



A Better Place for All

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DR NKOSAZANA DLAMINI ZUMA LOCAL MUNICIPALITY

2020/21 ANNUAL REPORT

This Annual Performance Report is drafted in terms of Section 46 of the Municipal Systems Act, 32 of 2000. The Annual Performance Report 2020/21 is based reported and assessed performance information as per the approved Framework on Performance Management for the Dr Nkosazana Dlamini Zuma Local Municipality. The report is subject to change during and after the internal audit process, finalisation of the Annual Financial Statements for 2020/21, as well as the audit from the Auditor-General (AG) of South Africa.

Contents

Glossary Of Terms And Abbreviations	4
Chapter 1	6
Municipal Manager's Foreword	9
Component A: Governance Structures	19
Office Of The Municipal Manager Nkpa: Good Governance And Public Participation	20
Administrative Governance Structure	32
Component B: Intergovernmental Relations	33
Component C: Public Accountability And Participation	34
Component D	36
Objective	36
Purpose	39
Mission Statement	39
Internal Audit Scope Of Work	39
Compliance Auditing	39
5.Information Systems Review	39
Fraud Prevention	39
Accountability	40
Independence	40
Responsibility	40
10.Authority	40
11. External Auditors	41
Strategic Internal Audit Plan	41
Operational Internal Audit Plan	41
Reporting	41
Development Of The Internal Audit Plan	42
Operational Plan	44
Introduction	57
Public Works And Basic Services: Back To Basics Pillar 2: Basic Service Delivery Key Performance Area: Basic Service Delivery And Infrastructure Development	57
2020/21 Projects	58
Access Roads	58
Community Assets	66
Electrification Projects	67
Waste Management Project	69
Clean-Up Campaigns And Environmental Awareness	69
Maintenance Projects	72
EPWP	73

Housing Projects	75
Cemetries And Parks	77
Challenges.....	78
Community And Social Services Department Nkpa: Local Economic Development & Cross Cutting Interventions	79
Organisational Development Performance	121
Budget And Treasury Office Nkpa: Municipal Financial Viability And Management	134
Comparison Of Organisational Performance Between 2019/20 And 2020/2021 Financial Years	162
Key Areas To Note	163
Appendices.....	165
Volume ii: Annual Financial Statements- To Be Attached After The Finalisation Of The 2020//21 Audit.....	165
Volume iii: Annual Performance Report: Attached	165
Volume iv: Oversight Report	165

GLOSSARY OF TERMS AND ABBREVIATIONS

Accountability documents	Documents used by executive authorities to give "full and regular" reports on the matters under their control to Parliament and provincial legislatures as prescribed by the Constitution. This includes plans, budgets, in-year and Annual Reports.
Activities	The processes or actions that use a range of inputs to produce the desired outputs and ultimately outcomes. In essence, activities describe "what we do".
Annual Report	A report to be prepared and submitted annually based on the regulations set out in Section 121 of the Municipal Finance Management Act. Such a report must include annual financial statements as submitted to and approved by the Auditor-General.
Approved Budget	The annual financial statements of a municipality as audited by the Auditor General and approved by council or a provincial or national executive.
DR NDZ LM	Dr Nkosazana Dlamini- Zuma Local Municipality
AR	Annual Report
Baseline	Current level of performance that a municipality aims to improve when setting performance targets. The baseline relates to the level of performance recorded in a year prior to the planning period.
Basic municipal service	A municipal service that is necessary to ensure an acceptable and reasonable quality of life to citizens within that particular area. If not provided it may endanger the public health and safety or the environment.
Budget year	The financial year for which an annual budget is to be approved – means a year ending on 30 June.
DBSA	Development Bank of Southern Africa
DoT	Department of Transport
Cogta	Department of Cooperative Governance and Traditional Affairs
EXCO	Executive Committee
F/Y	Financial Year
Financial Statements	Includes at least a statement of financial position, statement of financial performance, cash-flow statement, notes to these statements and any other statements that may be prescribed.

General Key performance indicators	After consultation with MECs for local government, the Minister may prescribe general key performance indicators that are appropriate and applicable to local government generally
GRAP	Generally Recognized Accounting Practice
HR	Human Resources
IDP	Integrated Development Plan
DDM	District Development Model
IGR	Inter-Governmental Relations
LED	Local Economic Development
LGSETA	Local Government Sector Education and Training Authority
MDG	Millennium Development Goals
MFMA	Municipal Finance Management Act
MSA	Municipal Systems Act, 32 of 2000
MTAS	Municipal Turn Around Strategy
NTP	National Transferee Programme
PMS	Performance Management System
RPMS	Regulatory Performance Management Systems
SDL	Skills Development Levy
HGDM	Harry Gwala District Municipality
VAT	Value Added Tax
WSP	Workplace Skills Plan

Table 1: Glossary

CHAPTER 1

Mayor's Foreword

It is our utmost privilege to present our Annual Report for the Financial Year 2020/21.

The report aims to highlight the long road travelled since assuming office immediately after the Local Government Elections in 2016. Upon assuming office as this leadership, we set ourselves a number of strategic goals.

Key among them was the important task of deepening the relationship between the Municipality as a provider of services and communities as clients. In this regard, we said that we would embed a pro-poor philosophy of governance in our strategic approaches.

We also made mention of our commitment to strengthening the existing social compact between communities, business, civil society and government by building a responsive administration that works effectively for all the people of Dr Nkosazana Dlamini Zuma Local Municipality. Specifically, we outlined our contribution to this social compact as consisting of our commitment to:

- Provide quality services for all of our people.
- Create a working economy for all the people of the Municipality.
- Strengthen communities through safety, recreational and educational facilities.
- Build an effective, efficient, accountable and stable local state, embedded in rapid service delivery to the people.

Our projects and programmes, as outlined in this Annual Report, are a direct response to our constitutional mandate. We have made significant progress towards improving democracy and accountability; ensuring provision of services in a sustainable manner; promotion of social and economic development; promotion of a safe and healthy environment; and involving our communities and community organisations in matters of local government. The 2020/21 Financial Year was challenging through-out the year particularly towards its end, with the last quarter taking the country to level 4 Covid-19 regulations lockdown aimed at slowing the spread of the corona virus. This presented unprecedented challenges regarding working arrangements, with the disruption to economic life leading to a severe decrease in rate collections. As we present this annual report, we need to look at the challenges presented by the COVID-19 pandemic and find means to innovate our service delivery offering while playing our part in efforts to stimulate the economy and offer socio-economic relief to our residents.

Strategic Alignment to District, Provincial, National and International Plans

I am pleased to report that the service delivery agenda of the Dr Nkosazana Dlamini Zuma Local Municipality is fully aligned to various strategic plans of different spheres of government. The 17 SDGs are embedded in the world's quest to ensure poverty eradication, changing unsustainable and promoting sustainable patterns of consumption and production and protecting and managing the natural resource base of economic and social development.

At a national level, the Municipality's plans are aligned to the National Development Plan (NDP) 2030. The NDP offers a long-term perspective, defines a desired destination and identifies the role different sectors of society need to play in reaching that goal. The NDP aims to eliminate poverty and reduce inequality by 2030. According to the NDP, South Africa can realise these goals by drawing on the energies of its people, growing an inclusive economy, building capabilities, enhancing the capacity of the state, and promoting leadership and partnerships throughout society. At a provincial level, the Municipality's plans are aligned to the Provincial Growth and Development Strategy, which provides KwaZulu-Natal with a reasoned strategic framework for accelerating and sharing the benefits of an inclusive growth

through deepened, meaningful, effective and sustainable catalytic and developmental interventions.

At a district level, the Municipality's plans are aligned to Harry Gwala District Municipality Growth and Development Plan, which aims to translate the Provincial Growth and Development Strategy into a detailed implementation plan at a district level, inclusive of clearly defined targets and responsibilities thus enabling the province to measure its progress in achieving the accepted growth and development goals.

The alignment of plans and the continued maintenance of intergovernmental relations form an integral part of the District Development Model. The DDM ensures the alignment of plans that accelerates service delivery and allows municipalities to avail themselves of the skills pool available at COGTA nationally and provincially. At a time when cities need advanced digital skills to transform into smart cities that better serve their communities, this availability of skills will be of significant assistance to our Municipality with a substantial number of rural communities.

Service Delivery

Once again, the excelled in the implementation of Back to Basics "serving our communities better" programme. The programme acknowledges local government as the primary site for service delivery and the programme seeks to assist local government to enforce its mandate for service delivery. Access to basic services is improving incrementally year on year. The Municipality is still facing major challenges in the provision cellular-phone network connections especially in wards 15, 12, 8, 7, 6, 5,4,3 &2 as well as maintenance of rural roads. More resources and sustainable solutions will be prioritised in the ensuing financial years.

During this period, the Municipality continued to invest in infrastructure as a way of improving people's lives for better. Some of the key projects implemented in 2020/21 included upgrading of infrastructure, upgrading of municipal towns, installation of lightning conductors in all wards as our municipal areas are prone to natural disasters, roads infrastructure etc. just to name a few, the key focus was on the continuing improvement of the quality of targeted services to rural areas where there is a huge backlog. Details of all projects implemented are contained in chapter 3 of this annual report.

Pursuant to the commitment that we made when we assumed office, ours would be an administration that advances a pro-poor agenda as its guiding philosophy, with a systematic and deliberate bias to rollout service delivery and economic development opportunities in a manner that uplifts the poorest areas of Dr Nkosazana Dlamini Zuma Local Municipality.

Central to our ability to continue with service delivery during these difficult times has been our on-going partnerships with all stakeholders, as well as members of our society.

Governance

The symbol of good governance remains with transparency, democracy, accountability and lawfulness. It is with these characteristics that we have mirrored our running of council business.

During the period under review, the pro-poor agenda remained the foremost developmental agenda of the Municipality in its commitment to stimulate and improve economic growth for the benefit of poor by broadening its reach through service delivery to all areas specifically rural areas despite the Covid-19 related challenges in the last quarter of the previous financial year 2019/20 as well as the current financial year 2020/21.

Once again, we have been determined to maintain an unqualified audit opinion after resolving all the issues raised by the Auditor General in the final management letter to put systems in place this will surely put us in a good position to obtain a clean audit outcome. We have put in place measures to progressively reduce irregular expenditure. We acknowledge

the work of Council and its Section 79 Committee in providing oversight to the Executive and Administration. The role played by Council and its Committees have remained pivotal in the governance of the institution through fair representation of views across political lines, tolerance and democracy.

Towards the Year of Local Government Elections

The coming year 2021/22 will prove to be the most challenging yet. It is the year of Local Government Elections where we will close the five-year cycle since being elected in 2016. The year of elections presents many difficulties because it is an opportunity for all parties to start their electioneering machinery and thereby posing a risk to undermine the gains, which have been achieved throughout the term of office.

We are confident that as we march forward in accounting to our communities, we will do this with the utmost discipline and acceptable demeanour befitting of public office.

The developmental agenda continues and the struggle to change the lives of our communities for the better remains the central task that we have been charged with. It is from that understanding that council needs to pull together even closer and work hand in hand with administration. Our work speaks for itself; we have taken the municipality to greater heights as we hope aim to turn around the status of our road infrastructure.

In conclusion, the Municipality still has a long way to go before it can reach reasonable levels of economic stability. The COVID-19 pandemic, while it shows signs of increasing in terms of infections in the country, the municipality has had a number of programmes with different key stakeholders such as the Department of Health in rolling out vaccination in order to ensure that members of the public can go back to their normal day to day life.

We will continue doing our utmost best in delivering quality services to our people and all stakeholders to fulfil our slogan that we are indeed a better place for all

Yours in Service Delivery

PN Mncwabe

Mayor: Dr Nkosazana Dlamini Zuma Municipality

MUNICIPAL MANAGER'S FOREWORD

Introduction

The 2020/2120 Annual Report is being presented during the time when the world is facing a major pandemic commonly known as COVID-19. This pandemic has had unprecedented negative impact on the operations of government across all spheres since the declaration of a State of Disaster and subsequent various levels of lockdown by President Cyril Ramaphosa. Since 26 March 2020, the Municipality had to adapt to the new normal by scaling down its operations with the exception of essential services as well as ensure full adherence to Covid-19 Health and Safety Protocols.

Inevitably, many municipalities still face challenges of poor infrastructure, urban poverty, pollution, unemployment, congestion, segregation, urban sprawl and other unintended consequences. It is, therefore, imperative that the Dr NDZ Municipality continues to significantly improve service delivery, develop strategies to drive economic growth, human capital development, sustainable human settlements and access to basic services such as electricity, roads, solid waste removal etc. This must be achieved in a sustainable manner taking into cognisance the global green agenda. In a fast-moving world, the Municipality must be resolute in planning faster, simpler and better in order to achieve and increase its own competitive advantage.

SERVICE DELIVERY AGENDA

The Dr NDZ Local Municipality continues to execute its service delivery agenda in accordance with the powers and functions assigned to municipalities in terms of the Constitution, Municipal Structures Act, Municipal Systems Act, Municipal Finance Management Act and other enabling pieces of legislation. Access to basic services by all residents remains a priority and this can only be achieved through accelerated service delivery. During the year under review, the following key achievements have been recorded in terms of basic service delivery outcomes:

Percentage of households with access to electricity in municipal wards is at 100% excluding in fills and these are Eskom supplied areas backlogs since the municipality is not a licenced Electricity Distributor. Percentage of households with access to solid waste removal is at 100% in urban areas and informal settlements. Number Housing units constructed during the 2020/21 financial year was 52 units through OSS and Human Settlement Grant. Number of jobs created through EPWP in the 2020/21 financial year was 132. According to the Provincial Back-to-Basics Report for the 2020/21 financial year, the municipality is categorised as one of the functional municipalities within the province.

Notwithstanding noticeable improvement in terms access to basic services, there are still communities without access to services in various wards, and therefore, there is a need to refocus and redirect the budget towards investing in new infrastructure and maintenance of existing infrastructure where backlogs exist. The overall organisational performance is 81% and fully covered in the annexure: Annual Performance Report.

GOVERNANCE

The governance structures continue to be very strong, functional and effective. The governance structures include:

- Council
- Executive Committee(EXCO)
- Audit Performance Audit Committee

- Municipal Public Accounts Committee (MPAC)
- Enterprise Risk Management Committee (ERMC)

The above referenced structures continue to put measures in place to progressively improve operational efficiencies, accountability, responsiveness and to strengthen oversight for the Municipality's administration to become more responsive, resilient and efficient.

Again, the Municipality, through Internal Audit, has undertaken a comprehensive King IV Corporate Governance Code of Good Practice compliance audit with specific focus on the municipal supplement. The good corporate governance assists with putting in place leadership and other structures as well as the processes and frameworks for the municipality to be responsive to the needs of the community. All the required disclosures in terms of King IV Report on Corporate Governance for South Africa are included in various chapters of this Annual Report and its Appendices.

During the 2019/20 financial year, the Municipality received an unqualified audit opinion with two matters of emphasis from the Auditor General (AG) i.e.:

As at the end of the current financial year, a total 41% of audit findings for 2019/20 were resolved during the financial year as per the AG Action which is continuously monitored by the Audit and Performance Audit Committee. Corrective measures are being put in place on an ongoing basis to improve internal controls, adherence to legislation and resolution of irregular expenditure in terms Section 32 of the MFMA.

In terms of Strategic Risk Register, the following were top 5 rated risks and mitigation measures were put in place to reduce the anticipated negative impact:

- Strategic Risk Register
- Operational:
- Information, Communication & Technology
- Occupation Health & Safety
- Covid 19,
- Fraud

SECTION 56/57 MANAGERS

As at the end of the financial year, all senior manager's positions remained filled.

FINANCIAL PERFORMANCE

The financial performance and revenue trends by source including borrowings are summarized hereunder:

- Grant expenditures
- MIG: 100%
- INEP: 100%
- EPWP: 100%
- Covid 19:
- Building Plans Grant: 84%
- Fraud & Corruption Grant: 22%
- Title Deeds Restoration Grant: 0%
- Greenest Competition Awards Grant: 0%

For 2019/20, the Municipality has received an unqualified with two matter of emphasis from the Auditor General which is detailed as follows:

Material impairments - receivables

As disclosed in note 3 to the financial statements, material impairments of R35,91 million (2018-19: R29,99 million) was incurred as a result of an annual review of the recoverability of receivables from exchange and non-exchange transactions.

Material underspending of budget

As disclosed in the statement of comparison of budget and actual amounts, the municipality materially underspent by R20,12 million on operational expenditure and R10,26 million on capital expenditure. The underspending was due to the national lockdown which resulted in cancelled programmes and suspension of capital projects.

THE WAY FORWARD

The impact of Covid-19 is going to be felt for many years to come and will put serious strain on municipal resources and worsen poverty and unemployment. It crucial that the Municipality continues to run its affairs in an efficient and cost-effective manner, implement systematic cost containment measures and alternative revenue streams. The 4th IR is now a new game changer and can no longer be delayed and requires urgent steps to be taken. The importance of good governance, high ethical leadership and service delivery excellence to improve public trust in the system of local government cannot be overemphasized. At the apex of the Municipality's priorities should be the implementation of the Local Economic Recovery Plan to reignite local economy, create much needed jobs and drive industry based skills revolution. All the Municipality's interventions must contribute towards the realization of the National Development Plan through the newly introduced District Development Model (DDM).

APPRECIATION

I would like to thank the Mayor, Deputy Mayor, Speaker and Whip of Council, Amakhosi/ Traditional Leaders, Chairpersons of Portfolio Committees, Councillors, Ward Committees, Audit & Performance Audit Committee Members, Risk Management Committee, stakeholders, partners, labour unions and employees for continued support, guidance, cooperation and wise counsel. Working together, with an efficient and capable machinery, will drive the Municipality to even greater heights of service delivery excellence and change residents experience for better.

Committed to provision of quality services is our daily motto!



Mr NC Vezi
Municipal Manager

MUNICIPAL OVERVIEW

Dr Nkosazana Dlamini-Zuma Local Municipality is a local municipality established after the August 2016 local government elections. It followed a merger between erstwhile Ingwe and Kwa Sani local municipalities. The Dr Nkosazana Dlamini-Zuma Local Municipality (LM) is situated in the southern part of KwaZulu-Natal. It is located within Harry Gwala District Municipality (HGDM), the fourth largest district municipality in Kwa-Zulu Natal. The municipality is a predominantly rural municipality with 5 main towns within its boundaries. These include :

- Underberg,
- Himeville,
- Creighton,
- Bulwer,
- and Donnybrook.

It is a category B municipality and is deemed the second largest municipality in the District in terms of population size.

Demographic profile

The following table provides a summary of the population composition of Dr Nkosazana Dlamini-Zuma Local Municipality:

CATEGORY	DR NKOSZANA DLAMINI ZUMA	CATEGORY	DR NKOSZANA DLAMINI ZUMA
Total Population	118480	MARITAL SATUS	
0-14	39.65%	Married	17,85%
15-34	38.35%	Living together like married partners	4.11%
35-59	15.17%	Never married	74,02%
60+	6.83%	Widower/Widow	3,48%
GENDER RATIO		Separated	0,32%
Female Population	52.12%	Divorced	0,23%
Male Population	47.88%		
HOUSEHOLDS		DEPENDENCY RATIO	75,47
Number of Households	29619	Unemployment rate	62,52%
Formal Dwelling	38.16%	Youth unemployment rate	70,71%
LEVELS OF EDUCATION		Female headed households	59,84%
No Schooling	16.62%	Potential total working Age Group (20-64)	41,68%
Primary schooling	38.31%	Elderly (65+)	5%
Some secondary	31.43%	Number of Agricultural households	14048
Matric	11%	ANNUAL INCOME OF AGRICULTURAL HOUSEHOLD HEADS	
Tertiary	2.15%	No income	4504
SERVICES		R1-R4 800	562
Piped (tap) water inside dwelling	9.63%	R4 801-R38 400	7703
Electricity for lighting from mains	83.27%	R38 401-R307 200	794
Weekly refuse removal	18.01%	R307 201+	131

		Unspecified	299
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Source: (Statistics SA 2016 Community Survey)

Population growth:**MID-YEAR ESTIMATES DISTRICTS PROJECTIONS 2020-2024**

Dr Nkosazana Dlamini Zuma Local Municipality is contributing 33% contribution towards GDP within the Harry Gwala District Municipality. The 2016 Community Survey indicates that the population of Dr Nkosazana Dlamini Zuma Local Municipality has increased by just over 6% between 2011 and 2016. It has to be borne in mind that a portion of the population increase is the result of an enlarged municipal area following the inclusion of four voting districts from the Impendle Local Municipality.

MID-YEAR ESTIMATES DISTRICTS PROJECTIONS 2020-2024

	2020	2021	2022	2023	2024
KwaZulu-Natal	11 411 637	11 533 104	11 653 713	11 772 106	11 890 180
DC21: Ugu	813 460	824 612	835 788	847 341	859 347
DC22: Umgungundlovu	1 133 714	1 147 040	1 159 985	1 173 530	1 187 861
DC23: Uthukela	706 263	708 362	710 882	713 425	716 028
DC24:Umzinyathi	562 159	567 911	574 123	580 680	587 638
DC25: Amajuba	563 811	570 504	576 473	582 070	587 437
DC26: Zululand	862 184	866 025	870 883	875 889	881 099
DC27:Umkhanyakude	674 997	679 404	684 435	689 112	693 496
DC28: King Cetshwayo	963 681	968 420	973 726	978 921	984 079
DC29: iLembe	678 167	687 000	694 861	701 834	708 059
DC43: Harry Gwala	506 181	509 224	512 837	516 629	520 633
eThekwini	3 947 020	4 000 603	4 059 719	4 112 675	4 164 503

MID-YEAR DISTRICT PROJECTIONS BY GENDER 2020-2024

	2020		2021		2022		2023		2024	
	Male	Female								
KwaZulu-Natal	5 445 771	5 965 866	5 508 437	6 024 757	5 569 465	6 084 248	5 629 556	6 142 550	5 689 950	6 200 230
DC21:Ugu	385 352	428 109	391 767	432 845	398 337	437 451	405 129	442 212	412 216	447 131
DC22:Umgungundlovu	537 436	596 277	543 638	603 402	549 666	610 319	555 969	617 561	562 675	625 186
DC23:Uthukela	332 400	373 863	333 890	374 472	335 591	375 291	337 307	376 118	339 075	376 953
DC24:Umzinyathi	251 526	310 633	254 636	313 275	258 091	316 032	261 656	319 024	265 371	322 267
DC25:Amajuba	270 282	293 529	273 543	296 961	276 482	299 991	279 227	302 843	281 866	305 571
DC26:Zululand	399 490	462 694	401 140	464 884	403 437	467 446	405 787	470 102	408 242	472 857
DC27:Umkhanyakude	303 652	371 345	305 479	373 925	307 613	376 823	309 558	379 554	311 367	382 130
DC28:King Cetshwayo	447 723	515 958	449 414	519 006	451 327	522 398	453 225	525 696	455 177	528 902
DC29:iLembe	321 865	356 301	326 279	360 721	330 032	364 829	333 347	368 487	336 324	371 735
DC43:Harry Gwala	232 645	273 536	233 925	275 299	235 691	277 147	237 499	279 131	239 375	281 258

Table 2: Population Growth Scenarios from 2020 to 2024

From the above, the following is highlighted:

There is steady population increase of 1.5% per annum, the district population will surpass 600 000 people by 2024. The district will reach a population of 500 000 before 2022 if a population growth rate of 1.5% takes place over the next few years. At such a % per annum population growth rate the number of households in the municipality will double even at a local level. This population statistics gives a clear picture of how the municipality's growth in terms of its population. The broad base of the stats means the majority of population lies between ages 0–14, which tells us that the fertility rate of the municipality is high and above population. The older population is declining over time due to a shorter life expectancy of sixty years. However, there are still more females than males in these ranges since women have a longer life expectancy. A number of studies reveals that women tend to live longer than men because women do not partake in risky behaviours.

This then means that the municipality should put more resources/ projects for females in the near future. The municipality is having a high dependency ratio which is 86.6 as many people are dependent on government to supply basic services. Therefore ,this implies the importance of the municipality shifting its planning for service delivery to focus on the municipality's larger population i.e. 0-4 and 15-19 age groups. This further means that then more schools, industrial hubs, multi- purpose centres, health facilities should be prioritised in future by the municipality and other government institutions.

STRATEGIC FRAMEWORK

Our Slogan:

Dr NDZ Municipality – “A better place for all”

Our vision

To be a responsive quality service provider by 2030.

Our Mission

Dr. Nkosazana Dlamini Zuma Local Municipality will provide quality sustainable basic services, promote tourism, good governance, community involvement, economic investment and protect the environment in its affairs.

Core values

- Integrity
- Professionalism
- Accountability
- Efficiency
- Compassion
- Value-for-money
- Transparency

During the financial year the municipality has embarked on a number of business initiatives as a means to grow the local economy and to address the existing social ills. These initiatives include the:

- Bursary scheme for employees and non-employees (Matriculants),
- Incentive schemes for rates payers,
- Utilising an automated system for the business licensing unit
- Procuring a GIS automated system for proper record keeping of all building plans.

In order to upskill employees and maintain efficient administration and good governance the municipality have awarded number of employees with bursaries on different qualifications such as outlined in chapter 4 of this report.

10 Best Performed 2020 Matriculants were awarded with registration fee in different tertiary institutions within the country of which the top three were awarded with full bursaries. The municipality has embarked on an incentive scheme for its rates-payers to encourage them to pay for their rates in order to minimise their debts. The municipality has taken a stance to maintain the existing infrastructure rather than building new ones. The road-maintenance plan is in place to guide this process

CHAPTER 2

COMPONENT A: GOVERNANCE STRUCTURES

The Council is empowered and responsible for the political mandate and decision in terms of the Constitution and other relevant legislations. As the higher decision making of the municipality, Council must work within the legislative mandate of the following Acts:

2.2.1 Governing legislation

- The Constitution of the Republic of South Africa 1996, Act No. 108 of 1996
- Local Government: Municipal Systems Act, Act No. 32 of 2000
- Local Government: Municipal Structures Act, Act No. 32 of 2004
- Local Government: Municipal Finance Management Act, Act No. 56 of 2003 and Treasury Regulations
- KwaZulu-Natal Planning and Development Act, Act No. 6 of 2008
- Public Finance Management Act, Act No. 1 of 1999
- Local Government: Municipal Property Rates Act, Act No. 6 of 2004
- Local Government: Municipal Property Rates Amendment Act, Act No. 19 of 2009
- National Housing Act, Act No. 107 of 1997;
- National Road Traffic Act, Act No. 93 of 1996
- Waste Act, Act No. 59 of 2008
- Electricity Act, Act No. 41 of 1987
- KwaZulu-Natal Provincial Roads Act, Act No. 4 of 2001
- National Environmental Management Act, Act No. 107 of 1998
- National Environmental Management Protected Areas Act, Act No. 57 of 2003
- National Heritage Resources Act, Act No. 25 of 1999
- Disaster Management Act, Act No. 56 of 2000
- Traditional Leadership and Governance Framework Act, Act No. 41 of 2003
- Communal Land Rights Act, Act No. 11 of 2004
- National Prosecuting Authority Act, Act No. 32 of 1998
- Division of Revenue Act, Act No. 1 of 2010

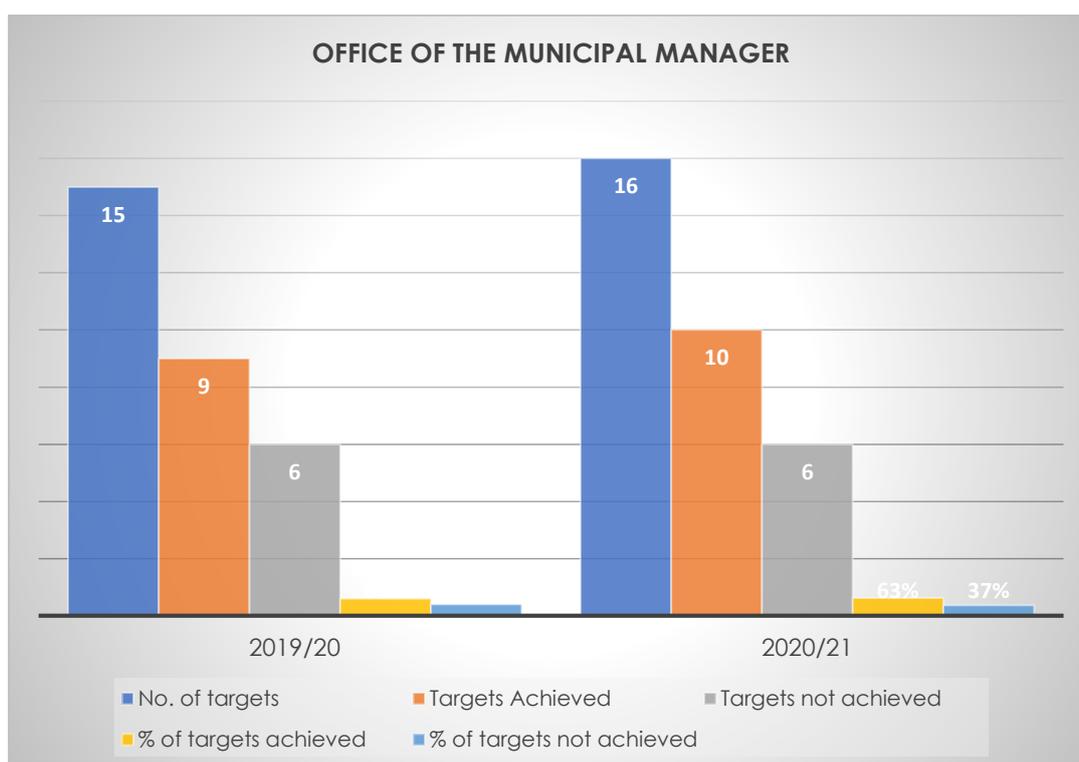
2.2.2 Compliance

- Labour Relations Act, Act No. 66 of 1995
- Basic Conditions of Employment Act, Act No. 75 of 1997
- Employment Equity Act, Act No. 55 of 1998
- Skills Development Act, Act No. 81 of 1998
- Skills Development Levies Act, Act No. 28 of 1999
- Preferential Procurement Policy Framework Act, Act No. 5 of 2000;
- Broad-Based Black Economic Empowerment Act, Act No. 53 of 2002

OFFICE OF THE MUNICIPAL MANAGER NKPA: GOOD GOVERNANCE AND PUBLIC PARTICIPATION

The overall score for the KPA is 63 % for 2020/2021 which is up by 03% from the previous financial year 2019/20 which was 60%.

