



**UMZIMVUBU**  
LOCAL MUNICIPALITY

**EXTRACT of MINUTES** of the Second Ordinary Council Meeting of Umzimvubu Local Municipality held at KwaBhaca Municipal Conference Boardroom on 30<sup>th</sup> of August 2023 at 10h23.

**MINUTES**

**ULMC: 017**

**10.2.2 BUDGET & TREASURY DEPARTMENT: REPORT TO REQUEST A ROLLOVER FOR 2022/23 FINANCIAL YEAR**

**PURPOSE**

To seek Council approval to roll-over the funds received from the National Disaster Department to be fully spent in the 2023/24 financial year for refurbishment/maintenance of access roads that were affected negatively by floods.

**BACKGROUND AND REASONING**

Section 28(2) (e) of the Municipal Finance Management Act stipulates that: Municipality may authorise the spending of funds that were unspent at the end of the past financial year where the under- spending or **receipt of funds** could not reasonably have been foreseen at the time to include project roll-overs when annual budget for the current year was approved by council.

The municipality received an amount of R3 500 000 in June 2023 to be spent in the 2023/24 financial year which is meant to maintain flood damaged access roads and bridges.

It is against this background that a request is forwarded to Council to consider the approval of these funds to be carried over from 2022/23 to 2023/24 financial year as to complete these projects.

***It was thereafter with Councillor L Mveku and Councillor S Faye proposing and seconding respectively.***

**RESOLVED**

1. That the rollover application amounting to R 3 500 000.00 for disaster be forwarded to National Treasury is approved by the Council.

**COUNCIL: 017/2023/2024**

***This was carried unanimously.***

**NB: These Second Ordinary Council minutes are subject to confirmation by the Council on its next Ordinary Council Meeting scheduled for 31<sup>st</sup> of October 2023.**

**THIS IS CERTIFIED AS A TRUE REFLECTION AND EXACT EXTRACT FROM THE MINUTES OF THE FOURTH ORDINARY COUNCIL MEETING HELD AT KWABHACA MUNICIPAL CONFERENCE BOARDROOM ON WEDNESDAY, THE 30<sup>TH</sup> OF AUGUST 2023 AT 10H23**

**MUNICIPAL MANAGER  
MR G.P.T NOTA**

**DATE**



**UMZIMVUBU**  
LOCAL MUNICIPALITY

**EXTRACT of MINUTES** of the Second Ordinary Council Meeting of Umzimvubu Local Municipality held at KwaBhaca Municipal Conference Boardroom on 30<sup>th</sup> of August 2023 at 10h23.

**MINUTES**

**ULMC: 016**

**10.2. BUDGET AND TREASURY DEPARTMENT**

**10.2.1 BUDGET AND TREASURY DEPARTMENT: REPORT ON 2023/2024 SPECIAL ADJUSTMENT BUDGET**

**PURPOSE**

- To advise Council about the adjustment budget process for 2023/2024
- MTREF (Medium Term Revenue and Expenditure Framework).
- To seek Council approval of the Amended B Schedule
- To advise council about items affecting budget and service delivery.

**BACKGROUND**

This serves to request Council to approve the adjustment budget as required by the MFMA section 28(2)(a). The municipality received an additional funding relating to Disaster relief fund amounting to R3 500 000 in June 2023 for 2023/24 financial year and the amount was not budgeted for the year in which it is intended to be spent.

***It was thereafter with Councillor T Sincindi and L Mveku proposing and seconding respectively***

**RESOLVED**

1. That Council resolves that the adjustment budget data strings and B Schedule of the municipality for the financial year 2023/2024 is approved.
2. That Council resolves to note the submission of the adjustment budget data strings and B Schedule by the Municipal Manager within ten working days after the council approval to National and Provincial Treasuries.

**COUNCIL: 016/2023/2024**

***This was carried unanimously.***

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**MINUTES**

**ULMC: 016**

**10.1.6 DETERMINATION OF UPPER LIMITS OF SALARIES, ALLOWANCES AND BENEFITS OF COUNCILLORS 2022/23 FINANCIAL YEAR**

**PURPOSE**

To table a report on the Government Gazette No. 49142 on the remuneration of Public Office Bearers Act (20 of 1998) Determination Of upper limits of salaries, allowances, and benefits of different members of Municipal Councils issued on the 18<sup>th</sup> of August 2023.

