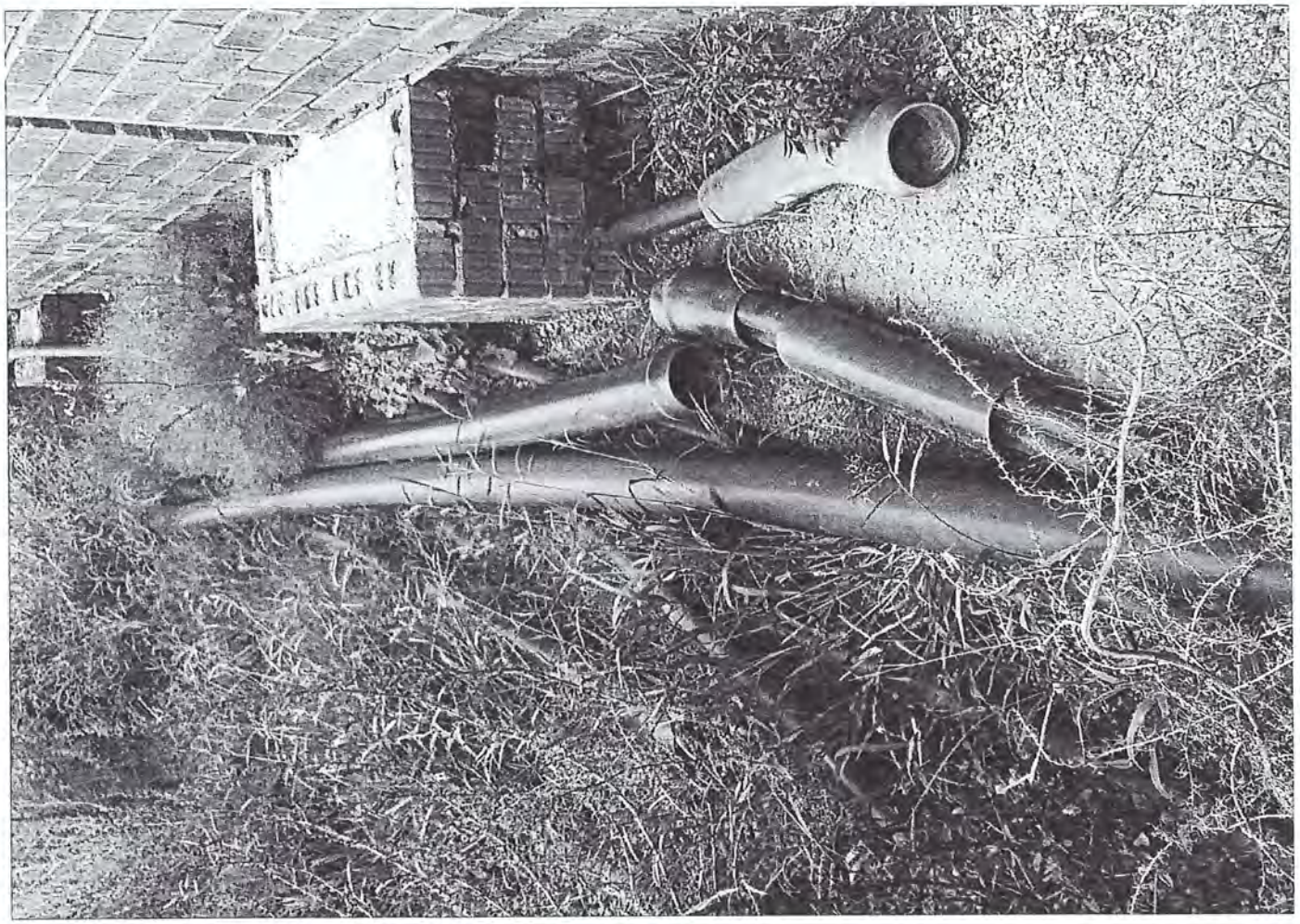
1. That the entire over expenditure on projects be quantified and all financial losses be repaid by the Acting Municipal Manager, Acting CFO, Former Acting Director Civil Services and Administrator.
2. That the City of Matlosana as per letter dated 11 October 2016 communicated with the consultant they must complete the outstanding scope of work.
3. That council consider notify the consultant and contractor of its intention to use the retention funds to complete the projects.
4. That a full blown investigation on Jouberton Sports Complex and upgrading of KOSH water network upgrading be instituted and remedial action to recover all financial losses that the municipality incurred on the project be implemented.

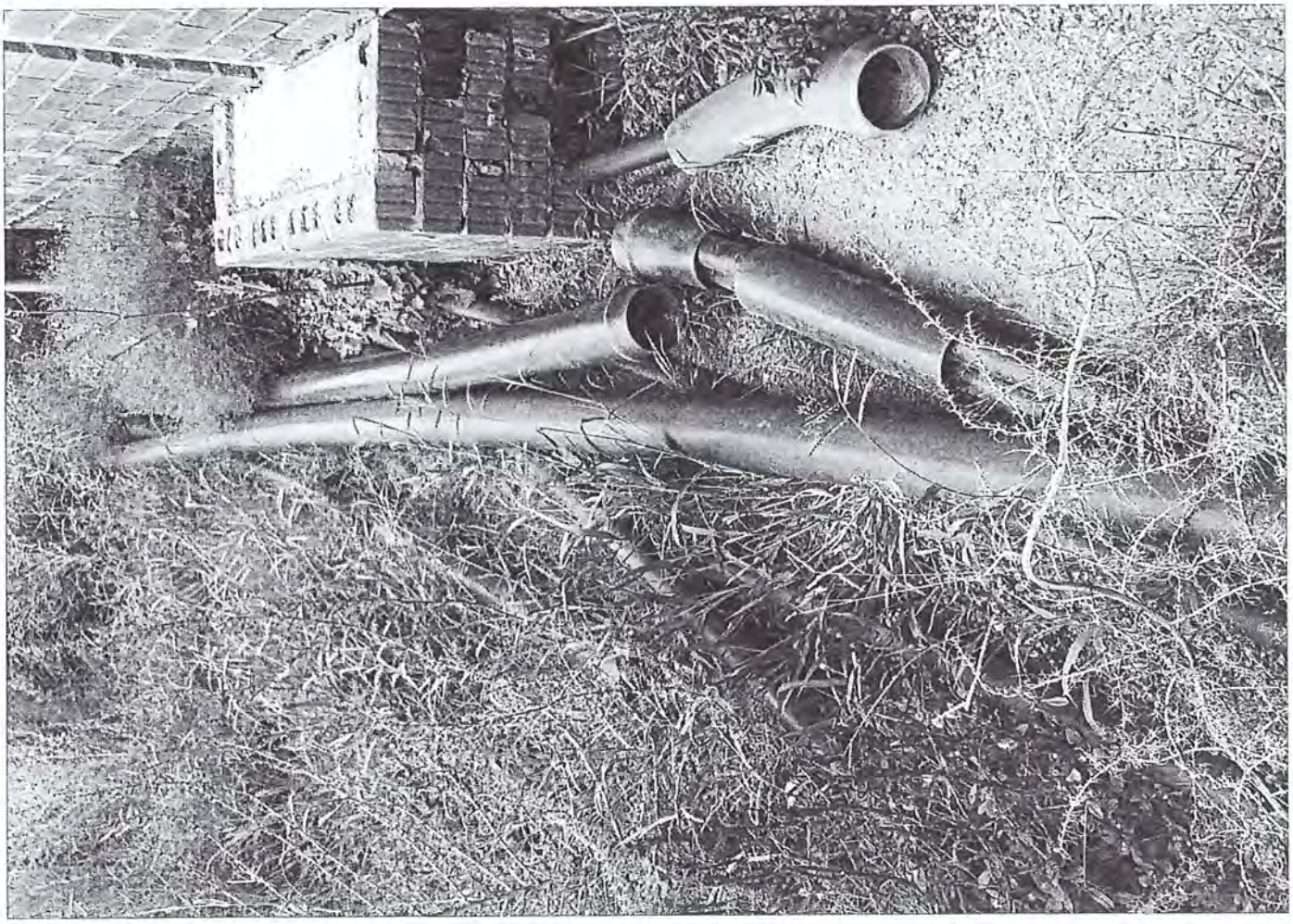








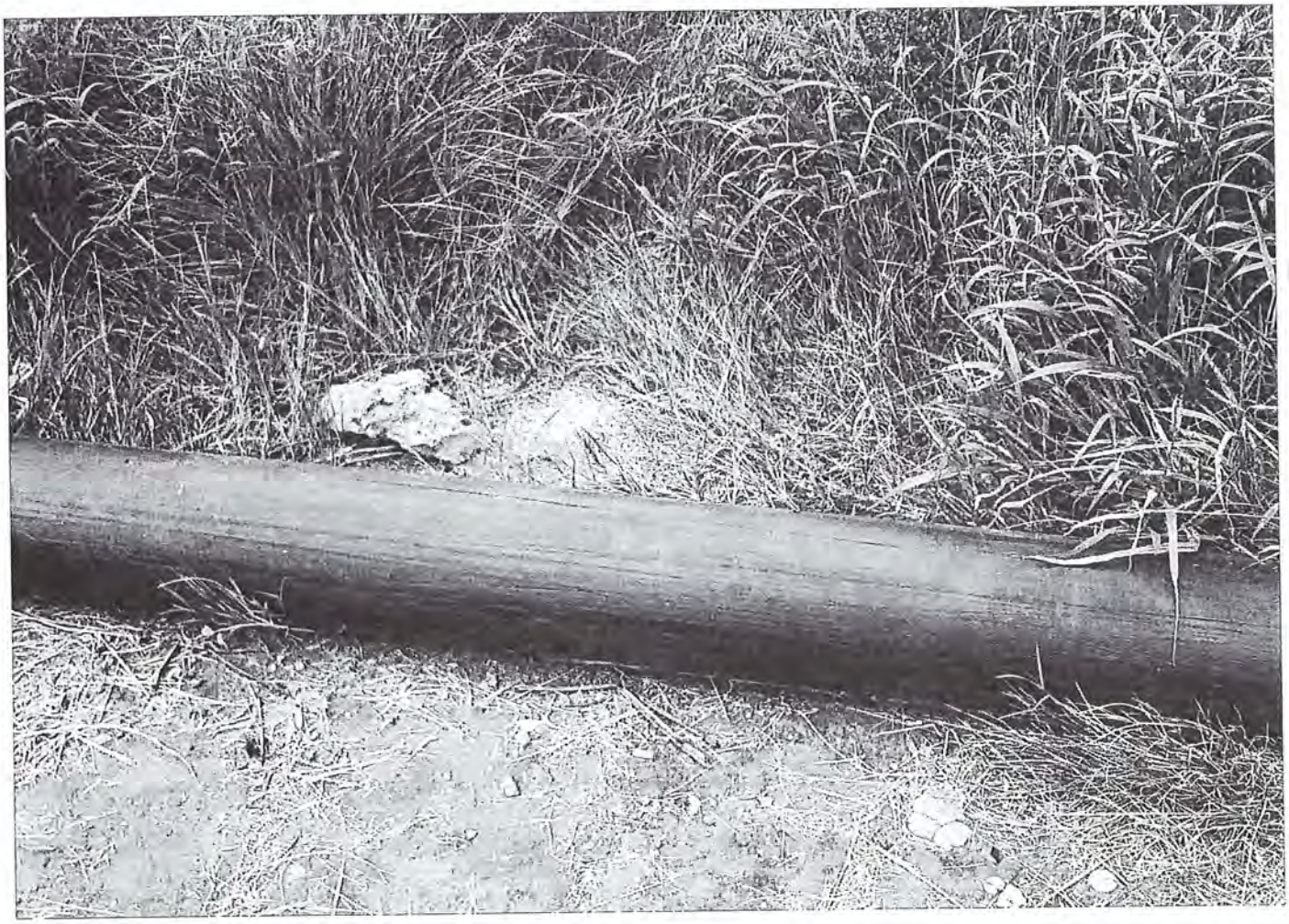












SECTION 32
COMMITTEE REPORT
(UIF & W)

SECTION 32 REPORT ON UAUTHORISED, IRREGULAR, FRUITLESS AND WASTEFUL EXPENDITURE (UIF&W)

5/14/2/2
MPAC

INTRODUCTION

To inform Council on Section 32 Committee and to assist Council in ensuring compliance with Section 32 of the MFMA and Regulation 74 of the Municipal Budget and Reporting regulations.

BACKGROUND

Council established the Section 32 Committee as per Council Resolution CC 38/2017 dated 28 February 2017. (Attached)

The Municipality has been unable to fully comply with the provisions of the MFMA with regard to the management of Unauthorized, Irregular, Fruitless and Wasteful Expenditure (UIF & W). Furthermore, the previous MPAC has made recommendations and resolutions in the past, which have not been implemented.

DISCUSSION

During the current year and previous financial years, UIF & W was audited and qualified. The amount for the current year's irregular expenditure has escalated to R4.4 billion which needs to be investigated.

It has been noted that the three prohibited expenditures incurred in the financial years was mainly as a result of contravention of SCM legislation and the former Acting Municipal Manager failed to implement consequence management in this regard.

All of the irregular expenditures incurred in the current year and previous financial years, have not been investigated by the former Acting Municipal Manager and financial losses suffered by the municipality has not been recovered from the responsible officials as required by MFMA.

The former Acting Municipal Manager has been requested to provide the Section 32 Committee with the completed register on the UIF & W, since March 2015 even after they were granted several requested extensions and yet the unlawful implementation of SCM continues without limitation.

The current Section 32 Committee was expected to report the outcome of the oversight to MPAC for inclusive in the Oversight Report 2015/2016, however MPAC and the Section 32 Committee are still waiting for the Irregular Expenditure Register from the Accounting Officer.

It is the responsibility of the Accounting Officer to stop the Municipality from incurring irregular expenditure as we cannot continue to incur such expenditures.

SUBMITTED FOR INFORMATION

CC 38/2017 **ESTABLISHMENT OF SECTION 32 COMMITTEE (FRUITLESS AND WASTEFUL EXPENDITURE REGISTER JUNE 2016)**

(ITEM 5 P A3 – CC 28/02/2017)

RESOLVED

a) That cognizance be taken of the report on the fruitless and wasteful expenditure register.

b) That a detailed administration report be submitted by the Municipal Manager to Council.

c) That Council appoint the following Councillors to serve in the Section 32 Committee to investigate and recommend action to Council:

Mohoemang G A	-	Chairperson
Phakoe L M	-	Deputy Chairperson
Mahlangu M C		
Sesana S P		

MPAC

FINDINGS &

RECOMMENDATIONS

OVERSIGHT REPORT 2015/16
FINDINGS AND RECOMMENDATIONS

The Municipal Public Accounts Committee(MPAC) performed an analysis of the Annual Report specifically on the audit finding and management submitted information. Public hearing and in-loco inspections were conducted to obtain evidence that the municipality had complied with applicable legislations regarding financial matters, financial management and matters of concern. The Committee wishes to state that it concurs with all the Auditor General's findings as indicated in the Annual Report 2015/2016.

FINDING AS PER RESPECTIVE DEPARTMENTS

DIRECTORATE: CORPORATE SERVICES

1. SECTION: ADMINISTRATION / RECORDS MANAGEMENT

FINDINGS:

- The municipality did not implement a proper record keeping system to ensure that complete, relevant and accurate information is accessible and available to support financial reporting and compliance with laws and regulations.
- The Council resolution on the appointment of the Records Management Manager was not implemented and the position is not yet put on the organogram and is still not yet filled.
- Insufficient information was provided on the Council Resolution Register and report on all Council Resolutions taken, implemented and not implemented.
- Insufficient and inadequate information provided during capturing of Council Resolutions.

RECOMMENDATIONS:

- That the record keeping system be implemented, monitored and evaluated.
- That the Council Resolution to create the position of the Records Manager be implemented.
- That the department develop a Council Resolutions Register that keeps track of all resolutions implemented and not implemented.
- That all Council Resolutions be captured as submitted by user departments to ensure validity and consistency of the recommendations as submitted by various departments and Portfolio Committees.

2. SECTION: LEGAL SERVICES AND LAND AFFAIRS

FINDINGS:

- Insufficient information of all available Service Level Agreement(SLAs) was submitted.
- Insufficient information was provided on all projects that have exceeded the prescribed duration of completion.
- Sufficient audit evidence could not be found of all projects exceeding the project completion date as per the signed Service Level Agreements(SLAs).

- Insufficient information was provided on the expired contract of Khabokedi Waste Management (Pty) Ltd.
- Insufficient information was submitted on the illegal and legal land occupation which included interventions initiated by the legal services to address land illegal occupations.
- Land Audit information was not submitted by the department.
- There is no monitoring of Service Level Agreements by the department in liaison with user departments.

RECOMMENDATIONS:

- That council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Legal Services Section, amongst others, Contract Management, Monitoring of Service Level Agreements, Land Audit, Illegal and Legal land occupation.
- That Legal Services Snr Officials be admitted as Legal Practitioners.

3. SECTION: HUMANS RESOURCES MANAGEMENT

FINDINGS:

- No sufficient reason was provided on why the Job Descriptions were not formulated and implemented.
- Not all formulated and available Job Descriptions were signed by the incumbents.
- No effective implementation of Human Resources Management functions, to ensure that adequate and sufficiently skilled resources are in place and that performance is monitored.
- No Human Resources Strategy to address the implementation of the HRM operations and functions.
- No sufficient reason was provided for the appointment of 40 General Workers.
- There is uncertainty over the location of the Organogram.
- There is no obligation for all employees to belong to professional bodies, except for, Engineers, Auditors, Health Practitioners and Selected EAP Practitioners.
- There is a lack of continuity in key management positions due to unlawful suspensions and resignations, that let to these positions being filled by acting officials.
- No adequate system in place to address the payment of overtime exceeding 40 hours.
- There is no monitoring and evaluation of employees from Level 2 to Level 19.

RECOMMENDATIONS:

- That HRM facilitate the formulation of Job Descriptions through the involvement of relevant departments by 30 June 2017.
- That all available job descriptions be updated and signed by all incumbents by 30 June 2017.
- That the Human Resource Strategy be developed to address the proper implementation of all HRM operations to ensure that adequate and sufficiently skilled resources are in place and that performance is monitored through a proper Human Resource Plan by 30 June 2017.

- That the chairperson of the recruitment and selection panel that appointed the 40 General Workers take the responsibility of the irregular appointments.
- That Overtime Policy be adopted by Council and HRM develop an Overtime Monitoring System in liaison with various departments to ensure the reduction of payment of overtime exceeding 40 hours per month by 30 June 2017.
- That the performance management system be developed to monitor and evaluate staff from Level 2 to Level 19 by 30 June 2017.

4. SECTION: SKILLS DEVELOPMENT

FINDINGS:

- No sufficient information was provided with regards to the transfer of skill by services providers.
- No sufficient information was provided with regards to the Workplace Skills plan.

RECOMMENDATIONS:

- That Human Resources Management develop a system to facilitate and monitor the skills transfer from procured service providers to identified internal employees by 30 June 2017.
- That Human Resources Management develops adequate Workplace Skills Plan derived from the accurate and current skills level and apply identified training interventions that addresses relevant gaps by 30 June 2017.

5. SECTION: LABOUR RELATIONS

FINDINGS:

- Employees consult their physicians and are booked off for long periods of time for PTSD as a result cases drags for a lengthy period of time.
- Crucial witnesses who are not municipal employees do not attend disciplinary cases to testify.
- The union representative of employees in most cases are causing delays in finalizing the cases because they are unavailable due to other commitments or they request lengthy postponements.
- The municipality employs the services of internal senior employees or senior employees from various municipalities in order to save costs but has proven to be a draw back as these employees are committed with their administrative functions of their respective departments/units.
- There is not policy that provides for regular review of suspensions.
- The municipality is not adhering to the requirements of the Collective Agreement and Labour Relations Act.
- That external and internal witness

RECOMMENDATIONS:

- That a detailed report, including financial and human resources of all managers that are currently on suspension and their status quo be submitted to Council end of May 2017 and no further expenditure should be incurred until that report is submitted.

- That suspensions conditions be tightened and require suspended employees to report at the Municipal Manager's office once a week by 30 June 2017.
- That parties to the Bargaining Council propose that the clause to utilize external Labour Relations specialist to preside and prosecute on behalf of the municipality.
- That internal and external witnesses to make sworn statements in case they become untraceable.
- That Senior employees prioritize matters of discipline.
- That the department develop an ongoing capacity building programme for Presiding Officers and Prosecutors.

6. SECTION: OFFICE OF THE SPEAKER

FINDINGS:

- Insufficient information was provided on the payment of all Ward Committee Members.
- Insufficient information was provided on the availability of the Council Resolution Register as captured by the Corporate Services: Administration Section.

RECOMMENDATION:

- That a report be prepared on the payment of Ward Committee Members by 30 June 2017.
- That the section ensure that they keep and update the Council Resolution Register as submitted by the Corporate Services: Administration Section by 30 June 2017.

7. SECTION: OFFICE OF THE EXECUTIVE MAYOR

FINDINGS:

- The Audit Committee reports are not sent to the Office of the Executive Mayor and Council on a quarterly basis.

RECOMMENDATIONS:

- That action plan to address the audit findings and monthly monitoring be compiled and implemented by 30 June 2017.
- That the Audit Committee report on a quarterly basis to the Executive Mayor and Council on the progress made with regards to the implementation plans.
- That the Internal Audit report on a quarterly basis to the Audit Committee on the effectiveness of the controls.

DIRECTORATE: STRATEGIC PLANNING, MONITORING AND EVALUATION

1. SECTION: PERFORMANCE MANAGEMENT SECTION(PMS)

FINDINGS:

- That the organogram is a strategic document and resides with the PMS Unit, however the Human Resources Unit is in the process of taking back the function.
- That the performance of lower levels was in process and approved by the Local Labour Forum on the 30 May 2013.
- That the Strategic Planning Session to finalize the organogram was taking place without Council Resolution.
- The relationship between Strategic Unit and HRM&D is severed and this affects both the professional and fiduciary responsibilities of both departments.

RECOMMENDATIONS:

- That the organogram remain with the Strategic Planning Unit (PMS) for their competency and experience in dealing with the structure. Regular updates must be carried out.
- That the assessment of lower levels be implemented within three months from the tabling of the Oversight report (30 June 2017).
- That the Strategic Planning Session be clarified and proper processes be followed.
- Further that a request be made to SALGA to assist the municipality with Strategic Planning Session.
- That the Accounting Officer be responsible reconciling both departments and draw up a working plan to ensure expeditious execution of functions.
- That Council be given the authority to appoint key personnel in order to strengthen good governance and also to provide qualitative leadership in the municipality.
- That Council finalize the appointment of Section 56/57 Managers to improve governance in the municipality.

2. SECTION: RISK MANAGEMENT UNIT

FINDING:

- Fraud and corruption reports were not submitted to Council by Audit Committee.

RECOMMENDATION:

- That the Audit Committee must ensure that Risk Reports are presented to Council.

DIRECTORATE: CIVIL SERVICES AND HUMAN SETTLEMENTS

1. SECTION: WATER SECTION

FINDINGS:

- No monitoring and evaluation for the performance of water meters reading.
- No are no means to measure municipal own water consumptions.
- No adequate application of the water saving campaign was implemented to increase the saving of water by consumers.
- The factors applied to determine water losses are not adequate.
- That the removal of positions on the existing organogram has adversely affected the performance of the unit.

RECOMMENDATIONS:

- That financial services develop necessary monitoring tool to address the monitoring of the water meter reading accuracy by 30 June 2017.
- That the section speeds up the installation of water meters in all Council buildings and provide progress report on the matter by 30 June 2017.
- That there should be follow up Water Saving campaigns and the impact of the programme should be measurable to sure that there is less water usage by 30 June 2017.
- That proper and adequate measures be formulated and applied to determine and identify major water losses by 30 June 2017.
- That the positions that were removed from the organogram be reinstated by the Directorate: Strategic Planning, Monitoring and Evaluation by 30 June 2017.

2. SECTION: SEWER SECTION

FINDINGS:

- Lack of prioritizing system in terms of vehicles as the sent to the Central Vehicle Maintenance Section(Fleet Maintenance) poses as a serious challenge.
- Insufficient budget to the maintenance of bulk sewer networks.
- Non filling of vacant posts contributed to the current state of sewer maintenance.

RECOMMENDATIONS:

- That the Sewer Section develop a turnaround strategy to address and minimize sewer spillages by 30 June 2017.
- That the Sewer Section prepare a report on the process and requirements to acquire the Water and Sanitation License from the Department of Water and Sanitation by 30 June 2017.

3. SECTION: PROJECT MANAGEMENT UNIT(PMU)

FINDINGS:

PROJECT 1: Upgrading of water networks in the KOSH area:

- The size of the 280 pipe used in the project was the fault of the Consultant, King and Associates.
- That Council did not receive an item in relation to the purchasing of the correct pipe size or changing of the pipe size.
- That King and Associates when implored to address the matter of the pipe did not respond favourably and within reasonable means.
- That the original budget for the project was exhausted while the project is incomplete and project remains incomplete.
- That there are no clear proposed solutions whether from King and Associates or from PMU with regards to what exactly what would happen to the 744m currently lying on the ground in Dawkinsville.

