



MUSINA LOCAL MUNICIPALITY

OVERSIGHT REPORT ON 2023/24

ANNUAL REPORT



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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.



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.



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.

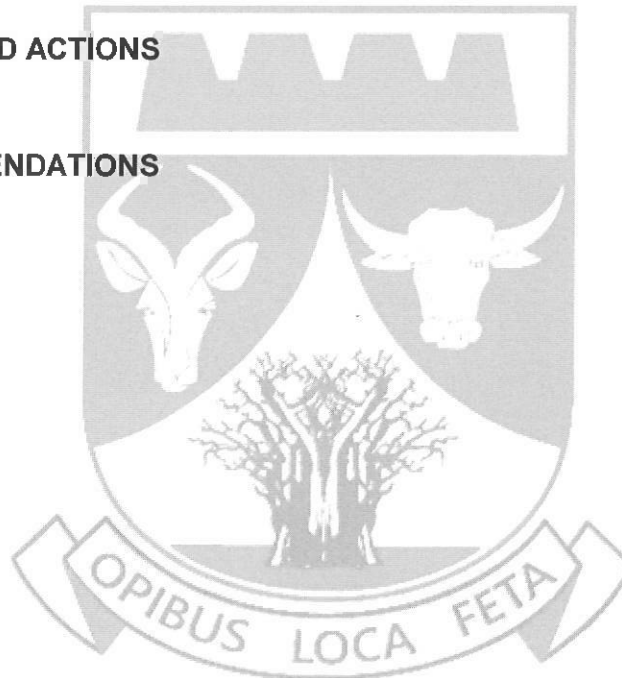
This oversight structure is ensuring sound financial management and governance practices and laying a solid base for a clean administration, improved quality of life and level of municipal services.

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."

**Clr. Makhado N.E.
MPAC CHAIRPERSON**

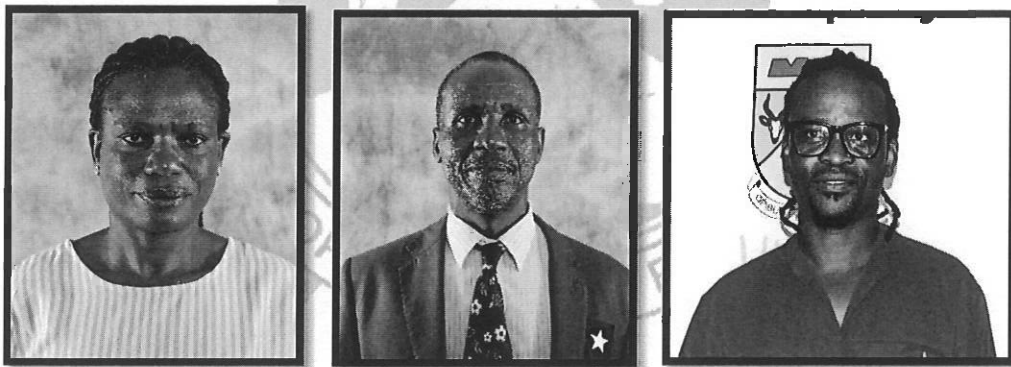
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Pictures from left to right above: Cllr Mildred Mambeda (member) Cllr Eliot Makhado (Chairperson) and Cllr Joseph Mariba (member).



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

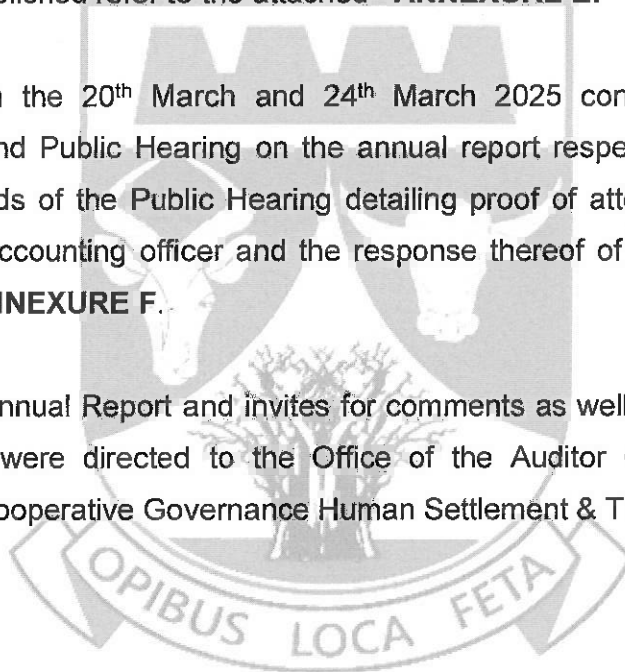
11th – 14th February 2025 refer to the records for the MPAC meetings attached as **ANNEXURE C.**