CATEGORY	2019/20	2020/21
No. of targets	15	16
Targets Achieved	09	10
Targets not achieved	06	06
% of targets not achieved	40%	37%
% of targets achieved	60%	63%



(a) COMPOSITION OF THE DEPARTMENT

In terms of performance reporting the office of the municipal manager is divided as follows:

Strategic Support Services with the following sub-directorates:

- Performance Management Unit/ Monitoring and Evaluation
- IDP Section
- Public Participation
- Intergovernmental Relations
- Communications
- Executive Support Services

Internal Audit & Risk Management Unit

Development and Town Planning Unit

(b) The following are the performance highlights of the department for the financial year 2020/2021:

The department was able to present to Council the two critical strategic documents i.e. final 2021/22 intergrated development plan (IDP) and the spatial development framework (SDF) and further submit them to the Provincial Cogta Office within the legilated timeline i.e. 31 May 2021. Both the integrated development plan and the spatial development framework are done in-house and are aligned with both the budget and the service delivery and budgdet implementation plan (SDBIP). Quartely performance reports are submitted to all oversight structures timeously in compliance with both the municipal finance management act and the municipal systems act. Q3 Informal Performance reviews/ assessments for Senior Managers were conducted on 11 May 2021 in compliance with Performance Regulations. Audit and Performance Audit Committee has held four meetings during this quarter as follows:

- 12 April 2021
- 28 April 2021
- 04 June 2021
- 30 June 2021

The Risk Management Committee is fully functional and effective in terms of dealing with risk management issues using the risk management champinions as selected by each department. The Risk Management Committee sat as follows during quarter 4:

- 19 April 2021
- 23 June 2021

Table 2.3: NDZ Municipality is comprised of twenty-nine Councillors

NAME OF COUNCILLO	GENDER	AFFILIATION	WARD/PR
Her Worship the Mayor: Cllr P.N. Mncwabe	Female	ANC	Ward 3
Deputy Mayor: Cllr P.P. Shange	Male	ANC	PR
Speaker: Cllr M.B. Banda	Male	ANC	PR
EXCO Member: Cllr K.A. Hadebe	Female	ANC	PR
EXCO Member: Cllr. D. Adam	Male	D.A.	PR
EXCO Member: Cllr Z.P. Mkhize	Female	ANC	Ward
Cllr M.T. Zikode	Male	ANC	Ward
Cllr B.C. Mncwabe	Female	ANC	Ward
Cllr S.T. Dlamini	Male	ANC	Ward
Cllr M.V. Phoswa	Male	D.A.	PR
Cllr. Z.A. Mtolo	Female	ANC	PR
Cllr M.W. Khumalo	Male	ANC	Ward
Cllr L. Mncwabe	Female	ANC	Ward 14
Cllr Z.P. Gcume	Female	ANC	Ward 02
Cllr T. Ndlovu	Female	ANC	Ward 01

Cllr N.C. Mbanjwa	Female	ANC	Ward
Cllr W.N. Magoso	Female	ANC	Ward
Cllr V.A.T. Mthembu	Male	ANC	PR
Cllr Q, Dlamini	Male	ANC	Ward
Cllr N.M. Dlamini	Male	ANC	Ward
Cllr. W.N. Khewa	Male	ANC	Ward
Cllr B.K. Zondi	Female	ANC	Ward
Cllr. S.V. Zulu	Male	ANC	PR
Cllr. D.R Ngcamu	Male	DA	PR
Cllr . S.K Jaca	Male	EFF	PR
Cllr N.G Dlamini	Male	IFP	PR
CIIR S.J Phakathi	Male	IFP	PR
Cllr S.T Shabane	Male	ANC	Ward
Cllr S Mqwambi	Male	ANC	PR
INKosi T Molefe	Male Batlokoa tribal authority	NA	
Inkosi M.P Memela	Male Memela Tribal Authority	NA	

Inkosi T.D Dlamini	Male Bhidla Tribal Authority	NA
Inkosi V.P Gwala	Male Gwala tribal authority	NA

Attendance of Councillors in different portfolio Committees during 2020/21 financial year.

PORTFOLIO COMMITTEES	SITING DATES	CHAIRPERSON	Number of Sittings	Attendance
Audit & Performance Audit Com: <u>Portfolio Members:</u> Mr. P.P. Mtambo Mr. V.I Made Mr. A. Gonzalves Mr. N.C. Vezi- Municipal Manager Mr. K.B. Mzimela- CFO Mr. S.V. Mngadi-Senior Manager PWBS Mr. S.J. Sondezi- Senior Manager Corporate Services Mr. J. Mazibuko-Manager Town Planning and Development Ms. Z. Mlata-Senior Manager Community Services Ms. A. Vanzyl- Internal Audit Mrs. N. Vakalisa- Manager Strategic Support Services	10 January 2020-24 August 2021	Mrs. S.D. Ncube-Dlamini	07 sittings	07 03 07 04
Risk Management Com: <u>Members of Portfolio</u> Mr. N.C. Vezi- Municipal Manager Mr. K.B. Mzimela- CFO Mr. S.V. Mngadi-Senior Manager PWBS Mr. S.J. Sondezi- Senior Manager Corporate Services Mr. J. mazibuko-Manager Town Planning and Development Ms. Z. Mlata-Senior Manager Community Services Ms. A Vanzyl- Internal Audit Mrs. N. Vakalisa- Manager Strategic Support Services Mr. SPM Ngcobo	03 rd November 2020-23 rd June 2021	Ms. Zama Lugongolo	07 sittings	07 05 05 05 04 04 06 06 05

PORTFOLIO COMMITTEES	SITTING DATES	CHAIRPERSON	Number of Sittings	Attendance
Community Services Com: Members of Portfolio Cllr. Z.A. Mtolo Cllr. M.V. Phoswa Cllr. S.T. Shabane Cllr. W.M. Kheswa Cllr. VAT Mthembu Inkosi T.D Dlamini Inkosi B.J. Mkhulise Mr. P. Mntungwa	09 July 2020- 23 rd June 2021	Cllr. Z.P. Mkhize	05 sittings	04 05 05 04 05 04 00 02 02
Corporate Services Com: Members of Portfolio: Cllr. W.N Magoso Cllr. S.B. Mqwambi Cllr. Q. Dlamini Cllr. S.J. Phakathi Cllr. D.R. Ngcamu Inkosi M.P. Memela Inkosi V.P. Gwala	01 st July 2020- 05 May 2021	Cllr. K.A. Hadebe	07 sittings	07 04 04 05 07 00 00
Women's Caucus: Portfolio Members: Cllr. N.P. Mncwabe Cllr. L. Mncwabe Cllr. K.A. Hadebe Cllr. Z.P. Mkhize Cllr. N.C. Mbanjwa Cllr. T. Ndlovu Cllr. B.K. Zondi Cllr. Z.A. Mtolo Cllr. W.N. Magoso Cllr. Z.P. Gcume Ms. Z. Mlatha Mrs. N. Vakalisa Mrs. C. Taylor Mrs. B. Nkandi Mrs. L. Zuma Mrs. B. Ngcobo Ms. A. Hlongwana Ms. D.P. Zaca Ms. O.B. Mndaweni Ms. S.P. Linda Ms. S. Memela Ms. S. Nzimande Ms. N. Holiwe	19 August 2020- 17 August 2021	Cllr. B.C. Mncwabe	03 sittings	03 02 00 03 01 03 02 03 03 03 03 02 01 02 03 03 03 03 02 01 02 03 00 00 00 02
Council: Portfolio Members: Cllr. P.N. Mncwabe Cllr. P.P. Shange Cllr. K.A. Hadebe Cllr. Z.P. Mkhize Cllr. D. Adam Cllr. M.T. Zikode Cllr. B.C. Mncwabe Cllr. S.T. Dlamini Cllr. M.V. Phoswa Cllr. Z.A. Mtolo Cllr. M.W. Khumalo Cllr. L. Mncwabe	31 st August 2020 - 30 July 2021	Cllr. M.B. Banda	13 including Specials	12 09 04 10 08 09 11 11 04 10 06 06

PORTFOLIO COMMITTEES	SITTING DATES	CHAIRPERSON	Number of Sittings	Attendance
Cllr. Z.P. Gcume Cllr. T. Ndlovu Cllr. N.C. Mbanjwa Cllr. W.N. Magoso Cllr. V.A.T Mthembu Cllr. Q. Dlamini Cllr. N.M. Dlamini Cllr. W.N. Kheswa Cllr. B.K. Zondi Cllr. S.V. Zulu Cllr. D.R. Ngcamu Cllr. S.K. Jaca Cllr. N.G. Dlamini Cllr. S.J. Phakathi Cllr. S.T. Shabane Cllr. S. Mqwambi Cllr. Inkosi Molefe Inkosi V.P. Gwala Inkosi M.P. Memela Inkosi D.T. Dlamini Inkosi. Mkhulisi				05 10 10 12 10 12 07 11 05 11 01 12 05 05 08 08 03 02 00 00 00 01
Executive Committee: Portfolio Members: Cllr K.A. Hadebe Cllr. Z.P. Mkhize Cllr. PP. Shange Cllr. D. Adam	18th February 2020- 28th June 2021	Cllr. N.P. Mncwabe	14 including Specials	10 13 07 07 14
Finance Committee: Portfolio Members: Cllr. K.A Hadebe Cllr. N. C. Mbanjwa Cllr. B.K. Zondi Cllr. T. Ndlovu	08th Sept. 2020- 15th June 2021	Cllr. N.P. Mncwabe	13 sittings	09 10 11 12 12
Public Works & Basic Services Committee: Portfolio Members: Cllr S.V. Zulu Cllr. S.T. Dlamini Cllr. Z.P. Gcume Cllr. B. C. Mncwabe Cllr. D. Adam Cllr. S.K. Jaca Inkosi T. Molefe Mr. S.V. Mngadi Mr. J. mazibuko Mr. Z. Dlamini Ms. T. Gwexe Mrs. J. Hadebe	21st January 2020- 25 May 2021	Cllr. P.P. Shange	15 including Specials	10 01 09 10 10 10 00 01 10 10 11 10 01
Municipal Public Accounts Com: Portfolio Members: Cllr. M.N. Dlamini Cllr. M.W.Khumalo Cllr. L. Mncwabe Cllr. N.G. Dlamini Mr. N.C. Vezi- Municipal Manager Mr. K.B. Mzimela- CFO Mr. S.V. Mngadi-Senior Manager PWBS	21 February 2020- 28th July 2021	Cllr. Z.A. Zikode	07 including Specials	07 05 06 03 05 03 05 06 03

PORTFOLIO COMMITTEES	SITTING DATES	CHAIRPERSON	Number of Sittings	Attendance
Mr. S.J. Sondezi- Senior Manager Corporate Services Mr. J. mazibuko-Manager Town Planning and Development Ms. Z. Mlata-Senior Manager Community Services Ms. A Vanzyl- Internal Audit Mrs. N. Vakalisa- Manager Strategic Support Services				03 05 07 05
Local Labour Forum: Portfolio Members: Cllr Z.P. Gcume Cllr. B.K Zondi Mr. S. J. Sondezi Mr. S.V. Mngadi Ms. Z. Mlatha Mr. S. Chule Mrs. B. Nkandi Mr. P.M. Gambu Mrs. S. Mnguni Cllr. S.V. Zulu	25 July 2020- 09 April 2021	Mr. S. Ngcobo	6 including Specials	06 06 03 06 06 05 06 06 06 06 00

The Corporate Support Services Department is responsible for providing secretarial functions to the municipality's governance structures such as portfolio committees/ Section 80 Committee, Section 79 Committees and some IGR Structures. The municipality has revised its Committees during the financial year this was done in order to ensure that the municipality's strategy is implemented effectively.

The following table reveals the new composition of Section 80 Committees:

COMMITTEE	CHAIRPERSON	MEMBERS
Finance Portfolio Committee	Her Worship the Mayor: Cllr P.N Mncwabe	Cllr N.C Mbanjwa Cllr K.A. Hadebe Cllr B.K. Zondi Cllr T. Ndlovu
PWBS AND TOWNPLANNING DEVELOPMENT COMMITTEE	Deputy Mayor: Cllr P.P Shange	Cllr D.Adam Cllr Z.P Gcume Cllr S.V. Zulu Cllr M.T Zikode Cllr B.C. Mncwabe Cllr S.T. Dlamini Inkosi T Molefe
Community and Social Services Committee	Cllr Z.P Mkhize	Cllr V.A.T. Mthembu Cllr W.N. Keswa Cllr Z.A. Mtolo Cllr S.T. Shabane Cllr M.V. Phoswa Inkosi D.T. Dlamini Inkosi B.J. Mkhulise
Corporate Support Services Committee	Cllr K.A. Hadebe	Cllr D.R. Ngcamu Cllr S.J. Phakathi Cllr W.N. Magoso Cllr S.B. Mqwambi Cllr. Q. Dlamini

The following portfolio and other committees have been established by Council:

Table 2.4: Portfolio committees during 2020/21

COMMITTEE	CHAIRPERSON	MEMBERS
Finance Portfolio Committee	Her Worship the Mayor: Cllr P.N Mncwabe	Cllr N.C Mbanjwa Cllr K.A. Hadebe Cllr B.K. Zondi Cllr T. Ndlovu
PWBS AND TOWNPLANNING DEVELOPMENT COMMITTEE	Deputy Mayor: Cllr P.P Shange	Cllr D.Adam Cllr Z.P Gcume Cllr S.V. Zulu Cllr M.T Zikode Cllr B.C. Mncwabe Cllr S.T. Dlamini Inkosi T Molefe
Community and Social Services Committee	Cllr Z.P Mkhize	Cllr V.A.T. Mthembu Cllr W.N. Keswa Cllr Z.A. Mtolo Cllr S.T. Shabane Cllr M.V. Phoswa Inkosi D.T. Dlamini Inkosi B.J. Mkhulise
Corporate Support Services Committee	Cllr K.A. Hadebe	Cllr D.R. Ngcamu Cllr S.J. Phakathi Cllr W.N. Magoso Cllr S.B. Mqwambi Cllr. Q. Dlamini

Table 2.5:

COMMITTEE	CHAIRPERSON	MEMBERS
AUDIT COMMITTEE	Ms S.D Ncube	Mr L.B. Van derMerve Mr V.I.V. Made Mr P. Mntambo
MPAC	Cllr M.T Zikode	Cllr N.G Dlamini Cllr L. Mncwabe Cllr N.M. Dlamini Cllr W.M Khumalo
LOCAL LABOUR FORUM COMMITTEE MEETINGS	Cllr S.V. Zulu	Mr J Sondezi Employer rep Cllr S.V Zulu Cllr Z.P Gcume Mr D.R Ngcobo Samwu Rep. Mr. S. Chule Samwu Rep Mrs S.N. Mnguni Mr. P. Gambu IMATU Rep Mrs. B. Nkandi
EXECUTIVE COMMITTEE MEMBERSHIP	Cllr P.N Mcwabe	Cllr P.P Shange Cllr. K.A Hadebe Cllr Z.P Mkhize Cllr D.Adam

2.8 Municipal Public Accounts Committee

Table 2.8: Members of MPAC:

The primary purpose of the MPAC, which consists of five non-executive councillors, is to assist Council by holding the Executive Committee to account for service-delivery. Members of the municipal public accounts committee (MPAC)

COMMITTEE	CHAIRPERSON	MEMBERS
MPAC	Cllr M,T Zikode	Cllr Q Dlamini Cllr V.A.T Mthembu Cllr D. Adam

COMMITTEE	CHAIRPERSON	MEMBERS

WOMENS'S CAUCUS

Section 79 (1) of the Municipal Structures Act makes provision for Councils to establish one or more Committees for the effective and efficient performance of its functions to exercise of any of its power. The Speaker convened a multi-party meeting to formally establish a Women's Caucus and the Chairperson was elected in the first meeting. Councillor BC Mncwabe was elected by Council on the 24th of July 2018 to serve as a Representative for SALGA Women's Commission thus automatically makes her the Chairperson of the Dr NDZ LM Women's Caucus. In a case where the Mayor, the Speaker and the Portfolio Head: Special Programmes are male, they can remain ex-officio members of the structure and will be invited by the Chairperson of the Caucus on a needs basis. The Caucus sits once a quarter and special meetings are called by the Chairperson to deal with matters of urgency. This structure reports to Council through the office of the Speaker.

The Caucus submits their reports to the Mayor on any matter in which the views of the Women must be considered in the decision-making process of the institution. The Mayor then channels such reports to the relevant Standing Committee through the Portfolio Councillor or to the Municipal Manager. The Municipality extends Women's Forums to the Community to ensure that women's dialogue is tabled at all social platforms. As much as Municipalities were urged to involve the female traditional leaders (Amakhosi) in all meetings and allow them to lead other campaigns however there was no female traditional leaders at Dr Nkosazana Dlamini Zuma Local Municipality. The following table depicts the meetings that took place during the 2020/21 financial whereby women development issues were discussed:

No.	Date of the meeting
1.	19 August 2020
2.	16 th April 2021
3.	17 August 2021

ADMINISTRATIVE GOVERNANCE STRUCTURE

The following structures serves as the administrative governance of the organisation being headed by the Municipal Manager: Mr NC Vezi as the head of Administration. The Management Committee consists of all Senior Managers and sits as in when required by the Accounting Officer. The Extended Management Committee consists of both Senior Managers and Middle-Managers and it sits on a monthly basis and is also chaired by the Municipal Manager. The following table indicates the dates when these two structures met during the financial year:

No	Administrative Structure	Date of the meeting
1.	Senior Management Committee	09 February 2021
2.	Extended Management Committee	10 July 2020
3.	Extended Management Committee	11 July 2020
4.	Extended Management Committee	21 July 2020
5.	Extended Management Committee	17 August 2020
6.	Extended Management Committee	22 September 2020
7.	Extended Management Committee	14 September 2020
8.	Extended Management Committee	15 October 2020
9.	Extended Management Committee	01 March 2021
10.	Extended Management Committee	08 March 2021
11.	Extended Management Committee	14 April 2021
12.	Extended Management Committee	16 June 2021

Each department holds its departmental meeting however there are no schedule of meeting for departmental meetings. All Bid Committees are established and functional and only internal Officials serve in these Committees as per the appointment by the Accounting Officer i.e:

- Quotations Specification Committee
- Quotations Evaluations Committee
- Bid Specification Committee
- Bid Evaluation Committee
- Bid Adjudication Committee

Component B: Intergovernmental relations

PARTICIPATION OF POLITICIANS AND MANAGEMENT IN THE IGR STRUCTURES.

Intergovernmental Relations structural meetings are coordinated and chaired at a district level however the Mayor, Speaker, Senior Managers and Middle Managers are members of these IGR structures at a district, provincial and national level. The district has established the following IGR structures which sit on a quarterly basis:

- Mayoral Forum
- Municipal Managers Forum
- CFO's Forum
- Infrastructure Development Forum
- Planner's Forum
- IDP Alignment Forum
- IDP Rep Forum
- District Communicators Forum
- Corporate Services Forum

Most of these structures that were formed in line with the Intergovernmental Relations Framework Act are not functional and as a result no meetings were attended by our Political Office Bearers and Officials during this financial year except for the IDP Alignment Forum which sat on the 25 February 2021 and the IDP Representative Forum which was held on the 19th March 2020. The District Communicators Forum which the Communications Unit led by the Strategic Support Services Manager sits on a quarterly basis. The Operation Sukuma Sakhe Programmes and War Rooms under Dr Nkosazana Dlamini Zuma Local Municipality are fully effective as only one war room was categorised as not functional. The President has launched the District Development Model which is a tool that is going to be used to strengthen intergovernmental relations. There is an anticipation that all the districts and provincial hubs/ IGR structures are going to be revived in order to realise alignment of services at all levels of government. The following table shows the representation of Dr Nkosazana Dlamini Zuma in the District Development Model (DDM):

DDM STRUCTURE	REPRESENTATIVE FROM DR NDZ	DESIGNATION
District Political Hub	Councillor PN Mncwabe Councillor MB Banda	Mayor Speaker
District Technical Hub	Mr NC Vezi	Municipal Manager
District Development Cluster	Ms Z Mlata Mr W Dlamini Mr SJ Sondezi	Senior Manager: Community & Social Services Manager: Community Safety Senior Manager: Corporate Support Services

Economic Sectors And Infrastructure Development Cluster	Mr ZL Dlamini Mr NM Dlamini	Manager: Public Works and Basic Services Manager: Local Economic Development
Governance, State Capacity, Institutional Development Cluster	Mr KMB Mzimela Mrs NN Vakalisa Mr SJ Sondezi	Chief Financial Officer Manager: Strategic Support Services Senior Manager: Corporate Support Services
Justice, Crime Prevention And Security	Mr W Dlamini	Community Safety Manager

Component C: Public accountability and participation

The municipality is embarking on a number of programmes to ensure public participation within its communities these are the programmes that the municipality convened during the year:

- IDP/ Budget Roadshows
- Rates-Payers Meetings
- Ward Committee Meetings
- War-Rooms/OSS Meetings
- Youth Development Programmes
- Gender Forum Meetings
- Disability Forums
- LED and Tourism Forums
- Projects Hand-overs
- Sod-turning
- Project Steering Committee Meetings
- Customer Care Campaigns
- The IDP/Budget Roadshows

To present the draft 2020/2021 IDP/Budget/SDF the municipality could not conduct its IDP/ Budget roadshows due to covid 19 regulations and used the following platforms to consult members of the public with regards to the draft IDP and budget:

- Ukhozi FM
- Igagasi FM
- Harry Gwala FM
- Municipal Website
- Official facebook Page

The second round of the IDP/Budget/SDF Roadshows were clustered into three Zones as follows:

- Zone 3: Ward (Ward 5,8,13,14&15) at Creighton Community Hall: 20 October 2020
- Zone 2: Ward (9,10,11,12& 7): at Bulwer Community Hall: 21 October 2021
- Zone 1: Ward (1,2,3,4&6) : Mqatsheni Community Hall: 22 October 2021

Only two combined Ward quarterly meetings were held as follows during the financial year due to Covid 19 regulations which prohibited more than 50 people to be in one gathering:

- 09 December 2020: Bulwer CSC
- 13 October 2020: Creighton Community Hall

All 15 Ward Committees were assessed by the provincial Cogta Office and were rated as functional. All 15 Ward Committees sits on a monthly basis to discuss service delivery matters in line with the ward committee policy that was adopted by Council.

COMPONENT D

CORPORATE GOVERNANCE

The Municipal Manager is the Accounting Officer of the Municipality. He is the head of the administration, and primarily has to serve as chief custodian of service delivery and implementation of political priorities. He is assisted by the managers who report directly to him, which constitute the Management Committee as well as the Extended Management Committee. Within the Office of the Municipal Manager there is Internal Audit Unit & Risk Management Units which are headed by one Chief Audit Executive. The Audit and Performance Audit Committee and the Risk Management Committees are chaired by external people. Both Committees are functional and sits on a quarterly basis.

Risk Management

This report sets out the annual risk management implementation plan.

Objective

The risk management implementation plan for the Municipality was prepared to give effect to the implementation of the risk management policy and strategy and sets out all risk management activities planned for the 2021/2022 financial year.

Approach

The development of the risk management implementation plan has taken into consideration:

- the risk management policy;
- the risk management strategy;
- available resources;
- tools and techniques available;
- availability of sufficient budget; and
- other possible limitations;
- Auditor General management report;
- Internal Audit findings;

The municipality's top ten strategic and operational risks are as follows:

STRATEGIC

1. Inability to timely recover normal business operations in the event of a disaster / disruptions.
2. uncoordinated planning for future development
3. Failure to create an enabling environment to develop and grow the local economy
4. Inability to meet service delivery needs and requirements
5. Failure to manage and sustain municipal finances
6. Inability to attract and retain critical scarce technical and suitable skills to the municipality to fulfil its mandate
7. Failure to provide direction on information technology governance
8. Inability to achieve the goals as set on the 5year strategy (IDP)
9. Possible failure to obtain clean audit
10. Vulnerability to fraud and corruption

OPERATIONAL

1. Poor implementation of the IDP
2. Ineffective land use management system, erection of unauthorised buildings and operation of businesses without business licences
3. Delays on provision of support on Community Projects upon request by Community members
4. Ineffective records management
5. Ineffective security system within the Municipality
6. Brutal Attacks and accidents to Emergency Services Personnel
7. Failure to respond timely in the event of a disaster and emergencies
8. Inadequate Supply Chain Management Processes
9. Recruitment process not in line with the EPWP Guidelines
10. Inability to maintain municipal assets

Strategic Plan include the strategic risk assessment

The detailed risk management implementation plan is attached as Annexure A. The development of the risk management implementation plan has taken into consideration the:

STATUS ON THE IMPLEMENTATION ON ANTI-FRAUD AND CORRUPTION ACTIVITIES

Expenditure on the anti-fraud and corruption grant

PROJECT TITLE

The project shall be entitled: "Anti- fraud corruption grant" that will be used within the Office of the Municipal Manager by the Risk Management Unit in aim to mitigate the risk of fraud and corruption within the Dr Nkosazana Dlamini Zuma Local Municipality.

OBJECTIVE

The objective is to provide a cornerstone of the building of an environment at the Dr Nkosazana Dlamini Zuma Municipality where crime of dishonesty, such as fraud and corruption and other unethical practices are efficiently, economically and effectively, prevented, detected, investigated and reported.

CURRENT STATUS

The Billboard: The billboards have been erected at all Municipal satellite offices, the unveiling was held on the 11th August 2021, where we invited the district Mayor, the district MM and our Risk Committee chairperson. The Billboard is attached on Annexure A

Anti-fraud and corruption workshop is pending appointment of a service provider, (SCM processes)

Flyers and posters will be done in line with the anti-fraud and corruption workshop.

The Municipality currently has a notice "Advertised posts and tenders not for sale" it has also been uploaded on the NDZ Facebook page.

We have also included an email banner " Dr Nkosazana Dlamini Zuma Municipality commits itself to a zero tolerance to fraud and corruption.



A Better Place for All

IMPORTANT NOTICE

PLEASE BE ADVISED THAT ADVERTISED POST OR TENDERS ARE NOT FOR SALE!

SHOULD ANYONE PROMISE YOU A JOB OR TENDER IN RETURN FOR MONEY, OR ASK FOR MONEY, OR ASK FOR MONEY TO BE DEPOSITED INTO AN ACCOUNT IN EXCHANGE FOR PROMISED JOBS OR TENDERS, PLEASE REPORT THE INCIDENT TO THE RISK MANAGEMENT UNIT OF DR NKOSAZANA DLAMINI ZUMA LOCAL MUNICIPALITY, FOR THE ATTENTION OF MS ALUCIA VAN ZYL MANAGER, RISK AND INTERNAL AUDIT (039 833 1038) OR TO THE NATIONAL ANTI-FRAUD AND CORRUPTION HOTLINE NUMBER ON 0800 701 701 TO PUBLIC SERVICE COMMISSION (PSC)



THE INTERNAL AUDIT UNIT

Purpose

The purpose of this plan is to set out the nature, role, responsibility, status and authority of the Internal Audit function within the Municipality and to outline the scope of the internal audit unit.

Mission Statement

The mission of the Dr Nkosazana Dlamini Zuma Municipality's Internal Audit division is to provide an independent and objective assurance, to add value and improve the municipality's operations. It assists the Municipality in accomplishing its strategic objectives by bringing a systematic, disciplined approach to evaluate and improve the effectiveness of risk management, control, and governance processes.

Internal Audit Scope of Work

The scope of work of the Internal Audit function is to determine whether the municipality's risk management, control and governance processes, as designed and represented by management, is adequate and functioning in a manner to ensure:

- that risks are appropriately identified and managed;
- that interaction with the various governance groups occurs as needed;
- that significant financial, managerial, and operating information is accurate, reliable, and timely;
- that employees' actions are in compliance with policies, standards, procedures, and applicable laws and regulations;
- that resources are acquired economically, used efficiently, and adequately protected;
- that programs, plans, and objectives are achieved;
- that quality and continuous improvement is fostered in the municipality's control process; and
- Those significant legislative or regulatory issues impacting the municipality are recognised and addressed appropriately.

Compliance Auditing

Compliance Auditing is performed after the internal controls have been evaluated and is defined as test of controls. The overall objective of this is to express an opinion - i.e. satisfactory, needs improvement, or unsatisfactory on the achievement of the control objectives of each significant system.

Information Systems review

A high level review of the Information system controls to obtain an understanding of the control environment, to support the audit risk assessment and to ensure that proper IS controls are in place in such a way as to ensure that IS supports the business objectives and process of the organisation.

Fraud Prevention

The identification and prevention of fraud is clearly the responsibility of management. Internal Audit function is well qualified to assist management to identify the main fraud risks facing the Municipality and could assist management in designing appropriate controls that could minimise the effects of the risks.

Accountability

The Internal Audit function, in the discharge of its duties, shall be accountable to the Audit Committee to:

provide annually, an assessment on the adequacy and effectiveness of the organisation's processes for controlling its activities and managing its risk in the areas set forth under the mission and scope of work;

report significant issues related to processes for controlling the activities of the organisation including potential improvements to those processes;

periodically provide information on the status and results of the annual audit plan and sufficiency of the division resources; and

Coordinate with and provide oversight of other control and monitoring functions (risk management, compliance security, legal, external audit).

Independence

To provide for the independence of the Internal Audit function, it reports to the Accounting officer administratively and operationally to the Audit Committee periodically.

Responsibility

The Internal Audit function has the responsibility to:

- develop a flexible annual audit plan using an appropriate risk-based methodology, including any risks or control concerns identified by management, and submit that plan to the Audit Committee for review and approval as well as periodic updates;
- implement the annual audit plan as approved, including as appropriate; any special tasks or projects requested by the management and the Audit Committee;
- maintain a professional audit staff complement with sufficient knowledge, skills, experience and professional certification to meet the requirements of this Plan;
- evaluate and assess significant merging/consolidating functions and new or changing services, processes, operations and control processes during the period of their development, implementation and or expansion;
- issue periodic reports to the Audit Committee and management summarising results of audit activities;
- keep the Municipality informed of the emerging trends and practices in Internal Auditing and ensure that all audits performed are of the highest possible standard;
- assist in the investigation of significant suspected fraudulent activities within the department and notify management and the Audit Committee of the results; and
- consider the scope of work of the External Auditors, as appropriate, for the purposes of providing optimal audit coverage to the organisation at a reasonable overall cost

10. Authority

There are no restrictions placed upon the scope of internal audit's work. Members of the internal audit function engaged on internal audit work are entitled to receive whatever information or explanations they consider necessary to fulfil their responsibilities to senior management. In this regard, internal audit may have access to any records, personnel or physical property of the organisation.

- The Internal Audit function is not authorised to:
- perform any operational duties for the municipality;
- initiate or approve accounting transactions outside Internal Auditing division; and
- Direct the activities of any employee not employed by the Internal Audit function, except to the extent that such employees have been appropriately assigned to auditing teams or to otherwise assist the internal auditors.

External Auditors

The Internal Auditors will co-ordinate their work with others as directed by management. The External Auditors will be notified of the activities of Internal Audit in order to minimise the duplication of audit effort. This will be accomplished by:

- a compulsory meeting between Internal and External Audit to discuss the annual internal and external audit plans;
- periodic meetings to discuss the audit plans and activities;
- access by the External Auditors to Internal Audit's documentation;
- exchange of management letters; and
- access to system documentation held by either party

Strategic Internal Audit Plan

Internal audit will in consultation with management, prepare a three year strategic internal audit plan to submit to the Audit Committee for approval. The plan should set out the recommended scope of work for the period.