PROJECT 2: Upgrading Brazil Stadium

- That there is no proper and regular maintenance of this facility.

PROJECT 3: Jouberton Sports Complex

- That the project has stalled.
- That insufficient information was provided on the project during the MPAC enquiry.
- That there was no proper monitoring and evaluation of the duties of the PMU Engineering Technician responsible for overseeing the project.
- That the Acting Director: Civil Services and Human Settlements, Mr More has failed to provide leadership and oversight responsibility on the project.

RECOMMENDATIONS:

- That the Acting Director: Civil Services and Human Settlements assumes the liability for the PMU's failure to address the challenges on the Upgrading of water network in the KOSH Area and to provide honest and accurate information to Council by 30 June 2017.
- That the Accounting Officer expeditiously engage the relevant Professional Engineering Body with regards to the conduct of the Consulting Engineers, King and Associates by 30 June 2017.
- That Council resolves that no further business transitions will be entered into with Consulting Engineers, King and Associates by 30 June 2017.
- That council recovers extra costs incurred outside or as a result of irregular changes to the original scope of works on the project: Upgrading of Water Network in the KOSH Area.

4. SECTION: HUMAN SETTLEMENTS(HOUSING)

FINDINGS:

- There was no audit conducted on the issued Title Deeds.
- Matters on outstanding Title Deeds has not been yet addressed.
- The matter of illegal occupations is still being attended to by the Legal Services.
- The municipality is not updating its RDP waiting list regularly.
- There is a prevalence of illegal transactions of RDP houses.

RECOMMENDATIONS:

- That council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Human Settlements(Housing) department, amongst others, the distribution of RDP housing, the illegal transactions and irregularities with regards to housing waiting lists.

5. SECTION: WASTE MANAGEMENT (ROADS, STORM-WATER AND LANDFILL SITE)

FINDINGS:

- Minimum requirements not met by the department to acquire proper Waste Management License.
- The Waste Management Plan is not updated timeously.
- There is no plan in place to eradicate illegal waste dumping.
- There is no monitoring of illegal dumping and enforcement of applicable Law.
- No adequate information provided on the month-to-month contract of Khabokedi Waste Management and no resolution was provided.
- Landfill site and waste management is misplaced at the Civil Engineering: Roads, Storm-water and Landfill.

RECOMMENDATIONS:

- That the department ensure minimum requirements are met to acquire a proper Environment and Waste Management License by 30 June 2017.
- That the Waste Management Plan be updated and implemented by 30 June 2017.
- That the department formulate a plan to eradicate and monitor illegal waste dumping 30 June 2017.
- That landfill sites function be moved to Community Services.
- That Council approve the proposed Environmental and Waste Management Unit as proposed by Community Services.

DIRECTORATE: ELECTRICAL AND MECHANICAL ENGINEERING

1. SECTION: ELECTRICAL AND MECHANICAL ENGINEERING

FINDINGS:

- The municipality does not have adequately qualified Engineer.
- There is no central asset register for the municipal fleet.
- There is no centralized Fleet Management within the municipality.
- There is no comprehensive report on the general fleet that indicates the condition and location of all vehicles, the storage amount owed by the municipality to the service providers vehicles who were sent for repairs and whether vehicles sent for repairs are still with the service providers.
- The department could not provide adequate information on the three(3) Council vehicles sent to TSU Transport Spares with the following registration numbers;
  CMG776NW
  CMG037NW
  CMG807NW

RECOMMENDATIONS:

- That the municipality employ a qualified Engineer to ensure compliance is adhered to.
- That the department develop a centralized fleet management plan by 30 June 2017.
- That the department conduct an investigation and compile a report on all the municipal fleet by 30 June 2017.
- That the Council empower the MPAC to conduct a full scale investigation on the three(3) vehicles sent to TSU Transport Spares with the following registration numbers;
  CMG776NW
  CMG037NW
  CMG807NW
- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Electrical and Mechanical Engineering department.
- That the department develop a comprehensive Fleet Register, related to every vehicle in the municipality by 30 June 2017.

DIRECTORATE: MUNICIPAL AND ENVIRONMENTAL SERVICES

1. SECTION: FIRE AND RESCUE (PUBLIC SAFETY)

FINDINGS:

- The department is unable to reopen the Fire and Rescue station in Stilfontein due to shortage of personnel and unavailability of emergency vehicles since 2002 after amalgamation.
- The department submitted a proposal to amend the Fire and Rescue structure to Council.
- There is no monitoring and evaluation of personnel in the department.

RECOMMENDATIONS:

- That a proposal be submitted to Council for the amendment of the Fire and Rescue Structure by 30 June 2017.
- That a proposal be submitted to Council for the purchase of emergency vehicles for Stilfontein Fire station 30 June 2017.

2. SECTION: TRAFFIC AND SECURITY (PUBLIC SAFETY)

FINDINGS:

- There is a very low morale within the Traffic and Security Section/Unit.
- There are no tools of trade to perform Traffic related functions optimally (No proper equipment, there are redundant and roadworthy vehicles and limited resources).
- There is no prescribed Policy or Standard Operational Procedures to indicate and measure the performance of Traffic Officers.
- Traffic Division does not have a Traffic Law Enforcement Management Back Office System in place to capture all issued traffic violations and to ensure the end result by receiving payments.
- The total income for all traffic fines amount to R1, 003 300.00 although there have been 19 307 fines issued to the value amount of R12 681 600 only an amount of R1, 003 300.00 has been generated for the year 2015/2016.
- No fully operational Law Enforcement Management Back Office System to capture all traffic related offences including by law offences.
- There is no proper Recovery Plan and Systems in place for the recovery of Traffic fines.
- There is no effective management and monitoring and evaluation of personnel in the department.

RECOMMENDATIONS:

- That the Human Resources Management(HRM) in liaison with the Traffic division formulate an intervention programme to address the issue of low morale of personnel by 30 June 2017.
- That a turnaround strategy be formulated to address all challenges faced by the Traffic Division by 30 June 2017.
- That the department develop a monitoring and evaluation tool to measure the performance of Traffic Officers by 30 June 2017.
- That a turnaround strategy be developed to address the issue of income generation and revenue enhancement by 30 June 2017.
- That Traffic Division Senior Management develop a system that ensures enforcement of compliance within the division by 30 June 2017.

3. SECTION: LICENSING (PUBLIC SAFETY)

FINDINGS:

- The department is unable to collect licensing related revenue as per departmental revenue targets.
- There is no sufficient personnel to ensure effective collection of licensing related payments.

RECOMMENDATIONS:

- That Human Resource Management speed up the recruitment and selection process of appointing Licensing personnel within three(3) months from the closing date of the vacancy advertisement.
- That vacant positions be advertised and filled to improve the service delivery by 30 June 2017.
- That a turnaround strategy be developed to address the matter of revenue enhancement by 30 June 2017.

4. SECTION: COMMUNITY SERVICES

FINDINGS:

- That there was no economic benefit for the Municipality with regard to leasing of refuse trucks.
- That the leasing of trucks was a finding in terms of Regulation 32.
- That a monthly payment of R1.1million lease for 10 refuse trucks in 5 years was a wasteful expenditure for the municipality and no ownership after lease agreement ended.
- That the leasing of trucks was not addressing the issue of overtime.
- There is no monitoring and evaluation of personnel in community services.

RECOMMENDATIONS:

- That the overtime policy be approved.
- That the Acting Municipal Manager investigate the legal implication subsequent to terminating the truck rental by 30 June 2017.
- That a proposal to buy refuse trucks be considered as it can also create savings to the Municipality by 30 June 2017. (See Proof of Evidence in the Management Response).
- That Council approve the budget to buy new trucks/fleet.
- That the department develop a tool to monitor and evaluate personnel daily operations in the department by 30 June 2017.

5. SECTION: FAAN MENTJIES (COMMUNITY SERVICES)

FINDINGS:

- There is no Environmental Management Plan to address the monitoring and evaluation.
- There is no Environmental Management Unit in the Municipality.
- Insufficient information was provided on the construction of the Educational Centre.
- Insufficient information was provided on the post recovery measure of the Educational Centre.

RECOMMENDATIONS:

- That a comprehensive report be prepared on the Educational Centre by 30 June 2017.
- That post recovery measures and implementation be developed by 30 June 2017.
- That a proposal be submitted to the Strategic Planning, Monitoring and Evaluation on the establishment of the Environmental Management Unit by 30 June 2017.

6. SECTION: SWIMMING POOLS (SPORT, ARTS AND CULTURE)

FINDINGS:

- Insufficient information was provided on the operations of all swimming pools.
- That the issue of safety on personnel handling money was a concern.
- That the gate ticket collectors were running at a loss.

RECOMMENDATIONS:

- That the permanent security personnel be placed at the swimming pools.
- That the Cashiers be trained as Life Savers.
- That the patrons' entrance be free of charge.

7. SECTION: SPORTS AND RECREATION (SPORT, ART AND CULTURE)

FINDINGS:

- That no policies are in place to address discrepancies between the City of Matlosana and Sports Federations, therefore resulting in no economic benefit for the municipality.

RECOMMENDATIONS:

- That a policy on Sports Federations be in place and the contracts of remaining 24 Federations within the municipality be signed by 30 June 2017.

8. SECTION: JOUBERTON SPORTS COMPLEX (SPORT, ARTS AND CULTURE)

FINDINGS:

- Insufficient information was provided on the list of received and outstanding contracts.
- Follow-up report on the initially submitted specifications and Scope of Works to Project Management Unit was not submitted.

RECOMMENDATIONS:

- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Sport, Arts and Culture department with regards to the Jouberton Sports Complex Project.

9. SECTION: BRAZIL SPORTS STADIUM

FINDINGS:

- Insufficient information was provided on the report.

RECOMMENDATIONS:

- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Sport, Arts and Culture department with regards to the Upgrading of Brazil Sports Stadium project.

10. SECTION: OPPERHEIMER STADIUM (SPORT, ARTS AND CULTURE)

FINDING:

- That Anglo Gold Ashanti's donation to the municipality of Oppenheimer Stadium is costly to maintain and a financial burden.

RECOMMENDATION:

- That the Acting Municipal Manager exhaust the matter by marketing the property for rental benefit for the Municipality and make recommendations to Council.

DIRECTORATE: FINANCIAL SERVICES

1. SECTION: FINANCIAL MANAGEMENT

FINDINGS:

- There is no consistent measure to follow-up on consumers who do not pay their municipal services accounts, for both contract and prepaid services.
- The municipal tarrifs are not updated on the City of Matlosana website.
- Insufficient information provided on the electricity usage on all municipal buildings.

- Insufficient information was provided on the connections and reconnections of electricity.
- The department could did not provide sufficient information of the Service Level Agreement between the City of Matlosana and Grant Thornton.

RECOMMENDATIONS:

- That the department monitor and evaluate the implementation of the action plan to address cash-flow shortages.
- That legal action be instituted against consumers that do not pay their municipal services by 30 June 2017.
- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Financial Management Services.

2. SECTION: SUPPLY CHAIN MANAGEMENT (SCM)

FINDINGS:

- The department could not provide information on how many service providers were procured on month-to-month contracts.
- The department did not provide adequate information on all deviations submitted to the Accounting Officer.
- The department did not provide adequate information on the recent appointment of Toro Ya Africa.
- The department submitted inadequate list of all awarded contracts by the City of Matlosana.
- All of the irregular expenditure incurred in the current year and previous financial years has not been investigated by the Accounting Officer and financial losses suffered by the municipality has not been recovered from the responsible officials as required by MFMA.

RECOMMENDATION:

- That Council empowers MPAC to conduct a full scale enquiry into the fiduciary responsibilities of the Financial Services: Supply Chain Management with regards above findings.

GENERAL RECOMMENDATIONS:

- That cognizance be taken of the tabling of the Oversight Report for the Financial Year 2015/16.
- That Council approve the Annual Report 2015/2016 without reservations.
- That Council adopt the Oversight Report on the Annual Report 2015/16.
- That Council take cognizance of the insufficient cooperation from certain directorates and as such, the Municipal Public Account Committee(MPAC) views this in a serious light.
- That the Municipal Public Account Committee(MPAC), as a committee of Council, who is the employer of the said Directorates, views this as an act of insubordination, and as such recommends relevant charges be made against these Directors.

- That cognizance be taken of the below Departments/Sections that did not submit requested follow-up information as per the Portfolio of Evidence(POE) register, the department/sections are as follows:
    - Corporate Services – Administration
    - Office of the Speaker
    - Land Affairs
    - Sport, Art and Culture
    - Community Services
    - Fresh Produce Market
    - Communications
    - Local Economic Development

ANNEXURES

AGENDAS

CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **1st MEETING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **WEDNESDAY, 18TH JANUARY 2017** AT **9:30 IN THE COMMITTEE ROOM, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME
2. APPLICATIONS FOR LEAVE OF ABSENCE
3. ITEM FOR DISCUSSION:
   - PROGRAM OF ACTION ON THE OVERSIGHT REPORT 2015/2016
4. DATE OF THE NEXT MEETING: 6 FEBRUARY 2017
5. ANNOUNCEMENTS
6. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

13/1/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **2nd MEETING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **MONDAY, 6TH FEBRUARY 2017** AT **9:30 IN THE COMMITTEE ROOM, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME
2. APPLICATIONS FOR LEAVE OF ABSENCE
3. ITEM FOR DISCUSSION:
   - COMMENT BY THE AUDITOR GENERAL ON THE AUDIT OUTCOME
4. DATE OF THE NEXT MEETING: 9 FEBRUARY 2017 @ 9:30
5. ANNOUNCEMENTS
6. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

5/2/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **3rd MEETING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **THURSDAY, 9TH FEBRUARY 2017** AT **9:30 IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC CENTRE,KLERKSDORP**

AGENDA

1. OPENING & WELCOME
2. APPLICATIONS FOR LEAVE OF ABSENCE
3. ITEM FOR DISCUSSION:
   - AUDITOR GENERAL'S FINDINGS (CHAPTER 6)
4. DATE OF THE NEXT MEETING: 13 FEBRUARY 2017 @ 9:30
5. ANNOUNCEMENTS
6. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

8/2/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE 4TH **MEETING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **MONDAY,20 TH FEBRUARY 2017** AT **9:30 IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC CENTRE,KLERKSDORP**

AGENDA

1. OPENING & WELCOME

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. ITEMS FOR DISCUSSION:

   - TERMS OF REFERENCE
   - FUEL STATION REPORT
   - OPEN WATERS INVESTIGATION REPORT
   - MAYORAL VEHICLE REPORT
   - DRAFTING OF QUESTIONS
   - DATE OF INSPECTION LOCO

4. DATE OF THE NEXT MEETING: 01 MARCH 2017 @ 9:30

5. ANNOUNCEMENTS

6. CLOSURE

NB: FUEL STATION REPORT WILL BE DISTRIBUTE ON THE DAY OF THE MEETING.

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

8/2/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **1st PUBLIC HEARING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **MONDAY, 13TH MARCH 2017** AT **9:30 IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. INTRODUCTION OF MPAC MEMBERS

4.

Date	Directorate	Time	Venue
13 March 2017	MM & Corporate Services	09:30 -11:30	Council Chamber
13 March 2017	MM & Strategic Planning	12:00 -14:00	Council Chamber
13 March 2017	MM & Municipal Enviro.Services	14:30 -16:30	Council Chamber

5. DATE OF THE NEXT INTERVIEWS: 14th March 2017 @ 9:30

6. ANNOUNCEMENTS

7. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

13/3/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **2nd PUBLIC HEARING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **TUESDAY, 14TH MARCH 2017** AT **9:30 IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. INTRODUCTION OF MPAC MEMBERS

4.

Date	Directorate	Time	Venue
14 March 2017	MM & Municipal Environ. Services	09:30 -13:30	Council Chamber

5. DATE OF THE NEXT INTERVIEWS: 15th March 2017 @ 9:30

6. ANNOUNCEMENTS

7. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

14/3/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **3rd PUBLIC HEARING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **WEDNESDAY, 15TH MARCH 2017** AT **9:30 IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. INTRODUCTION OF MPAC MEMBERS

4.

Date	Directorate	Time	Venue
15 March 2017	MM & Civil Services	09:30 - 13:30	Council Chamber
15 March 2017	MM & Human Settlement	14:00 - 17:00	Council Chamber

5. DATE OF THE NEXT INTERVIEWS: 16th March 2017 @ 9:30

6. ANNOUNCEMENTS

7. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

15/3/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **4th PUBLIC HEARING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **THURSDAY, 16TH MARCH 2017** AT **9:30 IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. INTRODUCTION OF MPAC MEMBERS

4.

Date	Directorate	Time	Venue
16 March 2017	MM & Human Settlement &Town Planning	09:30 -11:00	Council Chamber
16 March 2017	MM & Finance	11:30 -17:00	Council Chamber

5. DATE OF THE NEXT INTERVIEWS: 17 March 2017 @ 9:30

6.

Date	Directorate	Time	Venue
17 March 2017	MM & Electrical & Mechanical Eng.	09:30 - 11:00	Council Chamber
17 March 2017	MM & Macro City Planning	11:30 - 13:00	Council Chamber
17 March 2017	EM & MM (Action Plans, Commitments & Recommendations	14:00 - 17:00	Council Chamber

7. ANNOUNCEMENTS

8. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

16/3/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **5th PUBLIC HEARING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **FRIDAY, 17TH MARCH 2017** AT **9:30 IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. INTRODUCTION OF MPAC MEMBERS

4.

Date	Directorate	Time	Venue
17 March 2017	MM & SCM	08:30 - 09:30	Council Chamber
17 March 2017	Electrical Mechanical Eng.	09:30 -10:30	Council Chamber
17 March 2017	Waste Management	11:00 -11:30	Council Chamber
17 March 2017	Executive Mayor	12:00 -13:00	Council Chamber
17 March 2017	Macro City Planning	14:00 -16:30	Council Chamber

5. ANNOUNCEMENTS

6. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

17/3/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **6th PUBLIC HEARING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **WEDNESDAY, 22nd MARCH 2017** AT **8:30 IN THE COMMITTEE ROOM , FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. INTRODUCTION OF MPAC MEMBERS

4.

Date	Directorate	Time	Venue
22 March 2017	Waste Management	08:30 - 09:30	Committee Room

5. ANNOUNCEMENTS

6. CLOSURE

Civic Centre
KLERKSDORP

PP **SPJ BOGATSU**
CHAIRPERSON: MPAC

22/3/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **MEETING** OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **FRIDAY, 24th MARCH 2017** AT **9:00 IN THE COUNCIL CHAMBER, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP**

AGENDA

1. OPENING & WELCOME
2. APPLICATIONS FOR LEAVE OF ABSENCE
3. ITEM FOR DISCUSSION:
   - ALLOCATION OF POE`s AS SUBMITTED BY THE DEPARTMENTS
4. ANNOUNCEMENTS
5. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

24/3/2017

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CITY OF MATLOSANA

NOTICE IS HEREBY GIVEN OF THE **CONTINUATION** OF THE **MPAC INTERVIEWS** WITH **SENIOR MANAGERS** FOR THE **ANNUAL REPORT 2015/2016** TO BE HELD ON **MONDAY, 27th MARCH 2017** AT **11:00 IN THE COMMITTEE ROOM, FIRST FLOOR, CIVIC CENTRE, KLERKSDORP.**

AGENDA

1. OPENING & WELCOME

2. APPLICATIONS FOR LEAVE OF ABSENCE

3. ITEMS FOR DISCUSSION:

   - SIGNING OF DECLARATION OF CONFIDENTIALITY BY MPAC MEMBERS AND SUPPORT STAFF
   - INTERVIEWS - PMU UNIT
   - FINDINGS AND RECOMMENDATIONS OF MPAC

4. DATE OF THE NEXT COUNCIL MEETING: 31 MARCH 2017 @ 14:00

5. ANNOUNCEMENTS

6. CLOSURE

Civic Centre
KLERKSDORP

SPJ BOGATSU
CHAIRPERSON: MPAC

23/03/2017

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CITY OF MATLOSANA

MINUTES OF THE PREPARATORY COMMITTEE MEETING OF PUBLIC PARTICIPATION O NTHE ANNUAL REPORT 2015/2016 HELD ON WEDNESDAY 08 FEBRUARY 2017 AT 14H00:
VENUE: SPEAKERS BOARDROOM
CIVIC CENTRE, KLERKSDORP

PRESENT

Officials:	GKB MASIBI	(Chairperson)
	ME MARUMO SM MARUMO V MATYANA T RAMONE T MOSOTHO KR MOIPOLAI V MQOBONGO	
Councillors:	SPJ BOGATSU MC MAHLANGU	
Absent:	NONE	
Absent with leave	MR D RAMBUWANI	

1.	OPENING AND WELCOME	ACTION
	• The Chairperson, Ms Masibi welcomed all present and requested Cllr Mahlangu to open the meeting with a prayer. • The Chairperson declared the meeting officially opened.	**Chairperson**
2.	**APPLICATIONS FOR LEAVE OF ABSENCE**	**ACTION**
	RESOLVED a) That cognizance be taken that Mr D Rambuwani tendered his apology.	**All**

3.	BACKGROUND	ACTION
	• The chairperson briefly made members aware of the background that everyone was familiar with.	
4	MATTERS FOR DISCUSSION	
	DISTRIBUTION OF ANNAUL REPORT 2015/2016 **RESOLVED** a) That interview was done with star fm on 06 February 2017 b) That list of stakeholder was received from LED and invitation sent to all stakeholders.	**Vuyiswa**
5.	**INTERPRETER** **RESOLVED** a) That due to non-availability of Mr Methi in house interpreter, a request be submitted to the department of justice asking for assistance.	**Mr Marumo (MM)**
6.	**ROLE OF WARD CLLRS/WARD COMMITTEES** **RESOLVED** a) Speakers Office distributed the annual report. b) That Mr Lethoba experienced challenges in ward 1 and 4 for loud hailing.	**Ms B Masibi**
7.	**ADMINISTRATIVE ASSISTANCE BY PA** **RESOLVED** a) That Deputy Director Office of the Executive reported that all PA"s will be available.	**Mr Marumo(EM)**
8.	**DECORATION** **RESOLVED** a) That Chief parks Mr D Rambuwani confirmed that they will avail flower on the day of the meeting.	**Mr D Rambuwani**
9.	**SOUND AND ROVING MICRO PHONES** **RESOLVED** a) Message will be conveyed to Mr Moolman and Kandisa b) That there is only one roving micro phone.	**Mr J Moolman**
10.	**BUDGET ON PUBLIC PARTICIPATION** **RESOLVED** a) That office of the whip has identified a vote number for transport b) Office of the mayor be requested to identify vote number for refreshments.	**Mr T Mosotho**

11.	**TRANSPORT FOR PUBLIC AND REFRESHMENTS** **RESOLVED** a) That Assistant Director Office has submitted an item to the office of the Acting Municipal Manager.	**Mr V Matyana**
12.	**TABLES, TABLE CLOTHS, CHAIRS AND PODIUM** **RESOLVED** a) All in order.	**Mrs N Cromhout**
13.	**SECURITY** **RESOLVED** a) That security officers will be deployed in the auditorium.	**Mr Maseko**

GKB MASIBI
CHAIRPERSON: PREP COMMITTEE

MINUTES

CITY OF MATLOSANA

MINUTE OF THE PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016, HELD ON THURSDAY, 09 MARCH 2017 AT 14:00
VENUE: COUNCIL AUDITORIUM, CIVIC CENTRE, KLERKSDORP

PRESENT:	Cllr SPJ BOGATSU	*Chairperson*
MPAC	Cllr GA MOHOEMANG	
MEMBERS:	Cllr LM PHAKOE	
	Cllr A COMBRINCK	
	Cllr MN SEITISHO	
	Cllr MC MAHLANGU	
	Cllr JJ LE GRANGE	
	Cllr AN LUDIDI	
	Cllr IM GROENEWALD	
	Cllr S NONGQAYI	
	Cllr SL MOREMI	
	Cllr L KHOZA	
	Cllr M HLANGANANI	
	Cllr P HLEKISO	
	Cllr S SESANE	
	Cllr TJ BOTMAN	
COUNCILLORS:	Cllr M KGAILE	*Executive Mayor*
	Cllr N NTOZINI	*Speaker*
	Cllr D ROODT	
	Cllr PM MOLUTSI	
	Cllr LH METHI	
	Cllr TO VILAKAZI	
	Cllr SH NANI	
	Cllr TM MABULELA	
	Cllr ML MOJAJI	*MMC*
	Cllr I MATETOANE	*MMC*
	Cllr K NDINCEDE	
	Cllr K PONISI	
	Cllr L CHAO	
	Cllr R STEYN	
	Cllr B SERAPELO	
	Cllr W WALLHOREN	
	Cllr EN POSTMA	
CoM Management:	Mr TSR NKHUMISE	*Acting Municipal Manager*
	Mr DN CIYA	*Deputy Director: Administration*
	Mr SM MARUMO	*Deputy Director: Exe Mayor*
	Mr KD RANNONA	*Acting Director: Electrical Eng*
	Mr MV RAMOKANATE	*Risk Management*
	Mr SD SELEMOSENG	*Assistant Director: PDBS*
	Mrs ND MAKGETHA	*Assistant Director: Comm*
INTERPRETOR:	Mrs K Sekati	*Depart of Justice(Court)*