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, Its 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 30 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

PADELANI 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


CLLR SHIRILELE E.S
SPEAKER OF THE COUNCIL

ANNEXURE B



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

NCUBE T.C

REFERENCE NO

36/12

ACKNOWLEDGEMENT OF RECEIPT REGISTER

2023/2024 DRAFT ANNUAL REPORT

NO	SURNAME & INITIAL	SATELITE OFFICE	CONTACT DETAILS	DATE	SIGNATURE
1	Blomijn N.H.	LIBRARY	015 534 6111		N.H.
2	Moyo P.J.	Ext. 7 Campbell	086136338		
3	Selidi	Stoomplasp Satelliet	0769988260		
4	Nelutany Rithidzi	Masisi Sake Nite	06470446 192		



Postal Address:
Musina Local Municipality
Private Bag X611
Musina
0900

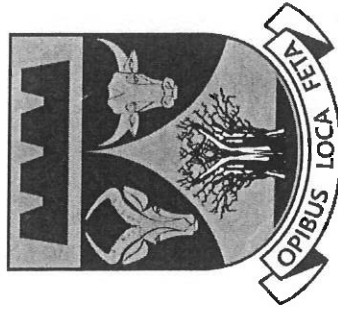
Physical Address:
21 Irwin Street
Musina
0900

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

5	Mungwi Maria	Makhe Sekelibe	014 615 2241		maebuil
6	Ramabanda L.	Mabinda TSC	0834463185		
7					
8					
9					
10					



ANNEXURE C



MUSINA

LOCAL MUNICIPALITY

ATTENDANCE REGISTER

DATE : 11 - 14 FEBRUARY 2025
VENUE : TOGETHER LIFESTYLE RE

MPAC MEETING (REVIEW SESSION)

0834363290

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	DAY 1	DAY 2	DAY 3	DAY 4
N.E MAKHADO	MPAC CHAIRPERSON	082 613 6346	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
M.J MARIBA	MPAC MEMBER	060 743 2549	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
A.D MAKHURA	MPAC MEMBER	072 474 6095	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
J.T MACHETE	MPAC MEMBER	066 309 1111	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
M.T MAMBEDA	MPAC MEMBER	064 865 7465	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
T.E MANENZHE	MPAC MEMBER		<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
J. SIAGA	MANAGER: INTERN AUDIT	0832912890	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
K.E RAMUTHIVHELI	MANAGER: RISK					
D. DIMD	MPAC ADMINISTRATOR	082 613 6346	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
P. MAISHA	SEN INTERNAL AUDITOR	082 510 6191	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
J.M KWINDA	MPAC COORDINATOR	071 608 3814	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>	<i>[Signature]</i>
F. Mushwana	DD. L.P.	083 200 2347				

ANNEXURE D

**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

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:

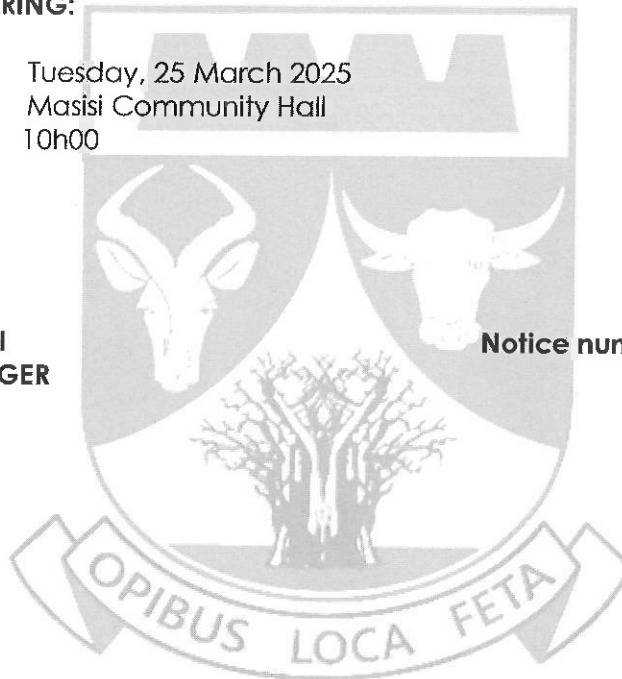
Date: Tuesday, 18 March 2025
Venue: Nancefield Multipurpose Centre
Time: 10h00

