



MUSINA LOCAL MUNICIPALITY

OVERSIGHT REPORT ON 2023/24

ANNUAL REPORT



MUSINA LOCAL MUNICIPALITY

OVERSIGHT REPORT 2023/24

CHAIRPERSON'S REMARKS

To our Honorable Speaker, Mayor, Chief Whip, councilors, My co-members of MPAC, Municipality officials led by Municipal Manager, residents of Musina and various guests among ourselves, I salute you.

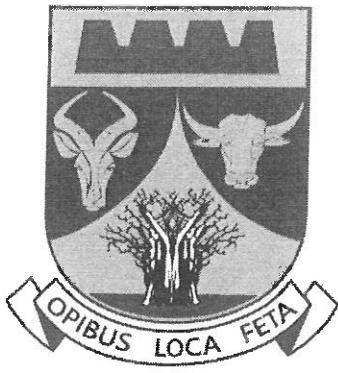
After a thorough review of the Annual Report, our committee is satisfied that the report provides a comprehensive overview of the municipality's performance.

However we noted areas that require improvement, including discrepancies in the financial reporting and inadequate service delivery in certain wards.

We recommend that management takes corrective action to address these issues and improves transparency in financial reporting.

At this era, we must ensure that we do so moving more in the direction of practical actions to secure a better-quality life for our residents, particularly those that live in hunger, poverty, unemployment, and inequality. We must be reminded that we are running a business entity here. It can be liquidated, or prosper in accordance with our actions to the customers.

Let me remind you that "The world does not pay for what a person knows, But it pays for what a person does with what he knows." Let us replace negative thoughts with positive ones, our municipality will start to harvest positive results.



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whilst empowering the reader to form an informed opinion of the municipality's achievements, challenges and limitations thereof.

Council has established the Municipal Public Accounts Committee (MPAC) to enhance council oversight on municipal activities.

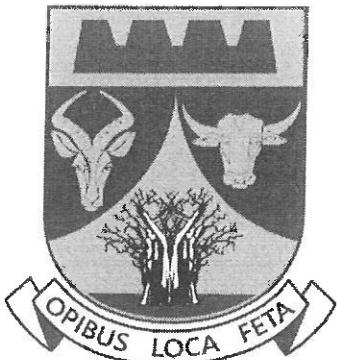
A developmental local government has to place and embrace accountability, good governance, improved quality of life and pursuant of best interest of the municipality, residence, business and society in general.

By complying with provisions of section 121, 126 and 127 of the Local Government Municipal Finance Management Act (MFMA) Musina Local Municipality has stayed true to its commitment to a transparent and accountable local government institution subscribing to sound financial management practice and performance reporting on designated powers, roles and functions in furtherance of a people centered provision of municipal services.

We are mindful that against a backdrop of a changing environment, limited resources, competing needs & interests, scarcity, general standards of living, evolving compliance requirements and standards at the least the municipality must be in a position to reflect on its year that has been openly with a view to propel ongoing improvements.

Flowing from the support and cooperation of various role players. MPAC is in a position to table to council an oversight report on the Musina Local Municipality 2023/24 Annual Report.

As a collective of the Municipal Public Account Committee we note the up and down trend in performance of the municipality in as far as financial management and predetermined objectives as evidenced by the Auditor General's Audit Opinion – Unqualified during the 2020/21, QUALIFIED in 2021/22 and back to Unqualified in 2022/23 municipal audit. In 2023/24 we received Unqualified audit opinion.



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I will be failing in my duty if I do not recognise our communities and the traditional authorities for the role they play in making MPAC and the municipality work towards a better life for all our people.

Equally the business community is acknowledged for their inputs into the local economy and the social pact needed to deliver a municipality capable of providing equitable opportunities for all.

My gratitude goes to members of the Municipal Public Accounts Committee for staying true and resolute to our oversight mandate and discharged with diligence the task at hand. Success comes when you simply refuse to give up, with goals so strong that obstacles, failure and loss only act as motivation. Feel proud of your achievements, no matter how small they are, and create or renew a spark of determination within yourself so that you continue to work hard.

This oversight structure is ensuring sound financial management and governance practices and laying a solid base for a clean administration, improved quality of life and level of municipal services.

Our people are hopeful that our collective efforts as council and administration will change whatever their circumstance for the better. The decisions we make today will leave a lasting legacy for generations to follow. **“The secret of change is to focus all of your energy not on fighting the old, but on building the NEW.”**

Mr. Makhado N.E.
MPAC CHAIRPERSON

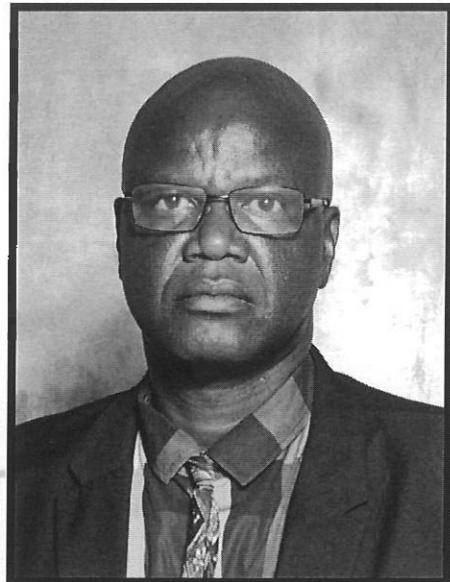
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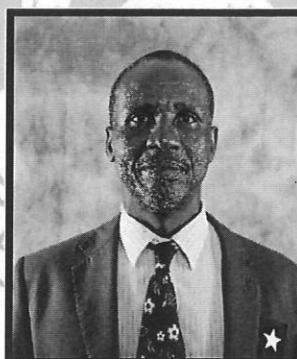
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Pictures from left to right above: Cllr Mildred Mambeda (member) Cllr Eliot Makhado (Chairperson) and Cllr Joseph Mariba (member).



Cllr Dorcus Makhura (member), Thovhele Mmbengeni Manenzhe (member) and Cllr John Machete (member).

2. OVERVIEW

Each municipality is required to prepare an Annual report in terms of Section 121 of the Local Government Municipal Finance Management Act (MFMA) compliant with requirements of National Treasury MFMA Circular 11, 32 and 63.

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 budget implementation; and
- ✓ To promote accountability to the local community for decisions made.
- ✓ To provide information that supports revenue and expenditure decisions made

An Annual Report should include the following major elements:

- Annual performance report, comparing the years performance with the performance objectives established in the IDP, Budget and SDBIP's;
- Annual Financial statements submitted to the Auditor-General;
- Auditor-General's audit report on the financial statements;
- Other disclosures as required the MFMA in section 121, 123, 124, 125 (e.g. Councillor and Top management compensation, grants, bank accounts, investment information etc.)

Annual report

In compliance with sections 127 (2) of the Local Government Municipal Finance Management Act (MFMA) the Honourable Mayor has on 23rd January 2025 under council item 9.10.01.2025 tabled the 2023/24 Annual Report (AR). Refer to a council resolution attached as **ANNEXURE A**.

The Accounting Officer has in accordance with section 127 (5) (a) & (b) made public the annual report, invited local community to submit representations in connection with the annual report refer to **ANNEXURE B**.

3. PROCESS FOLLOWED BY COUNCIL

MPAC adopted Circular 32 of the National Treasury as the guiding document for the oversight process but adhered to legislation i.e. MFMA.

The following documents relevant to the committee's responsibilities were distributed to each community member:

- National Treasury Circular 11 & 63 – The Annual Report
- National Treasury Circular 32 - The Oversight Report
- The annual report including the report of the Auditor General and the annual performance report

All MPAC members were afforded the sufficient time to review the annual report. Meetings were convened to discuss the annual report. The committee also solicited inputs and comments on the annual report from the following:

- Invited the Auditor -General to attend a meeting of the committee to provide his perspective on the Annual report and on his audit report and to discuss with the committee, questions raised on the annual report.
- Invited the internal auditor to present the committee with his perspective on the annual report.
- Public Comments were invited but none were received.
- Public Participation conducted.
- Public hearing conducted.
- COGHSTA, Auditor General and Audit Committee were invited.