ITEM	SUBJECT	RESOLVED	ACTION
1.	**OPENING AND WELCOME**		
	• The Chairperson, Cllr SPJ Bogatsu welcomed everybody present and declared the Public Participation Session officially opened. • Cllr Mahlangu opened the session with a prayer.		Chairperson Cllr Mahlangu
2.	**APPLICATION FOR LEAVE OF ABSENCE**		
	•		Chairperson
3.	**INTRODUCTION OF MPAC COMMITTEE MEMBERS AND CoM MANAGEMENT**		
	• The Chairperson introduced the Municipal Public Accounts Committee(MPAC) members, members of the Section 32 Committee and the Management of the City of Matlosana.		Chairperson
4.	**PURPOSE OF THE PUBLIC PARTICIPATION SESSION**		
	The Chairperson gave a brief background on the purpose of the Public Participation Session and highlighted the following critical points: The role and responsibilities of the Municipal Public Accounts Committee(MPAC): - Interrogating unforeseen and unavoidable expenditure. - The quarterly report of the Mayor on the implementation of the budget and state of affairs of the municipality/SDBIP - Monthly budget statements. - Mid-year budget and performance assessment of municipal entities. - Mid-year budget and performance assessment of municipal entities. - Disclosures concerning Councillors, Directors and Officials. - Oversight report on the annual report. - Monitor performance management plan - Monitoring that the annual budget is informed by the IDP The role and responsibilities of the Section 32 Committee: - Interrogate unauthorized expenditure - Interrogate irregular expenditure - Interrogate fruitless expenditure - Interrogate wasteful expenditure The role of the general public during the oversight process (as key stakeholders). The responsibilities of the Municipal Accounts Committee(MPAC), Section 32 Committee and City of Matlosana towards the general public (Community of Matlosana, KOSH).		Chairperson
5.	**QUESTIONS BY THE MEMBERS OF THE COMMUNITY RESPONDS BY THE CITY OF MATLOSANA MANAGEMENT**		

	• *See attached copy of the Questions posed by the members of the public to the Municipal Accounts Committee(MPAC) Members*	Members of the community.
6.	**ANNOUNCEMENTS**	
	Resolved: • That all additional questions with regards to the Annual Report 2015/2016 be submitted to the office of the Chief Administration Office of MPAC, at Office/Room 215, Civic Centre, Klerksdorp. • The Municipal Public Accounts Committee will be holding the interviews of various departments within the Municipality, scheduled to take place from the 13th of March 2017 to 22 March 2017	All
7.	**MEETING CLOSURE**	
	• Public participation adjourned at 18:00.	All

CITY OF MATLOSANA

MINUTE OF THE MANAGEMENT INTERVIEWS ON THE ANNUAL REPORT 2015/2016, HELD ON MONDAY, 13 MARCH 2017 AT 09:30
VENUE: COUNCIL CHAMBER, CIVIC CENTRE, KLERKSDORP

PRESENT:	Cllr SPJ BOGATSU	*Chairperson*
MPAC	Cllr GA MOHOEMANG	
MEMBERS:	Cllr LM PHAKOE	
	Cllr A COMBRINCK	
	Cllr MN SEITISHO	
	Cllr MC MAHLANGU	
	Cllr JJ LE GRANGE	
	Cllr AN LUDIDI	
	Cllr S NONGQAYI	
	Cllr L KHOZA	
	Cllr S SESANA	

ITEM	SUBJECT	RESOLVED	ACTION
1.	**OPENING AND WELCOME**		
	• The Chairperson, Cllr SPJ Bogatsu welcomed everybody present and declared the Management Interviews officially opened. • MMC Corporate Services, Cllr Mojaki opened the session with a prayer.		Chairperson MMC: CORS
2.	**APPLICATION FOR LEAVE OF ABSENCE**		
	• Cllr IM Groenewald • Cllr SL Moremi • Cllr MT Botman *(Attendance register attached)*		Chairperson
3.	**MANAGEMENT INTERVIEWS CONDUCTED**		
	• Municipal Manager and Corporate Services. • Municipal Manager and Strategic Planning		MPAC Members
4.	**MANAGEMNT INTERVIEW RESOLUTIONS**		
4.1	**RESOLVED:** HUMAN RESOURCES MANAGEMENT • Submit Council Resolution on all approved Job Descriptions. • Council or MM resolution on the approval of HRM training of staff on Job Descriptions. • Directive from SALGA stopping HRM from formulating Job Descriptions. • Report on all job descriptions (still to be formulated, available, approved and signed by employees) • 8 Sample Job Descriptions to be submitted: **Assistant Director: Administration**(Corporate Services), **Clerk Gr 1**: Communications, **Team Leader Gr III** (Civil		CORS: AD: HRM

	Engineering: Sewer), **Assistant Director: Traffic and Security** (Public Safety), **General Worksman – Testing and Protection** (Electrical Engineering), Secretary (Finance), **Accountant – Risk Management** (Finance), **Snr Internal Auditor** (Internal Audit) & **Store Controller and Buyer** (Finance) • Submit proof of moratorium from the province. • Submit a copy of the medical incapacity certificate of Director S Mabuda. • Submit an instruction issued by political administration that let to Question E. *(ONLY IF APPLICABLE)* • Copy of authorised overtime exceeding 40 hours per month(including reasons as stated by various departments). • Departmental Overtime expenditure (all the departments that exceeded 40 hours per month). • Council resolution that referred back the draft Overtime Policy. • Copy of the Draft Overtime Policy • List of all employees who belong to professional bodies as per the respective regulatory bodies they are registered to and level/type of their registration. • Submit a summary report on all vacancies advertised more than once but not yet filled, how many times were they re-advertised and cost implication for advertising per post.	
4.2	<u>SKILLS DEVELOPMENT:</u> • Submit a report on all departments were employees are currently performing the functions that were outsourced/performed by Consultants as a result of transferred skills. • Submit copies of the qualifications of the HRM and LR Management • A simple and easy to understand summary of the WSP	CORS: AD: HRM
4.3	<u>LEGAL SERVICES:</u> • Submit report of all Service Level Agreements (indicating level of compliance from all parties). • Submit a report on all projects that have exceeded the prescribed duration of completion and reasons for non-compliance in liaison with respective departments. • Comprehensive report to be submitted on the Khabokedi Waste Management (Pty)Ltd in liaison with the respective department. • Submit Land Audit Report • Submit a report on legal and illegal land occupation, which includes interventions employed to address the matter of illegal occupation *(attach all applicable contracts for all legal occupations)*.	CORS: AD: LEGAL
4.4	<u>CORPORATE SERVICES: ADMINISTRATION</u> • Report on all the Council resolutions that were never implemented as per the Resolution Register.	CORS: AD: ADMIN
4.5	OFFICE OF THE SPEAKER	CORS:

	• Submit the resolution register as kept by the Administration Section • Submit copy of the Ward Committee Policy as adopted in 2016/08. • Submit report on the payments of all Ward Committee Members (including of those who did not get paid due to changing of banking details).	AD: SPEAKER
4.6	LABOUR RELATIONS: • Submit a proposal that will address how to curb financial expenditure incurred due to prolonged disciplinary process and suspensions. B Lekgonyane • Submit charges • Report/proposal on whether the suspension should be lifted or not. MV Seero Submit a report on the progress of the matter. • Submit a report on the coordination of the LLF meetings.	CORS: AD: LABOUR RELATIONS
4.7	STRATEGIC PLANNING, MONITORING AND EVALUATION: • Submit statistical report on the number of job description per department on then current organogram. • Submit copy of the performance management system as submitted to HRM • Copy of the last advertisement that informed the number of general worker positions to be filled.	PMS Coordinator
5.	**MEETING CLOSURE**	
	• Management interview session adjourned at 18:30.	All

Bogatsu
SPJ BOGATSU
MPAC: CHAIRPERSON

14/03/2017
DATE

CITY OF MATLOSANA

MINUTE OF THE MANAGEMENT INTERVIEWS ON THE ANNUAL REPORT 2015/2016, HELD ON TUESDAY, 14 MARCH 2017 AT 09:30
VENUE: COUNCIL CHAMBER, CIVIC CENTRE, KLERKSDORP

PRESENT:	Cllr SPJ BOGATSU	*Chairperson*
MPAC	Cllr GA MOHOEMANG	
MEMBERS:	Cllr LM PHAKOE	
	Cllr A COMBRINCK	
	Cllr MN SEITISHO	
	Cllr JJ LE GRANGE	
	Cllr AN LUDIDI	
	Cllr S NONGQAYI	
	Cllr SL MOREMI	
	Cllr L KHOZA	
	Cllr S SESANA	
	Cllr MT BOTMAN	

ITEM	SUBJECT	RESOLVED	ACTION
1.	**OPENING AND WELCOME**		
	• The Chairperson, Cllr SPJ Bogatsu welcomed everybody present and declared the Management Interviews officially opened.		Chairperson
2.	**APPLICATION FOR LEAVE OF ABSENCE**		
	• Cllr IM Groenewald • Cllr MC Mahlangu *(Attendance register attached)*		Chairperson
3.	**MANAGEMENT INTERVIEWS CONDUCTED**		
	• Municipal Manager and Municipal and Environmental Services Directorate		MPAC Members
4.	**MANAGEMNT INTERVIEW RESOLUTIONS**		
4.1	<u>SPORT, ARTS AND CULTURE:</u> • List of all received and outstanding contracts. • Submit a report on the operations of all swimming pools (personnel, money generated, security and how money is banked and reconciled with issued tickets) • Submit a report on all payment made out to Tshireletso Security Company. • Submit proposal/recommendations with regards to the service provided by Tshireletso Security Company. • Submit copy of the Service Level Agreement of Tshireletso Security Company • Submit the initial specifications and bill of quantities as submitted to the Project Management Unit. • Submit all construction site minutes of the project.		AD: SAC

	• Compile a report on all theft incidents including those with SAPS case numbers. • Submit a proposal on which mechanism can be put in place to curb the ongoing theft at the stadium.	
4.2	COMMUNITY SERVICES: • Submit a report on cost implication for the next years, of the leased trucks. • Submit a report on the money paid to service providers for all immobile trucks due to repair and maintenance.*(report must be verified by Financial Services Department)* • Submit a report indicating the amount paid for each leased truck. *(report must be verified by Financial Services Department)* • Submit the copy of the Council Resolution on the Regulation 32 appointment of Toro Ya Afrika • Submit a comprehensive report on the construction flaws of the building in liaison with Building Construction Unit(Architecture)	DD: COMMUNITY SERVICES
4.3	PUBLIC SAFETY: FIRE AND RESCUE • Submit the copy the resolution that referred back the item on the reopening of closed fire stations.	AAD: FIRE AND RESCUE
4.4	PUBLIC SAFETY: LICENSING: • Submit a report on the status quo of the disciplinary cases of the suspended 3 Examiners of Licences. • Submit report on current challenges regarding the impact of 45 vacant positions that were not budgeted for, cost implications for the municipality*(report should include turnaround recommendations).*	AD: LICENSING
5.	**MEETING CLOSURE**	
	• Public participation adjourned at 18:30.	All

SPJ BOGATSU
MPAC: CHAIRPERSON

15/03/2017
DATE

CITY OF MATLOSANA

MINUTE OF THE MANAGEMENT INTERVIEWS ON THE ANNUAL REPORT 2015/2016, HELD ON WEDNESDAY, 15 MARCH 2017 AT 09:30
VENUE: COUNCIL CHAMBER, CIVIC CENTRE, KLERKSDORP

PRESENT:	Cllr SPJ BOGATSU	*Chairperson*
MPAC	Cllr GA MOHOEMANG	
MEMBERS:	Cllr LM PHAKOE	
	Cllr A COMBRINCK	
	Cllr MN SEITISHO	
	Cllr MC MAHLANGU	
	Cllr JJ LE GRANGE	
	Cllr AN LUDIDI	
	Cllr S NONGQAYI	
	Cllr SL MOREMI	
	Cllr L KHOZA	
	Cllr S SESANE	
	Cllr TJ BOTMAN	

ITEM	SUBJECT	RESOLVED	ACTION
1.	**OPENING AND WELCOME**		
	• The Chairperson, Cllr SPJ Bogatsu welcomed everybody present and declared the Management Interviews officially opened.		Chairperson
2.	**APPLICATION FOR LEAVE OF ABSENCE**		
	• Cllr IM Groenewald *(Attendance register attached)*		Chairperson
3.	**MANAGEMENT INTERVIEWS CONDUCTED**		
	• Municipal Manager and Civil Services and Human Settlements		MPAC Members
4.	**MANAGEMNT INTERVIEW RESOLUTIONS**		
4.1	PROJECT MANAGEMENT UNIT(PMU) • Submit expenditure certificates of the 55% expenditure as reported. • Submit report on the how the 49% is committed to ensure that by the end of the financial year you have spent 100% of the allocate MIG funding. • Submit a report on reasons for the loss of MIG Funds. • Submit Exit Interview reports conducted by HRM upon termination of service of PMU Staff. • Submit a report on the status quo of all projects (if finalised, Certificate of Completion should be submitted) • Submit a comprehensive report that includes: Awarding of the contract. Minutes and attendance register of Evaluation Committee. Minutes and Attendance Register of Adjudication Committee.		PMU MANAGER

	Resolutions on the changing of Scope of Works for the project. Reasons for deviation. Summary of the payments and attach payment certificates of King and Associates • Submit a detailed report on the project (Brazil Stadium).	
4.2	<u>CIVIL ENGINEERING: WATER SECTION</u> • Submit report on positions removed from the organogram(attach copy of item sent to Council). • Submit a report on the water samples as reported on the item submitted to acquire Resolution ADMIN123/2015 • Submit the snag list as submitted to the contractor and Certificate of Completion (if snags were completed). • Submit a report on the water usage were water saving bricks where installed. • Submit a report on water loss related challenges. • Submit a report on the disciplinary case instituted against employees implicated on the issue of water meter readings. • Submit a report on the status quo of all reservoirs. • Submit terms of appointment of Contractor as stipulated by SCM. • Submit a report on the pipe work completed, the amount paid, work and amount still outstanding. • Submit report on all payments done in the project. • Submit the report or copy of the cession Council signed. • Submit letter sent to King and Associates regarding the payment of 225 pipes purchased.	AAD: WATER
4.3	<u>CIVIL ENGINEERING: SEWER SECTION</u> • Submit a proposal on how the challenged can be addressed (must include financial implications).	AD: SEWER
4.4	<u>HUMAN SETTLEMENTS</u> • Submit on the report of the appointed Attorneys (Masholoko Attorney and Mazabane Attorneys) • Submit report on all issued titled deeds. • Submit the register of RDPs. • Submit a report on the house at Stilfontein Road, number 100.	MANAGER: HUMAN SETTLEMENTS
5.	**MEETING CLOSURE**	
	• Public participation adjourned at 18:30.	All

Bogatsu
SPJ BOGATSU
MPAC: CHAIRPERSON

16/03/2017
DATE

CITY OF MATLOSANA

MINUTE OF THE MANAGEMENT INTERVIEWS ON THE ANNUAL REPORT 2015/2016, HELD ON FRIDAY, 17 MARCH 2017 AT 09:30
VENUE: COUNCIL CHAMBER, CIVIC CENTRE, KLERKSDORP

PRESENT:	Cllr SPJ BOGATSU	*Chairperson*
MPAC	Cllr GA MOHOEMANG	
MEMBERS:	Cllr LM PHAKOE	
	Cllr A COMBRINCK	
	Cllr MN SEITISHO	
	Cllr MC MAHLANGU	
	Cllr JJ LE GRANGE	
	Cllr AN LUDIDI	
	Cllr SL MOREMI	
	Cllr S NONGQAYI	
	Cllr L KHOZA	
	Cllr SL MOREMI	
	Cllr S SESANE	

ITEM	SUBJECT	RESOLVED	ACTION
1.	**OPENING AND WELCOME**		
	• The Chairperson, Cllr SPJ Bogatsu welcomed everybody present and declared the Management Interviews officially opened.		Chairperson
2.	**APPLICATION FOR LEAVE OF ABSENCE**		
	• Cllr IM Groenewald • Cllr L KHOZA • Cllr MT Botman *(Attendance register attached)*		Chairperson
3.	**MANAGEMENT INTERVIEWS CONDUCTED**		
	• Municipal Manager and Electrical and Mechanical Engineering • Municipal Manager and Waste Management • Municipal Manager and Executive Manager • Municipal Manager and Macro City Planning		MPAC Members
4.	**MANAGEMNT INTERVIEW RESOLUTIONS**		
4.1	<u>ELECTRICAL AND MECHANICAL ENGINEERING:</u> • Submit amended regulations on the qualifications of Engineers and Technicians. • Copy of letter sent to Financial Services on the electricity meter reading for Council buildings. • Submit a report on all Council vehicles sent for repairs to service providers, indicating the storage amount outstanding, value of the vehicle and duration. • Report on who sent the three(3) Council vehicles to TSU Transport Spares:		AD: ELECTRICAL AND MECHANICAL ENGINEERING

	CMG776NW CMG037NW CMG807NW • Submit a report in liaison with the Office of the Municipal Manager on the approval of the Refuse Removal Trucks contract.	
4.2	<u>OFFICE OF THE EXECUTIVE MAYOR:</u> • Submit the minutes of the meetings on cash flow shortages as held weekly and fortnightly by CFO and Income & Expenditure.	EXE. MAYOR
4.3	<u>MACRO CITY PLANNING: Fresh Produce Market</u> • Submit the notice of the National Department visit on how to improve Market operations. • Submit copy of report submitted on the request of finance to upgrade the Market building. • Copy of the minutes of the meeting held between the Department, MMC and Public Safety (discussing the issue of security and the current security company). • Submit a proposed turnaround strategy with regards to Question A. • Copy of submitted Item to Council on issue of security.	AMM: ADMIN AND MARKET
4.4	<u>MACRO CITY PLANNING: Communications</u> • Submit a copy of the communique sent to Corporate Services regarding the delay to conduct a workshop for policies. • Copy of the request to publish submitted to the office of the Administrator. • Copy of the budget as submitted in 2015/2016 before the publishing was stopped. • Submit a proposal on the Marketing Strategy. (to include financial implications). • Copies of communiques sent to various business owners on the issue of Distribution Points. • Submit copy of Access to information manual. • Submit copy of the approved Outdoor Policy. • Submit a report from Finance on the payments of the appointed Marketing Companies • OR minutes of the Outdoor Committee meeting held were Finance informed you that they are unable to trace the payments made to the Council General Vote).	AD: COMMUNICATIONS
4.5	<u>MACRO CITY PLANNING: Local Economic Development</u> • Submit report on the jobs created for 2015/2016. • Progress report on the programme (including the communiques between CoM and Office of the Presidency).	DD: LED

	• Submit a comprehensive report on how the 30% was distributed. • Confirm if the 30% distribution rule is aligned with the CoM Policy. (Submit a copy of the policy). • Submit the International Investors Summit proposal/Draft Plan.	
5.	**MEETING CLOSURE**	
	• Public participation adjourned at 18:30.	All

Bogatsu

SPJ BOGATSU
MPAC: CHAIRPERSON

20/03/2017

DATE

CITY OF MATLOSANA

MINUTE OF THE MANAGEMENT INTERVIEWS ON THE ANNUAL REPORT 2015/2016, HELD ON MONDAY, 22 MARCH 2017 AT 09:30
VENUE: COUNCIL CHAMBER, CIVIC CENTRE, KLERKSDORP

PRESENT:	Cllr SPJ BOGATSU	*Chairperson*
MPAC MEMBERS:	Cllr LM PHAKOE Cllr A COMBRINCK Cllr MN SEITISHO Cllr MC MAHLANGU Cllr JJ LE GRANGE Cllr AN LUDIDI Cllr SL MOREMI Cllr S NONGQAYI Cllr S SESANE	

ITEM	SUBJECT	RESOLVED	ACTION
1.	**OPENING AND WELCOME**		
	• The Chairperson, Cllr SPJ Bogatsu welcomed everybody present and declared the Management Interviews officially opened.		Chairperson
2.	**APPLICATION FOR LEAVE OF ABSENCE**		
	• Cllr IM Groenewald • Cllr GA MOHOEMANG • Cllr L Khoza • Cllr SL Moremi • Cllr MT Botman *(Attendance register attached)*		Chairperson
3.	**MANAGEMENT INTERVIEWS CONDUCTED**		
	• Municipal Manager, Community Services and Roads, Stormwater and Landfill Sites		MPAC Members
4.	**MANAGEMNT INTERVIEW RESOLUTIONS**		
4.1	<u>COMMNITY SERVICES AND ROADS, STORMWATER AND LANDFILL SITES</u> • Submit Waste Management Permit. • Submit a copy of the Waste Management Plan. • Submit the initial Scope of Works for Cell Construction. • Submit a copy of Tarrifs approved by Council.		
5.	**MEETING CLOSURE**		
	• Public participation adjourned at 18:30.		All

SPJ BOGATSU
MPAC: CHAIRPERSON

22/03/2017
DATE

CITY OF MATLOSANA

MINUTE OF THE MANAGEMENT INTERVIEWS ON THE ANNUAL REPORT 2015/2016, HELD ON MONDAY, 27 MARCH 2017 AT 11:00
VENUE: COUNCIL CHAMBER, CIVIC CENTRE, KLERKSDORP

PRESENT:	Cllr SPJ BOGATSU	*Chairperson*
MPAC	Cllr LM PHAKOE	
MEMBERS:	Cllr MN SEITISHO	
	Cllr MC MAHLANGU	
	Cllr JJ LE GRANGE	
	Cllr AN LUDIDI	
	Cllr SL MOREMI	
	Cllr S NONGQAYI	
	Cllr S SESANE	
	Cllr L KHOZA	
	Cllr SL MOREMI	
	Cllr MT BOTMAN	

ITEM	SUBJECT	RESOLVED	ACTION
1.	**OPENING AND WELCOME**		
	• The Chairperson, Cllr SPJ Bogatsu welcomed everybody present and declared the Management Interviews officially opened.		Chairperson
2.	**APPLICATION FOR LEAVE OF ABSENCE**		
	• Cllr IM Groenewald • Cllr GA Mohoemang • Cllr A Combrinck *(Attendance register attached)*		Chairperson
3.	**MANAGEMENT INTERVIEWS CONDUCTED**		
	• Municipal Manager and Project Management Unit (PMU)		MPAC Members
4.	**MANAGEMNT INTERVIEW RESOLUTIONS**		
4.1	<u>PROJECT MANAGEMENT UNIT(PMU):</u> • Submit a Memorandum of Agreement signed between the City of Matlosana, Consultant and Contractor for the completion of the project. • Submit the history of both companies from South African Revenue Services, to check the validity of both companies' revenue statuses.		D: CIVIL SERVICES AND HUMAN SETTLEMENTS

	• Submit an investigation report on the bank by the Fusion (report on whether is it a legitimate financial/banking services institution • Submit a report on the awarding of tender contracts were all required documents were not submitted during the bidding process of the projects.	
5.	**MEETING CLOSURE**	
	• Public participation adjourned at 18:30.	All

SPJ BOGATSU
MPAC: CHAIRPERSON

27/03/2017
DATE

CORRESPONDENCE

OFFICE OF THE EXECUTIVE MAYOR

PO BOX / POSBUS 99
KLERKSDORP
2570

(018) 487 8002
(018) 462 2067
E-mail: stshabalala@klerksdorp.org

TO : **MPAC CHAIRPERSON**

FROM : **EXECUTIVE MAYOR**

DATE : **3 FEBRUARY 2017**

SUBJECT : **APOLOGY: MPAC MEETING**

The above mentioned matter refers

Kindly be informed that the Executive Mayor, Councillor ME Kgaile will not be attending Mpac meeting due to the Municipal ANC PEC Lekgotla Scheduled to take place on Monday, 6 February 2017.

SM MARUMO
DEPUTY DIRECTOR: OFFICE OF THE EXECUTIVE MAYOR
48BSM/yr

Kantoro ya Motsamaisi wa Masepala
Office of the Municipal Manager

PO BOX / POSBUS 99
KLERKSDORP
2570

☎ (018) 406 8009/8537
(018) 462 1652
e-mail dnkosi@klerksdorp.org

Our Ref: ***Enquiries:*** *Mr TSR Nkhumise/lm*

TO : THE CHAIRPERSON: MPAC

FROM : MUNICIPAL MANAGER

DATE : 06 FEBRUARY 2017

SUBJECT : APOLOGY FOR MPAC MEETING

The above subject matter refers.

This communiqué serves inform you that the Acting Municipal Manager, Mr TSR Nkhumise, will not be able to attend due to the PEC Lekgotla taking place today.

Trust you will find the above in order.

Yours faithfully,

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

AFRICAN NATIONAL CONGRESS

OFFICE OF THE PROVINCIAL SECRETARY

Getrude Mphekwa House. Corner Molopo and Warren Street Mafikeng PO Box 3509 Mafikeng 2745
Tel: 27.18 381 4994 Website: www.anc.org.za

TO : ALL MUNICIPAL MAYORS

DATE : 31 JANUARY 2017

SUBJECT : INVITATION TO ANC PEC LEKGOTLA - JAN 2017

Revolutionary Greetings.