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, development and legal background.

a 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 dicated 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**, ral persons and a person may nominate himself or herself or organization ate. **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 nding** (indicating registration with relevant professional or voluntary

ed 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. vernment sector (local, provincial and national) will not be remunerated.

lease 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 w, 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: rudzanima@musina.gov.za on or before the 28 r inquiries contact Spatial Planning and Land Use Management Unit: 015

31
SER
ipality

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 Anr 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 Annr before the 31 March 2025 and make public an oversight report within 7 d 129 sub-section 3 of the Local Government Municipal Finance Managerr

6. For enquiries please contact Mr TN Tshiwanammbi via telephor 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 Cc 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 E

**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

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 Tshivanammbi 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 F

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



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Nk Humbel T.G.	Ward 7	0826492891		
Maphosa M.G.	Ward 4	0607708116		M.G.
Ndlovu OALIKA	Ward 7	0823244152		N.O.
Makwavela Nyamoni	Ward 7	0794396197		N.F.
Chali Grace	Ward 2	0722128074		T.G.
NEGOTO ANAPPA	Ward 7	0791133523		N.A.
Julia Nenzweleni	Ward 7	0780714943		J.N.
Nenzweleni Piet	Ward 7	0822415102		N.P.



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

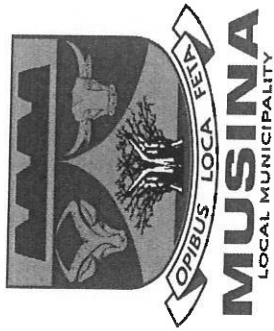
DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
MPHEPHY CHRIS		07999858157		MPhephy.C
Makhado Gudani		0796794070	gmakhad025@gmail.com	
Namhamba Pholiso		0790523177		
Makungo Agness		0796794070		ET.k
Thagwana Khuliso		064 988 0668		

✓



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
J.D. Muleya	ward 6	0644 91624455	Ex 14	Muleya
A.K. Ramphapana	Ward 6	082 896 899 1791	EX 9	EX 9
K.J. Muleya	6 ward	078 002 1028	EX 9	EX 9
S.T. Masele	ward 4	078 443 3531	Ward 4	4
M.P. Muleya: prot	Ward 6	082 076 8956	-	Muleya: p
T.S. Mashule	Ward 5	082 504 2026	-	Mashule



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Stjie Caroline		0724722078		Stjie
Thisebe Eunice		0791636688		Thisebe Eunice
Hemmatie Rensch		0646330809	-	Hemmatie Rensch
Miri Gladys T		0792548688	-	Miri Gladys T
Mthembu Lucy		0724722127	-	Mthembu Lucy
Makulule Moresinah		0636673343	-	Makulule Moresinah



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Ntshane T.P	WMC	0607005947		<i>[Signature]</i>
Mudaei R.	MUNICIPALITY	0734218945		<i>[Signature]</i>
Munyai R	ward committee	06235563575		<i>[Signature]</i>
Ragaduluvani T	—	0720802192		R.T
Ragaduluvani S	—	0725373706		R.S

**VENUE**
: NANCEFIELD MULTI-PURPOSE CENTRE[illegible]



MPAC PUBLIC PARTICIPATION

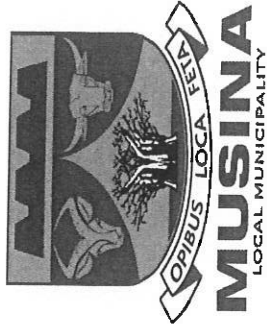
ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Kedibone Mukuweyho	4862	0794131186	N/A	Mukuweyho
Phiri Lazarus	2723	0727793781	phirilazey10@gmail.com	phirilazey10@gmail.com
A.P. MABELE	1286	07908080748	OKINMABELE@gmail.com	OKINMABELE@gmail.com
Muleya Ronald	24	0729850152	N/A	Muleya