Operational Internal Audit Plan

Internal audit will, in consultation with management, present an annual internal audit operational plan to the Audit Committee for approval. The plan should set out the recommended scope of their work in the year. If necessary, this plan should also identify the costs of resources necessary to fulfil the plan. Since this Internal Audit Plan includes a one year roll out based on the current risk Assessment, each subsequent year a risk assessment needs to be performed and the operational Internal Audit plan adjusted accordingly if new risks arise.

Reporting

The Internal Audit function will carry out the work as agreed, report the outcome and findings to management, and will make recommendations on the actions to be taken.

Internal audit's reports will normally be in writing. The details; unless otherwise requested by management, will be copied to the relevant line management, who will already have been made fully aware of the details and whose co-operation in preparation the report will be sought. The managers will be given a maximum response period of one week.

A follow -up report will be issued to the managers of the affected section three months after the main report enquiring about the progress made regarding the corrective measures taken as a result of the audit.

The Internal Audit function will present an audit progress report to each meeting of the Audit Committee, summarising the unit's performance against the audit plan, as well as any other matters that may be required by the Audit Committee from time to time.

Internal audit will liaise with management with regards to meeting these targets.

Project milestones for internal audit

- Ensure that all areas of control deviations detailed by the AG during the 2019 report are addressed appropriately;
- Ensure that the systems and controls within the Municipality are improved and accountability and transparency is improved;
- Perform routine audit inspections and ad hoc projects to ensure that key areas indicated during the plan or during the year are addressed;
- Strive to obtain a clean audit opinion in 2020/2021 financial year end.
- Prepare an updated plan for the 1-year period ended 30 June 2021.

Development of the Internal Audit Plan

The MFMA requires that an annual risk-based internal audit plan is prepared. To facilitate effective communication and planning, we have prepared a risk-based internal audit operational plan for the financial year ending 30 June 2020.

The proposed internal audit plan described below have been prepared to direct internal audit effort, based on available and envisaged resources, in terms of a risk-based methodology.

A risk and control assessment report has previously been prepared, where management participated in identifying key risks facing the Municipality, and key control to mitigate identified risks including risk and action owners. The risk assessment constitutes an integral phase in the preparation of the audit plans.

We wish to highlight that the identification and management of risks is the primary responsibility of Council and management.

We have also taken into account the following items while preparing the attached internal audit plans:

- The need for adequate coverage vs the resources available for internal audit.
- Experience in preparing and executing internal audit plans

Per the risk registers, risks were identified and controls related to the risks were assessed by management. In that report, we noted the risks where their controls were asserted to be well managed, meaning that their current control effectiveness where:

Satisfactory, Good or Very Good and these risks should ideally be the key focus of internal audit when applying the principal of risk-based approach. Input from Management and the Audit Committee regarding focus areas were also taken into account in the development of the IA Plan. The following is a listing of risks that were asserted to be well managed, sorted by focus area/ risk category from the above-mentioned risk register.

In the list of risks below, we have also indicated next to each individual risk item, our assessment of whether that particular risk item is auditable or not i.e. can that risk item be effectively reviewed by internal audit during its reviews.

For each auditable risk item, we have indicated above, the area/ process/ business cycle in which that risk items would be reviewed, as individual risk items are not normally stand-alone items, but form part of a business process/ cycle.

Operational Plan

RISK BASED AUDITS

Risk Ref no	Risk Identified	Project to be audited	Scope	QUARTER	BUDGETED HOURS
MT 01	Ineffective council support	Council support	Compliance with standing rules/rule of order of council	3	240
MT 03 MT 04	Ineffective Human Resources and leave Management	Human Resource management	Compliance with Human resource laws and regulations Recruitment Skill development Leave management	4	300
SD	Inadequate Supply chain Management	Supply chain Management	Compliance with SCM laws and regulations Irregular expenditure Deviations Bid Committees Contract management	4	314
FV	Inadequate Supply chain Management	Supply chain Management	Compliance with SCM laws and regulations Irregular expenditure Deviations Bid Committees Contract management	Carry over project from the 2019/2020 IA Plan 2	414
FV	Inadequate implementation of asset management	Asset management	Fixed Asset register	3	500
MANDATORY AUDITS					
APR				Q2	80
Ref no as per registers	Risk identified	PMS audit		Q1-Q4	480

Operational Plan

RISK BASED AUDITS

Risk Ref no	Risk Identified	Project to be audited	Scope	QUARTER	BUDGETED HOURS
Risk Management Monitoring	Risk identified	Risk management audit	Follow up on the implementation of the mitigation plans.	Q1-Q4	16
Key Control Checklist (AG Dashboard)				Q1-Q4	288
IA Follow Up	Non implementation of internal audit recommendations	Audited projects	Progress on actions plan	Quarterly	150
AG Follow up	Non implementation of External audit recommendations	Audited projects	Progress on actions plan	Quarterly	150

FINANCIAL AUDITS

UIWF				Q4	40
Review interim AFS				Q3	40
Review of AFS				Q2	80
Review of s71			Review of monthly report	MONTHLY	96
Review of s52			Review of quarterly report	Q3-Q4	160
Review of s72			Review of Midyear report	Q3	320

ADHOC ASSIGNMENTS

	BUDGETED HOURS	QUARTER 1	QUARTER 2	QUARTER 3	QUARTER 4
UNPLANNED AUDITS		63	60	65	67

COMPONENT	ACTIVITIES	TARGET DATE	POTENTIAL BENEFIT	OUTPUTS	PROGRESS
QUARTER 1					
Risk Champions Committee	Follow up progress on mitigating action plans	Monthly	Improve processes; Continue operations	Monthly updated action plans	Achieved
Risk Management Audit	Audit the effectiveness of Risk Management	August 2020	To strengthen the risk management processes	Effectiveness of Risk Management	Not Achieved
Dr NDZ staff and Councillors	Anti-fraud and corruption workshop	September 2020	Mitigate the Risk of fraud and corruption	Zero tolerance to fraud and corruption	Not Achieved
All Directorates	Follow up progress on mitigating action plans	September 2020	Improve processes; Continue operations	Quarterly updated action plans	Achieved
Risk Champions committee	Risk Champion meeting	Monthly	Improve processes; Continue operations	Monthly updated action plans	Achieved
Risk Management Committee	Risk Management Committee report	August 2020	1. Monitoring & reporting 2. Review effectiveness of risk management processes or strategies	Quarterly Risk Management Committee Report	Achieved
Risk Committee Chairperson	Quarterly: Reporting to EXCO and Audit Committee	Quarterly	Oversee and monitoring the implementation of NDZ Risk Management Strategy	Resolution and Risk Management Report	Achieved
QUARTER 2					
Risk Champions Committee	Follow up progress on mitigating action plans	Monthly	Improve processes; Continue operations	Monthly updated action plans	Achieved
Risk Management	Conduct Fraud Awareness Campaign	October 2020	Improve processes; Continue operations	Awareness on Fraud Risk	Not Achieved
All Directorates	Updating of Risk Register Emerging risk	December 2020	Improved knowledge on risk management governance and processes	Quarterly updated action plans	Achieved
All Management and Councillors	Conduct workshop on Combined assurance	December 2020	Improved knowledge on risk management governance and processes	Effectiveness of Risk Management	Not Achieved

COMPONENT	ACTIVITIES	TARGET DATE	POTENTIAL BENEFIT	OUTPUTS	PROGRESS
QUARTER 1					
Risk Champions committee	Risk Champion meeting	Monthly	Improve processes; Continue operations	Monthly updated action plans	Achieved
Risk Management Committee	Risk Management Committee meeting	December 2020	1. Monitoring & reporting 2. Review effectiveness of risk management processes or strategies	Quarterly Risk Management Committee Report	Achieved
Risk Committee Chairperson	Quarterly: Reporting to EXCO and Audit Committee	Quarterly	Oversee and monitor the implementation of NDZ Risk Management Strategy	Resolution and Risk Management Report	Achieved
QUARTER 3					
Risk Champions Committee	Follow up progress on mitigating action plans	Monthly	Improve processes; Continue operations	Monthly updated action plans	Achieved
Risk Manager	Mid-Term Report	January 2021	Monitoring & reporting	Reporting on unit activities and Achievements for the past 6 months Risk	Achieved
Risk Manager	Updating of Compliance Checklist	January 2021	Compliance	Compliance Checklist	Achieved
Risk Manager	Development of Internal Control Framework	January 2021	Improve processes; Continue operations	Draft Internal Control Framework	Achieved
All Directorates	Perform the annual Operational risk assessment	February 2021	Improve processes; Continue operations	Draft Operational risk register	Achieved
All Directorates	Perform the annual Strategic risk assessment	March 2021	Improve processes; Continue operations	Draft strategic risk register	Achieved
Risk Management Committee	Risk Management Committee report	March 2021	1. Monitoring & reporting 2. Review effectiveness of risk management processes or strategies	Quarterly Risk Management Committee Report	Achieved

COMPONENT	ACTIVITIES	TARGET DATE	POTENTIAL BENEFIT	OUTPUTS	PROGRESS
QUARTER 1					
Risk Committee Chairperson	Quarterly: Reporting to EXCO and Audit Committee	Quarterly	Oversee and monitoring the implementation of NDZ Risk Management Strategy	Resolution and Risk Management Report	Achieved
QUARTER 4					
Risk Champions Committee	Follow up progress on mitigating action plans	Monthly	Improve processes; Continue operations	Monthly updated action plans	Achieved
All Directorates	Follow up progress on mitigating action plans	April 2021	Improve processes; Continue operations	Quarterly updated action plans	Achieved
Risk Management Committee	Risk Management Committee report	May 2021	1. Monitoring & reporting 2. Review effectiveness of risk management processes or strategies	Quarterly Risk Management Committee Report	Achieved
Risk Committee Chairperson	Quarterly: Reporting to EXCO and Audit Committee	Quarterly	Oversee and monitoring the implementation of ELM Risk Management Strategy	Resolution and Risk Management Report	Achieved

Internal Audit Unit Challenges

Not in line with our Internal Audit charter in tabling minutes to APAC within 14 days prior to the meeting
Ineffective Internal Audit unit:
Co-sourced Audits not conducted
Untimely conducting of risk assessment
None implementation of the internal audit plan
Non adherence to the two days request of the RFI

Risk Management Unit Challenges

Conduct Fraud Awareness Campaign- The workshop could not be provided we could not find a suitable service provider
I'm currently heading both risk and internal Audit cannot provide assurance on the effectiveness on Risk Management
Risk Management Unit not fully capacitated
Not Risk Appetite statement
Untimely conducting of risk assessment
Unit not fully capacitated
Non adherence to the two days request of the RFI

STATUS ON POLICIES

All policies and strategies have been approved by council

STATUS OF FUNDING

DR Nkosazana Dlamini Zuma Local Municipality was allocated an amount of R171 343.00 during 2020/2021 financial year for the anti-fraud and corruption in the Office of the Municipal Manager, Risk Management unit. Then Municipality did not spend all the allocated amount due to the fact that we could not find a suitable service provider for the anti-fraud and corruption workshop. The Municipality only managed to spend R37 360.00. The remaining amount is R133 983.00.

Supply Chain Management

All SCM Bid Committees are functional i.e.:

- Bid Adjudication Committee chaired by the Chief financial officer
- Bid Evaluation Committee: chaired by an SCM Practitioner
- Bid Specification Committee: chaired by Assistant Manager: Public Works and Basic Services

Over and above these Committees the municipality has established Bid Specification and Evaluation Committees for quotations of bids below R200 000. More details are provided in chapter 5 of this report under other financial matters.

LEGAL AND STATUTORY REQUIREMENT

- Constitution of Republic of South Africa, sec 217(217) (3)
- Municipal Finance Management Act Supply Chain Regulation (6) (a)(i), No 56 of 2003
- Municipal Supply Chain Management policy regulation 6(2)(a)

INTRODUCTION

Municipal SCM Regulation 6 (2) (a) requires that municipal council should maintain oversight over the implementation of Supply chain management policy. Therefore, the Accounting Officer must within 30 days of each financial year submit a report on implementation of the supply chain policy to the Council. Subsection (4) further states that the report must be made public in accordance with section 21A of the Municipal System Act.

FUNCTIONS OF THE SCM UNIT

The Supply Chain Management unit functions under the direct supervision of the Chief Financial Officer and led by SCM Manager.

The structure of the Supply Chain Management unit covers the following elements within Supply Chain Management:

Demand Management	: Demand planning, specifications and Procurement of goods and services Above R 30 000.00 procurement section
Acquisition Management	: Procurement of goods and services below R 30 000.00 purchases section
Logistics Management	: inventory management and Municipal Stores.
Contract management	: monitoring the performance of contracts procured through the SCM process.

The staff establishment in the Supply Chain Management unit consists of a total number of 10 positions as attached organogram. The SCM Unit require five more positions (two contract administrators, one demand Clerk, two Acquisition Clerks) to improve efficiency in these sections.

Training of SCM officials

Competency of level of the Supply Chain Management unit

The Municipal regulations on minimum competency levels requires a certain competency levels for officials involved in the implementation of the Supply Chain Management Policy.

All the 10 officials in the SCM unit, have met the minimum requirement competency level for Supply Chain Management. And moreover, all SCM officials have attended refresher SCM training on new SCM developments.

BID COMMITTEE SYSTEM

The bid committee system for competitive bids is functional within the Municipality. The bid committee system includes a Bid Specification, Bid Evaluation and a Bid Adjudication committee.

These committees have been **properly constituted** and duly appointed and delegated to ensure that roles and responsibilities of each committee are properly executed and they have been trained. All procurement of goods and services above R 200 000.00, long term contracts and Transversal contracts were approved by the bid committee system.

Awards through bid committee system and formal written price quotations above R 30 000.00 in terms of the SCM policy for 2020/2021 financial year.

Detailed bid and quotation register with quarterly reports attached

Procurement function	NO. 2019/2020	No. 202/2021
Awarded bids	38	43
Transversal contracts	3	6
Formal written price quotations	23	29
Total bids and formal written price quotations awarded	64	74
Long term contracts	7	8
Sub-contracting before award value	0	R 6 838 428.00
Contracted plant hire	0	R 29 468 735.57
Total Estimated Value of awards	R 81 482 656,83	R 108 964 830.33

DEVIATION AND MINOR BREACHES FROM PROCUREMENT PROCESSES

According to SCM policy regulation 36 the Accounting Officer may deviate with the official procurement processes established by this Policy and procure any required goods or services through any convenient process, which may include direct negotiations, but only:

- in an emergency;
- if such goods or services are produced or available from a single provider only;
- for the acquisition of special works of art or historical objects where specifications are difficult to compile;
- acquisition of animals for zoos and/or botanical specimens for nature and game reserves; or
- in any other exceptional case where it is impractical or impossible to follow the official procurement processes

The following deviations must be included as a note in the Annual Financial Statements.

SUMMARY FOR THE YEAR 2020/2021

Impractical to follow the SCM process	R 326 930.62
Single provider	R 9 446.91
Emergency	<u>R 35 750.00</u>

Total amount to be disclosed

R 372 127.53

In terms of regulation 36 of the Municipal SCM regulation, any deviation from SCM policy needs to be recorded with reasons, approved by Accounting Officer and reported to the next council meeting for noting and to be included as a note to annual financial statements. The awards listed above have

been approved by the Accounting Officer and noted by council. All deviations are reported to Council on a quarterly basis with a detailed schedule and reasons thereto.

A detailed deviation register as at 30 June 2021 is attached

IRREGULAR EXPENDITURE- MFMA SECTION 32

Irregular Expenditure is defined as expenditure incurred in contravention of the Municipal Financial Management Act, Municipal Systems Act, Public Office Bearers Act or the Municipality's Supply Chain Management Policy.

In terms of Section 32(4) of the MFMA the Accounting Officer must promptly notify the Mayor, the MEC for Local Government and Auditor-General must be informed of all possible irregular expenditure incurred by the municipality.

For the 2019/2020 financial year, there is no irregular expenditure incurred. However, we have disclosed expenditure of the prior year projects which are completed this financial year.

Total amount to be disclosed in the current year is R 10 000.00

register of Irregular Expenditure as at 30 June 2021 is attached as Annexure D.

SUPPLY CHAIN MANAGEMENT ACHIEVEMENTS

The objective of SCM is to maintain a procurement system that is fair, equitable, transparent, competitive and cost effective. We proud ourselves of the success implementation of section 217 of the constitution and it is evident that no won appeals against the Municipality.

During the 2020/2021 we have adhered and implemented the Cost containment regulation and there are savings on accommodation, catering and use of consultants.

Negotiated projects

PROJECT	TENDERED AMOUNT	NEGOTIATED	SAVINGS
Bulwer road asphalt surfacing phase 7	R 5,342,900.00	R 4,500,000.00	R 842,900.00
Underberg road asphalt surfacing phase 3	R 6,479,100.00	R 4,500,000.00	R 1,979,100.00
Himeville road asphalt surfacing phase 2	R 4,885,200.00	R 4,500,000.00	R 385,200.00
Calibration of breathalysers	R 102,775.50	R 51,387.75	R 51,387.75
supply and delivery pf 2 standby generators	R 1,429,806.50	R 1,000,000.00	R 429,806.50
supply and delivery of bus shelters	R 810,535.00	R 694,760.00	R 115,775.00
supply and delivery of park homes	R 2,300,000.00	R 1,725,000.00	R 575,000.00
supply and installation of antivirus volume	R 164,000.00	R 120,000.00	R 44,000.00
Total	R 21,514,317.00	R 17,091,147.75	R 4,423,169.25

Statistics report for the year ended 30 June 2021

REGION	Total Spend per Region	% Spent Per Location
NDZ	R 34,132,458.54	27%
DISTRICT	R 28,258,021.68	23%
KZN	R 48,109,122.52	38%
SA	R 15,051,145.02	12%

SUPPLY CHAIN MANAGEMENT UNIT CHALLENGES

The Supply Chain Management unit is facing the following challenges which hinder the smooth follow in Supply Chain Management:

Shortage of documents storage space in contract management unit and SCM.

Contract management is essential for good financial management and also contribute greatly to the effectiveness and efficiency of service delivery. Therefore, it is vital to have a secured storage to keep records and documents. The shortage of space in SCM is resulting in losing important documents which can lead to Municipality being unable to account.

Unstable network which has a negative effect on full implementation of SCM Module. This challenge has expose us to a serious risk of incurring Unauthorised expenditure, due to the fact that the unit cannot generate system orders which will enable SCM to control budget.

SUPPLY CHAIN MANAGEMENT 2021/2022 TARGETS

The Supply Chain Management unit in conjunction with the LED aims to promote black economic empowerment, "Local Content" which will be defined to specify businesses operating within the Dr Nkosazana Dlamini Zuma Municipality which includes but not solely confined to achieving the following socio-economic principles:

- To stimulate and promote Local Economic Development in a targeted and focused manner;
- To promote resource efficiency
- To facilitate creation of employment and business opportunities for the people of Dr Nkosazana Dlamini Zuma Municipality with particular reference to Historical Disadvantaged Individual's (HDIs) as cited in section 217 (2) of the Constitution of the Republic of South Africa Act 106 of 1996 ;
- To promote Local Content and the competitiveness of local businesses operating within the Dr Nkosazana Dlamini Zuma Municipality;
- To increase the small business sector access, in general, to procurement business opportunities created by Council;
- To increase participation by small, medium and micro enterprises (SMME's), including cooperatives and
- To promote joint venture partnerships with businesses operating within the Dr Nkosazana Dlamini Zuma Municipality.

To spend a minimum of 40% (forty percent) of its annual procurement budget with Historically Disadvantaged Individuals (HDIs) youth, women, people with

- disabilities within the jurisdiction of the Dr Nkosazana Dlamini Zuma Municipality, through the application of Preferential Procurement Policy and relevant policies.
- 30% EME or QSE which is at least 51% owned by Youth
- 30% EME or QSE which is at least 51% owned by Women
- 5% EME or QSE which is at least 51% owned People living with disabilities
- 5% EME or QSE which is at least 51% owned by black people who are military veterans;

Sub-contracting after award to a maximum of 25% on contracts of the approved budget per department. The 25% would be allocated to local black emerging contractor(s), local youth emerging contractor(s) inclusive of women and contractors of people with disabilities and co-operatives.]

Conclusion

The Dr Nkosazana Dlamini Zuma Municipality has been implementing the Supply Chain Management Regulations thoroughly through Supply Chain Management Policy. Combating of irregular expenditure will continue to be key area of focus in implementation of Supply Chain Management within the Municipality. Dr Nkosazana Dlamini Zuma Municipality will continuously strive to not only ensure compliance to legislations, but to also improve administrative efficiency and support growth of local providers. And giving effect to its constitutional mandate in terms of Section 152 of the constitution.

BY-LAWS

The following bylaws were promulgated in July 2017 with the gazette number 1846.

1. ADVERTISING-BYLAWS
2. AERODROME-BYLAWS
3. ANIMAL POUND-BYLAWS
4. CEMETERIES AND FUNERAL UNDERTAKERS-BYLAWS
5. CHILDCARE-SERVICES-BYLAWS
6. COMMUNITY FIRE SAFETY-BYLAWS
7. CONTROL-AND-DISCHARGE-OF-FIREWORKS-BYLAWS
8. CONTROL-OF-UNDERTAKINGS-THAT-SELL-LIQUOR-TO-THE-PUBLIC-BYLAWS
9. DOGS-BYLAWS
10. DUMPING AND LIITERING BY-BYLAWS
11. ENCROACHMENT-BYLAWS
12. INFORMAL-TRADING-BYLAWS
13. LIBRARY-BYLAWS
14. MOTOR VEHICLE AND TRAFFIC BYLAWS
15. NUISANCE-BYLAWS
16. PUBLIC HEALTH-BYLAWS
17. PUBLIC MEETINGS AND GATHERINGS-BYLAWS
18. PUBLIC-AMENITIES-BYLAWS
19. PUBLIC-ROADS-AND-MUNICIPAL-STREETS-BYLAWS
20. PUBLIC-TRANSPORT-BYLAWS
21. REFUSE REMOVAL-BYLAWS
22. ROAD-TRAFFIC-BYLAWS
23. RULES AND ORDERS OF MUNICIPAL COUNCILS AND COMMITTEES OF THE COUNCIL-BYLAWS
24. STORMWATER-BYLAWS
25. WASTE MANAGEMENT-BYLAWS

WEBSITES

The municipal website is up and running and all important/ compliance documents are uploaded on a regular basis for public consumption. All public notices for tenders, vacant posts and other relevant notices are uploaded in the municipal website for public's consumption. The municipality is in a process of upgrading its website in order to make it more appealing and user-friendly.

Public satisfaction on Municipal services

The municipality was unable to conduct a community satisfaction survey on municipal services during the financial year however a Management Committee resolution suggested that community satisfaction survey must be project based in order to prevent costs associated with this exercise. A report on customer complaints is presented monthly to the Finance Committee and subsequently to the Executive Committee. Due to the Covid 19 regulations no customer care campaigns were held during the year.

Appendix G –Recommendations of Audit Committee (This is attached as an annexure of this report).

CHAPTER 3: SERVICE DELIVERY PERFORMANCE

Introduction

The Public Works and Basic Services (PWBS) Department is responsible for the development and implementation of processes, systems and strategies designed to procure and sustain infrastructural capacity required by the Municipality in its quest to provide quality services to the community as well as ensuring that resources at the Municipality's disposal are equitably distributed to all areas of operation to enhance service delivery to benefit the people. This entails ensuring the provision of acceptable technical services in respect of, Access roads, Community Halls, Sports fields, Electricity, Solid Waste and Environment Management and Maintenance. The Department is also responsible for the Expanded Public Works Programme which is a programme intended to create job opportunities to the underprivileged communities.

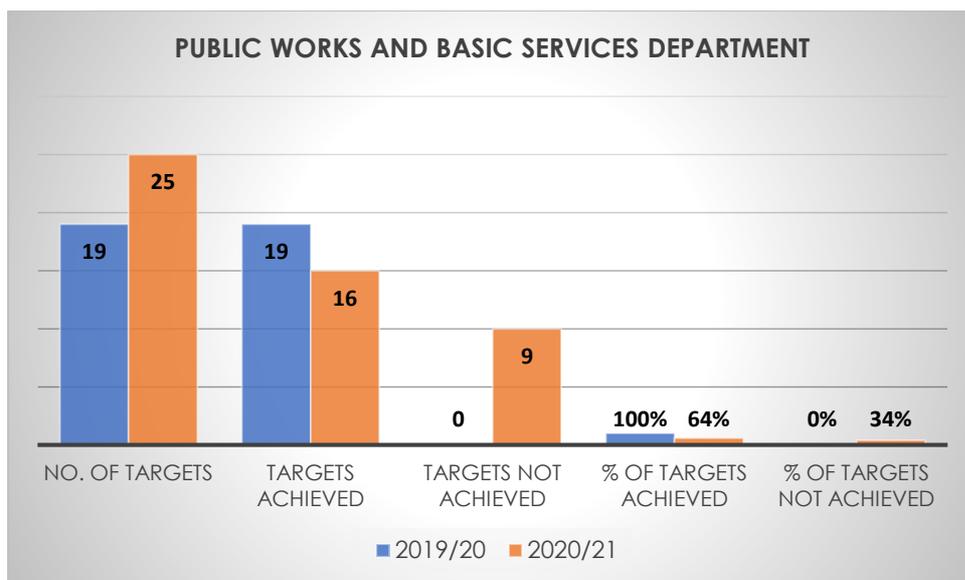
In the financial year of **2020/21** the Municipality was allocated the budget and spent it as tabulated below.

Funding	Allocation	Total Expenditure	% Expenditure
Internal	R 90 165 837.00	R 46 766 205.00	51.87%
MIG	R 26 658 000,00	R 26 658 000,00	100%
INEP	R 8 400 000.00	R 8 400 000.00	100%
EPWP	R 2 513 000.00	R 2 513 000.00	100%

PUBLIC WORKS AND BASIC SERVICES: BACK TO BASICS PILLAR 2: BASIC SERVICE DELIVERY KEY PERFORMANCE AREA: BASIC SERVICE DELIVERY AND INFRASTRUCTURE DEVELOPMENT

The overall score for the KPA is 64% for 2020/2021, down by 36% from 2019/20 financial year's performance which was 100%.

CATEGORY	2019/20	2020/21
No. of targets	19	25
Targets Achieved	19	16
Targets not achieved	0	09
% of targets not achieved	0%	36%
% of targets achieved	100%	64%



(a) Performance Highlights of 2020/2021 financial year.

The department continued to be highly affected by the national lockdown as a number of projects had been delayed due to delays in appointing suitable service providers since the municipality could no longer hold physical tender briefings. 51.542km of gravel roads and 5,455km of surface asphalt have been constructed during the financial year. The department continues to provide one of the basic services i.e. solid waste removal to 1718 households. Out of the planned 132 jobs to be created through EPWP the municipality was able to create 184 those job opportunities which means an additional 52 more job opportunities throughout the financial year.

Out of 390 households that were planned to be connected to electricity grid the municipality has connected 432 more which makes 42 additional household connection. Over and above that, the department had developed the Electricity Master Plan that is a key document for improving accessibility to electricity within the municipal jurisdiction. Phase 2 of the construction of the Creighton Community Library was also completed before the end of the last quarter of the financial year. The department has facilitated a number of sessions with key stakeholders such as the Department of Human Settlement and Public Works to improve access to housing.

2020/21 Projects

Access Roads

During the 2020/21 financial year the municipality was able to improve its road infrastructure network by constructing **51.542** km of new gravel roads, upgraded **5.455km** from gravel to asphalt surfacing and a total of maintained **9.49** km of existing gravel roads.

Ward 1

Gravel Access roads constructed in Ward 1 during the 2020/21 financial year.

Road Name	Length (km)
1. ED Mnguni Access Road	1.515
2. Okhalweni Access Road	0.645
3. Chibini Access Road	0.500
4. Nkwalini Access Road	0.420
5. Mqatsheni Access Roads	1.225
6. Stepmore Access Roads	0.895
7. Ridge Access Road	1.054
Total	6.254

Ward 2

Gravel Access roads constructed in Ward 2 during the 2020/21 financial year.

Road Name	Length (km)
Mantanjana Access Road	1.385
Miya Access Road	0.580
Njengembali Access Road	0.740
Total	2.705

Himeville Asphalt phase 3

Road Name	Length (km)
Sutton access road	0.810km

Gravel Access roads maintained in Ward 2 during the 2020/21 financial year.

Road Name	Length (km)
Lane 2 Access Road	1.000
Gamdane Access Road	0.400
Mathiya Access Road	0.400
Nkabinde Access Road	0.350
Lane 3 Access Road	0.900

Total	2.650
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Ward 3

Gravel access road constructed in ward 3

Road Name	Length (km)
Ekhubeni Access Road	0.750

Underberg Asphalt phase 3 : 1,211km.

Gravel Access roads maintained in ward 3.

Road Name	Length
Maintenance of Reservoir Road	1.050
Maintenance of Mance Road	0.700
Maintenance of Poloway Road	0.744
Maintenance of Spar Road	0.160
Maintenance of Valley View Road	0.450
Maintenance of Valley Access Road	0.550
Maintenance of Ridge Road	1.000
Total	4.654

Ward 4

Gravel access roads constructed in ward 4 during the 2020/21 financial year.

Road Name	Length(km)
Mangoba Access Road	1.000
Ngxoloba Access Road	1.200
Ngonini Access Road	0.800
Total	3.000

Ward 5

Gravel access roads constructed in ward 5 during the 2020/21 financial year.

Road Name	Length(km)
Ndulini Access Road	0.808
Khwapheni Access Road	1.000

Shalibeka Access Road Phase 2	1.045
Total	2.853

Ward 6

Gravel access roads constructed in ward 6 during the 2020/21 financial year.

Road Name	Length(km)
Maintenance of Nkompolo Access Road	1.040
Khwapheni Access Road	1.075
Induna Access Road	0.600
Mathuneni Access Road	0.300
Total	3015

Ward 7

Gravel access roads constructed in ward 7 during the 2020/21 financial year.

Road Name	Length
Mlaba Access Road	0.266
Tsetse Access Road	0.587
KwaZondi Access Road	0.610
Mqondisi Nyide Access Road	0.598
Skokayi Mbanjwa Access Road	0.793
Melokuhle Access Road	0.209
Total	3.063

Ward 8

Gravel access roads constructed in ward 8 during the 2020/21 financial year.

Road Name	Length(km)
Khalemgodini Access Road	0.866
Malunga Access Road	0.290
Boarderview Access Road	0.415
Mavondweni Access Road	0.800
Mahubo Access Road	0.300
Gamede Access Road	0.329
Total	3.000

Ward 9

Gravel Access roads constructed in Ward 9 during the 2020/21 financial year.