Council on the 23rd January 2025 has resolved to refer the Annual Report for further processing by MPAC in accordance with section 129(1) of the Local Government Municipal Systems Act, MPAC has considered the report during its meetings of

11th – 14th February 2025 refer to the records for the MPAC meetings attached as **ANNEXURE C**.

An advertisement was published to invite viewing, consideration and written submissions, on the Annual Report, with public submissions to be submitted to the Office of the Municipal Manager and the presence of copies of the Annual Report at municipal offices and on the website, refer to the public notice attached as **ANNEXURE D**.

In addition a notice inviting the public to a public hearing on the 2023/24 Annual Report was published refer to the attached **ANNEXURE E**.

MPAC has on the 20th March and 24th March 2025 convened both Public Participation and Public Hearing on the annual report respectively, refer to the attached records of the Public Hearing detailing proof of attendance, questions asked to the accounting officer and the response thereof of the Public Hearing attached as **ANNEXURE F**.

Copies of the Annual Report and invites for comments as well as invitation to the public hearing were directed to the Office of the Auditor General, Provincial Treasury and Cooperative Governance Human Settlement & Traditional Affairs.

Questions of the Musina Municipality on the Auditor General's findings for the 2023/24 financial year

Audit outcomes from 2017/18 to 2022/23 financial years

2023/24	2022/23	2021/22	2020/21	2019/20	2018/19	2017/18
U	U	Q	U	U	Q	Q

Question 1

Improvement in the audit outcomes

Executive Authority, the committee noted that the municipality's audit outcomes has been maintained from unqualified audit opinion with matters of emphasis in 2022/23 to unqualified audit opinion with matters of emphasis with matters of emphasis in the 2023/24 financial year.

a) What led to the maintenance in the audit outcomes from unqualified audit opinion with matters of emphasis in 2022/23 to unqualified audit opinion in the 2023/24 financial year?

- Improvement in the quality of annual financial statements.
- Implementation and monitoring of the audit action plan.
- Improved management of the audit process.

b) What plan did the Municipality put in place to improve this audit outcome to unqualified audit opinion with no matters of emphasis (clean audit)?

- We have developed a web based audit action plan.
- We have filled some of the critical positions to improve service delivery and efficiency within the organisation.
- Progress on the implementation of the audit action plan is reported in every HOD meeting.

Question 2

- The policy has been approved by council and is effectively enforced.

d) What steps has the municipality taken to recover debts from government departments, businesses, and households?

- We are part of the provincial debt management forum. Efforts made in the forum have seen an improvement in collection from that category of consumers.

e) Has the municipality engaged in legal proceedings against long-standing defaulters? If so, what has been the outcome?

- Yes, we have handed over some of our long outstanding debtors. The recovery is effective.

g) What alternative revenue enhancement strategies has the municipality considered to improve cash flow?

- We have introduced a quarterly revenue enhancement campaign to cab service theft.
- We are also at an advanced stage of our renewable energy research which if well implemented, will improve our cash flow position.

2.3. Internal Control Measures Related to Credit Control and Debt Management

a) The AG Report highlights concerns about credit control and debt management. What internal control weaknesses have been identified, and what corrective actions have been taken?

- The weaknesses identified are implementation weaknesses and we have improved our enforcement strategies in the current year.

b) Does the municipality have a credit control and debt management policy, and how effectively is it being implemented?

- Yes
- It is effectively implemented even though there is room for improvement in enforcing it.

c) What steps have been taken to improve customer data integrity to ensure accurate and reliable billing?

- Our customer data is accurate and reliable, even though we have plans to undergo a cleansing process in the next financial year.

d) Are there any systems or technology improvements being considered to enhance credit control and collections?

- Not at the moment.

e) How does the municipality ensure that new customers and businesses do not accumulate large arrears before action is taken?

- Age analysis of our debtors on a monthly basis.

f) What monitoring mechanisms are in place to ensure that all revenue collected is properly accounted for and reconciled?

b) What is the current outstanding balance owed to creditors, and what percentage of these payments are overdue beyond 30 days?

- We owe about R20 million
- Percentage overdue 15%

c) Which departments or suppliers have been most affected by these delays, and what has been the impact on municipal service delivery?

- Eskom
- There has not been any impact on service delivery.

d) How does the municipality prioritize payments when funds are limited? Is there a policy guiding this process?

- We do not have a specific policy on prioritising payments but the general rule is that all creditors should be paid within 30 days.

e) Has there been any engagement with National Treasury or Provincial Treasury for assistance in addressing this issue?

- Effective implementation of our financial recovery plan has shown improvement in our cash flow position.

3.2. Consequence Management for Non-Compliance

a) Who is responsible for ensuring that creditors are paid on time, and what accountability measures are in place for non-compliance?

- The chief financial officer.

b) Has there been any consequence management against officials responsible for failing to ensure timely payments?

- None since the failure was due to circumstances beyond their control

c) What steps has the municipality taken to ensure future compliance with Section 65(2)(e) of the MFMA?

- Implementation of the financial recovery plan
- Improvement of our collection rate
- Implementation of austerity measures

3.3. Cash Flow Management and Financial Sustainability

a) The inability to pay creditors on time suggests cash flow challenges. What are the main factors contributing to poor cash flow?

- Eskom tariffs during peak periods

b) What strategies has the municipality put in place to improve cash flow and ensure financial sustainability?

Question 4

Paragraph 31 of AG Report- Expenditure Management

Reasonable steps were not taken to prevent irregular expenditure amounting to R22 584 092 as disclosed in note 39.3 to the annual financial statements, as required by section 62(1)(d) of the MFMA.

4.1. Root Causes of Irregular Expenditure

a) The AG Report states that irregular expenditure amounting to R22.58 million was incurred. What are the main reasons for this?

- The irregular expenditure that relates to the year under review amounts to R22.58 million. This expenditure occurred in previous financial years, it is only accounted for in the year that it is expensed.

b) Was this irregular expenditure due to non-compliance with SCM regulations, procurement deviations, or contract management failures?

- Non-compliance with SCM regulations

c) What percentage of the irregular expenditure was related to non-compliance with competitive bidding processes?

- The entire R22.58 million

d) Were there any cases where officials intentionally disregarded procurement policies, and if so, what action has been taken?

- None

e) Have any officials been held accountable or faced consequence management for this irregular expenditure?

- No

4.2. Preventative Measures and Compliance with MFMA Section 62(1)(d)

a) What immediate actions has the municipality taken to prevent further irregular expenditure?

- Strict supply chain procedures
- Training of all bid committee members

b) Has the municipality developed a corrective action plan, and how is its implementation being monitored?

- Yes, It's monitored on a monthly basis and reports serve in HoD meetings

c) What steps are being taken to strengthen internal controls over procurement and contract management?

- All bid committee member were taken to a formal supply chain management training. All bid committees are constituted by managers only. Management has developed a separate checklist for the evaluation and adjudication committees which is completed for every bid and signed by all members.

b) Has the municipality introduced regular compliance checks and monitoring mechanisms for procurement processes?

- The internal audit unit performs such checks on procurement processes

c) Has the Audit Committee provided recommendations to address irregular expenditure, and has the municipality implemented them?

- Yes

d) What steps have been taken to improve consequence management for officials who fail to follow procurement rules?

- None

e) How will the municipality ensure full compliance with Section 62(1)(d) of the MFMA moving forward?

- Involvement of internal audit in our bid specification committee.

Question 5

Paragraph 29 of AG Report- Human Resource Management

Appropriate systems and procedures to monitor, measure and evaluate performance of staff were not developed and adopted, as required by section 67(1)(d) of the Municipal Systems Act 32 of 2000 and regulation 31 of municipal staff regulations.

5.1. Non-Compliance with Performance Management Requirements

a) The AG Report highlights that the municipality did not develop and adopt appropriate systems and procedures to monitor staff performance. What are the reasons for this non-compliance?

