



MUSINA LOCAL MUNICIPALITY

OVERSIGHT REPORT: 2016/17

CHAIRPERSON'S REMARKS

The South African legislative framework upholds a democratic, consultative, transparent and accountable systems of governance.

Section 4 of the Local Government Municipal Systems Act (MSA) accords rights and duties to municipal councils to govern local government affairs in the best interests of the local community and to provide a system of government that is democratic, accountable and involves the local community.

Whilst section 4 (2) (d) of the Local Government Municipal Systems Act (MSA) affords a responsibility to municipal councils to ensure that municipal services are provided to the local community in a financially and environmentally sustainable manner, chapter 12 of the Local Government Municipal Finance Management Act sets compliance requirements for accountability through amongst others audited reports for each completed financial year.

The reports as referred to in the above paragraph translates to depiction of the health or otherwise of the institution at various levels including governance, financial viability, predetermined objectives, systems, procedures and controls.

The Local Government Municipal Finance Management Act prescribes for the compilation and auditing of Annual Financial Statements (AFS) for the municipality and its entities.

Section 127 of the Local Government Municipal Finance Management Act (MFMA) requires that a mayor of a municipality must within the prescribed period table an annual report detailing performance of a municipality during the preceding financial year, further the section provides compliance requirements to be observed by the accounting officer immediately after the annual report has been tabled.

The report as envisaged in the above paragraph must in all material terms provide a high level qualitative summary of the state of the municipality drawn from various reporting instruments, the reports access to credible information whilst empowering the reader to form an informed opinion of the municipality's achievements, challenges and limitations thereof.

Council has as empowered by section 79 of the Local Government Municipal Structures Act 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 centred 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 2016/17 Annual Report.

As a collective of the Municipal Public Account Committee we forthrightly note and acknowledge the improvements in performance of the municipality in as far as financial management and predertimed objectives as evidenced by the Auditor General's Audit Opinion on the 2016/17 municipal audit. The audit opinion depicts a significant reduction in the number of findings and emphasises in comparison to the prior year audit outcome.

The above points to concerted efforts of the municipal leadership, administration and the oversight structures in 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.

The delicate self-diagnostic task of objectively reviewing our performance as a municipality through the MPAC process has been made possible by the involvement, participation and support provided of council, the audit committee, Office of Auditor General, SALGA and the provincial department of Cooperative Governance Human Settlement and Traditional Affairs as well as Provincial Treasury.

The guidance and leadership of her worship the honourable mayor is highly acknowledged, in tabling the 2016/17 annual report the mayor has enabled the municipality to self-reflect, provided a platform for review and entrench accountability in a people centred and driven governance process.

Your leadership honourable mayor and that of the executive and council in general has made it possible for the municipality to maintain the unqualified audit opinion and improve on the quality of its performance and thus a clear indication and critical ingredients of a road to a clean municipal administration and audit outcome.

The municipal council's objectives is for a municipal administration that is sound, responsive and provides quality services to our people. The health of the municipal administration has to translate into development of our people, prosperity for residence and business, improved level and quality of services, affordability, transformation of society including economic transformation and long term viability of our institution.

The contribution of all members of Management and officials of the municipality led by the Municipal Manager Mr T.N Tshivanambi is noted and appreciated. We call upon this public servants to devote their energies in sustaining the change and continuous improvement trajectory and placing the people first in all their endeavours and interventions.

As the Municipal Public Accounts Committee working together with other oversight committees of council including the Audit Committee and the Financial misconduct Board we committed to follow through and take all steps that within our mandate and terms of reference to facilitate transparency and where needs be implement or direct on consequence management.

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 the municipality work towards a better life for all our people. The valued comments and inputs that council has been favoured with continues to focus the agenda of council and giving life to the ideal of an ideal and constitutional imperative of "the people shall govern".

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.

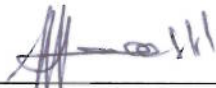
My gratitude goes acknowledgement and gratitude goes to members of the Municipal Public Accounts Committee for staying true and resolute to our

oversight mandate and discharged with diligence the task at hand. I believe our collective work can be summed up in Steve Biko's words ***"People must be aware of their problems in a realistic way. They must be able to analyse their problems and workout common solutions. In other words the community is divided if their perception of the same thing is different."***

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.

As I conclude on the 2016/17 Oversight Report I am reminded of the words of Nelson Mandela ***"What counts in life is not the mere fact that we have lived. It is what difference we have made to the lives of others that will determine the significance of the life we lead"***, I wish as public representatives and public servants we may draw inspiration from this quote as we engage in our quest to better the lives of our people; fight inequality, under development.

Our people are hopeful that our collective efforts as council and administration will alter whatever their circumstance for the better.



COUNCILLOR A.P NARE
CHAIRPERSON - MPAC

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1. MEMBERS OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

(A) CLLR. A.P NARE (Chairperson)

(B) CLLR. S.M PHIRI

(C) CLLR. R.A.E MAMAFA

(D) CLLR. A.D MAKHURA

(E) CLLR. E.C MAGWIRA

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 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 25th January 2018 under council item 10.18.01.2018 tabled the 2016/17 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 hearing conducted.
- COGHSTA, Auditor General and Audit Committee were invited.

Council on the 25th January 2018 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 meeting of 22 February 2018, 01, 08 & 09 and 14 March 2018 refer to the records for the MPAC meeting of 22 February 2018, 01, 08 & 09 and 14 March 2018 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 2016/17 was published refer to the attached **ANNEXURE E**.

MPAC has on the 23 March 2018 convened a Public Hearing on the annual report, 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.

4. OVERSIGHT REPORT – KEY COMMENTS ON THE 2016/17 ANNUAL REPORT

QUESTIONS OF THE MUNICIPAL PUBLIC ACCOUNTS COMMITTEE (MPAC) ON THE REPORT OF THE AUDITOR GENERAL TO THE MUSINA MUNICIPAL COUNCIL ON THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2017

Going concern / financial difficulties

1. For the past two years, the municipality's expenditure is significant more than its income and its current liabilities exceeded its current assets. The net deficit amounts to R70 million in comparison to R36 million in 2014-15. The amount has almost doubled.

Furthermore R23 million was considered irrecoverable debt whilst fruitless and wasteful expenditure of R10 million was incurred due to interest on payments not made within 30 days.

1.1 What are the root causes of the municipality's financial difficulties?

- Limited revenue base, and increased demand for additional and improved services.
- Difference in tariff models between Eskom and the municipality

1.2 What are the corrective measures taken to improve the cash flow?

- Development of a revenue enhancement strategy
- Comprehensive review of our tariff structure
- Improved cash flow management, prioritisation of taxes and debts

1.3 Does the municipality have a recovery plan to correct this situation? If so, please submit the detailed plan?

- Plan developed and sent to COGHSTA for performance and monitoring, to be submitted to the secretariat

- Progress and challenges are discussed in the weekly operational meetings.

1.4 Who is assisting the municipality to address these financial difficulties?

- Sector departments, stakeholders including legal firms, the municipality is also working on it internally to resolve the challenges.

1.5 Who is responsible for debt collection in the municipality?

- The Finance department is responsible for those debts that are not yet handed over to our collecting attorneys

1.6 What systems are in place to ensure that debt, as it becomes due, is being followed up and collected?

- We have a credit control unit within the finance department that works daily on collecting all arrear debts.
- Those that qualify to be handed over to our collecting attorneys are handed over
- We also conduct weekly cut offs for accounts that are in arrears

Material misstatements in annual financial statements and annual performance report

2. It would seem that the municipality relies on auditors to identify errors in the financial statements which they subsequently correct

2.1 Who is responsible for the review of the annual financial statements and performance information?

- Budget Treasury Office prepares and send to the internal audit and the audit committee is legally responsible for the review before submission to AGSA and council.