Road Name	Length (km)
Sakhile Mtolo Access Road	1.475
Ndlovu Access Road	1.225
Matendeni Access Road	0.300
Total	3.000

Ward 10

Gravel access roads constructed in ward 10 during the 2020/21 financial year.

Road Name	Length(km)
Echibini Access Road	0.624
Sphithi Access Road	1.135
Hlafuna Access Road	1.010
Total	2.769

Bulwer Asphalt phase 7 : 1.095km

The Bulwer Asphalt Road phase 7, made up of 5 Roads within the Bulwer area.

Ward 11

Gravel access roads constructed in ward 11 during the 2020/21 financial year.

Road Name	Length
Macabazini Access Road	0.518
Kwashaya Access Road	0.605
Mkhulise Access Road	0.360
St Catherines Access Road	0.717
Total	2.200

Ward 12

Gravel Access roads constructed in Ward 12 during the 2020/21 financial year. These are the following:

Road Name	Length(km)
Ngqikazi Access Road	0.700
Mhlongo Access Road	0.400
Mdlezane Access Road	0.560
MaRafael Access Road	0.840
Madondo Access Road	0.500
Total	3.000

Ward 13

Gravel access roads constructed in ward 13 during the 2020/21 financial year.

Road Name	Length (km)
Duma Access Road	0.680
Mdletshe Access Road	0.510
Maintanance of Mbeje Road	1.800
Total	2.990

Donnybrook Asphalt phase 3 : 0.659km

The Donnybrook Asphalt Road Phase 3 is made up of two roads, one in Donnybrook and the other one at the Hlanganani Area.

Ward 14

Gravel access roads constructed in ward 14 during the 2020/21 financial year.

Road Name	Length(km)
Khumalo Access Road	1.000
Sokesimbone Access Road	0.661
Swelakonke Access Road	0.490
Ngubo Access Road	0.422
Ndabeni Access Road	0.438
Total	3.0.11

Ward 15

Gravel Access roads constructed in Ward 15 during the 2020/21 financial year.

Road Name	Length(km)
Phomela Access Road	2.225
Zitendeni Access Road	0.645
Mahawana Access Road	1.375
Jani Access Road	0.725
Extention of Khuphuka Road	0.300
Maintenance of Sawoti Access Road	0.600
Total	5.870

Images



Above: ED Mnguni Access Road in Ward 1



Above: Chibini Access Road in ward 1



Above: Jani Access Road in ward 15
Road in ward 15



Above: Phomela Access



Above: Mahawana Access Road in ward 15



Above: Zitendeni Access Road in ward 15



Above: Bulwer Asphalt Road Phase 7





Above Donnybrook Asphalt Road Phase 3

Community Assets

Creighton Library Phase 2

The Creighton library phase two entailed the pavement and drainage system around the Library, the access road to the library and street lights. It also included the installation of furniture inside the library. It was completed during the 2020/21 financial year.

Gqumeni Crèche

The Creche Building includes 2 classrooms, a kitchen and a sick room. It also has male and female ablution room and fencing. It was completed during the 2020/21 financial year.

Centocow Taxi Rank Phase 2

The phase 2 of the Centocow taxi rank entailed the construction of a steel frame shelter with the concrete foundations and the benches. The project was completed during the 2020/21 financial year.

Dumabezwe Sports field

Dumabezwe sport field entailed the construction of a soccer pitch with irrigation system, combo court, change rooms with the ablution facility, 3 x grandstands, a borehole and clear view fencing.

Mqulela Sport field

Mqulela sport field entailed the construction of a soccer pitch with irrigation system, combo court, change rooms with the ablution facility, 3 x grandstands, a borehole and clear view fencing.



Above: Centocow Taxi Rank

Electrification Projects

During the year the municipality had planned to do 390 household connections in ward 1 to15. This project was divided into 15. These projects have been demonstrated in section below.

Greater Stepmore/Ridge phase 3 (ward 1)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Nhlanhleni/Goxhill phase 2 (ward 2)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Underberg phase 2 (ward 3)

The project is practical complete, there are 26 household connections achieved in this project and the municipality is busy with processes of booking an outage to Eskom so that the project can be energised.

Greater Amakhuze/Cabazi phase 2 (ward 4)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Khukhulela/Nomagaga phase 2 (ward 5)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Hlabeni/Centocow phase 2 (ward 6)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Ggumeni/Mqundekweni phase 2 (ward 7)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Ngwagwane phase 2 (ward 8)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Nkwezela phase 2 (ward 9)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Bulwer phase 2 (ward 10)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Nkumba/Mangwaneni phase 2 (ward 11)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Bhidla/Sizanenjana phase 2 (ward 12)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Donnybrook phase 2 (ward 13)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Mjila/Creighton phase 2 (ward 14)

The project is complete, there are 26 household connections achieved in this project and energised.

Greater Sandanezwe/Masamini phase 2 (ward 15)

The project is complete, there are 26 household connections achieved in this project and energised.



Above Electrification Projects in 15 wards, a total of 390 connections were completed during the 2020/21 financial year.

Waste Management Project

Integrated Waste Management Plan (IWMP)

In terms of section 11 (4) (a) (ii) of the Waste Act, municipalities must incorporate the approved IWMP in their IDP's as called for by chapter 5 of Municipal Systems Act, 2000 (Act 32 of 2000) MSA. The Municipality has internally developed an IWMP, this is the first waste plan for the municipality which will guide waste management project on the period of 5 years aligned to the IDP.

Clean-up campaigns and Environmental awareness

DR NDZ LM is actively participate on the "green good deeds" campaign which was an initiative launched by the Honorable president Cyril Ramaphosa.

The aim of the campaign is to encourage community members to commit into keeping our environment clean.

The Environmental department under Dr. Nkosazana Dlamini Zuma Local Municipality, together with department of Economic Development, Tourism and Environmental Affairs (EDTEA) and other stakeholders took an initiative to clean 2 townships which are Underberg (Masukwana Township) and Himeville township.

Another clean-up took place at Golokodo during the tourism awareness Campaign.

Environmental Calendar-Days Celebration (Awareness)

Environmental unit under Dr. Nkosazana Dlamini together with Department of Economic Development, Tourism and Environmental Affairs celebrated the World environmental day on the 02nd and the 03rd of June 2021.

- This year's World environmental day was celebrated under the theme "Ecosystem Restoration".
 - Waste Pickers Relief Fund
 - There are 47 waste pickers that have been recorded at DR NDZ LM Waste Pickers Database.
 - 33 Waste pickers had successfully applied for Waste Pickers COVID 19 Fund and received R940 once of payment from Department of Environment, Forestry and fisheries.
 - Waste Pickers Personal Protective Equipment (PPE)
 - Department of Environment, Forestry and Fisheries have recently donated Personal Protective Equipment to our municipality.
 - Personal Protective Equipment includes work suit, gloves and branded musk.
 - There are 33 waste pickers that will benefit from the donated PPE.
 - Alien Plants Control
 - Alien Plants are considered as a major threat to biodiversity, human livelihoods and economic development.
 - DR NDZ eradicated the Alien plants that were disturbing the view at Underberg Viewpoint. Alien plants that were eradicated were not only affecting the view but they also had negative impact on the biodiversity.
 - Eradicating these Alien plants was not that hard, we cut the trees with chainsaw and used herbicide which will stop the trees from growing again.
 - Extension of Waste Management Services
 - Waste management Unit has purchased a skip loader truck in order to extend waste management services to un-serviced areas.
 - The plan is to place skip bins in areas identified as illegal dumping sites.
-
- Solid Waste Collection and Management

- There are 3 waste disposal facilities within Dr NDZ municipality they are located in the following areas:

BULWER	CREIGHTON	HIMEVILLE TRANSFER STATION
<p>The municipality has received license for continued use for the period of 10 years, Starting from 26 October 2015 – 26 October 2025</p> <p>The site is properly fenced with concrete palisade fence.</p> <p>There are assets that have been donated by the National Department of environmental affairs. (Office, computers and weight bridge)</p>	<p>The municipality has received license for continued use for the period of 10 years, starting from 15 September 2015 – 15 September 2025</p> <p>The site is properly fenced with concrete palisade fence</p>	<p>The property is fenced however, there is a need for some work to be done on it.</p> <p>The Transfer station has been registered in terms of section 5 of the National Norms and Standards for the Storage of Waste, 2013.</p> <p>The municipal TLB is stationed on site to fill up containers</p> <p>There is also recycling program at small scale that is taking place on site.</p> <p>There are further engagements with interested and affected parties to ensure that recycling is being escalated to a much acceptable standard.</p> <p>Waste Removal Contract with Enviro Serve has been amended to be month to month basis; a new process will be re initiated for the new service provider to submit proposals to deal with waste disposal.</p> <p>Refuse collection bins have been installed in all towns free of charge and further 100 drums were purchased as part of ensuring that refuse storage points in towns are improved.</p>

WASTE COLLECTION

The Municipality is currently collecting in following areas and as scheduled:

- Bulwer – on Monday, Thursday and Friday
- Donnybrook – on Thursday
- Creighton – on Tuesday and Friday
- Hlanganani – on Monday and Thursday
- Centocow – on Tuesday and Thursday
- Underberg & Himeville Residential – on Monday
- Underberg & Himeville Business – Tuesday, Thursday and weekends
- Underberg & Himeville Low Income – Wednesday

Images



Above: Clean Up Campaign at Golokodo in ward 9



Above: Underberg Masukwana Township Clean-up campaign and awareness



Above Himeville clean-up campaign and awareness



Above: Underberg View Point Eradicating Alien Plants



MAINTENANCE PROJECTS

Municipal buildings

A total of 4 Municipal buildings maintained during the 2020/2021 financial year.

These are the municipal buildings were maintained

- Creighton flats
- Himeville offices
- Old main building
- Bulwer library

Municipal Halls

A total of 8 community halls maintained during the 2020/2021 financial year.

These are the community halls that were maintained

- Creighton Hall
- Mqatsheni Hall
- Mnyamana Hall
- Masameni Hall
- Nertherby Hall
- Bazini Hall
- Junction Hall
- Magqubeni Hall

Images



Above Maintenance of Masamini Hall in ward 15

EPWP

The Expanded Public Works Programme is one of the government's medium to long term strategies to reduce unemployment and to alleviate poverty through the creation of work opportunities using labour intensive methods. In line with this Strategy, the PWBS is using the labour intensive methods where it is possible in implementing capital infrastructure projects. The municipality also uses this programme to maintain its infrastructure such as Community halls, Creches, Sports fields and the general maintenance of towns, Cemeteries and in Waste Recycling Programmes. During the 2020/21 Financial year a total of **246 work opportunities** created using this programme. Tabulated below are some of the Programmes implemented using the EPWP Programme.

Programme/ Project name	Purpose	Outputs	Outcomes
Landscaping and Drain cleaning	To ensure that the road and drainage (which are recognized as Council assets) in the Himeville, Bulwer, Donnybrook, Creighton and also in rural areas were well maintained.	Greening beautification of parks and roads	Providing the communities with comfortable and safe access to the various facilities available within and around those areas.

Programme/ Project name	Purpose	Outputs	Outcomes
Dr NDZ Zibambele	Maintenance of Roads and Stormwater System	Routine maintenance of low volume roads	Providing the communities with comfortable and safe access to the various facilities available within and around those areas.
Caretaker of Sport fields	To ensure that all the municipal sport fields are well maintained whether it is in urban or rural area. Participants were providing a cleaning services which included, Arrange bookings for the Ground, Periodic Grass Mowing/Cutting, Fertilization of grass, Weed control, Watering of the Sport Field , Safe Keeping of the Sport Field, Submitting reports weekly bases to the Maintenance Department, Ensure that the ground is in good condition before it is used, Reporting the condition of the ground after being used, Cleaning the change rooms and the toilets, Marking of the ground before games begin etc.	Entertainment areas refurbished / maintained	Ensure that the ground is in good condition before it is used
Community Halls Caretaker	Provide security and general maintenance for community halls that are in urban areas and also in rural areas of the municipality community halls	The participants were providing a cleaning services which included the cutting of grass etc.	Clean Community Halls , increase revenue by hire community halls
Graduate Development	Perform any administrative work assigned to them by their supervisors	Skills Development and work experience	Number of youth receiving on the job training and skills transferred

Programme/ Project name	Purpose	Outputs	Outcomes
Recycling of waste in Himeville Transfer Station	Recycling of waste in Himeville Transfer Station and sorting of waste in Crieghton and Bulwer dump site	Small Business Establishment. Reduced Volumes of Waste needing to be transferred to Landfill. Job Creation. Skills Development.	Bazamile Recycling Coop. 10 Permanent Staff Members. Revenue from recovered waste materials.
Maintenance of Cemeteries	To maintain all the cemeteries that are within the jurisdiction of Dr Nkosazana Dlamini Zuma LM	Maintainance of the ground and landscaping at cemeteries	Dignified and clean cemetery site
Ward Support Clerks	Provide all administration work in community meeting such as war room	Skills development and work experience	Functional war room administration Better communication between cllr and municipality, low occurrence of service delivery protest
Capital Projects			

HOUSING PROJECTS

The Dr Nkosazana Dlamini Zuma Municipality has a huge backlog when it comes to Human Settlement infrastructure development. Most of the people residing under this Municipality don't have proper and secure houses; they are still living in the houses that don't meet the NHBRC and Human Settlement standards. These houses cause threat that might lead to injury or even death when the weather is blustery.

Projects Under Construction

Project Name	Ward	Units
Bhidla Housing Project	11	499
OSS Projects	1,5,6,7,10 and 11	69
Total		568

Projects on Implementation with Challenges

- Tar's Valley Housing Project
- Ngobo's Farm Housing Project
- Manzamnyama Housing Project
- Ekhubeni Housing Project
- Mhlangeni Housing Project

Planned Projects

- Short Term Projects are as follows
 - Mpumlwane / Khukhulela Housing Project 1 600 units
 - Gala Housing Project 1 100 units
 - Ntekaneni Housing Project 800 units
 - Sizanenjane Housing Project 300 units
 - Kilmun housing Project 2000 units
 - Nkwezela/Dumabezwe 2000 units
-
- **Medium Term Projects are as follows**
 - Himmeville Housing Project 500 units
 - Zashuke Housing Project 1 600 units
 - Qulashe Housing Project 700 units
 - Nomandlovu Housing Project 1000 units
-
- **Long Term Projects are as follows**
 - Ridge Housing Project
 - Underberg Housing Project (800 units)
 - Masameni/ Skhesheni Housing Projects (630 units)
 - Glenmaize Housing Projects (12 units)



CEMETRIES AND PARKS

The PWBS Department is also responsible for the maintenance of all the Municipal Parks

EPWP staff does the following:

- Cutting of long grass (seasonal)
- Backfilling the soil on the collapsed grave.
- Cutting of the trees hanging.
- Cutting & trimming of the hedge.
- Pruning and shaping trees.

Progress report

Underberg (Ward 3) Cemetery Site

Cemetery site is located in Ward 3 of Dr NDZ Municipality. The site is well fenced and maintained by our EPWP Staff throughout the whole of the 2020/21 Financial Year.

Himeville Cemetery Site

Cemetery site is located in Ward 2 of DR NDZ Municipality. The site is well fenced and maintained by our EPWP staff throughout the whole of the 2020/21 Financial Year.

Donnybrook Cemetery Site

Cemetery site is located in Ward 13 of Dr NDZ Municipality. The site is well fenced and maintained by our EPWP staff throughout the whole of the 2021/22 Financial Year.

Creighton Cemetery Site

The Cemetery site is located in Ward 14 of Dr NDZ Municipality. The site is well fenced and maintained by our EPWP staff throughout the whole of the 2020/21 Financial Year.





CHALLENGES

These are some of the challenges faced by the department during the 2020/21 financial year.

- Covid 19 pandemic, Shutdown which affected production of construction materials and physical progress on site.
- lockdown restrictions which affected project management.
- Ageing infrastructure, minimum resources to deal with Maintenance program.
- Lack of Human Resources to deal with on-site monitoring of EPWP program.
- Lack of land for development of greenfield housing projects.
- Lack of funding to implement rural in-situ upgrade of Housing projects
- None alignment of District and Local Municipalities plans which affects provision of Bulk Service infrastructure and Development of Human Settlement.
- The Traditional leaders demanding to be paid for gravel used on the construction of access roads.

CONCLUSION

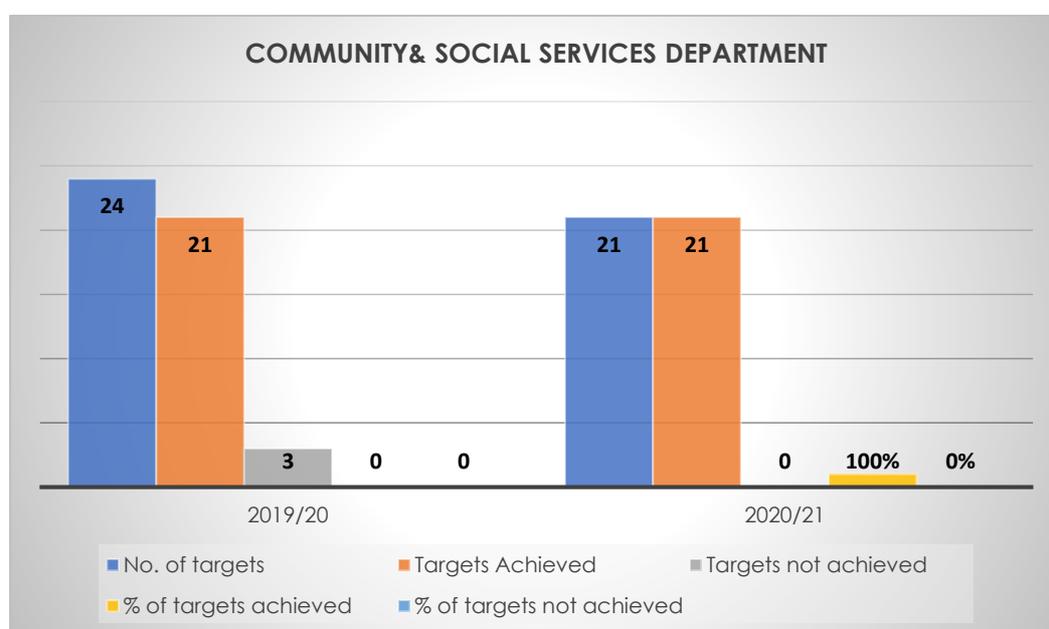
The COVID 19 pandemic had a significant impact on the implementation on some projects which lead to the decline in the expenditure in the 2020/21 financial year compared to the previous financial years. However, most projects were implemented successfully. Through the implementation of these projects a number of job opportunities were created.

SOFT PROJECTS: COMMUNITY AND SOCIAL SERVICES PROGRAMMES

COMMUNITY AND SOCIAL SERVICES DEPARTMENT NKPA: LOCAL ECONOMIC DEVELOPMENT & CROSS CUTTING INTERVENTIONS

The overall score for the KPA is 100 % for 2020/2021, up by 13% from 2019/20.

CATEGORY	2019/20	2020/21
No. of targets	24	21
Targets Achieved	21	21
Targets not achieved	03	0
% of targets not achieved	12.5%	0%
% of targets achieved	87.5%	100%



(a) COMPOSITION OF THE DEPARTMENT

In terms of performance reporting the Department of Community and Social Services is divided as follows:

Community Safety : Unit with the following sub-units-

- Disaster Management
- Traffic management
- Library Services
- Pound Management

LED and Tourism Unit

Community Programs Unit with the following sub-units:

- OSS
- Youth Development
- Special Programs (Disability , Senior Citizens and HIV/Aids and TB)
- Gender (Women/. Men and Children)

- Bulwer CSC

The department carried its functions within the following legal mandates and policy framework

- The Municipal Systems Act
- Municipal Structures Act
- Disaster Management Act 57/2002
- Municipal Finance Management Act
- Road Traffic Management Act
- Domestic Violence act
- LED Strategy
- SMME Support Policy
- SMME Policy

HIGHLIGHTS ON THE DEPARTMENT'S PERFORMANCE IN 2020/21

The Department performed well under the circumstances and the strict Covid 19 Regulation and all performance targets were met -. The following are the highlights of the performance ;

Cross border meetings were conducted with multi stakeholders to address the cross Border challenges which impact negatively on the safety and security of both Lesotho and South African Nationals and as a result of this intervention the bottlenecks were addressed though much intervention. Programs still need attention e.g. the Infrastructure improvement .

- Three 03 (1 Fire Response vehicle, 1 Fire Skid Unit vehicle & 1 Pound vehicle) vehicle procured to promptly respond to disaster incidents and to effectively deal with pound management activities . Additional funds were from the Covid 19 relief grant
- Thirteen (13) Covid-19 awareness campaigns were conducted – to promote compliance with Covid 19 regulations and to promote awareness and to curb the spread of Covid 19 within our Municipal areas
- Fourteen (14)multi stakeholder roadblocks conducted
- To respond to Covid 19 regulations and to curb the spread of the pandemic 5 Taxi ranks sanitized 20 times and 3 public buildings sanitized .

Though the **Community programs unit** was seriously affected by the Covid 19 Regulations , turnaround strategies were developed to ensure that the performance targets were achieved . the following were the highlights

- Seventeen (17)campaigns /events were co-ordinated during this period which is an over achievement compared to the set target which was 13 campaigns- This was due to a trend of escalating cases of increased number of GBV cases within the municipality, the department ended being compelled to coordinate more events to sensitise members of the public about domestic violence and children abuse. Such p campaigns were conducted in partnership with various OSS stakeholders
- Thirty Youth benefitted from a training on Code 14 driving skills. This was a skills development program me addressing unemployment amongst the youth
- A Youth Summit aimed at addressing challenges faced by the youth was held at Sani pass hotel and a Youth development strategy was developed.
- Fifteen (15)sport-clubs were supported with equipment and material
- A Youth Camp addressing social ills and grooming Young men to be ambassadors against GBV was held at the Drakensberg gardens
- 10 matriculants who excelled were awarded with bursaries and given necessary support

LED and Tourism

- The Unit put more effort on capacitation of Emerging enterprises and as such the following trainings were conducted;
- A total of 200 Emerging Enterprise were trained on various trainings viz Block Manufacturing, Bricklaying, Fashion Design & Modelling, Informal Trade, Tourism & Hospitality Skills Training,
- Thirty five (35) SMMEs and Cooperatives were supported with material and equipment with a special focus on Women and youth owned Co-ops
- Two Tourism awareness Campaigns were conducted in partnership with Harry Gwala Development agency to reignite Tourism- a media tour programme was also conducted to reignite tourism and to market our tourism destinations
- The SMME Support policy was amended and endorsed by the council.

CHALLENGES & POSSIBLE SOLUTIONS

CHALLENGE	POSSIBLE SOLUTIONS
LED material support was delayed due to unavailability of Responsive suppliers	Panel of Service providers will be sought to minimize delays in the SCM processes SMME Support Policy will be adhered to
Covid 19 Regulations -impacted negatively on the Planned programs by the Community programs	New strategies with positive impact were implemented e.g. motorcades etc
Negative impact of Covid 19 to the Tourism Sector	Revival of the CTO and develop economic recovery plans Strengthen the Tourism Forum

Community Safety in Dr Nkosazana Dlamini Zuma Municipality comprises of the following units:

- Disaster Management
- Fire Fighting Services
- Traffic
- Dr. NDZ Creighton and Himeville Driver's License and Testing Centres
- Dr. NDZ Himeville Motor Registration Authority
- Animal Pounds
- Libraries

DISASTER MANAGEMENT

Chapter 5, section 50 of the Disaster Management Act, 57 of 2002, as amended from time to time indicate that (1) *“the disaster management centre of a municipality must submit a report annually to the municipal council on:*

- *Its activities during the year;*
- *The results of the centre's monitoring of prevention and mitigation initiatives;*
- *Disasters that have occurred during the year in the municipality;*
- *The classification, magnitude and severity of such disasters*
- *The effects they had;*
- *Problems that were experienced-*
- *In dealing with such disasters*
- *Generally, in implementing the act, national disaster management framework, the disaster management framework of the province concerned and the municipal disaster management framework.*
- *The way in the problems were addressed and any recommendations the centre wishes to make in this regard;*
- *Progress with the preparation and regular updating in terms of sections 52 and 53 of the disaster management plans and strategies by the municipal organs of state involved in disaster management in the municipal area and*
- *An evaluation of the implementation of such plans.*

(2) (a) *A municipal disaster management centre must while its report is submitted to the municipal council in terms of subsection (1), submit a copy of the report to the National Centre and the disaster management centre of the province concerned.*

b) *The disaster management centre of the district municipality must, at the same time, also submit a copy of its report to each local municipality in the district municipality.*

(3) *The disaster management centre of a district municipality that is operated in partnership with the local municipalities with the area of the district municipality must prepare its report in consultation with those local municipalities.*

Dr. Nkosazana Dlamini Zuma local municipality undertook to comply with the disaster management act, 57 of 2002 by implementing chapter 5 of the above act. There were quite several activities that were undertaken to prevent and mitigate disaster risks within its area of jurisdiction as part of ensuring or building disaster resilient communities.

Capacity building at community level including at schools is one of the most paramount initiatives that the municipality has embarked on in reducing the vulnerability of communities to disaster risks. The belief is that, where communities are well vested with disaster management strategies that seek to assist them during disasters, the likelihood is that, in case of a disaster incident and or disaster very minimal or nil mortality can be registered.

Dr. Nkosazana Dlamini Zuma municipality take pride in educating its residents within the area of jurisdiction of the municipality with special emphasis on disaster risk prevention and mitigation.

DISASTER MANAGEMENT CENTRE

The disaster management centre in line with section 44, of the disaster management act undertakes all activities enshrined in such section. The municipality envisage running the disaster management centre and the fire station in one place and hence will be called "Dr. Nkosazana Dlamini Zuma Municipality's Emergency Centre". Such emergency centre will be established by the municipality within a period of five years in accordance with the municipality's integrated development plan.

DR. NKOSAZANA DLAMINI ZUMA MUNICIPALITY'S EMERGENCY CENTRE ARCHITECTURAL DESIGNS

The designs for the emergency centre were done, hence the project has been advertised in August 2021 in order to appoint a service providers to undertake construction work. It is a multi-year project that is earmarked to be finished in 2023, unless more funds can be sourced externally to fund the project.

FIRE SERVICES

In August 2020, the municipality undertook to provide the fire services internally, for which since then, it is conducted by the municipality. Furthermore, the municipality appointed six (6) fire fighters including the Chief Fire Officer. Another decision was taken to augment the fire services section with three (3) fire fighting interns.

FIRE FIGHTING EQUIPMENT AND FLEET

The municipality procured fire-fighting equipment to ensure suffice response to fire incidents. It is of paramount importance for the municipality to procure such equipment on the basis that, it only started proving the service internally in August 2021.

Furthermore, the municipality procured about eight (8) vehicles which include some, for other units within community safety.

The value of the equipment including the vehicles is more than R 5, 330, 000. 00.







DISASTER MANAGEMENT ADVISORY FORUM

The municipality established the Disaster Management Advisory Forum in 2013, and since then the forum has been very effective in dealing with all issues that pertains to disaster management within the area of jurisdiction of municipality.

NAME	DATES	VENUES
Disaster Management Advisory Forum	Did not take place due to corona virus	Dr. NDZ Bulwer CSC
Disaster Management Advisory Forum	Did not take place due to corona virus	Dr. NDZ Bulwer CSC
Disaster Management Advisory Forum	18 March 2021	Dr. NDZ Bulwer CSC
Disaster Management Advisory Forum	23 June 2021	Dr. NDZ Bulwer CSC



Figure 4 Disaster Management Advisory Forum Meetings

DR. NKOSAZANA DLAMINI ZUMA MUNICIPALITY'S DISASTER MANAGEMENT ADVISORY FORUM TERMS OF REFERENCE

The terms of reference for the Dr. Nkosazana Dlamini Zuma Municipality's Disaster Management Advisory Forum are as follows:

- To deal with all disaster risk management issues within the area of jurisdiction of the municipality.
- Provide advices and where necessary make recommendations to council on disaster risk management issues.
- Ensure contribution to disaster risk management planning and coordination.
- Promote and establish joint standards of practice amongst relevant disaster risk management stakeholders.
- Ensure that, the Disaster Management Centre stores critical information and becomes a conduit and or repository for such information as soon as it is established.
- Promote and assist with disaster management awareness campaigns, training and capacity building
- Monitor and evaluate disaster management activities.
- Ensure annual report is compiled and submitted to all relevant government spheres as required by the Disaster Management Act.

MEMBERSHIP OF THE DISASTER MANAGEMENT ADVISORY FORUM

The members of the Disaster Management Advisory Forum are as follows:

NAME OF REPRESENTATIVE	DESIGNATION	ORGANIZATION	CONTACT DETAILS
P. Mtungwa	Acting Senior Manager Community Services	NDZ Municipality	039-8331038
			0714841593
M.W. Dlamini	Manager Community Safety	NDZ Municipality	033-7023000
			0837082314
S. Zwane	Disaster Management Officer	NDZ Municipality	033-7023000
			0824219208
S. Dlamini	Disaster Management Intern	NDZ Municipality	039-8331038
			0835998060
T. Dzanibe	Disaster Manager	HGDM Municipality	0398340043
			0828057892
T.S. Mkhize	District Manager	Emergency Medical Services	0398347211
			0834689563
V. Dawchurran	Communications Officer	Emergency Medical Services	0398347211
			0844047817
N. Mbongwa	Principal Provincial Inspector	Road Traffic Inspectorate -Ixopo	0398341450
			0798058208
N. Mhlophe	Senior Provincial Inspector	Road Traffic Inspectorate	0398341450
			0829074079

Mnguni	Station Commander	Himeville SAPS	0824177211
			0824177311
C. Jikazi	Station Commander	Bulwer SAPS	039-8320073
			0824176836
Dlamini	Station Commander	Creighton SAPS	039-8331005
			0824176885
S.S. Chiliza	Captain	Donnybrook	
P. Ndlovu	Chief Traffic Officer	NDZ Municipality	033-7023000
			0829086351
J. Pearce	Protection Officer	Berg Fire Protection Association	0827841818
			0827841818
Mlambo	Manager DSD	Social Development	0828048973
			0828048973
E. Mlomo	Municipal Health Services Manager	Harry Gwala District Municipality	0398348700
			0781407357
T. Mahlaba	Director Social Services	Harry Gwala District Municipality	0398348700
			0763180097
M. Mchunu	Municipal Health Services Manager	Harry Gwala District Municipality	0398348700
			0724210687
B. Mchunu	Manager	EDTEA	0398347600
			0722053441
S. Sosiba	Assistant Manager	EDTEA	0398347600
			0720850458
J. Sunker	Manager	Eskom	0723333202
			0723333202
Nozipho Ndlovu	Manager	Home Affairs	0398348902
			0793409451
Cyril Vezi	Manager	South African Red Cross	0315632914
			0839389966
Madondo	Official	Eskom	0735090981

DISASTER MANAGEMENT CAPACITY IN THE MUNICIPALITY

In line with the Disaster Management amendment Bill 2015, section 14, subsection 4, which indicates that, "local municipalities **may** establish a disaster management centre in consultation with the relevant district municipality in accordance with the terms set out in a service level agreement between the two parties in alignment with the national norms and standards".