1. The municipality did not have adequate procedures for monitoring staff performance, leading to a lack of clarity on roles and responsibilities.
2. Limited human resources: The municipality did not have sufficient human resources, including skilled personnel, to develop and implement effective staff performance monitoring systems.
3. Inadequate budget allocation: The municipality may not have allocated sufficient budget to develop and implement staff performance monitoring systems.
4. Technical and Infrastructure Challenges: The municipality did not have the necessary IT infrastructure to support staff performance monitoring systems.

1. All provisions of the Municipal Systems Act and Municipal Staff Regulations have been incorporated into the Performance Management Cascading Policy and informs all processes and practices in the implementation of the policy.
2. Further the Performance Management policy envisage a performance management system that is aligned with the Integrated Development Plan (IDP), which ensures that the municipality's performance is reviewed and evaluated in relation to its developmental objectives.
3. Further the municipality has ensured that its performance management system complies with relevant legislation, including the Municipal Finance Management Act, 2003, and the Municipal Systems Act, 2000 ⁴.

e) Have there been any consequences for management's failure to implement staff performance assessments as required by law?

1. As it would have been highlighted already the failure to implement performance assessment for all personnel revolves around institutional challenges such as human resource capacity constraints and the absence of an enabling ICT system hence no individual official can be held accountable for and liable for consequence management for the failure.
2. Hence management has taken steps to advertise vacancies including that if an Individual Performance Office who will be the functionary to drive implementation of performance management in the organisation, refer to the attached copy of advertisement.
3. Further, management is taking steps to facilitate acquisition of an Automated Performance Management System as a crucial tool to drive implementation of performance management.

5.2. Performance Assessments for Lower-Level Staff

a) When will the municipality implement a structured and fair performance assessment system for lower-level staff?

1. The municipality has an approved policy on Cascading of Performance Management System which is currently under review with the 2024/25 IDP/Budget review cycle. Refer to the attached copy of the Cascading of Performance Management System Policy.
2. The municipality has adopted a road map for implementation of performance management system for all employees, refer to the attached Performance Management Implementation Road Map.
3. In terms of the developed Performance Management Implementation Road Map the municipality will conclude performance management agreements and scorecards for Post Level 2 to 4 by 30 March 2024 and Post Level 5 to 15 by 30 April 2024.
4. Further, the municipality will conduct the 2024/25 third quarter performance assessments/evaluations and coaching for all personnel (i.e. level 2 to 15) during the fourth quarter and subsequently conduct the 2024/25 fourth quarter performance assessments/evaluations and coaching for all personnel (i.e. level 2 to 15) during the first quarter of 2025/26 financial year.
5. It is the intention of the municipality to have a structured performance stem for all employees implemented during 2025/26 financial year.

- i. **Informal Discussion:** Employees who disagree with their performance assessment will first engage in an informal discussion with their supervisor to clarify concerns and resolve issues.
- ii. **Formal Grievance:** If the issue remains unresolved, employees can submit a formal grievance in writing to the Human Resources (HR) department.
- iii. A grievance committee, comprising HR representatives and management, will review the grievance and conduct a thorough investigation.
- iv. **Appeals Committee:** If the grievance committee's decision is unsatisfactory, employees can appeal to a higher-level appeals committee, comprising senior management and HR representatives.
- v. The appeals committee may conduct an independent review of the performance assessment, including gathering additional evidence and interviewing relevant parties.
- vi. The appeals committee will make a final decision, which will be communicated to the employee in writing.
- vii. After this stage, the employee is entitled to normal recourse and process defined in the dispute resolution mechanisms and processes applicable in the sector.

e) How frequently will performance evaluations be conducted, and how will results be used to improve productivity and service delivery?

1. **Probationary Period:** New employees will undergo a performance evaluation at the end of their probationary period.
2. **Annual Evaluations:** All employees will receive a comprehensive performance evaluation on an annual basis.
3. **Mid-Year Reviews:** Employees will receive a mid-year review to discuss progress, provide feedback, and set adjusted goals as needed.
4. **Quarterly Reviews:** Employees will receive a quarterly review to discuss progress, provide feedback, and set adjusted goals as needed.
5. Performance evaluation results will be used to identify training and development needs, ensuring employees receive relevant support to improve performance.
6. Employees who require improvement will be provided with a performance improvement plan, outlining specific goals, objectives, and timelines for improvement.
7. Employees who demonstrate exceptional performance will be recognized and rewarded, motivating them to continue delivering high-quality service.
8. Performance evaluation results will be analysed to identify trends and areas for improvement in service delivery, informing strategic decisions and operational adjustments.
9. Performance evaluation results will be used to identify opportunities to enhance productivity, streamline processes, and eliminate inefficiencies.

5.3. Compliance with Regulation 31 of the Municipal Staff Regulations

a) What is the municipality's plan to ensure full compliance with Regulation 31 of the Municipal Staff Regulations?

7. Performance assessments/evaluations will be conducted within the quarter succeeding to the end of the quarter under review.

(c) What HR systems or tools will be used to track, monitor, and measure employee performance?

1. Each employee shall have a Performance Management Plan detailing performance goals and objectives will be developed from which a Performance Management agreement will be drawn and concluded for each financial year.
2. A performance management score card will be used to set and track performance goals, objectives, and key performance indicators (KPIs) from which performance reviews will be conducted.
3. An automated Performance Management System Module will be integrated into the existing HR information system to facilitate the management of employee performance.
4. Key Performance Indicators (KPIs): KPIs will be established to measure employee performance and progress toward goals.
5. Human Resources analytics will be used to track and analyse performance data, providing insights for informed decision-making.
6. Request for Feedback: Employees will be able to request feedback from managers and peers through the automated performance management module.
7. Managers and supervisors will have access to real-time performance data and analytics to inform their decision-making, managers and supervisors will receive alerts and notifications when employee performance requires attention or intervention.

d) Has the municipality considered implementing performance agreements for lower-level staff, similar to those for senior management?

1. Yes, the municipality has considered implementing performance agreements for lower-level staff. In fact, the municipality's performance management policy and municipal staff regulations requires that all employees, regardless of level, have a performance agreement in place.
2. Infact by the end of April all employees will have signed performance agreement for the 2024/25 financial year as a pilot and by end of July 2025 all levels of employment will have entered into a performance agreement and partake in a full blown performance management system for the full complement of the 2025/26 performance cycle.

e) What role will Internal Audit and the Audit Committee play in ensuring that performance management processes are properly implemented and monitored?

1. Internal Audit and the Audit Committee will play a crucial role in ensuring that performance management processes are properly implemented and monitored. Here's how:
 2. Internal Audit will conduct risk-based audits to assess the effectiveness of performance management processes, identifying areas for improvement.

- ii. **Specific Goals and Objectives:** The PIP will outline specific goals, objectives, and timelines for improvement.
- iii. **Regular Progress Monitoring:** Supervisors will regularly monitor employee progress and provide feedback
- iv. **Coaching and Mentoring Programs:** The municipality will provide coaching and mentoring programs to support employees in improving their performance.
- v. **Training and Development Opportunities:** Employees will be provided with training and development opportunities to enhance their skills and knowledge.
- vi. **Verbal and Written Warnings:** Employees who fail to meet performance expectations will receive verbal and written warnings.
- vii. **Disciplinary Action:** In cases of persistent underperformance, disciplinary action may be taken, up to and including termination.
- viii. **Managerial Oversight:** Managers will be held accountable for ensuring that employees are held accountable for their performance.
- ix. **Performance Management Training:** Managers will receive training on performance management, including how to develop PIPs, provide feedback, and address underperformance.

c) Has the municipality conducted a skills audit to determine whether underperformance is due to a lack of capacity, training, or resource constraints?

- 1. No, in the absence of an established performance management system for lower level employees, skills audits were largely focused on priority areas identified by line management for operational efficiency as well and developmental needs identified by employees.

d) What is the municipality doing to ensure that performance incentives and rewards are linked to actual staff productivity?