MPAC PUBLIC PARTICIPATION

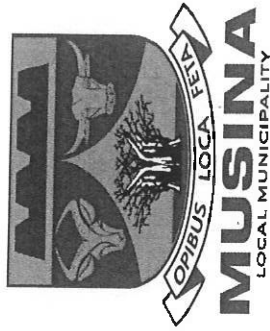
ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
M.D. MABWALA	3621 Pamela	0799770156	N/A	<i>[Signature]</i>
M Buys	599	072176801	N/A	X
S.S. MABWALA	247	0725004166	N/A	<i>[Signature]</i>
S Ndon	2231	0766682878	N/A	X
I Sibanda	923	0724719788	N/A	X
Caroline Mthanga	3752/7	079587084	N/A	X
Caroline Mthanga	3752/87	0823773354	N/A	X
H-S. Mthanga	2875	0824478151		X
1.1 1500 THEU		081172930		<i>[Signature]</i>



MPAC PUBLIC PARTICIPATION

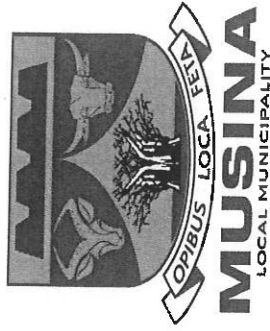
ATTENDANCE REGISTER: OFFICIALS

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
S.M. Ndlovu	Manager (S.KRM)	0826136335	mercyn@musina.gov.za	
D.M. Boer	Manager Social Services	0834572185	mimleb@musina.gov.za	
M. MATSHIA	Senior Internal Affairs	0663265021	percym@musina.gov.za	
M. MAKALILLIE	Manager: Human Resources	0826136330	Makalillie@musina.gov.za	
S. Sino	MPAC Admin	0826136346	daniel@musina.gov.za	
L.A. Mudau	Comms Intern.	0792656041	madaulufun02@gmail.com	
Mbongiseni Kwindo	MPAC Coordinator	0716083814	mbongik@musina.gov.za	
A.K. Ndlovu	Comms Officer	0796879098	ayandan@musina.gov.za	



MPAC PUBLIC PARTICIPATION

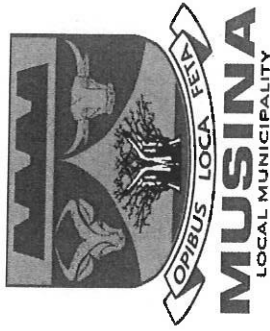
ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Musina Pallet	W/F	0796694777	—	Pallet
Mawana Abel.		0809451153	—	Maw.
Makwengo Gynos				Maw.
Dal M/16 dt		0630833019		A. Dal
Thagware K.		0669280658		TK
Kgafana Jane		0796161646	—	J
Mutshakindi Phadva		066 988 4906	—	M
Mutshakindi Dzikwa		060 927 6646	—	D
Mphaphu Chris		0759858157		Mphaphu (



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
P. van Rooyen	ward 3	0673700815	n/a	P. van Rooyen
M. C. Phethedi	ward 8	0798192885	N/A	M. C. Phethedi
J. L. Singo	ward 8	079912037	N/A	J. L. Singo
R. Rambulele	ward 8	072155203	N/A	R. Rambulele
M. Mafuq	ward 8	0768387589	N/A	M. Mafuq
A. Mudele	ward 8	—	N/A	A. Mudele
P. Mutele	ward 8	0826695780	N/A	P. Mutele
R. Mutele	ward 8	0826695786	N/A	R. Mutele
A. Bay	ward 8	0630533095	N/A	A. Bay



DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE[illegible]



MPAC PUBLIC PARTICIPATION

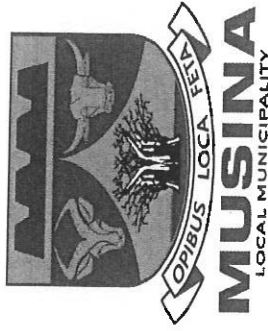
ATTENDANCE REGISTER: COUNCILLORS

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Tim. Mambodo	Cllr	064 865 748		
N.E. Makhado	Chair - MPAC	085 436 3240	eliotmapha@gmail.com	
E.S. Shirilele	Speaker	0795268959	sigaphiso@musinga.gov.za	
Mafeta Mf	Chief whip	0826210414	stasob@musinga.gov.za	
Mambodo	Cllr	064 889 2130	mambodo@nccor@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
Munzhelele M.M.	MLM	0768674741	---	Munzhelele M
Rabambuthwa R	MLM	0645657596	rabambuthwa@musina.gov.za	Rabambuthwa R
Mpashe M.J	VDM	082493843	mpashe@musina.gov.za	Mpashe M.J
Hlungwani Shadrack	VDM	0663924804	hlungwani.shadrack@gmail.com	Hlungwani Shadrack
Mantamela S	VDM	0726883859	mantamela.s@gmail.com	Mantamela S
Maschane M.S	VDM	0820501980	maschane.ms@gmail.com	Maschane M.S
Mariba M.I	MLM	0607432549	mariba.m.i@gmail.com	Mariba M.I
Mokwena A.D.	MLM	07294460952	---	Mokwena A.D.