The Head of the Disaster Management Centre was appointed and currently running the centre accordingly.

The disaster management unit will be integrated with the fire section, and shall be within the Community Services Department in the municipality and its organogram is as follows:



Figure 3- Fire Fighting Services and Disaster Management organogram

DISASTER MANAGEMENT PLAN

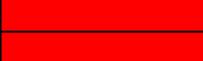
The municipality developed a Disaster Management Master Plan in 2018, which was subsequently approved by Council. This plan will be reviewed in every 5 years to accommodate any changes that may result to certain risks that need to be incorporated into the plan.

The disaster risk assessment for Dr. Nkosazana Dlamini Zuma was conducted from the 20th, 22nd and 23rd of March 2018 wherein all ward committee members and councilors were invited to participate. It was a very fruitful exercise.

The municipality is utilizing such Disaster Management Plan to implement all the disaster management projects and programmes in phases until such time that, they are all realized and a fully functional emergency center is in place.

The risk profile for the municipality is therefore as follows:

LEGEND	
	Extremely High Hazard
	High Hazard
	Moderate Hazard
	Low hazard

WARD NO	PRIORITY HAZARDS	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
1	Storms		Extremely High	7	13
	Heavy Rain		Moderate		
	Lightning		High		
	Floods		High		
	Fierce Wind		High		
	Snow		High		
	Crime		Moderate		
	Structural Fires		High		
	Veld Fires		Extremely High		
	Drought		Low		
	Hail Storm		Moderate		
	Road Accidents		Moderate		
2	Storms		Extremely High	4	8
	Heavy Rain		Moderate		
	Snow		Extremely High		
	Structural Fires		Moderate		
	Lightning		Moderate		
	Veld Fires		Moderate		
	Fierce winds		High		
	Crime		Moderate		
	Drought		Low		
	Road Accidents		High		
	Floods		High		
	Hail storm		Moderate		

3	Storms		Extremely High	0	3
	Fierce Winds		High		
	Crime		Moderate		
	Road Accidents		High		
	Structural Fires		High		
	Snow		Extremely High		
	Floods		High		
	Heavy Rain		Moderate		
	Hail Storm		Moderate		
	Veld Fires		Moderate		
	Lightning		Moderate		
	Drought		Low		

WARD NO	PRIORITY HAZARDS	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
4	Storms		High	4	8
	Floods		Moderate		
	Heavy Rain		Moderate		
	Hail Storm		Moderate		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Extremely High		
	Veld Fires		Moderate		
	Lightning		High		
	Fierce Winds		High		
	Drought		Moderate		
	Storms		High		
	Floods		Moderate		
	Fierce Winds		High		
	Hail Storm		High		
	Road Accidents		Low		

5	Structural Fires		Moderate	4	5
	Snow		Moderate		
	Veld Fires		High		
	Lightning		High		
	Heavy Rain		High		
	Drought		Moderate		
6	Storms		High	6	9
	Floods		Moderate		
	Fierce wind		High		
	Hail Storms		High		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		High		
	Lightning		High		
	Heavy Rain		High		
	Drought		Moderate		

WARD NO	PRIORITY HAZARD	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
7	Storms		High	3	7
	Floods		Moderate		
	Fierce Wind		High		
	Hail Storms		High		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		High		
	Lightning		High		
	Heavy rain		High		
	Drought		Low		
	Storms		High		

8	Floods		Low	4	8
	Fierce Wind		High		
	Hail Storm		Low		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		Extremely High		
	Lightning		High		
	Heavy Rain		Moderate		
	Drought		High		

9	Storms		High	2	2
	Floods		Moderate		
	Fierce Wind		High		
	Hail Storm		High		
	Road Accidents		High		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		Moderate		
	Lightning		High		
	Heavy Rain		High		
	Drought		Moderate		

WARD NO	PRIORITY HAZARD	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
10	Storms		High	4	10
	Floods		High		
	Fierce Wind		High		
	Hail Storm		Moderate		
	Road Accidents		Extremely High		
	Structural Fires		High		
	Snow		Moderate		

	Veld Fires		High		
	Lightning		Moderate		
	Heavy Rain		High		
	Drought		Moderate		
11	Storms		Moderate	6	11
	Floods		Moderate		
	Fierce Wind		Moderate		
	Hail Storm		High		
	Road Accidents		High		
	Structural Fires		Moderate		
	Snow		High		
	Veld Fires		Moderate		
	Lightning		Moderate		
	Heavy Rain		High		
	Drought		Low		
12	Storms		High	5	10
	Floods		Moderate		
	Fierce Wind		Extremely High		
	Hail Storm		High		
	Road Accidents		Moderate		
	Structural Fires		Moderate		
	Snow		Low		
	Veld Fires		Extremely High		
	Lightning		High		
	Heavy Rain		Moderate		
	Drought		Moderate		

WARD NO	PRIORITY HAZARD	LEGEND INDEX	LEGEND DESCRIPTION	NUMBER OF HALLS	NUMBER OF SCHOOLS
---------	-----------------	--------------	--------------------	-----------------	-------------------

13	Storms		High	3	6
	Floods		Moderate		
	Fierce Wind		Moderate		
	Road Accidents		Moderate		
	Structural Fires		Moderate		
	Snow		Moderate		
	Veld Fires		Extremely High		
	Lightning		High		
	Heavy Rain		High		
	Drought		Low		
	Hail Storm		Moderate		
14	Storms		Moderate	4	8
	Floods		Low		
	Fierce Wind		Moderate		
	Road Accidents		Low		
	Structural Fires		Moderate		
	Snow		Moderate		
	Hail Storm		Moderate		
	Veld Fires		High		
	Lightning		Moderate		
	Heavy Rain		Moderate		
	Drought		High		
15	Storms		High	4	10
	Floods		Moderate		
	Fierce Wind		Extremely High		
	Road Accidents		Low		
	Structural Fires		High		
	Snow		Low		
	Veld Fires		Extremely High		
	Lightning		High		
	Heavy Rain		High		