1. To ensure that performance incentives and rewards are linked to actual staff productivity, the municipality will implement the following measures:
 - i. The municipality will establish clear performance metrics and SMART key performance indicators (KPIs) to measure staff productivity.
 - ii. Performance-based incentive schemes have been introduced, where staff receive rewards for achieving or exceeding their performance targets.
 - iii. Performance targets are set based on productivity measures, such as output, quality, and timeliness.
 - iv. Staff performance is regularly monitored and evaluated to ensure that rewards are aligned with actual productivity.
 - v. The criteria for performance-based incentives and rewards are transparent, fair, and communicated to all staff.
 - vi. An independent evaluation process including moderation and performance auditing is in place to ensure that performance assessments and rewards are fair and unbiased.
 - vii. Staff feedback mechanisms are in place to ensure that staff have a voice in the performance management and incentive processes.
 - viii. Staff are involved in setting their performance targets and goals, ensuring that they are invested in achieving them.

		Reported achievement
To Construct 1 community hall at Mabvete by 30th June 2024	1	0
To construct 1 multi-purpose centre constructed Shakadza Village by 30th June 2024	1	0
To pave 2.7km of road at Nancefield phase 6 and 12 by 3D June 2024	2.7km	0km

6.1. Performance on Key Service Delivery Targets

a) The annual performance report indicates that 76.92% of service delivery targets were achieved, while 88% of the budget was spent. Why was the budget expenditure higher than the percentage of targets achieved?

- Budget expenditure exceed target achieved due to procured material on site which was mainly performed via cessionary payment (direct to the supplier). Such arrangements support physical progress on site.

b) The Community hall at Mabvete, The multi-purpose centre at Shakadza Village and the road paving at Nancefield Phase 6 and 12 were not completed. What are the main reasons for these delays?

Mabvete community hall Delayed completion due late delivery of material on site as-well as the contractor struggling to manage cashflow.

Shakadza multi-purpose centre Delayed completion due to discrepancies on Bill of quantity items versus the actual site quantities. This was mainly due to the existing/to some extent unforeseen site conditions (terrain and geotechnical).

Nancefield phase 6-12 paved road phase 2 Delayed completion due to continuous project disruptions by local SMME's demanding unreasonable beneficiation (above 30% subcontracting work).

i) Have contractors been penalized for failing to complete projects on time, and what actions are being taken against them?

Contractors were issued letters of poor performance.

j) What measures are in place to ensure that planned infrastructure projects are completed within the set timeframes and budget?

Outsourced Professional service providers (engineers) are responsible for developing designs which ultimately lead to realistic project durations and costs. Project management then becomes a shared responsibility between the outsourced Engineers and PMU. Other monitoring controls include: -

- Pay subcontractors prior submitting a claim or submit a claim inclusive of cessions to owed sub-contractors.

m) Have there been any previous cases where sub-contractors were not paid by the main contractor, and how were those cases handled?

- Yes; such cases have been there.
- Signing of cession agreements was proposed or alternatively the contractor was instructed to pay the sub-contractor prior any direct payment to them.

6.3. Ensuring Contractor Capacity and Avoiding Unnecessary Variations

a) What due diligence is performed to assess the financial and technical capacity of contractors before awarding tenders?

Financial capacity three-year financial statements and bank rating are assessed.

Technical capacity Relevant project experience is assessed as-well as the proposed project team (qualifications and years of experience).

b) How does the municipality ensure that only competent and financially stable contractors are appointed?

Assessment of financial and technical capacity in accordance to the developed Terms of Reference.

c) What mechanisms are in place to avoid unnecessary contract variations, which often lead to budget overruns and project delays?

- Appointment of professional service providers (Engineers) to perform technical assessment prior project implementation.
- Involvement of Municipal Infrastructure Support Agency (MISA) engineers during design development and the construction phase for technical support.

d) Does the municipality have a strict variation approval process, and who is responsible for approving any changes to project scope and costs?

- Deviations in scope and costs are approved or recommended to council by the municipal manager, this is inline with Municipal Finance Management Act No. 56 of 2003, MFMA circular no.62 under the sub-heading “management of expansion or variation of order against the original contract.

e) How will the municipality hold project managers and contractors accountable for delayed or abandoned projects?

- Developing Key Performance Indicators demands accountability for project managers.
- And having an additional emphasis clause on the contractors Service level agreement dealing with delays and abandonment of projects.

6.4. Project Management and Monitoring (PMU)

- ✓ Bidding document to be clear on percentage to be outsourced to the local SMME's.
- ✓ Contractors to sign agreements with sub-contractors and payment of such to be monitored during monthly progress meetings.
- ✓ Allocate fund for full-time supervision by the professional service provider (engineer) such quality, work done etc. are well monitored.

e) How will MPAC be updated on the progress of delayed and upcoming infrastructure projects?

- Submission of a monthly project progress report.

6.6. Ensuring Accuracy of Bills of Quantities (BoQ)

a) What measures are in place to ensure that municipal engineers prepare accurate Bills of Quantities (BoQs) before projects are tendered?

- Presentation of final BoQ to the Technical committee, which includes the presence of MISA engineers.
- Verifying BoQ items, especially the key cost drivers.
- Professional service provider (engineers) required to commit in writing that due diligence was applied in preparing the final design report (which includes the BoQ).

b) How does the municipality verify that the BoQ aligns with actual project requirements to prevent cost escalations?

- Presentation of final BoQ to the Technical committee, which includes the presence of MISA engineers.
- Verifying BoQ items, especially the key cost drivers.
- Professional service provider (engineers) required to commit in writing that due diligence was applied in preparing the final design report (which includes the BoQ).

c) Have there been past cases where incorrect BoQs led to significant cost variations, and how were these handled?

Construction of the Shakadza Multi-purpose centre encountered a discrepancy on Bill of quantity items versus the actual site quantities. This was mainly due to the existing /to some extent unforeseen site conditions (terrain and geotechnical).

Application of the Municipal Finance Management Act No. 56 of 2003, MFMA circular no.62 under the sub-heading "management of expansion or variation of order against the original contract.

d) What internal review or approval process is in place to ensure that BoQs are checked for accuracy before project implementation?

- Presentation of final BoQ to the Technical committee, which includes the presence of MISA engineers.
- Verifying BoQ items, especially the key cost drivers.

b) How does the PMU ensure that engineers' cost estimates align with market-related prices?

- Bench mark with past implemented projects and MIG rates,
- MIG projects are further subjected to appraisals by an approved provincial committee.

c) What steps does the PMU take to monitor project budgets and detect potential cost overruns early?

- They have a payment monitoring template which is updated with every claim
- And progress payments are reported during monthly meetings.
- MIG monthly reports also monitors project budget and expenditure.

d) How does the PMU coordinate with municipal engineers, finance officials, and SCM to ensure budget discipline?

- Recommendation is solicited from BTO prior payment of a certificate; this is to ensure budget discipline. Municipal Engineers are also involved during project implementation to assist in monitoring the key project knowledge areas which includes budgets.

e) What oversight mechanisms are in place to hold the PMU accountable for cost control failures?

- In future; KPI's on cost control failures to be structured on their performance agreements.

6.9. Strengthening Cost Management and Accountability

a) What actions are being taken to train municipal engineers on proper cost estimation and budget planning?

- Skills transfer by the MISA team.

b) Has the municipality introduced cost benchmarking to compare project costs with similar municipalities or industry standards?

- Yes, CoGHSTA provides market related costs for projects, they consider such when appraising MIG proposed projects. However, this does not entirely rule out benchmarking with other institutions.

c) What steps are being taken to ensure that project costs are reviewed at key milestones to prevent late-stage budget overruns?

- Monthly site progress meetings where both project costs are compared to work done.

d) What are the consequences for engineers or PMU officials who approve incorrect BoQs leading to cost escalations?

- Develop or capacitated failure; to improve lead to discipliner processes.

c) How does the municipality ensure that Internal Audit has enough time to detect and correct misstatements?

- Submission of financial statements to internal audit within reasonable time

d) Has the Internal Audit Unit identified recurring errors, and what recommendations have been made to management?

- None

e) How frequently does Internal Audit report to the Audit Committee on financial reporting weaknesses?