To solicit endorsement by Council to write to the MEC for Local Government and Traditional Affairs for his concurrence of Government Gazette No. 49142.

**BACKGROUND / REASONING**

The municipality received a Circular letter from COGTA and also the Government Gazette No. 49142 dated 18 August 2023.

The Key Features of the Gazette are as follows:

1. The sitting allowance not exceeding **R 1,179,50** per day.
2. The cellphone allowance not exceeding **R 3,600.00** per month, and the allowance on the use of mobile data bundles, not exceeding **R 317,00** per month.
3. Special risk cover: A municipality must take out a risk insurance cover, to provide for the loss of or damage to a Councillor's immovable property, assets, life or disability, excluding business property, arising from any riot, civil unrest, strike or public disorder. The special risk insurance on residential property will be limited to **R1, 5 million** and on vehicles to **R750 000**. Life and disability insurance cover is limited to 2 times the total remuneration package of a Councillor.

It should be remembered that it is the responsibility of the councillor to provide all necessary details to the municipality, upon request, regarding the councillor's properties, assets and beneficiaries to be covered by the special risk insurance. Failure by the councillor to comply with the municipality's request, will lead to the exclusion of that councillor's property or assets from the special risk insurance cover. Councillors who already have their own special risk cover must also declare to the information to the municipality.

4. Capacity Building- A municipality must make provision in its budget for the development and implementation of capacity building programme for a Councillor during the term of office of that Councillor.

As per paragraph 2, the municipality has an income in- between **R50, 000 001 – R200, 000 000** which is **25.00** points. As per paragraph 3 Umzimvubu has a population of 199 620 which is **25.00** points. When all is calculated as per paragraph 4 the municipality lands in Grade 3. It should be highlighted that the municipality has budgeted accordingly for the increment of Councillors allowance.

## **5. Personal security:**

- (g) (i) Executive Mayor, Mayor, Deputy Executive Mayor, Deputy Mayor, Speaker or Whip are entitled to two bodyguards. Deviation from the norm may only be based on the recommendations of the South African Police Service.
- (ii) All Councillors, subject to a threat and risk analysis conducted by the South African Police Service.

It should be noted as well that the Council should consult with the MEC for Local Government & Traditional Affairs on implementation of the Gazette for concurrence purposes and send all the mentioned documents in clause 18 within 30 days from the date of publication.

This Notice is called the Determination of Upper Limits of Salaries, Allowances and Benefits of Different Members of Municipal Councils and takes effect from **1 July 2022**.

***It was thereafter with Councillor S Mathebe and Councillor N Jwara proposing and seconding respectively.***

## **RESOLVED**

1. That the report on the Government Gazette No. 49142 on the Determination of Upper Limits of Salaries, Allowances and Benefits of different Members of Municipal Councils be noted by the Council.
2. That an across-the-board increase in salaries, allowances, and benefits as stipulated in the Government Gazette No. 49142 on the Determination of Upper Limits of salaries, Allowances and Benefits of different Members of Municipal Councils be approved by Council.
3. That Council notes the increase will be effected retrospectively as from the 1 July 2022.
4. That Council notes that the cell phone package is an amount not exceeding **R 3 600 per month**, and the allowance on the use of mobile data bundles, not exceeding **R 317,00** per month mobile data, paid to all Councillors ***including*** Mayor, Speaker and Chief Whip.
5. It is noted by Council that Councillors appointed to represent the Local Municipality in the District Municipality will receive an allowance not exceeding **R1,179,50** per sitting and actual attendance of any meeting: Provided that the allowance is limited to **R1,179,50** per day, irrespective of the number of meetings attended by such councillor on a specific day district council or any committee of that Council.