	Drought		Moderate		
	Hail Storm		Moderate		

Figure 4- Disaster Risk Assessment Profile

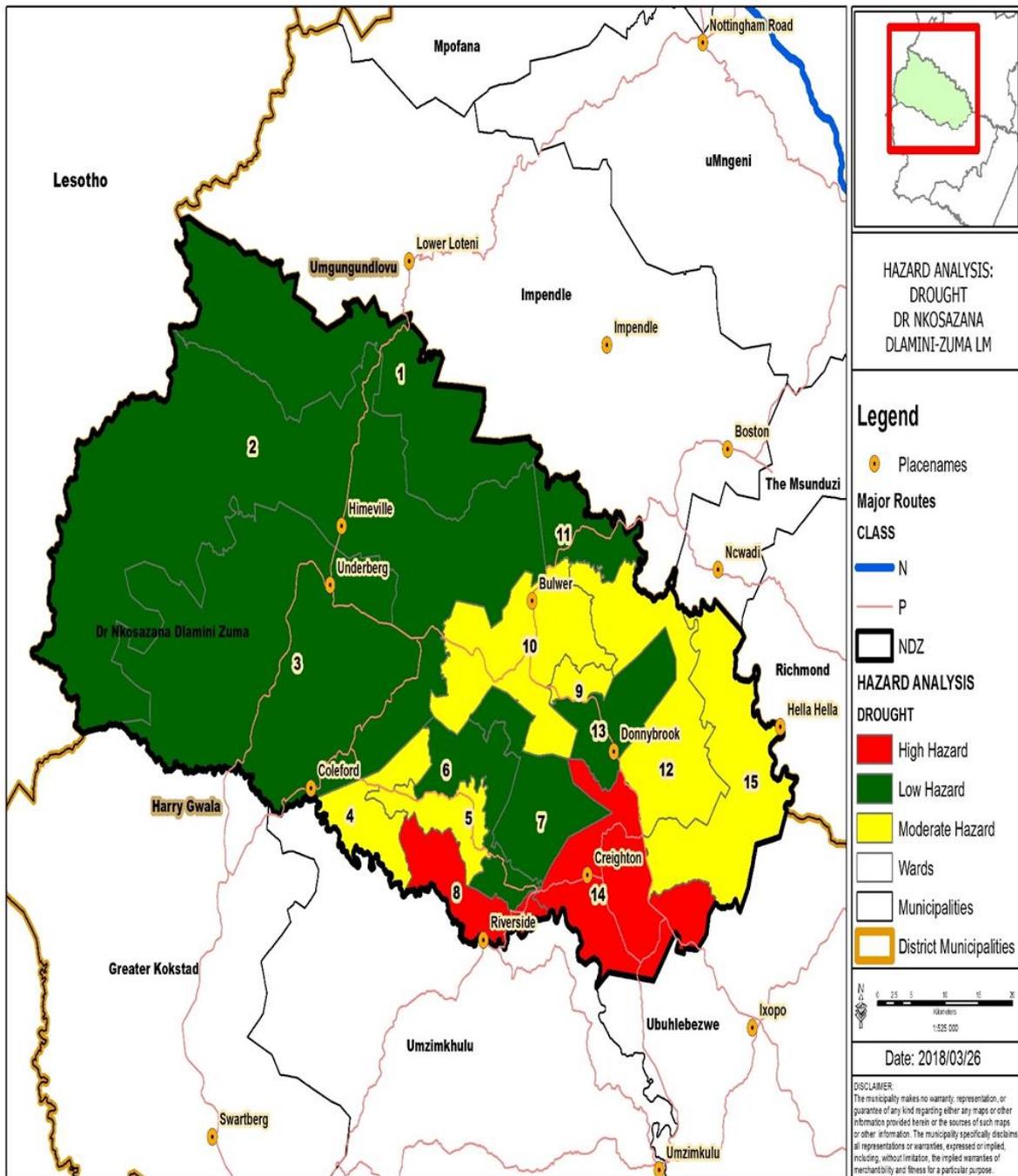


Figure 5- Shows hazard mapping for drought

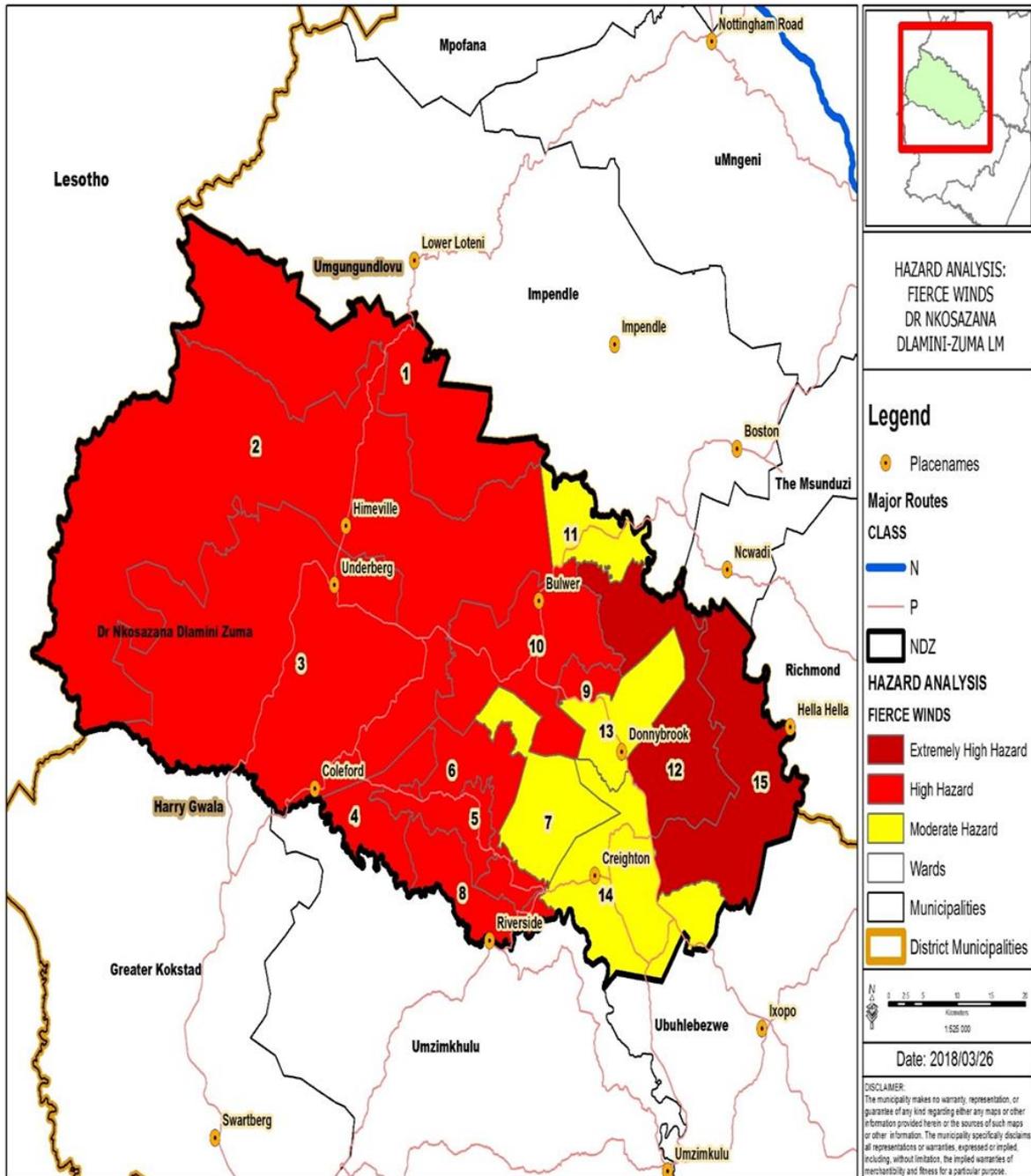


Figure 5.1- Hazard Mapping for Fierce Winds

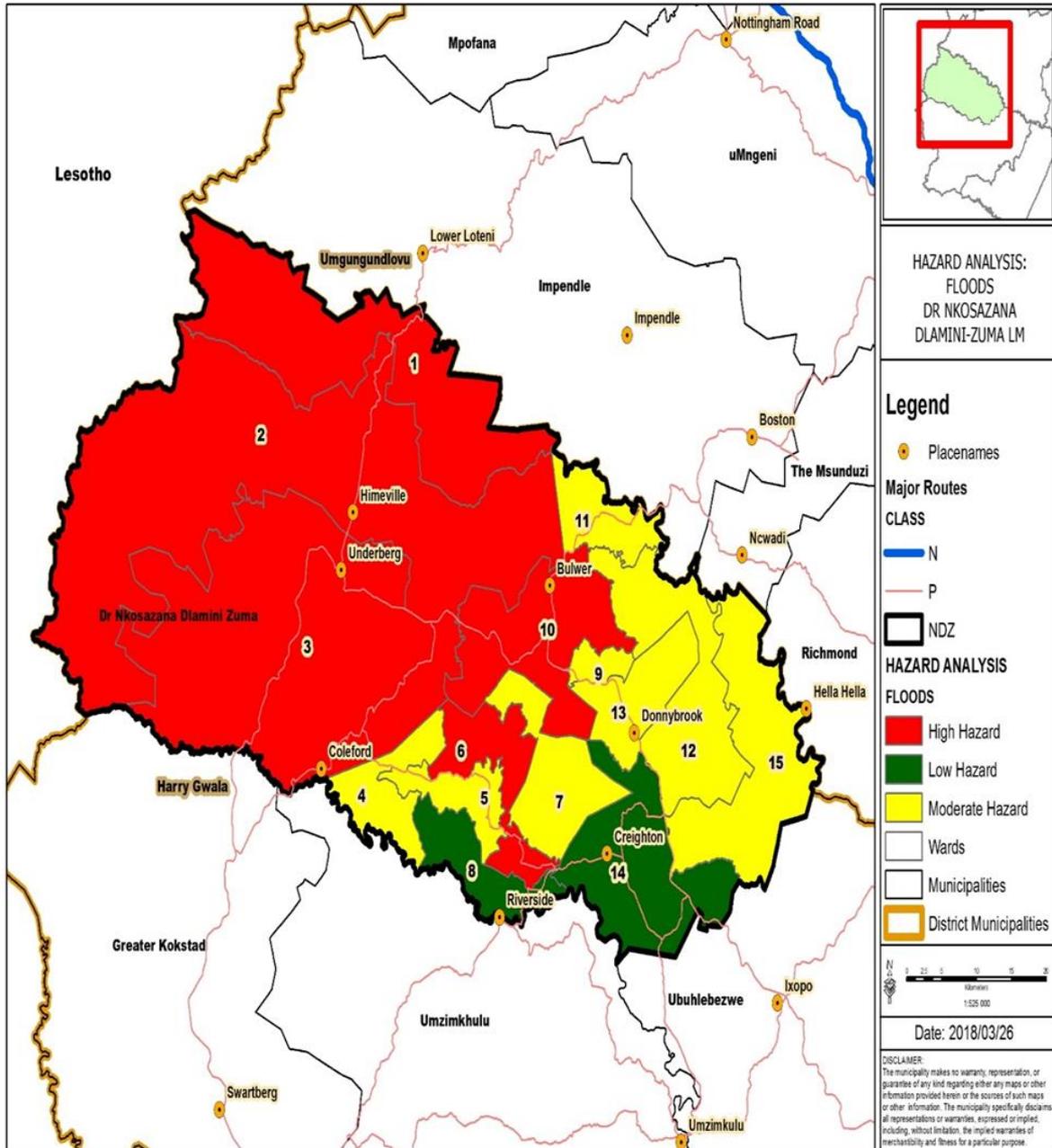


Figure 5.2 Hazard Mapping for floods

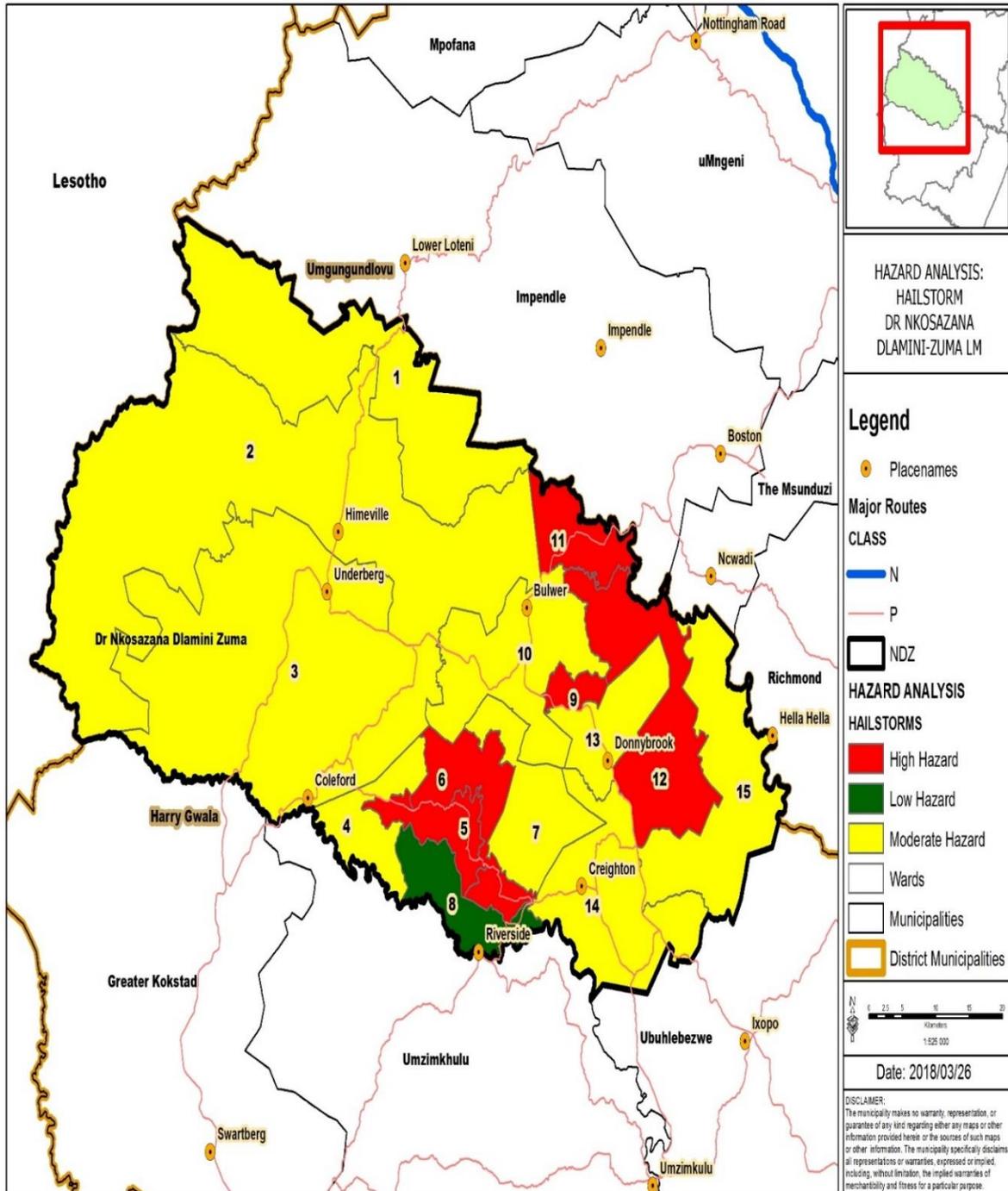


Figure 5.3- Hazard Mapping for Hailstorms

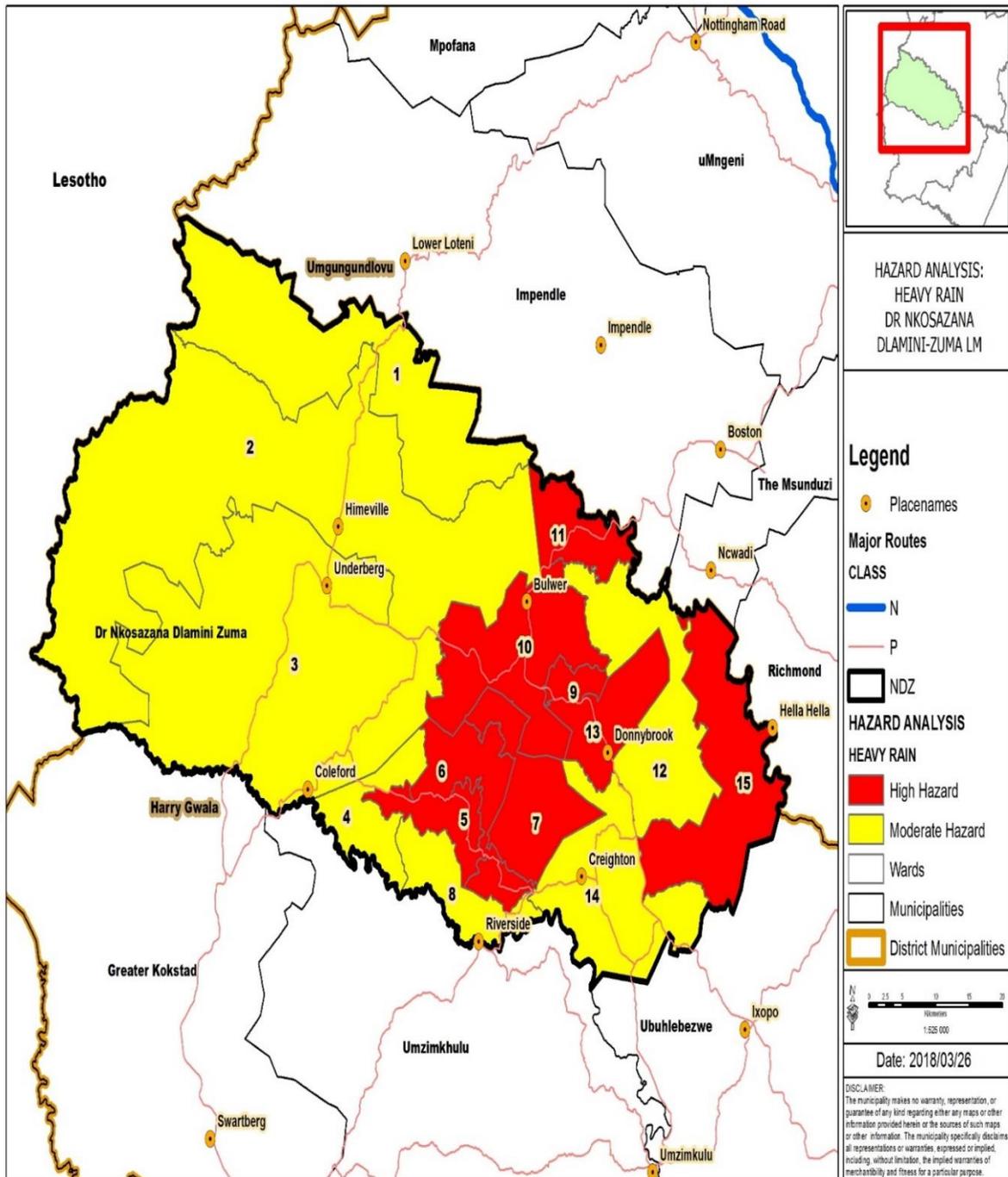


Figure 5.4- Hazard Mapping for Heavy Rains

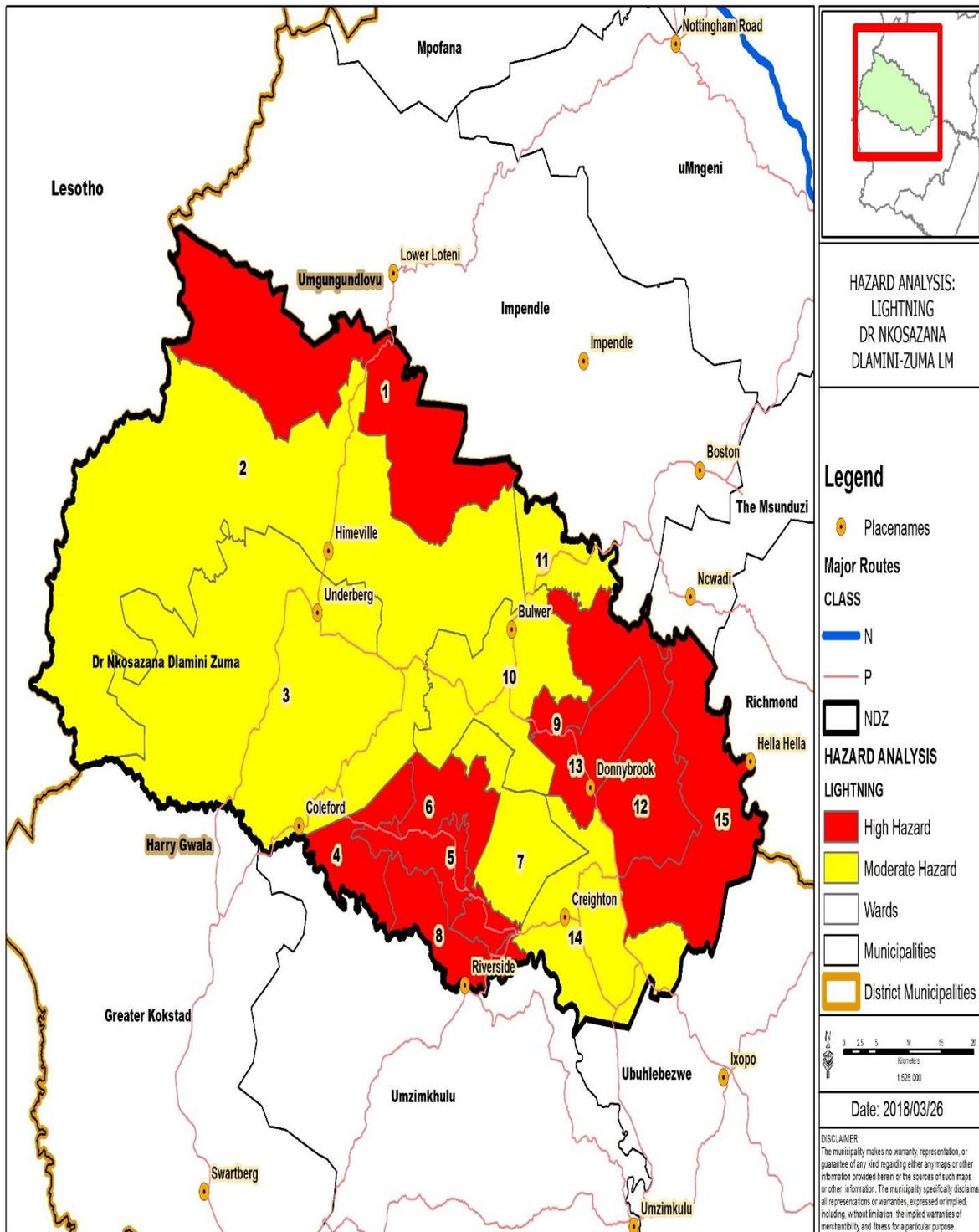


Figure 5.5- Hazard Mapping for Lightning

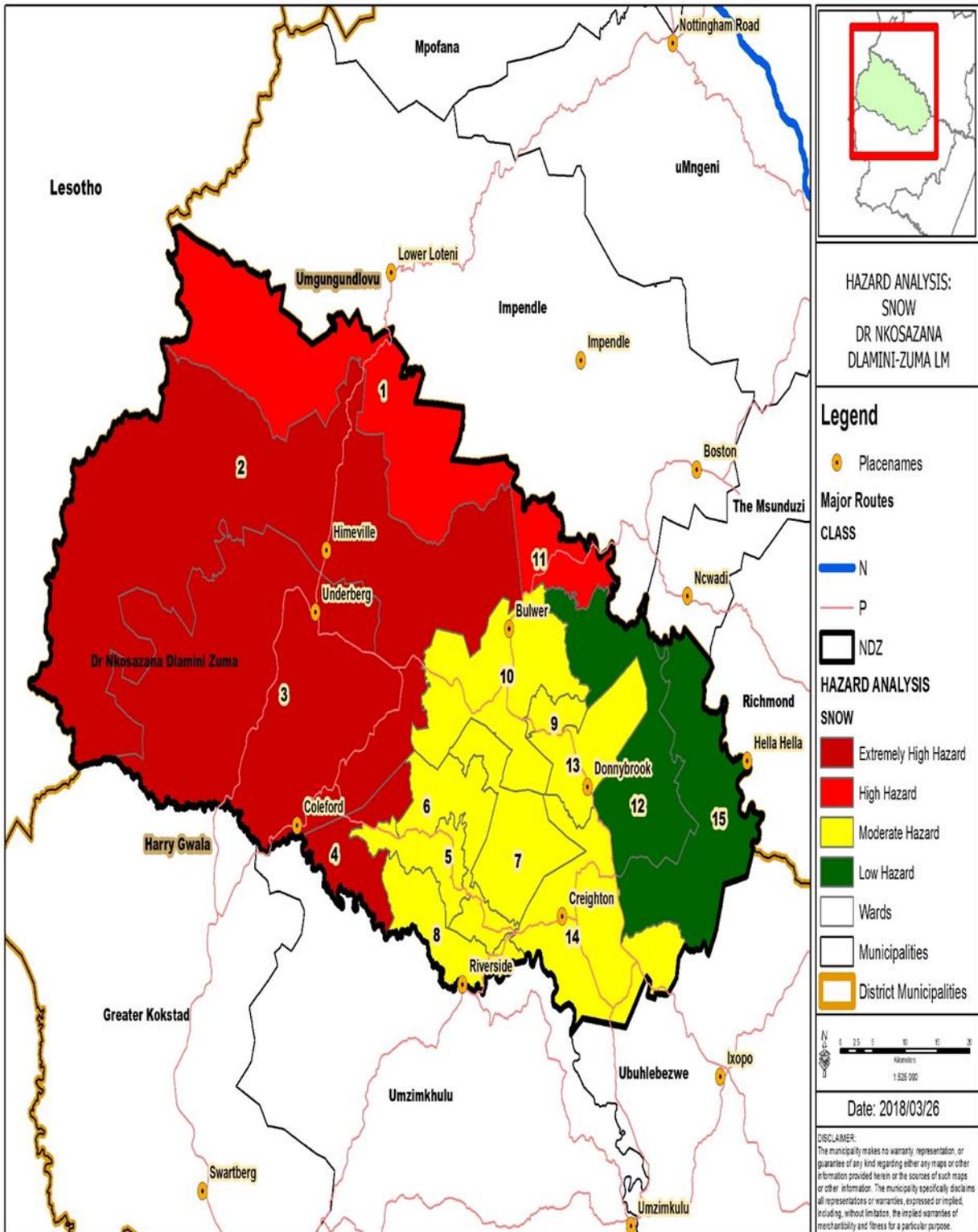


Figure 5.6- Hazard Mapping for Snow

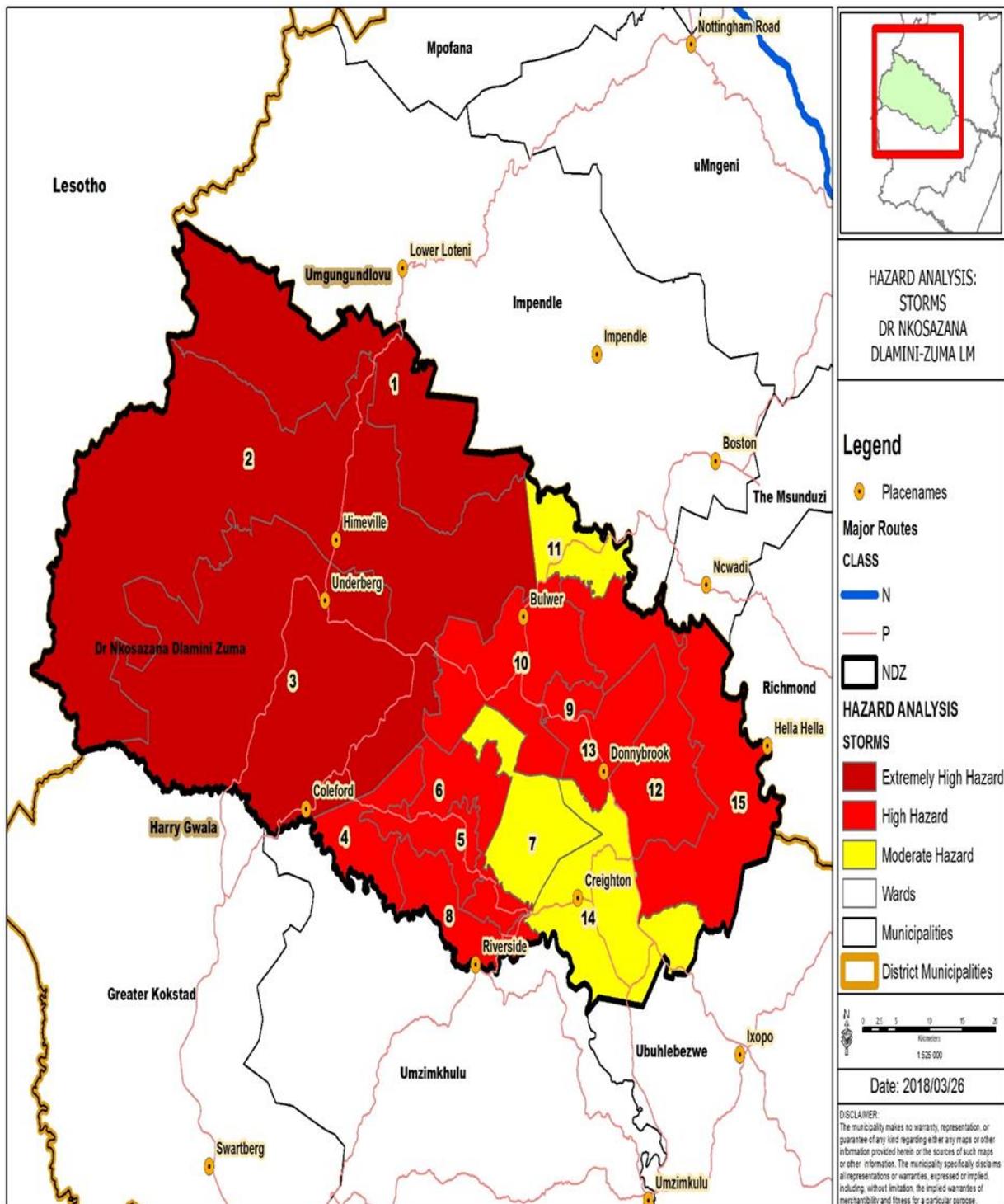


Figure 5.7 Hazard Mapping for Storms

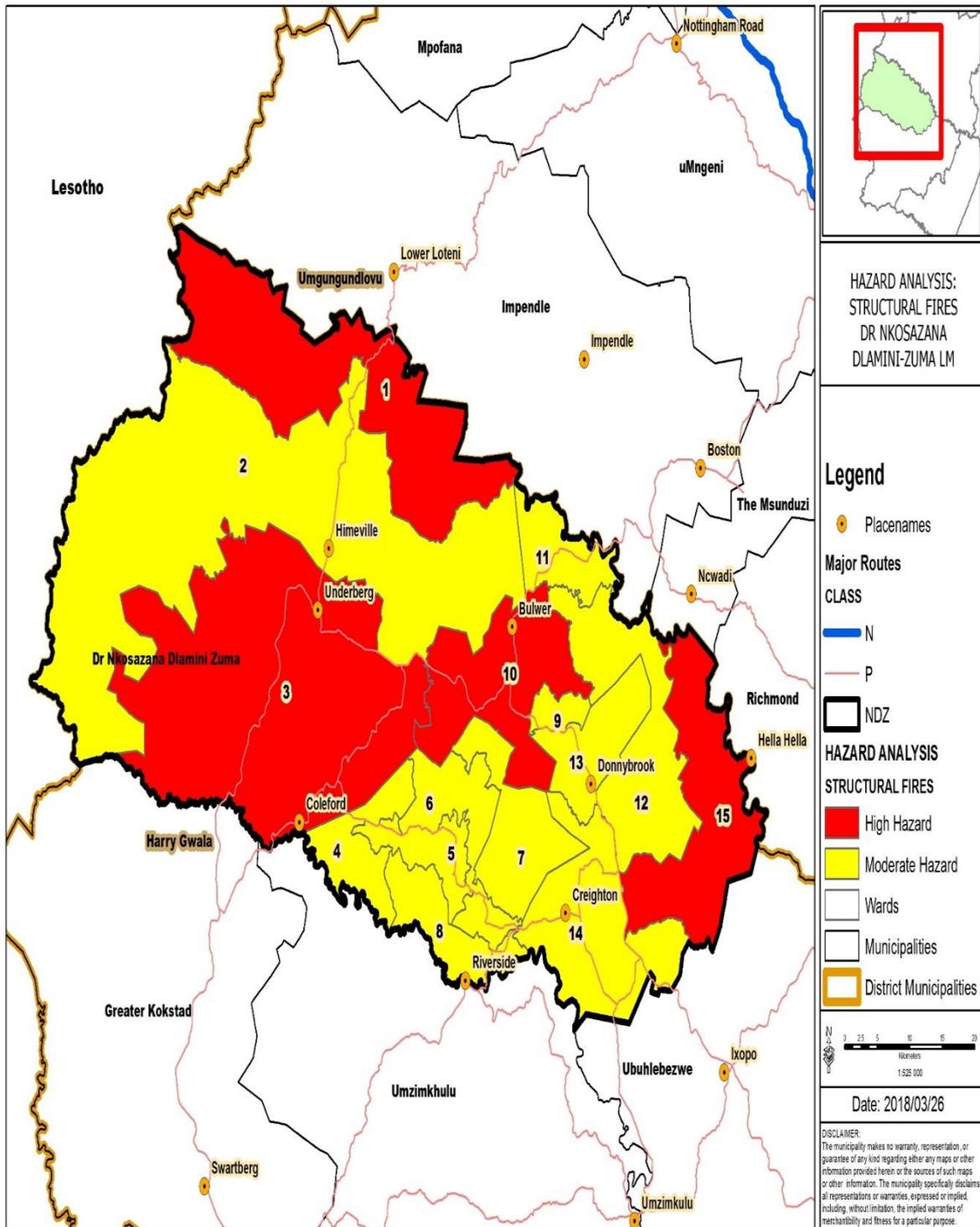


Figure 5.8 Hazard Mapping for Structural Fires

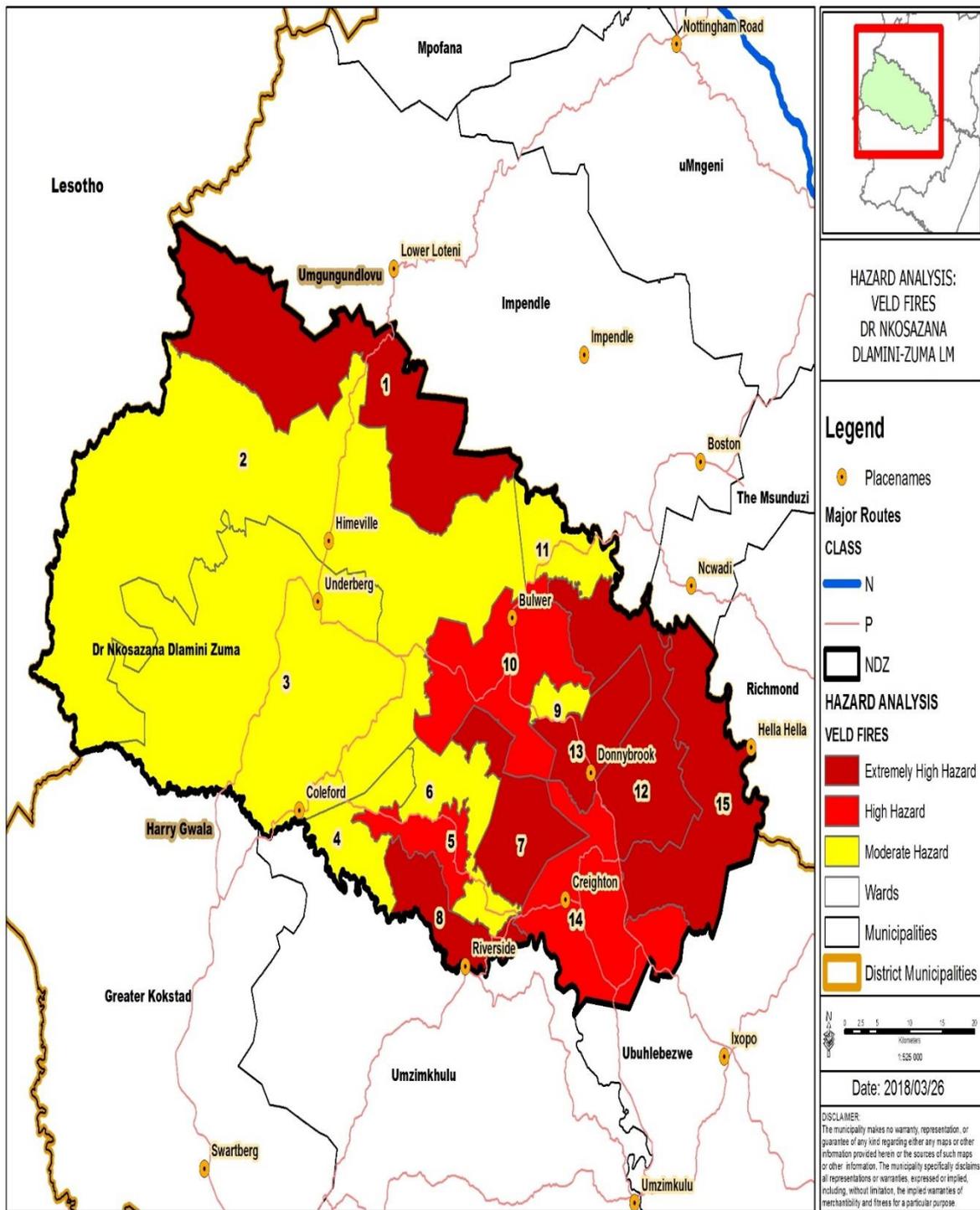


Figure 5.9- Hazard Mapping for Veld Fires

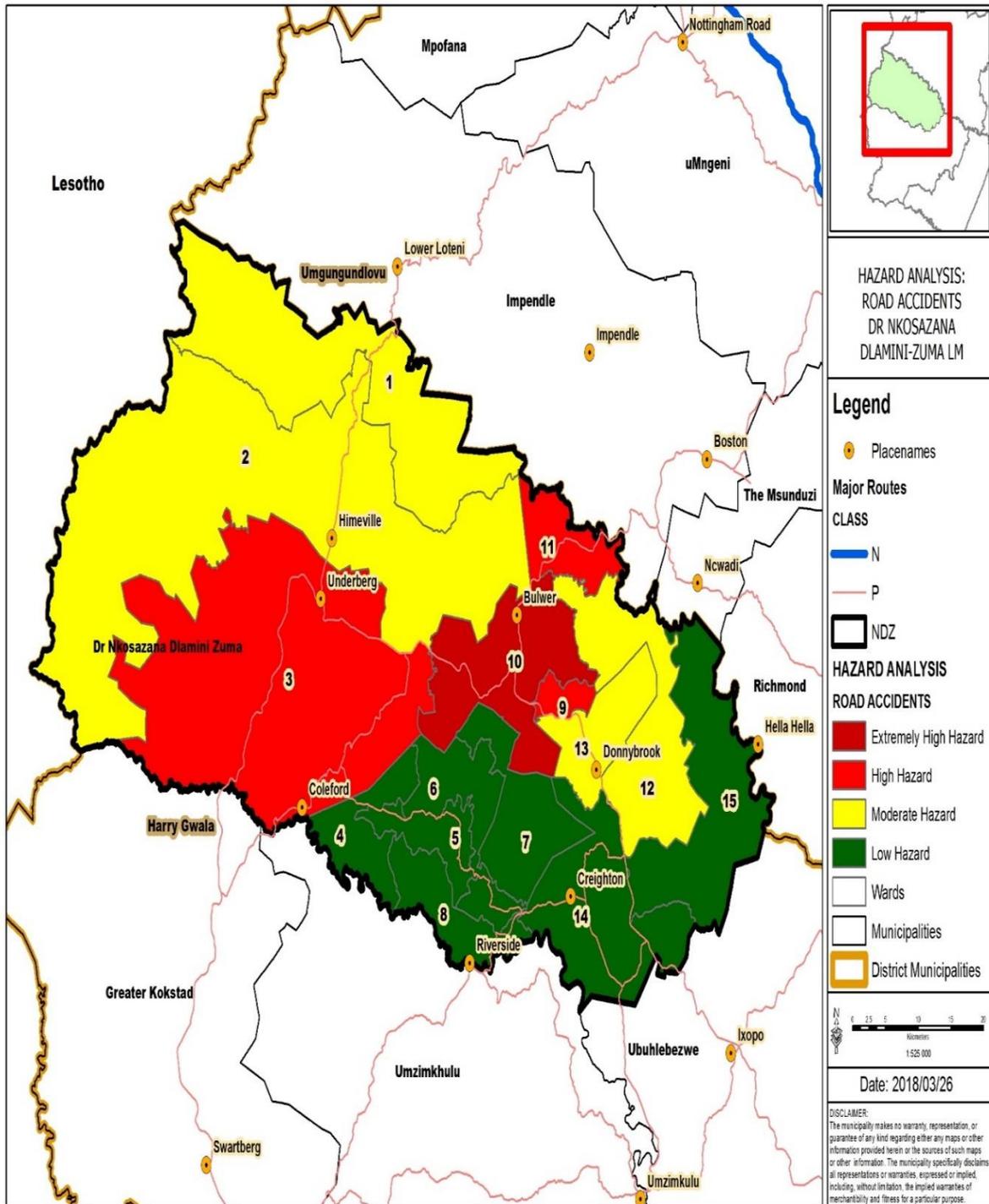


Figure 5.10- Hazard Mapping for Road Accidents

DISASTER RISK REDUCTION PROJECTS AND PROGRAMMES FOR THE 2020/2021 SDBIP

DR. NKOSAZANA DLAMINI ZUMA MUNICIPALITY'S SERVICE DELIVERY BUDGETORY IMPLEMENTATION PLAN 2019/2020						
PROJECT NAME	KPA	KPI	BUDGET	TARGET AREAS	RESPONSIBLE STAKEHOLDER	DEADLINE
Procurement of new transport assets	Procurement of 6 vehicles	Delivery of 6 vehicles	R 2, 500, 000	All	NDZ- Disaster management	June 2021
New Lightning Conductors	Procurement and Installation of 5 lightning conductors	36 Lightning Conductors Procured and Installed	R 200, 000.00	High Risk Areas	NDZ- Disaster Management & Public Works- Basic Services	June 2021
Disaster Management Advisory Forums Meetings	Ensure Sustainability of the Disaster Management Advisory Forum	2 Conducted Disaster Management Advisory Forum Meetings and 2 did not sit due to Corona Virus	R 5, 000.00	All	All Stakeholders	June 2021
Disaster Relief	Procurement and Distribution of Disaster Relief	Procured and distributed relief to the needy	R 146, 054.00	All	NDZ- Disaster Management	June 2021
Establishment of the Dr. NDZ Emergency Centre	Phase 1 of project	Undertaking of Phase 1 of the project	R 7, 000 000.00	All	NDZ- Disaster Management & Public Works and Basic Services	June 2021
Integrated Community Safety Awareness Campaigns	Conduct Integrated Community Safety Awareness Campaigns	4 Integrated Community Safety Awareness Campaigns Conducted	R 0. 00	All	All Stakeholders	June 2021
Fire Safety Inspections	Conduct fire safety inspections	60 Fire Safety Inspections Conducted	R0	All	NDZ- Fire department	June 2021
GPS Unit	Procure GPS unit	1 x GPS unit procured	R 14, 000. 00	All	NDZ- Disaster Management	June 2021

ACHIEVEMENTS

The municipality has achieved the following given its tight budget:

- Procurement of GPS gadget to assist in taking coordinates to map incidents.
- Procurement of six (6) vehicles and were delivered accordingly.
- Development of emergency centre designs.
- Procurement of disaster relief to assist disaster victims.
- Ensured continuity and sustainability of the Disaster Management Advisory Forums.
- Review of the Disaster Management Sector Plan.
- Doing fire breaks successfully internally.
- Conducting awareness campaigns both at school and community level.
- Installation of 36 lightning conductors.

CONDUCTING OF FIRE BREAKS

As per fire elevated risk areas, the municipality determined such areas to perform fire breaks, as means of mitigating the effects of runaway fires. Fire breaks were done in Himeville, Underberg, Creighton and surroundings including Bulwer. The fire fighters did firebreaks on their own in the 2020/2021 financial year.



Figure 6- Burning of Fire Breaks



Figure 6.1- Burning of Fire Breaks

NEW VEHICLE FOR THE DISASTER MANAGEMENT UNIT



INTEGRATED COMMUNITY SAFETY AWARENESS CAMPAIGNS

As part of building capacity to communities and building resilience, the municipality conducted numerous ICSAC awareness campaigns within the areas of NDZ. The main purpose of such awareness campaigns is to part information to the general community on how to keep safe all the time. The municipality also conducts school safety awareness campaigns, where schools are visited on regular basis. Most programmes in this financial year 2020/2021 were disturbed by the presence of the corona virus.

The municipality and other stakeholders had to undertake a number of programmes that responded to the pandemic such as the awareness campaigns and sanitization of facilities including public transport.



Figure 8.1- Joint inspections conducted to verify COVID-19 compliance



Figure 8.2- Covid 19 awareness campaign conducted at pay points in Bulwer

DISASTER INCIDENTS

During the fiscal year 2020/2021, the municipality experienced diverse types of disaster incidents. Some were natural, and others were human induced such as heavy rains, storms, heavy wind and structural fires, veld fires respectively to name just a few.

In all the incidents the municipality was very proactive to assist the victims in terms of restoring their dignity and bringing their situation back to normal again.

For those that lost their houses in such a way that, they were homeless, and/ or the structures left were not safe for habitation, the municipality works very close with the department of human settlement and other relevant departments to ensure that, dignity to those affected is restored accordingly.

Emergency relief was provided to those affected and gratitude should be extended to all the relevant government departments and the district municipality on the roles and responsibilities they play whenever disaster incidents are realized within the municipal area. The private sector, law enforcement fraternity and other services also played a very big role.

MONTH	YEAR	DROWNING	HAIL STORM	HEAVY RAINFALL	STRUCTURAL FIRE	STRONG WIND	LIGHTNING
July	2020	00	00	02	11	00	00
August	2020	00	00	00	09	00	00
September	2020	00	00	00	06	07	01
October	2020	00	02	00	01	03	07
November	2020	00	06	07	01	19	09
December	2020	00	13	05	00	13	05
January	2021	00	01	22	00	09	00
February	2021	00	07	27	00	03	03
March	2021	00	00	17	02	09	03
April	2021	02	00	00	06	00	00
May	2021	00	00	00	08	01	00
June	2021	00	00	00	10	01	00
TOTAL		02	29	80	54	65	28



Figure 9: Some of houses that were affected by natural disasters



Figure 10: Disaster Incident victims receiving relief

INSTALLATION OF LIGHTNING CONDUCTORS

Dr. Nkosazana Dlamini Zuma Municipal area of jurisdiction is prone to lightning and as such during the financial year 2020/ 2021, lightning continued to cause havoc in some of the areas.

The municipality installed 36 lightning conductors during the above financial year as part of mitigating the effects of lightning.

Such lightning conductors are of paramount importance to the community in terms of mitigating the effects of lightning whenever it strikes. One of the most important things in disaster management is to save lives and having such infrastructure at a community level assist a great deal.

Awareness campaigns are also conducted as part of parting information to the community to be familiar with things that, they can do and not do in cases of thunderstorms. Indigenous information is also taken into consideration whenever such awareness campaigns are conducted. The main purpose is to save people's lives.



Figure 11- Lightning Conductors being Installed

TRAFFIC

The traffic section derives their activities from the National Traffic and Transportation Act, which emphasises law enforcement and to a certain extent promote awareness to ensure communities' road safety.

There were extensive local and multi-stakeholder road blocks that were conducted within the road network infrastructure within Dr. Nkosazana Dlamini Zuma Municipality. This has seen road accidents declining significantly even on the areas that are known to be notorious with motor vehicle accidents.

The Dr. Nkosazana Dlamini Zuma Municipality takes issues of road safety very serious.

The municipality acknowledges the roles played by our partners, in law enforcement such as South African police, South African National Defence Force, the private security companies, SANTACO and others.

The municipality works very close with the department of transport, and accidents are reported as and when they occur as part of keeping and dissemination of data amongst stakeholders.



Figure 11- Multistakeholder Road block

AUTOMATED NUMBER PLATE RECOGNITION

In 2020, Dr. Nkosazana Dlamini Zuma Municipality procured an Automated Number Plate Recognition trailer in order to intensify its law enforcement fraternity and to ensure that motorists with infringements are brought to book. At some point the municipality specifically the traffic section was faced with a high turn-over of staff in which the person that was trained to operate the trailer also left the municipality.

This affected the operations of the trailer, until such time that, the municipality sent three officials for training to operate the trailer.

A decision was further taken that in order to enhance revenue collection, the trailer must have a schedule that will direct its operations on weekly basis. Currently the trailer is out on the street at least twice a week hence the collection is realized.

The weather patterns also play a critical role in so far as the operations of the trailer are concerned, if adverse weather conditions are realized such trailer cannot be dispatched since it is not safe to have road-blocks when conditions are unfavourable.

The ANPR trailer is a very good asset, if utilized to its maximum can realize 100% collection of revenue hence it is of paramount importance to ensure that suffice collection of traffic fines is done.



Figure 12 ANPR Trailer at work

SCHOOL AND COMMUNITY ROAD SAFETY AWARENESS CAMPAIGNS

The municipality takes into cognisance that, when you plant information to young kids, you invest in pupils or generation that will grow understanding the importance of rules of the road and the fact that, they must be followed all the time to prevent road accidents and thus preventing unnecessary deaths on our roads.

The municipality has a programme called Integrated Community Safety Awareness Campaign where different stakeholders converge together to impart information to communities and school children about different aspects that deals with the safety of the communities within the area of jurisdiction of the municipality.

This programme was affected by the eruption of `COVID-19 since it is not easy it is not easy to implement during stringent lockdown regulations. Amongst other things that are covered by the programme are as follows:

- Safety of the roads
- Dangers associated with stray animals on the road and their impounding.
- Disaster related matters.
- Fire safety topics e.t.c

This programme further extends to communities as part of its intensive roll out, and hence has made wonderful strides in terms of increasing capacity on information transfer.

The reduction of livestock related motor vehicle accidents is a testimony that, such initiatives play a very critical role to ensure safety in the communities.

NEW VEHICLES FOR TRAFFIC UNIT

As part of enhancing services delivery within the traffic unit, the municipality procured two (2) vehicles for the traffic unit.



CREIGHTON AND HIMEVILLE DRIVERS LICENSE TESTING CENTER AND MOTOR VEHICLE LICENSING OFFICE

The Himeville DLTC and Motor Licensing office continues to offer services to the public despite the disturbance caused by the Corona virus.

The Creighton DLTC has been closed since December 2020 due to broken equipment which has not been fixed to date. Bi-laterals with all stakeholders involved are taking place to ensure the re-opening of the centre.

ANIMAL POUNDS

The Dr. Nkosazana Dlamini Zuma municipality is striving to remove stray animals from the road networks within its area of jurisdiction and thus ensuring the safety of motorists. Stray animals have been the cause of many accidents not only in the jurisdiction of Dr. NDZ municipality but country wide. It is therefore imperative that, safety measures to prevent such motor vehicle accidents be implemented to curb such a scourge.

During the past financial year, the animal pounds sections have been hard at work with a lot of stray and tress-passing animals impounded. Where animals were not claimed, the process of auctioning such livestock was followed accordingly.

LIBRARIES

Dr. Nkosazana Dlamini Zuma Municipality has got four operational libraries within its area of jurisdiction namely:

- Underberg Library
- Creighton Library
- Nkwezela Library and
- Bulwer Library



Figure 13, Underberg Library

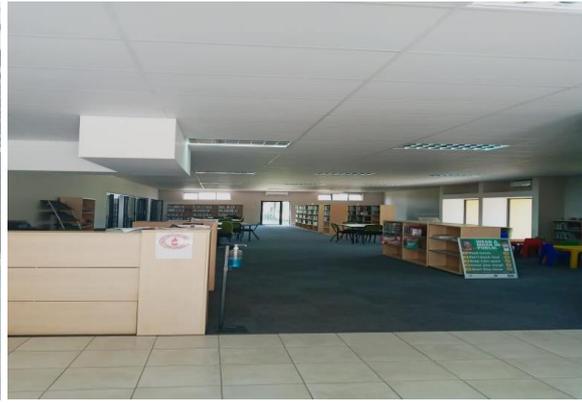


Figure 14, New Creighton Library



Figure 15, Nkwezela Library



Figure 16, Bulwer Library

The libraries are operated in partnership with the Department Arts and Culture, since most the infrastructure for the libraries is funded by the department.

The primary objective for the libraries, is to ensure that, community members gain access in such libraries whenever they seek information that can assist them either during their studies or otherwise. The libraries also conduct basic computer trainings to members of the community especially the youth, to at least gain an understanding of how to utilize a computer.

About eight (8) community library outreach programmes were conducted by the library services during the financial year 2020/ 2021 . Such programmes are conducted at schools and at a community level. School children benefit a lot from such as they get to fully understand what benefits are available at the libraries.



Figure 17- Library outreach programmes

LIBRARIES COMPUTER TRAININGS

The municipal library services also conduct computer training to the members of the community, more especially to the youth. For a matriculant a basic computer training certificate is of paramount importance whilst they search for jobs and other opportunities.

Due to COVID-19 challenges, at least six (6) computer trainings were conducted benefitting quite a number of youths within the area of jurisdiction.



Figure 18- Students after receiving their certificates

NEW VEHICLE FOR LIBRARY SERVICES

A new vehicle was procured for the library services after their vehicle was involved in an accident in 2019 and was written off. This unit needs such a vehicle to fulfill their obligations within the area of jurisdiction of the municipality.



Figure: 19 Libray services new vehcile

ERRUPTION OF THE CORRONA VIRUS (COVID-19) PANDEMIC IN SOUTH AFRICA

The first South African COVID-19 case was confirmed by the National Institute for Communicable Diseases on Thursday the 05 March 2020, wherein a 38-year-old who had travelled to Italy with his wife tested positive. They were a part of a group of ten people and they arrived back in South Africa on the 01 March 2020.

After realizing the impact of COVID-19, the President of the Republic of South Africa pronounced a state of a disaster which saw the country being locked down in terms of level 5. This initiative was aimed at slowing down the rate of infections amongst the people and thus giving the government more time to build facilities that will be in a position to deal with the extent of the pandemic.

After pronouncing the state of a disaster, the president then provided the organs of states with financial assistance so as to play a role in preventing the scourge of the pandemic.

The municipality continues to budget for items that will assist it to deal with the corona virus pandemic since such pandemic is still around us and people are getting infected on daily basis. Amongst other things that are procured for such are as follows:

- Procurement of Personal Protective Equipment
- Procurement of sanitizers
- Procurement of equipment utilized for sanitization
- Procurement of equipment utilized for screening purposes
- Providing masks to the employees.
- Conducting awareness campaigns
- Providing employees with sanitizers
- Conducting risk assessment to municipal buildings in order to make them COVID-19 compliant
- Provision of screening facilities to ensure that, all people that enter the municipal premises are screened
- Putting measures in place to ensure social distancing in offices

SANITIZATION OF PUBLIC BUILDINGS

The municipality is striving to deal with the corona virus on daily basis, measures were put in place to sanitize all municipal buildings and furthermore to assist the sector departments with sanitization of their offices in cases where positive cases have been reported.