MPAC PUBLIC PARTICIPATION

ATTENDANCE REGISTER:

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
J. Maqwenca	Resident	067 313 8186		<i>[Signature]</i>
Muboni Piet	6	082 076 8956		<i>[Signature]</i>
Tyoni, Baloyi	Resident	016 379 7342		<i>[Signature]</i>
JCK Kanya	MUSINA 10 THE FRONT	0826263992	Jc.Kanya@gmail.com	<i>[Signature]</i>
D. Nkomo	Resident	0728326303		<i>[Signature]</i>
N. Nkomo	Resident	0608814514	ndawmndaw@gmail.com	<i>[Signature]</i>
M. Nkomo	Resident	079 015 6139	ndawmndaw@gmail.com	<i>[Signature]</i>



DATE : 20 MARCH 2025

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE[illegible]



ATTENDANCE REGISTER: OFFICIALS

DATE : 20 MARCH 2025

TIME : 10H00

VENUE : NANCEFIELD MULTI-PURPOSE CENTRE

[illegible]

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**



MPAC PUBLIC HEARING

ATTENDANCE REGISTER: COUNCILLORS

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Mashudu Muzhesele	MLM	0768674741	-	Muzhesele
E.S. Shirilele	Speaker	0795268959	-	Shirilele
S. Hlungwani	CIR (VDM)	0663924804	hlungwani.shadock 6178@gmail.co.za	Hlungwani
M.S. Macheche	VDM CIR	0820501980	macheche.ms1@gmail.co.za	Macheche
M.S. Mafema	VDM CIR	0726883507	Mafema.phy@gmail.com	Mafema
PAPELANE T.S	VDM MPAC	0645256446	ts.padelane@gmail.co.za	PAPELANE
S.F.L. NDHLORU	MLM	0826215533	shannonndhlora@yahoo.co.za	NDHLORU



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
M.A. Emene		060 855 6969		
Mbele Andile		076 179 6766		
Radziani Mpho		071 454 4179		
Mawela Rorirhuwa		064 950 9622	mawela.rorirhuwa@gmail.com	
A Masipula		066 107 829		
Mamontshezi Aluwani		076 760 6615		



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
T. NGOBENI	C. Member	0714747834	ngobeni@ngobeni.co.za	
Shandukani K.G	CDW	0829582015	shandukani@gmail.co.za	
P. MUKHAWA	MLM	0826136344	mukhawa@p.co.za	
P. Tshabelo	Masisi	0767773880	tshabelo7011e@gmail.co.za	
M. Tshungazi M. KATEKO	Masisi	079342768	Felicia.mtshungazi@gmail.co.za	
Munzhelele Anyirino	Masisi			
Mawunga M.A	Doulo	0837689055	Mawunga.mawunga@gmail.co.za	



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
T. mbedu	Ndani	0792125187	tshepo.mbedu@gmail.com	mbedu.T
G. Phiri	MUSINA	0711816244	mali.com	Phiri.G
E. Muzhetele	NKotswi	0717784579	germanphiri42@gmail.com	Phiri.E
N. Nethalana	tshepo	0782130800		N.N
E. Machebele	Masisi	0720682313		E.M
M. P. Mubhu	Masisi	0820768986		M.P



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
A. Malaba	C. Member	07137414337		<i>[Signature]</i>
J. Tlobeni	C. Member	0714747839		<i>[Signature]</i>
T. Mabilinge	Member	074329228		<i>[Signature]</i>
J. Mubee	Member	07630008107		<i>[Signature]</i>
S. Mdebelebe	Member	0646064729		<i>[Signature]</i>
GIV. NETHIOMVAHI O.V	MEMBER	0792136080		<i>[Signature]</i>
Marku Ramara		0793256855		<i>[Signature]</i>