2.2 Is there an action plan to prevent and detect material misstatements in financial and performance information?

- Yes, however we will be improving our internal review methodology even before the statements are submitted to the audit committee

2.3 Who is responsible for the implementation and monitoring of action plan to prevent the audit findings recurring?

- The Accounting officer with the assistance of other General Managers
- Audit committee is also playing an oversight role on behalf of Council

Unauthorised expenditure

3. Unauthorised expenditure of R5.7 million was incurred due to overspending of the budget/votes

3.1 Why did the municipality overspend its budget/votes?

- Accelerated depreciation due to deteriorating infrastructure assets such as roads
- Adjustments in the financial statements passed which affect the statement of financial performance of the municipality

3.2 Who is responsible for budgeting?

- The Mayor with the support of the Accounting officer and Management is responsible for budgeting

3.3 What steps have been taken to prevent a recurrence?

- Improved estimation of asset impairment costs/non-cash items
- Improved review of financial statements to avoid adjustments that impact negatively on the budget at year end

Irregular expenditure due to contravention of supply chain management policy

4. Irregular expenditure to the amount of R21.1 million was incurred during the year under review. This is a significant increase from the prior year, where R3 million was spent irregularly.

4.1 Documentation could not be submitted to audit as evidence that contracts were awarded to providers whose tax matters were in order with the SARS

4.1.1 What is the current status of the record keeping in the municipality?

- Record keeping has improved specifically SCM records, and we don't anticipate challenges in the coming audit. (composition of committees)

4.1.2 Why did officials fail to submit requested information to audit?

- This was due to the fact that, tax clearance certificates submitted for audit were not certified and the auditor general did not consider those as valid and a smaller number of those that did not submit

4.2 Awards to providers who are employed by other state institutions

4.2.1 As this is a repeat finding from the prior year – why is it recurring?

- As municipalities, we rely on declaration forms to determine if a prospective supplier is in the service of the state or not,
- Prospective suppliers will at times not be honest when declaring

- The auditor general has a system to check for such occurrences during the audit (CATT)
 - These instances, though recurring, are not common and it will not make sense for the municipality to invest in such a system
- 4.2.2 What steps have been taken to prevent the abuse of SCM processes
- Strict application of the SCM policy and other regulations and guidelines
 - The upgraded financial system also assist in enforcing implementation of correct SCM processes
 - The use of Central Supplier Data Base (CSD)
- 4.2.3 What action has been taken against the providers?
- The municipality will avoid doing business with such suppliers and we also looking at possibilities of submitting their names to National Treasury for listing as restricted suppliers
- 4.3 Construction contracts were awarded to contractors who did not qualify for the contract
- 4.3.1 Please submit a detailed list of all construction contracts awarded, indicating those that were awarded irregularly
- This was only one instance that we as a municipality did not agree with the Auditor General's finding (CIDB issue)
- 4.3.2 Did the municipality receive value for money?
- Yes, The municipality received value for money (Construction of paved roads in Matswale 2015/16)
- 4.4 Awards were made to suppliers who did not declare their interest
- 4.4.1 What steps have been taken against officials that did not insist on declarations of interest prior to awarding contracts to suppliers?
- This was on procurement below R200 000, and management has since put controls in place to ensure that suppliers submit declarations for all ranges of procurement, training and use CSD usage
- 4.4.2 Were these awards investigated?
- No, proper controls in place hence no investigation
- 4.4.3 What preventative measures have been put in place?
- Management has since put controls in place to ensure that suppliers submit declarations for all ranges of procurement
- 4.5 Bid adjudication committees were not composed as per required legislation
- 4.5.1 Why were bid committees not composed as legislated?

- Management took a decision to keep all bid committees at manager level due to the type of information and decisions that are to be taken, the challenge was with the SCM unit that needs to be represented in all these committees with only one manager.
- The manager represented SCM in all three committees which AGSA found to be against the policy, management agreed with the finding and the composition of committees was redone to fully comply with the policy

4.5.2 In cases where awards were made by a committee not composed as required, was value for money received for goods and/or services delivered?

- Yes, value for money was received as there was no compromise on quality

Performance information

5 The municipality had no findings on performance information in the prior year. However, in this financial year, there were many issues identified on the usefulness and reliability of the reported performance information.

- Differences between development priorities were identified between the planning and reporting documents and changes not approved by council
- Some indicators were not clear and was therefore not possible to verify

5.1 Who is responsible for the compilation of annual performance reports and the setting of priorities and indicators?

- Each Head of Department is responsible for setting priorities and indicators for their departments.
- Such priorities and indicators are then through the SDBIP translated into performance plans.
- Each departmental head is responsible for reporting on performance against the set priorities and indicators.
- The Performance Management unit is responsible for compilation of such reports into quarterly, mid-year and annual reports subject to quality assurance by internal audit and Audit committee.

5.2 What steps have been taken to ensure that the performance management system properly describes and presents key performance indicators?

- The performance management and IDP unit has been assigned 1 e July to give direct support to departments in the planning phase to ensure that key performance indicators are properly set.
- Further the Senior Manager Corporate Services and Internal Audit and Audit Committee are tasked to review all key performance indicators across the planning and reporting documents to ensure proper descriptions.

5.3 Please explain why certain development priorities were changed?

- Further the changes were necessitated by an introduction of a new SDBIP template that sought to address amongst others a requirement for a clearly defined technical indicator description however at the point of implementing such changes it was impossible to amend to source planning document that is the IDP to align to the desired outlook

5.4 Is there an action plan to address these shortcomings? If so, who is responsible for the implementation and regular monitoring of this plan?

- Yes there is an action plan which has amongst others sought to have a concurrent development of key strategic plans including IDP, Budget, SDBIP and Risk Registers and Plans amongst others to ensure alignment and consistency amongst this documents and ultimately the performance reports thereof.
- The Senior Manager Corporate Services is responsible for facilitating implementation thereof, General Manager Corporate Services is responsible for reviewing the plan and the Municipal Manager monitors the plan periodically.

Achievement of planned targets

MPAC to refer to the annual performance report and determine if targets were met, if not, relevant questions can be posed.

Issues to be considered:

- *Planning for projects and targets – who is responsible and what process is followed?*
- *Why is the planning not done properly?*

Consequence management

6 Four years' unauthorised, irregular and fruitless and wasteful expenditure was not investigated to determine if any person is liable

6.1 Why were there no investigations into the circumstances that surround the incurrance of prior years' unauthorised, irregular and fruitless and wasteful expenditure?

- Investigations were done, but according to AG524, the investigations were not done properly. AG against the MPAC investigation.

6.2 What are the corrective steps taken to adhere to section 32(2) of municipal legislation (MFMA)

- The total balances of the UIFW were referred to a committee of council (MPAC) to be properly investigated.

- The Audit committee will also be providing technical guidance on investigating occurrences of UIFWs

Internal control

7 Please give a detailed update on the following internal controls:

7.1 Monitoring of the implementation of action plans

- Internal audit monitors and reports to management, audit committee on implementation of audit action plan
- Monthly reporting on the Council adopted action plan

7.2 Daily and monthly controls in place

- Yes, management overlooks the adherence to such internal controls

7.3 Prevent the reliance on consultants to compile annual financial statements and auditors to identify errors in the financial statements?

- No, only used on the unbundling of infrastructure assets and assessment of condition of those infrastructure.