6. That the Council approves that the current risk benefits to Councillors be taken by the municipality to provide for loss or damage to a Councillor's property, and assets excluding business property. The insurance will be limited to **R1.5 million** on residential property and on vehicles to **R750 000.00**.
7. That the Council approves that the Municipality should have a budget towards Capacity Building initiatives for Umzimvubu Municipal Councillors.
8. That Council notes that an allowance of not more than **R 1,179,50** per sitting of governance structure per day will be paid to Councillors serving in those organized local government structures.
9. That Council notes and approves that as per paragraph 2, 3, 4 and 5 of the Gazette, the points calculated indicate that the municipality is Grade 3.
10. That the Council approves the provision of two bodyguards for the Chief Whip as it is stated in the Gazette but the MEC of Cooperative Governance and Traditional Affairs should clarify in writing the issue of the car for the Chief Whip which would be driven by the bodyguards provided as it is not clear in the Gazette.
11. It is noted by Council that the municipality has budgeted accordingly for the increment of Councillors allowance.
12. That the Council notes that a consultation be made with the MEC for Local Government & Traditional Affairs on implementation of the Gazette for concurrence purposes and send all the mentioned documents within 30 days from the date of publication as stipulated in Clause 18 of the Gazette and approves that it be submitted by the Hon. Mayor.
13. That the Council notes and approves that there should be consultation with the MEC for Cooperative Governance & Traditional Affairs regarding implementation of the Government Gazette before the increase and back pay is processed.

**COUNCIL:015/2023/2024**

***This was carried unanimously.***

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**MUNICIPAL MANAGER**  
**MR G.P.T NOTA**

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**DATE**



**EXTRACT of MINUTES** of the Second Ordinary Council Meeting of Umzimvubu Local Municipality held at KwaBhaca Municipal Conference Boardroom on 30<sup>th</sup> of August 2023 at 10h23.

## **MINUTES**

### **ULMC: 018**

### **10.3 LOCAL ECONOMIC DEVELOPMENT DEPARTMENT**

#### **10.3.1 LOCAL ECONOMIC DEVELOPMENT DEPARTMENT: REPORT ON UMZIMVUBU INVESTMENT PROFILE REPORT FOR THE MONTH OF JULY 2023**

#### **PURPOSE**

To report about the ULM Investment Profile Report for the month of July 2023 to the Council.

To request noting and approval of the report to Council

#### **BACKGROUND AND REASONING**

The South Africa Local Government Association (SALGA) has appointed Urban-Econ Development Economists to develop a Municipal Investment Profile Template (MIPT). The aim of the MIPT is to assist in increasing the amount of investment flowing into local municipalities (LMs) within South Africa. Currently, it is believed that lack of access to information on the part of investors has resulted in muted investment levels.

The MIPT is intended to address this issue by providing LMs and investors with a common template to provide and access information on an LM and possible investments within the LM.

Umzimvubu Local Municipality was one of the LM's identified for this exercise and an extensive stakeholder engagement done.

The report has been completed and presented at LED Standing Committee and on the 20th July 2023 presented to the combined EXCO/MANCO meeting that was held virtually for inputs and comments.

This work required extensive stakeholder engagements with relevant LMs from across South Africa. The information gathering process will entail a series of engagements with stakeholders through face-to-face or virtual interactions in the form of individual or group sessions utilizing a semi-structured list of questions. A small sample of the stakeholder list is likely to be engaged through administering questionnaires by email to accommodate those that may be unable to attend the scheduled sessions. We would like to kindly request your participation as a key stakeholder in this planning process. The Urban-Econ Development Economists Team led the Stakeholder engagements with the assistance from the SALGA officials.



*It was thereafter with Councillor AP Mkhonto and Councillor P Magujulwa proposing and seconding respectively.*

**RESOLVED**

That the report on ULM Investment Profile Report for the month of July 2023 is noted and approved by the Council.

**COUNCIL:018/2023/2024**

***This was carried unanimously.***

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## MINUTES

**ULMC: 014**

### **10.1.4 OFFICE OF THE MUNICIPAL MANAGER: APPOINTMENT OF THE SUB-MUNICIPAL ELECTORAL OFFICER – NATIONAL AND PROVINCIAL ELECTIONS 2024 – EC442**

#### **PURPOSE**

To seek Council's approval to appoint the Sub-Municipal Electoral Officer of Umzimvubu Local Municipality for the 2024 National and Provincial elections.