This communiqué serves to invite the good self to the **PEC Lekgotla** that is scheduled as follows:

DATE : Monday, 06 February 2017
TIME : 07h00 – 09h00 (Registration)
VENUE: Alpha Conference Centre, Broederstroom, Brits

For all enquiries and confirmations (RSVP) kindly communicate with Cde Confidence Mosime at 018 381 1949 or 083 430 5374.

NB: You are requested to make your own transport and accommodation arrangements.

Yours Comradely

CDE DAKOTA LEGOETE
PROVINCIAL SECRETARY

Kantoro ya Motsamaisi wa Masepala
Office of the Municipal Manager

PO BOX / POSBUS 99
KLERKSDORP
2570

☎ (018) 406 8009/8537
(018) 462 1652
e-mail dnkosi@klerksdorp.org

Our Ref: ***Enquiries:*** *Mr TSR Nkhumise/lm*

TO : THE CHAIRPERSON: MPAC

FROM : MUNICIPAL MANAGER

DATE : 06 MARCH 2017

SUBJECT : APOLOGY FOR MPAC MEETING

The above subject matter refers.

This communiqué serves inform you that the Acting Municipal Manager, Mr TSR Nkhumise, will not be able to attend due to other official commitments..

Trust you will find the above in order.

Yours faithfully,

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

Kantoro ya Motsamaisi wa Masepala
Office of the Municipal Manager

PO BOX / POSBUS 99
KLERKSDORP
2570

☎ (018) 406 8009/8537
(018) 462 1652
e-mail dnkosi@klerksdorp.org

Our Ref: ***Enquiries:*** *Mr TSR Nkhumise/lm*

TO : THE CHAIRPERSON: MPAC

FROM : MUNICIPAL MANAGER

DATE : 15 MARCH 2017

SUBJECT : APOLOGY FOR MPAC MEETING

The above subject matter refers.

This communiqué serves inform you that the Acting Municipal Manager, Mr TSR Nkhumise, will not be able to attend due to the Bokone Bophirima Premier's Coordinating Council meeting taking place today.

Trust you will find the above in order.

Yours faithfully,

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

Kantoro ya Motsamaisi wa Masepala
Office of the Municipal Manager

PO BOX / POSBUS 99
KLERKSDORP
2570

☎ (018) 406 8009/8537
(018) 462 1652
e-mail dnkosi@klerksdorp.org

Our Ref: ***Enquiries:*** *Mr TSR Nkhumise/lm*

TO : THE CHAIRPERSON: MPAC

FROM : MUNICIPAL MANAGER

DATE : 17 MARCH 2017

SUBJECT : APOLOGY FOR MPAC MEETING

The above subject matter refers.

This communiqué serves inform you that the Acting Municipal Manager, Mr TSR Nkhumise, will not be able to attend due to a meeting taking place at National Treasury today.

Trust you will find the above in order.

Yours faithfully,

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

MUNICIPAL MANAGER

CITY OF
MATLOSANA

Tel: +27 18 487 8009/8537 Fax: +27 18 462 1652, PO Box 99 Klerksdorp 2570
E-Mail: smabuda@klerksdorp.org /dnkosi@klerksdorp.org/Website: www.klerksdorp.org

14/3/17/1

K Moipolai/km
(1)

16 January 2017

Mr JD van Schalkwyk
Auditor General
Private Bag X 1024
POTCHEFSTROOM
2520

Sir

INVITATION TO ATTEND MPAC MEETING: BRIEFING ON THE AUDIT OUTCOME ON THE ANNUAL REPORT 2015/2016

The City of Matlosana hereby in terms of the provision of Chapter 12 Section 19 and 130 (1)(a)&(b) of the Municipal Finance Management Act of the (No. 56 of 2003), will inter alia table the Annual Report 2015/2016 and the Program of Action on the tabling of the Oversight Report 2015/2016, on the 31st January 2017 at 10:00.

The Municipal Public Accounts Committee hereby requests that you form part of their first meeting for a briefing on the Audit Outcome, for preparation on the tabling of the Oversight Report. Further take note of the attached MPAC Program of Action and diarize the dates that your office will be required to attend.

The details of the meeting are as follows:

DATE	:	**Monday, 6 February 2017**
TIME	:	**09:30**
VENUE	:	**Council Chamber, Civic Centre, Klerksdorp**

Your attendance is readily appreciated.

Yours faithfully

TSR MKHUMISE
ACTING MUNICIPAL MANAGER

cc : Executive Mayor
Acting Chief Financial Officer

CITY OF MATLOSANA

☎ (018) 487 8097 🖷 (018) 487 8594 ✉ 99 Klerksdorp 2570
email: humanresources@klerksdorp.org Website: www.matlosana.local.gov.za

Ref: 4/3/17/1 *Enquiries:* Cllr SPJ Bogatsu/vm (08)

14 February 2017

TO WHOM IT MAY CONCERN

Sir/Madam

PARTICIPATION OF STAKEHOLDERS ON THE ANNUAL REPORT 2015/2016

The above-mentioned matter has reference.

The Municipal Public Accounts Committee is busy analyzing the Annual Report 2014/2015 and has resolved at its meetings that Stakeholders be invited at the Public Participation meeting to be held on **Thursday, 09 March 2017 at 14h00** in the Auditorium, Civic Centre, Klerksdorp.

Please be informed that copies of the Annual Report 2015/2016 are available at all the KOSH libraries and can also be accessed on the website: www.matlosana.gov.za for public scrutiny and comments.

"The Municipal Finance Management Act, Circular No. 32: Chapter 12, indicates that meetings at which the annual report is considered must be open to the public, for transparency, good governance and accountability."

The Municipal Public Accounts Committee (MPAC), the Office of the Auditor General and Senior Officials of the Municipality, will attend the public participation meeting, to listen to the community and clarify issues of concern.

For this reason, your participation will assist the Municipal Public Accounts Committee to compile a comprehensive report to be tabled at Council meeting on the 28 March 2017 at 10h00 in the Council Chamber, Civic Centre Klerksdorp, where public is invited.

SALGA LGWSETA

20 YEARS OF FREEDOM south africa 1994 - 2014

For any enquiry, please do not hesitate to contact the Chairperson of the Municipal Public Accounts Committee, Councillor SPJ Bogatsu at 076 918 8994 or e-mail your comments to the Municipal Public Accounts Committee Administrator, Ms Kea Moipolai at kea@klerksdorp.org

Your presence to this meeting is readily appreciated.

Yours faithfully

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
99 Klerksdorp 2570 ☎ 5101
e-mail: kea@klerksdorp.org
matlosana.local.gov.za

Ref: 4/3/17/1

Enq: K Moipolai (9)

MEMORANDUM

TO : ACTING MUNICIPAL MANAGER

FROM : CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

DATE : 23 FEBRUARY 2017

SUBJECT : **COMMENTS ON THE ANNUAL REPORT 2015/2016 BY WARD COUNCILLOR / WARD COMMITTEE (WARD 39 & 16)**

The above-mentioned matter refers.

Please be informed that Notice no. 6/2017 was published in the media notifying public members to submit representations in terms of Section 127(5)(a)(ii) regarding the Annual Report.

Attached to this memorandum are comments from Cllr Wolgang Wallhorn and Ward Committee in Wards 39 and 16 respectively, requesting for responses or clarity in the Audited Annual Report 2015/2016.

It is with this background that you are requested to obtain responses from relevant Department/Directorate and direct them to the Chairperson for submission at the MPAC meeting for scrutiny by Committee members.

It shall be appreciated if the responses can reach MPAC office at Room 215, Second Floor, Civic Centre, Klerksdorp not later than Friday, the 3RD March 2017.

Your co-operation in this regard is highly appreciated.

Bogatsu

SPJ BOGATSU (Cllr)
CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
99 Klerksdorp 2570 ☎ 5101
e-mail: kea@klerksdorp.org
matlosana.local.gov.za

Ref: 5/14/2/2

Enq: K Moipolai (10)

MEMORANDUM

TO : ACTING MUNICIPAL MANAGER

FROM : CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

DATE : 27 FEBRUARY 2017

SUBJECT : **QUESTIONS TO MANAGEMENT ON THE ANNUAL REPORT 2015/2016**

The above-mentioned matter refers.

The Municipal Public Accounts Committee at its meeting held on the 20th and 21st February 2017 prepared the attached questions on the Annual Report 2015/2016 for management response.

You are requested to go through these questions and direct them to relevant Departments/Directorate for attention. Please note that the Committee will scrutinize responses to satisfy themselves and where clarity is needed, management will be summoned to enlighten the Committee. (dates to be communicated)

It shall be appreciated if the responses can reach MPAC office at Room 215, Second Floor, Civic Centre not later than Friday, the 3rd March 2017.

Your co-operation in this regard is appreciated.

SPJ BOGATSU (Cllr)
CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
99 Klerksdorp 2570 ☎ 5101
e-mail: kea@klerksdorp.org
metlosana.local.gov.za

Ref: 5/14/2/2 Enq: Cllr SPJ Bogatsu
(13)

MEMORANDUM

TO : EXECUTIVE MAYOR
ACTING MUNICIPAL MANAGER
CHIEF FINANCIAL OFFICER
ACTING DIRECTOR: CORPORATE SERVICES
ACTING DIRECTOR: MUNICIPAL & ENVIRONMENTAL SERVICES
DIRECTOR: MACRO CITY DEV & PLANNING
DIRECTOR: ELECTRICAL & MECHANICAL ENG.
DIRECTOR: CIVIL SERVICES & HUMAN SETTEMENTS
DIRECTOR: STRATEGIC PLANNING, MONITORING & CONTROL

FROM : CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

DATE : 6 MARCH 2017

SUBJECT : **PROBE INTO MATTERS OF CONCERN: ANNUAL REPORT 2015/2016**

The Municipal Public Accounts Committee is busy analyzing the Annual Report 2015/2016 which was found wanting and therefore seek clarity from Management, i.e. the Executive Mayor, Acting Municipal Manager, Chief Financial Officer, Directors, Deputy Directors, Assistant Directors & MMCs in each Directorate, on matters raised by the Auditor General and comments/inputs from the public/community.

It is with this background that the Committee requests your presence for an interview on the following dates and times:-

Date	Directorate	Time	Venue
13 March 2017	MM & Corporate Services	09:30 – 11:30	Council Chamber
13 March 2017	MM & Strategic Planning	12:00 – 14:00	Council Chamber
13 March 2017	MM & Municipal & Environ. Services	14:30 – 16:30	Council Chamber

Date	Directorate	Time	Venue
15 March 2017	MM & Civil Services & Human Settlement	09:30 – 11:30	Council Chamber
15 March 2017	MM & Electrical & Mech Eng.	12:00 – 14:00	Council Chamber
16 March 2017	MM & Finance	09:30 – 11:30	Council Chamber
16 March 2017	MM & Macro City Planning	12:00 – 14:00	Council Chamber
16 March 2017	EM & MM (Action Plans, Commitments & Recommendations)	15:00 – 16:00	Council Chamber

Please be informed that your contributions during the interviews will assist MPAC to compile a comprehensive oversight report for recommendation to Council.

Further take note that no apologies will be accepted for the period mentioned above, due to the time limitation the Committee experience on the activities mandated.

Your co-operation and presence to this meeting is readily appreciated.

Bogatsu

SPJ BOGATSU (Cllr)
CHAIRPERSON: MPAC

CC: Municipal Public Accounts Committee

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

✉ 99 Klerksdorp 2570 ☎ 5101
e-mail: kea@klerksdorp.org

matlosana.local.gov.za

Ref: 5/14/2/2

Enq: SPJ Bogatsu/km (15)

MEMORANDUM

TO	:	HONOURABLE SPEAKER
CC	:	ACTING MUNICIPAL MANAGER
		ACTING DIRECTOR: CORPORATE SERVICES
FROM	:	CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
DATE	:	07 MARCH 2017
SUBJECT	:	**REQUEST TO TABLE OVERSIGHT REPORT ON THE ANNUAL REPORT 2015/2016**

I hereby request the Honourable Speaker to give MPAC the opportunity to table the Oversight Report on the Annual Report 2015/2016 at the next Council meeting as per the legislative requirement.

Please be informed that representatives from the Auditor General's office, Department of Local Government & Human Settlement, Provincial Treasury and Provincial Public Accounts Committee have been invited to form part of the Council meeting.

It will be highly appreciated if Councillors are reminded to bring along their Annual Reports 2015/2016 for consideration and deliberation on the Oversight Report.

For any enquiry regarding this matter, please do not hesitate to contact the under-mentioned at number 079 918 8994 or e-mail MPAC Co-ordinator at kea@klerksdorp.org

I hope you find this to be in order.

Bogatsu

CLLR SPJ BOGATSU
CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
99 Klerksdorp 2570 ☎ 5101
e-mail: kea@klerksdorp.org
matlosana.local.gov.za

Ref: 5/14/2/2

Enq: SPJ Bogatsu/km (16)

MEMORANDUM

TO : HONOURABLE SPEAKER
HONOURABLE EXECUTIVE MAYOR
HONOURABLE COUNCIL WHIP
MEMBERS OF MAYORAL COMMITTEE

FROM : CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

DATE : 07 MARCH 2017

SUBJECT : **REMINDER: PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016**

The above-mentioned matter has reference.

The Municipal Public Accounts Committee is busy analyzing the Annual Report 2015/2016 and the public will meet with senior officials to account on the performance and financial status of the Municipality.

"The MFMA Circular 32, Chapter 12 indicates that meetings at which the annual report is considered must be open to the public, for transparency, good governance and accountability."

For this reason, you are humbly requested to form part of the meeting to take note of the community concerns.

The details of the public participation meeting are as follows:-

Date : Thursday, 9 March 2017
Time : 14:00
Venue : Auditorium, Civic Centre Klerksdorp

It will be highly appreciated if honorable Councillors bring along their Annual Reports 2015/2016 for deliberation.

For any enquiry regarding this matter, please do not hesitate to contact the under-mentioned at number 079 918 8994.

I hope you find this to be in order.

CLLR SPJ BOGATSU
CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
99 Klerksdorp 2570 5101
e-mail: kea@klerksdorp.org
matlosana.local.gov.za

Ref: 5/14/2/2

Enq: Cllr SPJ Bogatsu
(13)

MEMORANDUM

TO : EXECUTIVE MAYOR
ACTING MUNICIPAL MANAGER
CHIEF FINANCIAL OFFICER
ACTING DIRECTOR: CORPORATE SERVICES
ACTING DIRECTOR: MUNICIPAL & ENVIRONMENTAL SERVICES
DIRECTOR: MACRO CITY DEV & PLANNING
DIRECTOR: ELECTRICAL & MECHANICAL ENG.
DIRECTOR: CIVIL SERVICES & HUMAN SETTEMENTS
DIRECTOR: STRATEGIC PLANNING, MONITORING & CONTROL

FROM : CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

DATE : 13 MARCH 2017

SUBJECT : **PROBE INTO MATTERS OF CONCERN: ANNUAL REPORT 2015/2016**

The Municipal Public Accounts Committee is busy analyzing the Annual Report 2015/2016 which was found wanting and therefore seek clarity from Management, i.e. the Executive Mayor, Acting Municipal Manager, Chief Financial Officer, Directors, Deputy Directors, Assistant Directors & MMCs in each Directorate, on matters raised by the Auditor General and comments/inputs from the public/community.

It is with this background that the Committee requests your presence for an interview on the following dates and times:-

Date	Directorate	Time	Venue
13 March 2017	MM & Corporate Services	09:30 – 11:30	Council Chamber
13 March 2017	MM & Strategic Planning	12:00 – 14:00	Council Chamber
14 March 2017	MM & Municipal & Environ. Services	09:30 - 13:00	Council Chamber

Date	Directorate	Time	Venue
15 March 2017	MM & Civil Services & Human Settlement	09:30 – 11:30	Council Chamber
15 March 2017	MM & Electrical & Mech Eng.	12:00 – 14:00	Council Chamber
16 March 2017	MM & Finance	09:30 – 11:30	Council Chamber
16 March 2017	MM & Macro City Planning	12:00 – 14:00	Council Chamber
16 March 2017	EM & MM (Action Plans, Commitments & Recommendations)	15:00 – 16:00	Council Chamber

Please be informed that your contributions during the interviews will assist MPAC to compile a comprehensive oversight report for recommendation to Council.

Further take note that no apologies will be accepted for the period mentioned above, due to the time limitation the Committee experience on the activities mandated.

Your co-operation and presence to this meeting is readily appreciated.

SPJ BOGATSU (Cllr)
CHAIRPERSON: MPAC

CC: Municipal Public Accounts Committee

CITY OF
MATLOSANA

☎ (018) 487 8045 (018) 464 1780 99 Klerksdorp 2570
email: kea@klerksdorp.org Website: www.matlosana.local.gov.za

Ref: 5/14/2/2 *Enquiries:* TSR Nkhumise/km (16)

14 March 2017

Office of the HOD
Department: Local Government
& Traditional Affairs
Private Bag X 2099
MMABATHO
2735

Attention: Ms Botlhale Mofokeng

Sir

INVITATION TO ATTEND A COUNCIL MEETING TO CONSIDER THE ANNUAL REPORT 2015/2016, TO DISCUSS AND TABLE THE OVERSIGHT REPORT ON THE ANNUAL REPORT 2015/2016

The City of Matlosana hereby in terms of the provisions of Section 19 of the Local Government Systems Act (No. 32 of 2000) and Chapter 12 Section 130 (1)(a)&(b) of the Municipal Finance Management Act (No. 56 of 2003), invites your office to attend a Council meeting where Consideration of the Annual Report 2015/2016 and the Oversight Report on the Annual Report 2015/2016 will inter alia be discussed.

The Council meeting details are as follows:

DATE	:	**Friday, 31 March 2017**
TIME	:	**10:00**
VENUE	:	**Council Chamber, Civic Centre, Klerksdorp**

Your attendance is readily appreciated.

Yours faithfully

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

SALGA LGWSETA

20 YEARS OF FREEDOM south africa 1994 - 2014

CITY OF
MATLOSANA

☎ (018) 487 8045 🖷 (018) 464 1780✉ 99 Klerksdorp 2570
email: kea@klerksdorp.org Website: www.matlosana.local.gov.za

Ref: 5/14/2/2 *Enquiries:* TSR Nkhumise/km (18)

14 March 2017

Honorable LM Mahlakeng
Chairperson: Municipal Public Accounts Committee (PPAC)
North West Provincial Legislature
Private Bag X 2018
MMABATHO
2735

Honourable

INVITATION TO ATTEND A COUNCIL MEETING TO CONSIDER THE ANNUAL REPORT 2015/2016, TO DISCUSS AND TABLE THE OVERSIGHT REPORT ON THE ANNUAL REPORT 2015/2016

The City of Matlosana hereby in terms of the provisions of Section 19 of the Local Government Systems Act (No. 32 of 2000) and Chapter 12 Section 130 (1)(a)&(b) of the Municipal Finance Management Act (No. 56 of 2003), invites your office to attend a Council meeting where Consideration of the Annual Report 2015/2016 and the Oversight Report on the Annual Report 2014/2015 will inter alia be discussed.

The Council meeting details are as follows:

DATE	:	**Friday, 31 March 2017**
TIME	:	**10:00**
VENUE	:	**Council Chamber, Civic Centre, Klerksdorp**

Your attendance will be highly appreciated.

Yours faithfully

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

CITY OF
MATLOSANA

☎ (018) 487 8045 🖷 (018) 464 1780✉ 99 Klerksdorp 2570
email: kea@klerksdorp.org Website: www.matlosana.local.gov.za

Ref: 5/14/2/2 *Enquiries:* TSR Nkhumise/km (19)

14 March 2017

Mr JD van Schalkwyk
Auditor General
Private Bag X 1024
POTCHEFSTROOM
2520

Sir

INVITATION TO ATTEND A COUNCIL MEETING TO CONSIDER THE ANNUAL REPORT 2015/2016, TO DISCUSS AND TABLE THE OVERSIGHT REPORT ON THE ANNUAL REPORT 2015/2016

The City of Matlosana hereby in terms of the provisions of Section 19 of the Local Government Systems Act (No. 32 of 2000) and Chapter 12 Section 130 (1)(a)&(b) of the Municipal Finance Management Act (No. 56 of 2003), invites your office to attend a Council meeting where Consideration of the Annual Report 2015/2016 and the Oversight Report on the Annual Report 2015/2016 will inter alia be discussed.

The Council meeting details are as follows:

DATE	**:**	**Friday, 31 March 2017**
TIME	**:**	**10:00**
VENUE	**:**	**Council Chamber, Civic Centre, Klerksdorp**

Your attendance is readily appreciated.

Yours faithfully

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

SALGA LGWSETA

20 YEARS OF FREEDOM south africa 1994 - 2014

CITY OF
MATLOSANA

☎ (018) 487 8045 (018) 464 1780 99 Klerksdorp 2570
email: kea@klerksdorp.org Website: www.matlosana.local.gov.za

Ref: 5/14/2/2 *Enquiries:* TSR Nkhumise/km (17)

14 March 2017

Director: Municipal Support Unit
Provincial Treasury
Private Bag X 2060
MMABATHO
2735

Attention: Ohile Modise

Sir

INVITATION TO ATTEND A COUNCIL MEETING TO CONSIDER THE ANNUAL REPORT 2015/2016, TO DISCUSS AND TABLE THE OVERSIGHT REPORT ON THE ANNUAL REPORT 2015/2016

The City of Matlosana hereby in terms of the provisions of Section 19 of the Local Government Systems Act (No. 32 of 2000) and Chapter 12 Section 130 (1)(a)&(b) of the Municipal Finance Management Act (No. 56 of 2003), invites your office to attend a Council meeting where Consideration of the Annual Report 2015/2016 and the Oversight Report on the Annual Report 2015/2016 will inter alia be discussed.

The Council meeting details are as follows:

DATE : Tuesday, 28 March 2017
TIME : 10:00
VENUE : Council Chamber, Civic Centre, Klerksdorp

Your attendance is readily appreciated.

Yours faithfully

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

SALGA LGWSETA

20 YEARS OF FREEDOM south africa 1994 - 2014

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

99 Klerksdorp 2570 5101
e-mail: kea@klerksdorp.org

matlosana.local.gov.za

Ref: 5/14/22

Enq: SPJ Bogatsu/km (24)

MEMORANDUM

TO : ACTING MUNICIPAL MANAGER

FROM : CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

DATE : 24 MARCH 2017

SUBJECT : **FOLLOW UP ON THE POE (ANNUAL REPORT 2015/2016)**

Kindly note that this correspondence serves a reminder and follow up to the recent e-mail dated the 20th March 2017, sent through for the attention of Senior Managers to provide MPAC with Proof of Evidence, subsequent to the interviews. The deadline for submissions was the 16th March 2017.

Attached to this memorandum is the register indicating the Departments/Units that did not submit as requested.

It is on this background that we are raising our dissatisfaction as the Committee for the reason that we are not getting responses on time. The Committee would like to advise that in future, motions shall be tabled at Council for cognizance.

It shall be highly appreciated if the requested Proof of Evidence are handed to MPAC Admin Officer for my attention, before end of business day, today at Room 215, Second Floor, Civic Centre.

Your co-operation in this regard is appreciated.

Cllr SPJ BOGATSU Bogatsu
CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE
✉ 99 Klerksdorp 2570 ☎ 5101
e-mail: kea@klerksdorp.org
matlosana.local.gov.za

Ref: 5/14/22 Enq: SPJ Bogatsu/km (25)

MEMORANDUM

TO : ACTING MUNICIPAL MANAGER

ATTENTION : ACTING DIRECTOR: CORPORATE SERVICES

FROM : CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

DATE : 24 MARCH 2017

SUBJECT : **FOLLOW UP QUESTIONS ON THE 40 POSITIONS UNBUDGETED**

The above-mentioned matter has reference.

The Municipal Public Accounts Committee at its interviews with the Acting Director: Corporate Services on the 13th March 2017, raised questions on the 40 filled positions not approved on the organogram.

Subsequent to the interviews, the Committee felt that the responses provided were not sufficient and agreed that a follow up questions be made:-

- Provide a copy of 2008 organogram used as alluded by the Director
- Provide composition of the panel
- Provide chairperson of the panel
- Were the Interviews conducted in line with Recruitment & Selection policy?

It must further be noted that a statistical report provided by the Strategic Planning Division (PMS), indicates that there are 48 over compliment positions in different departments. (see attached)

The Committee will appreciate to have responses by Monday, the 27th March at 12:00.

PP **CIR SPJ BOGATSU**
CHAIRPERSON: MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

☎ (018) 487 8300 🖷 (018) 464 1780 ✉ 99 Klerksdorp 2570
e-mail: records@klerksdorp.org Website: www.klerksdorp.org

CITY OF MATLOSANA

Our Ref: 5/14/2/2

Enquiries: Cllr SPJ Bogatsu (25)

27 March 2017

Mr. VE Delport
PO Box 6601
FLAMWOOD
KLERKSDORP
2570

Sir

COMMENTS ON THE ANNUAL REPORT 2015/2016 FINANCIAL YEAR

Your e-mail dated 7 February 2017 and 10 March 2017 respectively has reference, as well as my response as attached dated 13 February 2017 has reference.