- Once a year

7.3. Implementation of Interim Financial Statements

a) Why has the municipality not yet implemented interim financial statements to minimize year-end misstatements?

- The municipality is in the process of building capacity within the finance department to be able to produce quarterly financial statements

b) What are the benefits of preparing quarterly or half-yearly financial statements, and when will the municipality adopt this approach?

- Early identification of misstatements
- In the 2025/26 financial year

c) How will interim financial statements help relieve pressure on the finance department when preparing year-end statements?

- Ensuring that all general ledger accounts are updated monthly

d) How will the municipality ensure that interim financial statements are reviewed by Internal Audit and the Audit Committee?

- These will be submitted in every quarterly audit committee

e) What system enhancements or training programs are required to ensure that finance staff can prepare accurate interim reports?

- We do continuously take finance staff to training offered by both government and private sector.

7.4. Strengthening the Internal Control Environment

a) What corrective measures are being taken to improve financial controls and prevent future misstatements?

- Monthly reconciliation of all general ledger accounts
- Involvement of an external reviewer for annual financial statements before submission to AGSA

- Yes

e) Who is responsible for ensuring that all required supporting documentation is properly filed and submitted to auditors on time?

- The chief financial officer

8.2. Strengthening Internal Controls for Tender and Contract Management

a) What steps are being taken to improve record-keeping and accessibility of procurement documents?

- All associated supporting documents will be stored in one place by the end of June 2025 ready for the auditors.

b) How does management ensure that all tender-related documents are submitted in compliance with MFMA and SCM regulations?

- All tender documents will be stored in one place by the end of June 2025 ready for the audit session.

c) Has the municipality considered implementing an automated tracking system to monitor outstanding documents and deadlines?

- No

d) How frequently does the Supply Chain Management (SCM) unit conduct internal reviews to verify that all awarded tenders and contracts have complete documentation?

- Quarterly

e) What corrective action will be taken against officials who fail to provide documentation within the required timeframe?

- The necessary disciplinary measures will be instituted.

8.3. Ensuring Accountability and Oversight

a) How does the municipality ensure that SCM unit track and submit required documents on time?

- All tender documents will be stored in one place by the end of June 2025 ready for the audit session.

b) What role does Internal Audit play in monitoring compliance with procurement documentation requirements?

- By performing regular SCM audits

c) Has the Audit Committee raised concerns about delays in submitting documents for tenders and active contracts?

- Yes

ANNEXURE A



Postal Address:
Musina Local Municipality
Private Bag X611
Musina
0900

Physical Address:
21 Irwin Street
Musina
0900

Information Center
(015) 534 6100
Info@musina.gov.za
www.musina.gov.za

ENQUIRIES SPEAK TO

PANDELANI MIDAS MUDAU

REFERENCE NO

36

EXTRACT OF THE MINUTES OF AN ORDINARY COUNCIL MEETING OF MUSINA LOCAL MUNICIPALITY HELD ON THURSDAY 23rd OF JANUARY 2025, IN TERMS OF SECTION 29 (1) OF THE LOCAL GOVERNMENT: MUNICIPAL STRUCTURES ACT, 1998 (ACT 117 OF 1998) AS AMENDED.

ORDINARY COUNCIL MEETING: 23 JANUARY 2025

RESOLUTION NUMBER: 9.10.01.2025

TABLING OF THE DRAFT ANNUAL REPORT FOR THE 2023/2024 FINANCIAL YEAR FILE NO: 36/12

RESOLVED THAT

1. That the Municipal Council in accordance with MFMA section 127 sub-section 2 noted, adopted and approved the 2023/2024 Draft Annual Report.
2. That the report is referred to the Municipal Public Accounts Committee and Audit Committee (MPAC) for further processing, consultation, input and generation of the Oversight Report on the 2023/2024 Draft Annual Report.
3. That the public be notified through the Local Media and public notices placed at municipal offices in writing the public to view, makes comments and written submissions on the 2023/2024 Draft Annual Report.
4. That MPAC drive public participation and consultation on the Draft Annual Report and Oversight Report on the 2023/2024 Draft Annual Report in line with applicable legislative prescripts and subsequently generate and table an oversight report on the Draft Annual report for council's consideration and Approval.
5. That public participation, consultations, generation and tabling of the oversight report on the 2023/2024 Draft Annual Report be finalised by no later than the 31st of March 2025 or the date of the ordinary sitting of the council for March 2025 whichever comes first.
6. That the accounting officer is required to discharge the duties designated to him by the MFMA on the Draft Annual Report as well as section 46 subsection 3 of the Municipal Systems Act of 2000 and any other legislation impacting on the Draft Annual Report of the municipality.

CERTIFIED AS A TRUE REFLECTION AND EXACT EXTRACT FROM THE MINUTES OF THE ORDINARY COUNCIL MEETING HELD ON THURSDAY 23 JANUARY 2025

S. 27/01/25
CLLR SHIRILE E.S
SPEAKER OF THE COUNCIL

B
EXPOSURE
ANNEX



Postal Address:
Musina Local Municipality
Private Bag X611
Musina
0900

Physical Address:
21 Irwin Street
Musina
0900

Information Center
(015) 534 6100
Info@nmusina.gov.za
www.nmusina.gov.za

ENQUIRIES SPEAK TO

NCUBE T.C

REFERENCE NO

36012

ACKNOWLEDGEMENT OF RECEIPT REGISTER

2023/2024 DRAFT ANNUAL REPORT

NO	SURNAME & INITIAL	SATELITE OFFICE	CONTACT DETAILS	DATE	SIGNATURE
1	Blomini, N.H.	LIBRARY	015 534 6111		
2	Mouq, P.J.	Ext. 7 Campbell	086 6136338		
3	Slendi	Skoonplaas	076 09833260		
4	Nelkay Rithidi	Nasisi	064 7046 192		

**Postal Address:**

Musina Local Municipality
Private Bag X611
Musina
0900

Physical Address:

21 Irwin Street
Musina
0900

Information Center

(015) 534 6100
info@musina.gov.za
www.musina.gov.za

5	Mangisi Maria	Makole Sakelebe	014 615 2241	mgc@iinet.net.au
6	Ramersdorp L.	Musina	014 615 2244	63185
7				
8				
9				
10				



ANNEXURE C



ATTENDANCE REGISTER

DATE : 11 - 14 FEBRUARY 2025

MPAC MEETING (REVIEW SESSION)

MPAC MEETING (REVIEW SESSION)

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	DAY 1	DAY 2	DAY 3	DAY 4
N.E MAKHADO	MPAC CHAIRPERSON	082 613 6346	Shashank	Shashank	Shashank	Shashank
M.J MARIBA	MPAC MEMBER	060 749 2549	Shashank	Shashank	Shashank	Shashank
A.D MAKHURA	MPAC MEMBER	072 446 60952	Shashank	Shashank	Shashank	Shashank
J.T MACHETE	MPAC MEMBER	066 309 1111	Shashank	Shashank	Shashank	Shashank
M.T MAMBEDA	MPAC MEMBER	064 865 7465	Shashank	Shashank	Shashank	Shashank
T.E MANENZHE	MPAC MEMBER		Shashank	Shashank	Shashank	Shashank
J. SIAGA	MANAGER: INTERN AUDIT	083 291 2890	Shashank	Shashank	Shashank	Shashank
K.E RAMUTHIVHELI	MANAGER: RISK		Shashank	Shashank	Shashank	Shashank
D. DIMO	MPAC ADMINISTRATOR	082 613 6346	Shashank	Shashank	Shashank	Shashank
P. MAISHA	SEN INTERNAL AUDITOR	082 510 6191	Shashank	Shashank	Shashank	Shashank
J.M KWINDA	MPAC COORDINATOR	071 608 3814	Shashank	Shashank	Shashank	Shashank
F. MUSHWANO	01. UPI	082 200 2347	Shashank	Shashank	Shashank	Shashank

ANNEXURE D



Postal Address:
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Musina
0900

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Musina
0900

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(015) 534 6100
info@musina.gov.za
www.musina.gov.za