#### **BACKGROUND AND REASONING**

Umzimvubu Local Municipality has been identified to have vast areas with high voter numbers during elections. There are circumstances that require the presence of the MEO who cannot cover the whole area due to its magnitude and the Electoral Commission (IEC) has decided to provide for additional support through the allocation of Sub-Municipal Electoral Officer (Sub-MEO) who will assist on election related activities. The candidate must hold a Managerial position in the municipality and must not have a high political profile.

#### **Terms of Appointment:**

Sub-MEO will report to the Provincial Electoral Officer and the appointment is intended for the purposes of-

- liaison on IEC projects between the municipality and the IEC;
- avail him/herself for consultation by IEC members and officials on electoral matters;
- attend and assist with arrangements for local Political Liaison Committee (PLC) meetings in the municipality;
- assist the Municipal Electoral Officer for his/her area in national and provincial elections, and by-elections called in the area.
- performance of any other election related function that may be assigned to him/her by mutual agreement.

The appointment of the Sub-MEO shall be effective from the 1<sup>st</sup> of October 2023 and will terminate at the end of election month in 2024. The appointment may be terminated on 30 days' notice at a candidate's instance or at the instance of the Electoral Commission.

Based on the above narrative, Umzimvubu Municipal Council recommends the appointment of **Dr K Tshazi** to be the Sub-Municipal Electoral Officer of the municipality for the 2024 National and Provincial elections.



***It was thereafter with Councillor A Jakuja and M Kakaza proposing and seconding respectively.***

**RESOLVED**

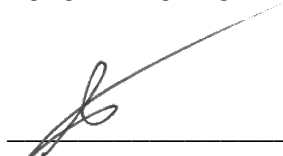
1. That Council approves the appointment of the Senior Manager Citizen and Community Services Dr K Tshazi to be the Sub-Municipal Electoral Officer of Umzimvubu Local Municipality for the 2024 National and Provincial.

**COUNCIL:014/2023/2024**

***This was carried unanimously.***

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## MINUTES

**ULMC: 015**

### **10.1.5 OFFICE OF THE MUNICIPAL MANAGER: NOMINATION OF THE VOTING DELEGATE TO THE SALGA NATIONAL MEMBERS ASSEMBLY**

#### **PURPOSE**

To nominate the voting delegate of Umzimvubu Local Municipality to the SALGA National Members Assembly.

#### **BACKGROUND AND REASONING**

In accordance with the provisions of the Constitution of the South African Local Government Association (SALGA), the next formal sitting of the SALGA National Members Assembly will be held on 4-6 September 2023 in the Gauteng Province.

The National Members Assembly will consider to the following matters:

- Annual Report, including Audited financial statements in respect of the 2022/23 financial year;
- SALGA's programme of action, the annual performance plan, and the budget for the 2023/24 financial year;
- Proposals for the annual performance plan and the budget for the 2024/25 financial year;
- Key policy and legislative matters impacting on local government;
- Reports from Working Groups and other oversight bodies; and
- deal with any other issues emanating from the provisions of the SALGA constitution.

Member municipalities are entitled to be represented by up to six (6) delegates, being Hon. Mayors, Hon. Speakers, Hon. Council Whips, Hon. MPAC Chairpersons, Municipal Managers and Chief Financial Officers. Each municipality is required to nominate one (1) Councillor to be the voting delegate during the conference.

It was,


#### **RESOLVED**

1. That the Council approves the nomination of **Cllr. Z. Ndevu** to be a voting delegate of Umzimvubu Local Municipality in the SALGA National Members Assembly.

*This was carried unanimously.*

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## MINUTES

ULMC: 019

### 10.1.7 REPORT ON THE ACTING APPOINTMENT OF THE POSITION OF SENIOR MANAGER: INFRASTRUCTURE & PLANNING - UMZIMVUBU LOCAL MUNICIPALITY

#### PURPOSE

To present a motivation for report on the acting appointment of Senior Manager for the position of Senior Manager Infrastructure and Planning.