This serves to acknowledge your comments as submitted by your good self on the Annual Report 2015/2016. Attached is a response dated 13 February 2017 to inform you that your comments were noted by the undersigned and the Committee as well forwarded to Management to respond.

Please be informed that your comments will form part of the Oversight Report 2015/2016. There are questions that needed responses and clarity, of which the Management have provided answers to some of them. The Committee is therefore requesting that you exercise your patience as the Committee will continue to seek clarity from management and respond accordingly.

The Municipal Public Accounts Committee further regret to inform you that it could not give everyone an opportunity to present the comments at the public participation meeting, held on the 9th March 2017, however you will be given a chance to present your comments during the tabling of the Oversight Report 2015/2016 in the Council meeting, on the 31st March 2017 at 14:00.

For any clarity in this regard, please do not hesitate to contact the Chairperson of MPAC, Cllr SPJ Bogatsu at 076 918 8994.

I hope you find this in order.

SPJ BOGATSU (Cllr)
CHAIRPERSON: MPAC

SALGA LGWSETA

10 YEARS OF FREEDOM south africa 1994 - 2004

Kea Moipolai

From: Kea Moipolai <kea@klerksdorp.org>
Sent: 13 February 2017 09:19 AM
To: 'Victor Delport'
Cc: 'spjbogatsu1@gmail.com'
Subject: RE: Written comments Annual Report 2015/2016

Mr Delport

Good morning,

This serves to inform you that I have forwarded your comments to the MPAC Chairperson and that same will be discussed at the MPAC meeting in due course.

Further that Management will respond and I will ensure that you are provided with responses.

Your efforts are highly appreciated.

Kind Regards

Kea Moipolai
MPAC Administrator
072 760 5734

From: Victor Delport [mailto:vedelport@gmail.com]
Sent: 07 February 2017 04:36 PM
To: kea@klerksdorp.org
Subject: Written comments Annual Report 2015/2016

Good day Kea

Please find attached documentation for Chairperson of MPAC's attention.
Proof of receipt will be appreciated and is awaited..

Regards

VE Delport
vedelport@gmail.com
082 890 4056
This is an electronic transmission and therefore unsigned

--
This message has been scanned for viruses and
dangerous content by **SevenC Computing**, and is
believed to be clean.

☎ (018) 487 8300 🖷 (018) 464 1780 ✉ 99 Klerksdorp 2570
e-mail: records@klerksdorp.org Website: www.klerksdorp.org

CITY OF MATLOSANA

Our Ref: Ref: 5/14/2/2

Enquiries: Enq: Cllr SPJ Bogatsu (25)

27 March 2017

Mr. Tonie Meiring
PO Box 1632
KLERKSDORP
2570

Sir

COMMENTS ON THE ANNUAL REPORT 2015/2016 FINANCIAL YEAR

The above-mentioned matter has reference.

This serves to acknowledge your comments as submitted by your good self on the Annual Report 2015/2016.

Please be informed that your comments were noted and will form part of the Oversight Report 2015/2016. There are questions that needs responses and clarity, which the Accounting Officer will give explanation to each of them. The Committee is therefore requesting that you exercise your patience as the Committee will continue to seek clarity from management and respond accordingly.

The Municipal Public Accounts Committee regret to inform you that it could not give everyone an opportunity to present the Comments at the public participation meeting, held on the 9th March 2017, however you will be given a chance to present your comments during the tabling of the Oversight Report 2015/2016 in the Council meeting, on the 31st March 2017 at 14:00.

For any clarity in this regard, please do not hesitate to contact the Chairperson of MPAC, Cllr SPJ Bogatsu at 076 918 8994.

I hope you find this in order.

SPJ Bogatsu

SPJ BOGATSU (Cllr)
CHAIRPERSON: MPAC

SALGA LGWSETA

10 YEARS OF FREEDOM south africa 1994 - 2004

ATTENDANCE REGISTERS

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **WEDNESDAY, 18TH JANUARY 2017** AT **8:30** IN **THE EXECUTIVE MAYOR'S BOARDROOM**, FIRST FLOOR, **CIVIC CENTRE,** KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	APOLOGY
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	APOLOGY

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
M.V RAMOKANATE	RISK OFFICER	
KR MOIPOLAI	MPAC "	

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE MEETING HELD MONDAY, 06 FEBRUARY 2017 IN THE COMMITTEE ROOM, FIRST FLOOR, CIVIC CENTRE AT 9:30

NAME & SURNAME	DESIGNATION	CONTACTS	E-MAIL	SIGNATURE
S.P.J. BOGATSU	Mpac Chairs	0769188996	spjbogatsu1@gmail.com	Bogatsu
MPHO PHAKOE	Mpac member	0829747031	lmphakoe7@gmail.com	
THAMBO MOPESBOTMAN	MPAC member	084 621 3511	botmanjones@gmail	
G.A. Mohoemang	MPAC MEMBER	072 256 3440	gmohoemang @gmail.com	
S.P. SESANA	MPAC	0712108275	copeshaun@gmail.com	Sesana
N.-A Ludick	MPAC M.	073 4640 745		Ludick
M.C MAHLANGU	MPAC	0769890047	somathwa@gmail.com	
P.T. Horn	cllr	0848724300	ronniehorn @lantic.net	
Lizzy Moremi	MPAC Member	0727129151	Lizzymoremi708@gmail.com	
SEREKO Nonggayi	" "	0734449760	Sirnonggayis@gmail.com	

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE M[illegible]NG HELD MONDAY, 06 FEBRUARY 2017 IN THE COMMITTEE ROOM, FIRST FLOOR, CIVIC CENTRE AT 9:30

NAME & SURNAME	DESIGNATION	CONTACTS	E-MAIL	SIGNATURE
Cllr Ansofie Cambrinck	Member MPAC	0761466406	ansofie@vodamail.co.za	[signature]
CLLR J LE GRANGE	Member MPAC	0829645015	–	[signature]
T VAN TONDER.	ACC. AFS	0184878603.	tvantonder@klerksdorp.org	[signature]
RIAN BOSHOFF	ACFO	0823262531	CHRBOSHOFF@gmail.com	[signature]
Lerato Ramorola	SIR STRAT Act DIR CORS Act MM	082 441 4961	lmramorola@klerk..	[signature]
Rudo Venter	AG - Manager	018 294 3301	rventer@agsa.co.za	[signature]
Jaen le Roux	AG - Manager	0182943301	Jaen@agsa.co.za	[signature]
CLLR M. SEITISHO	Member of MPAC	0727433630	methapeleseitisho@gmail.	[signature]
Vuyiswa Madongo	Acting CAOM	0835395318	vuyiswa@kld.org	[signature]
FAROUK TAGAREE	MMC FINANCE	0798999485	Ftagaree@klerksdorp.org	[signature]

CITY OF MATLOSANA

PREPARATORY COMMITTI

ATTENDANCE REGISTER

PUBLIC PARTICIPATION MEETING –ANNAUL REPORT 2015/2016

08 FEBRUARY 2017

NAME & SURNAME	DESIGNATION	CONTACT NUMBERS	EMAIL ADRESS	SIGNATURE
THABO MOSOTHO	ACCOUNTANT	018 487 8461	thabom@klerksdorp.org	[signature]
Teboga Ramone	Comm & mark	018 487 8311	tramone@klerksdorp.org	[signature]
M.E. MARUMO	DD: MM OFF.	018 487 8335	emarumo@klerksdorp.org	[signature]
S.M. MARUMO	MANAGER DEM	018-487 8038	mokawaveyz@gmail	[signature]
SINDISWA MANJU	CLO - OSPK	018 487 8004	speaker@klerksdorp.org	[signature]
M.F Mnxeile	Admin Officer	018 487 8326	fmnxeile@klerksdorp.org	[signature]
V. MATYANA	ADSW	018 487 8006	vmatyana@klerksdorp	[signature]
Nancy Crowhurst	CCRS	018-487 8050	nancy@klerksdorp.cls	[signature]
V. Madbayo	MPAC	018 487 8545	vmadbayo@klerksdorp	[signature]
BG MASIBI	AO: SPKO's	018 487 8024	bmasibi@klerksdorp	[signature]
Roger Hk				

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **THURSDAY, 09TH FEBRUARY 2017** AT **09:30** IN **COUNCIL CHAMBER**, FIRST FLOOR, **CIVIC CENTRE,** KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
NM Maabela	CRO	
T.S.R NKHUMISE	AMM	
V. Modbango	MPAC	

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **MONDAY, 20TH FEBRUARY 2017** AT **09:30** IN **COUNCIL CHAMBER**, FIRST FLOOR, **CIVIC CENTRE**, KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	
	L. MOLOKO	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
M.V RAMOKHNATE	ACRO	
P.T Modelekwa	ACAE	
KR MOIPOLAI	CAO: MPAC	
T.S.R Nkhumise	AMM	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
V. Moobonyo	Admin officer	
M.V RAMOKANATE	ACRO	
P.T Molelekwa	ACAE	

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **MONDAY, 21ST FEBRUARY 2017** AT **09:30** IN **COUNCIL CHAMBER**, FIRST FLOOR, **CIVIC CENTRE**, KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	APPOLOGY
	L. MOLOKO	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
T.S.R MKHUMISE	AMM	
KR MOIPOLAI	CAO: MPAC	
V. MADONGO	ADMIN: MPAC	
M.V RAMOKHAMATE	ACRO	

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **WEDNESDAY, 01ST MARCH 2017** AT **09:30** IN **COUNCIL CHAMBER**, FIRST FLOOR, **CIVIC CENTRE**, KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
K. MOLPOLAI	MPAC Admin	

CITY OF MATLOSANA

ATTENDANCE REGISTER

IN LOCO INSPECTION OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **FRIDAY, 03 MARCH 2017** AT **09:00** IN **KOSH.**

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	APOLOGY
	L. MOLOKO	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
P. T. Hoek	dld	
K Moipolai	CAO: MPAC	
V. Mabongo	ADMIN – MPAC	

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **MONDAY, 06th MARCH 2017** AT **09:30** IN **COMMITTEE ROOM**, FIRST FLOOR, **CIVIC CENTRE,** KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	.....
MEMBERS:	GA MOHOEMANG	.....
	LM PHAKOE	.....
	A COMBRINCK	.....
	MN SEITISHO	.....
	MC MAHLANGU	.....
	JJ LE GRANGE	.....
	AN LUDIDI	.....
	IM GROENEWALD	.....
	S NONGQAYI	.....
	SL MOREMI	.....
	L KHOZA	.....
	SP SESANA	.....
	MT BOTMAN	.....

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
N.M Moabelo	CRO	.....
M.V Ramokhumise	Risk Officer	.....
P.T. Horn	Cllr	.....
K.R Moipolai	CAO: MPAC	.....

ATTENDANCE REGISTER

PUBLIC PARTICIPATION MEETING –ANNAUL REPORT 2015/2016

07 MARCH 2017

NAME & SURNAME	DESIGNATION	CONTACT NUMBERS	EMAIL ADRESS	SIGNATURE
KR MOIPOLAI	CAO: MPAC	072 760 5734	kea@klerksdorp.org	[signature]
GKB MASIBI	AD: SPK'O	072 563 1975	bmasibi@klerksdorp.org	[signature]
Vuyo Matyana	AD SW	082 678 9170	Vmatyana@klerks	[signature]
STEPHEN MARUMO	OEM	076 340 7924	smarumo@klerksdorp.org	
William Lethoba	Speaker	018 487 8004	—	[signature]
THABO MOSOTHO	BUDGET	018 487 8462	thabom@klerksdorp.org	[signature]
S.P.J. BOGATSU	MPAC Chair	076 918 8994	spjbogatsu1@gmail.com	[signature]
M.C MAHLANGU	MPAC MEMBER	0769390047	somuthwa@gmail.com	[signature]
Tabogo Ramone	Comm & Mark	072 893 1199	tramone@klerksdorp.org	[signature]
V. Mabonyo	MPAC. Admin	083 539 5318	vm@abonyo@klerksdorp.org	[signature]

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **FRIDAY, 10th MARCH 2017** AT **10:00** IN **COUNCIL CHAMBER**, FIRST FLOOR, **CIVIC CENTRE**, KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	SBogatsu
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	MC MAHLANGU	
	JJ LE GRANGE	JJLeGrange
	SP SESANA	Sesana

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
K. Moyoba	MPAC Co-ordinator	
V. Moobayo	MPAC Admin Officer	

ATTENDANCE REGISTER

MEETING OF THE **1ST PUBLIC HEARING OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** AND **SENIOR MANAGERS** OF THE **CITY OF MATLOSANA ON THE ANNUAL REPORT 2015/2016** HELD ON **MONDAY, 13TH MARCH 2017** AT **09:30** IN **THE COUNCIL CHAMBER**, FIRST FLOOR, **CIVIC CENTRE,** KLERKSDORP

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	

OFFICIALS / OTHERS

NAME PRINTED	DESIGNATION	SIGNATURE
K. Moipolai	CAO: MPAC	
P.A. Koto	MPAC	
MM Baas	MPAC	
V. Maboya	MPAC	

DIRECTORATE: CORPORATE SERVICES

OFFICIALS / OTHERS

NAME PRINTED	DESIGNATION	SIGNATURE
L.M. RAMOROLA	Act Dir Corp	[signature]
J. Mokansi	A.D legal and land	[signature]
A. Mokshane	AD: HRM & D	[signature]
NTWAMPE CIYA	DEPUTY DIRECTOR: CORP	[signature]
J.E. J.v. Rensburg	AD: Admin	[signature]
ML MOJAKI	MMC CORP.	[signature]
VUYO MATYANA	ADSW	[signature]
M.V RAMOKANATE	Risk OFFICER	[signature]
A.J. Sebetele	~~AD~~ N.Y.: LR	[signature]
GKB MASIBI	AD: SPK'O	[signature]
SM. MARNUN	OEM	[signature]
DM Dintwe	PRO	[signature]

STATEGIC PLANNING

S. Ouwencamp	IDP Coordinator	[signature]
C Jansen van Rensburg	PMS Officer	[signature]
O.C. POWRIE	PMS COORDINATOR	[signature]

ATTENDANCE REGISTER

MEETING OF THE **2nd PUBLIC HEARING OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** AND **SENIOR MANAGERS** OF THE **CITY OF MATLOSANA ON THE ANNUAL REPORT 2015/2016** HELD ON **TUESDAY, 14TH MARCH 2017** AT **09:30** IN **THE COUNCIL CHAMBER**, FIRST FLOOR, **CIVIC CENTRE,** KLERKSDORP

CHAIRPERSON:	SPJ BOGATSU	.....
MEMBERS:	GA MOHOEMANG	.....
	LM PHAKOE	.....
	A COMBRINCK	.....
	MN SEITISHO	.....
	MC MAHLANGU	.....
	JJ LE GRANGE	.....
	AN LUDIDI	.....
	IM GROENEWALD	.....
	S NONGQAYI	.....
	SL MOREMI	.....
	L KHOZA	.....
	SP SESANA	.....
	MT BOTMAN	.....

OFFICIALS / OTHERS

NAME PRINTED	**DESIGNATION**	**SIGNATURE**
P. A. Koto	MPAC Support Staff	
M M Baas	MPAC " "	
V. Maobongo	MPAC - Admin	
K. Molpolai	MPAC CAO	

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE 3rd PUBLIC HEARING OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE AND SENIOR MANAGERS OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **WEDNESDAY, 15TH MARCH 2017** AT **9:30** IN **THE COUNCIL CHAMBER** FIRST FLOOR, **CIVIC CENTRE,** KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	Bogatsu
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	APOLOGY
	JJ LE GRANGE	le Grange
	AN LUDIDI	A N Ludidi
	IM GROENEWALD	APOLOGY
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
P. A. Koto	MPAC Support Staff	
mm Boas	MPAC Support "	
KR Morokai	MPAC: CAO	

DIRECTORATE: ELECTRICAL & MECHANICAL ENGINEERING

NAME PRINTED	DESIGNATION	SIGNATURE
KD Rannona	Act Dir E&M	
PO Matsaola	Assitant Director E&M	
SA Mabaso	Assistant Dir Elect	
SD Montoedi	MMC ELECTRICAL	
MV Ramokanate	Risk OFFICER	

15/3/2017

DIRECTORATE: MUNICIPAL & ENVIRONMENTAL SERVICES

OFFICIALS / OTHERS CLLR P.F Mabeli

NAME PRINTED	DESIGNATION	SIGNATURE
Tyrone W Auckssis	AD-Cleansing	
Bert Gaffen	Acting Museum Curator	
M G Morebodi	DD SAC	
HEM Olivier	ADLS	
M.V Ramokanate	Risk Officer	
M.J. Masib	Acting Dmas	
N.M. Motsoenyane	AD Health Services.	
S.P. Muntu	Asst Dir Licensing	
P S Mpato	Acting AD Fire	
N.S. Mendi-Ga	MMC C/Service	

15/3/2017

DIRECTORATE: CIVIL SERVICES & HUMAN SETTLEMENT

NAME PRINTED	DESIGNATION	SIGNATURE
SP PHALA	DD. Hous	
M.F Nthaba	MMC infra	
J. J. Pitura	AD CSS/HS	
L D Selemoseng	AD: DP&BS	
T. Thabeng	CAO Hous	
T. VILARAZI	M.M.C- HS	
M.V RAMOKANATE	RISK OFFICER	
M P DITLHOBOLO	ACTING PMU MANAGER	
T.W. MAJE	CAO T.W.	

15/3/2017

CITY OF MATLOSANA

ATTENDANCE REGISTER

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE AND SENIOR MANAGERS OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **FRIDAY, 17TH MARCH 2017** AT **8:30** IN **THE COUNCIL CHAMBER** FIRST FLOOR, **CIVIC CENTRE,** KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	RESIGNED
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	

OTHERS / OFFICIALS

NAME PRINTED	**DESIGNATION**	**SIGNATURE**
KR MOIPOLAI	CAO: MPAC	
MM BAAS	MPAC	
P.A. KOBO	MPAC	
M.V RAMOKANATE	RISK OFFICER	

17/3/17

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
G J LETLHOO	ADEM	[signature]
T.B. Motileni	AD: Scm	[signature]

DIRECTORATE : ELECTRICAL & MECHANICAL ENGINEERING

KD Rannona	Act Dir E&M	[signature]
SA Mabaso	Assist Dir Elect	[signature]
SD MONTOEDI	MMC ELECTRICAL	[signature]
PO Matsaola	Assit Dir Mechanical	[signature]

OFFICE OF THE EXECUTIVE MAYOR

1, Maefu Kgaile

17/3/17

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
DIRECTORATE: MACRO CITY & PLANNING.		
T S Ramane	marketing off	
MA KHUZWAYO	DDUCEND	
W.K. MAPONYA	AMMFA	
AD. Comm & Mrk	ND makgetha	
J.M DANXA	LED HOD	
TSHEPO KHOZA	MMC Macro City Planning & Devi	
Meisie Dintwe	Public Relations Off.	
N.M. Moleze.	Market	

17/3/17

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE 4th PUBLIC HEARING OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE AND SENIOR MANAGERS OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON THURSDAY **16TH MARCH 2017** AT **9:30** IN **THE COUNCIL CHAMBER** FIRST FLOOR, **CIVIC CENTRE,** KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	Resigned
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
P.A. KOTO	MPAC	
MM Baas	MPAC	
KR MOIPOLAI	MPAC: CAO	
T.S.R MKHAIZILE	ACTING SMM	

16/3/17

DIRECTORATE: FINANCE

NAME PRINTED	DESIGNATION	SIGNATURE
GABRIEL RAMORWESI	CFO	
TODIE VAN TONDER	ACC: AFS	
G J LETLHCO	ADEM	
SARAH NALOVU	SEN ACC	
T.B. Motleni	AD: SCM	
T.S.R NKHUMISE	AMM	
M.V RAMOKANATE	RISK OFFICER	
Tinotenda Rushwaya	GT	
Mokone Ntshieq	GT	
FAROUK TAGARRE	MMC FINANCE	

16/3/17

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **WEDNESDAY, 22nd MARCH 2017** AT **08:30** IN **COMMITTEE ROOM**, FIRST FLOOR, **CIVIC CENTRE**, KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	APOLOGY
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	
	MN SEITISHO	
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI P.T. Hoin	
	IM ~~GROENEWALD~~	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
P.A. KOTO	MPAC administration	
V. Maesongo	MPAC ADMIN	
N. Baas	MPAC ADMIN	
KR MOIPOLAI	MPAC ADMIN	

WASTE MANAGEMENT & LANDFILL SITES

NAME PRINTED	DESIGNATION	SIGNATURE
Tyrone W Duplessis	AD-Cleansing	[signature]
Willy Matsi	Snr Tech Ass	[signature]

CITY OF MATLOSANA

ATTENDANCE REGISTER

MEETING OF THE **MUNICIPAL PUBLIC ACCOUNTS COMMITTEE** OF THE **CITY OF MATLOSANA** ON THE **ANNUAL REPORT 2015/2016** HELD ON **FRIDAY, 24TH MARCH 2017** AT **08:30** IN **COMMITTEE ROOM**, FIRST FLOOR, **CIVIC CENTRE**, KLERKSDORP.

CHAIRPERSON:	SPJ BOGATSU	
MEMBERS:	GA MOHOEMANG	
	LM PHAKOE	
	A COMBRINCK	Apology
	MN SEITISHO	Apology
	MC MAHLANGU	
	JJ LE GRANGE	
	AN LUDIDI	
	IM GROENEWALD	
	S NONGQAYI	
	SL MOREMI	
	L KHOZA	
	SP SESANA	
	MT BOTMAN	

OTHERS / OFFICIALS

NAME PRINTED	DESIGNATION	SIGNATURE
K. Moipolai	CAO: MPAC	
V. Mookongo	Admin: MPAC	
MM Baas	Admin: MPAC	
P.A. Koto	MPAC support staff	

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
P.M Molubi	CLLR WARD 32+33	073 140 2979	Molubi
T.O. VILAKAZI	CLLR WARD 13	078 644 7866	[illegible]
L.H METHI	PR Conciller	0826221095	LHMethi
S.P. SESANA	MPAC	0712108275	[illegible]
L. KHOZA	MPAC	0789959770	[illegible]
G.A. Mohoemang	MPAC	0722563440	[illegible]
M.N SEITISHO	MPAC	0727433630	Seitisho
R.W NTOZINI	SPEAKER	0722494629	[illegible]
S.H. NANI	CLLR WARD 23	0835460927	[illegible]
L.M. Ramorola	COM Bus	082 441 4961	[illegible]
M. MORE	CoM - CS & HS	076 708 4591	[illegible]
T.M. MABULELA	WARD COUNCILLOR #24	0731658158	Mabulela
A Cambrinck	MPAC	0761466406	A Cambrinck
L M PHAUNG	MPAC	0829747037	[illegible]
J LE GRANGE	MPAC	0829645015	[illegible]
S.L. MOREMI	MPAC	0727129151	[illegible]
S. Nonggayi	"	0734449760	[illegible]

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CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
Mc Mar/ engy			
S.P.J. Bogatsu	17 Mpac chair	076 918 8994	Bogatsu
Derick Roodt	Irasa	0828551104	[illegible]
Irene Matetoane	MMC	079 2287 914	[illegible]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
M. MOEKETSI	Ward 26	0768169850	M. MOEKETSI
B.P Tjeko	Ward 23	08366 42446	B.P Tjeko
P.K. Tuaresena	Ward 23	0791208311	P [illegible]
Bocheli Acyria	Ward 23	0631699612	Bocheli
B.M. Masisi	Ward 23	0836978016	[illegible]
J Mpahla	Ward 23	0765587996	[illegible]
S.A Mohlafu	Ward 23	0838849953	[illegible]
M. Mpahla	Ward 23	078 484 5094	Mpahla
J. Khoza	Ward 23	~~0786615339~~	J Khanak
MR Makhoana	Ward 23	0786615339	[illegible]
Ms Mpindo	Ward 23	0633261979	[illegible]
Sarah Hoko	23	0743390685	S Hoko
P. Sindela	26	0732616415	[illegible]
S. Mofoteng	23	0788224113	[illegible]
A. LEPELE	23		
N. MAGWAZA	23	0791369813	[illegible]
M Mbago	23	0763453807	[illegible]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
T.K.S Nthunya	ANC 23	0714308540	[illegible]
Lehlohonolo Masudle	WARD 23	0835977994	[illegible]
Sizamele November	WARD 23 ANC	0842207768	[illegible]
MALEPETSANE MOTHOWA	WARD 23	0732154988	[illegible]
N.N.NKOBO	WARD 23 ANC	0781546525	N.N.Nkobo
M.S.Yangeli	WARD 27 ANC	0735539193	M.S.Yangeli
E. mabe	WARD 27 ANC	0637590956	E. mabe
L.N. FARO	WARD 10 ANC	073 195 8686	[illegible]
L.L. Cutsua	Ward CLLR 27	0833422308	[illegible]
H.O. Lepheane	Ward 35	071 801 9287	[illegible]
B. MAZANTSANA	WARD 31 ANC	0766394120	[illegible]
M.P. KGARERE	" 38 ANC	0633058651	[illegible]
Johannes Nguye	Ward 36 DA, ward Commitee	0739455736	[illegible]
T.T. MPotle	ward committe ward 24	0710151955	
Keletso Malake	ward committe 23	0796664425	[illegible]
Mapulong Gwabene	ward 13 ANC.	0783636164	[illegible]
Sadie Oligant	ward 13 ANC	0786150077	[illegible]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
Cllr Matshwerereng	Ward 20	073 243 3325	
K.R. Gotshelwang	Ward 22		K.R. Gotshelwang
J.D Ntsane	Ward 22	084 8288 624	Ntsane