7. Further kindly be advised that the Municipal Public Accounts Committee shall in accordance with section 129(4)(a) and 130(1) of the Municipal Finance Management Act hold Consultation sessions on the 2023/2024 Musina Local Municipality Draft Annual Report as follows:

A) PUBLIC PARTICIPATION:

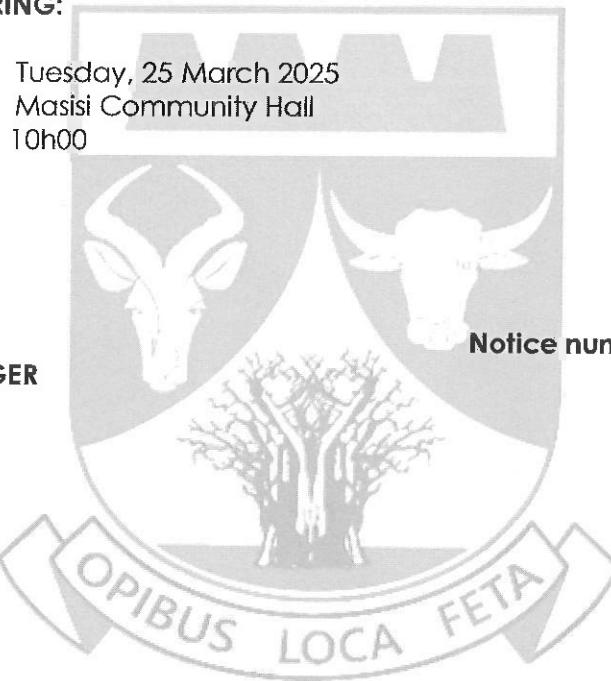
Date: Tuesday, 18 March 2025
Venue: Nancefield Multipurpose Centre
Time: 10h00

B) PUBLIC HEARING:

Date: Tuesday, 25 March 2025
Venue: Masisi Community Hall
Time: 10h00

TN TSHIWANAMMBI
MUNICIPAL MANAGER

Notice number 08-2024/25



al bodies, must have leadership qualities and must have knowledge and al planning, land use management, Environmental Management, evelopment and legal background.

the period of office of members will be for 5 years calculated from the date uch members by the Musina Local Municipality.

Municipal Planning Tribunal and Appeal Authority must meet the minimum cated below:

ERTISE	QUALIFICATION	EXPERIENCE
	Registered Attorney/Advocate	5 years or more
	Registered Environmentalist	5 years or more
gional nd Land	Registered Town and Regional Planner	5 years or more
	B(Hons) Economics	3 years or more
	Professional Engineer in Civil/Electrical/ structural or Transport	5 years or more

ust be in writing (indicate if it is for the MPT or Appeal Authority) and must g information or details: **A) Full names and address of the nominator**, al persons and a person may nominate himself or herself or organization date. **B) Nominations accompanied by acceptance letter** **C) Short CV** **Motivation by the nominator of the appointment of the nominee** **E) ent F) Certified copies of qualifications, registration certificates and** (indicating registration with relevant professional or voluntary

id that all nominees will be vetted and evaluated (by the Evaluation Panel), ntment is made by Council.

he successful candidate will be remunerated in accordance with Treasury gulate the remuneration of commissions and committees of inquiry. verment sector (local, provincial and national) will not be remunerated.

Please note that the failure to comply with the above requirements and the n 38 of the Spatial Planning and Land Use Management Act (Act 16 of 16&19 of Musina Local Municipality Spatial Planning and Land Use n, 2016, may result in the disqualification of the nomination.

be sent to: The Municipal Manager, Musina Local Municipality, Private 0900 or Hand delivered to Musina Local Municipality Offices, Civic Center, sina or Emailed to: rudzanim@musina.gov.za on or before the 28 r inquiries contact Spatial Planning and Land Use Management Unit: 015

31
3ER
cipality

Tel: 015-534-6100
Fax: 015-534-2513
Email: info@musina.gov.za
Website: www.musina.gov.za
Notice No:07/2024-2025

2. Kindly take note that copies of the 2023/2024 Draft Annual Rep perusal during office hours (07h00 to 16h00) week days (Monday to Frid municipal service points: a) Musina Library (Civic Centre)
b) Madimbo Thusong Centre
c) Malale Satellite Office
d) Campbell Satellite Office
e) Harper Satellite Office
f) Skoonplas Satellite Office
g) Masisi Satellite Office

3. In addition the Draft Annual Report is available at website www.

4. Written representations on the 2023/2024 Draft Annual Report r one of the above service points or at the office of the Municipal Manager Friday, 07th March 2025 at 12h00.

5. Please take note that subsequent to processing of the Draft An Municipal Public Accounts

Committee council will in accordance with section 129 of the Local Gove Finance Management

Act Number 56 of 2003 adopt an oversight report on the 2023/2024 Ann before the 31 March 2025 and make public an oversight report within 7 d 129 sub-section 3 of the Local Government Municipal Finance Manager

6. For enquiries please contact Mr TN Tshwanammbi via telepho post:

Tel: 015 – 534 6100
Email: mmpa@musina.gov.za
Fax: 015 534 2513
Post: Private Bag X611, MUSINA, 0900

7. Further kindly be advised that the Municipal Public Accounts C accordance with section 129(4)(a) and 130(1) of the Municipal Finance

Management Act hold Consultation sessions on the 2023/2024 Musina L Draft Annual Report as follows:

A) PUBLIC PARTICIPATION:

Date: Tuesday, 18 March 2025
Venue: Nancefield Multipurpose Centre Time: 10h00

B) PUBLIC HEARING:

Date: Tuesday, 25 March 2025
Venue: Masisi Community Hall Time: 10h00

TN TSHIWANAMMBI
MUNICIPAL MANAGER
Musina Local Municipality
21 Irwin Street
Civic Centre

Tel: 015-534-6
Fax: 015-534-
Email: info@m
Website: www.
Notice No:08/2



ZOUTNET CC
16 B Joubert Street

LOUIS TRICHARDT
0920

0155164996
1996/031134/23
4340190851
TEL:
Com Reg:
VAT Reg:

Account: G27

Deliver To:

MUSINA MUNICIPALITY
PRIVATE BAG X611
MESSINA
0900

Your Reference: REQ 09672
Tax Reference: 4520119647

Code	Description	Qty	Unit	Unit Price	Disc%	Tax	Nett Price
020	General Display Advertisement 22 x 4 Public notice - 2023/2024 draft annual report NOTICE LIMPOPO MIRROR	88.00		51.00		15.00%	4,488.00

ANNEXURE
W



Postal Address:
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Private Bag X611
Musina
0900

Physical Address:
21 Irwin Street
Musina
0900

Information Center
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info@musina.gov.za
www.musina.gov.za

PUBLIC NOTICE REGARDING THE 2023/2024 DRAFT ANNUAL REPORT:

1. In accordance with section 127 sub-section 5(a) (i) & (ii) of the Local Government Municipal Finance Management Act Number 56 of 2003 read with section 21A of the Local Government Municipal Systems Act, the Accounting Officer hereby makes public the tabled Musina Local Municipality's Draft Annual Report for the year ended 30 June 2024 and invites the local community to submit representations in connection with the 2023/2024 Draft Annual Report.
2. Kindly take note that copies of the 2023/2024 Draft Annual Report are available for perusal during office hours (07h00 to 16h00) week days (Monday to Friday) at the following municipal service points:
 - a) Musina Library (Civic Centre)
 - b) Madimbo Thusong Centre
 - c) Malale Satellite Office
 - d) Campbell Satellite Office
 - e) Harper Satellite Office
 - f) Skoonplas Satellite Office
 - g) Masisi Satellite Office
3. In addition the Draft Annual Report is available at website www.musina.gov.za
4. Written representations on the 2023/2024 Draft Annual Report must be submitted to one of the above service points or at the office of the Municipal Manager by no later than Friday, 07th March 2025 at 12h00.
5. Please take note that subsequent to processing of the Draft Annual Report by the Municipal Public Accounts Committee council will in accordance with section 129 of the Local Government Municipal Finance Management Act Number 56 of 2003 adopt an oversight report on the 2023/2024 Annual Report on or before the 31 March 2025 and make public an oversight report within 7 days as per section 129 sub-section 3 of the Local Government Municipal Finance Management Act.
6. For enquiries please contact Mr TN Tshwanammbi via telephone or fax or e-mail or post:

Tel: 015 – 534 6100
Email: mmpa@musina.gov.za
Fax: 015 534 2513
Post: Private Bag X611, MUSINA, 0900

ANNEXURE E

**MUSINA LOCAL MUNICIPALITY
SHARED ANTI-FRAUD AND
CORRUPTION HOTLINE**

0800 115 446

(SMS)

30916

E-MAIL ADDRESS:
yhembe@thehotline.co.za

Vuvuzela Fraud and Ethics Hotline App

“ZERO TOLERANCE TO FRAUD AND CORRUPTION”

MUSINA CONTACT NUMBER: 015 534 6100

VISION

*To be the Vibrant and Sustainable Gateway City to
the rest of Africa*

**Municipal
Public Accounts
Committee**

**Public
Participation
On 2023/2024
Draft Annual
Report
20 March 2025
NANCEFIELD MULTI-
PURPOSE CENTRE**

MUSINA

*Gateway
City*



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Neethanbe T. G.	Chairman Ward 7	0826492851		
Magobosa F. M. G.	Worsh 7	0607708716		
Nelou Onita	Ward 7	0823267152		
Magomela Nyamokwane	Ward 7	0294396182		
Chabu Graice	Ward 7	07222128024		
Negole Anyape	Ward 7	0791133593		
Tsotlisa Mhlongo	Ward 7	0720712943		
Henzelina Piet	Worsh 7	0722915102		



IMPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
M A H E P H Y C H R I S		0799858157		
Makhaba Gudoni		0796794070	gmakhaba25@gmail.com	
Nchubuzwelo Phakathi		0796523177		
Makungo Agness		0796794070		
Thaqwana Thuliso		0649886668		



ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

IMPAC PUBLIC PARTICIPATION

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
T Q Mulvey	Ward 6	01234567890	Ex 4	Mulvey
A/C. Lemphobana	Ward 6	076891791	Ex 9	076
K.J. Mulvey	6 ward	0780021028	Ex 9	Mulvey
T.T. Mesele	Ward 4	07840035311	Ward 4	Mesele
M.P. Maledi, Pilot	Ward 6	0820768956	-	Maledi
T.S. Mashela	Ward 15	0825042026	-	Mashela



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Etjie Cacoline		0724220735		Etjie Cacoline
Shishe Eunee		07911536688		Shishe Eunee
Hennacie Dencion		0646230820		Hennacie Dencion
Mirri Qagyis T		07925486888		Mirri Qagyis T
Mimbom Lucy		07214722127		Mimbom Lucy
Nguluthe Mafesony		0636673343		Nguluthe Mafesony



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Neeraj T	W/C	0607005947	—	
Prabhat R.	Master 0734218545	—	—	
Murali R	wordCom+0623563575	0700502192	—	
Rogaduvani T	—	0725373706	—	
Rogaduvani S	—	—	—	



MPPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Rophoriaan, Fm	ward Commr,	0767498249	rofophoriaan@gmail.com	rofophoriaan F. Rophoriaan
Wouter T-R	Ward 8	0663490428	W4/4	
E. Helder	Ward 6	0763581248	W1/4	
E. Maaeserve	Ward 8	0660174308	W1/4	



ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

IMPAC PUBLIC PARTICIPATION

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Kedibone Mukwehlo	4862	0794134886	N/A	Mukwehlo
P.H.P. Lazarus	2723	0727793781	Phirilazzy10@gmail.com	lazarus
A.P. MATOBELA	1286	0790805048	OKINATOBELA@gmail.com	Matobela
Muleya Ronald	24	0729850152	H.P	Muleya



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
M.D. Mafuwa	3621 Ramola	0719770158	N/A	
M. Buys	599	072176301	N/A	
S.S. Maphanya	747	072500016	N/A	
S. Ndou	0231	0766682878	N/A	
T. Sibanda	923	0724719788	N/A	
Caroline Mthembu	37527	0795870841	N/A	
Caroline Ntshwane	3752187	0823773354	N/A	
H.S. Mukwemo	2875	0824447851		
T. Tsholetsa		0711129328		



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER: OFFICIALS

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
S.M. Hulouu	Manager SKRM	082 613 6335	mercy.musina@gmail.co.za	
D.M. Boa	Manager Social Services	083 457 2185	minboe@musina.gov.za	
H.P. Matsha	Supervisor Welfare	066 326 5021	freyne@musina.gov.za	
M. Nakalulile	Manager Human Settlements	082 613 6230	Mashimba@musina.gov.za	
S. Sime	MPAC Admin	082 613 6346	daniel.sime@musina.gov.za	
L.A. Mudau	comms Intern.	079 265 6041	Meda.mudaufun012@gmail.com	
Khombonzeni Kuvano	MPAC Coordinator	071 608 3814	mbongxit@musina.gov.za	
A.K. Nsibonu	comms officer	079 687 9098	ayandan@musina.gov.za	



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
M. M. Pollet	1st AC	012 6694177	—	Pollet
Mdina Abel	—	060 9461153	—	Mdina
Magomed Ganiot	—	063 0633019	—	Magomed
Daij Mabu et al	—	064 9290069	—	Daij
Thagiriva, K.	—	072 611646	—	Thagiriva
Kayson, Janice	—	066 988 44906	—	Kayson
Mutandangidi, Phanjo	—	060 927 6646	—	Mutandangidi
Mulwaisindi, T. Zulay	—	075 985 8157	—	Mulwaisindi
Mphophu, Chais	—	—	—	Mphophu



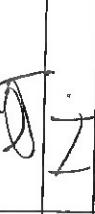
MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
B. Nengi	ward 3	067370015	re61A	
M. Phethe di	ward 8	079819285	NO	
T. Singo	ward 8	0799120031	NO	
R. Rambuleter	ward 8	072155203	NO	
M. Mafura	ward 8	0768387509	NO	
F. Muelau	ward 8	—	NO	
F. Mutele	ward 8	0826695780	146	
P. Mutele	ward 8	0826695780	NO	
A. Bay	ward 8	0630533019	ND	



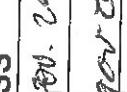
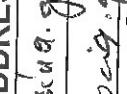
MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER: COUNCILLORS

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
ML MURULANA	CFO	071 600 2535	listonm@msa.gsb.za	
TM Jayaraman	MD	082 446 5707	tmchithamurugan@verizon	
Mawela N G	Major	064 436 1879	gmawela8@gmail.com	



MPAC PUBLIC PARTICIPATION

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

DATE

TIME

VENUE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
T.M. Mamode	SIR	064 8657465		
H.E. Naidoo	Chair - Mr.	085 4363240	ecofriendly@gmail.com	
E.S. Shirile	Speaker	0795268959	Siyaphase Musiza@gmail.com	
Magesa Mof	Chief Whip	0826240446	Siyaphase Musiza@gmail.com	
J. Monchaba	CIV	064 8892132	monchaba@gmail.com	



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER: COUNCILLORS

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Munzhedze M.M.	MLM	076 8674741		
Bobandzwa P.	MLM	064 6575916	tabenqinfr@msn.com	Munzhedze
Mashne M.J	VDM	082 4938443	PhasiKompass1@gmail.com	
Hungwani Shadrack	VDM	066 392 4804	hungwani_shadrack@zimail.com.zw	Shadrack
Khomoza S.	VDM	072 2688235	70landsophysymile@gmail.com	
Muzorewa M.S.	VDM	082 050 980	muzorewamsi@gmail.com	Muzorewa
Maniba M.	MLM	060 7432549	manibaandu@gmail.com	
Molwara Q.D.	MLM	072 04460952		



ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

MPAC PUBLIC PARTICIPATION

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
J. Maguette	Resident	067 313 8186		<u>J. Maguette</u>
Melody Plat	6	082 076 8956		<u>Melody Plat</u>
Ryan Baloy	Resident	016 379 7342		<u>Ryan Baloy</u>
Tek Kunda	Resident	082 626 3992	Sc. Kunda@gmail.com	<u>Tek Kunda</u>
D. M. J. Jum	Resident	072 932 6303		<u>D. M. J. Jum</u>
A. N. J. Jum	Resident	060 891 4574	Adauangjum@gmail.com	<u>A. N. J. Jum</u>
M. Mimbue	Resident	079 015 6129	Mangalimimbue@gmail.com	<u>M. Mimbue</u>



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Phosim - M. William	Dr. C	6712471004	Phosimphosim.O@gmail.com	



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER: OFFICIALS

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
F. Mayor	P.F. Mayor	067 592 6329	London@gmail.com	
A. McNaughton	Police Mayor	072 466 1146		
P. Nolton	Security	076 741 8079		

**MUSINA LOCAL MUNICIPALITY
SHARED ANTI-FRAUD AND
CORRUPTION HOTLINE**

0800 115 446
(SMS)
30916

E-MAIL ADDRESS:

vhembe@thehotline.co.za

Vuvuzela Fraud and Ethics Hotline App

“ZERO TOLERANCE TO FRAUD AND CORRUPTION”

MUSINA CONTACT NUMBER: 015 534 6100

VISION

*To be the Vibrant and Sustainable Gateway City to
the rest of Africa*

**Municipal
Public Accounts
Committee**

**Public
Hearing
On 2023 /2024
Draft Annual
Report
24 March 2025
MASISI COMMUNITY
HALL**

MUSINA



MPAC PUBLIC HEARING

ATTENDANCE REGISTER: COUNCILLORS

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASI SI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Mashudu Mlungwane MLM	Speaker	0768674741		Mashudu Mlungwane
E.S. Skiffield	Cllr (VDM)	0795268959		E.S. Skiffield
S. Hungwani	Cllr (VDM)	0663924804	hungwani.s@mpac.gov.za	S. Hungwani
M.S. Machetha	VDM Cllr	0820501982	machetha.m1@gmail.com	M.S. Machetha
M. S. Mafumeza	VDM Cllr	0726883307	Mafumeza.s@gmail.com	M. S. Mafumeza
PAPELANE T.S	VDM MPAC	0645296446	t.papelane@gmail.com	PAPELANE T.S
S.F.L Ndylovy	MLM	0826215533	shennoocanefax@jahoo.com	S.F.L Ndylovy



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
M.A. Emene		060 855 6969		
Mbele Andre		076 129 6766		
Radziani mchro		071 554 7179		
Mawela Poliyrhwa		064 950 9622	mawela@vivimail.com	
A Masipula		066 077 829		
Wandile S. Aluswani		076 760 6615		



IMPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASIDI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
T. MOBENI	C. Member	07147447839	rejig@icann.org, Agness	
Shankari K. G	CDus	0829582015	rejankh@gmail.com	
P. Mukwanya	MLM	0926138369	rejenele@icann.com	
P. Indebello	mississi	0102173863	IndebelloPolice@gmail.com	
M. Jungsizi Tukatko	MA SISI	079Buz2768	Feliciamakatko@icann.com	
Muneneere Anytime	mississi	-	-	
Makwanya M. A	Doluo	0537689055	Makwanya@icann.org	



ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

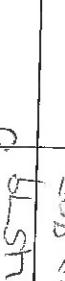
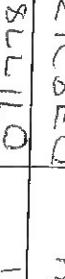
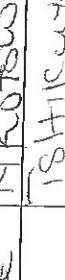
VENUE : MASISI COMMUNITY HALL

MPAC PUBLIC HEARING

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
T. Sonegiri	Mecc.	070-8235187	tsonegiri@nifty.com	
S. D. Price	Myofina	071-18163109	myofina@nifty.com	
E. E. Tsunashige	HKotsuji	071-7784579	genomic_photog@nifty.com	
N. Nethellerma	ISHTSuyu	0782130800		
E. Roachette	Tomatisi	0720682313		
M. P. Nubuk	Wakther ex	0820768780		
				



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE **MASISI COMMUNITY HALL**

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
A. Melanda	C. Member	0712344337		D'Alli Wes
J. Taelben	C. Member	0714747839		
T. Mising	Member	0714329228		
F. muelac	Member	07630006107		
S. Mekelekele	Member	06466664729		
CV. HETZIONATH OV	MEMBER	0292136080		
Mario Romano		0793256855		Romano M



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : **MASISI COMMUNITY HALL**



ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASSI COMMUNITY HALL

MPAC PUBLIC HEARING

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASSI COMMUNITY HALL



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASI SI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
R.G. Muntziger	Technician	0125570138	rgmuntziger@protonmail.com	
M.Q. Muntziger	Manager	027978950279	M.Q.muntziger@gmail.com	



IMPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASI SI COMMUNITY HALL



ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

MPAC PUBLIC HEARING

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Nemalies M: D	Wetland Committee	066 0642971	Phenekalalefest@gmail.com	
T.S. Mamphalo	Wetland Committee	076 5942630	—	NTS
Sebouci Magriet S	Community M	076 606 1950	Magriet.shesthani@gmail.com	
Mogwale S S	Community M	062 785 8849	Roseleugene19@gmail.com	
Muosa M: E	Community M	071 2520978	—	Muosa E
Matsenqay T.	Community	060 6217 267	lendani.Matsega@gmail.com	
Tshimulwa Khanya	Community	0724 687910	—	Tshimulwa K
T.L. Shashani	Community	072 688 2582	ShashaniThaboShashani@gmail.com	
I.C. Remakelebo	Community	076 003 213	Romakobekwana@gmail.com	



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
MPS Muthiethelo	MPS / Village	0760482151	—	
Mr. Bantu Phalala	Masisi Village	0608778725	—	
SIN Nentkay S	Masisi Simco	0721167439	—	
Sipho Tshisekene	Masisi	0630062344	—	
Amadeu Tshisekene	Masisi	0724171640	—	
Msole M: Nentkay S	Masisi	0636336245	—	
Abel A Zulu	Masisi	0824242136	—	
Row Nentkay	Masisi	0647046192	—	
T Muzhelezi	Sigonde	0823185528	—	



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASI SI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
T. N. Netshikwana	Netshikwana	072 3058/329	Netshikwana@ymail.com	
T. W. Resimengwa	Resimengwa	064 643776	Tsikewonie@gmail.com	
M. Muvheli	Muvheli	072 2277631	Muvheli.muheli@gmail.com	
T. Thebe	Thebe	0761804238	thebe1122@ymail.com	
C. Mulea	Sigondi	07192969106	gioricabshunakho90@gmail.com	
F. Mchunu	Mchunu	078 202137	Mchunu.fw@ululogomo.co.za	
C. T. Chonyeza	Chonyeza	0621319456	WSE member	
S. D. Mlivedzi	Mlivedzi	016 494 2836	gurudelelicious@gmail.com	
T. Mudau	Mudau	010 587 5321	tsmiliomudau@gmail.com	



MPAC PUBLIC HEARING

ATTENDANCE REGISTER: OFFICIALS

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : Masisi Community Hall

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
B. Bimo	MPAC Admin	082 613 6346	elanie12@musina.gov.za	
TM Tshimendzo	Agent	0820965707	TMtshimendzo@musina.gov.za	
ML MURULANA	CFO	071 600 25 35	Libon@musina.gov.za	
JS JETA	SM Corporate Services	0760622211	photolightshelp@musina.gov.za	
SIM Mbulouw	Manager CSKEM	0826636335	mercy@musina.gov.za	
CD Wilson	Comms Manager	0834572181	Wilsimone@musina.gov.za	
Joe Sragor	Manager - SA	08329112890	Joe.Sragor@musina.gov.za	
NP MATSHAF	Senior Internal Audit	066 326 5021	Pergr@musina.gov.za	
J.M. Kusinelo	MPAC Coordin	0716083814	mbengi@musina.gov.za	