To recommend the municipal Council to approve the acting appointment.

#### BACKGROUND AND REASONING

The position of Senior Manager in the Infrastructure & Planning department will be become vacant as from the 01<sup>st</sup> September 2023 and the recruitment process is proceeding to fill the position. It is imperative that in the meantime there should be someone who will be acting as Senior Manager in the department minding and executing all the duties bestowed upon the Senior Manager as per the delegation of powers.

The absence of the Head of Department in a municipality has a negative impact on the daily operations of the department and someone playing a strategic role.

The acting policy does allow that under exceptional circumstances, employees can act in similar positions to theirs and it stipulates that if a person act in the same position, he or she will get 2.5% of the basic salary of the total package of the position acting into.

The policy also states that the acting appointment is limited to a minimum period of 10 working days and a maximum period of three (3) months.

***It was thereafter with Councillor N.F Ngonyolo and Councillor F. Sontsi proposing and seconding respectively.***

#### RESOLVED

1. That Council notes and accept the report on the appointment of Acting Senior Manager Infrastructure and Planning.
2. That Council approves that **Ms. Thozama Madotyeni (SM: CS)** be appointed as Acting Senior Manager: Infrastructure & Planning from **01<sup>st</sup> September 2023** until the appointment of the Senior Manager: Infrastructure & Planning, but not exceeding three (03) months.


3. That Council approves that **Ms. Thozama Madotyeni** be remunerated an acting allowance of 2,5% of the basic salary of the total package of the position acting into as prescribed in the ULM Acting Policy.
4. That Council notes that the appointed Acting Senior Manager will seize to act once the recruitment process is finalized and or the three months has lapsed or either of the two comes first.

**COUNCIL: 019/2023/2024**

***This was carried unanimously.***

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## **MINUTES**

### **ULMC: 013**

#### **10.1.3 TABLING TO COUNCIL FOR ADOPTION THE IDP, BUDGET & PMS PROCESS PLAN FOR 2024-2025FY: OFFICE OF THE MUNICIPAL MANAGER**

### **PURPOSE**

To table to the Council for approval the IDP, Budget & PMS Process Plan for the 2024-2025 Financial Year.

### **BACKGROUND AND REASONING**

The Municipal Systems Act and Municipal Finance Management Act require municipalities to draft and adopt an IDP, Budget and PMS Process Plan within at least 10 months before the start of the next financial year.

The Draft Process Plan has been developed in collaboration with Budget and Treasury Office.

It has been sent to Alfred Nzo District Municipality for noting and comment.

The district had a session of all IDP Managers to refine the schedule of activities that require participation of the district municipality and government departments to ensure that dates do not clash.

The process plan is prepared in response to the Municipal Finance Management Act 56 of 2003 section 21 (1)(a) provides that the Mayor of the Municipality must:

Co-ordinate the processes for preparing the annual budget and for reviewing the Municipality's Integrated Development Plan and budget related policies to ensure that the tabled budget and any revisions of the Integrated Development Plan and budget related policies are mutually consistent and credible.

At least ten months before the start of the budget year, table in the municipal Council a time schedule outlining key deadlines for :-

(ii) (aa) the annual review of the Integrated Development Plan in terms of section 34 of the Municipal Systems Act 32 of 2000.

Necessary legislative obligations will be met after adoption of the process plan by Council such as advertising of the process plan for public viewing, submission to relevant authorities and uploading it to the Municipal Website.



***It was thereafter with Councillor T Ngxabi and Councillor A.P Mkhonto proposing and seconding respectively.***

**RESOLVED**

1. That the Council notes the IDP and Budget Process Plan for 2024/2025FY
2. That Council adopts the IDP and Budget Process Plan for 2024/2025FY

**COUNCIL:013/2023/2024**

***This was carried unanimously.***

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## MINUTES

### ULMC:012

#### 10.1.2 **TABLING TO COUNCIL FOR APPROVAL OF THE 2022/2023FY ANNUAL PERFORMANCE REPORT: OFFICE OF THE MUNICIPAL MANAGER**

#### **PURPOSE**

To table to the Council the 2022/2023 FY Annual Performance Report for approval.