Consequence management

(2) A municipality must recover unauthorised, irregular or fruitless and wasteful expenditure from the person liable for that expenditure unless the expenditure—

- (a) in the case of unauthorised expenditure, is—
 - (i) authorised in an adjustments budget; or
 - (ii) certified by the municipal council, after investigation by a council committee, as irrecoverable and written off by the council; and
- (b) in the case of irregular or fruitless and wasteful expenditure, is, after investigation by a council committee, certified by the council as irrecoverable and written off by the council.

A proper investigation must at least meet the following criteria:

- a. The investigation was commissioned/ approved at the appropriate level.
- b. Terms of reference of the investigations were approved.
- c. The scope of the investigation addresses the allegation.
- d. The recommendations/ findings were relevant to the allegation.
- e. Investigations comply with auditee's policies with regard to independence and qualification/ position.

If an investigation determined that an official was liable for the unauthorised/irregular/fruitless and wasteful expenditure, the resultant loss was recovered or is in the process of being recovered from the official, unless if certified by the council as irrecoverable.

Expenditure was only written-off as irrecoverable after being certified by council as irrecoverable based on the result of an investigation.

When approving the write-off the council committee must consider:

- a. Measures already taken to recover the expenditure.
- b. Cost of the measures already taken to recover such expenditure.
- c. Estimated cost and likely benefit of further measures that can be taken
- d. Did municipality receive the goods/service (if irregular)
- e. Submit a motivation to council explaining its recommendation to council for final decision

Questions from the Annual Report (SALGA)

- Par 21, 24, 28: Why is there no consistence and alignment between the SDBIP and IDP.
- Non-alignment between the IDP and SDBIP stemmed from mid-term adjustment of the SDBIP which was necessitated by best practice recommendations made during the 14/15 audit which need to be effected forthwith.
- Such a systematic change saw the introduction of a new SDBIP system aimed at addressing amongst others clear technical indicator descriptions
- The changed SDBIP was tabled in council and authorised accordingly however the limitation was the inability to amend the IDP to priorities and indicators to become properly defined indicators.
- Par 22, 25, 29: Why were changes made without approval of council
Is there a monitoring system for the information submitted?
 - Yes there is monitoring of information, the performance unit and internal audit units verifies reported information through audits and conduct physical verifications on some of the targets and indicators.
 - Performance reports are generated by departments supported by portfolio of evidence.

How effective is this monitoring system?

- Improvements have been introduced to ensure qualitative reporting, this includes quality assurance exercise through performance of internal audit procedures to validate reported performance and to effect adjustments where necessary.
- Furthermore a vigorous physical verifications are conducted on reported performance.
- Technical descriptions have been enhanced to ensure measurability of targets and verifiable means of verifications
- Departments have been required to maintain proper records of sequences of activities associated with execution of the indicator consistent with the technical description.

- Par 32: What measures are used to verify the POE submitted for each indicator?

Is there a record management system in the municipality and is it effective?

- Yes there is a record management system in the municipality and departments are required to submit and enlist their POE's for reported performance on the central records management
- Furthermore the respective departments, Performance Management Unit and Internal Audit maintains a record of submitted POE's.

What steps is the accounting officer taking to ensure that departments report their performance accurately and correctly?

- The accounting officer has introduced performance audits as part of internal audit procedures and annual plan
- Further the Performance Management is been enhanced with additional personnel requirements to beef up its ability to conduct consistent monitoring and evaluation sequences and a direct link has been established between Project Management and Performance Management Unit on monitoring implementation of capital projects.
- The Municipal Manager reviews all departmental performance reports to ascertain accurate reporting.
- Quarterly performance reports are shared with communities during representative forums and public participation to source direct feedback from affected communities

5. PROPOSED KEY ACTIONS

- (A) Management to implement measures and mechanisms to strengthen liquidity including cost reduction, new revenue streams and debt collection.
- (B) Management to continue improving on payment for services rendered and servicing long term debts.
- (C) Management to improve on SCM sequences to minimise deviations from SCM processes and substantially reduce unauthorised, irregular, fruitless and wasteful expenditures.
- (D) Oversight structures to properly treat disclosures of unauthorised, irregular, fruitless and wasteful expenditures subsequent to the Oversight Report process including consequence management processes.
- (E) Management to establish a mechanism to ensure the establishment of a suitable performance management system that ensures reliability,

measurability, quantifiable, consistent and verifiable performance information and tools.

- (F) Management must work on measures to ensure a reliable revenue generation system and maintenance of cash flow that enables the municipality to meet its financial obligations within prescribed time frames.
- (G) Management to place high on its agenda issues of good governance and improve on quality assurance functions.
- (H) Management must strengthen measures to detect and deal with service theft and security of municipal assets.
- (I) Control measures be put in place to avert possible abuse of municipal assets and resources including overtime, plant and equipment.
- (J) Strengthen administrative measures to monitor projects performance and quality of work performed.

6. RECOMMENDATIONS ON THE 2016/2017 ANNUAL REPORT.

- (a) That the Oversight Report be submitted to the applicable National and Provincial Departments in accordance with Section 132 (2) of the Municipal Finance Management Act 56 of 2003.
- (b) That an oversight report on the 2016/2017 Annual Report be adopted.
- (c) That the municipal council approves the annual report without reservation.
- (d) That the Oversight Report be submitted to the Provincial Legislature in accordance with Section 132 (2) of the Municipal Finance Management Act 56 of 2003.

ANNEXURE (A)




MUSINA LOCAL MUNICIPALITY

Extract from the minutes of Ordinary Council meeting held on
25 Thursday January 2018 at 10h00

	<u>DRAFT ANNUAL REPORT FOR 2016/2017 FINANCIAL YEAR (2/4)</u>
10.18.01.2018	<u>COUNCIL RESOLVED</u>
	<ol style="list-style-type: none">1. That the tabled Annual Report be adopted and approved as a Draft Annual Report for 2016/2017.2. That the report be handed over to the Municipal Public Accounts Committee and Audit Committee (MPAC) for consultation, input and generation of an Oversight Report.3. That MPAC must facilitate public participation, hearing and consultation on the draft Annual Report.4. That the process driven by MPAC to evaluate, conduct public participation, conduct public hearing as well as generation and tabling of the oversight report on the 2016/2017 Annual Report to council be completed on or before 31 March 2018.5. That a draft oversight report be tabled to council for consideration and approval by the end of March 2018.6. THAT the Accounting Officer discharges duties designated to him by the MFMA on the Annual Report.

Certified a true extract of the original.


TR RAMBUDA
MANAGER: LEGAL AND SECRETARIAT SERVICES

ANNEXURE (B)



MUSINA LOCAL MUNICIPALITY

PUBLIC NOTICE REGARDING THE 2016/2017 ANNUAL REPORT:

In accordance with section 127(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 Annual Report for the year ended 30 June 2017 and invites the local community to submit representations in connection with the 2016/2017 annual report.

Take note that copies of the 2016/2017 Annual Report are available for perusal during office hours (07h00 to 16h00) at the following municipal service points:

Musina Library (Civic Centre)
Nancefield Library
Nancefield Municipal Office
Madimbo Thusong Centre
Malale Satellite Office
Mopani Satellite Office
Harper Satellite Office
Skoonplas Satellite Office

In addition the Annual Report is available at website www.musina.gov.za

Written representations on the 2016/2017 Annual Report must be submitted to one of the above service points or at the office of the Acting Municipal Manager by no later than Tuesday, 20th March 2018 at 12h00.

Take note that subsequent to processing of the 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 2016/2017 annual report on or before the 31 March 2018 and make public an oversight report within 7 days as per section 129(3) of the Local Government Municipal Finance Management Act.