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
D. Mabongo	Don	0825582099	mabongo@engbongeni.co.za	Mabongo
A. NETSHIFHEPHE		0818493224		Netshifhepe
H. Mashevele	-	0721904670	mashevelehappy@gmail.com	Mashevele
Resident employee Tendani Mhloni	-	0798829819	Tendani : Coni m Mhloni	Mhloni



VENUE : MASISI COMMUNITY HALL

[illegible]

**VENUE : MASISI COMMUNITY HALL**[illegible]



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
Z. Nethunkae		0122002259	zuthunkaenethunkae4@gmail.com	[Signature]
K. Jombe		0666771865	kedibonejombe88@gmail.com	[Signature]
O. Mungwana		07939981365	omungwanao2@gmail.com	[Signature]
Hobu Hlebeli Hlebeli		0729553764	hlebela@hlebela154	[Signature]
Munyisi Dabisi		0661888331		[Signature]
Nethunkae Jankela		0720147793	Emmanuel Jankela@gmail.com	[Signature]
ANDON		0715272006	Andon@andon@gmail.com	[Signature]
Selaneh Seng		08206147213		[Signature]
Esther Nelundor		0790794538		N.E



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

DATE : 24 MARCH 2025

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
N. M. M. M. M. D.	Ward Committee	06606942971	N. M. M. M. D.	
T.S. Maphahle	Ward Committee	0765942630	-	
Sebast M. M. S.	Community M	0166081950	Magret-Swethanigmail.com	
Mogwale E.S.	Community M	0627888899	Rosalee.wagner@gmail.com	
M. M. M. M. E.	Community	0712520978	-	
M. M. M. M. T.	Community	0606217267	-	
T. M. M. M. M. M. M.	Community	0724687910	-	
T. L. Shauhani	Community	0726882582	Shauhanitshauhanigmail.com	
K. C. Ramakiso	Community	079908213	Ramakiso.kc@gmail.com	



MPAC PUBLIC HEARING

ATTENDANCE REGISTER:

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TIME : 10H00

VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
MS Muthuthele	Masisi Village	0760482151	—	
MS Ramuthle	Masisi Village	0609778725	—	
SN Nenkanyo	Masisi Sinc	0721167439	—	
Sipho Tshisevhe	Masisi	0630636398	—	
Mudau Tshimela	Masisi	0791178410	—	
Mtholeli Nkumbi	Masisi	0686336205	—	
Nkomo Azisidoni	Masisi	0824242136	—	
NRw Nenkanyo	Masisi	0647046192	—	
T Muzhelezi	Sigonde	0823185528	—	



MPAC PUBLIC HEARING

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DATE : 24 MARCH 2025

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VENUE : MASISI COMMUNITY HALL

INITIALS & SURNAME	DESIGNATION	CELL NUMBER	EMAIL ADDRESS	SIGNATURE
T. N. Ntshikwini	Ntshikwini	072 3058129	Ntshikwini@gmail.com	Ntshikwini
T. W. Rasiwaga	PO	064 6143776	Tsiko Wanie@gmail.com	PO
M. Muvelli	PO	082 2277637	Muvelli.winner@gmail.com	PO
T. Theani	PO	0761804238	theani.lucia@gmail.com	PO
C. Muea	Sigonde	0792969906	gloriashunakho90@gmail.com	PO
P. Manganye	Masi	078 202137	ManganyePhindulo@gmail.com	PO
G.T. Chanyke	Musi	0621319450	we member	PO
G.D. Mibedzi	Musi	07545842886	gundelicious@gmail.com	PO
T. Mudau	Musi	0705875321	tsijiomudau@gmail.com	PO



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	daniel.d@musina.gov.za	
Tr. Tshienzenombi	MPAC	082 204 65707	mpac@musina.gov.za	
ML MURULATHA	CFO	071 600 2535	L150111@musina.gov.za	
JS PETA	SPM Corporate Services	076 062 2211	phakabatshele.p@musina.gov.za	
SIM Hdhlaoui	Manager CS&EM	0826156335	mercy.m@musina.gov.za	
Wilson Dzerey	Comms Manager	0834572187	willson@musina.gov.za	
Joe Sigaar	Manager-FA	0832912890	joef@musina.gov.za	
MP MATSHAP	Senior Internal Auditor	066 326 5021	percy.m@musina.gov.za	
J.M. Kwinela	MPAC Coordinator	0716083814	mbangile@musina.gov.za	