#### **BACKGROUND AND REASONING**

The report encompasses and encapsulates respective departmental performance. The format of the report is compliant with the 2022/2023 Revised Service Delivery and Budget Implementation Plan and has been generated utilizing "Action Assist" automated performance management system.

The report covers the period: July 2022 to June 2023. Achievement and Non-achievement of set targets have been indicated. Reasons for non-achievement and corrective measures have also been documented. The report will be presented to Council, and further considered by the Internal Audit, MPAC and Audit Committee for correctness and accuracy of the information reported. The report is generated at a time nearer to the end of the financial year, which prompts departments to improve their performance as all set targets not achieved would have a bad reflection in the annual performance report of the municipality.

The following summary has been used to show performance results for all departments over the past five financial years:

## 5 YEARS - 2022/2023 HIGH LEVEL SUMMARY - SDBIP PERFORMANCE

Description & Year	INFRASTRUCTURE AND PLANNING	CORPORATE SERVICES	LOCAL ECONOMIC DEVELOPMENT	BUDGET AND TREASURY OFFICE	CITIZEN AND COMMUNITY SERVICES	SPECIAL PROGRAMMES AND COMMUNICATION	OFFICE OF THE MUNICIPAL MANAGER	Total Annual Target
<b>2022/2023</b>								
- SDBIP Targets Set	16	3	8	7	3	6	7	<b>50</b>
- Targets Achieved	13	3	5	7	3	6	7	<b>44</b>
- % <b>Targets Achieved</b>	<b>81%</b>	<b>100%</b>	<b>62%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>88%</b>
<b>2021/2022</b>								
- SDBIP Targets Set	14	4	10	5	6	3	5	<b>47</b>
- Targets Achieved	12	4	7	5	6	3	5	<b>42</b>
- % <b>Targets Achieved</b>	<b>86%</b>	<b>100%</b>	<b>70%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>89%</b>
<b>2020/2021</b>								
- SDBIP Targets Set	19	12	10	12	7	12	9	<b>82</b>
- Targets Achieved	17	11	9	10	6	12	9	<b>74</b>
- % <b>Target Achieved</b>	<b>69%</b>	<b>92%</b>	<b>90%</b>	<b>83%</b>	<b>86%</b>	<b>100%</b>	<b>100%</b>	<b>91%</b>

<b>2019/2020</b>								
- SDBIP Targets Set	25	13	20	12	11	14	7	<b>102</b>
- Targets Achieved	16	12	15	8	8	14	7	<b>80</b>
- % <b>Targets Achieved</b>	<b>64%</b>	<b>92,3%</b>	<b>75%</b>	<b>62%</b>	<b>73%</b>	<b>100%</b>	<b>100%</b>	<b>78,4%</b>
<b>2018/2019</b>								
- SDBIP Targets Set	21	13	14	14	10	12	8	<b>92</b>
- Targets Achieved	13	11	11	10	9	12	8	<b>74</b>
- % <b>Targets Achieved</b>	<b>62%</b>	<b>85%</b>	<b>79%</b>	<b>71,4%</b>	<b>90%</b>	<b>100%</b>	<b>100%</b>	<b>80,4%</b>

The Municipality's Annual Performance for 2022/2023 Financial Year stands at 88%. Based on the Analysis of Annual Performance Report and there is a 1% regression from 2021/2022 financial year's 89% and the municipality performance has performed fairly well in its service delivery mandate.

## **EXPLANATORY NOTES ON PROJECTS REPORTED AS NOT ACHIEVED**

### **Project 1: Supply and delivery of Wool-Pressers for 28 Wards**

- The project was first advertised in the 2<sup>nd</sup> Quarter and closed on the 22<sup>nd</sup> November 2022.
- It went through the BAC and none of Service Providers were responsive.
- I was then re-advertised in 3<sup>rd</sup> Quarter and closed on the 23<sup>rd</sup> February 2023.
- The Service Provider was then appointed on the 08<sup>th</sup> May 2023.
- The Department is closely monitoring the Service Provider, 20 Wool-Pressers have been delivered so far and estimated to deliver the remaining 08 wool-pressers before the end of August 2023.