For enquiries please contact Ms Legodi via telephone or fax or e-mail or post:

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

TN TSHIWANAMBI
Municipal Manager

Notice number 16 2017/18

ANNEXURE (C)

MUSINA LOCAL MUNICIPALITY



MPAC MEETING

DATE : 22 FEBRUARY 2018

TIME : 12H00

VENUE : MPAC OFFICE

NO.	ITEM	RESPONSIBLE PERSON
01	OPENING	CLLR
02	WELCOME	CHAIRPERSON
03	ROLL-CALL & APOLOGIES	ALL
04	AGENDA CONFIRMATION	ALL
05	PURPOSE OF THE MEETING	CHAIRPERSON
06	BUSINESS OF THE DAY	ALL
	6.1. AUDITOR GENERAL'S REPORT 6.2. COUNCIL REFFERAL 6.3. PROJECTS VISITS	
07	DATE OF NEXT MEETING	ALL
08	VOTE OF THANKS	CLLR
09	ANNOUNCEMENT	CLLR
10	CLOSURE	CHAIRPESON

MUSINA LOCAL MUNICIPALITY



MPAC MEETING

ATTENDANCE REGISTER

DATE : 22nd FEBRUARY 2018

TIME : 12H00

VENUE : MUSINA MPAC OFFICE

NAME & SURNAME	DESIGNATION	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE
S.M. Mkhale	MLM	0834278919		
ALPHUS MAMAKA	MLM	0823148343	alphusm@musina.gov.za	
BRUNO NAKHURA	MLM	0760312337		NKHURA B.B
Nate J.P	MLM	0745068980	teate12309@gmail.com	
Eric Mngweni	MLM	0728005633		
J.M. Kwinana	MPAC Coordinator	0716083814	mbangik@musina.gov.za	

MUSINA LOCAL MUNICIPALITY



MPAC MEETING

DATE : 01 MARCH 2018

TIME : 11H30

VENUE : MPAC OFFICE

NO.	ITEM	RESPONSIBLE PERSON
01	OPENING	CLLR
02	WELCOME	CHAIRPERSON
03	ROLL-CALL & APOLOGIES	ALL
04	AGENDA CONFIRMATION	ALL
05	PURPOSE OF THE MEETING	CHAIRPERSON
06	BUSINESS OF THE DAY	ALL
	6.1. ANNUAL REPORT 6.2. COUNCIL REFFERAL 6.3. OUTSTANDING ISSUES 6.4. PROJECTS VISITS	
07	DATE OF NEXT MEETING	ALL
08	VOTE OF THANKS	CLLR
09	ANNOUNCEMENT	CLLR
10	CLOSURE	CHAIRPESON

MUSINA LOCAL MUNICIPALITY



MPAC MEETING

ATTENDANCE REGISTER

DATE : 01st MARCH 2018

TIME : 11H30

VENUE : MUSINA MPAC OFFICE

NAME & SURNAME	DESIGNATION	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE
Eliot Magwira	CLIV	0728005663	eliotm@musina.gov.za	
Alpheus Nkomo	CLIV	0823148543	alpheusn@musina.gov.za	
Mbongu Kweinda	MPAC Coordinator	0716083814	mbongik@musina.gov.za	
Nor Tony	MPAC	0195068980	tony2329@gmail.com	

MUSINA MUNICIPALITY



MPAC MEETING

DATE : DAY 02 - 09 MARCH 2018

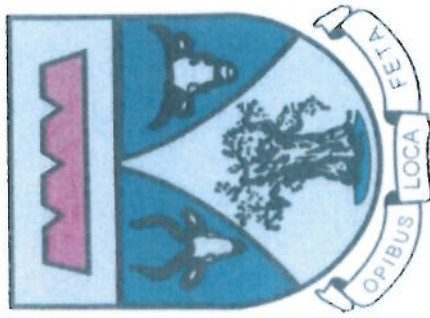
TIME : 09H00

VENUE : MUNICIPAL COUNCIL CHAMBER

ACTIVITY	RESPONSIBILITY	TIME
OPENING	CHAIRPERSON	10H00 - 10H10
WELCOME	CLLR MAGWIRA	10H10 - 10H20
INTRODUCTION	ALL	10H20 - 10H30
ROLL-CALL & APOLOGIES	ALL	10H30 - 10H35
AUDIT OUTCOME	AGSA	10H35 - 10H50
	LEGISLATURE	10H50 - 11H05
FORMULATING QUESTIONS	ALL	11H05 - 13H00
LUNCH	ALL	13H00 - 13H45
DISCUSSION & WAY FORWARD	ALL	13H45 - 14H00
VOTE OF THAKS	CLLR MAMAFI	14H00 - 14H05
ANNOUNCEMENTS	CLLR MAKHURA	14H05 - 14H10
CLOSURE	CHAIRPERSON	14H10 - 14H15

END OF DAY TWO (2)

MUSINA MUNICIPALITY



MPAC MEETING

ATTENDANCE REGISTER

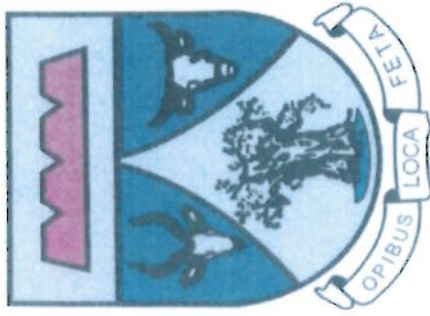
DATE : 08 & 09 MARCH 2018

TIME : 09H00

VENUE : MUNICIPAL COUNCIL CHAMBER

NAME & SURNAME	DESIGNATION	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE DAY 01	SIGNATURE DAY 02
Elizabet Magwira	CLV	0723005663	elizabetm@musina.gov.za		
Nare TP	CLV	0795068980	710782309@gmail.com		
Alpheus Mamafa	CLV	0823148343	alpheusm@musina.gov.za		
J.M. Kwinola	MPAC Coordinator	0716083814	mbongit@musina.gov.za		
Volynia Buys	P.T	0823737008	Buys14@hearingimprovement.co.za		
Joel Siga	Internal Audit	0832912890	joes@musina.gov.za		
Disco DEBELA	Asa	082839331	DiscoDEBELA.co.za		

MUSINA MUNICIPALITY



MPAC MEETING

ATTENDANCE REGISTER

DATE : 08 & 09 MARCH 2018

TIME : 09H00

VENUE : MUNICIPAL COUNCIL CHAMBER

NAME & SURNAME	DESIGNATION	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE DAY 01	SIGNATURE DAY 02
Mudau Mbangiseni	Manager AGSA	082 679 4075	mudau@agsa.co.za	---	---
GROFF	AGSA	015 283 9300	---	---	---
NOTIMELEME	RESEARCHER LIGAMAKHOLE	082 679 4075	notimeleme@ligamakhole.gov.za	---	---

MUSINA LOCAL MUNICIPALITY



MPAC MEETING

DATE : 14th MARCH 2018

TIME : 12H00

VENUE : MPAC OFFICE

NO.	ITEM	RESPONSIBLE PERSON
01	OPENING	CHAIRPERSON
02	WELCOME	CHAIRPERSON
03	ROLL-CALL & APOLOGIES	ALL
04	AGENDA CONFIRMATION	ALL
05	PURPOSE OF THE MEETING	CHAIRPERSON
06	BUSINESS OF THE DAY	ALL
	6.1. ANNUAL REPORT 6.3. DRAFT QUESTIONS 6.4. PUBLIC PARTICIPATION & HEARING	
07	DATE OF NEXT MEETING	ALL
08	VOTE OF THANKS	CLLR
09	ANNOUNCEMENT	CLLR
10	CLOSURE	CHAIRPESON