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
Cllr Khaya NDINCEDE	Ward 21	0734350901	[illegible]
Jenny Motshabi	Ward 38	082 0407467	[illegible]
MM HTEO	Ward 9	0833719309	[illegible]
ND CIYA	Council	0836460579	[illegible]
Abram Mokoena		073 873 15 70	[illegible]
RATHEBE MOJAKI	TORO KE BOPHELO	072 979 5619	[illegible]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
N. Mxaku	Ward Committee 10 Jouberton	0839222940	N. Mxaku
T. PHETO	Ward Committee 15	060 461 5484	T. Pheto
K.L Stoma	Ward 24	061 763 2721	Stoma.
F N. Mhlakaza	Ward 10 Jouberton	0730356876	Mhlakaza
L N Mokgothu	Ward 10 "	073 875 9913	L Mokgothu
H Molema	Ward 10 "	—	X
M Montsho	Ward 10 Jouberton	0767522262	Elizabethe
M. Mokwa	Ward 5 Jouberton	074 04 94 094	S.M. Mokwa
N.M. Sizani	Ward 5 Jouberton	073 5688347	N.M. Sizani
Lindiwe Mokwa	Ward 5 Jouberton	0740494094	[illegible]
J.H. Yika	Ward 19 ANC	0844271280	[illegible]
E.N. Postma	Ward 17 Councillor	0833744918	[illegible]
LLIJAH STEVEN	WARD 38 KHUMA	072 2014 851	[illegible]
SEP MKHONTWANE	WARD 38 KHUMA	0768939740	[illegible]
V.E. DELPORT	PRIVATE WARD 39	0828904056	[illegible]
E RHEEDER	WARD 17	0828345718	[illegible]
V MATYANA	COM ABSW	0826789170	[illegible]

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CITY OF MATLOSANA

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PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
A.N. Ludidi	CLLR 36	073 4640 745	Ludidi
S.M MARMAN	DEM MANAGER	076 340 7924	[illegible]
V.E MOOBONYO	ADMIN MPAC	083 539 5318	[illegible]
ML MOJAICI	CLLR (MMC)	0744386367	[illegible]
KD Rannong	Act Dir E&M	072 914 2080	[illegible]
KR MOIPOLAI	ADMIN MPAC	072 760 5734	[illegible]
IRENE MATETOANE	MMC: Transversal	079 228 7914	[illegible]
MAETU KGAILE	EM (EXECUTIVE MAYOR)	018 487 8002	[illegible]
T.S.R MKHUMISE	COM (Actg MM)	082 658 1525	[illegible]
M.V RAMOKANATE	COM (RISK Mngt)	018 487 8054	[illegible]
MAESTRO KANDISA	ELECTRICAL	018 487 8574	[illegible]
SP PHALA	HOUSING	018 487-8588	[illegible]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
M.D. DIKHUCO	24	0729511582	
M.S. Sizalushelu	09	0790169056	
MISAPITSO T	3 B	072 0655 691	
S.J. NANTU	SAMCO	0711345328	
K.D. MOLUTSI	28	0736705054	
Z.M. Modise	25	0746001829	
M.P Sonda	36	084 485 1879	
Pengenese Philoane	13	0782718735	
N. NKALA		0713212124	
ND Makgetha	City of Matlosana	0794650980	
MF Mmele	City of Matlosana	0738158259	
ML Lepikoq	City of Matlosana	487-8025	
V Mekgwe	[redacted] 20	0827662809	
G. Maphosa	33	0824281564	
H. Nchupelsang	Young Communist League	076 610 8354	
P. KGAREBE	WARD 38 ANC	0633058651	
REJS DLADLA	3143 EXT 7 WARD 07	0847756510	

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
S.M MASEKO	ANC 36	073 84[illegible]2 508	
P.K MOAHA	ANC 36	073 987 6533	
P.S. MOLEBATSI	ANC 36	071 893 4160	
M.D. modise	ANC 36	071 893 4160	
M.J. MOMUGA	ANC 36	—	Momuga.
PJ mokoro	ward 22	0682819037	
H KETEGO	11 38	0781857614	
B. Lerite	ward 05	063 013 6938	Blerite
D. Mokopanele	ward 05	0839835 323	Dmokopanele
M. Tsumile	ward 05	062 453 6625	M Tsumile
Micca Dikupe	ward 05	071 566 2315	Dikupe
L.P Selemoseng	COM	0727439787	Selemoseng
O.J. SELEKE	COM - LED	0729679777	
N. Mendla	WARD 21	0733335563	NMendla
Lindelwe Phiriso	WARD 21	078 986 553	
N. MNGANGENI	WARD 21	0786649140	Mngana
A. Moshoeshoe	Ward 23	0726119980	

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
L.C LEBENYA	26	061 043 2063	
JEMIMA MMULUTSI	23	073 8475323	JMmulutsi
J. MANUNA	23	—	
ANNAH TSOLO	23	0766968880	
Josephine Serekelo	23	063 438 1841	
L KAMA	6	078 610 1884	
L. APOLISI	06	073 422 9490	
N. Majaki	07	079 341 3375	
P MOKWENA	07	0735171109	
G. Lekgwenyane	07	0788739776	G. Lekgwe
PC ZENGWE	23	0810297325	
Anna Malinga	7	0726138246	
ISRAEL Moremedi	2	—	
Rachae Masibi	City of Matlosana	0828010582	
MP. MAHI	CITY OF MATLOSANA	0765432413	
O.S. Setlhare	City of Matlosana	0731487321	
TA MASELENYANE	11 11 11	073 133 1662	

CITY OF MATLOSANA

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PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
Mariam Letshabo	ANC wards	0835925196	
Mpho Makuke	ANC Ward 9	064 082 8929	
M. Malic.	ANC Ward 24	0768900737	
Mbuyiselo Ndevu	ANC Ward 37	0799733677	
Suzan Kenene	ANC Ward 20	0737275223	
S.Z. MOSAPI	ANC. WARD 31	0737645517	
SJ MAJIJI	ANC WARD 31	071821 0877	
C.N. Lomo	Ward 27 ANC	0626478756	
T.P SETSETSE	ward 27 ANC	0610622367	
D.M Moyajane	Ward 05 ANC	0838625715	
M.A MOTHLOE	WARD 33 ANC	073 082 8211	
E.M Sekasha	Ward 33 ANC	084 817 2595	
M Mosupa	ECO	0829375930	
M.E. MATLALE	SANCO WARD 31	076 356 5725	
THANDISWA MTYHUDA	SACP WARD 13	0736636408	
P.K. SEKONYA	WARD 12	060 408 3471	
M.R. MOLEBATSI	WARD 12	063 563 4454	

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
M. Phakwe	Ward 5	0632745296	
T. Mouti si	Ward 5	0610464982	
T. LEBEKO	Ward 5	0810970142	
L. Leeuw	ward 5	0630544406	
M. Masondo	Ward 5	0633170840	M. Masondo
M.S Motshwaina	ward 05	083 2911769	
TSHEPO Tabe	S.A.C.P.Y.C.L 24	0799943491	
Khaki/o Xoli/e	ANC YCL WARD 32	0737350909	
FW KAPUZA	ANC YCL WARD 32	0633494177	
Mohlaoloa Boitumelo	Ward 5	072 834 4995	
C.T HLALUKANA	Ward 33 ANC	061 080 2565	
NGCEBELE THANDIWE	ward 33	064 735 5252	
Solomon MAHLAKA	WARD 6	0725389132	
SIMON MOCOKO	Ward 5	0737640802	
SOPHY Sikhosana	Ward 13	0733594915	
Mayo Nombulelo	ward 24	0719054564	
Moabi Mhabiseng	ward 24	0780347626	

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
M.R. Mofokeng	SANCO / WARD 24	0794411646	[signature]
Y.A. Fitshiane	WOD 1/3 AC	0737445349	[signature]
Fikile MAROTI	INC AC10	0632240640	[signature]
R Steyn	Cllr. Ward 29	083 391 0650	[signature]
B. Serapelo	Cllr Ward 9	073 966 5550	[signature]
Ragnar Louthbrooke	VIKINGS	072 362 1553	[signature]
Bongani Sam	Vikings	072 362 1553	[signature]
M.Nkululeko	Ward 34	063 587 8670	[signature]
S.B Maseng	KHUMA YOUTH STRUCTURE	0736309097	[signature]
W.E Diedericks	WARD 39	082 359 8080	[signature]
A.S. Diedericks	WARD 39	082 458 8878	[signature]
T.B Phoyojane	WARD 01	0742333712	[signature]
Tebogo Lebethe	WARD 36	0748303091	[signature]
Sibusiso MAKAE	WARD 36	063163784	[signature]
T.J KONYANA	WARD 26	061 454 7616	[signature]
L.V. Molifi	Ward 24	082 707 9519	[signature]
E.M. Mosimane	26	0742207740	[signature]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
S.L RATLHOGO	WARD 05	—	[signature]
N.M. MOLAPISI	WARD 05	0738789345	[signature]
S PHOKWANE	DA. WARD 7	0726838490	[signature]
D. MDZINWA	WARD 04	0718045783	[signature]
P. Dire	E.N.C 32 Khon	0847183653	[signature]
N.I. Tshabalala	Ward 27	0836970568	[signature]
MARION NKONRA	Ward 05	062 352 8009	M. NKONRA
DITLHORISO MOGAIANE	Ward 05	083 862 5715	D. [signature]
Willie Louwrens	Ward 30 Stilfontein	083 383 8017	[signature]
Zetwa MNISI	Ward 6	0739054531	[signature]
F. TSAGAE	WARD 1	0720879526	[signature]
M.D. MFundisi	WARD 13	0742632164	MFund. S.
M. meko	WARD. 13	0828491863	[signature]
[illegible]. MDINGI	WARD 12	0721715713	[signature]
K Tshakane	Ward 12	0735874389	[signature]
MJ NYATHELA	ward 23	0780272987	[signature]
Mamoketo MORAHANYE	Ward 26	0791564752	[signature]

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CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
A. MGWEBA	WARD 13	078 362 1879	A. Mgweba
David Seeko	ward Committee	078 917 1925	[illegible]
S. Gulela	Ward 24	072 4142945	[illegible]
M. Mafisa	Ward 24	0785908923	[illegible]
J. Mogo	WARD 24	072 3142826	[illegible]
T.A. MOKGELE	WARD 24 KANANA	078 364 2496	T.A. Mokgele
L.J. MPOTLE	WARD 24 KANANA	079 769 6575	
A Nkopo	WARD 15	078 913 5559	[illegible]
B. ntanaso	WARD 21 Umuzimuhle	0603354597	[illegible]
MS. MOLETSANE	WARD 35	0786684250	[illegible]
Butt Lekgale	ward 15 Tourbertou	0616421951	[illegible]
Minah Moloi	ANC. ward 13	0764066707	[illegible]
Nicholas Fooso	ward 15	0782034779	[illegible]
Botseng Tatai	ward 13	0785177958	Tatai
Nthabiseng VENTER	ward 13	0634388332	[illegible]
KABELO MAFISA	ward 24	0618791958	[illegible]
Thabang Marumo	ward 15	078 888 6029	[illegible]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
D.K. Mokgotho	WARD 01	0640245733	D.K. [illegible]
Molebogeng Seitshiro	WARD 01	071 557 6186	J.M. Seit
K.M MATLAWE	WARD 01	061 362 9277	K.M. [illegible]
M.G CAMAGU	WARD 04	073 7524962.	[illegible]
M I MOGOMOTSI	ANC WARD 01	0760920204	Mogomotsi
D.M Nambewu	ANC ward 2	0719291693	[illegible]
M.M. Mkona	ANC WARD 2	0717429322	Mkona
Vuyiwa Klaas	ANC Z 26	0839556485	[illegible]
Mohatsi Khoababa	ANC Ward 24	083 5714488	Khoababa
J.B Zweni	ANC ward 24	0786077227	[illegible]
P. Letsedi	ANC wold 32	0785091495	[illegible]
M.T. Le Roux	A.N.C Ward 32	0758231714	Le Roux
Mathaba GoRadebe	ANC ward 32	–	Betty
M.P. KHAUOE	Ward Com member 13	0732240471	[illegible]
[illegible]	Ward 13	0733149214	[illegible]
[illegible]	Ward 13	0721550115	[illegible]
M.M KOLOBE	Ward 13	0710903891	M. KOLOBE

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
MAKIE MAGONGA	ANC-WARD 32	0815160057	
DAVID KEKAGETSE	ANC-WARD 32	0711199602	
M.M Manyela.	ANC - Ward 32	0736245978	
Jonana Manlanza	ANC - ward 32	076 550 1088	
Louisa WYATT	ANC - ward 32	0722806240	
LEBO Kungwane	ANC. WARD 4	0609421025	
BUTANA (PAPI) MKHIZE	ANC - WARD 4	081 5021 669	
MM GAJE	ANC - WARD 4	073 000 8080	
BM BAT MAHALEPA	ANC - WARD 4	073 714 9637	
CK Moepeng	ANC - WARD 4	0787155869	
S Mosiane	ANC - WARD 4	0786569391	
S Moloi	ANC - WARD 4	—	
MO Modise	ANC - WARD 4	—	
KG WANYANE	ANC - WARD 4	083 672 5782	
S. JONKER	ANC - WARD 4	078 484 8317.	
K LEPITE	ANC - WARD 4	071 75 900 24	
K.L. WANYANE	ANC - WARD 4	0833527409.	

CITY OF MATLOSANA

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
EYENDE EMILY	WARD 27		E.E.
Mm Tutubala	Ward 24	0840104759	Mm Tutubala
Bikeledi Mandie	Ward 24	0781073306	[illegible]
Mlandu Nwabisa	Ward 25	0745701019	[illegible]
ISAAC MAHLATSI	WARD 06	0724756347	[illegible] Mahlatsi
NEO MOPHUTING	WARD 13	0713330210	[illegible]
M.J. Teleko	Ward 24 Kanana	063 837 9960	[illegible]
K.M. Maine	Ward 24 Kanana	0748733693	[illegible]
S.D MOTSHOARI	WARD 24 KANANA	0618611391	[illegible]
D.P. MOJAKI	WARD 7 Jouberton	0837253212	[illegible]
J. MODIMONYANA	WARD 7 Jouberton	0837253212	[illegible]
Maria Kamele	WARD 10 Jouberton	0730698487	[illegible]
D.T. Makale	WARD 05 Jouberton	0738870951	[illegible]
D. Mokopanelele	WARD 05 Jouberton	0839835323	[illegible]
M. Ebudilwe	Ward 05 Jouberton	0788571785	Ebudilwe
T. MOFOKENG	WARD 04 Alabama	0843387774	[illegible]
ENNIE KEIKAGETSE	ANC WARD 32	0638102155	[illegible]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
J LEREFOLO	ANC 4	0641909063	
M. MABASO	ANC 20	07982 505 94	
T. Mogotsi	ANC 20	0747514392	
T. Ciraloie	EFF Ward 24	062 300 2003	
J. MOTSEMME	ANC 24	0785531426	
C. E MONE	ANC 27	0721370446	
A RAHAMBUCE	ANC 27	072 348 3833	
L. Pama	ANC 27	073 101 4628	
B Soduka	ANC - 27	078 574 6829	
PONTSHO S. MOTLOUNG	ANC. WARD 6	078 405 3 813	
Isaac Mokaleng	ANC 6	079 726 8732	
Nomvula Mogakane	ANC 4	.	
Mzwamadoda	ANC 11	0634722136	
Nomvo Maleke	— 13	0787082375	
Rebecca Tshaela	— 13	0787977098	
Rosy Latha.	13	0710898735	
ROSETTA JULIE	27	0732869845	

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
M. Mofokeng	4	0787922624	M. Mofokeng
L. Letlhoo	4	073 844 2852	Letlhoo
MA. MACHISA	4	073 855 3995	X
Adam M. Machakela	Ward Comm. (1)	0744968523	M.A.(ADAM)
R. MOLATAKA	4	079 4028 141	X
P. MORAKE	4	060 302 8755.	P. Morake.
Zinah Zethibe	4	0721263883	OSSoth
madidiba KHAPEPELA	4	0744583926	KHAPELA
DELLA nyamni	4	0768738931	[illegible]
Jene myamni	4	0762221002	[illegible]
Bottemelo Clayoitsine	ANC 4	0739192202	[illegible]
Jack Mokgalagadi	4	0631960401	[illegible]
MaPule PAI	4	0785480184	MGPAI
Mseetsi RJ	4		[illegible]
H. Seqwole	ANC 4		
KENOSI Esther Modukanele	ANC 32	0828697375	Modukanele
Lerato Shoie	OA 32	074 660 5443	[illegible]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
T.L. LEBETHE	WARD 36	0748303091	
S MAKAE		0631628784	

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
Ntombi E. Radebe	24 kanana	0734970318	Radebe.
William Segola	Ext 6 Khuma	0762131612	W. Segola
Thobory. Mande	Ext 10 kanana	0833167141	[illegible]
Benjamin K. Sechumi	Ext 10 Kanana	0833610616	[illegible]
I.R Maseko	Ext 12 ward 26	084 6821 208	[illegible]
P.B Vanyaza	Ext 12 Ward 26	063 8620 338	P.B Vanyaza.
N.F. RADEBE	EXT 12 WARD 26	063 2088 750	Radebe
Merriam Muubu	Ext 12 ward 26	0835990935	M Muubu
Piet masala	Ext 12 ward 26		MASALA
M.C MAKOATSANE	X8 654 WARD 24	0714988079	[illegible]
N.R. NDIYA	Z11154 Kanana ward 26	076 636 6423	[illegible]
F.S HLAHASWANE	11186Z kanana ward 26	0723749733	[illegible]
M. Masekwane	WARD 24 KANANA	078 850 6920	[illegible]
P. Duikes	WARD 24 Kanana	079741 5997	Duikes
P mokoena	ward 24 kanana	0766710505	[illegible]
R. RABOROKO	WARD 24 KANANA	0717427023	Raboroko,

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
T.J. MORORA	SECRETARY WARD 33	0785776782	
N.M Nkukwana-Jack	Fourberton WARD 09	0747605649	
S.H. Masiy	ANC 07	0715741410	
K.A. MAAKGWE	ANC 07	0702961153	
Jeanette Modimong	ANC 07		
Kabelo Maetso	ANC 33	0826508453	
L.P Molete	ANC 33	072 950 4578	Lucky

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
M.S. SETSOHO	24	0733056082	[signature]
P.J MOKOANA	WARD 33	071 083 7471	J.P. Mokoana
T.J LETSIE	" 33	None	[signature]
M.M. MTEMBU	ANC 27	0738418285	[signature]
E.T. Baba	ANC 27	076 037 6242	[signature]
K.E NTSIE	Ward 24	0748609574	K.E.M.
R MAOLE	Ward 24	081082 3113	R Mao
M Lepheane	Ward 24	083 67 400 85	[signature]
Daniel Sereko	Rev. Ward Committee	078 917 1925	[signature]
KUNA BONGI	CLLR COM	0820917628	[signature]
MAPE MOTETE	WARD 34	0796633277	[signature]
Lipa Sinoisa	WARD 38	0717912134	[signature]
HD MBOENI	WARD 38	0614389132	[signature]
MW MAZIMA	WARD 33	079 601 7084	[signature]
N. Mlandu	Ward 25	0603740540	[signature]
Cllr Lulu Chao	Ward 12 Cllr	076 372 9849	[signature]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
I.P MONDLO	WARD COMMITTEE 33	0603746909	
A. MAETSO	WARD 33	0726976570	A. Maetso
E.M MOKGATLA	WARD 33	0739679191	X
M.S NKHOISANG	WARD 33	0631310943	
M.E MAMBANE	" 33	0631310943	X
T.M. GEGANA	" 33	073 9679191	X
K.D DAYIMANE	" 33	NONE	X
A.Z PHIKA	" 33	078 3874 7703	AMIL PHIKA
M.M SEKGATLA	" 38	NONE	X
M.N MBELI	" 33	NONE	X
P.L KANKASE	" 33	NONE	
K.L MONAKAMA	" 27	073 5850 227	
D.I TLOLA	" 33	083 5282 644	X
M.E KLAAS	" 33	083 5620 949	
L.J DUBE	" 33	060 3784 983	
T. Mokwatlo	33	0839922449	
M.R. Montsling	" 24	073 716 5507	Montsling

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
A. NDONGA	27	074 205 8595	[signature]
LAWRENCE T. MABUNDA	38	0724276964	[signature]
S.G. MOOKETSI	38	078 083 8506	[signature]
R.N. MCENA	38	073 182 7238	[signature]
SL. TAJI	24	0633398543	[signature]
D. Lebethe	27	0 19852535	[signature]
Reyane Mottalepule	20	—	[signature]
O.G. JASSON	20	0637053788	[signature]
M.D. BELLO	20	0723653424	[signature]
D.S. TSHABALALA	27	0611298229	[signature]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
[illegible]	Sebe	-0783006424	Sebe
Bosman Hester	ANC - WARD 5	—	[illegible]
ANNA SITHOLE	ANC - WARD 10	0787035860	A.S. Sithole
NATASHA MACLEAN	ANC - WARD 5	072 3928 508	[illegible]
LOYISO JULY	ANC - WARD 5	083 2049583	[illegible]
G.L. MOTLAWILE	ANC - WARD 05	0604281212	[illegible]
Zm Bonaga	ANC - WARD 05	0604092817	Bonaga
Johana Tlhomedi	ANC - WARD 5	0760839149	Tlhomedi
Bertha Mosetlhi	ANC - WARD 05	0719003200	[illegible]
Josia Thamae	ANC - Ward - 24	0734202914	[illegible]
A. Zulu	ANC - WARD - 24	078 628 3248	[illegible]
MZWANDILE Bopi	Kamm - EX 5	0793166812	[illegible]
EM Scheepers	Pienaarsdorp Comm	0710771582	[illegible] Scheepers
M Janse van Rensburg	Ward 19 Ward Committee	084 603 5151	[illegible]
Tsholofelo Serapelo	Pienaarsdorp Comm	083 424 1148	[illegible]
E CHIMBA	ANC 24	—	[illegible]
T.S MARUMO	ANC 24	083 489 8534	[illegible]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
P A KOLOANE	KHUMA 31	0725992377	[signature]
LINDISWA MACALA	KANANA	0603740540	[signature]
NWABISA MLANDU	KANANA	0745701019	[signature]
M.M. Kubedi	ANC ward 24	0736169805	[signature]
B. L MOSIAPOA	ANC ward 24	0796657799	[signature]
T. DUMA	WARD 13 JOUBERTON	0723011224	T.DUMA
L. MTHETHO	"	"	L.MTHETHO
N.W. Tau	Eff KANANA Ward 24	073 9282 188	[signature]
H.M Letuka	ANC Kanana Ward 24	0749010019	[signature]
G.N. Majola	ANC Kanana 24	073 561 8469	[signature]
T. WESINYANA	EFF KANANA 24	072 914 2781	[signature]
S SEKOTO	ANC KANANA 24	0767951846	[signature]
K Matokonyane	Jouberton ANC 05	0845912105	[signature]
N. MBETHA	JOUBERTON ANC 05	0781219099	[signature]
E. MOKWENE	ANC WARD 07	—	ELIAS
T.A SEAKAMORE	ANC ward 5	0760260381	[signature]
E.N MEMELA	WARD 04	0797326605	[signature]

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	INITIALS AND SURNAME	ORGANISATION / WARD 13		CONTACT NO.	SIGNATURE
1	Puleng Sedumedi	ANC	13	—	X
2	Elizabeth Mjekula	ANC	13	0620442510	X
3	Welminah Mabote	ANC	13	0620442510	X
4	Lenah Mokgotlwane	ANC	13	0834788572	L Mogotwan
5	HILDA DISEKO	ANC	13	0620442510	H. DISEKO
6	MERRIAM NDINDWA	ANC	13	0620442510	NDINDWA
7	Agnes Paraffin	AMC	13	—	Agnes
8	MARIA MATSWIRI	ANC	6	—	[illegible]
9	Vuyokazi Mene	ANC	13	0782914286	V Mene
10	Nompumelelo Spel	ANC	13	0762530122	NPSpel
11	Amelia Kantshonyane	ANC	13	0620442510	[illegible]
12	N.E. Dastile	ANC	24	0635397501	[illegible]
13	Hugo Sello	ANC	24	0625768499	[illegible]
14	NDADE [illegible]		24	0733397060	[illegible]
15	Ninnie Mokoto		9		[illegible]
	Moses Tuwe	ANC		0710033216	[illegible]
	Jacky Makhalemele	WARD 05		082 713 2849	[illegible]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
T.S Lechala	26	0766284839	[signature]
J.P Fokivebe	17	0784456910	[signature]
N.S. Thom	WARD 27	0607449148	[signature]
N.L. mocoanceng	CH26	0734333324	M.C.C.
J Ndlovu		0722660660	
P. Madlopha	26	0632289301	[signature]
N. Ngodi	21	0721559292	[signature]
T.B. MBatha	21	0624901350	
OD MASHISHI	28 ANC	0798652233	
LEK Mabote	28 ANC	0782864682	[signature]
T.G Masilo	28 ANC	0764346104	[signature]
N.S. Yangeli	27 ANC	0735539193	N.S. Yangeli
E. mabe	27 ANC	0637590956	E. mabe
N.S. Snymes	23 ANC	0723010639	N.S.
T.S Motsie	19	0735056011	[signature]
M.F. Madule	23 ANC	0730967738	[signature]
E Sindiswana	23 ANC	0789464022	E M