### **Project 2: Construction of Ntsizwa Hiking Trail**

- The Department developed the Project Concept Document in the 2021/2022 financial year.
- We then requested the Infrastructure and Planning Department to assist in the implementation of the project at the beginning of 2022/2023 financial year.
- A Panel of Professional Service Providers in Civil Engineering were appointed on the 23<sup>rd</sup> January 2023, uGqoloma Consulting was the appointed Service Provider and Ntsizwa Hiking Trails Project was one of the projects the Consultant was instructed to provide civil engineering services.
- Imzizekeliso Architecture were then appointed by uGqoloma Consulting to do Scoping Work for the project and the Scoping Report was submitted by 22<sup>nd</sup> February 2023 with an estimated Budget Requirement of **R 11 692 038.21**.
- The budget was not available for the implementation of the project and the Infrastructure and Planning Department advised that the project will be implemented in phases and be budgeted for Phase 1 in 2023/2024 financial year.

### **Project 3: Provision of Storage Facilities for Phakade Business Cluster**

- The project forms part of the SMME Funding Programme, the appointment of Service Provider was done 23<sup>rd</sup> June 2023.
- The project was intended to assist local SMME's with funding to procure tools, equipment and machinery.
- There were a lot of challenges due to planning that was not properly done.
- Two Containers have been procured but have not yet delivered to beneficiaries and the Department is in the process of organizing delivery before the end of August 2023.

### **Project 4: Mpemba Bridge**

- Reason for delay; The Contractor had to wait for three months for the river to subside. The 6 km access road leading to the bridge was completed.
- Corrective measure: Revised programme of works was submitted. Catch up plan was submitted. The revised anticipated completion date of the project is 30<sup>th</sup> of October 2023.

- Bridge progress to date: Bridge concrete piers are 100% complete, concrete slab bridge approaches are 100% concrete, Contractor busy with the concrete bridge deck.

#### **Project 5: Maintenance of Access Road:**

- Reason for delay: 8 x projects were awarded after April 2023, the reason being the Municipality was served with a court interdict on how the projects were advertised. The Municipality had to re-advertise all these 8 x projects. Some of the delays were caused by the objections received during the 14 days objection period.
- Corrective measure: Revised programme of works were submitted. Recovery plans were submitted. The anticipated completion date of all these delayed projects is the 30<sup>th</sup> of August 2023.
- Progress to date:

6 x projects were on the snag stage by the 30<sup>th</sup> of June 2023. Verification by asset team was done for these 6 x projects. 2 x projects are to be completed before the 30<sup>th</sup> of August 2023.

#### **Project 6: Construction of Nophoyi Cluster Sport Facility**

- The procurement of the contractor was delayed by objection posed on the project. Service provider to outsource some of the specialized works such as netball court and grassing of soccer field by end September 2023

***It was thereafter with Councillor M Sonyabashe and V Gogela proposing and seconding respectively.***

#### **RESOLVED**

1. That the Annual Performance Report for 2022-2023 FY is approved by the Council.

**COUNCIL:012/2023/2024**

***This was carried unanimously.***

**NB: These Second Ordinary Council minutes are subject to confirmation by the Council on its next Ordinary Council Meeting scheduled for 31<sup>st</sup> of October 2023.**

**THIS IS CERTIFIED AS A TRUE REFLECTION AND EXACT EXTRACT FROM THE MINUTES OF THE FOURTH ORDINARY COUNCIL MEETING HELD AT KWABHACA MUNICIPAL CONFERENCE BOARDROOM ON WEDNESDAY, THE 30<sup>TH</sup> OF AUGUST 2023 AT 10H23**

  
\_\_\_\_\_  
**MUNICIPAL MANAGER**  
**MR G.P.T NOTA**

\_\_\_\_\_  
**DATE**







**EXTRACT of MINUTES** of the Second Ordinary Council Meeting of Umzimvubu Local Municipality held at KwaBhaca Municipal Conference Boardroom on 30<sup>th</sup> of August 2023 at 10h23.