MUSINA LOCAL MUNICIPALITY



MPAC MEETING

ATTENDANCE REGISTER

DATE : 14th MARCH 2018

TIME : 12H00

VENUE : MUSINA MPAC OFFICE

NAME & SURNAME	DESIGNATION	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE
Elion+ Magwisa	CLUR	072 800 5663	chimaid2@gmail.com	
Alpheus Mamafa	CLUR	082 314 5343	alpheusm@musina.gov.za	
NORCUS MACHARA	CLUR	0760312337	botcus m@musina.gov.za	
Norrie T.P	CLUR	0795068980		
Kwinda J.M	MPAC Coordinator	071 608 3814	mbongile@musina.gov.za	

MUSINA LOCAL MUNICIPALITY



MPAC MEETING

DATE : 22ND MARCH 2018

TIME : 11H00

VENUE : MPAC OFFICE

NO.	ITEM	RESPONSIBLE PERSON
01	OPENING	CHAIRPERSON
02	WELCOME	CHAIRPERSON
03	ROLL-CALL & APOLOGIES	ALL
04	AGENDA CONFIRMATION	ALL
05	PURPOSE OF THE MEETING	CHAIRPERSON
06	BUSINESS OF THE DAY	ALL
	6.1. DRAFT QUESTIONS 6.2. PROGRAMME PUBLIC HEARING	
07	VOTE OF THANKS	CLLR
08	ANNOUNCEMENT	CLLR
09	CLOSURE	CHAIRPESON

MUSINA LOCAL MUNICIPALITY



MPAC MEETING

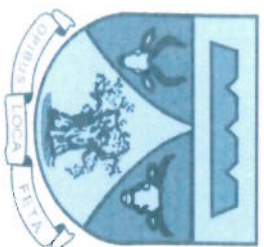
ATTENDANCE REGISTER

DATE : 22nd MARCH 2018

TIME : 11H00

VENUE : MUSINA MPAC OFFICE

NAME & SURNAME	DESIGNATION	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE
Elia Dugwira	Member	0728005663	eliotm@musina.gov.za	
John D. Dlamini	Member	0834478872		
Nicolas Mawema	Member	0716032337		
Nicolas T.P.	Chairperson	0795068980		
Kenneth J.M.	Coordinator	0716083514	mbongile@musina.gov.za	



Minutes of the MPAC meeting

Chairperson : Cllr Philemon Taxi Nare

Date : 22 FEBRUARY 2018

Time : 12h00

Venue : MPAC's Office

NO.	AGENDA ITEMS	DISCUSSIONS / DELIBERATIONS	RESOLUTIONS / ACTIONS	RESPONSIBILITY	TIME-FRAME
1.	Opening.	The Chairperson officially opened the meeting at 12H10.			
2.	Welcome	The chairperson welcomed everyone and called for maximum participation.			
3.	Attendance and apologies.	Attendance register circulated and there were no apologies since all members were present.	The chairperson of the committee thanked all the members for respecting and honour the call of the very first meeting of 2018.	Chairperson	
5.	Purpose of the meeting	Is to discuss three issues that should lead to the tabling of Oversight Report before the Council namely: 1. Auditor General's report 2. Council referral 3. Projects visit		Chairperson	

6.1	Auditor General's report	The Auditor General's office has submitted its report to the internal Audit's office and the MPAC coordinator has a copy.	The Chairperson said that as per the Auditor General's report and findings, the questions have to be developed to pose to the Accounting Officer during the MPAC Public Hearing.	Committee	It has to be before 29 th March 2018
6.2	Council referral	During the Council seating of the 25 th January 2018, the Annual report was referred to MPAC for scrutiny and development of the Oversight report.	Therefore the MPAC recommends that we have two days session of coupling development of Questions and the scrutiny of Annual report. It was also agreed that considering the current Municipal financial status, unlike last year this session will have to be done indoors to avoid financial implications.	Committee	It has to be before 29 th March 2018
6.3	Projects visits	We have not done the Projects visit yet this quarter.	Therefore the Coordinator will have to find us the date that will also suite the PMU officer.	Committee	It has to be before 29 th March 2018
7.	Date of the Next meeting.	It was not discussed and agreed on.	It was said that the Chairperson and Coordinator will communicate to come up with the date, but also considering the fact that we are a bit late in terms of scrutinizing the Annual report.	Committee	
8.	Vote of thanks	Members were thanked for honouring the meeting and for their participation.		Chairperson	
9.	Announcement	There were no announcements			

10.	Closure	The Chairperson officially adjourned the meeting at 14H55.		Chairperson	
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Minutes of the MPAC meeting

Chairperson : Cllr Philemon Taxi Nare

Date : 01 March 2018

Time : 11h30

Venue : MPAC's Office

NO.	AGENDA ITEMS	DISCUSSIONS / DELIBERATIONS	RESOLUTIONS / ACTIONS	RESPONSIBILITY	TIME-FRAME
1.	Opening.	The Chairperson officially opened the meeting at 12H15.			
2.	Welcome	The chairperson welcomed everyone and called for maximum participation.			
3.	Attendance and apologies.	Attendance register circulated and there was an apology from Cllr A.D Magwira as she was attending another municipal event.	The chairperson of the committee thanked all the members for respecting and honouring the call.	Chairperson	
5.	Purpose of the meeting	Is to discuss and check the readiness of the Annual Report, Last year's outstanding issues and Projects visit.		Chairperson	
6.1 & 6.2	Annual Report & Council Referral	MPAC recommended that we have two days session of coupling development of Questions and the scrutiny of Annual report.	Copies of Annual reports and Auditor General's finding were distributed amongst members to go through. Here are the suggested dates:	Committee	It has to be before 29 th March 2018

		It was also agreed that considering the current Municipal financial status, unlike last year this session will have to be done indoors to avoid financial implications.	1. 8 & 9 March 2018 we scrutinize Annual report and develop questions at the Council Chamber. 2. 13 March 2018 MPAC Public Participation at Musina Com Hall. 3. 23 March 2018 MPAC Public Hearing at Masisi Com Hall.		
6.3	Outstanding issues	There are outstanding issues that were raised during the MPAC Public Hearing in 2017 and the MPAC has not received any report thus far as promised.	The agreement is that questions regarding last year's outstanding issues will open a range of questions.	committee	
6.4	Projects visits	Since the Coordinator was tasked to find a suitable date for both parties between the MPAC and PMU.	The date suitable for both parties was reported to be the 26 th March 2018.	Committee	It has to be before 29 th March 2018
7.	Date of the Next meeting.	It was not discussed and agreed on.	It was said that the next meeting will be during the MPAC session at the Municipal Chamber on the 8 & 9 March 2018.	Committee	
8.	Vote of thanks	Members were thanked for honouring the meeting and for their participation.		Chairperson	
9.	Announcement	There were no announcements			
10.	Closure	The Chairperson officially adjourned the meeting at 14H5.		Chairperson	



Minutes of the MPAC meeting

Chairperson : Cllr Philemon Taxi Nare

Date : 14 MARCH 2018

Time : 12h00

Venue : MPAC's Office

NO.	AGENDA ITEMS	DISCUSSIONS / DELIBERATIONS	RESOLUTIONS / ACTIONS	RESPONSIBILITY	TIME-FRAME
1.	Opening.	The Chairperson officially opened the meeting.			
2.	Welcome	The chairperson welcomed everyone and called for maximum participation.			
3.	Attendance and apologies.	Attendance register circulated and there were no apologies though Cllr S.M. Pihiri was absent.	The chairperson of the committee raised a concern about the disappearance of Cllr S.M. Phiri during the MPAC meetings and sometimes he doesn't pitch at all. It was then agreed that the Chairperson should speak to him before.	Chairperson	