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
F.C. MAROTI	ANC AL 10	0632240640	[illegible]
Moblatsi Khoarara	ANC Ward 24	0835714488	Khoarara
M.M. Gaeadingwe	ANC ward 18	0733773983	M.Gaeadingwe
BERSHA SEBOGAO	ANC Ward 18	0797181341	[illegible]
JAMES MTSOLWANE	ANC Ward 18		[illegible]
Agnes MAPHALALA	ANC ward 23	073 152 9484	[illegible]
Nomzamo Makwekwe	ANC. ward 23	0710261401	[illegible]
M.P. Lefete	ANC Ward 26	0739487041	Lefete
P.V. DLAMINI	ANC WARD 27	0634656822	[illegible]
S.T TSATSI	ANC WARD 23	0711554682	[illegible]
SM MALISA	ANC WARD 23	0782080224	[illegible]
E Semamola	ANC WARD 23	0713048219	E.Semamola
P.M. Hokoane	ANC ward 23	0713138736	[illegible]
N. Dlamini	ANC Ward 23	0737399556	M Dlamini
H.S Rossa	FI.VANG	8518	[illegible]
M Moshoeshoe	CORS	8487	[illegible]
M Itumeleng	CORS	8390	[illegible]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
AI METSHE	WARD6	0735803396	[signature]
MOYENI SIBIYA	WARD 23	0732544556	[signature]
Tamanki Mokhaoli	WARD 22	0840765118	T. mokhaoli
Mahobe Maria	WARD 23	0794827927	Maria
Itumeleng moTHola	WARD 23	-	moTHola
Puseletso Nkette	Ward23	0788601902	P. I. Nkette
Cllr. BESTER	Ward 28	0828817915	[signature]
MLEBuRu	Khomna T+8	0607014402	MLEBuRu
N Majikijela	2 Ward 21	072 566 0218	[signature]
Z. Thwala	Ward 21	0796848737	[signature]
L. Blokwana	Ward 21	0739423107	[signature]
R. Sinalo	Ward 21	0782241914	[signature]
S. PARAFIN	Ward 13	0768252702	S. PARAFIN
S. Dzena	Ward 21	078 8135 104	[signature]
E. Xuza	Ward 21	0631638895	[signature]
Abednigo	Ward 23	0768589365	[signature]
T.S Toli	Word 22	0739196809	[signature]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
F.S. SAMTHU	WARD 22	0718460999	
F.M. MAKOTEDI	WARD 22	0717069237	
M.S. KHAMPEPE	WARD 22	0737749307	
T.J. LENABA	WARD 12	0835634454	
M.S. LENABA	WARD 12	0846629774	
M. Thulo	WARD 12	—	
M. LENABA	WARD 12	0836212503	
T. MONKIE	WARD 23	0737017533	
T.G. Oageng	WARD 23	0733777116	Oageng
A.D. Makara	Ward 23	0810922637	A.D.M.
M.P. Mokhele	ward 23	0796977927	
Rile. S.T	ward 23	0761389855	S.T.P.
PONONO TAU	ward 23	0793101321	Tau
L.M. MOTSUSI	WARD 23	061 925 4606	
LYDIA TAU	WARD 23	0793101381	
A.N. Mzuzu	Ward 32	0784399332	N. Mzuzu
M.J HOMUGA	Ward 23	—	Homuga.

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
W. WALLHORN	WARD COUNCILLOR WARD 39	0636822681	[illegible]
T.M. MABULELA	WARD COUNCILLOR # 24	0731658158	Mabulela
EDWIN THEBEYACHE	WARD 12	0820833035	[illegible]
Jemina Molecke	" "	0789215753	[illegible]
ENYELI NXAMKE	" "	071 666 9238	[illegible]
T.J. LENABA	" "	063 563 4454	[illegible]
Masiko Lepolonca	DXC 28		
Sowchei	ANC 28	0712529 5356	[illegible]
Moabi William		0760659163	[illegible]
Mohlomi Dupapa	ward 24		[illegible]
Mokhali Matau	Ward 24	0835520373	M Mokhali
M. Bona	ANC	0763524368	[illegible]
Dinah Thaadi	ANC	0731405780	Dinah
A E Motsemme	ANC	0826785398	Motsemme
J. Machodi	Anc		[illegible]
P. Nguenya	ANC	0839502969	[illegible]
K.A. SEAGO	38	071028 3061	A Seago

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
neo mongale	Anc ward 26	063282 7615	mongale
B.M. Johnson	Anc ward 26	073 083 6659	[illegible]
M.A. Motsiri	WARD 20	071 945 0402	[illegible]
W. Moabi		0760659163	Moabi
M. Mohlomi	Ward 24	0760659163	M. Hanapwo
M.E. Mokoena	Ward 23	060 411 0667	[illegible]
L.M. MOSADI	Ward 23	061 370 3712	[illegible]
R.C. Polelo	— 23	0785079506	[illegible]
M.M Seleke	ward 23	0787270612	[illegible]
T Mokhwae	Ward 23	0726360047	[illegible]
L.R Lomo	ward 20	0635458057	[illegible]
R.R Khoabeme	Ward 28	063 396 3435	[illegible]
J.K Davids	ward 5	0635607810	[illegible]
KAGISO LEKGOINE	ward 5	0635607810	[illegible]
N.E Mabindisa	Ward 21	0793448590	N.E Mabindisa
E.M. NDABEZITHA	ward 7	0749360467	[illegible]
REV J.S DLADLA	WARD 7	084 775 6510	[illegible]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
K.P. Motsage	WARD 23	0818411859.	K.P. Motsage
T.G Mokhomo	WARD 26	073 053 8101	Mokhomo
M Meles	EXT 16	F740	Mmeles
Masualle Lehlohonolo	WARD 6	0732415 232	Masualle
November Sizamele	WARD 6	084 2207768	[illegible]
S Mathata	Ward	—	E Mathata
D.N. Modise	WARD 23	078 304 2048	Modise
Gilbert Mokgatla	EFF	0810715457	Mokgatla
M.E. Mokopanele	Ext 6	0764590832	[illegible]
NS - Malangeni	Ext 6	—	NS Malangeni
T.E. Makgalanyane	EXT 6	0785380148	[illegible]
M.A. LEKITLANE	WARD 38 ANC	0747241165	[illegible]
A. MAHLOPE	WARD 38 ANC	0747241165	A. MAHLOPE
N NTOKO	WARD 38 ANC	N/A	N. NTOKO
M. Mattanyane	WARD 04 ANC	0785812698	Mattanyane
Tshepiso Lehloo	WARD 04 ANC	0797864240	[illegible]
WENAH KEIKAGETSE	ANC - 32	071499602	[illegible]

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
Mapato Tsoeli	22	0734471160	
Zanele CHIKILA	22	073 199 9854	
Dolly Khoza	34	0825128140	
Wende Makabe	34	0736219189	
N.F SELLO	38	0714020487	
M.C Nkake	38	0714020478	
E.N. MATSHOBA	38	073 873 4455	
M.E Vangoll	16	0735243251	
D.C Pebane	33	060 4030 918	
M.K Leshoye	35	073 373 3174	
T. Mowke	31	0763677944	
N.S.MAKHOBALO	35	0840342908	
M.J. Khesa	35	074 424 5964	
S. Ralyi	13	078 084 6162	
S. Parafin	13	0768253702	
M. THEBE	07	0724033424	
T. MODIMONYANE	07	063 489 0973	

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INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
M.G. Seitshiro	09	079 388 7486	[signature]
D. Mokhokhe	09	0783990990	[signature]
I-J Mokoene	12	0726150050	Mokoene.
T.H Thazagae	12		TM.
J.Z. Nkangeni	12	071 6669238	[signature]
N.M Nkukwana	09	074 760 5649	[signature]
S.M. Mandju	33	0849701587	
C.P. Qathatsi	33		
Keaobaka Molete	36	076 963 7947	[signature]
Sello Motete	38	0764654732	[signature] S.J.
SJ Mothubatgomo	09	0787212169	[signature]
K.V Maropole	09	0732960925	[signature]
F.W. Moeti	09	0608666759	[signature]
K.M. Matlhare	23	0735620747	K.M. Matlhare
I.M. Matlhare	23	0638852680	Matlhare
A.M. Mozokeng	23	0825418374	Mozokeng
A Ndwandwe	38	0722381643	ANdwandwe

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
Basebi Seiro	38		
F.D. BOJANG	07 Jouberton	0730355555	
Z. Ruald	12	0719285418	
N. Siwiza	20	0785718200	

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
Fistus Lettole	23 Kanana 3ET3	082 719 7729	[signature]
Lef Khojane	23 Ward EXT 15	0835937723	[signature]
W Mokoyang	Ward 23 Kanana	0735525927	[signature]
SM MOKGATLA	Ward 36 Kanana	0810715457	[signature]
I.S. MAZANTSANA	WARD 33 KHUMA	0626396594	MAZANTSANA
S NKASHELE	WARD 34 Khuma	0780833864	[signature]
T.I. Phalamahashi	Ward 34 Khuma	071 976 4618	[signature]
MM			
Mo Thuni Molelekeng	WARD 23 KANANA	0730673508	[signature]
M Goodman	words 27 Kanana	—	[signature]
K.P. Motsage	WARD 23 KANANA	0618411859	K.P. Motsage
SA Moraki	WARD 24 Kanana	0781073306	[signature]
M.J. Moleko	WARD-24 Kanana	0797979721	[signature]
M.M. Kabedi	Ward 24 Kanana	0736169805	[signature]
Mm Tutubala	Ward 24 Kanana	0840104759	Mm Tutubala
M.P MTOLO	Word 27 Kanana	0783927105	[signature]
LINDISWA MACALA	WARD 25 KANANA	0603740540	[signature]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
NWABISA MLANDU	WARD 25 KANANA	0745701019	
Johanes Ngcekwi	ward 13 J/TOWN	0735970194	
Roses Ntomboxolo	ward 5 J/TOWN	0722769704	
Tsumile Nomathemba	ward 5 J/T		

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
T. I. WEBB	WARD 7 JOUBERTON	063 342 2995	[signature]
Johanne Nguye	Ward 36 ward Kanana Committee	0739455736	[signature]
Sumile Qangase	WARD 31 EXT9 Khuma	0618644636	[signature]
N. Moyokeng	Kanana EXT6 H734	0810908533	moyokeng
PETRUS F MALASHE	WARD 27 Kanana	063 527 1834	[signature]
MAVAELE FRANCE	Ward 27 Kanana	0785854107	[signature]
Anna Mokgwe			
HATU BUCWA	Khuma	078 4496789	[signature]
PINKIE Twala	Ex4 WARD Comittee 38	074 794 5152	P. Twala.
NOMFUSI MNQANQENI	EXT 4 WARD 38	073 8314 ~~8~~ 357	N. Mnqanqeni
SIBUSISO MNQANQENI	EXT4 WARD 38	065 35699 24	[signature]
Itumeleng Motshabi	Ward 16 Flimieda	071 3705449	Imotshabi
Naledi Matthako	Ward 38 ext 4	NA-	X
Winnie Sithole	Ward 38 ex4		
Amanda Mawlope	Ward 38 ex4	079 7573 971	[signature]
Ndubabalo NTLOKO	Ward 38 Ex4	078 3388 045	[signature]
Mando Lekitlane	Ward 38 Ex4	074 7241 165	[signature]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
V.M Funde	BYK. Entertainment 34	079 286 0033	[signature]
David Iafta	Hanana 23	0736996370	[signature]
V. DLOBELA	WARD COMMITTEE 23	0737465631	V. Dlobela
S. Mphahla	ward 23	0787781521	Mphahla
P. Mosidi	ward 23	0710208179	[signature]
M. Mosidi	ward 23	0604938435	M. Mosidi
JOAAS	ward 23		JONAS
MANTSHOKO MONTO	WARD 22	0789706184	[signature]
L M Harmse	Ward 6	0742911363	Harmse
Mmamorena	Ward 6	0729372503	Lekgetho
Mokoena M. F.	Ward 27	—	[signature]
LEAH MOROKE	WARD 18	0840344891	[signature]
CLLR Gawkase J	WARD 33	0715081072	[signature]
M.Ramonoane	ward 38	0780624791	MRamonoane
L.Ramonoane	" "	0724852517	Ramonoane

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
TB Mohlani	City of Matlosana	018-4878017	[illegible]
V.R Kuti	City of Matlosana	018 487 8800	[illegible]
M. EMINTY	CITY OF MATLOSANA FINANCE	018 4878031	[illegible]
Khoko Moabi	CITY OF MATLOSANA GRS	018 487 8032	[illegible]

CITY OF MATLOSANA

ATTENDANCE REGISTER

PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

DATE: 9 MARCH 2017 AT 14H00 IN THE AUDITORIUM HALL, KLERKSDORP

INITIALS AND SURNAME	ORGANISATION / WARD	CONTACT NO.	SIGNATURE
L.Lekhuane	ward 38	0719271323	L.Lekhuane
N.M.Fungni	WARD 38	0603517330	[illegible]
Y.K. SEILHABI	WARD 38	0722989 42	[illegible]

MEDIA NOTICES

Motors te sien oor Paasfees

Klerksdorp Rekord, Klerksdorp - Nie minder as 12 jaar terug het Klerksdorp se Streetrod Klub, Rod&Mod die eerste geleentheid gekry om dié tweejaarlikse byenkoms aan te bied.

Dit was die 11e SA Nationals in Klerksdorp.

Meer as 400 Streetrods en Classics het die sportvelde van Hoërskool Klerksdorp versier, amper 15 000 pare voete is deur die hekke en daar was 11 kerke wat kos voorberei het.

Daar was ook sportmotors en antieke motors sowel as ander skouwaardige spogmotors.

Nou, 12 jaar later het Klerksdorp weer die geleentheid. Die 17e SA Streetrod Nationals, en dit in 2017. Weereens gaan die terrein van KHS ingespan word. Daar sal Streetrods, Classics, Sportmotors en Antieke motors wees van klubs dwarsoor die land. Mooi insleeptrokke en ander spogwaens is ook welkom. Daar sal baie pryse te wen wees soos deur handelaars geskenk.

Motorverwante handelaars gaan by die karre op die veld hul ware aanbied en ook stalletjies met projekte van landwyd sal te sien wees. Kom kyk hoe ons hier in SA karre bou en roes uitsny, panele met die hand maak, nie koop en in-sweis nie!

Vlooimark stalletjie is daar meer as 100 uitgesit, met of sonder krag. Die kosstalletjies sal weereens deur die kerke gedoen word en daar sal 'n biertuin wees waar daar gesit en ontspan word.

Meer inligting van Herman Prinsloo by 082 322 2212.

CITY OF MATLOSANA

TABLING OF THE 2015/2016 ANNUAL REPORT, 2016/2017 MID-YEAR BUDGET AND PERFORMANCE ASSESSMENT REPORT

Notice is hereby given in terms of Section 127(5) (a) of the Local Government: Municipal Finance Management Act 2003 (Act 56 of 2003) as amended and the Municipal Budget and Reporting Regulations 2008 Section 34, read with Section 21A of the Local Government: Municipal Systems Act, 2000 (Act 32 of 2000) as amended, that the City of Matlosana's Annual Report for the 2015/2016 financial year and Mid-Year Budget and Performance Assessment Report for the 2016/2017 financial year, served before the Council on 31 January 2017.

The reports can be accessed on the following website: www.matlosana.gov.za.

The Annual Report has been placed in the KOSH Libraries and Satellite offices for public scrutiny and comments. Copies of the Annual Report can also be obtained from the Performance Management Unit, Room 301, Civic Centre, Klerksdorp during office hours (07:45 to 16:30).

The public is hereby invited to submit written comments, or verbal comments or email comments on the 2015/2016 Annual Report for the attention of the Chairperson: Municipal Public Accounts Committee (MPAC), Room 215, Second Floor, Civic Centre, Klerksdorp or email kea@klerksdorp.org.

Herewith is the schedule of MPAC meetings where the 2015/2016 Annual Report will be deliberated, for promoting Good Governance and Accountability in terms of Section 129 and 130 of the Municipal Finance Management Act, (Act No. 56 of 2003) as amended.

DATE	ACTIVITY/ROLE PLAYERS	LIST OF ITEMS	TIME & VENUE
6.2.2017	MPAC Meeting with the Auditor-General, Executive Mayor, Speaker, Council Whip Acting Municipal Manager, Acting Chief Financial Officer and Directors.	Comment by the Auditor-General on the Audit Outcome	09:30 Council Chamber
7.2.2017	Chair Person: MPAC & Manager Communications	Slot with Star FM - • Awareness on the tabling of the Annual Report 2015/2016 • Invitation of local community to MPAC meetings and public participation	18:00
9.2.2017	MPAC Meeting	Discussion based on the comment by the Auditor-General : [Qualified Opinion] • Quality of Submitted Financial Statements • Quality of Submitted Performance Reports • Supply Chain Management & other non-compliance • Human Resource Management • Financial Health	09:30 Council Chamber
13.2.2017	MPAC Meeting	Discussion based on the comment by the Auditor-General: [Qualified Opinion] • Quality of Submitted Financial Statements • Quality of Submitted Performance Reports • Supply Chain Management & other non-compliance • Human Resource Management • Financial Health	09:30 Council Chamber
9.3.2017	MPAC, Councillors, Stakeholders, Management, Officials, Members of Public	Public participation on the Annual Report 2015/2016	14 :00-17 :00 Auditorium
13.3.2017	Interviews by MPAC	Executive Mayor, Acting Municipal Manager, Acting Chief Financial Officer, Directors, Deputy Directors, Assistant Directors and Identified Staff	09:30 Council Chamber
15.3.2017	Interviews by MPAC	Interviews Continues	09:30 Council Chamber
16.3.2017	Interviews by MPAC	Interviews Continues	09:30 Council Chamber
28.3.2017	Council Meeting	Tabling of the Oversight Report on the Annual Report 2015/2016.	10:00 Council Chamber

Civic Centre
KLERKSDORP
Notice no. 6\2017

TSR NKHUMISE
ACTING MUNICIPAL MANAGER

Leer meer oor jou familie

Klerksdorp Rekord, Potchefstroom - Wil jy graag meer weet oor jou voorgeslagte, maar weet nie waar om te begin nie? Is jy op soek na 'n stokperdjie wat jou nie 'n arm en 'n been sal kos nie?

As dit die geval is, is die Noordwestak van die Genealogiese Genootskap van SA jou antwoord.

Op 13 Februarie om 19:00 skop die tak hul genealogiese jaar in die Potchefstroomse Hoofmuseum (hv Sol Plaatjie-laan en Wolmaransstraat) af met 'n kennemekaar en 'n vraag-en antwoordsessie.

'n Paneel kundiges sal beginners en diegene wat alreeds besig is met familiegeskiedenisnavorsing se vrae beantwoord oor waar om te begin, waar om vir inligting te soek, watter rekenaarprogramme aanbeveel word en nog vele meer.

Belangstellendes sal ook die geleentheid kry om die tak se genealogiese biblioteek in die Potchefstroomse Museum te besoek. Die biblioteek spog met meer as 200 familieregisters wat 'n magdom vanne dek en nagenoeg 6 000 begrafnisbriewe.

Die jaarprogram van die Noordwestak beloof om uiters leersaam te wees. Nie alleenlik sal kenners kom praat oor hul familiegeskiedenisnavorsing en die metodiek wat hul gevolg het nie, maar word daar uitstappies na onder andere 'n argief en die Groot-Marico beplan.

Beginners sal in Mei touwys gemaak word deur die ervare genealoog, Isabel Groesbeek. Sy is al vir meer as dertig jaar aktief besig met familiegeskiedenisnavorsing en die mederedakteur van talle familieregisters.

Sy organiseer ook die Genealogie- & Familie-Erfenisfees wat jaarliks in Pretoria aangebied word.

Vir meer inligting oor die Noordwestak se bedrywighede, kan Daan Meintjies (072747 9016) of Elmarie Weyers (018 299 5021) gekontak word. Die Genealogiese Genootskap se webblad: www.genza.org.za gee ook 'n oorsig van die aktiwiteite van al die takke in SA.

80 Goue jare



Letitia van Coller het op Vrydag 20 Januarie haar 80ste verjaardag gevier. Letitia het in 1972 na Orkney verhuis maar het 10 jaar later na Klerksdorp getrek. Sy is al 35 jaar in Klerksdorp en woon in Oleanderpark. Letitia het 'n seun en 'n dogter, twee kleindogters en is al 'n oumagrootjie vir twee agterkleinkinders.



UKWAZI SCHOOL OF NURSING - POTCHEFSTROOM

The next HEALTH CARE ASSISTANT COURSE for 2017 starts on 27 FEBRUARY 2017

The course is accredited by the HEALTH & WELFARE SETA (HW 591 PA 118445)

This course of 5 months' duration will assist students in making the waiting list for selection for the new nursing qualifications (the Higher Certificate in Auxiliary Nursing commencing in January 2018 and the Diploma in Nursing: Staff Nurse commencing in January 2019)

We are situated at 1st FLOOR, STANDARD BANK BUILDING, cor WALTER SISULU & RETIEF ST, POTCHEFSTOOM

For further information contact us on (018) 297-6532 • 018-297-7764 (fax) • betsie@ukwazi.co.za

Like us on Facebook and be part of the Klerksdorp Record community

remember to read us online www.klerksdorprecord.co.za

Help with claims

Lentswe, Klerksdorp - The Road Accident Fund's (RAF's) mobile office will be visiting the province for the second time in as many weeks when it travels to Potchefstroom, Khuma, Kanana, Jouberton and Ottosdal from Monday 6 March.

Boniswa Matshoba, public relations specialist of RAF, says this visit will expand reach to motor vehicle accident victims, providing them with further opportunities to claim directly from the RAF.

"At the heart of this extensive community outreach is service delivery, taking the RAF's products and services to the doorsteps of the people who need them the most. The branded-vehicle has the capability of consulting with at least 70 to 80 customers at any given time," said Matshoba. Personnel will assist car crash victims with the direct registering of new claims, consolidation of required compliance documents, general claims queries, and reporting of alleged cases of misconduct against unscrupulous personal injury attorneys, including touts who defraud unsuspecting claimants.

Claimants are requested to bring their ID documents to enquire about their claims. People claiming for the first time are required to have case numbers, accident reports, hospital records, an affidavit stating circumstances of the accident, vehicle registrations and contact numbers of all parties involved in the motor vehicle accident.

In Khuma, the mobile office will be situated at the community hall on 7 March from 08:00-16:00. The office will move to Kanana's community hall on 8 March and on 9 March it will visit Jouberton at the community hall. A Hospital Service Centre is available at Tshepong Hospital in Jouberton.

Duck and dive game won't help



Matswako Waka

By Mohanoe Khiba

On Tuesday 14 February, arrangements for him to get an inquiry were made with the Matlosana Local Municipal MMC for Sports, Arts and Culture Cllr Pogisho Mabedi.

This was so Mabedi could respond thoroughly to the questions sent to him. Questions and clarities were from an unhappy community of Matlosana.

Remember when we heard that the PSL team, Free State Stars FC will use the local stadium; James Motlatsi Stadium for some of their alternative games.

People foresee this as an advantage for their local soccer players to have an opportunity to be developed, recruited and be the stars of tomorrow.

Someone said to me we are looking forward to produce another team Captain, like Danny Venter from our area.

Now the question is, 'has any of that happened so far?' People have realised that the very same team and together with some of the officials from the municipality are only developing themselves.

We sent questions to Mr Mabedi, but until today he is ignorant and sends us from pillar to post. We are so worried about his duck and diving games it seems as if he is hiding something to the people of Matlosana.

At least the community now know that the team is getting paid by the municipality for their appearance (to come and play), the security and also for the luxury accommodation.

We only see players conducting the coaching clinics for a few hours. When are they going to scout our local talent?

Are we going to see some new players from Matlosana playing on that team's development or on first team level?

In fact, what is Free State Stars FC doing for the people of Matlosana? It is indeed an insult to this community who failed to get complimentary tickets, so they can fill up the stadium and watch those games. Instead, what we know is municipal officials are supplied with a high number of those 'tickets'.

Just imagine, you give them tickets and they don't even attend those games, but will shine on the streets with them.

You guys have neighbours, why can't you give them the tickets rather than wasting this money? We all know that each and every venue or stadium have its capacity. When extra 'tickets' or others arranged by those who wants to feed themselves..., isn't that dangerous?