## MINUTES

ULMC: 011

### 10.1.1 **TABLING TO COUNCIL FOR APPROVAL, THE FOURTH QUARTER PERFORMANCE REPORT 2022/2023 FINANCIAL YEAR: OFFICE OF THE MUNICIPAL MANAGER**

#### **PURPOSE**

To table to the Council for approval, progress made in the implementation of the Adjusted SDBIP – Fourth Quarter Performance Report for 2022/2023 Financial Year for Committee adoption.

#### **BACKGROUND AND REASONING**

The purpose of this report is to present the 4<sup>th</sup> Quarter Performance Report on the performance of the municipality against Pre-determined objectives, set indicators and targets as set out in the (top layer) Service Delivery and Budget Implementation Plan for 2022/2023 Financial Year which was subsequently revised in February 2023.



The report is prepared in compliance with the requirements of Section 52 of Local Government: Municipal Financial Management Act 56 of 2003, which provides that the Mayor must within 30 days of the end of each quarter, submit a report to council on the implementation of the budget and the financial state of the municipality; the Accounting Officer, while conducting the above, must take into account: section 71 Reports; Performance in line with the Revised Service Delivery & Budget Implementation Plan.

The Accounting officer is then expected to: Present to the Mayor such a report; Present such a report to Treasury after it has been presented to Council by the Mayor.

The report encompasses and encapsulates respective departmental performance. The format of the report is compliant with the 2022/2023 Revised Service Delivery and Budget Implementation Plan and has been generated utilizing “Action Assist” automated performance management system.

The report covers the period: April to June 2023. Achievement and Non-achievement of set targets have been indicated. Reasons for non-achievement and corrective measures have also been documented. The report will be presented to Council, and further considered by the Internal Audit, MPAC and Audit Committee for correctness and accuracy of the information reported. The report is generated at a time nearer to the end of the financial year, which prompts departments to improve their performance as all set targets not achieved would have a bad reflection in the annual performance report of the municipality.

The following summary has been used to show performance results for all departments:

Rati ng	Umzimvu bu LM Overall Performa nce	Office of the Munici pal Manag er	Budg et and Treas ury	Citizens and Commu nity Service s	Local Economi c Develop ment	Infrastruc ture and Planning	Corpor ate Servic es	Special Programme s and Communic ation
 KPI Not Met	4	0	0	0	2	2	0	0
 KPI Met	34	4	4	3	3	13	2	5
<b>Total :</b>	<b>89%</b>	100%	100%	100%	60%	87%	100%	100%

The municipality's overall Fourth Quarter Performance for the 2022/2023 financial year stands at 89% and has declined by 1% from the Fourth Quarter Performance's 90% for the preceding 2021/2022 financial year.

*It was thereafter with Councillor P Magujulwa and Councillor X Lungu proposing and seconding respectively.*

### **RESOLVED**


1. That the 4<sup>th</sup> Quarter Performance Report for 2022-2023 FY is adopted by Council.

**COUNCIL:011/2023/2024**

*This was carried unanimously.*

**NB: These Second Ordinary Council minutes are subject to confirmation by the Council on its next Ordinary Council Meeting scheduled for 31<sup>st</sup> of October 2023.**

**THIS IS CERTIFIED AS A TRUE REFLECTION AND EXACT EXTRACT FROM THE MINUTES OF THE FOURTH ORDINARY COUNCIL MEETING HELD AT KWABHACA MUNICIPAL CONFERENCE BOARDROOM ON WEDNESDAY, THE 30<sup>TH</sup> OF AUGUST 2023 AT 10H23**

  
\_\_\_\_\_  
**MUNICIPAL MANAGER**  
**MR G.P.T NOTA**

\_\_\_\_\_  
**DATE**







# Agreement Name

Final Audit Report

2023-09-05

Created:	2023-09-05 (Central Africa Time)
By:	Ncumisa Boyce (boyce.ncumisa@umzimvubu.gov.za)
Status:	Signed
Transaction ID:	CBJCHBCAABAAOjrxq2YTtHoCoXeg34-HCcWgqtEZJcc

## "Agreement Name" History

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