5.	Purpose of the meeting	The purpose of this gathering is to: <ol style="list-style-type: none"> 1. Check the ratification of the Annual report. 2. Finalize and allocate questions. 3. Readiness of Public Participation and Public Hearing 		Chairperson	
6.1	Annual Report	After the MPAC has scrutinized the Annual Report at the Municipal Council Chamber on the 08 th – 09 th Mar 2018, there has been some ratifications made.	Therefore the MPAC recommends it with serious reservation.	Committee	
6.2	Draft questions	Draft questions were thoroughly checked and agreed that are ready to be sent to the Accounting officer.	After the final check questions were allocated to members.	committee	
6.3	Public Participation & Public Hearing	After attending the District MPAC Public Participation held on the 13 th Mar 2018 we realized that we were already late in terms of the preparations considering steps to follow. The MPAC Public Participation was scheduled for the 16 th Mar 2018 and the Public Hearing on the 23 rd Mar 2018.	It was agreed that based on the presentation made by the Coordinator in terms of the readiness of Public Participation we call off the Public participation.	Chairperson	
7.	Date of the Next meeting.	It was not discussed and agreed on.	It was said that the Chairperson and Coordinator will communicate to come up with the date after the Public hearing.		

8.	Vote of thanks	Members were thanked for honouring the meeting and for their participation.		Cllr A.E Mamafa	
8.	Closure	The Chairperson officially adjourned the meeting at 15H05.		Chairperson	

ANNEXURE (D)



MUSINA LOCAL MUNICIPALITY

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE PUBLIC HEARING ON THE 2016/2017 ANNUAL REPORT

Notice is hereby given that a public hearing on the Musina Local Municipality 2016/2017 Annual Report, as convened *in terms of Section 129(4) (a) and Section 130(1) of the Municipal Finance Management Act*, will be held as follows:

Date: Friday, 23 March 2018
Venue: Masisi Community Hall
Time: 09h00

Stakeholders and members of the public are invited to attend.

Tel: 015 – 534 6100
Fax: 086 517 0049

TN TSHIWANAMMBI
Municipal Manager

Private Bag X611
MUSINA
0900

Notice number 17 2017/18

ANNEXURE (E)

NOTICE: ENVIRONMENTAL IMPACT ASSESSMENT PROCESS.

Notice is hereby given in terms of the following Act: • APPLICATION FOR MINING PERMIT IN TERMS OF SECTION 27 OF MPRDA 2002 AS AMENDED BY AMENDMENT ACT 2008. Activity & Locality: The activity is for mining clay for purpose of Manufacturing of Bricks by the Company known as Gwamasenga Resources Pty Ltd.

The location of the activity is within Vyeboomsdrift 53 LT farm. An Environmental Impact Assessment process undertaken for the proposed Development. The initial public participation with key stakeholders which will be held on the 03rd March 2018 at Thomas Ntshavheni Primary school (Time: 10H00 AM) and Public participation with the community by the 4th March 2018 at Thomas Ntshavheni Primary School (Time: 08H30). Purpose: Notifying the community about the development which is going to happen within their area & to make sure that everybody is aware of the Brick manufacturing materials.

Applicant: GWAMASENGA RESOURCES PTY LTD. Contact person: Ms. Mudau M.P. Consultants: Shumani HSE Consulting. Contact person: Mr. Ronewa Tshibubudze. P.O. Box 55904, Polokwane, 0700; Tel: +27 (0) 15 297 2410. Cell: +27 (0)82 225 2962; Fax: 086 544 1997 Email: ronewa@shumanishe.co.za.

In order to ensure that you are identified as an interested or affected parties only in terms of environmental aspects regarding the above-mentioned process, please submit your name, contact information and interest to the contact persons given above within 30 days from publication of this notice.

Adapted by: Global Publishers



MUSINA LOCAL MUNICIPALITY

MUNICIPAL PUBLIC ACCOUNTS COMMITTEE

PUBLIC HEARING ON THE 2016/2017 ANNUAL REPORT

Notice is hereby given that a public hearing on the Musina Local Municipality 2016/2017 Annual Report, as convened in terms of Section 129(4) (a) and Section 130(1) of the Municipal Finance Management Act, will be held as follows:

Date: Friday, 23 March 2018
Venue: Masisi Community Hall
Time: 09h00

Stakeholders and members of the public are invited to attend.

Tel 015 534 6100
Fax: 086 517 0049
Private Bag X611, Messina. 0900
Notice number 17/2017/2018

TN Tshivanambi
Municipal Manager

Adapted by: Global Publishers



Private Bag X11208, Nelspruit, 1200, South Africa • T: 013 752 4247 • Fax: 013 752 5934
• E-mail: lbouise@timbali.co.za • www.timbali.co.za
525x26.276", 130x59.242"

Company registration no: 2002/006905/08 • Association incorporated under Section 21



VACANCY FOR A ADMINISTRATIVE CLERK

Salary: Market related-salary negotiable

Fixed Term Contract: 01 April 2018 to 31 March 2020

Job Description

SUMMARY:

Our company is looking for a focused, industrious, and likable candidate to fill a vacant administrative clerk position at our Nwanedi Agri-hub in Limpopo. As an administrative clerk, you will perform a variety of accounting and clerical duties to help keep the office running smoothly. Our ideal candidate is an efficient, dynamic, and cooperative individual who can perform well while juggling multiple tasks with little to no direct supervision. This position is a contractual position for 2 years starting 1 April 2018 and ending 31 March 2020 (with the view to extend).

RESPONSIBILITIES:

- Answer and direct telephone calls
- Communicate with customers, employees, and others to answer questions, address complaints, explain information, and take orders
- Operate office machinery, including photocopiers, scanners, telephone and voicemail systems, and computers
- Maintain updated systems for filing, inventory, mailing, and databases
- Handle incoming and outgoing office correspondence
- Compile and maintain records of office activities and business transactions
- Type, format, proofread and edit documents from notes or dictation
- Prepare meeting agendas; attend meetings to take notes and write minutes for all committees within the project
- Oversee and manage compilation of presentation material for meetings (typing and making presentable binding etc.)
- Must disseminate all presentation material to stakeholders
- Send meeting notifications to the various stakeholders
- Manage work schedules, calendars, and appointments
- Obtain information to respond to requests by reviewing files, documents, and records
- Take inventory and order materials, supplies, and services as needed
- Troubleshoot problems that arise with office equipment
- Perform basic bookkeeping and banking transactions, including the collection, counting, and disbursement of money
- Prepare and mail bills, invoices, Purchase Order Requisitions for approval, and contracts
- Make travel arrangements for personnel
- The candidate will be responsible for the reports to the farmers, during the monthly Corporate Body Meeting (CBM).

REQUIREMENTS AND QUALIFICATIONS:

- Minimum requirements: Diploma in Office Administration and/or equivalent qualifications
- Proficient in the use of computers, including accounting software, database software, document management software, and Microsoft Office and Sage Evolution
- Minimum of 3 years office administration experience in accountancy
- Strong communication skills; ability to interact productively with supervisors, peers, and subordinates
- Proficiency in English (Both spoken and written). Venda and/or Tsonga is a must.
- Good Organizational skills, and time management
- Must be able to work independently
- Driver's license will be an added advantage.

Closing date for applications: 23 March 2018.

Please email CV with at least 3 traceable references to pietro@timbali.co.za.