Have we forgotten that the very same stadium (Oppenheimer) had once been in the history of stampede? Be responsible, because overcrowding might also lead us there.

This is all we want to know, but it is not answered. For the record, PSL won't be happy to hear some of these dramas. Since we are still waiting to hear from you, this will have to continue. Watch this space!

Kedi tswaka bjana!!!

DR MAMA LEBO
Ngaka ya setso e matla
- E thusa ka ditho tsa bonna, ho hodisa dinoka le maraho
- O lahlehetswe ke moratiwa, onale mekotla ya kgotla
- Mathata a ditjhelete kapa a lenyalo
- O batla ho ima, ho tshwara lotto, hob aloe tjhelete
- Ho fumana chelete ya hao ka pele ha o tswa mo mosebetsing
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Ke a tshepahala

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Mrs A Naidoo happy again
This 1 day special prayer fixed all my marriage & financial problems
6 years ago my husband had left me and my children were always sick. Lucky I consulted Mama Shifeh & Maulana Ali and they offered me prayers and gave me powerful love crystals and then removed bad spirits from my house. After 3 days my husband came back to me. Now I am happily married. I recommend them to anyone who has marriage and financial problems. Your life will change.
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* Rats to put money in the house
* Short Boys to put in your account in 1 hour
* Win gambling * Bring back lost lover & many more.
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CITY OF MATLOSANA

City of Matlosana

NOTICE OF PUBLIC PARTICIPATION ON THE ANNUAL REPORT 2015/2016

The City of Matlosana hereby in terms of the provision of Section 20 of the Local Government Municipal System Act (No 32 of 2000) and Chapter 12 Section 130 (1) (a) & (b) of the Municipal Finance Management Act (No 56 of 2003), invites the Public and Public officials to the public participation meeting.

The details of the **Public Participation** meeting are as follows:

Date	:	Thursday, 09 March 2017
Venue	:	Auditorium, Civic Centre, Klerksdorp
Time	:	14:00 to 17:00

For more details on this meeting, please contact Ms GKB Masibi at 072 563 1975 and Mr MJ Modise at 083 228 0774 or 018 487 8004 during working hours (07:45 - 16:30)

Civic Centre
KLERKSDORP
Notice no: 27/2017
27 March 2017

TSR NKHUMISE
Acting Municipal Manager


AUCTION: WED 8 MAR @ 10AM
200+ FLEET VEHICLE AUCTION: NO RESERVE
10x H1'S, TOURNEO'S, QUANTUMS & VITO'S
80x PASSENGER VEHICLES
40x ASSORTED LDV'S & BAKKIES
20x VARIOUS TRUCKS
10x TRAILERS & BIKES...
CATALOGUE ONLINE 72 HOURS PRIOR TO AUCTION:
www.jpauctioneers.co.za
VIEW: MON 6 MAR & TUES 7 MAR 9AM- 4PM
VENUE: N12 AUCTION YARD, CORNER N12 AND R54
10KMS FROM POTCHEFSTROOM GPS: 26°39'34.36" S 27°10'21.16"E
REGISTRATION: R10 000 REFUNDABLE DEPOSIT
TERMS & CONDITIONS APPLY. E & O.E.
Items subject to change withoutprior notice.

You've tried the rest, rather stay with the BEST!
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REACHING FOR THE FUTURE
Office Hours: 018 464 1911 • Fax: 018 464 2009

Meet the Lentswe team


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Do you want people at your next event? Are you planning a church fete? Is a popular artist performing in your pub? Start with advertising your event in our social calendar/diary at a cost of only R60 for up to 30 words and R120 for up to 60 words.

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- Reël jy 'n groot fees?
- Tree hier 'n groot kunstenaar op?
- Is daar 'n belangrike gebeurtenis in jou omgewing?
- Beplan jou kerk 'n basaar?

As jy voete by jou funksie wil hê is advertensie altyd die beginpunt. Adverteer dit op ons sosiale kalender/dagboek teen slegs R60 tot en met 30 woorde of R120 tot en met 60 woorde (maksimum). BTW is reeds ingesluit.

Gaan na ons webwerf:
www.klerksdorprecord.co.za
om jou advertensie te bespreek.

Om hierdie nuutjie bekend te stel, staan een gelukkige adverteerder die kans om 'n kwartblad advertensie te wen deur van hierdie gerief gebruik te maak. Die wenner sal deur 'n gelukstrekking bekendgemaak word.

WEN - WEN - WEN

ELKE Donderdag: Maryland - DBS aand (drink, braai, sing), karaoke & braai. Happy hour tussen 17:00 en 18:00 - koop 1 drankie, kry 1 gratis. Braaipakkies beskikbaar. Tel: 018 462 0107.
223820 18/11-R

EVERY Friday & Saturday: Maryland - DJ's with great music, big dance floor, big screen TV, braai facilities outside with nice play area for kids, great menu, pool table & dart board, shooter wheel. Tel: 018 462 0107.
223821 18/11-R

1 April: Boeremusiekgilde bied 'n hobo-dans aan by Strathvaal Klub Stilfontein op 1 April om 17:00. R50 p.p. Pryse te wen. Worsbroodjies te koop. Kontantkroeg. Bring eie verversings. Skakel Fanie: 076 933 9233.
226802 17/03-31/03

DAILY Catholic Mass: Mon.-Fri.: 07:00. Sat. 17:30, Sunday 10:00. Divine Office: Morning Prayer Mon.-Fri. 07:00, Sat. 07:15, Sun. 08:30. Evening Prayer Mon-Sun. 17:30. The Priory of Stilfontein. www.accsa-goodhope.org 018 484 1177.
website

GEREGTELIKE KENNISGEWINGS
LEGAL NOTICES

TOO LATE FOR CLASSIFIEDS
TE LAAT VIR KLASSIFIKASIE

VAKANSIE-AKKOMMODASIE
Fantastiese 3-slaapkamerhuis en meenthuis, volledig toegerus met 180° seeuitsig beskikbaar in Gordonsbaai en Margate vir Aprilvakansie. Slegs R600 per dag.
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Sluitingsdatum: 30 Maart 2017.

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(VERVOLG VAN P4)

…ENNISGEWING VAN …EGTELIKE VERKOP- …3 VAN ROERENDE EIENDOM

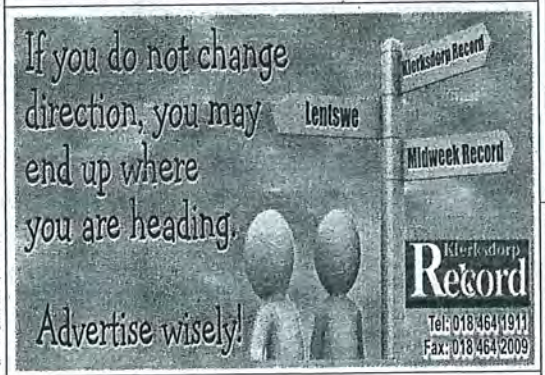
IN die Landdroshof vir die distrik van Matlosana. Gehou te Klerksdorp. Saaknommer: 59/2017.
In die saak tussen:
KLERKSDORP HOËRSKOOL Eksekusieskuldeiser
en
C DU PLESSIS Eksekusieskuldenaar

Ten uitvoerlegging van 'n vonnis van die Landdros, Klerksdorp gedateer 24 Februarie 2017 sal ondervermelde goedere om 10:00 op 19 April 2016 per publieke veiling te Leaskstraat 23, Klerksdorp deur die Balju vir die Landdroshof van Klerksdorp aan die hoogste bieër vir kontant verkoop word, naamlik: 1 x sitkamerstel - R2 000. 1 x yskas - R2000. TV-stel - R2 000. Geskatte waarde - R6000.

Geteken te Klerksdorp op 17 Maart 2017.

(GET) CF CLAASSENS, Eiser se Prokureurs, Claassens Van Niekerk, Fleckerweg 36, Orkney. Vir diening: Andersonstraat 97, Klerksdorp, 250. E-pos: invorderings@cvnork.co.za. Docex: 4. Tel: 018 473 3249. Faks: 018 4730611. Verw: CFC/LW. Lêernr: CK1060.
K11 24/03





Business Management Facilitator/Lecturer

Requirements:
- 3 Years Business Management qualification with Project Management as a subject
- Previous lecturing experience preferred

E-mail CV's to klerksdorp@msccollege.co.za

Hoërskool Schoonspruit
Waar almal tuis is!

BENODIG 'N DINAMIESE OPVOEDER IN:

Wiskunde Gr 8 – 12
(Beheerliggaam aanstelling)

Aansoeke vir hierdie pos kan per e-pos gestuur word na: admin@schooniehs.co.za
CV's kan ook by die skool ingehandig word.

Sluitingsdatum vir aansoeke is 27 Maart 2017 om 14:00

CITY OF MATLOSANA

City of Matlosana

CONSIDERATION OF THE ANNUAL REPORT 2015/2016 AND TABLING OF THE OVERSIGHT REPORT ON THE ANNUAL REPORT 2015/2016

The City of Matlosana hereby in terms of the provisions of Section 19 of the Local Government System Act (No. 32 of 2000) and Chapter 12 Section 130 (1)(a)&(b) of Local Government Financial Management Act (No. 56 of 2003) invites the Public and Public officials to the Council meeting, whereby the above-mentioned reports will inter alia be discussed.

Details of the meeting are as follows:

Date	:	**Friday, 31 March 2017**
Time	:	**10h00**
Venue	:	**Council Chamber, Civic Centre Klerksdorp**

For more details on this meeting, please contact Ms Betsy Masibi at 072 563 1975 and Mr Mompati Modise at 083 228 0774 or (018) 487 8004 during working hours. (07:45 - 13:00 and 13:45 – 16:30)

Civic Centre
KLERKSDORP
Notice no: 32/2017
17 March 2017

TSR NKHUMISE
Acting Municipal Manager

North West Gambling Board

NOTICE IN TERMS OF SECTION 24(2) OF THE NORTH WEST GAMBLING ACT, 2001 (ACT No. 2 OF 2001), AS AMENDED.

REQUEST FOR APPLICATIONS: TYPE C SITE OPERATOR LICENCES

The North West Gambling Board (*"the Board"*) intends to issue licenses for Type C Site Operators in the North West Province.

The Board, in terms of section 24(2) of the North West Gambling Act, 2001 (Act No. 2 of 2001), as amended, hereby give notice for interested parties to apply for **six (6)** Type C Site Operator Licenses.

The Request for Applications (RFA) in relation to Limited Payout Machine Licenses has been amended and contains information pertaining to the application process, the criteria applicable for evaluation of applications and regulatory requirements applicable to Type C Site Operator licenses.

The Request for Applications (RFA) in relation to Limited Payout Machine Licenses will be available at the offices of the Board, located at **131 University Drive, Mmabatho, 2735** from **06 to 07 April 2017** between **09h00 and 14h00**, upon payment of a non-refundable fee of **R3000.00**

Interested parties are advised to deposit the non-refundable fee into the bank account of the Board, as per the below and tender proof of the deposit upon collection of the Request for Applications document.

The banking details are as follows:

Bank:	ABSA
Branch:	Mahikeng
Account No:	405 392 6615
Branch Code:	334240

Applications for Type C Site Operator Licenses must be submitted to the offices of the Board, located at **131 University Drive, Mmabatho, 2735 from 29 to 31 May 2017** between **09h00 and 15h00**. Applications must be submitted per appointment by the applicant in person or by a duly authorized representative (with a letter of authority) to allow the officials of the Board to check and verify completeness of the application.

For any enquiries please contact the **Chief Executive Officer, Mr Fortune Sekgaphane** by facsimile, email, hand delivery or post: Facsimile **018 384 2290**, Email: **ceo@nwgb.co.za**, Hand delivery or post: **North West Gambling Board, 131 University Drive, Mmabatho, Private Bag X34, Mmabatho, 2735**

Enquiries: Ms Thando Mathebula (Tel. No: 018 384 3215/25)

Rommelstatus raak almal

Klerksdorp Rekord, Klerksdorp - SA se kredietgradering het rommelstatus bereik en niemand gaan die uitwerking daarvan ontsnap nie. Hoër brandstofpryse, rentekoerse en duurder invoere is onafwendbaar.

Klerksdorp Rekord het met prof André Duvenhage, politieke ekonoom en navorsings direkteur van die NWU Potch-kampus, gepraat na die aankondiging op Maandag 3 April.

Volgens hom is die land in 'n groter krisis as tydens die oorgang in 1994.

"Die man op die straat gaan direk geraak word deur rommelstatus omdat dit die waarde van die rand direk sal beïnvloed wat dan die koste van ru-olie en invoere beïnvloed. Dit sal ook die rentekoers raak wat elkeen aan sy sak sal voel," sê Duvenhage.

"S&P en Moody's se graderings word beïnvloed deur politieke stabiliteit, die ekonomie wat nie wil groei en werkskepping toelaat nie en die geweldige korrupsie in die land."

Die agentskappe moet aanbeveel of SA 'n goeie keuse is om in te belê of om eerder na ander lande soos Botswana te kyk.

Rommelstatus maak die risiko vir beleggings te groot met geld wat duurder is met 'n hoër rentekoers wat dan weer 'n uitwerking op ekonomiese groei het," verduidelik hy. Volgens Duvenhage is dit geweldig moeilik om weer 'n positiewe gradering te kry na rommelstatus bereik is waar stabiliteit vereis word. "Die land moet goeie regeerkundige praktyk toepas met soliede finansiële beheer. Die teendeel is tans aan die gang met die minister van finansies wat bloot vervang word. Daar moet geleenthede vir belegging geskep word en die samelewing is in geweldige konflik met voorbeelde soos Marikana en #feesmustfall.

BIG 5 PLANT HIRE
FOR HIRE:
Heavy Earth Moving Machinery
Graders 140H, 10M3 Tippers, 10 Ton Rollers, Watercars 10000 & 20000 litre, TLB's, Lowbed, Excavators
Contact John: 083 268 6604 • Johan: 083 440 4828
1a Boekenhout Street, Doringkruin

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Are you still positive about SA?

With the cabinet reshuffle and the announcement that South Africa has been downgraded to junk status, Klerksdorp Record asked readers if they are still positive about the country.



Itumeleng Mokgautsi
I am not very positive. Nothing has changed for us. Yes, we have freedom, but we still struggle. I believe that while President Jacob Zuma remains in office things will not change for us.



Marlene Oosthuizen
"Ek is positief, want ek glo dinge moet eers slegter word voordat dit kan beter word. Everything will be okay in the end - if it is not okay - it is not the end.



Tinus Potgieter
Natuurlik moet ons positief wees. Ons het baie om voor dankbaar te wees. Mense gee nog vir mekaar om. Dinge is moeilik maar daar is nie sprake van 'n algehele ineenstorting nie.



Gaven Magabe
I am very worried because it seems that things are getting worse. Less jobs with an economy that is getting worse. I think Pravin Gordhan was a good finance Minister and should not have been fired.



Dalene Bouwer
Ek probeer om positief te bly, maar die afgelope paar dae se nuus is maar baie negatief. Werkloosheid is erg en mense het nie meer werketiek nie. Besighede maak toe.



Augustine Au
Developments these last two weeks have been scary to say the least. But I believe that the ruling party will do the right thing and elect a leader that will act on behalf of the people of South Africa. So yes, with the ANC elective conference at the end of the year, I believe - there is light at the end of the tunnel.

Home Affairs closed for maintenance

Klerksdorp Record, Klerksdorp - The unexpected closure of the Home Affairs Department in Klerksdorp caught everyone off guard.

On Friday 31 March visitors arrived at locked doors. The office closed as normal on Thursday 30 March with no warning of a sudden closure to visitors.

Klerksdorp Record discovered this week that the closure was due to water leaking from air conditioners. Ellen Dontso, department manager, said they closed the office due to a risk of safety to visitors to the building. "Yes, it is true that we closed our offices and it was because of the aircons that were leaking water. We were afraid that it might trip the electricity. We saw it important for everyone's safety and that we cannot risk, but had to fix the problem. We made sure that we leave some of our officials to explain to our people and also to get the contacts of everyone, so that we can phone them as soon as our system is back," Dontso said.

Klerksdorp Record found a long queue on Tuesday 4 April outside the building. The people said they didn't know the building was closed.

Dontso said arrangements were made with the municipality for appointments of marriages that were already done, so that the events could take place elsewhere. "For birth certificates and death certificates, you can visit Klerksdorp Hospital," she said. Birth certificates can also be done at Life Anncron Hospital, Wilmed Park Hospital, Botshabelo Community Health Centre (Khuma) and Jouberton Clinic.

At the time of going to press the offices were still closed, but was supposed to re-open on Wednesday 5 April.

The PC Pelser Building was still closed with no news as to when it will re-open.

Liefdevolle herinnering

Wikus Huyser



Gebore: 22-06-1976
Oorlede: 03-04-2017

Diens: 06-04-2017
Tyd: 10:00
Kerk: NG Klerksdorp Oos
H/v Smit en Servaasstraat

Wes-Transvaal Monumentale Werke Sedert 1960
Neem kennis
Ons het geen bande met Wesvaal Saffas Begrafnisdienste in Wolmaransstad nie. Vir enige navrae i.v.m. grafstene, skakel ons fabriek direk.
GEHALTE GRAFSTENE & MONUMENTE
Meulestraat 17
Hartbeesfontein
Tel: 018 431 0087
Sel: 082 576 5784

In Memoriam

Aloma Ross-McDonald

Wife, mother, nana & granny.

Born: 27-03-1944
Passed: 21-03-2017



The Lord came calling at your door and took you to a higher place where pain and suffering does not exist.
You will be dearly missed & may your soul rest in peace.

Brian, Tracy, Wayne, Amanda, Nantes, Desiree and all the grandchildren.

K227299

Hettie Coetzee

Geliefde vrou, moeder, ouma & vriendin

Gebore: 30-04-1938
Oorlede: 30-03-2017



Die Here het geklop aan jou deur en jy het Hom met ope arms verwelkom.
Ons verlang al klaar, mag jou siel in vrede rus.

Tubby (Rose), Nantes, Minnie, Arthur, Tracy, Rene en al die kleinkinders

Roudiens word gehou by Ned. Hervormde Kerk, Wilkoppies, Saterdag 8 April '17 om 11:00. Gelei deur Ds. M Muller

K227299

CITY OF MATLOSANA

City of Matlosana

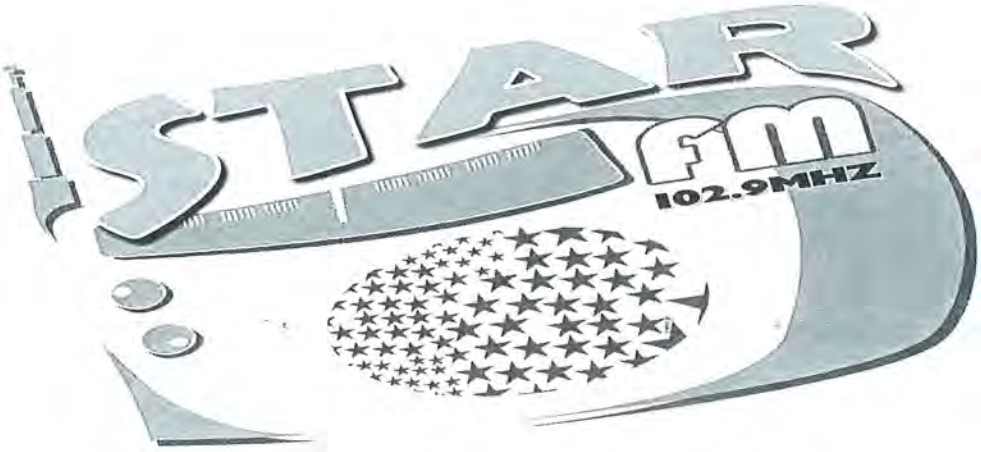
NOTICE OF THE OVERSIGHT REPORT DEALING WITH THE ANNUAL REPORT 2015/2016

The City of Matlosana hereby in terms of the provisions of Section 129(3) of the Municipal Finance Management Act (No 56 of 2003) as amended and Section 21 A of the Municipal Systems Act (No 32 of 2000) as amended declares that, the Municipality's Oversight Report containing the Council's comments on the Annual Report 2015/2016 has been approved with reservations.

Copies of the Oversight Report on the Annual Report 2015/2016 are available for information at Office no. 215, Second Floor, Civic Centre Klerksdorp, from 7:45 - 16:30 and all main libraries as well as municipality's website: http://www.matlosana.local.gov.za

Civic Centre
KLERKSDORP
Notice No. 38/2017
3 April 2017
MPAC/km

TSR NKHUMISE
Municipal Manager



SUITE 20211, 51
LEASK. STREET,
WEST END
BUILDING,
KLERKSDORP, 2570,
Tel: 018-464 4555
Fax: 086-723 5249

NPO No: 066/872/NPO

P.O. 10420,
Kler rp, 2570

INTERIM BOARD OF DIRECTORS

E Malakoane (Chairperson)

W Nkoko (Deputy Chairperson)

M Mosepele (Secretary)

S Thamae (Deputy Secretary)

S Makinane (Treasure)

T Mathamela (Board Member)

Municipal Manager

Attention: Communications Manager

This letter confirms the interview of Councillor SPJ Bogatsu on the following dates:

Show	Time and Date	Interviewee	Interviewer
Public Participation On the Annual Report	18:30 07 February 2017	Cllr SPJ Bogatsu	Osupile Tys
Tabling of Oversight Report	18:30 30 March 2017	Cllr SPJ Bogatsu	Osupile Tys

Below there is attached audio of the interview.

Regards

(Duly signed)
Katlego Raphoto
Finance manager

CC 15/2017

TABLING OF THE 2015/2016 AUDITED ANNUAL REPORT

(ITEM 15 – CC 31/01/2017

RESOLVED

a) That Council take cognizance of the tabling of the 2015/2016 audited Annual Report in terms of the Municipal Finance Management Act (No 56 of 2003) Chapter 12 Section 127.

b) That Council take cognizance that the 2015/2016 unaudited Annual Report which was tabled in Council on 30 August 2016 (CC 60/2016) in terms of MFMA Circular no 63 of 2012.

c) That the 2015/2016 audited Annual Report be made public in terms of section 127 (5) (a) of the Municipal Finance Management Act and invite the local community to submit representations.

d) That the 2015/2016 audited Annual Report be submitted to the Auditor-General, National Treasury, Provincial Treasury, the Department of Local Government in the Province.

e) That the Municipal Public Accounts Committee as appointed, consider and evaluate the content of the 2015/2016 audited Annual Report.

f) That the Municipal Public Accounts Committee submit their oversight report on the 2015/2016 audited Annual Report, within two months from the date on which the Annual Report was tabled (31 March 2017).

g) That the Annual Report and Oversight Report be submitted to the Provincial Legislature within seven days after the Municipal Council has adopted the Oversight Report in terms of Section 129(1).

CC 58/2017 **TABLING OF THE OVERSIGHT REPORT ON ANNUAL REPORT 2015/2016**

(ITEM 3.1 – SPCC 31/03/2017)

NOTE:

i) The Speaker, Councillor Ntozini R W requested the Chairperson of MPAC, Councillor Bogatsu S P J to present the Oversight Report on the Annual Report 2015/2016, to Council.

ii) The Chairperson of MPAC presented a foreword, attached as Annexure A to the minutes.

iii) The Chairperson of MPAC requested other members from MPAC to make inputs on the Oversight report as presented and the Speaker allowed the following members to make inputs: (Members concurred and supported the presentation on the Oversight Report)
- Councillor Phakoe L M
- Councillor Sesana S P
- Councillor Botman M T

iv) The Speaker allowed inputs and discussions from Councillors on the Oversight report and requested representatives from the Office of the Auditor General to comment and give guidance on the process to be followed at the meeting. Thereafter:

v) The Speaker requested the Chairperson of MPAC to present the recommendations of MPAC on the Oversight Report. The Chairperson obeyed.

vi) The Speaker invited Councillors to comment on the Oversight Report. No comments were presented.

vii) In terms of Section 130(1)(b) of the MFMA, the Speaker invited members of the community to address Council on the Annual Report. The following members of the Community presented their comments to Council:

- Mr Meiring T
- Mr Nantu JS
- Mr Motloung V

Councillors present at the meeting, in agreement to the recommendation, and proposed by the Councillor Nani S H, seconded by Councillor Nkebe G S passed the following resolution:

RESOLVED

a) That cognizance be taken of the MPAC Oversight Report on the Annual Report 2015/2016 for the City of Matlosana.

b) That Council adopt and support the MPAC recommendations attached to the minutes as Annexure B.

c) That Council accepts the Annual Report 2015/2016 and approves the Oversight Report on the Annual Report 2015/2016 with reservations.

d) That the Oversight Report on Annual Report 2015/2016 be made public within seven days after adoption in accordance with section 129 (3) of the Municipal Finance Management Act, Act 56 of 2003.

e) That the adopted Oversight Report on Annual Report 2015/2016, be submitted to the Auditor General, Provincial Public Accounts Committee, Provincial Treasury and Provincial Departments responsible for Local Government in accordance with Section 132(2) of the Municipal Finance Management Act, Act 56 of 2003.