All municipal buildings and satellite stations are sanitized on weekly basis, this programme has been very effective since during the financial year 2020/ 2021, there were minimal positive cases recorded by the municipality and the municipality was fortunate enough to not register a single death on its personnel and councillors.



FIGURE 20: Municipal public buildings being sanitized

COVID 19 AWARENESS CAMPAIGNS

The municipality conducted COVID 19 awareness campaigns mostly at pension payout points as part of ensuring the prevention measures of the covid 19 pandemic. Such awareness campaigns proved to be very fruitful.



FIGURE 21: Municipal vehicle conducting an awareness campaign at Bulwer post office during a pension payout

SANITIZATION OF PUBLIC TRANSPORT

The municipality, in collaboration with all taxi associations within the area of jurisdiction of the municipality work very closed to combat the spread of the pandemic. Taxi ranks were sanitized on weekly basis through-out the financial year 2020/ 2021. All taxis ranking in such facilities were also sanitized accordingly.



Figure 22: Sanitization of Public Transport

SANITIZATION OF INDIGENT FUNERAL FAMILIES

As part of service delivery, the municipality assisted indigent families within the municipal area whenever there was a funeral, with sanitizers to ensure that, measures are undertaken to curb the spread of the pandemic during such funerals.



Figure 23: Sanitization of f

Chapter 4

ORGANISATIONAL DEVELOPMENT PERFORMANCE

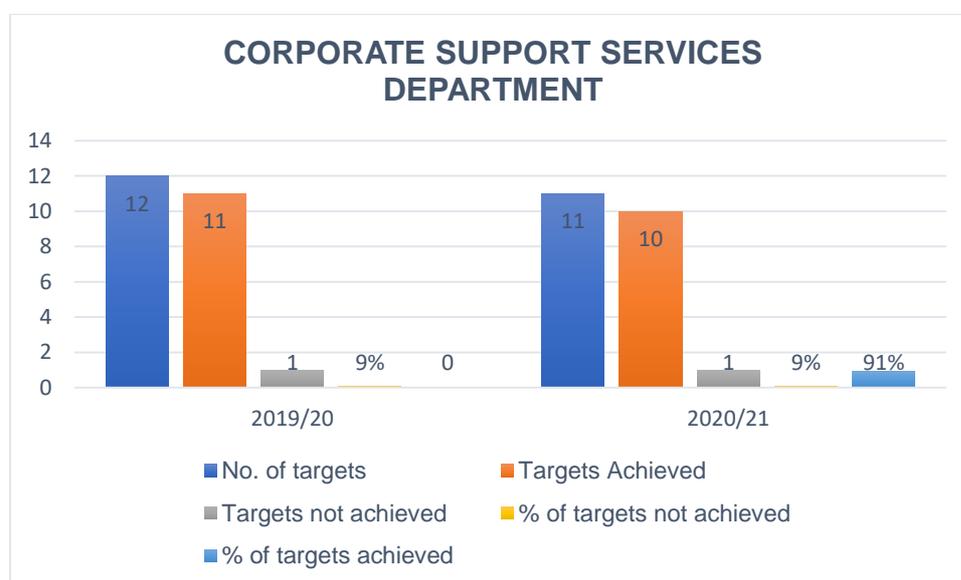
Corporate Support Services Department is responsible for the implementation of this chapter within the organisation.

CORPORATE SUPPORT SERVICES DEPARTMENT: NKPA: MUNICIPAL INSTITUTIONAL DEVELOPMENT AND TRANSFORMATION

CATEGORY	2019/20	2020/21
No. of targets	12	11
Targets Achieved	11	10
Targets not achieved	01	01
% of targets not achieved	9%	9%
% of targets achieved	92.3%	91%

The overall score for the KPA is 91% for 2020/2021 and is down by 1.3% from 2019/20.

GRAPHICAL PRESENTATION OF THE DEPARTMENT'S PERFORMANCE IN 2020/21 AS COMPARED TO 2019/2020



KEY ACHIEVEMENTS AND CHALLENGES BY THE DEPARTMENT WORTH NOTING BY COUNCIL

The Department has achieved all its targets for the last quarter of 2020/21 financial year. 27 municipal policies were workshopped to both staff and Councillors during this quarter and thereafter approved by Council on 27 May 2021 for implementation in the following financial year. An over-achievement was recorded when the department was able to facilitate training programmes for 85 municipal officials instead of the planned target of 55. The department had also successfully convened four planned Occupational, Health and Safety Meetings throughout the year. The department is also

effective on the coordination of Council Committees and in the drafting of Council resolutions and resolution registers thereof. These resolution registers serves as a yard-stick to measure the effectiveness of Council.

COMPONENT A

INTRODUCTION TO THE MUNICIPAL WORKFORCE (TOTAL EMPLOYMENT, TO INCLUDE STAFF TURNOVER.

4.1 National Key Performance Indicators

The municipality developed an Employment Equity Plan which was adopted by council in 2016/17 financial year. This plan seeks to ensure representations of previously disadvantaged individuals in all municipal levels in line with the requirements of Employment Equity Act of 1998. Currently, we have 4 employees who are disabled. The minimum prescribed norm is 2%. It is also noted that the municipality has slightly improved in terms of women representation at Management level as we now have 4 female Managers of which one is an HOD.

Table 4.1 indicates the municipality's performance in terms of the National Key Performance Indicators required in terms of the Local Government: Municipal Planning and the Performance Management Regulations of 2001 and section 43 of the MSA. These KPIs are linked to the KPA – Municipal Transformation and Organisational Development.

Table 4.1: Employment Equity target groups

KPA & INDICATORS	MUNICIPAL ACHIEVMENT
	2020/21
The number of people from employment equity target groups employed in the three highest levels of management in compliance with the Municipality's approved Employment Equity Plan	3
The percentage of the Municipality's budget actually spent on implementing its Workplace Skills Plan	100%

Introduction to municipal workforce

The municipality has Heads of departments who report directly to the Municipal Manager and line managers who manage staff performance. Officers are the direct supervisors of junior level employees. Most posts are now filled and that brings stability in the municipality thus improving service delivery. Staff meetings are held as a means of reporting and information sharing in order to identify and address possible challenges that may affect functioning of staff. The Municipality currently employs 230 permanent officials, who individually and collectively contribute to the achievement of Municipality's objectives. The primary objective of the Human Resource Management is to render an innovative HR service that addresses both skills development and an administrative function.

4.2.1 Employment Equity targets/actual

Table 4.2: Employment Equity targets/actual 2020/2021 FY

RACE	TARGET	ACTUAL
African	195	225
Coloured	10	3
Indian	0	0
White	8	2

GENDER / DISABILITY	TARGET	ACTUAL
Male	109	131
Female	86	99
Disabled	0	4

4.2.2 Total workforce/posts and employees with disabilities

Table 4.3: Total workforce/posts and employees with disabilities by race and gender for 2020/21 financial year

TARGET GROUP RACE & GENDER	LEVEL REPRESENTATION	OF	PERCENTAGE OF WORKFORCE (%)	LEVEL REPRESENTATION OF DISABILITY
African female	98		42,6%	1
African male	127		55,2%	2
Coloured female	2		0,8%	0
Coloured male	1		0,4%	0
Indian female	0		0	0
Indian male	0		0	0
White female	2		0,8%	1
White male	0		0	0
TOTAL	230		100%	4

4.2.3 Employment Equity for top management (Section 56 and 54)

Table 4.4: Employment Equity for top management (Sections 56 and 54) by race and gender for 2020/2021 financial year

TARGET GROUP RACE & GENDER	LEVEL OF REPRESENTATION REQUIRED WORKFORCE	PERCENTAGE OF WORKFORCE (%)
African female	1	20%
African male	4	80%
Coloured female	0	0%
Coloured male	0	0%
Indian female	0	0%
Indian male	0	0%
White female	0	0%
White male	0	0%
TOTAL	5	100%

Vacancy rate

The approved organogram for the Municipality had 230 posts for the 2020/21 financial year. The actual positions filled are indicated in Table 4.5 by functional level.

Table 4.5: Number of filled posts per functional level

PER FUNCTIONAL LEVEL		
FUNCTIONAL LEVEL	FILLED	VACANT
Municipal Manager's Office	1	
Corporate Support Services	1	
Community Services	1	
Budget & Treasury Office	1	
Public Works & Basic Services	1	
Development & Town Planning Department	0	
TOTAL	5	0

Managing municipal workforce

Table 4.6: HR policies approved during the 2020/21 financial year

POLICIES	APPROVAL DATE
Acting Allowance Policy	30 June 2020
Attractive and Retention Policy	30 June 2020
Bereavement Policy	30 June 2020
Code of Conduct Policy	30 June 2020
Disciplinary Policy	30 June 2020
Dress Code Policy	30 June 2020
Employment Equity Policy	30 June 2020
HIV/Aids Policy	30 June 2020
Housing Policy	30 June 2020
Overtime Policy	30 June 2020
Induction and Exit Management Policy	30 June 2020
Long Service Policy	30 June 2020
Leave Policy	30 June 2020
Occupational Health and Safety Policy	30 June 2020
Succession Planning Policy	30 June 2020
Subsistence and Travelling Policy	30 June 2020
Termination of Service Policy	30 June 2020
Recruitment and Selection Policy	30 June 2020
Training and Development Policy	30 June 2020
Telephone Policy	30 June 2020
Study Assistance Policy	30 June 2020
Internship Policy	30 June 2020
IPMS Policy	30 June 2020
EAP Policy	30 June 2020
Job Evaluation Policy	30 June 2020
Smoking Policy	30 June 2020

Talent Management Policy	30 June 2020
Change Management Policy	30 June 2020
Substance Abuse Policy	30 June 2020

Capacitate municipal workforce

Various trainings were by staff members to enhance their skills. All these trainings are done in line with our Work skills plan which outlines areas where employees should be trained on.

The municipality also offers study assistance to its employees to enroll for formal courses relating to their field of work. It is in our policy requirements that should an employee fail his/her studies, bursary funds paid on behalf of the employee will be recovered from such employee.

SKILLS DEVELOPMENT AND TRAINING

In accordance with the National Treasury: Local Government: Municipal Finance Management Act, Act 53 of 2003, Competency Regulations, progress in Dr Nkosazana Dlamini Zuma Local Municipality's financial competency development is as follows.

MFMA COMPLIANCE TO MINIMUM COMPETENCY REGULATIONS

Table 4.7: Progress report on financial competency development

DESCRIPTION	TOTAL NUMBER OF OFFICIALS EMPLOYED BY Dr NKOSAZANA DLAMINI ZUMA LM	TOTAL NUMBER OF OFFICIALS WHOSE COMPETENCY ASSESSMENTS HAVE BEEN COMPLETED	TOTAL NUMBER OF OFFICIALS WHO MEET PRESCRIBED COMPETENCY LEVEL	TOTAL NUMBER OF OFFICIALS WHOSE PERFORMANCE AGREEMENTS COMPLY WITH REGULATION 16
Financial Officials				
Accounting Officer	1	1	1	1
Chief Financial Officer	1	1	1	1
Senior Managers	3	3	3	3
Other Officials		24	24	—
Supply Chain Management Officials				
Supply Chain Manager	1	1	1	—

Other Officials				—
TOTAL	204	28	28	5

Table 4.8: Qualification profile for leadership, governance and managers for 2020/21 financial year

Table 4.9: Skills profile of employees for 2020/21 financial year

The municipality provides employees with an opportunity to further their formal studies through a study assistance/bursary scheme. This initiative motivates employees to further their studies within their respective vocations so to enable them to perform their duties better and promotes staff progression to higher levels within the organisation. The aim of providing professional development support to employees is a strategy to link personal development of staff to ensure a sustainable, well developed and professionally qualified workforce.

DR NKOSAZANA DLAMINI ZUMA LOCAL MUNICIPALITY									
Occupational Category (OFO)	Highest Qualification (Type)								Total
	General Education (Grade 1-9 / Std 0-7)	Further Education (Grade 10-11 / Std 8-9)	Matric (Grade 12 / Std 10)	National Certificate	National Diploma	Degree	Honours	Masters	
Managers	0 0%	0 0%	0 0%	0 0%	2 19%	10 56%	3 19%	1 6%	16 100%
Professionals	0 0%	0 0%	4 11%	4 11%	10 27%	14 38%	4 11%	1 3%	37 100%
Technicians and Trades Workers	0 0%	0 0%	0 0%	0 0%	7 78%	1 11%	0 0%	1 11%	9 100%
Community and Personal Service Workers	0 0%	0 0%	3 14%	3 14%	15 71%	0 0%	0 0%	0 0%	21 100%
Clerical and Administrative Workers	0 0%	0 0%	11 20%	5 9%	26 47%	12 22%	1 2%	0 0%	55 100%
	4	9	5	2	0	0	0	0	20

Machinery Operators and Drivers	20%	45%	25%	10%	0%	0%	0%	0%	100%
Elementary Workers	24	33	12	1	2	0	0	0	72
	33%	46%	17%	1%	3%	0%	0%	0%	100%
Total	28	42	35	15	63	36	8	3	230
	12%	18%	15%	7%	27%	16%	3%	1%	100%

Table 4.10: Qualification profile for employees for 2020/21 financial year

SKILLS DEVELOPMENT AND TRAINING

Section 68 of the MSA requires municipalities to develop their human resource capacity to a level that enables them to perform their functions and exercise their powers in an economical, effective, efficient and accountable way. Dr Nkosazana Dlamini Zuma Local Municipality develops its workforce by facilitating skills programmes aimed at capacitating employees. The Skills Development Approach is aimed at providing development support to employees and co-ordinating such development through structured learning. Capacity Development is linked to the annual Workplace Skills Plan (WSP). Dr Nkosazana Dlamini Zuma Local Municipality annually submits a Workplace Skills Plan (WSP) and an Annual Training Report (ATR) as required by the Skills Development Act, to the Local Government Sector Education and Training Authority (LGSETA). A total number of 80 employees and 18 Councillors were trained for the reporting period.

The 2020/21 financial year was quite a challenging year due to Covid-19, however we were able to over achieve the targets we had set for staff training as follows:

- Customer Care – 19 Officials, completed in October 2020
- Introduction to Samtrac – 2 Officials, completed in October 2020
- First Aid - 14 Officials, completed in November 2020
- Advanced Driving – 4 Officials, completed in December 2020
- OHS Act – 14 Officials, completed in March 2021
- Peace Officer – 15 Officials – completed in June 2021
- Public Participation – 12 Officials – completed in June 2021

Target was 55 employees to be trained – 80 employees trained

The following highlights were achieved during the 2020/21 financial year:

HIGHLIGHT	DESCRIPTION
Filling of critical positions	Critical positions were filled in the year under review; Manager Assets and Revenue Manger ICT Internal Audit Manager
Annual organogram review 2020/21	The process of the organogram review was done in terms of the legislation
Workplace Skills Plan	The Workplace Skills Plan was submitted to LGSETA on the 26 April 2021 . All stakeholders signed-off the plan
Employment Equity Report	The Employment Equity Report was submitted on the 17 December 2020. All stakeholders signed-off the report.
Awarding of internal bursaries	A total number of 8 bursaries were approved for internal staff.
Awarding of external bursaries	The top 10 were awarded bursaries, 3 were awarded full bursaries and 7 registration fees
Bursary awards ceremony	The students received their bursaries from the Deputy Mayor at the awards ceremony.
Training opportunities	Various employees were trained during the year
EAP/ Employee Wellness Day	Various events directed at employee wellness were held during the year under review
	..

OHS

OCCUPATIONAL HEALTH AND SAFETY COMMITTEE

Dr NDZ has an approved OHS Policy and established OHS committee as contemplated in OHS Act,85 Of 1993,this is based on the principle that work related hazards, risk and dangers should be addressed by good communication and cooperation between management and employees. Four successfully OHS meetings were held in the 20/21 fy as depicted on the Corporate Services SDBIP.

Committee's duties

- Committees must make and keep records of recommendations to employers and inspectors;
- Where these recommendations do not lead to solving the matter, the committee must make recommendations to an inspector.
- Shall discuss, report and keep records of incidents in which someone is killed, injured, or becomes ill
- Shall discuss incidents, injuries, illness, death and must report on an incident in writing to an inspector
- Shall perform their functions as prescribed
- Shall keep records of recommendations



FIRE COMBUSTION

Fire risk surveys have been conducted by a OHS Committee together with Fire Fighting department and on completion of the survey a report was sent to MANCO on necessary fire equipment's needed in municipal buildings.



The OHS Committee has successfully identified evacuation assembly points in the main office in Creighton and in Himeville offices **and all other work sites will follow suit.**



An emergency evacuation drill was conducted successfully on the 11 June 2021, all employees cooperated and lessons were thought on how to use different fire extinguishers in different forms of fire. The following fire extinguishers were used;

Dry Chemical Powder-DCP

Co2

Form Concentrate

**The whole exercise aimed capacitating
Employees to respond timeously on the
event of fire breakage in the municipality**

**and to familiarize themselves with the importance of
reporting any hazards in the workplace that may
jeopardize their health and safety.**



COVID-19

Dr NDZ has successfully approved a Covid-19 Policy which is based on infection, transmission, prevention and specific occupational hygiene practices that focus on the need for the Dr NDZ municipality to implement measures to mitigate or eliminate the transmission of the virus in the workplace. The employer has procured more than 1500 face mask and more than 150 litre of 70% alcohol saniters. The employer has further appointed qualified nurses to conduct screening and testing in all NDZ worksites and that has help the municipality to further acquire any medical information from the nurses and combat the spread of Covid-19

INJURY ON DUTY

Under the review period, one employee was injured while on duty. The traffic officer was on duty doing patrols on the R617 at Sharp Location in Bulwer and whilst trying to stop a vehicle, another vehicle came and fired gun shots at the officer resulting in serious injuries. The officer suffered gunshot wounds to the chest, spine and abdomen. The matter was successfully reported the Department of Employment & Labour and they are handling this matter in terms of COIDA Act.

We have a first aiders as well as OHS representatives as a first response to any injuries / incidents that may arise in the workplace.

Labour Relations Statistics

The table below indicates the labour relations activities throughout the financial year:

DESCRIPTION	NUMBER - 2020/2021
Cases	BRIBERY DERIVATIVE MISCONDUCT MISCONDUCT-SOCIAL MEDIA
Terminations	NONE
Counselling Sessions	FIVE
Disputes	TWO
Grievances	TWO
Suspensions	THREE

TABLE BELOW DEPICT EPWPs CASES

WORKSITE	CASES
HIMEVILLE- POUND GA	ABSENT WITHOUT ALTHOURITY
CREIGHTON- GA	UNDER THE INFLUENCE OF ALCOHOL
CREIGHTON -POUND GA	INSUBORDINATION
CREIGHTON -CLEANER	ABSENT WITHOUT ALTHOURITY

LEAVE MANAGEMENT

Dr NDZ uses SAMRAS system to manage leave within the municipality, on top of that we have taken an initiative to develop a Leave Management Spreadsheet which is a manual capturing system to back up SAMRAS for quality assurance, here are the leave taken for the year 2020/21

LEAVE TYPE	NUMBER OF DAYS TAKEN
ANNUAL LEAVE	618
SICK LEAVE	56
FAMILY RESPONSIBILITY LEAVE	44
STUDY LEAVE	40
MATERNITY LEAVE	130

It should be noted that Dr NDZ has a leave Policy which is reviewed on annual basis and any deviation from the policy is taken as transgression in law.

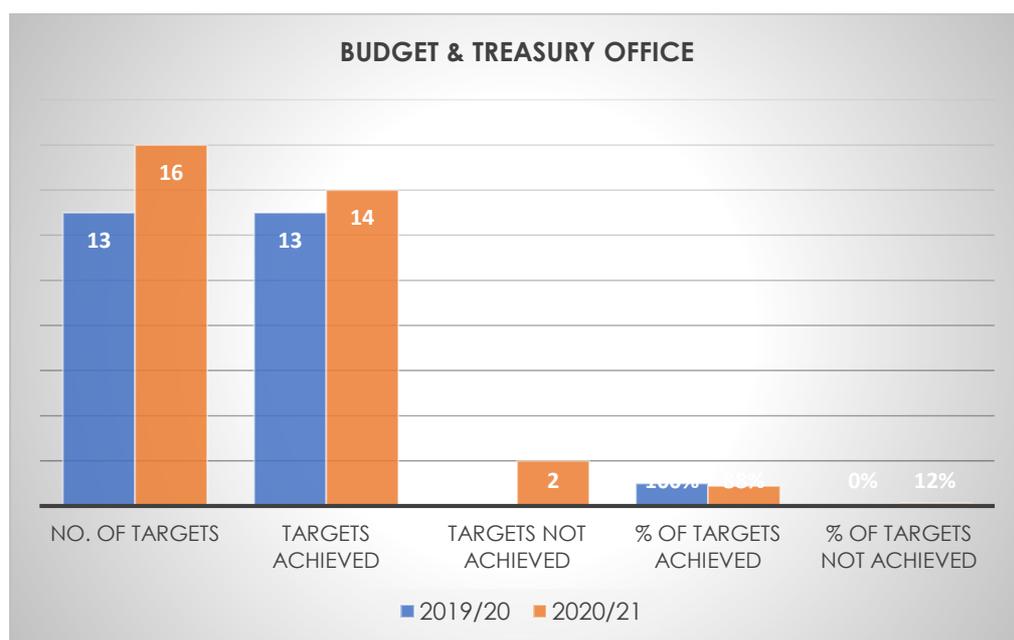
Chapter 5

BUDGET AND TREASURY OFFICE NKPA: MUNICIPAL FINANCIAL VIABILITY AND MANAGEMENT

The overall score for the KPA is 88 % for 2020/2021 which is down by 12% when compared to the 2019/20 previous financial year's performance which was 100%.

CATEGORY	2019/20	2020/21
No. of targets	13	16
Targets Achieved	13	14
Targets not achieved	0	02
% of targets not achieved	0%	12%
% of targets achieved	100%	88%

GRAPHICAL PRESENTATION OF THE DEPARTMENT'S PERFORMANCE COMPARING 2019/20 AND 2020/2021 FINANCIAL YEARS



PERFORMANCE HIGHLIGHTS OF THE BUDGET AND TREASURY OFFICE DURING THE 2020/2021 FINANCIAL YEAR

The department achieved 13 targets during the last quarter of the financial year and it was able to table the final budget to Council, Provincial and further submit it to both Provincial and National Treasury on the 27th May 2021 which is within the legislated timeframe. The department is in a process of finalising the 2020/21 annual financial statements which are also prepared in-house.

The department is constantly providing support to particularly service delivery departments as well as support departments by ensuring that they adhere to good financial management practices and regulations. 31% of the municipality's budget was saved as per circular 82 of the MFMA. The eight months cash/ cost coverage ratio is a good indication that the department is playing its role in terms of maintaining financial stability. Only two targets were not achieved during this quarter and the table

below contains the summary of reasons and corrective measures that the department would apply to improve performance in future.

The Act on local Government: Municipality Finance Management Act No 56, 2003

Chapter 11, the MFMA supply chain management Regulation 6 (2)(a)(i), as published in terms of Act No.56 of 2003 and the Supply Chain Management Policy of regulation 6 (2)(a) as adopted by Council state that Accounting Officer must, within 30 days of the end of each financial year, submit a report on implementation of the Supply Chain Management policy to Council, in order for municipal council to play oversight role and to create a transparent image to all processes in the Supply Chain Management Division.

COMPONENT A

STATEMENT ON THE FINANCIAL PERFORMANCE

The purpose of this section is to report on the financial performance of the municipality for the 2020/21 financial year. The detailed Annual Financial Statements (AFS) is a separate volume to the Annual Report. The Budget and Treasury office consists of five units namely:

- Supply Chain Management

- Expenditure Management

- Revenue Management

- Fleet Management

- Asset Management

Assessment of taxes and arrears

As at 30 June 2021, consumer debtors of R 76,853,372 were impaired and provided for. The municipality used the "Accounts Receivable Aging Method" to estimate the allowance for doubtful accounts. The method assumes that the older a credit sale is, the less likely it is that the customer will pay up. The logic behind the aging method is that a business with older accounts receivable will incur more bad debts. To calculate a debt provision using the aging method, the municipality sorted accounts receivables by age and multiplies each group by a predetermined rate. However, it must be noted that it is quite difficult to derive a forecast of bad debts, since a number of variables impact the ability of a customer to pay an invoice, and those variables are difficult to anticipate. The municipality has estimated the amount of bad debt by guesstimating which specific debt aging will not be paid. The total provision amounted to R 38,722,287.

Debtors Extract

Rates	30-Jun-21	30-Jun-20
Current (0-30 days)	1,941,401.00	2 584 745.69
31-60 days	1,895,206.45	1 936 464.24
61-90 days	1,720,413.20	1 738 402.56
91-120 days	1,797,173.47	1 623 300.79
>121 days	58,965,795.06	51 145 665.19
	66,319,989	59 028 579

Refuse

Current (0-30 days)	622,692.84	301 323.89
31-60 days	230,081.81	232 966.87
61-90 days	193,770.80	208 319.67
91-120 days	174,383.02	194 334.12
>121 days	7,193,550.97	6 305 609.69
	8,414,479	7 242 554

Rental

Current days) (0-30	79,395.95	58 340.50
31-60 days	70,441.37	15 809.78
61-90 days	70,441.37	15 809.78
91-120 days	70,441.37	15 809.78
>121 days	739,518.84	624 157.98
	1,030,239	729 928

Sundry

Current days) (0-30		22 991.44
31-60 days		49 589.23
61-90 days		49 589.23
91-120 days		36 406.30
>121 days	1,086,264.40	605 652.26
	1,086,264	764 228

Sundry Debtors

>121 days	2,400.00	2,400.00
	2400	2400

Efforts have been made through CoGTA and Provincial/National Treasury to recover the Government outstanding debt. The municipality is in a process of finalizing the implementation of online service where all customers will be able to view and pay their accounts online upon registration. The municipality is still dependent on grants. Revenue enhancement plan has been developed and progress would be reported in MANCO meetings.

COMPONENT B

SPENDING AGAINST CAPITAL BUDGET

Assets and Infrastructure

Asset management is central to providing the required services in a cost-effective, efficient and transparent manner. The asset management plans to continue and maintain a high standard to ensure:

The effective and efficient control, utilization, safeguarding and management of municipal assets.

Compliance with all relevant standards, policies and procedures relating to property, plant and equipment.

The implementations of the MFMA, specifically, section 63 and the principles in accordance with GRAP standards.

The valuation of assets, and the establishing and maintaining systems of internal controls over assets,

The establishment and maintenance asset register and clarifying responsibilities and accountabilities for the asset management process.

The municipality adopted the cost model on accounting for their property plant and equipment. The Municipal Infrastructure Grant (MIG) allocation for 2020/2021 catered four road projects, three sports fields, two community halls, two crèches and shelter and toilets. The municipality has purchased its own Plant and Machineries in improve efforts in the delivery of infrastructure services.

CAPITAL SPENDING ON 5 LARGEST PROJECTS

Name of the project	Original Budget	Actual Expenditure	Percentage Spent
Creighton library	6,045,141	6,045,141	100%
Dumabezwe sport field	7,561,313	7,394,576	98%
Mqulelwa sport field	7,564,603	6,839,686	90%
Underberg asphalt road phase 3	6,731,038	6,257,258	93%

Name of the project	Original Budget	Actual Expenditure	Percentage Spent
Underberg asphalt road phase 2	6, 500, 000	5,102,399	78%

Projects with the highest capital expenditure	
Name of the project	Bhidla Housing Projects
Objective of the Project	Construction of houses in ward 11
Delays	Housing Providing the municipality with the Funds
Future challenges	No challenges.
Anticipated citizens benefits	The community will have access to housing
Name of the project	Dumabezwe sport field
Objective of the project	Provision of sports facility
Delays	Not applicable
Future challenges	Cost of Maintaining the sports field
Anticipated citizens benefits	The community will be able use the sports facility

Projects with the highest capital expenditure	
Name of the project	Mqulelwa sport field
Objective of the project	Provision of sports facility
Delays	Not applicable
Future challenges	Cost of Maintaining the sports field
Anticipated citizens benefits	The community will be able use the sports facility
Name of the project	Underberg asphalt road phase 2
Objective of the project	Road network
Delays	Not applicable
Future challenges	Cost of Maintaining the road
Anticipated citizens benefits	The community will be able access schools & hospitals easily
Name of the project	Underberg asphalt road phase 3
Objective of the project	Road network

Delays	Not applicable
Future challenges	Cost of Maintaining the road
Anticipated citizens benefits	The community will be able access schools & hospitals easily
Name of the project	Creighton Library
Objective of the project	Provision of Library
Delays	Not applicable
Future challenges	Cost of Maintaining the library
Anticipated citizens benefits	The community will have access to Library

REGULATION 32

Regulation 32(1) of the Municipal Supply Chain allows the accounting officer to procure goods or services for the Municipality or Municipal Entity under contract secured by another organ of state. The municipality did not exercise allowance provided by this regulation in the 2020/2021 financial year.

REGULATION 36 DEVIATIONS

Date	Supplier	Details	Reason for Deviation	Amount@
21/07/2020	Capmed Health	Request for a medical practitioner to test municipal employees.	Health practitioner to test 25 municipal employees for COVID 19.	R30 000,00
24/08/2020	Truvelo Electronics Africa	Service of calibration speed camera	Truvelo was the only service provider to service the speed camera from the traffic Department	R9 446,91
24/08/2020	NUD Towing and Recovery	Towing of unattended vehicle from Underberg to Creighton	The services were required due to an emergency on the road. Vehicles abandoned on the road (Toyota Tazz R617 NUD)	R2 950,00
24/08/2020	NUD Towing and Recovery	Towing of unattended vehicle R 617 Bulwer to Creighton	The services were required due to an emergency on the road. Vehicles abandoned on the road (white Renault Stepway R617 Bulwer)	R2 800,00
28/04/2021	CMAM South Africa	Local Government Management GRAP Capacitation Programme for 4 officials	Programme for all KZN Municipalities in partnership with SALGA	41 750,00
13/05/2021	Bulwer & Donnybrook Taxi Owners Association	Hire of 4 taxis to transport Ward committees attending Public consultation by MPAC	It was impractical to follow normal SCM processes, as these are the only 2 Taxi Owners associations that are allowed to transport people around Dr-Nkosazana Dlamini Zuma Municipality Jurisdiction.	33 000,00
13/05/2021	Underberg & Himeville Taxi Owners Association	Hire of 4 taxis to transport Ward committees attending Public consultation by MPAC	It was impractical to follow normal SCM processes, as these are the only 2 Taxi Owners associations that are allowed to transport people around Dr-	11 800,00

			Nkosazana Dlamini Zuma Municipality Jurisdiction.	
26/05/2021	Bulwer & Donnybrook Taxi Owners Association	Transport for fashion designers attending a training in Bulwer Art Centre	It was impractical to follow normal SCM processes, as these are the only 2 Taxi Owners associations that are allowed to transport people around Dr-Nkosazana Dlamini Zuma Municipality Jurisdiction.	36 000,00
26/05/2021	Underberg & Himeville Taxi Owners Association	Transport for fashion designers attending a training in Bulwer Art Centre	It was impractical to follow normal SCM processes, as these are the only 2 Taxi Owners associations that are allowed to transport people around Dr-Nkosazana Dlamini Zuma Municipality Jurisdiction.	21 420,00
09/11/2020	MFT New Holland	Repair of municipal trailer (Welding and Mesh)	An inspection of the vehicle had to be done prior to the actual repair of the vehicle, So it was impossible to source out other quotations because they charge inspection and holding fees for the trailer	12 729,35
12/05/2021	Universal Visionary Excellence	Suitable service provider to conduct Peace Officer Training for 15 Officials	The training was advertised for more than 2 times and the bidders were Non-Responsive therefore, it was impractical to follow SCM Processes and the municipality can't enforce the By-laws due to the delays of not trained relevant employees. SCM deviated of advertising.	89 985,00

TOTAL FOR DEV.