COLLINS CHABANE LOCAL MUNICIPALITY

Private Bag X9271
Malamulele
0982
Limpopo Province
Tel: 015 851 0110

APPLICATIONS TO SERVE ON THE MUNICIPAL PLANNING TRIBUNAL COMMITTEE

NOTICE NO:

Invitation for application and / or nominations (5 positions)

Applications and nominations (nominations accompanied by acceptance letter) are hereby invited from the community (including the business community) to serve as Municipal Planning Tribunal Committee members for the Collins Chabane Local Municipality in terms of section 35 (1) of Spatial Planning and Land Use Management Act, 2013.

The purpose of the **Municipal Planning Tribunal Committee** is to consider and adjudicate on land development applications within the Collins Chabane's area of jurisdiction in terms of the delegated authority as delegated to it by the Municipality.

BASIC REQUIREMENTS

AREA OF EXPERTISE	QUALIFICATION	EXPERIENCE	FIELD
1.1 Legal	Lawyer	10 years or more	Property
1.2 Environment	Registered Environmentalist	10 years or more	Environmental Planning
1.3 Land Use Management	Registered Town and Regional planner	10 years or more	Spatial and Land Use Management
1.4 Local Economic Development (LED)	B.(Hons.) Economics	10 years or more	Development Economics
1.5 Engineering	Registered Engineer	10 years or more	Civil Engineering

Knowledge of municipal performance management systems will be an advantage and / or you must have relevant and applicable knowledge of law in so far as it relates to the land development applications, administration and town planning related matters.

Interested candidates must have any business or relationship with Council as will be a requirement that members of the Municipal Planning Tribunal Committee remain independent from any Council activities during the period of appointment.

Remuneration: Remuneration of the members for attending meetings will be determined on a market-related basis for such services.

Interested persons should: Post their CV (maximum 2 pages) clearly marked **Notice No: 2018: Application to serve on the Municipal Planning Tribunal Committee**. Postal address - The Municipal Manager, Private Bag X9271, Malamulele, 0982. For more information contact **Hulisani Mukweho** at 015 851 2014. E-mail: hulisani@lim345.gov.za. Closing date: 23 March 2018

DCO BUILDING
225 Hospital Street
Malamulele
0982

Adapted by: Global Publishers



COLLINS CHABANE LOCAL MUNICIPALITY

Private Bag X9271
Malamulele
0982
Limpopo Province
Tel: 015 851 0110

APPLICATIONS TO SERVE ON THE MUNICIPAL APPEAL AUTHORITY TRIBUNAL COMMITTEE

NOTICE NO:

Invitation for application and / or nominations (5 positions)

Applications and nominations (nominations accompanied by acceptance letter) are hereby invited from the community (including the business community) to serve as Municipal Planning Tribunal Committee members for the Collins Chabane Local Municipality in terms of section 35 (1) of Spatial Planning and Land Use Management Act, 2013.

The purpose of the **Municipal Planning Tribunal Committee** is to consider and adjudicate on land development applications within the Collins Chabane's area of jurisdiction in terms of the delegated authority as delegated to it by the Municipality.

BASIC REQUIREMENTS

AREA OF EXPERTISE	QUALIFICATION	EXPERIENCE	FIELD
1.1 Legal	Lawyer	15 years or more	Property
1.2 Environment	Registered Environmentalist	15 years or more	Environmental Planning
1.3 Land Use Management	Registered with SACPLAN as a professional town and Regional Planner	15 years or more	Spatial and Land Use Management
1.4 Local Economic Development (LED)	B.(Hons.) Economics	15 years or more	Development Economics
1.5 Engineering	Registered Engineer	15 years or more	Civil Engineering

Knowledge of municipal performance management systems will be an advantage and / or you must have relevant and applicable knowledge of law in so far as it relates to the land development applications, administration and town planning related matters.

Interested candidates must have any business or relationship with Council as will be a requirement that members of the Municipal Planning Tribunal Committee remain independent from any Council activities during the period of appointment.

Remuneration: Remuneration of the members for attending meetings will be determined on a market-related basis for such services.

Interested persons should: Post their CV (maximum 2 pages) clearly marked **Notice No: 2018: Application to serve on the Municipal Appeal Authority Tribunal Committee**. Postal address - The Municipal Manager, Private Bag X9271, Malamulele, 0982. For more information contact **Hulisani Mukweho** at 015 851 2014. E-mail: hulisani@lim345.gov.za. Closing date: 23 March 2018

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225 Hospital Street
Malamulele
0982

Adapted by: Global Publishers

ANNEXURE (F)



MUSINA LOCAL MUNICIPALITY

MPAC PUBLIC HEARING

DATE : 23 MARCH 2018

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

NAME & SURNAME	ADDRESS	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE
Ramuthele Elekanyana	Tshisima Tshisima	072 001 4476		001 001 001
Kwinda Sara	Muswadi Tshisima	072 037 5161		Kwinda
Makanda Makena	Muswadi Tshisima	072 555 609	makena@musina.gov.za	Makena
Makanda Makena	Muswadi Tshisima	078 577 099		Makena
Makanda Makena	Muswadi Tshisima	073 933 281		Makena
Makanda Makena	Muswadi Tshisima	076 333 691		Makena
Makanda Makena	Muswadi Tshisima	079 157 593		Makena
Makanda Makena	Muswadi Tshisima	064 906 923		Makena
Makanda Makena	Muswadi Tshisima	072 037 1274		Makena
Makanda Makena	Muswadi Tshisima	079 477 2059		Makena
Makanda Makena	Muswadi Tshisima	072 944 65237		Makena
Makanda Makena	Muswadi Tshisima	071 012 4449		Makena
Makanda Makena	Muswadi Tshisima	083 291 2890		Makena
Makanda Makena	Muswadi Tshisima	071 008 3514		Makena



MUSINA LOCAL MUNICIPALITY

MPAC PUBLIC HEARING

DATE : 23 MARCH 2018

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

NAME & SURNAME	ADDRESS	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE
Anna Banana	3133 Phashe	0715339498	—	Anna Banana
Balobane Nanieli	10044 Maseke	082 0475049	nanieli@nanieli.co.za	Balobane Nanieli
D. Ntswane Maseke	Maseke	0922672646	—	D. Ntswane Maseke
Ndlovu Bonting	Maseke	07151491047	—	Ndlovu Bonting
Phashe Julia	Madimbo	0733 473 4347	—	Phashe Julia
Nekumbe Catherine	Madimbo	0712 44 36114	—	Nekumbe Catherine
Nekumbe Sena	Dombo	0824850341	—	Nekumbe Sena
Elizbeth	1104	—	—	Elizbeth
Landry Ndlovu	3163 Phashe 5 Musina	0825096574	—	Landry Ndlovu
Pearl Ntswane	3163 Phashe 5 Musina	0825096574	—	Pearl Ntswane
Pender Mahengwa	417333 Musina 10307	072 198 7063	disabilityforum1@gmail.com	Pender Mahengwa
Mafurise Lufuno	Phashe 10307	071 2598 047	—	Mafurise Lufuno
Ndlovu Elisabeth	Folobodwe 40040	076 3667493	—	Ndlovu Elisabeth
Mphahanda RL	Musina Municipality	073 508 1794	mphahanda@musina.gov.za	Mphahanda RL



MUSINA LOCAL MUNICIPALITY

MPAC PUBLIC HEARING

DATE : 23 MARCH 2018

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

NAME & SURNAME	ORGANISATION / DEPARTMENT	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE
Liston Mubulana	Musina LM	071 600 2535	Likame Musina 200.79	
Cliff Mphahlele	Musina LM	072 1078987		
DAVID ZUNYA	VDM	072 372 5348	emwambengdangdang.com	
MATHEMBI MASHAMBA	MAKHOLO LM	079 054 7247	Mathe mbimashamba@gmail.com	
Phakkeatshela Peter	Musina LM	076 0822211	phakkeatshela@gmail.com	
Matthews Sithole	MUSINA LM	083 447 8858	matthews3@outlook.com	
Tobeko M. P.	MLM ward 616	079 935 8953	phillipm@musina.gov.za	
BAVERLY SEFURALO	MLM	079 365 0188	bemsefuralo@gmail.com	
Ayanda Ndulou	MLM	071 496 2853	ayanda.ndulou@gmail.com	
Solomon Mndelile	MLM Committee	060 619 5276	solomonmndelile@gmail.com	
Joseph Nephthar	Chairperson	082 844 7078	jozeph.nephthar@gmail.com	
Aidou Ndletsheni	Member	079 854 5129	aidou.ndletsheni@gmail.com	
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MUSINA LOCAL MUNICIPALITY

MPAC PUBLIC HEARING

DATE : 23 MARCH 2018

TIME : 10H00

VENUE : MASISI COMMUNITY HALL

NAME & SURNAME	ORGANISATION / DEPARTMENT	CELL NUMBER	E-MAIL ADDRESS	SIGNATURE
Ben Nkomo	Chaparral Civic	071271552		
Phungo Muculo	Ward Committee	0762516829	Phungo muculo@gmail.com	
Makanya Gwena	Shabana Transition Council	0797028930	N/A	
Indatshane GP		0609808038	N/A	
Muledzeni Mutelele	Mutelele Civic	0730439197	N/A	
Muledzeni Mutelele	Mutelele Civic	0723313908	N/A	
Muruge Tshibhwa	Mutelele B Civic	0790104072	N/A	
Rashe Gikuy	Mutelele B Civic	0727377050	N/A	
Ninah Mutelele	Makashini Community Council	0760340386	N/A	
Thina Mutelele	Makashini Civic	0711130425	N/A	
Munibane Mutelele	Traditional Council	0726664460	N/A	
Phaniso Mutelele	Mutelele T/C	0827018445		
Neshokopa T.P.	Sukabisa	0725802628		
Phasi Nkomo	Ward Committee	0724646678	N/A	

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Musina Local Municipality



DRAFT QUESTIONS FOR CONSIDERATION BY MPAC

(1) Going concern.

For the past three years, the municipality's expenditure is more than its income. In the prior year, the current liabilities exceed the current assets by R 169, 9 million

Cash on hand is R 1, 2 million and creditors is at R 192 million (16 021%) of

1. Does the municipality have a recovery plan to correct this situation? If so, please submit the detailed plan

Yes, the municipality with the assistance of National and Provincial Treasury has just finalised the financial recovery plan which will be tabled in council at the end of May 2018. Find attached.

2. Who is assisting the municipality to address this situation, since it has not improved since 2014-15?

National and Provincial Treasury are assisting the municipality

3. Can we be given the progress report of the concerns as raised in the previous public hearing.

- 3.1. How many were the issues raised were solved?

(a) A report of the issues raised as concerns, tabled which to have been fully addressed.

- 3.2. How many are still outstanding?

(a) 1 issue pertaining to financial difficulties is partially addressed with the revenue strategy hence adopted and the
(b) Recovery plan due to serve in council

The budget and treasury office reviews the financial statements before they are submitted to internal audit and the audit committee for final review before submission to auditor general

2. Is there an action plan to prevent and detect material misstatements in financial and performance information?

Yes

3. Who is responsible for the implementation and monitoring of action plans to prevent the audit findings recurring?

Management is responsible for the implementation of the action plan.

(4) Unauthorised Expenditure.

Unauthorised expenditure of R37,8 million that was incurred in prior years were not investigated

1. Why was these investigations not completed in time?

These investigations were done by the oversight/MPAC committee. It is the auditor general who was not satisfied with the level of investigations conducted by the committee.

2. What is the current status of these investigations?

The current MPAC with the assistance of the appointed financial misconduct board will investigate current and prior year expenditures.

3. Please submit a list of findings and corrective action taken

We will submit the progress report on the action plan

(5) Fruitless and wasteful expenditure

Fruitless and wasteful expenditure amounting to R17 million (2016: R19,7 million) was incurred and not investigated. The fruitless and wasteful expenditure resulted from interest on late payments

1. Why was these investigations not completed in time?

These investigations were done by the oversight/MPAC committee. It is the auditor general who was not satisfied with the level of investigations conducted by the committee.

It is normally instances of breakdowns in infrastructure that require urgent procurement of goods and services, it is almost impossible to plan for breakdowns.

1.3. What action has been taken against the responsible officials?

No action was taken as management took those decisions for the best interest of the community, and to ensure uninterrupted service.

1.4. Please indicate if the municipality received value for money for all these irregular procurement processes.

There was value for money as the projects were completed as per the specifications

2. Participating in a contract from another organ of state.

Yes VAT recovery contract

3. Employee Costs, according to Musina Local Municipality policy on overtime worked and overtime rates, the following category employees are exempted from this policy.

3.1 MM, section 57 and senior management post (post levels 1 – 3)

Contrary to the above mentioned policy, senior managers received overtime payments.

3.1. Why did the management fail to monitor compliance with applicable laws and regulations to ensure that senior managers must not claim overtime as started in the overtime policy.

We therefore as MPAC recommend that after thorough investigation, if found to have transgressed the laws those found guilty should pay the monies back.

(a) The overtime worked was for the annual show, over the years an exception has been given for bargaining unit employees to be compensated for overtime work during the annual show given the length of time involved to ensure that managers are available to manage the event

(b) Consideration was given to the fact that conversion of such overtime into time off will effectively translate to a large number of days which may be unremitted for the municipality or will compound a problem of excessive leave totals resulting in total leave balances in excess of 46 days

(c) Further consideration was given to the fact that the collective agreement in any case permits leave encashment for days in excess of 48 days for instances where employees has been unable to redeem or take due to operational requirements of the employer

- (a) The 2017/18 SDBIP has been adjusted to ensure proper description of key performance indicators and targets.
- (b) The 2018/19 IDP/Budget review process will strive to set targets and indicators that are measurable and conforms to municipal planning and performance regulations.
- (c) Each department head supported by performance management unit is tasked with a duty to ensure proper description of targets.
- (d) The development of the SDBIP for the 2018/19 financial year and beyond will occur concurrently with the IDP/Budget review process to ensure planning documents alignment.

3. Please explain why certain development priorities were changed?

- (a) Some priorities were changed mid-year given the review of the financial position of the municipality and the reasonable ability to deliver on some of the priorities and the budget adjustment.
- (b) Some priorities were changed to improve on the quality of their description in view of the prior year findings, however given the fact that not all targets could not be changed as they stemmed out of the IDP and the IDP was not amended and could only be reviewed in the successive year such changes have been incorporated in the 2017/18 and 2018/19 IDP review process.

4. Is there an action plan to address these shortcomings? If so, who is responsible for the implementation and regular monitoring of this plan?

- (a) Yes there is action plan to address predetermined objectives and financial management findings.
- (b) The various head of departments are responsible for implementation of specific plans.
- (c) The Internal Audit Unit reviews progress on the plan whilst the municipal managers monitors the plan.

Achievement of planned targets

MPAC to refer to the annual performance report and determine if targets were met, if not, relevant questions can be posed.

Issues to be considered:

- Planning for projects and targets – who is responsible and what process is followed?
- ✓ Departments are responsible for Project planning and targets formulation
- ✓ Project formulation has to follow the municipal procedures (All IDP phases) and follow the performance regulations