R246 684,35

SPEND ANALYSIS

Range of procurement	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Annual Total
Petty Cash R 01 to R 2 000,00	R 20 783,44	R 48 399,40	R 24 199,70	R 58 874,87	R 152 257,41
Written Quotation R 2 000,00 to R 5 000,00	R 68 401,43	R 105 588,35	R 61 227,73	R 193 301,63	R 428 519,14
Forma written Quotation R 5 000,01 to R 30 000,00	R 1 920 162,88	R 7 417 894,72	R 1 348 639,94	R 2 649 484,25	R 12 122 405,79
Tender and Quotation	R 13 760 487,83	R 22 415 157,18	R 26 425 630,15	R 8 856 328,95	R 71 457 604,11
Fuel orders	R 14 150,00	R 32 520,00	R 45 986,00	R 44 473,40	R 137 109,40
Funeral orders	R 7 500,00	R 12 000,00	R 45 986,40	R 24 000,00	R 89 486,40
Irregular expenditure	R 0,00	R 148 000,00	R 0,00	R 0,00	R 148 000,00
Fruitless & Wasteful Expenditure	R 0,00	R 0,00	R 0,00	R 0,00	R 0,00
Deviation	R 45 196,91	R 0,00	R 0,00	R 329 659,97	R 347 856,88
Transversal	R 0,00	R 0,00	R 1 704 322,00	R 4 845 069,00	R 6 549 391,22

Contract					
Total amount	R 15 836 682,49	R 30 179 559,65	R 28 442 215,92	R 17 001 192,07	R 91 432 630,35

QUOTATION AWARDED BETWEEN R 30 000,01 – R 200 000,00

BIDDERS NAME	DESCRIPTION	AMOUNT ®
Maphile Construction and Project	Supply and Delivery of 6M Container PWBS-Q015/20/21	46 700,00
Mathutha Trading Enterprise	Supply and Delivery of Car Wash Material COMM-Q018/20/21	94 160,00
Nqolobane Technologies	Supply and Installation of Antivirus Volume CORP-Q027/20/21	120 000,00
Dzivi Trading	Supply and delivery of stationery for children day and child protection	127 110,00
Langangelihle General Trading & Projects (Pty) Ltd	Supply and delivery of leather works supporting material	83 520,00
kgolo Business Trust t/a Kgolo Institute	Suitable service provider to conduct Public Participation training	R 185 150,00
Double DM Trading and Projects	Fencing of Creighton Flats	R 135 200,00
Masbonisaneni Sonke Trading and Projects	Renovation of Old Main Building	R 99 939,40
Masbonisaneni Sonke Trading and Projects	Construction Sukuma Sakhe House.2	R 138 380,00
Eyesizukulwane Trading (Pty) Ltd	Supply and delivery of 4 laptops	R 120 000,00
Eyesizukulwane Trading (Pty) Ltd	Supply and delivery of salon equipment	R 121 366,30
Eyesizukulwane Trading (Pty) Ltd	Supply and delivery of bakkie sakkie and floating pump	R 89 979,00
Mzomtsha Projects and Computer Supplies	Supply and delivery of Concrete pipes	R 167 250,00
Pretty Magwaza Assessment and Counsellig Consultancy	Provision for psychologist services	R 79 500,00
Dzivi Trading	Supply and delivery of sanitizers	R 65 090,00
LAE Construction	Renovation of Himeville Office	R 157 652,00

Simadric Construction and Projects (Pty) Ltd	Supply and installation of Zero Tolerance to fraud signage boards	R 37 360,00
Good Morning IT and Stationery	Supply and delivery of Machine and dryer	R 36 139,00
Melomsandi (Pty) Ltd	Supply and delivery of soccer kit	R 106 790,00
Eyesizukulwane Trading (Pty) Ltd	Supply and delivery of women's gardening projects	R 107 860,00
TOTAL		R 1 525 460,25

BIDS AWARDS ABOVE R 200 000,01

LENGTH OF TIME TENDER	OF FOR	APPOINTMENT DATE	CLOSING DATE OF ADVERT	BIDDERS NAME	DESCRIPTION	AMOUNT	BBBEE POINTS CLAIMED
92		22/07/2020	13/03/2020	Majiki Construction (PTY) LTD	Construction of Underberg Town Hall Phase 1 ward 3	R 10 168 150,79	20 points
137		06/07/2020	20/12/2019	Ukwazi Home Development	Construction of Centocow Taxi Rank and Toilets Phase 2	R 2 669 470,54	20 points
149		25/09/2020	28/02/2020	Sumitomo Rubber South Africa	Supply and delivery of 2X Fully fledged containers with machiner for tyre	R 500 000,00	20 points
128		11/09/2020	16/03/2020	Fast Moving Trading t/a FMT Data	Service provider for verification of indigent listing (3 years contract)	R 422 866,50	20 points
243 Days		29/10/2020	19/09/2020	Umhlaba Consulting Group	Building plans information Management system for the municipality	R420 000,00	20 points
134 Days		20/10/2020	10/07/2020	Splenda Electrical JV Ps Nkonyeni Electrical & Instrumentation Engineering	Design and implementation of electrification projects PWBS-B003/20/21	R2 299 953,59	20 points

134 Days	20/10/2020	10/07/2020	Splenda Electrical JV Ps Nkonyeni Electrical & Instrumentation Engineering	Design and implementation of electrification projects PWBS-B002/20/21	R 2 299 953,59	20 points
134 Days	20/10/2020	10/07/2020	Igoda Projects (Pty) Ltd	Design and implementation of electrification projects PWBS-B001/20/21	R 2 395 250,00	20 points
103 Days	08/12/2020	28/09/2020	Sibani Group JV Stoyi Consulting	Construction of Bulwer road asphalt surfacing-Phase 7	R 4 500 000,00	20 points
103 Days	08/12/2020	28/09/2020	Sibani Group JV Stoyi Consulting	Construction of Bulwer road asphalt surfacing-Phase 3	R 6 000 000,00	20 points
103 Days	08/12/2020	28/09/2020	Sibani Group JV Stoyi Consulting	Construction of Bulwer road asphalt surfacing-Phase 2	R 4 500 000,00	20 points
	20/01/2021	23/11/2020	Sibani Group JV Stoyi Consulting	Design, Oversee and Implementation of Underberg Town-Phase 1	4 013 770,00	20 Points
63 Days	26/01/2021	23/11/2020	BM Infrastructure JV Mabona Civils	Design, Oversee and Implementation of Bulwer Town-Phase 1	2 450 000,00	20 Points
63 Days	26/01/2021	23/11/2020	BM Infrastructure JV Mabona Civils	Design, Oversee and Implementation of Creighton Town-Phase 1	2 450 000,00	
85 Days	27/01/2021	03/11/2020	TPA Consulting cc JV Majiki and Plant Hire	Creighton Library Phase 2 Using Turnkey Strategy	4 059 937,00	

76 Days	27/01/2021	11/11/2020	William Hunt	Supply and delivery of specialised 16Ton waste skip loader	2 003 220,00	
118 Days	27/01/2021	30/09/2020	Nduna Organisation	Renovation/Maintenance of Junction Hall	228 558,00	
118 Days	27/01/2021	30/09/2020	Nduna Organisation	Renovation/Maintenance of Bazini Hall	199 910,00	
118 Days	27/01/2021	30/09/2020	Buhlebezwe Trading (Pty) Ltd	Fencing of Himeville Sportsfield	119 460,00	
118 Days	27/01/2021	30/09/2020	Buhlebezwe Trading (Pty) Ltd	Renovation/Maintenance of Neitherby Hall	246 174,50	
118 Days	27/01/2021	30/09/2020	Mzomtsha Projects and Computer Supplies	Renovation/Maintenance of Magqubeni Hall	199 331,00	20 Points
118 Days	27/01/2021	30/09/2020	Ziziyane Construction	Renovation/Maintenance of Bethlehem Hall	316 768,65	20 Points
126 Days	04/02/2021	30/09/2020	Snakoezy Trading	Renovation/Maintenance of Masamini Hall	317 548,00	20 Points
95 Days	26/02/2021	23/11/2020	TPA Consulting JV Majiki Construction and Plant Hire	Design, Oversee and Implementation of Donnybrook Town-Phase 1	2 982 525,00	20 Points
113 Days	05/03/2021	12/10/2020	NUD Towing and Recovery (Pty) Ltd	Panel of 6(Six) Service Providers for the Towing services for a period of 3 year	@Rate	20 Points
215	29/04/2021	25/09/2020	Nduna Organisation	Renovation/Maintenance of Mqatsheni Community Hall	R 315 700,00	20 Points

52	29/04/2021	07/05/2021	Buhlebezwe Trading (Pty) Ltd	Renovation/Maintenance of Creighton Community Hall	R 355 615,26	20 Points
215	26/04/2021	25/09/2020	Nduna Organisation	Renovation/Maintenance of Mnyameni Community Hall	R 359 950,00	20 Points
168	29/04/2021	11/11/2020	Short's Nissan cc	Supply and delivery of specialized 16 Ton waste skip loader	R 2 279 429,95	20 Points
198	29/04/2021	12/10/2020	Ziphelele Planning and Environmental	Panel of Six Service Providers: Town Planning Consultants to Provide Town Planning Services for the Municipality	As per SLA	20 Points
198	29/04/2021	12/10/2020	Isibuko Development Planners	Panel of Six Service Providers: Town Planning Consultants to Provide Town Planning Services for the Municipality	As per SLA	20 Points
85	14/05/2021	17/02/2021	BPG Mass Appraisals	General valuation and preparation of the valuation roll for implementation for 1 July 2022, Presentation and updating of the valuation roll for the period of 1 July 2022 to June 2027	R 1 802 959,00	12 Points

89	24/05/2021	23/02/2021	ZAQEN Actuaries (Pty) Ltd	Provision of actuarial valuation of Long service award liability, Post employment medical aid benefits liability, and Landfill sites rehabilitation and closure (Bulwer & Creighton) for a period of 3 years	R 269 100,00	12 Points
203	14/05/2021	22/10/2020	Madlobongwane Projects (Pty) Ltd	Supply and delivery of 10 waste skip bins	R 406 000,00	20 Points
66	01/06/2021	26/03/2021	Belebele Trading and Services	Provision of Code 14 driver's license training for 30 people	R 198 375,00	20 Points
66	01/06/2021	26/03/2021	Magxolo Trading and Projects (Pty) Ltd	Construction of Creighton and Centocow tyre slab	R 215 957,50	20 Points
87	25/06/2021	29/03/2021	Mathutha Trading and Enterprise	Supply and delivery of Agricultural material and equipment for LED	R 377 717,30	20 Points
202	25/06/2021	04/12/2020	Ayanda Mbanga Communications (Pty) Ltd	Provision of advertising services for a period of 3 years	R 3 465,09	20 Points
71	09/06/2021	29/03/2021	Phembindlela Trading Enterprise	Renovation of Bulwer Hall	R 398 415,60	20 Points
256	09/06/2021	25/09/2020	Ziziyane Construction and Trading Enterprise	Renovation/Maintenance of Himeville Sportfield Fencing	R 313 214,00	20 Points

134	15/06/2021	16/02/2021	Rusbro Engineering Works (Pty) Ltd	Calibration of alcohol breathalyzers for a period of 3 years	R 51 387,75	20 Points
77	15/06/2021	29/03/2021	Mathobela Cleaning and Protection Services	Supply, Delivery and installation of Park-Home Offices in Creighton	R 1 725 000,00	20 Points
130	09/6/2021	29/01/2021	Ntshengula Trading Enterprise (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	As per SLA	20 Points
130	09/06/2021	29/01/2021	Mathutha Trading and Enterprise	Supply and delivery of Branded Chairs and Folding tables for a period of one year	As per SLA	20 Points
130	09/06/2021	29/01/2021	Lanrec (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	As per SLA	20 Points
130	09/06/2021	29/01/2021	Mantangu Trading and Projects (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	As per SLA	20 Points
130	09/06/2021	29/01/2021	Mazulukweni Trading and Construction (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	As per SLA	20 Points
TOTAL					<u>R</u> <u>81 005 959,37</u>	

CONTRACTS MANAGEMENT

New Contract

Service Provider	Name of project	Duration of contract
Ikhenani Lethu (Pty) Ltd	Panel of 3x Service providers to provide Honey sucking services and High pressure water jetting services for a period of 36 moths	3 years
Mkholwa IT Services t/a Mkholwa Transport and Plant Hire	Panel of 3x Service providers to provide Honey sucking services and High pressure water jetting services for a period of 36 moths	3 years
Shemuntu and Son's (Pty) Ltd	Panel of 3x Service providers to provide Honey sucking services and High pressure water jetting services for a period of 36 moths	3 years
NUD Towing Services	Towing services for the municipality	3 Years
Ziphelele Planning and Environmental	Panel of Six Service Providers: Town Planning Consultants to Provide Town Planning Services for the Municipality	3 Years
Isibuko Development Planners	Panel of Six Service Providers: Town Planning Consultants to Provide Town Planning Services for the Municipality	3 Years
BPG Mass Appraisals	General valuation and preparation of the valuation roll for implementation for 1 July 2022, Presentation and updating of the valuation roll for the period of 1 July 2022 to June 2027	6 Years
ZAQEN Actuaries (Pty) Ltd	Provision of actuarial valuation of Long service award liability, Post employment medical aid benefits liability, and Landfill sites rehabilitation and closure (Bulwer & Creighton)	3 Years
Rusbro Engineering Works (Pty) Ltd	Calibration of alcohol breathalysers for a period of 3 years	3 Years
Ntshengula Trading Enterprise (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year
Mathutha Trading and Enterprise	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year
Lanrec (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year
Mantangu Trading and Projects (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year

Mazulukweni Trading and Construction (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year
Ayanda Mbanga Communications (Pty) Ltd	Provision of advertising services for a period of 3 years	3 Years

IRREGULAR EXPENDITURE

Service Provider	Name of project	Amount	Reason for Irregular
Capmed health	Health practitioner for the screening of covid-19 at municipal offices (All centres)	R 118 000,00	Due to an emergency for medical services to screen employees for Covid-19 as required by Regulation 10(8) Issued by COGTA MEC
Capmed Health	Covid-19 testing of employees	R 30 000,00	Testing of 25 municipal employees

LEASE AGREEMENTS

Non new Lease agreement for 2020/2021 financial year

TRANSVERSAL CONTRACT

Service Provider	Name of project	Amount
Bidvest McCarthy	Procurement of vehicles for community services department (x1 Double Cab-250; x1 Double cab with canopy-300 and x2 Double Cab-300)	2 734 465,20
Total		<u>R 2 734 465,20</u>

COMPONENT C: CASH FLOW MANAGEMENT AND INVESTMENT

Cash and Investments balances as at 30 June 2021

There was an increase of cash and cash equivalents as a result of the addition in Equitable received due to Covid-19. No account was held as security in the last six (6) months. Investment portfolio (fixed deposit) have been diversified to reduce the investment risk across four major banks i.e. FNB, Ned bank, Investec and STD bank.

Account	Amount
FNB	39 204 104.19
NED BANK	30 094 599.60
INVESTEC	10 254 896.55
STANDARD BANK	45 719 079.77
PRIMARY ACCOUNT	3 690 853.72
Cash and Cash Equivalent	159 174 313.73

Allocation of Grants and Receipts -2020/2021 Financial Year

Name of Grant	Budget 2020/2021	Actual Received	Percentage Received
Integrated National Electrification	8400 000,00	8400 000,00	100%
Financial Management Grant	2 000 000,00	2 000 000,00	100%
Municipal Infrastructure Grant	26 658 000.00	26 658 000.00	100%
Equitable Share	159 757 000.00	159 757 000.00	100%
Provincial of Libraries	2 714 000.00	2 714 000,00	100%
Community Library Services Grant	1 089 000,00	1089 000,00	100%
Expanded Public Works	2 513 000,00	2 513 000,00	100%
Greenest Municipality Grant	375 000.00	375 000.00	100%
Title Deeds Restoration Grant	200 000.00	200 000.00	100%
TOTAL	203 877 343.00	203 877 343.00	100%

SECTION D

OTHER FINANCIAL MATTERS

Dr Nkosazana Dlamini Zuma Local Municipality spent 89% of its operational budget at the end of June 2021

Description	2020/2021 Budget	Final	As at 30 June 2021	Percentage Spent
Operating expenditure	R 205 516 313		R 169 774 133	83%

Expenditure on Staff Salaries and Remuneration for Councillors

Description	2020/2021 Budget	Original	As at 30 June 2021	Percentage Spent
Employee related Costs	R70 219 449		R 70 724 458	100%
Councillors Remuneration	R 11 901 110		R 11 597 581	97%

Employee Related Costs

The employee related costs are sitting at 34% of the operating budget.

Councilors Remuneration

The remuneration for Councilor's expenditure was sitting at 97% as at the end of June 2021

SCM POLICY AND PROCEDURES

SCM Policy was reviewed and adopted for the 2020/2021 financial year as per Treasury Regulation.

DELEGATION

The intention of the delegation register is to ensure that adequate segregation of duties and internal controls are instituted and maintained in the SCM environment. SCM delegations are in place and signed by all delegated parties.

FUNCTIONING OF SCM UNIT AND DECLARATION OF INTEREST BY SCM PERSONNEL

To ensure that the municipality is not engaged in business with its own staff and Councillors declaration of interest were signed by both parties within the municipality as this remain an annual practice within the organization.

FUNCTIONING OF THE BID COMMITTEE

The bid committees consist of three committees namely, Bid Specification, Bid Evaluation and Bid Adjudication Committee all these committees are constituted according with SCM Regulation requirements. In the spirit of ensuring there is rotation of members, operational efficiency and a sound control environment over council procurement processes within the bid committee systems,

BID COMMITTEE MEMBERS DECLARATIONS

Bid Evaluation and Adjudication Committee members declared their interests at every sitting of the committees held within the 4th quarters and no conflicts of interests were recorded for discussion for 2019/2020 financial year

SECTION 114 DEVIATIONS

No awards were made to suppliers other than the ones recommended.

DATABASE REGISTRATION

The suppliers were last invited to register on Central Supplier Database in 2017/2018 Financial Year

CONTRACTS MANAGEMENT

Existing Contracts

Service Provider	Name of project	Duration of contract
Ikhenani Lethu (Pty) Ltd	Panel of 3x Service providers to provide Honey sucking services and High pressure water jetting services for a period of 36 moths	3 years
Mkholwa IT Services t/a Mkholwa Transport and Plant Hire	Panel of 3x Service providers to provide Honey sucking services and High pressure water jetting services for a period of 36 moths	3 years
Shemuntu and Son's (Pty) Ltd	Panel of 3x Service providers to provide Honey sucking services and High pressure water jetting services for a period of 36 moths	3 years

New Contracts

Service Provider	Description	Duration of contract
Ziphelele Planning and Environmental	Panel of Six Service Providers: Town Planning Consultants to Provide Town Planning Services for the Municipality	3 Years
Isibuko Development Planners	Panel of Six Service Providers: Town Planning Consultants to Provide Town Planning Services for the Municipality	3 Years
BPG Mass Appraisals	General valuation and preparation of the valuation roll for implementation for 1 July 2022, Presentation and updating of the valuation roll for the period of 1 July 2022 to June 2027	6 Years
ZAQEN Actuaries (Pty) Ltd	Provision of actuarial valuation of Long service award liability, Post employment medical aid benefits liability, and Landfill sites rehabilitation and closure (Bulwer & Creighton)	3 Years
Rusbro Engineering Works (Pty) Ltd	Calibration of alcohol breathalysers for a period of 3 years	3 Years
Ntshengula Trading Enterprise (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year
Mathutha Trading and Enterprise	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year

Lanrec (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year
Mantangu Trading and Projects (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year
Mazulukweni Trading and Construction (Pty) Ltd	Supply and delivery of Branded Chairs and Folding tables for a period of one year	1 Year
Ayanda Mbanga Communications (Pty) Ltd	Provision of advertising services for a period of 3 years	3 Years

IRREGULAR EXPENDITURE

Service Provider	Name of project	Amount	Reason for Irregular
Capmed health	Health practitioner for the screening of covid-19 at municipal offices (All centres)	R 118 000,00	Due to an emergency for medical services to screen employees for Covid-19 as required by Regulation 10(8) Issued by COGTA MEC
Capmed Health	Covid-19 testing of employees	R 30 000,00	Testing of 25 municipal employees

FINANCIAL VIABILITY ASSESSMENT

FINANCIAL VIABILITY ASSESSMENT			
		AS AT 30 JUNE 2021	AS AT 30 JUNE 2020
EXPENDITURE MANAGEMENT			
1.1	Creditor- Payment Period	30 Days	30 Days
REVENUE MANAGEMENT			
2.1	Debt- Collection Period (after impairment)	252 Days	252 Days
2.2	Debtors Impairment provision as a percentage of accounts receivables	51%	54%
	Amount debtor's impairment provision	R35 913 498	R29 992 065
	Amount of accounts receivables	R70 492 997	R55 346 160
ASSET AND LIABILITY MANAGEMENT			
3.1	A deficit for the year was realized (total expenditure exceeded total revenue)	No	No
	Amount of the surplus /(deficit) for the year	R81 750 922	R56 158 878
3.2	A net current liability position was realized (total current liabilities exceeded total current assets)	No	No
	An amount of the net current assets/ (liability) position	R201 534 324	R158 782 681

3.3	A net liability position was realized (total liabilities exceeded total assets)	No	No
	An amount of the net asset/ (liability) position	R603 787 775	R522 036 853
CASH MANAGEMENT			
4.1	The year-end bank balance was in overdraft	No	No
	An amount of year-end bank balance (cash and Cash equivalents)	R159 174 314	R 124 200 720
FINANCIAL VIABILITY ASSESSMENT			
4.2	Net cash flows for the year from operating activities were negative	No	No
	Amount of net cash in/ (out) flows for the year from operating activities	R 111 230 650	R 72 585 151
4.3	Creditors as a percentage of cash and cash equivalents	28%	32%
	Amount of creditors (accounts Payable)	R45 581 124	R40 233 798
	Amount of cash and cash equivalents/ (bank overdraft) at year-end	R159 174 314	R124 200 720
4.4	Current liabilities as a percentage of next year's budget resources	N/A	12.8%
	Amount of current liabilities	R52 679 876	R50 154 896
	Amount of next year's budget income	R 241 288 000	R 244 576 000
OVERALL ASSESSMENT			

REPORT ON THE IMPLEMENTATION OF THE COST CONTAINMENT MEASURES DURING 2020/21 FINANCIAL YEAR

Cost Containment Annual Report			
Cost Containment Measures	Budget	Total Expenditure	Savings
	R'000	R'000	R'000
Use of consultants	11 962 910,00	9 751 780,13	2 211 129,87
Vehicles used for political office -bearers	490 400,00	443 883,88	46 516,12
Travel and subsistence	1 530 625,00	611 771,73	918 853,27
Domestic accommodation	1 775 277,00	995 393,87	779 883,13
Sponsorships, events and catering	583 604,00	207 435,66	376 168,34
Communication	4 137 176,00	3 105 806,23	1 031 369,77
Other expenditure items	1 343 780,00	1 237 673,06	106 106,94
Total	21 823 772,00	16 353 744,56	5 470 027,44

CHAPTER 6

AUDITOR GENERAL'S AUDIT FINDINGS

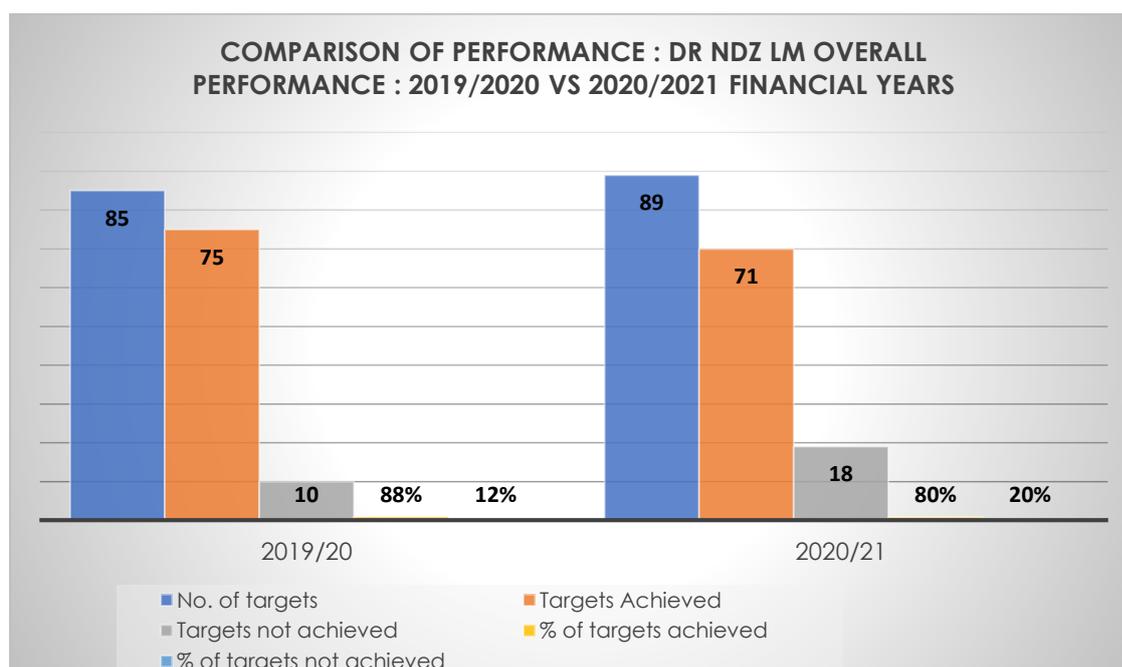
The 2020/2021 Auditor General's report is not yet issued however it would form part of this report that would be tabled to Council in January 2022.

CONCLUSION

COMPARISON OF ORGANISATIONAL PERFORMANCE BETWEEN 2019/20 AND 2020/2021 FINANCIAL YEARS

More targets were not met in the 2020/2021 financial year as compared to the 2019/2020 financial year. In 2019/20 financial year an aggregate score of 88% was achieved by the organisation whereas in 2020/2021 financial year an aggregate of 80%. This means that the municipality's performance declined by 8%.

CATEGORY	2019/20	2020/21
No. of targets	85	89
Targets Achieved	75	71
Targets not achieved	10	18
% of targets not achieved	12%	20%
% of targets achieved	88%	80%



2019/2020 FINANCIAL YEAR

Department	Overall 2019/20 Performance Rate
Corporate Support Services	92.3%
Public Works & Basic Services	100%
Community & Social Services	87.5%
Office of the Municipal Manager	60%
Budget & Treasury Office	100%
Aggregate Score	88%

2020/2021 FINANCIAL YEAR

Department	Overall 2020/2021 Performance Rate
Corporate Support Services	91%
Public Works & Basic Services	64%
Community & Social Services	100%
Office of the Municipal Manager	63%
Budget & Treasury Office	88%
Aggregate Score	80%

KEY AREAS TO NOTE

Improving Performance

The above tables and graphical information is worth noting that the current year's percentage of performance 80.% has declined by 8%, when compared to the previous year's which was 88% this is due to the drastic decline of the performance by the departments responsible for the delivery of basic service to the community of Dr Nkosazana Dlamini Zuma Local Municipality i.e. Public Works and Basic Services, achieving only 64% of its planned target for the 2020/2021 financial year. The Covid-19 regulations continued to be a hindrance for the municipality to implement its projects during the financial year. No tender briefings were held through-out the year thus delaying the appointment of service providers for capital projects. The additional funding from the equitable share of R25,619 000 compelled the municipality to revise both the budget and the service delivery and budget implementation plan as approved by the Council on 29 September 2020 this then allowed the municipality to make amendments and add more service delivery related projects/targets in its scorecard. This resulted in a low capital expenditure of 62% as opposed to the 91% capital expenditure (Capex) that was recorded in 2019/20 financial year.

DETERIORATING PERFORMANCE

This section highlights key areas for deterioration of performance, in the cases where the targets have been missed.

The Public Works and Basic Services Department's performance has deteriorated as 09 out of 25 targets could not be achieved during the financial year. All nine missed targets were due to the delays in the supply chain management processes to appoint suitable service providers for the implementation of capital projects.

Appendices

Appendix A: Councillors, committee allocation and attendance at meetings- refer to chapter 2

Appendix B: Committees and purposes- refer to Chapter 2

Appendix C: Third-tier administrative structure- refer to Chapter 4 Component A

Appendix D: Functions of the municipality- refer to the attached

Appendix E: Ward reporting- refer to Chapter 2

Appendix F: Ward information- Ward Based Plan refer to the attached

Appendix G: Recommendations of the audit committee to be prepared by the APAC Chairperson and presented together with AR to Council

Appendix H: Long-term contracts and public-private partnerships-refer to Chapter 5

Appendix I: Performance of service-providers- refer to the 2020/2021 APR Volume III

Appendix J: Disclosure of financial interests- refer to the attached

Appendix K: Revenue-collection performance- refer to chapter 5

Appendix L: Conditional grants received (excluding the MIG grant)- refer to chapter 5

Appendix M: Capital expenditure: new assets, upgrades and renewals, including MIG- refer to chapter 5

Appendix N: Capital programmes by project – current year- refer to chapter 3

Appendix O: Capital programmes by project by ward – current year- refer to the attached ward-based Plan

Appendix P: Service-connection backlogs at schools and clinics- NA

Appendix Q: Service-backlogs in the community where another sphere of government is responsible to deliver those services- refer to the Ward Based plan attached

Appendix R: Declaration of loans and grants made by the municipality- refer to chapter 5

Appendix S: Declaration of returns not made in due time under MFMA section 71-refer to chapter 5

Appendix T: National and provincial outcomes for local government-NA

VOLUME II: Annual financial statements- to be attached after the finalisation of the 2020//21 audit

VOLUME III: Annual performance report: attached
Auditor General's 2020/21 Audit Report & Management Action Plan – not yet due

VOLUME IV: Oversight report

The oversight report will be prepared by the MPAC in March 2022 after scrutinising the annual report

